Listing NAICS Codes Correctly in Vendor Information Pages Fact Sheet

Summary:
Verification applicants are placing North American Industry Classification System (NAICS) codes in the wrong place in their online VetBiz Vendor Information Pages (VIP) profile. NAICS codes must be listed in the Business Type field in VIP profiles.

Discussion:
It is required that NAICS codes be listed in the proper location within a firm’s VIP profile. The field titled Business Type is the only location to list NAICS codes in a VIP profile.

NAICS codes are not to be listed in any other field in VIP. Specifically, listing NAICS codes in the VIP profile fields titled Capabilities Narrative or Capabilities Keywords is not allowed.

The image below shows where business owners are to list NAICS codes in their VIP profile. The Business Type field is located between the Business Information and Capabilities sections of a firm’s VIP profile.

Quickly access VA verification application resources via Verification Assistance.

For more information about VA Small and Veteran Business Programs, visit https://www.va.gov/osdbu.

Center for Verification and Evaluation
Office of Small and Disadvantaged Business Utilization
1–866–584–2344
Monday–Friday
8 a.m.–6 p.m. (Eastern)

Status Update: verificationfollowup@va.gov
Profile Questions: vip@va.gov

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