Read Me First Instructions and Guidance PCI Token Service Provider (TSP) RFC





Introduction

First and foremost, PCI SSC would like to thank you for taking the time to review the PCI Token Service Provider (TSP) Standard.

Your thorough review is appreciated and is fundamental to our revision process.

The following slides will guide your review.

Please...

- Read this RFC guidance in its entirety before beginning your review.
- Plan your reviews ahead of time and ensure your feedback is submitted before the RFC period closes on 27 April 2023.



RFC Details

• The following document is provided for your feedback:

PCI Token Service Provider (TSP) Standard v1.0

- The RFC will open on Monday 27 March through Thursday 27 April, 2023.
- Make sure to submit your feedback before the deadline of 11.59 pm Eastern Time on April 27th.

Note: PCI SSC can only accept feedback that is received via the Portal during the RFC period. Late feedback and feedback submitted via any other channel will not be accepted.



How to add your feedback





Accessing the Documents

- Log in to the Portal with your username and password: <u>https://programs.pcissc.org/</u>
 - If you don't know your password, click "Forgot your password" to create a new password. If you do not have a username, please contact <u>RFC@pcisecuritystandards.org</u> for assistance.
- Click on "PCI TSP Standard v1.0 RFC"
- Accept the Group Participation Agreement (the non-disclosure agreement) to download the document.
- Click to download the document: PCI TSP Standard v1.0 RFC

Note: Only your company's primary contact may log into the portal and download the RFC documents. If you do not know who your company's primary contact is, please contact <u>RFC@pcisecuritystandards.org</u> for assistance.



Submitting Feedback (1)

- To enter your feedback into the portal, select "Feedback Option 2"
 - Ensure your work is saved after each entry and before you exit the portal, select "Save Draft Comments."
 - You can come back later to finish entering feedback; you do not need enter all feedback in the same session.
 - When all your feedback is complete, select "Submit Feedback" and then select "Ok" to confirm your submission is complete.
 - Once you select "Ok," you will be unable to edit your feedback.
- Alternatively, you can select "Feedback Option 1" to download the feedback spreadsheet
 - After you input your feedback, upload the spreadsheet back to the Portal.
- A confirmation email will be sent after you submit your feedback.



Submitting Feedback (2)

To enter feedback:

- Select the Document and Section, enter the page number, and select the feedback Category
- Enter your Comment AND your Suggested Solution for each feedback item. In your comments, identify any sub-sections to which your feedback refers.
- If using the Portal to enter your feedback, remember to "Save draft comments" after each entry to ensure your work is saved.

Consolidate your feedback since you can only provide 50 total feedback entries. Contact <u>RFC@pcisecuritystandards.org</u> with any questions.



To maximize the value of your feedback

- Identify the document, page, and section/requirement for each piece of feedback. Choose a category to describe each item of feedback provided.
- In the Comment field, detail the reason for your feedback.
 - For instance, explain why a requirement is ambiguous or inapplicable.
- In the Suggested Solution field, offer a recommendation to address your comments.
 - For example, propose text to clarify ambiguous wording.
- Be as detailed as possible with your comments and suggested solutions.
- Feel free to leave either the Comment or Suggested Solution fields blank.
 - It is not necessary to copy the same information into both fields.
- Do not submit duplicate feedback or combine multiple issues in one comment.



What will happen next

- All feedback received will be reviewed and considered by PCI SSC.
- Your feedback, including your organization's name, and how PCI SSC actioned your feedback will be made available for review by RFC participants.
- Avoid including company sensitive information and remember to keep your comments professional and collaborative.
- Review the PCI SSC <u>RFC Process Guide</u> for more information.

