



DEFENSE LOGISTICS AGENCY
HEADQUARTERS
8725 JOHN J. KINGMAN ROAD
FORT BELVOIR, VIRGINIA 22060-6221

DATE: 18 November 2025

MEMORANDUM FOR: Manuel Ortega, PCX INC, CAGE 32DV7

SUBJECT: APPROVAL TO ACCESS DLA EXPORT-CONTROLLED DATA

The Defense Logistics Agency (DLA) limits distribution of export-controlled technical data under the control of DLA-to-DLA suppliers that have an approved US/Canada Joint Certification Program (JCP) certification and meet the DLA-specific requirements for accessing unclassified export controlled military critical technical data managed by DLA. These requirements are detailed at <https://www.dla.mil/HQ/LogisticsOperations/EnhancedValidation/>.

This memorandum serves as your record that you currently meet the DLA-specific requirements for accessing unclassified export-controlled military critical technical data managed by DLA.

This approval is valid for three years from the date of this letter (or until your JCP Certification expires, whichever comes first) and is contingent upon your compliance with trade security laws and DLA policy. DLA policy prohibits, inter alia, the downloading of technical data identified as export-controlled from cFolders to locations outside of the United States or its outlying territories without DLA's prior consent. The only exception to this rule is that Canadian firms with active Joint Certification Program (JCP) certificates may download technical data identified as export-controlled to Canada without DLA's prior consent. The use of virtual private networks and other services that mask a user's IP address when accessing cFolders is also prohibited without DLA's prior consent.

After you receive this letter, please note it takes up to 3 business days for the DLA systems to update the permission settings. Refer to <https://www.dibbs.bsm.dla.mil/Refs/TechData/> for additional help. Technical Data Packages/Bidset discrepancies such as illegible or incomplete documents, missing data, lag time errors, empty technical data files on cFolders, additional access (license agreement) issues, you must complete a customer service request at [DLA Product Data Management Division \(PDMD\) Customer Service](#). cFolders System Access Issues (*Log-In Problems, Password Resets, and the like*) contact the DISA Global Service Desk 844-DISA-HLP (844-347-2457), **Press 5, then speak or enter D-L-A**.

The HQ DLA Data Custodian Team will be unable to respond to any follow-on emails for cFolders access.

Thank you

HQ DLA Data Custodian Team

HQ DLA DATA CUSTODIAN TEAM
Logistics Operations
HQ Defense Logistics Agency