Automated Commercial Environment Review of e-Manifest: Trucks

January 2013

U.S. Customs and Border Protection

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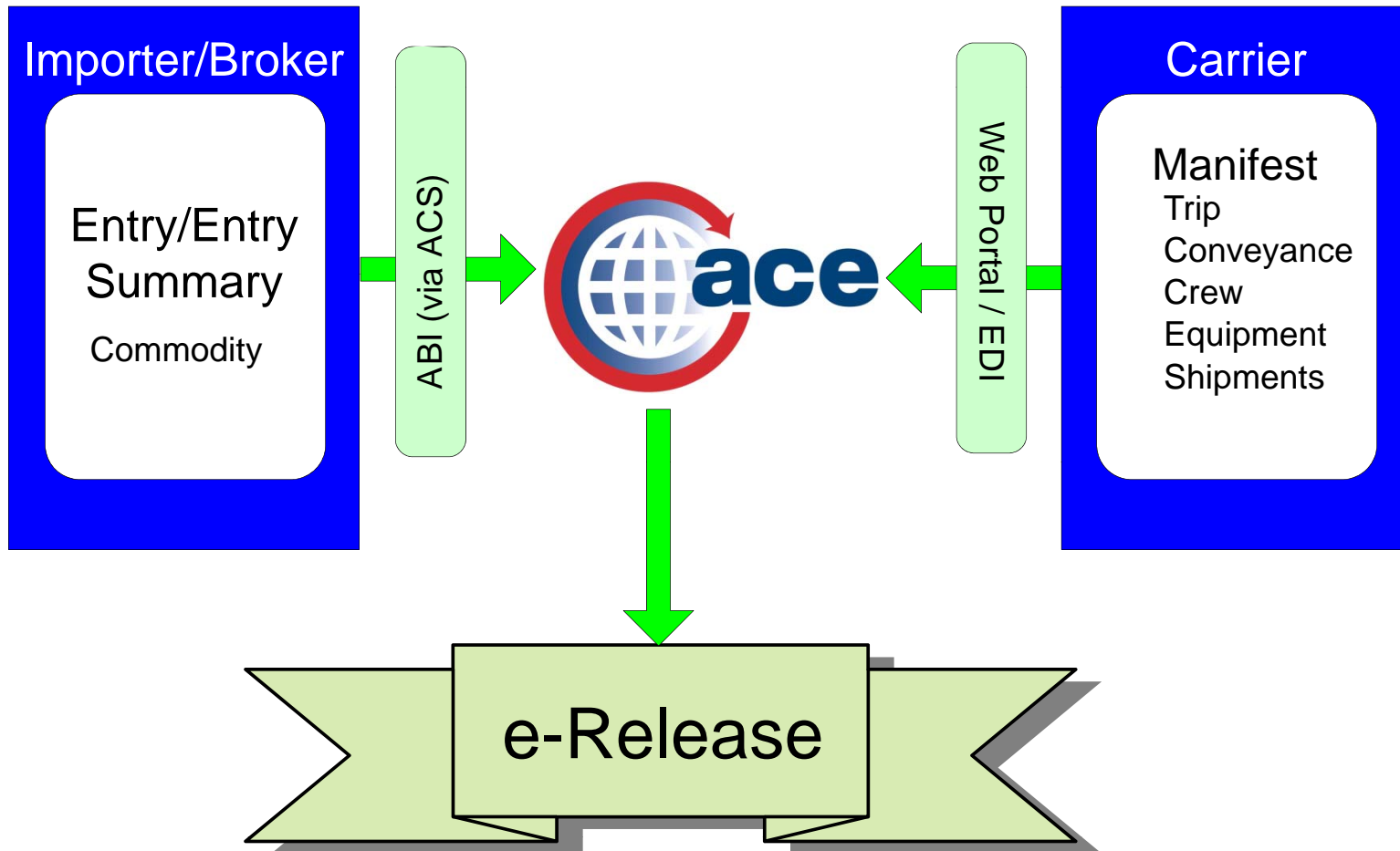
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e-Manifest: Trucks – Trade Act of 2002

Section 343 of the Trade Act
Mandatory Advanced Electronic Information for Cargo and Other Improved Customs Reporting Procedures

- Section 343(a)(1)(A) of the Trade Act provides that "the Secretary is authorized to promulgate regulations providing for the transmission to the Customs Service, through an electronic data interchange system, of information pertaining to cargo to be brought into the United States or to be sent from the United States, prior to the arrival or departure of the cargo."

- Section 343(a)(1)(B) states that "the Secretary shall endeavor to promulgate an initial set of regulations under subparagraph (A) not later than October 1, 2003."

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e-Manifest: Trucks Process Overview

Importer/Broker

Entry/Entry Summary

Commodity

ABI (via ACS)

ace

Web Portal / EDI

Carrier

Manifest
Trip
Conveyance
Crew
Equipment
Shipments

e-Release

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Components of an e-Manifest: Trucks

TRIP

Shipment/Cargo

Crew/Passengers

Equipment

Conveyance

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Mandatory e-Manifest: Trucks Exemptions

The following shipments are currently exempt by regulation from the advance electronic filing requirement for incoming cargo:

- Cargo in transit from point to point in the United States after transiting Canada or Mexico and

- Certain informal entries:

  - Merchandise which may be informally entered on Customs and Border Protection Form (CBPF) 368 or 368A, Cash Collection or Receipt

  - Merchandise unconditionally or conditionally free, not exceeding $2,500 in value, eligible for entry on CBPF 7523, Entry and Manifest of Merchandise Free of Duty; or

  - Products of the United States being returned, for which entry is prescribed on CBPF 3311, Declaration for Free Entry of Returned American Products

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Mandatory e-Manifest: Trucks Exemptions (cont.)

The following shipment types are not specifically exempted by regulation but use of e-Manifest: Trucks is not currently required for:

- Trips consisting **solely** of merchandise that is subject to the provisions of 19 United States Code (U.S.C) 1321 (Section 321 releases). If a trip is made up of Section 321 eligible shipments and shipments requiring an entry or in-bond move, all shipments on that trip must be manifested

- Empty trucks and truck cabs may be reported via e-Manifest: Trucks but are not currently required

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Mandatory e-Manifest: Trucks Exemptions (cont.)

These shipment types are not currently able to be reported on an e-Manifest: Trucks and are therefore not required even when an e-Manifest: Trucks has been filed.

- Shipments consisting solely of Instruments of International Traffic (IIT) eligible for release under 19 CFR 10.41(a). IIT can be reported on an e-Manifest: Trucks as associated to a conveyance or equipment but cannot be used as a shipment release type
- International mail shipments moving via a contract carrier from a foreign postal service to the US Postal Service
- Carnets, as provided for in 19 CFR 114
- A delivery ticket (CBPF 6043) for movement to a CBP approved bonded warehouse or a direct Foreign Trade Zone admission on a CBPF 214
- Shipments imported for the Department of Defense using 19 CFR 10.102/103 as a release mechanism

All other shipments are required to provide advance electronic cargo information via an e-Manifest: Trucks including personal effects using form CBPF 3299.

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Instruments of International Traffic (IIT)

IIT (freight containers, racks, trailers, railcars, etc.) can be reported at either the equipment level or conveyance level when:

- Trip consists solely of empty IITs covered by carrier's bond
- Trip consists solely of empty IITs covered by importer's bond
- Trip consists of merchandise and IITs. IITs covered by carrier's bond
- Trip consists of merchandise and IITs. IITs covered by importer's bond

e-Manifest: Trucks Shipment Release Types

The various shipment release types are:

- Pre Arrival Processing System (PAPS)
    - See how PAPS/QP can be used for in-bond releases on slide 36
- Border Release Advanced Screening and Selectivity (BRASS)
- Section 321 on merchandise valued under $200
- HTS General Head Note 1 (GN1) Exemptions
- Goods Astray
- CBP Form-3299: Declaration for Free Entry Unaccompanied Articles
- CBP Form-3311: Declaration for Free Entry of Returned American Products
- CBF Form 7523: Entry and Manifest of Merchandise Free of Duty
- In-bond

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In-bond

ACE Supports these three In-bond Movement Types
- 61 – Immediate Transportation (I.T.)
- 62 – Transportation and Exportation (T&E)
- 63 – Immediate Exportation (I.E.)

ACE supports these in-bond capabilities
- In-bond request and authorization
- In-bond arrival and export

Methods of in-bond data transmission

- As of March 2, 2008, QP automatically links to PAPS shipment release types (Method 1)

- Carrier requests in-bond move from ACE manifest declaration (Method 2)

- Carrier manually links QP in-bond shipment to ACE e-Manifest: Trucks (Method 3)

Reporting In-bond Shipments as Arrived and Exported

It is very important that carriers understand their obligation to report the arrival at the U.S. destination port of entry and the export of in-bond shipments.

- An in-bond shipment transported on land must arrive at its destination port within 30 days after the date of receipt at the port of origin

- An in-bond shipment must be reported as arrived to CBP at its destination port within 48 hours of the arrival of any part of the shipment

- An in-bond T&E shipment must be exported within 15 days of its arrival at its U.S. destination port of entry

- To assist the carrier, a series of status messages are provided in an EDI format or through the ACE Portal, as appropriate

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"In-bond Arrival" and "In-bond Export" Links in the Carrier's ACE Portal Account

In-bond Status Messages

- The message "BOL late in 5 Days" is sent to the carrier 25 days after the date of receipt of the in-bond shipment

- The message "Bill of Lading Late" is sent to the carrier on the 30th day after the carrier has taken receipt of the in-bond shipment

- The message "Pending Eligible GO" is sent to the carrier on the 15th day after the cargo has been arrived at its U.S. destination, if an entry or exportation has not been filed

- The message "Ordered to GO" is sent to the carrier on the 20th day after the cargo has been arrived at its U.S. destination, if an entry or exportation has not been filed

These messages are sent via EDI to carriers that file their e-Manifest: Trucks using EDI.

These messages can be viewed in a carrier's ACE Account in the Transactions link which currently is only accessible to the Trade Account Owner (TAO).

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"Transactions" Link in the ACE Secure Data Portal Carrier's Account

FAST and ACE

- FAST/National Customs Automation Program (NCAP) electronic transactions are filed in the same manner as they have always been. The FAST transaction will be processed in ACE when the truck arrives at the border

- FAST/NCAP transactions may not be created or modified via the ACE

- FAST shipments that qualify for FAST using the Pre-Arrival Processing System require:
  - That a Standard e-Manifest: Trucks presented to ACE at least 30 minutes prior to the truck's arrival at the border
  - That a PAPS entry be filed at least 30 minutes prior to the truck's arrival at the border

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Important PAPS Information on Data Elements and Processes

Data Elements

- Bill Control Number – Should not be used, leave this data element blank

- Piece Count – Entry and manifest piece count must match

- Weight – Report in pounds or kilograms

- Description of Cargo – Cannot be "Freight of all Kind." Must be specific, detailed description

- Note: Some units of measure may cause an ACE PAPS shipment not to convert to an in-bond. See: ACE System Error Messages/Solutions Log on CBP.gov

Processes

- Consolidated Entries – One entry can reference multiple Shipment Control Numbers (SCNs)

- Broker Download – Message can be sent before or at time of manifest submission

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PAPS Broker and Carrier Communications

It is imperative that brokers and carriers communicate in order to link the entry data with the manifest data in the system.

A Customs entry master bill of lading number **must** reference the corresponding manifest shipment control record (SCN) or records exactly to gain release of the goods.

- On the northern border, this number is usually the carrier's Standard Alpha Carrier Code (SCAC) plus the pro-bill number

- On the southern border, this number is usually the carrier's SCAC plus the Customs entry number. The entry number **must** include the broker's filer code

- This number **must be unique**. It must start with a valid SCAC and must be the same between entry declaration and the manifest shipment declaration

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Broker Download

- Select add party

- Select broker download

- Supply filer code of the broker

- Supply port code of the broker

- Supply office code if necessary

- ACE will send a copy of the shipment details to the customs broker's Automated Broker Interface (ABI) system

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Hazardous Materials

When carrying hazardous materials the carrier is required to report the United Nations Dangerous Goods (UNDG) Code(s).

In addition, you are required to report a contact person's name and phone number.

For HAZ-MAT shipments insurance information is also required as part of the conveyance data for the trip.

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CBPF 4455 – Not a Shipment Release Type

CBP Form 4455 – Certificate of Registration – The Certificate of Registration can only be used with an entry or entry summary as supporting documentation. It may not be used as a shipment release type.

Third Party e-Manifest: Trucks Filing

Importers, Brokers, Carriers and other entities may file e-Manifest: Trucks on behalf of a carrier.

Brokers, carriers, importers and other third parties have been able to file manifests on the behalf of carriers via EDI since March of 2006 by utilizing or developing an EDI interface with the CBP ACE e-Manifest: Trucks system.

As of March 15, 2007, brokers, carriers, importers and other entities who have established an ACE Secure Data Portal account have been able to file manifests on behalf of a carrier as a third party manifest submitter via the Portal.

- To file on behalf of a carrier, a SCAC (carriers) or a CBP issued manifest preparer code must be obtained

To request information on how to become an ACE portal account, send an e-mail to ACE.Support@cbp.dhs.gov or go directly to http://cbp.gov/xp/cgov/trade/automated/modernization/ace_app_info/

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Third Party e-Manifest: Trucks Filing (cont.)

Importer and Broker ACE Portal Accounts without a National Motor Freight Traffic Association (NMFTA) issued SCAC should follow these steps:

- Brokers and Importers who do not already have an assigned NMFTA SCAC will need to get a manifest preparer code. Please contact Dan Buchanan at daniel.buchanan@dhs.gov for this number

- Please inform your CBP Account Manager that you need to add a carrier view to your account

- If you do not have an Account Manager, contact the **Technology Service Desk** at 1-866-530-4172 to request assistance in adding a carrier view to your account

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Third Party e-Manifest: Trucks Filing (cont.)

Carrier ACE Portal Accounts with an NMFTA issued SCAC

- Current truck carrier ACE portal accounts who wish to transmit a manifest on behalf of another carrier are able to do so through their existing ACE portal accounts

- No additional steps are necessary

Entities other than importers, brokers and carriers

- Must obtain a Manifest Preparer Code from daniel.buchanan@dhs.gov

- Follow the instructions for establishing an ACE portal account

- Will have access to "Create a Standard Manifest for Another Carrier" only

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Creating Standard Manifest for Another Truck Carrier

Creating Standard Manifest for Another Truck Carrier (cont.)

Creating a Shipment for Another Truck Carrier

Making Amendments to an e-Manifest: Trucks

Making Amendments to an e-Manifest: Trucks (cont.)

ACE and FMCSA

ACE e-Manifest: Trucks is currently sharing Truck manifest data with FMCSA for the purpose of performing pre-arrival safety checks. The agencies are currently evaluating both the system data and functionality for any issues prior to sending status messages to the trade from ACE. The following is a list of valid status messages:

- Carrier does not possess valid U.S. operating authority
- Carrier has an Out of Service order against it
- Safety score indicates inspection is warranted
- Carrier's current insurance does not meet the minimum level or better
- Driver does not have valid/current CDL or equivalent (MX or CA)
- Driver does not have proper CDL endorsements for HAZMAT cargo
- No current CVSA decal on file. Please check visually
- Carrier check not performed, data not available at this time
- Driver check not performed, data not available at this time
- Tractor check not performed, data not available at this time
- Trailer check not performed ,data not available at this time
- Carrier data not found in FMCSA systems

There will be additional information from FMCSA and CBP at the time the message functionality is activated to return the results to the trade.

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Options for filing e-Manifest: Trucks

Filing e-Manifest: Trucks via Electronic Data Interchange (EDI) can be accomplished by:

- Building an interface to ACE using EDI

- Having your dispatch software provider build an interface to ACE

- Purchasing or leasing software that has established an interface to ACE

- Hiring a third party who uses their own software to interface with ACE

Filing e-Manifest: Trucks via the ACE Secure Data Portal can be accomplished by:

- Establishing a free ACE Secure Data Portal Account and filing your own manifests

- Hiring a third party who has established a free ACE Portal Account to file a manifest on your behalf

Carriers are encouraged to have at least one back-up method to file an e-Manifest: Trucks, e.g. having a broker or a third party filer to send e-Manifest: Trucks.

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Software Providers on www.cbp.gov

Getting Started with EDI for ACE Electronic Truck Manifest

Supply a letter of intent on company letterhead and include:

- The name and telephone number of the company's principal management and technical contacts.

- The Standard Carrier Alpha Code used by your company.

- The ports of entry where your company's vehicles cross into the U.S. and the approximate number of crossings per month for each location.

- A brief description of the company's data communications system (i.e. MQ/Frame or MQ/VPN or communicating through a third party service provider).

- Indication of whether you will be programming using ANSI X.12 or UN/EDIFACT messages.

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Getting Started with EDI for ACE Electronic Truck Manifest (cont.)

If the system is being developed or supported by a data processing company, include the data processing company's name, contact person, telephone number, and the expected completion date of the programming/installation.

- Address the letter to:

    U.S. Customs and Border Protection
    Client Representative Branch
    7681 Boston Boulevard
    Beauregard, Outreach Office, Room A-314-1
    Springfield, Virginia 20598

- *Or you may fax the letter of intent to 1-571-468-5538.*

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Questions on Filing e-Manifest: Trucks via EDI?

For specific information on filing an electronic truck manifest using EDI, please contact Dan Buchanan at daniel.buchanan@dhs.gov.

Client Representatives provide EDI information including development, testing, and implementation for new EDI participants, as assigned.

- They are available Monday – Friday, 8:00am – 5:00pm in their time zone.

ACE Secure Data Portal

Applications can be found at www.cbp.gov/modernization
or by sending an e-mail to ACE.Support@cbp.dhs.gov.

- Fill out the completed application, indicate your digital
  signatures, and e-mail the completed electronic application to:
  ACE.Applications@dhs.gov.

OR

- Print out the completed application, sign, and mail it in to:
  ACE Secure Data Portal   ACE Applications
  U.S. Customs and Border Protection
  Beauregard Building, Room A-306-4
  7681 Boston Boulevard
  Springfield, VA 20598

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Portal Web Based Training (WBT)

The link for Portal WBT training is http://nemo.cbp.gov/ace_online/

Points of Contact

Technology Support provides technical assistance, responds to log-on issues, etc., and is open 24-hours, 7 days a week. Trade callers, including callers from outside the United States, can reach the Technology Support Center by dialing 1-866-530-4172. You can also send them an e-mail at ACE.Support@cbp.dhs.gov.

Bilingual support is available for Spanish speakers 24-hours a day, 7 days a week.

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Questions?

For full participation requirements and other program details, please refer to the various Federal Register Notices which can be found under the Federal Register Notice link on **www.cbp.gov/modernization**.

For more information,
visit "ACE: Modernization Information Systems"
at www.cbp.gov/modernization
or send an e-mail to: CBP.CBPCSPO@dhs.gov

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