

## Searching for DBE certified firms in California Unified Certification Program (CUCP) DBE Directory

1. Go to [California Unified Certification Program | California Unified Certification Program \(dbesystem.com\)](https://dbesystem.com)
2. Click on the "Search for Certified Firms"
3. Certified Vendor Directory pop-up
  - a. Remove the check mark in the Airport Concessionaire Disadvantaged Business Enterprise (ACDBE) field in the Search by Certification Type
  - b. Remove the check mark in the Disadvantaged Business Enterprise (FAA Only) (DBE (FAA Only)) field in the Search by Certification Type
  - c. There are 3 methods for looking up Commodity codes - Click on the "Click to Lookup Commodity Codes" in the Search by Commodity Code
    - i. Click on the Browse Codes button
      1. Select a Code and click on the "Drill Down" link, continue drilling down until you reach the 6-digit code and click on the "Add" link. (the selected code will show above in the Commodity Codes).
        - a. *For multiple codes, select the Search Codes button and repeat the steps above or;*
      - ii. Enter the NAICS code in the field next to the "Search" button and click Search and click "Add" or;
      - iii. Enter the NAICS description in the field next to the "Search" button and click Search and click "Add"
4. Once you have selected all your codes, scroll down and click on "I'm not a robot" and click on "Search"
5. Download your search results by clicking on the "Download Search Results" button
6. Click on the "Download the Excel" button