

Checking the National Disqualified List (NDL)

The Sponsoring Organization (SO) must ensure that none of its principals or responsible persons participating in the Child and Adult Care Food Program or any other USDA Food and Nutrition Program have not been convicted of any activity that indicates a lack of business integrity within the past seven (7) years. A lack of business integrity includes fraud, antitrust violations, embezzlement, theft, forgery, bribery, falsification or destruction of record, making false statements, receiving stolen property, making false claims, obstruction of justice, or any other activity indicating a lack of business integrity.

The SO must search the NDL system for all principals and responsible persons associated with their sponsorship to verify if they have not been convicted of an such activity. The search results must be maintained with the SO's records.

To search the NDL, you must create a Level 1 eAuthentication account by clicking on the following link:

<https://www.eauth.usda.gov/eauth/b/usda/login>

Registering for an account with Level 1 access is easy. You will create a brief customer profile, User ID and password for your USDA account. You will then receive a confirmation email from the USDA asking you to respond to the email to confirm your account within seven (7) days. If you do not respond to the email asking you to confirm your account within seven (7) days, you will have to restart the registration process by creating another profile and will need to select a new User ID.

Once you have confirmed your online registration, you will have immediate access to USDA portals and applications that accept accounts with Level 1 access.