#### Growth. Performance. Success. 2024 ANNUAL CONVENTION





#### Drug Traceability Under the DSCSA: Building on Progress and Finishing the Job

NCPA 2024 Annual Convention and Expo Columbus, Ohio

# Speaker



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### **Disclosure Statement**

Eric Marshall has a financial interest with Pharmaceutical Distribution Security Alliance and RxGPS alliance and the relationship has been mitigated through peer review of this presentation. There are no relevant financial relationships with ACPE defined commercial interests for anyone else in control of the content of the activity.



### Partnership for DSCSA Governance

An independent, sector-neutral governance body, and an FDA public-private partnership dedicated to developing, advancing, and sustaining an effective and efficient model for interoperable tracing and verification of prescription pharmaceuticals in the U.S.

www.DSCSAgovernance.org



### **Learning Objectives**

- 1. List the core compliance requirements of the DSCSA.
- 2. Discuss the applicability of the small business dispenser exemption established by FDA on DSCSA implementation.
- 3. Describe the current state of DSCSA implementation across the industry.
- 4. Identify remaining actions needed to achieve full compliance.



September 30, 2024: 27 individuals indicted in Puerto Rico over wholesale distri misbranded and diverted medicin States investigating fake injections

September 30, 2024



Twenty-seven Rico indicted

"The CDC clinically diagnosed me with botulism."

GTIN/Serial No. EXP/LOT: 00301694130135 July victims I

April 15, 2024: Fake Botox investigation expands to five states; six hospitalized

# July 22, 2024: A Michigan pharmacy sues supplier over fake Ozempic

July 22, 2024

A Michigan company is quing a talenharmooy that allegedly

risks of ancer drug



Gilead Sciences v. Safe Chain Solutions, et al



\*This presentation contains product names and images for educational purposes only. It is not meant to be an endorsement or advertisement of any particular product or product categories.

#### February 26, 2024: Safe Chain Solutions settles HIV drug diversion lawsuit with Gilead Sciences

February 26, 2024

30834149057 025-11-30

> A Maryland drug distributor lost \$2.7 million in a settlement over selling secondhand medicine to U.S. pharmacies. Additional news in Alabama, California, New Jersey, Tennessee and more.



#### Source: Partnership for Safe Medicines (https://www.safemedicines.org/)

- 1. <u>Know</u> your source.
- 2. Have, follow, and exercise SOPs to <u>identify</u> and <u>respond</u> to suspicious products.
- 3. Work with your suppliers to establish <u>electronic</u> <u>record keeping</u> practices.
- 4. Be prepared to support regulator- and industry-led <u>investigations</u> of suspicious products.



PUBLIC LAW 113-54-NOV. 27, 2013

127 STAT. 599

Drug Supply Chain Security

Act.

#### TITLE II—DRUG SUPPLY CHAIN SECURITY

#### SEC. 201. SHORT TITLE.

21 USC 301 note.

This title may be cited as the "Drug Supply Chain Security Act".

#### SEC. 202. PHARMACEUTICAL DISTRIBUTION SUPPLY CHAIN.

Chapter V (21 U.S.C. 351 et seq.) is amended by adding at the end the following:

#### "Subchapter H—Pharmaceutical Distribution Supply Chain

#### "SEC. 581. DEFINITIONS.

21 USC prec. 360eee. 21 USC 360eee.

"In this subchapter:

"(1) AFFILIATE.—The term 'affiliate' means a business entity that has a relationship with a second business entity if, directly or indirectly—

"(A) one business entity controls, or has the power to control, the other business entity; or

"(B) a third party controls, or has the power to control, both of the business entities.

"(2) AUTHORIZED.—The term 'authorized' means—

"(A) in the case of a manufacturer or repackager, having a valid registration in accordance with section 510; "(B) in the case of a wholesale distributor, having

"(B) in the case of a wholesale distributor, having a valid license under State law or section 583, in accordance with section 582(a)(6), and complying with the licensure reporting requirements under section 503(e), as amended



# DSCSA: 5 Letters in 5 Minutes

#### **Stabilization**







GTIN 00314141999995 SN 1000000234 EXP 25 JAN 2015 LOT 987654321GFEDCBA

Lot-Level **Traceability** 





2013





2017

2019+

**Unit-Level** 

Verification



**Unit-Level** 

### Key Requirements of the DSCSA

Entities must only work with Authorized Trading Partners"

 $\hookrightarrow$ 

Entities must pass, capture, and maintain certain information with respect to each product transaction. Entities must hav processes to investigate verify, and respond to suspect and illegitimate products.





# TI/TS Data Exchange Requirements Apply To Every <u>Transaction</u> of a <u>Product</u>

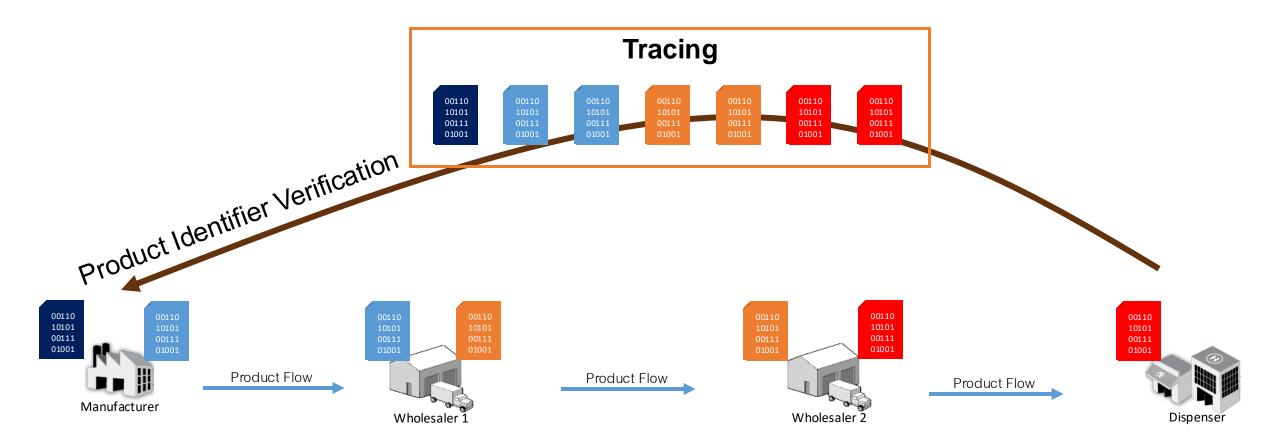


### Specific Dispenser Requirements

Accept	Generate and Provide	Store	Respond
Only accept prescription drugs that are accompanied by three pieces of product tracing documentation – <b>transaction</b> <b>information</b> , <b>transaction history*</b> , and <b>transaction</b> <b>statement</b> .	Generate and provide all product tracing documentation with the transaction if you sell a prescription drug to a trading partner.	Store the product tracing documentation you receive in paper or electronic format for <b>six</b> <b>years</b> .	Respond to a request for information by providing the requested TI within <u>24 hours</u> .



\*Transaction history sunsets on November 27, 2023.







### **Stabilization Period**

Enhanced Drug Distribution Security Requirements Under Section 582(g)(1) of the Federal

• Nov. 27, 2023 – Nov. 26, 2024

This guidance is not intended to provide, and should not be viewed as providing, a justification for delaying efforts by trading partners to implement the enhanced drug distribution security requirements under section 582(g)(1) of the FD&C Act. FDA strongly urges trading partners to continue their efforts to implement necessary measures to satisfy these enhanced drug distribution security distribution security requirements.

e of Regulatory Affairs (ORA)

August 2023 Administrative/Procedural



#### **Small Dispenser Enforcement Discretion**

U.S. FOOD & DRUG

Date Issued: July 12, 2024

#### DSCSA Exemptions from Certain Requirements Under Section 582 of the FD&C Act for Small Business Dispensers (revised with clarifying edits to June 12, 2024, letter)

The Food and Drug Administration (FDA, Agency, or we) is using authority under section 582(a)(3) of the Food, Drug, and Cosmetic Act (FD&C Act) to grant exemptions for small business dispensers1 - and, where noted, small business dispensers' trading partners<sup>2</sup> - as outlined in these exemptions, from certain requirements in section 582 of the FD&C Act<sup>3</sup> until November 27, 2026.

In August 2023, FDA announced two compliance policy guidances<sup>4</sup> that explained, among other things, FDA's enforcement policy with respect to: (a) the enhanced drug distribution security requirements<sup>5</sup> in section 582(g)(1) of the FD&C Act; and (b) verification requirements for dispensers regarding suspect or illegitimate product in sections 582(d)(4)(A)(ii)(II) and (d)(4)(B)(iii) of the FD&C Act, that went into effect on November 27, 2023. Together, the compliance policy guidances establish a 1-year stabilization period, from November 27, 2023, through November 27, 2024, to accommodate additional time that trading partners in the pharmaceutical supply chain need to implement, troubleshoot, and mature systems and processes to fully implement the Drug Supply Chain Security Act (DSCSA) enhanced drug distribution security requirements.

Since publishing the 2023 Compliance Policy guidances, FDA has continued to receive comments and feedback from stakeholders and trading partners, particularly small business dispensers, expressing concern with readiness to implement requirements under section 582(g)(1) of the FD&C Act at the conclusion of the stabilization period on November 27, 2024. Specifically, small business dispensers have described challenges related to the time, costs. and resources needed to further develop the robust technologies and processes to enable data exchange, establish business relationships with their trading partners and operationalize business practices. FDA recognizes that small business dispensers may still need additional time beyond November 27, 2024, when the enforcement policy set forth in the 2023 Compliance Policies expires, to focus resources and efforts on refining systems and technological infrastructures. Accordingly, FDA is issuing these exemptions to accommodate the additional time beyond November 27, 2024, that may be needed by small business dispensers to fully transition to interoperable, electronic

<sup>3</sup> Pursuant to section 582(a)(3) of the FD&C Act, FDA has issued guidance on waivers, exceptions, and exemptions from section 582 of the FD&C Act requirements, that includes descriptions of circumstances and processes by which FDA may establish exceptions or exemptions on its own initiative. As noted in that guidance, if FDA establishes an exception or exemption to address a particular issue, it "intends to communicate the information in writing using a method appropriate for the circumstances (e.g., a letter to the affected trading partners or - if an exception or exemption applied to a broad segment o industry - a posting on its website). An exception or exemption that is established by FDA may be limited in duration or valid until further notice from FDA." Consistent with that guidance, we are posting these exemptions on our website. <sup>4</sup> For more information, see the compliance policy guidances for industry, Enhanced Drug Distribution Security Requirements Under Section 582(g)(1) of the Federal Food, Drug, and Cosmetic Act - Compliance Policies (August 2023) and Wholesale Distributor Verification Requirement for Saleable Returned Drug Product and Dispenser Verification Requirements When Investigating a Suspect or Illegitimate Product - Compliance Policies, Revision 1 (August 2023). <sup>5</sup> Enhanced drug distribution security requirements refer to the requirements for interoperable, electronic, package-level product tracing, including systems and processes, in section 582(g)(1) of the FD&C Act.

• Nov. 27, 2024 – Nov. 26, 2026

- Only exempts serialized data exchange, verification, and tracing
- Applies if the dispenser (corporate entity) has 25 or fewer full-time employees licensed as pharmacists or qualified as pharmacy technicians
- Exemption is automatic, but trading partner • notice recommended
- Suppliers proceeding as is



<sup>1</sup> Section 582(g)(2)(B)(i) of the FD&C Act specifically refers to agency authority to create alternative timelines for compliance with section 582(g)(1) of the FD&C Act requirements for "small business dispensers with 25 or fewer full-time employees." <sup>2</sup> Trading partner is defined in section 581(23)(A) of the FD&C Act. Although third-party logistics providers are also considered trading partners under section 581(23)(B) of the FD&C Act, they are not subject to the same product tracing requirements of section 582 of the FD&C Act

#### Waivers, Exceptions, and Exemptions (WEEs)

- Other than small dispenser, "The agency is not extending the stabilization period beyond November 27, 2024."
- Trading partners that are unable to meet the enhanced drug distribution security requirements by November 27, 2024, may request a waiver or exemption from those requirements
- Although requests can be submitted at any time, FDA recommends trading partners submit a waiver or an exemption request by August 1, 2024



### PDG-FDA Joint Public Meeting: DSCSA Stabilization Period Midway Checkpoint

- The Public Meeting in June 2024 highlighted a critical distinction between the Stabilization Period and stabilization activities.
- Managing expected imperfection is a key to success.
- The Public Meeting provided a landscape of the current demographics of industry readiness.
- The Public Meeting developed cross-stakeholder understanding of what it means for interoperable systems and processes to be stabilized.
- Collaboration and communication are essential to stabilization.



#### PDG-FDA Stakeholder Listening Sessions

#### Partnership for DSCSA Governar

#### LISTENING SESSION REPORT

PDG-FDA Stakeholder Listening Sessions: DSCSA Stabilization Progress and Remaining Risks to Patient Access and Public Health

PDG's role in the listening sessions summarized in this report was purely facilitation of the exchange of information among industry stakeholders and FDA. This report summarizes the comments and recommendations <u>of stokeholders who participated</u> in those listening sessions. PDG TAKES NO POSITION ON THE COMMENTS OR RECOMMENDATIONS MADE BY THOSE STAKEHOLDERS AND SUMMARIZED IN THIS REPORT.

During September 2024, the Partnership for DSCSA Governance (PDG) facilitated two joint stakeholder listening sessions with the Food and Drug Administration (FDA). A listening session on September 18, 2024, allowed broad array of dispensers' not subject to the <u>Exemption for small Business Disponener</u><sup>2</sup> to share their experiences, progress, and remaining challenges in the stabilization of their DSCSA systems and processes. A listening session on September 23, 2024, facilitated the exchange of similar information among wholesale distributors.<sup>7</sup> The listening sessions were designed to promote increased information sharing and support FDA's and the industry's understanding of progress that has been made throughout the current stabilization period,<sup>4</sup> challenges that remain, and the public health risks those challenges may present.

<sup>4</sup> In August 2023, FDA published its Compliance Policy, Enhanced Drug Distribution Security Requirements Under Section SRS/01/10 of the Federal Food, Drug, and Commit Act, which established a 1-year stabilization period. This sabilization period is intended to afford trading partners the necessary flexibility to maintain patient access to medicines while the industry undertakes necessary actions to mature and stabilize their interoperable systems and processes.

- Dispenser and wholesaler sessions in Sept.
- Highlighted important role of stabilization period.
- Systems and processes are generally established.
- Data challenges remain and create access and public health risks.
- Stakeholders urged FDA to establish an exemption that will ensure patient access and maintain public health while technologies and data quality improve.



<sup>&</sup>lt;sup>1</sup>The dispenser listening session included representatives of the American Pharmacists Association (APhA), American Society of Consultant Pharmacists (ASCP), American Society of Health-System Pharmacists (ASHP), CVS Health, Federation of American Hospitalis (FAH), National Association of Chain Drug Storse, NACDS), National Community Pharmacists Association (NCPA), Public, and Walmart. The session was also observed by the National Sociation of Boards of Pharmacy (NAPB). Several participants also submitted comments to FDA's Request for Information, <u>implementing interoperable Systems and Processes for Enhanced Drug Distribution Security</u>. Resultments Under the Federal Flood. Drug. and Gometic Act (Docker). No. 7DA: 2023. + 480b).

<sup>&</sup>lt;sup>2</sup> On June 12, 2024, FDA issued a letter with exemptions from the section 582(g)(1) and associated requirements of the FD8C Act to small dispensers (defined as the company that owns the dispenser has 25 or fewer ful-time employees licensed a pharmacists or qualified as pharmacy technicalon, and where applicable their trading partners, until November 27, 2026. On July 12, 2024, FDA re-issued the letter with clarifying edits to the June 12, 2024, issuance.

<sup>&</sup>lt;sup>1</sup> The wholesale distributor listening session included representatives of the Healthcare Distribution Allance (HDA), Cardinal Health, Cencora, McKesson, and Smith Drug. The session was also observed by doesnos of representatives from additional individual wholesale distributors. HDA also submitted comments to FDA's Request for information, implementing, interoperable Systems and Processes for Enhanced Drug Distribution Security Requirements Under, the Federal Fload, Drug, and Commet AC (Dock TN: Do-2023-H-480).

# **FDA-Initiated Exemptions**

- Applies to any product transacted by eligible trading partners.
- Eligible trading partners are trading partners who have successfully completed or made documented efforts to complete data connections with their immediate trading partners, but still face challenges exchanging data.
- Exemption applies automatically if the ATP chooses to avail itself to it.
- The duration of the exemption varies depending on the eligible trading partners:
  - $_{\odot}\,$  Manufacturers and Repackagers: May 27, 2025
  - $_{\odot}$  Wholesale Distributors: August 27, 2025
  - $_{\odot}\,$  Dispensers with 26 or more full-time employees: November 27, 2025

Full exemption available at: <u>https://www.fda.gov/media/182584/download?attachment</u>



Supply Chain-Wide Enforcement Discretion Nov 27, 2023 to Nov 27, 2024

Exemption for "Eligible" Mfrs Nov 27, 2024 to May 27, 2025

Exemption for "Eligible" Wholesalers Nov 27, 2024 to Aug 27, 2025

Exemption for "Eligible" Non-Small Dispensers Nov 27, 2024 to Nov 27, 2025

> Small Business Dispenser Exemption Nov 27, 2024 to Nov 27, 2026



### To scan or not to scan?





Graphic created by PDG

## **Saleable Return Restrictions**

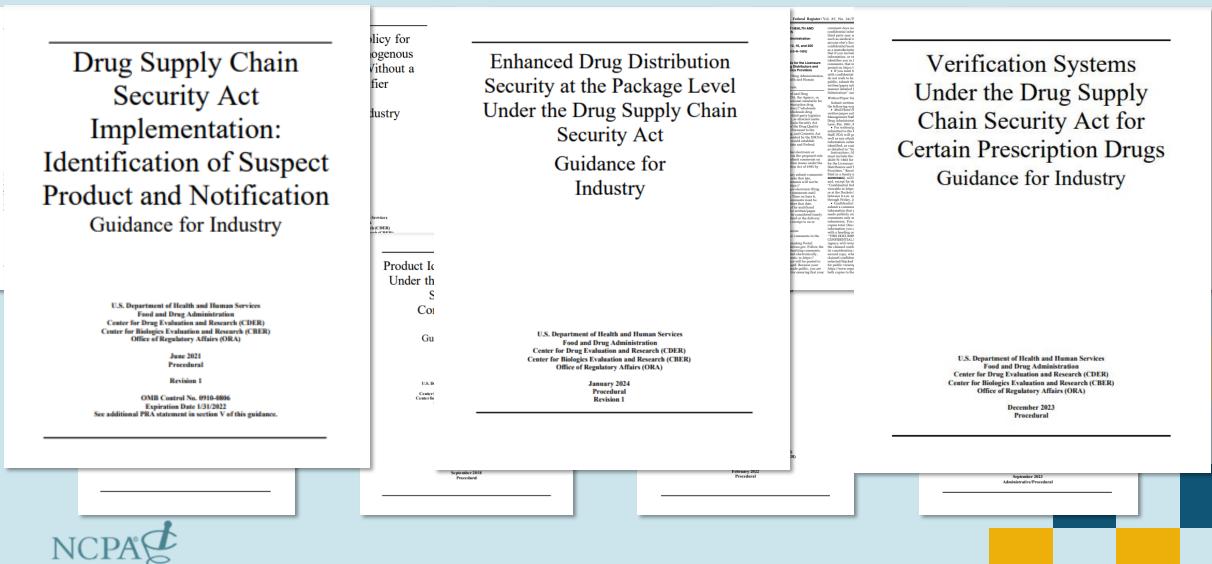
"(F) Each person accepting a saleable return shall have systems and processes in place to allow acceptance of such product and may accept saleable returns only if such person can associate the saleable return product with the transaction information and transaction statement associated with that product.



# Resources



#### https://www.fda.gov/drugs/drug-supply-chain-security-act-dscsa/drug-supply-chain-security-act-law-and-policies



NATIONAL COMMUNITY

### https://dscsa.pharmacy/



#### www.DSCSAgovernance.org/blueprint



interoperable information about the responder, the products traced, and trace endpoints associated with known buyers and sellers for the requester to use in the trace. 3

4

5

Trace Endpoints are the endpoint where TI request and response messages can be submitted, such as an email address or an OpenAPI or DIDComm endpoint.

Each ATP must determine how they will be able to provide the trace endpoint/contact for each ATP they bought from/sold to.

Each ATP will define their own internal process for

evaluating requests, determining whether to

respond, and collecting the data to respond.

(i.e., message format) for requesting TI and

responding with TI to support a trace.



- 1. <u>Know</u> your source.
- 2. Have, follow, and exercise SOPs to <u>identify</u> and respond to suspicious products.
- 3. Work with your suppliers to establish <u>electronic</u> <u>record keeping</u> practices.
- 4. Be prepared to support regulator- and industry-led <u>investigations</u> of suspicious products.



## **Action Items**

- Hopefully your pharmacy is already abiding by current DSCSA requirements and is well-prepared for unit-level data exchange.
- If not, the best time to start is now. Make sure you:
  - Are transacting with Authorized Trading Partners.
  - Are passing, capturing, and maintaining TI, TS, and TH.
  - Have suspect product investigation processes.
  - Engage your suppliers *quickly* to develop a plan for serialized data management.



# **Questions?**

#### For additional information and to join:

Visit <a href="http://www.DSCSAgovernance.org">www.DSCSAgovernance.org</a>

Email Eric.Marshall@LeavittPartners.com



## **Background Information**



### **Problems the DSCSA aims to solve**



Threats to drug security and patient safety



Prevalence of stolen drug product





Grey market and drug shortage risks

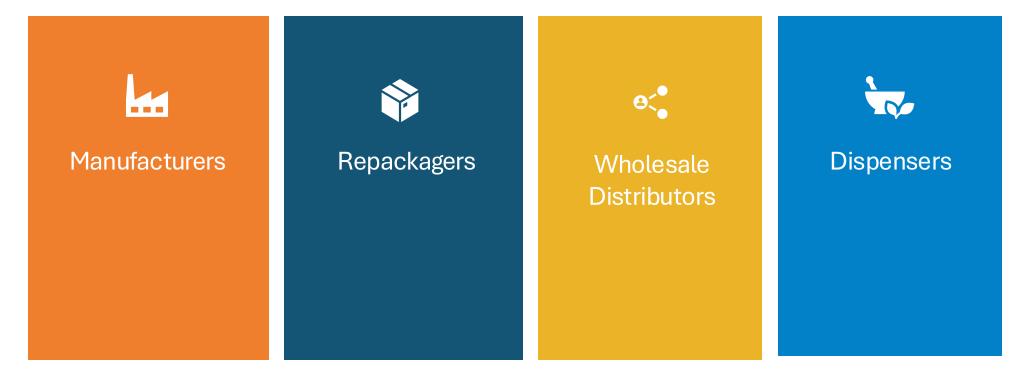


# The DSCSA

- The Drug Supply Chain Security Act (DSCSA) was signed into law by President Obama on November 27, 2013.
- The bill aimed to create a **single**, **uniform**, **and national** response to drug supply chain safety concerns.
- The Food and Drug Administration has implemented the law in multiple stages. The final compliance stage goes active on November 27, 2023.



### Who is covered?



Note: An individual entity can operate in more than one capacity.



## What is covered?

#### Product

- **Prescription** drugs in **finished** dosage form intended for **human** use.
- Does **not** include:
  - Blood or blood components for transfusion
  - Radioactive drugs or biologics
  - Imaging drugs
  - Intravenous product for hydration and replenishment
  - Medical gas
  - Homeopathic drugs
  - Compounded drugs

#### Transaction

- The transfer of product between persons in which a change of ownership occurs
- Does **not** include:
  - Intra-company or intra-health-system transfers
  - Dispensing
  - Product sample transfers
  - Sale, purchase, or trade to or from charitable organizations
  - Other product types and activities



### Key Requirements of the DSCSA

Ø

Entities must only work with "Authorized Trading Partners"  $\Leftrightarrow$ 

Entities must pass, capture, and maintain certain information with respect to each product transaction.

Entities must have processes to investigate, verify, and respond to suspect and illegitimate products.  $\leftarrow$ 

Entities must only sell and purchase product that is serialized



### How to determine ATP status

Manufacturer or Repackager registered with the FDA. Check the licensing of wholesale distributors and third-party logistics providers through the respective state or Federal authority.

Check the licensing of pharmacies through the respective state authority.



# **Transaction Information (TI)**

#### **Core Interoperability Data Elements**

Data elements that are key to the transaction and interoperability and therefore MUST be standardized.

#### Elements:

- 1. NDC / GTIN
- 2. Serial Number
- 3. Lot Number
- 4. Expiration Date
- GLN
- 5. Date of Transaction
- 6. Date of Shipment
- 7. Number of Containers

#### **Contextual Data Elements**

Data elements that are provided to add context based on and tied to a core interoperability data element

#### Elements:

- 8. Drug Name
- 9. Strength
- 10. Dosage Form
- 11. Container Size
- 12. Proprietary Business Name
- 13. Business Address



# Further Data Required by DSCSA

### **Transaction History (TH)**

- A statement in <u>paper or</u> <u>electronic</u> form, including the transaction information for each prior transaction going back to the manufacturer of the product.
- <u>SUNSETS ON NOVEMBER 27,</u> <u>2023</u>

### **Transaction Statement (TS)**

- A statement, in <u>paper or electronic</u> form, that the entity transferring ownership in a transaction:
  - is authorized as required under the DSCSA;
  - received the product from a person that is authorized as required under the DSCSA;
  - received TI and a TS from the prior owner of the product, as required by the DSCSA;
  - did not knowingly ship a suspect or illegitimate product;
  - had systems and processes in place to comply with verification requirements of the DSCSA;
  - did not knowingly provide false TI; and
  - did not knowingly alter the TH.



### New Product Identifier (PI) Requirements





## **Suspect Product Investigations**



### "Suspect Product"

#### <u>Reason to believe:</u>

- Potentially counterfeit, diverted, or stolen;
- Potentially intentionally adulterated;
- Potentially the subject of a fraudulent transaction; or
- Appears otherwise unfit for distribution such that the product would result in serious adverse health consequences or death to humans.

### "Illegitimate Product"

#### Credible evidence that:

- Counterfeit, diverted, or stolen;
- Intentionally adulterated;
- The subject of a fraudulent transaction; or
- Appears otherwise unfit for distribution such that the product would result in serious adverse health consequences or death to humans.



### **Suspect Product Investigation Process**

#### Detect/Identify Suspect Product

#### Quarantine the Product

#### Investigate

- •Coordinate with the manufacturer
- •Validate TH and TI
- Maintain investigation records for six years
- If not illegitimate, must notify HHS Secretary.

#### If Illegitimate

- •Notify the Secretary and all immediate trading partners with <u>24</u> <u>hours</u>.
- Dispos
- Retain Sample



# FDA Suspect Product Guidance

- Examples of Suspect Product
  - Product that left the U.S. pharmaceutical distribution supply chain
  - Product that is labeled for sale in a non-U.S. market
  - Any packaging of a product that has been taken or removed without the permission of the owner

Definitions of Suspect Product and Illegitimate Product for Verification Obligations Under the Drug Supply Chain Security Act

#### Guidance for Inc

Addressed capter are attached by Ivan (1)Bee of communications, Dottissing Dong Ip Center for Dring Evaluation and Researc Field and Dring Administration 10001 New Hampshire, Atte, JBRandole Bolg, Stohen Spring, MD 20091-0002 Planne, 855-5145-713 or 2017-896-3005, Far. 30 Donal attraption of the Stohen Stokes Stokes and Stokes and Stokes Office of Communication, Dorosta and Devi Center for Weingers Pathension and Rese Center for Weingers Pathension and Rese Food and Dring Administration

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Drug Supply Chain Security Act Implementation: Identification of Suspect Product and Notification Guidance for Industry

#### E.S. Department of Brahh and Bannan Services Food and Drug Administration Contex for Drug Evaluation and Research (CBER) Center for Biologies Evaluation and Research (CBER) Office of Regulatory Adhity (OEA)

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OMB Cautral No. 1918-0006 Expiration Duty 1/31/2022 See additional PEA statement in section V of this guidance



### • Factors in Assessing Product

- Purchasing from a new sourceProduct that is generally in high demand in the U.S. market.
- •Product offered at a price that is "too good to be true."
- •Product that has been previously or is currently being counterfeited or diverted.
- •Appearance of a transport container seems questionable (e.g., misspellings).
- •Package exhibits unusual or excessive adhesive residue.
- •Package is missing information, such as the lot number or the expiration date.

Definitions of Suspect Product and Illegitimate Product for Verification Obligations Under the Drug Supply Chain Security Act

#### Guidance for Industry

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OMB Control No. 0910-0806 Expiration Data 131-2022 in additional PEA statement in section V of this guidener.

# How to Report Illegitimate Product



## **FDA Form 3911**

- Trading partners should provide information about the:
  - person or entity initiating the notification;
  - product determined to be illegitimate that is the subject of the notification to FDA; and
  - description of the circumstances surrounding the event that prompted the notification.
- Use this link to access the 3911 form: https://www.fda.gov/drugs/drugsupply-chain-security-act-dscsa/notifyfda-illegitimate-products



# **TI Exchange Methods**

#### **Preferred: EPCIS**

Providing GS1 EPCIS events is the primary or preferred method of TI exchange.

#### Secondary: Portal Access

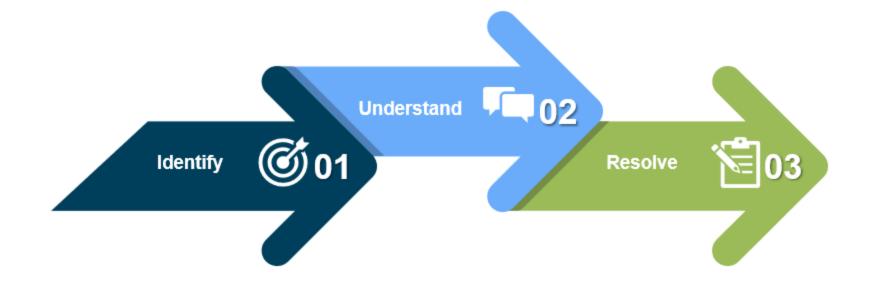
Suppliers serving customers that are not capable of receiving EPCIS events may make TI available through portals access.

#### Alternate Methods

By special arrangement, trading partner pairs or solution providers and trading partner pairs may agree to exchange TI through other methods or formats

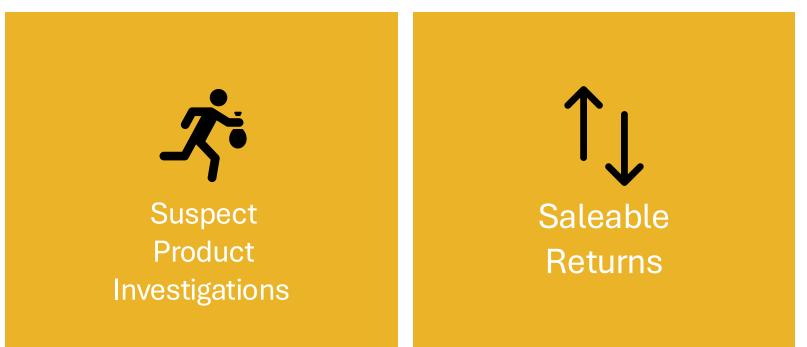


### **Misalignment Exception Processing**





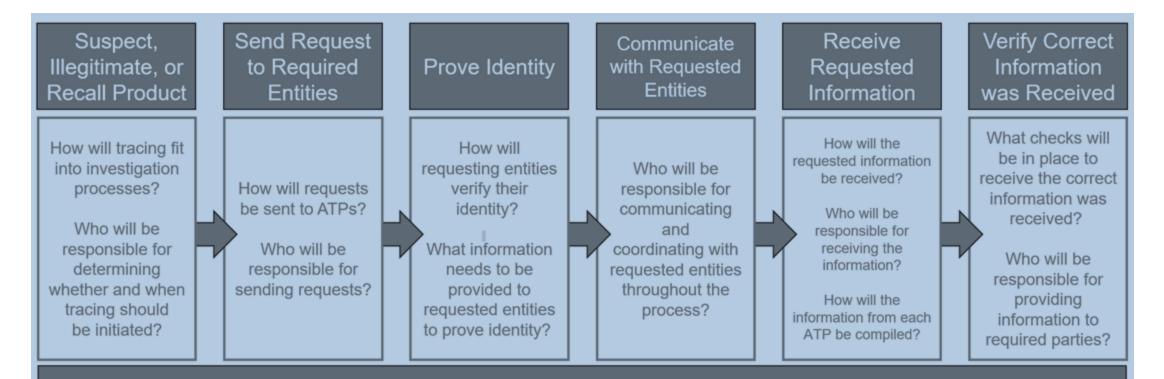
## When is PI Verification Required?



Key Consideration: When is Verification Helpful? Heightened scrutiny in higher-risk situations.



# Initiating a Tracing Request



To what extent do internal business, legal compliance, and data security teams need to be involved in each step?



Graphic created by PDG

# Responding to a Tracing Request

Receive a Request	Vet the Request	Decide Whether to Respond	Gather Data Internally	Prepare Data for Sending	Securely Send Data to Requester
How/where will the request be received? Who will receive the request? Who is responsible for initiating the internal process? How do you ensure speed? What is the backup?	How will the legitimacy of the requester be validated? How will legitimacy of the reason for the request be validated? Who must be involved in verifying legitimacy? How do you ensure speed? What is the backup?	Who will be responsible for/involved in determining whether to respond? How do you ensure speed? What is the backup?	What will the data gathering process be? How does this vary based on whether your data is in-house, with a solution provider, or in a wholesaler repository? Who will be responsible for gathering the data? How do you ensure speed? What is the backup?	How will the data be packaged? Who will be responsible for packaging the data? How do you ensure speed? What is the backup?	How will the data be sent to the requester? Who will be responsible for ensuring the data is received by the requester? How do you ensure speed? What is the backup?

To what extent do internal business, legal compliance, and data security teams need to be involved in each step?

