

**U.S. Consumer Product Safety Commission  
LOG OF MEETING**

**SUBJECT:** eFiling Beta Pilot Welcome Meeting

**DATE OF MEETING:** 27 June 2023

**LOG ENTRY SOURCE:** Arthur Laciak, EXIS

**LOCATION:** Virtual Web meeting

**CPSC ATTENDEE(S):** Arthur Laciak, EXIS; Andrea Rucker-Yarosh, EXIS; Sabrina Keller, EXIS; Mary House, EXIS; Janee Caslin, EXIS (contractor); Justin Valerio, EXIS (contractor); Catherine Sugg, EXIS (contractor); Stephanie George, EXIS (contractor); Brian Holsey, EXIS (contractor)

**NON-CPSC ATTENDEE(S):** On following page

**SUMMARY OF MEETING:**

Arthur Laciak, eFiling Program Specialist, provided a high-level overview of the eFiling Beta Pilot, participant roles and expectations over the summer and through the Beta Pilot, and addressed participant questions.

**I. Welcome**

- S. Keller provided participants with a welcome message on behalf of the CPSC EXIS team and A. Laciak discussed the importance of the eFiling initiative to CPSC.

**II. Public Disclosure**

- A. Laciak provided a public disclosure covering the communication and confidentiality requirements for Beta Pilot participants.

**III. eFiling Beta Pilot Overview**

- A. Laciak provided a general overview of the Beta Pilot detailing the objective of the Pilot, number of participants, and the two entry methods for eFiling.

**IV. Participant Roles**

- A. Laciak provided a general overview of the roles and responsibilities for importers, brokers, and self-filers participating in the Beta Pilot.

**V. Beta Pilot Timelines**

- A. Laciak provided an overview of the general eFiling Beta Pilot timeline and discussed the individual timelines for the IT-DAG, CPSC and CBP, and Beta Pilot participants.

**VI. IT-DAG Working Group**

- A. Laciak provided a high-level overview of the IT-DAG working group and their role in assisting and testing CPSC's IT development of the eFiling system over the summer months.

**VII. Participant Expectations- Summer 2023**

- A. Laciak provided an overview of participant expectations over the summer months which include reviewing the Beta Pilot HTS Codes, Beta Pilot CATAIR, Required eFiling Data Elements, and the Product Registry Bulk Upload Template and API Framework.

**VIII. Participant Considerations**

- A. Laciak provided recommendations based on lessons learned from the Alpha Pilot for Beta Pilot participants to consider, which included feedback on Software Update Requirements and Implementation Timelines, Development of Internal Business Processes, and Competing Priorities.

**IX. CPSC Support**

- A. Laciak provided an overview of the support that CPSC will provide to participants on an individual basis during the Beta Pilot including support for meeting, technical, and issues with the PGA Message Set.

**X. eFiling Resources**

- A. Laciak provided additional Beta Pilot resources available to participants which are found on the CPSC eFiling webpage.

**XI. Next Steps**

- A. Laciak provided the next steps for both CPSC and Beta Pilot participants.

**XII. Open Discussion**

- A. Laciak addressed participants questions and feedback.

**NON-CPSC ATTENDEES:**

|                    |                                 |
|--------------------|---------------------------------|
| Carie Samuel       | Ascent Global Logistics         |
| Danielle Morrow    | Ascent Global Logistics         |
| Hakim Tahiri       | Ascent Global Logistics         |
| Holli Burt         | Backyard Discovery              |
| David Graff        | Bureau Veritas                  |
| Kelly Nasradinaj   | Bureau Veritas                  |
| Stacy Stannard     | Bureau Veritas                  |
| Katherine Colpitts | Carters                         |
| Asgar Bayat        | CCM Hockey                      |
| Guido Alejos       | CCM Hockey                      |
| Cecilia Tagle      | CCM Hockey                      |
| Michael Sharkey    | Clasquin                        |
| Anna Hoffman       | Colony Brands                   |
| Bill Schager       | Colony Brands                   |
| Meagan Cosgrove    | Colony Brands                   |
| Renae Bartels      | Colony Brands                   |
| Chantelle MacKay   | Cracker Barrel                  |
| Efrain Gonzalez    | Cracker Barrel                  |
| Nathan Ellefson    | Cracker Barrel                  |
| David Prata        | CVS Health                      |
| Dennis Smith       | DHL                             |
| Javier Becerra     | DHL                             |
| Kathleen Bailey    | DHL                             |
| Lu (Ruby) Hong     | Dongan Runtian Trade Agency     |
| Courtney Peterson  | Expeditors                      |
| Daniel Holmstrom   | Expeditors                      |
| Kristina Wiggins   | Expeditors                      |
| Jazmine Ortiz      | Family Dollar/Greenbriar        |
| Jessica Ayling     | Family Dollar/Greenbriar        |
| Eric Sherman       | Family Dollar/Greenbriar        |
| Charles Sanders    | Fruit of the Loom/Russel Brands |
| Terra Duncan       | Fruit of the Loom/Russel Brands |
| Amy Fox            | Gap                             |
| Bonnie Lee         | Gap                             |
| Scott Johnson      | Gap                             |
| Jennifer Osborne   | Geodis                          |
| Penny Ricas        | Geodis                          |
| Ana Goncalves      | Giftcraft                       |
| Garry Kalcsics     | Giftcraft                       |
| Matt Latimer       | Giftcraft                       |
| Sandy Liu          | Giftcraft                       |

|                   |                                |
|-------------------|--------------------------------|
| Marlene Buttigieg | Giftcraft                      |
| Marshall Keener   | GS1                            |
| Vaibhav Kulkarni  | Hasbro                         |
| Anders Rinaldo    | IKEA                           |
| Andrew Reitano    | IKEA                           |
| Magnus Bjork      | IKEA                           |
| Mike McCarthy     | IKEA                           |
| Erika Delgado     | Jaak Transportation            |
| Brian Wolfrum     | JC Penny                       |
| Jennifer Morgan   | JC Penny                       |
| David Andrews     | Jill Acquisitions Inc          |
| Rhonda McNeal     | Jill Acquisitions Inc          |
| Stuart Brown      | Jofran                         |
| Sebrina Wallace   | L.L. Bean                      |
| Roberto Reinoso   | Lego                           |
| Jennifer Eckhardt | Little Kids Inc                |
| Susana Rocchio    | Little Kids Inc                |
| Beth Ann Littman  | Macy's                         |
| Lavinia Chan      | Macy's                         |
| Heather Oskvarek  | MillerKnoll                    |
| Theresa Sekula    | MillerKnoll                    |
| Dan Probst        | Monolith Brands                |
| Milana Milosevic  | Monolith Brands                |
| Aharon Abadi      | My Kids                        |
| Dave Hill         | N/A                            |
| Katherine Wen     | N/A                            |
| Gen Schultz       | Nordstrom                      |
| Lynn Comber       | Nordstrom                      |
| Bella Ukena       | Pickens County School District |
| David Swartz      | RBO LLC                        |
| Shuchuan Henson   | REI                            |
| Kandace Niemi     | REI                            |
| Annamari Barrios  | Spin Master                    |
| Kendalle Nguyen   | Spin Master                    |
| Scott Smith       | Spin Master                    |
| Michael Singer    | Spin Master                    |
| Chuck Jenkins     | Sunny Days Entertainment       |
| Judd Sandstrom    | Tractor Supply                 |
| Chelsea           | United Legwear                 |
| Jason D.          | United Legwear                 |
| Lisa Y.           | United Legwear                 |
| Nadeen Cummings   | United Legwear                 |
| Vijay Gandhi      | United Legwear                 |

|                   |          |
|-------------------|----------|
| Pam Devers        | UPS      |
| Stuart Schmidt    | UPS      |
| Megan Hornberger  | UV Skinz |
| Krissy Fannon     | UWL      |
| Sandra Fallgatter | Walmart  |
| Sean Ramos        | Walmart  |
| Stephen Wingard   | Walmart  |



United States  
**Consumer Product Safety Commission**

# eFiling Beta Pilot Welcome Meeting

June 27, 2023

***Disclaimer:** This presentation was prepared by CPSC Staff and may not necessarily reflect the views of the Commission.*

# Meeting Agenda

- Welcome
  - Opening Remarks from the CPSC Office of Import Surveillance Team
- Public Disclosure
- eFiling Beta Pilot Overview
- Beta Pilot Timelines
- Participant Expectations
- Participant Considerations
- IT-DAG Working Group
- CPSC Support
- eFiling Resources
- Discussion and Next Steps

# Welcome!

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## **Beta Pilot Participants**

# Public Disclosure

- ❖ A list of participating firms will be made available to the public and later published in a final report upon completion of the Beta Pilot.
- ❖ Participants will be requested to provide feedback and share experiences in regularly occurring group meetings, attended by all Beta Pilot participants.
- ❖ Every meeting will be published on CPSC's public calendar and anyone from the public can attend the meeting as a listen-only attendee. However, only Beta Pilot participants will be able to speak.
- ❖ Participants will not be asked to share any confidential business information during these meetings.
- ❖ Participants will be requested to respond to surveys from CPSC staff.

# eFiling Beta Pilot Overview

Beginning in October 2023, CPSC is conducting a six-month Beta Pilot test of the eFiling System in order to test the electronic filing (eFiling) of product certificate data. eFiling will be fully implemented by 2025.



- Consists of 30-50 importer participants and their industry partners (Brokers, Labs, Software Developers)
- Test the eFiling system and provide feedback to CPSC to inform the final system development and rulemaking prior to full implementation



Beta Pilot participants will eFile entries using one of the following two methods:

- Full PGA Message Set
- Data Registry and Reference PGA Message Set

# eFiling Beta Pilot Overview – Participant Roles

Below we describe importer, broker, and self-filer roles and responsibilities for preparation and Beta Pilot participation:



## Importers\*

- Coordination with customs brokers
- Internal business process development
- Business account setup in the Product Registry
- Certificate data entry and management
- eFiling survey feedback

*\*with broker partners*



## Brokers

- eFiling infrastructure development and testing
- Certificate data entry and management
- File PGA Message Set for incoming shipments
  - Reference PGA Message Set
  - Full PGA Message Set
- eFiling survey feedback

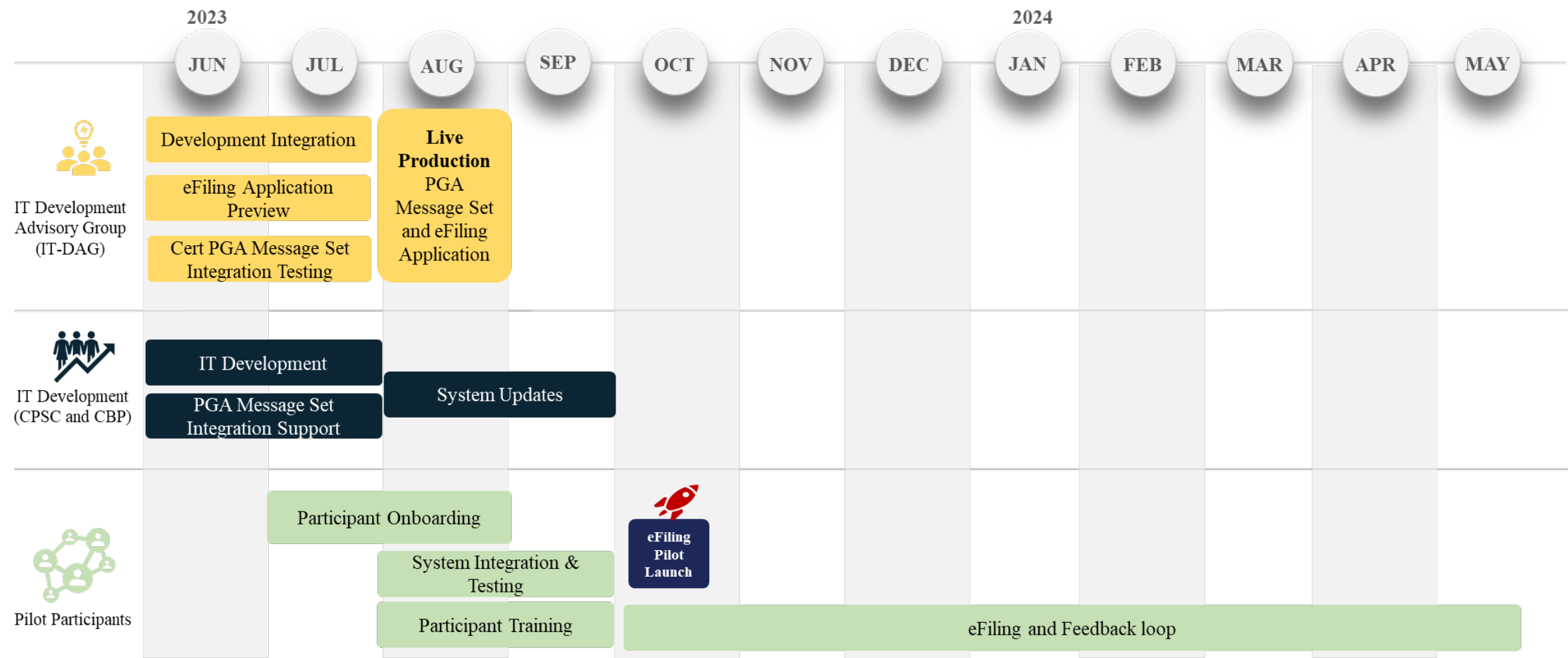


## Self-Filers

- eFiling infrastructure development and testing
- Internal business process development
- Business Account set up in the Product Registry
- Certificate data entry and management
- File PGA Message Set for incoming shipments
  - Reference PGA Message Set
  - Full PGA Message Set
- eFiling survey feedback

# eFiling Beta Pilot Timeline

The timeline below shows the key activities for Beta Pilot participants, IT-DAG, and CPSC through May 2024:



# IT-DAG Working Group

During the June and July timeframe, the IT Development Advisory Group (IT-DAG) volunteers will be assisting and testing CPSC's IT development of the eFiling system

Advise the development of the eFiling integration blueprint that CPSC is developing to be used by all Beta Pilot participants



Preview and provide feedback on the eFiling Product Registry features and functionality



Perform CERT testing of the PGA Message Set Integration



# Participant Expectations – Summer 2023



Over the summer months, participants should review the following information as CPSC finalizes the eFiling IT development and requirements:

- Beta Pilot HTS Codes
  - Determine which codes you will use for testing and how they will be organized
- Final draft of the Beta Pilot CATAIR
  - Brokers and Self-Filers should review in order to prepare their IT teams for integration with eFiling
- Required eFiling data elements
  - Identification of the finished product
  - Each consumer product safety rule to which the finished product has been certified
  - Date when the finished product was manufactured
  - Place where the finished product was manufactured, produced, or assembled
  - Date when the finished product was most recently tested for compliance
  - Parties on whose testing a certificate depends (laboratory)
  - A check box indicating that a required certificate currently exists for the finished product
- Product Registry .CSV bulk upload template and API framework

# Participant Considerations



CPSC recommends Beta Pilot participants consider the following recommendations based on lessons learned from the Alpha Pilot as part of their internal planning efforts:

- Software update requirements and implementation
  - Identify requirements and timelines to integrate systems and access to the necessary certificate data
  - Engage software teams early – software updates to existing broker systems can take several weeks to implement
- Internal business processes
  - During the Beta Pilot planning and development phase, anticipate that onboarding, internal meetings, and internal planning activities will have a higher time and resource requirement; The Beta Pilot test phase should require a lower resource burden
  - Develop processes for the coordination of data and mapping of certificate data systems and associated timelines as these processes may require additional time to complete
  - Identify resources and establish timelines for gathering, compiling, and reviewing/validating certificate data
- Competing priorities
  - Consider any competing priorities that may affect resource availability and timelines

# CPSC Support

As participants continue to review the eFiling information and begin to integrate their systems with eFiling over the summer months, CPSC will be available to provide support on an individual basis:



## Meetings

- Official Beta Pilot Kick-off meeting
- One-on-one meetings with participants to address individual participant questions/concerns



## Technical

- Technical support throughout the Beta Pilot
- Product Registry access and functionality
- API development questions

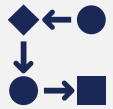


## PGA Message Set

- Address questions and concerns regarding flags raised on eFiled shipments
- Address and troubleshoot issues with the PGA Message Set

# eFiling Resources

In addition to providing support to participants during the Beta Pilot, CPSC will also regularly update the [CPSC eFiling webpage](#) with eFiling updates and resources, which include but are not limited to:



eFiling Beta Pilot Implementation Guide



Testing and Certification Information



eFiling Beta Pilot HTS Codes



Regulated Product Database



eFiling and GS1 Global Data

Synchronization Network (GDSN) Process Flow

# Discussion and Next Steps

## Open Forum

- Questions/Feedback

## Next Steps

- CPSC
  - Complete IT development of the eFiling system and share requirements with participants
  - Send schedule official kick-off meeting and additional onboarding guidance
- Participants
  - Review the eFiling participant expectations and considerations over the summer

**Thank you for participating in the  
Beta Pilot!**

# eFiling Beta Pilot Welcome Meeting

June 27, 2023

