



Reference \_\_\_\_\_ Date \_\_\_\_\_ Prepared by \_\_\_\_\_

**1 ROUTE IDENTIFICATION**

ROUTE REFERENCE

DATE VERIFIED

VERIFIED BY

NEXT VERIFICATION DUE

**2 EXPORT COUNTRY CA**

COUNTRY

CA NAME

FOCAL POINT NAME

DEPARTMENT

SUBMISSION EMAIL

PHONE

POSTAL ADDRESS

SOURCE (DEXMETAL API / OFFICIAL SITE)

**3 IMPORT COUNTRY CA**

COUNTRY

CA NAME

FOCAL POINT NAME

DEPARTMENT

SUBMISSION EMAIL

PHONE

POSTAL ADDRESS

SOURCE (DEXMETAL API / OFFICIAL SITE)

**4 TRANSIT COUNTRY CA (IF APPLICABLE)**

COUNTRY

CA NAME

SUBMISSION EMAIL

PHONE



**Operator Rule**

CA contacts change without notice. A submission to a stale email address does not start the PIC clock. Verify using the DexMetal CA Lookup API before every route.

**5**

**VERIFICATION SIGN-OFF**

**COMPLIANCE OFFICER**

Name

Title

Company

Date

Signature

**OPERATIONS LEAD**

Name

Title

Company

Date

Signature

Use this worksheet to document Competent Authority contacts for each route. Verify contacts before every new shipment. Retain for minimum 3 years.