



### Lose ACE Portal Access After 45 Days

On May 16, 2007, U.S. Customs and Border Protection (CBP) published a Federal Register Notice setting forth the terms and conditions that must be followed as a condition for access to the Automated Commercial Environment (ACE) Secure Data Portal. One of the conditions for portal access addresses the failure of the Trade Account Owner, the Proxy Trade Account Owner or any Trade Account User to access the ACE Portal at least once within a ninety (90) day period. Failure to access the ACE portal within the prescribed time period will result in the suspension of access to the ACE Portal. Access may be restored by contacting the ACE Help Desk.

To meet guidelines established by the Department of Homeland Security, CBP will soon begin implementing a new policy as it relates to account access that changes the period of allowable inactivity from up to 90 days to up to 45 days. As such, if the Trade Account Owner, the Proxy Trade Account Owner or any Trade Account User does not access the ACE Portal within 45 days, portal access for that Trade Account Owner, Proxy Trade Account Owner, and/or Trade Account User will be suspended. To prevent this from happening, please ensure all ACE Portal users sign on to the ACE Portal at least once every 45 days. CBP will soon publish a Federal Register Notice announcing this change in the portal inactivity provision of the Terms and Conditions. (CSMS #08-000061)



*New users of the ACE Reporting tool no longer need to set the Preferences to "Interactive" to run reports.*

### New Bond Query Functionality

Effective April 12, 2008, surety ACE Portal accounts and any ACE Portal account with an importer view will be able to take advantage of ACE's new bond query capability. Users will be able to query a bond by Bond Number, Bond Activity Code or Bond Status. To take advantage of a wild card search available on the bond number, users must enter at least four characters in the Bond Number field followed by the asterisk. Sureties will only be able to search for bonds that contain their surety code. For ACE Portal accounts with an importer view, the search capability will work the same way as the "bond list." Users will need to be on the Account Tab, select or highlight the importer of record number they are interested in from the account list, then in the pop-up box that appears next, click on IR detail and then select the bond tab. At this point users will be able to search for a bond either by Bond Number, Bond Activity Code or Bond Status. The search is only against bonds related to that Importer of Record number.



### **Numeric Ordering of IR Numbers and port codes**

*Importers with multiple importer or record numbers in their account list will now see that the importer of record numbers are in numerical order under Manage Access in the "IR# available" box and "Port Codes available" box. Brokers will also notice that the port codes are in numerical order.*



*Truck carriers should remember not to fill out the "Bill Control Number" field when filing an electronic manifest.*



### **Sign Up for Authorized Data Extract Reports Training**

CBP will be providing telephone training addressing how to run an Authorized Data Extract (ADE) report. Please note that only the Trade Account Owner and/or the Proxy Trade Account Owner(s) will be able to schedule an extract. The telephone training will consist of two 30 minute classes. To add your name to the training list, please send an email to [ACEaccountsupport@cbp.dhs.gov](mailto:ACEaccountsupport@cbp.dhs.gov). (CSMS #08-000059)



### **Drivers' Names with Apostrophes**

*Effective April 12, 2008, e-Manifest coversheets can now be printed for drivers whose names contain an apostrophe.*

### **ACE Portal Reports Dictionary Now Available**

The first version of the ACE Portal Reports Dictionary has been completed and is available for download to users' desktops. The ACE Portal Reports Dictionary is a reference guide of the most frequently accessed reports designed to enhance the understanding for ACE users, to assist in identifying the report that best fulfills a particular business need, and to encourage the overall use of the reporting tool. The dictionary defines each report and their corresponding data attributes (objects) making it easier for ACE users to identify specific reports that meet their data requirements. It also provides the exact location of each report in the ACE reporting tool, the categorical classification of each report, the standard report filters/prompts, and a description of each data attribute contained in the report. Formatted as a PDF file, there are separate versions of the dictionary for Importers, Brokers, and Carriers. These dictionaries have been posted on CBP.gov to ([http://cbp.gov/xp/cgov/trade/automated/modernization/ace\\_welcome/ace\\_reports/ace\\_portal\\_reports\\_dictionary/](http://cbp.gov/xp/cgov/trade/automated/modernization/ace_welcome/ace_reports/ace_portal_reports_dictionary/)). (CSMS #08-000052/53/54)

### **CBP Bond Team Contact Information**

CBP Form 5106 can be faxed to (317) 290-3275, emailed to [CBP.bondquestions@dhs.gov](mailto:CBP.bondquestions@dhs.gov), or mailed to U.S. Customs and Border Protection at:  
6650 Telecomm Drive, Suite 100,  
Revenue Division Debt Management Branch – Bond Team  
Indianapolis, IN 46278

### **Reporting the Export of a T&E or IE in ACE e-Manifest**

As of April 12, 2008 truck carriers will be able to report the export of in-bond Transportation & Exportation (T&Es) and Immediate Export (IEs) by using e-Manifest EDI messages. In addition, carriers will be able to report the arrival and export of multiple in-bond shipments by container/equipment numbers if the shipments in that container/equipment are destined for the same U.S. in-bond destination. Technical details regarding this new ACE functionality can be found in the Record of Changes documents located at [http://cbp.gov/xp/cgov/trade/automated/modernization/carrier\\_info/etruck\\_tech\\_info/ace\\_edi\\_dr\\_afts/edi\\_messages/ansi\\_message\\_sets/rec\\_changes/](http://cbp.gov/xp/cgov/trade/automated/modernization/carrier_info/etruck_tech_info/ace_edi_dr_afts/edi_messages/ansi_message_sets/rec_changes/). (CSMS #08-000057)



**Access to Create Crew Repaired**

*Some Proxy Trade Account Owners (PTAOs) have not been able to access the Create Crew button for the purpose of adding new, non-FAST drivers, to ACE and their carrier account. As of April 12th these PTAOs can now add drivers to their account*

**EPA Import Compliance Checklist**

The U.S. Environmental Protection Agency (EPA), in consultation with CBP has developed a new April 2008 "TSCA Section 13 Import Compliance Checklist." This new guidance document provides a roadmap to help chemical importers determine how to certify their chemical imports for compliance with the import requirements under section 13 of the Toxic Substances Control Act (TSCA) and 19 CFR §§ 12.118-12.127. The "TSCA Section 13 Import Compliance Checklist" is now available at [www.epa.gov/opptintr/chemtest/pubs/sect13.htm](http://www.epa.gov/opptintr/chemtest/pubs/sect13.htm). Please note that this Checklist is not the TSCA import certification statement itself and there is no requirement that importers use this Checklist or submit it to the government. (CSMS #08-000062)