

Electronic Notices of FDA Action



Go paperless and receive your Notices of FDA Action electronically by following these easy steps:

If you do not have an ITACS account start here:

- Create an account at <https://www.access.fda.gov/oa/>
- At “Step 2: Enter Your Account Information”
- Scroll to the bottom of the page until you get to the “Does your firm agree that it no longer needs to receive paper Notices of FDA Action?” section
- Select the “Yes” radio button.

Does your firm agree that it no longer needs to receive paper Notices of FDA Action?

- Yes** - If selected, FDA will no longer provide your firm with paper copies of Notices of FDA Action. Firm account holders may either receive Notices via email at the time they are generated by FDA or view Notices online.
- No** - If selected, paper copies of Notices of FDA Action will continue to be sent to your firm. Firm account holders will still have the option to view Notices online, but will not receive them via email.

If you already have an ITACS account start here:

- Have your ITACS Firm Administrator update their preferences:
 - Login to your ITACS account at <https://www.access.fda.gov/oa/>
 - Select “Manage Users”
 - The ITACS Firm Administrator would select their name and “Modify User”
 - Go to “The Firm Administrator has chosen the following method to receive FDA Notices of Action”
 - Select the “Electronic” radio button.
 - Note that changing your email preference from paper to electronic means that your firm will no longer receive paper copies of Notices of FDA Action.

For more information:

- ITACS for Industry Page: <https://www.fda.gov/industry/import-systems/itacs>
- ITACS Account Management Presentation: <https://www.fda.gov/media/119181/download?attachment>
- itacssupport@fda.hhs.gov

