



# DEPARTMENT OF EDUCATION


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## MEMORANDUM

**TO:** School Nutrition Supervisors  
Single Unit and Special School Administrators

**FROM:** Aimee F. Beam, MS, RD   
Education Associate, Nutrition Programs

**RE:** **SY 2023-2024 Operational Memo #2**  
**Unique Entity ID (UEI) Number Reminder**

This memo is being sent as a reminder that in order to continue to participate in the Child Nutrition Programs, you must obtain and maintain an active UEI Number. The UEI Number has replaced the DUNS Number. If a UEI Number is not obtained by September 30, 2023, or if your UEI Number becomes inactive, you will not receive federal reimbursements for meals served in the School Nutrition Programs; this includes the National School Lunch Program (NSLP), School Breakfast Program (SBP), Afterschool Snack Program (ASSP), and the Fresh Fruit and Vegetable Program (FFVP). If you have any questions, please contact our office at (302) 857-3356.