



Global Trade Automation Opportunity Check List

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Key Points & Lessons Learned

Identification of your global trade compliance business needs is an important step to finding the right automation solution. Below is a check list of general solution functionality to help you get started identifying your business needs. Segregate your “must have” vs your “nice to have” functionality. This is not an all inclusive list, but rather a place to start visualizing what your business automation needs are.

Must Have	Nice To Have	Category	Solution Functionality Opportunities
		Activity Monitors	Monitor visibility of solution screenings which require user attention (i.e. item missing classification)
		Audit Trail	Audit trail of field population, modification, time/date stamp and user credentials
		Audit Trail	Audit trail of expired and updated item classifications
		Classification	Global repository for import & export classifications
		Classification	Approval process flow
		Classification	Ability of users to load multiple classifications from a single spreadsheet
		Classification	Reporting capabilities (user activity, cycle time, volume, current vs. expired, by line of business, etc.)
		Classification	Item template - nomenclature - auto classification opportunities
		Documentation	Documentation repository (solution itself or linked to a alternative solution, i.e. SharePoint)

	Documentation	Support the generation of documentation in a existing company defined template or format (i.e. to mirror current shipping documentation).
	Documentation	The ability to generate documentation to support business needs (i.e. commercial invoice, packing list, CARICOM, certificate of origin, government forms, etc.)
	Documentation	Configuration of documentation screening rules to meet business requirements (i.e. at what point documents can be generated based on screening requirements, etc.)
	Documentation	The ability to secure documents (lock) to prohibit documentation modification outside the approved method (i.e do not allow a user to modify a document generated by the automation solution. Systems of records need to be in sync).
	EDI Feed	Ability to receive EDI feeds for integration of data into automated solution
	EDI Feed	Ability to push data to an outside party via EDI feed under standard EDI formats
	EDI Feed	Ability to push data via an EDI feed at specified / scheduled times or event triggers
	Environment	Identification of number of domains
	Environment	Loading of current solution into multiple environments (i.e., Development, Test, Stress & Production)
	Environment	Ability to select what meets your business needs: On premise servers, hosted servers or cloud based
	Finance	Financial reconciliation of fees invoiced against contracted rates (i.e. customs brokerage rates)
	Free Trade Utilization	Free trade screening of a trade transaction and utilization against available / active certifications
	Integration	Ability to integrate an item master from one or more sources (typically ERP order management systems)
	Integration	Ability to integrate an item master at a specified / scheduled time or event
	Integration	Ability to integrate a party and location master from one or more sources (typically ERP order management systems)
	Integration	Ability to integrate party and location master data at a specific / scheduled time or event
	Integration	Ability to integrate order data (purchase, customer, delivery, etc.) from one or more sources (typically ERP order management system).
	Integration	Ability to integrate order data (purchase, customer, delivery, etc.) at a specific / scheduled time or event.
	Integration	Ability to push a screening status or result to a ERP system or order management system
	Integration	Ability to push a screening status or result at specific time, schedule or event
	Integration	Ability to send a screening status or result message with the feed to communicate the status result to the ERP or order management system.
	Integration	Ability to hold or release a order, item or party/location master within a ERP order management system, based on the screening status or result sent.

		Integration	The ability to support a short ship based on a global trade hold or delay, based on the screening performed.
		Integration	Ability to load a source of truth subscription into a automated solution (i.e. HTS schedule, export classifications, Schedule B, restricted party screening list)
		Integration	Ability to integrate and load data from a third party (i.e. customs broker, government agency) to audit documentation generated against government filings (i.e. to ensure no modification too place and to ensure accuracy and integrity).
		Item Master	BOM loading and qualification for Free Trade Agreements
		Item Master	Loading of OGA IDs and supporting documents against a specific item master
		Item Master	Configuration of item attributes unique to each line of business
		Item Screening	Screening of item master for required classifications (import, export, multiple country, etc.)
		Landed Cost	The ability to view landed cost estimates prior to making a shipment decision.
		Landed Cost	Within a landed cost estimation, the ability to add known costs not already documented
		Landed Cost	The ability to view strategic cost savings opportunity analysis (i.e. trade agreement options based on commodities being reviewed).
		Language	The ability to view automation solution screens in multiple languages as well as print in multiple languages.
		Letter of Credit	The ability to create required documentation prior to shipping, to support letters of credit
		Letter of Credit	The ability to input and print additional data elements required for letters of credit.
		Letter of Credit	Ability to print a certification letter/s associated to specific transaction/s to support closure and payment against a letter of credit.
		License / Permit	Systematically apply an available license / permit through screening of a trade transaction (i.e. system would screen, identify a license / permit requirement and apply an available license / permit which meet the transactional circumstances).
		License / Permit	Ability for a user to select an available license / permit to import or export goods within a trade transaction.
		License / Permit	System to only show a user available license / permit which can be leveraged within their transaction (i.e. do not show as an option a license / permit which does not have enough quantity available or is expired to apply against a current transaction).
		License / Permit	Auto decrementing of a license or permit where required and when a license / permit is used to move goods.
		Manual Data Loading	Ability to load a unique / new item manually into a global trade automated solution
		Manual Data Loading	Ability to load a unique party & location manually into a global trade automated solution
		Manual Holds	Ability to quickly implement regulatory changes by allowing manual holds to master data or trade transaction, to enable an IT team to systematically update and test your automation solution appropriately.
		Qualification	Free trade qualification of items or parts

	Registration Management	Loading of all registration types as defined by business (i.e. Import registration, export registration, POA, insurance policy, Free Trade Agreements - with associated items, business entity registrations, distributor registrations, tax registrations, etc.)
	Registration Management	Loading of all current registrations into environment with all associated details
	Registration Management	Notification of expiring registrations to enable sufficient time to renew registrations as needed
	Reporting	Ability to create and save reports as needed to meet business needs
	Reporting	Offer standard vanilla reports within the automated solution itself
	Reporting	Filing of government required reports as required (i.e. Intrastat Report, ENC report, etc.) via defined method (i.e. EDI or specified file format)
	Screening	Embargo and sanction screening against specified lists or source of truth
	Screening	Screening party and location master data against current lists (as selected from source of truth provider)
	Screening	Ability to trigger rescreening based on updated information brought into the automated solution (updated party/location master or source of truth master)
	Screening	Ability to efficiently work the RPL screening based on visibility of matching data elements
	Screening	RPL screening of parties to a transaction at various stages of prior to shipping
	Screening	Ability to configure, modify or build FPL screening preferences and parameters to meet their risk tolerance levels
	Screening	Ability to build, load and update a company grey list of parties which they do not wish to do business with
	Screening	Screening party / location master data and transactions against a company grey list
	Screening	Configuration for Other Government Agency screening needs (i.e. FDA, FCC, CITES, CCC, RoHs, etc.)
	Screening	Configuration of all required business rules related to exports (i.e. missing COO, classification, license/permit required, RPL screening, OGA certification, document consulatization, etc.)
	Screening	Configuration of all required business rules related to imports (i.e. missing COO, classification, license/permit required, free trade agreement opportunity, RPL screening, OGA certification,, etc.)
	Screening	Screening of current orders, shipments or transactions for missing item classifications
	Screening	System to reflect specifically what part of a transaction is failing a screening rule (i.e. identify which item within a multiple line transaction has failed a screening rule).
	Self Filing	AES, SAD, CAED, or other required government filing of exports electronically
	Self Filing	Import customs clearance filing
	Self Filing	The ability to receive filing results and data details from government authorities to load back into your transaction within your solution.

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		User Access	Ability to have different types of user access (view only, print documents, work screening results, loading data, regional visibility, etc.)
		Other:	
		Other:	
		Other:	
		Other:	
		Other:	
		Other:	
		Other:	
		Other:	
		Other:	
		Other:	