

Responding to a Validation Report within Portal 2.0

Trade Organization(s)



Trade Account Actions

Create
Manage
Tasks

Trade Account Information

Trade Account Profile
C-TPAT Accounts
Documents
Messages



Trade Account Profile

Next

Save

Company Information

Addresses

Users

Summary

All * fields are required. In order to save your trade account profile information you must enter all the required fields in the Company Information tab and add one address in the Addresses tab.

Company Information

Company Name *

Ownership Type *

Fax Number

Business Start Date *

Company History *

STEP 1: VERY IMPORTANT - If a comment highlighted in red shows above, it means you'll need to address the mentioned issue before continuing with security profiles or validation response updates. Security profiles and validation responses may not update correctly without this being addressed first.


Number of Employees

Report a Technical problem with this site (password resets, error messages, navigation issues, etc.)
Contact the C-TPAT Program Office (completing your Security Profile, Validation process, C-TPAT policies, etc.)

Help Desk: 1-800-927-8729

Build Version: 2015_03_06_1700

STEP 2: After you've addressed the issue above, click on the C-TPAT Accounts link.

Step 3: Hover your screen cursor () over the 'Main Menu' box and a drop-down menu will appear. Click on 'Validation Summary' to respond to the report.

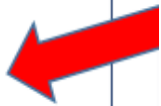
Trade Organization(s)

< >

Apply to C-TPAT Manage C-TPAT Security Models

Model Name		Business Type	
Model Number		C-TPAT Account #	
Security Profile Status			
Status		Certified Date	
SCSS Information			
Name		Phone	
Office			
Primary POC Information			
Name		Phone	
			Email
			Email

- Main Menu
- Company Profile
- Security Profile
- Validation Summary
- Model Documents
- Model Messages
- Model Status Verification Interface
- Model Tasks



Trade Organization(s)

[Empty form area for Trade Organization(s)]

SCSS

Name

[Empty form field for SCSS Name]

Phone

[Empty form field for SCSS Phone]

Email

Office

Primary POC


Name

[Empty form field for Primary POC Name]

Phone

NOTE: Clicking on the icon below will allow you to open and/or save the validation report.

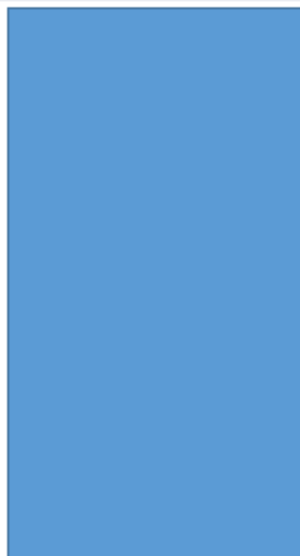
Email

Response Status	Response Due Date	Type	C-TPAT Account #	Business Type	Validation Report
Responded	01/20/2006	Data Migration			
Accepted	10/04/2011	Revalidation			
Accepted	12/03/2008	Revalidation			
Pending	11/11/2015	Revalidation			

Step 4: Click on 'Initial Validation', 'Validation', or 'Revalidation' under the 'Type' column from the row labeled 'Pending'. Very important to only click on the one that is 'Pending'.



Trade Organization(s)



Trade Account Actions

- Create
- Manage
- Tasks

Trade Account Information

Recommendations/actions required in this report should be implemented throughout the company's entire international supply chain.

Executive Summary Site Visits

Internal Audits

Response Id : 1557

Recommendation

It is strongly recommended the company conduct routine internal audits on all security measures used to secure its international supply chain in order to ensure that these measures are carried out consistently and effectively.

Did you implement this?

Yes No

Please briefly explain why this recommendation is not being implemented. Click the upload button below to add documents, images, etc.

Upload Documents

View Attached Documents

Associate Documents

Previous

Save

Submit

STEP 5: On this page, scroll down until you find the 'Executive Summary' and 'Site Visits' tabs. Respond to all actions and/or recommendations on both tabs. Upload your recent internal audit and risk assessments onto the 'Executive Summary' tab and other pertinent documents on the 'Site Visits' tab.



Trade Organization(s)

It is strongly recommended the company conduct routine internal audits on all security measures used to secure its international supply chain in order to ensure that these measures are carried out consistently and effectively.

Did you implement this?

Yes No

Please briefly explain why this recommendation is not being implemented. Click the upload button below to add documents, images, etc.

NOTE: Only a company 'Officer' may submit Validation Responses, Security Profiles, etc.

Step 6: Once you've responded to each action and/or recommendation, click on the 'Save' button followed by the 'Submit' button.

Upload Documents

View Attached Documents

Delete Documents

Previous

Save

Submit



For further guidance not described in this presentation, please contact your designated SCSS.

Thank You