



Reminder: Trade Account Responsibilities

U.S. Customs and Border Protection (CBP) would like to remind all Trade Account Owners of their responsibilities. For additional information, please review the requirements as specified in the Terms and Conditions document (72 FR 27632, published May 16, 2007 and 73 FR 38464, published July 7, 2008).

- The Account Owner, as the representative of the Account with respect to all information submitted by or on behalf of the Account, is responsible for safeguarding Account information, authorizing user access to the ACE Portal account information, controlling all disclosures of that information, enforcing ACE Portal access limitations, and ensuring the strict control of access by authorized persons to the ACE Portal information.
- The Account Owner assumes liability for any disclosure of Account information or unauthorized access to the ACE Portal and holds CBP, its officers, agents, and employees harmless from the release of any such information.
- The Account Owner administers and controls all Proxy Account Owner and Account User access, including the designation and limitation of access, to the ACE Portal. The Account Owner is authorized to grant full or limited access to information relating to the Account (including information protected by the Trade Secrets Act or Privacy Act), through the ACE Portal.

Change in the Status of the Trade Account Owner

If there is a change to the Account Owner, CBP must be notified of the new Account Owner designation as soon as practical. The following steps must be followed when a change to the Account Owner designation is required:

- CBP must receive a new copy of the ACE Application as soon as possible.
- If the e-mail option is elected, the form will require that you check the boxes pertaining to digital signatures before it is transmitted to CBP to ace.applications@dhs.gov from the Account Owner's business e-mail address. Please indicate "*Account Owner Change*" on the subject line of the e-mail.
- If the ACE portal account has an assigned Account Manager, a signed hard copy of the application containing the Account Owner information should be sent directly to the Account Manager.
- If the ACE portal account does not have an assigned account manager and if the completed form will be sent via mail, the form will require the signatures of both the Principal and the Account Owner before it is sent to CBP. Please indicate "*Account Owner Change*" at the top of the application before sending the application to CBP at the following address:

U.S. Customs and Border Protection
Attn: Beauregard Building
7681 Boston Blvd., Room A-311-4
Springfield, VA 20598

Please allow 2-3 weeks for processing applications submitted in hard copy.



Note that if the TAO or Proxy's name has been changed by marriage, no new application is needed.

Password Assistance

If you have forgotten your password, use the "Forgot Your Password?" hyperlink on the ACE Portal login page. You will need to know the answers to your "Challenge Questions" and your shared secret. If you do not know this information, call the ACE Technology Service Desk (1-866-530-4172) for assistance before you use this handy self help feature.

Three Failed Password Attempts

If you fail to type your password correctly three times and disable your account, REMEMBER you can still use the "Forgot Your Password?" hyperlink.

ACE Report Tip:

ACE reports capture ALL entry types including Reconciliation Entries (09), Warehouse Entries (21) and Drawback Entries (41-46). We recommend adding the Entry Type Code to ALL ACE reports in order to get a better understanding of what is being displayed in the reports to ensure that the results are not misleading.

ACE Report Reminder

AM 066(Cargo Exam Details Report) will only generate data if the examination resulted in a discrepancy. The AM-058 (Cargo Exam Details by Date Range Report) and AM-059 (Cargo Exam Details by Entry Number Report) capture all exams, whether or not they resulted in discrepant findings.

Updated ACE Resources

Frequently Asked Questions Posted for A2.3.1.a Release

CBP has posted an A2.3.1a Frequently Asked Questions (FAQ) document on CBP.gov. This document provides answers to questions on the new ACE Entry Summary, Accounts and Revenue capabilities including new Portal and EDI capabilities specific to the filing and processing of AD/CVD entries (also known as type 03 entries) and AD/CVD Case Management. To access the web page containing the FAQ document, cut and paste the following link to your browser:

<http://www.cbp.gov/xp/cgov/trade/automated/modernization/ace/>

ABI/ACE CATAIR Chapter Updates Posted

The following revised ACE Automated Broker Interface (ABI) Customs and Trade Automated Interface Requirements (CATAIR) Chapters have now been posted to the CBP Website (see CSMS#10-000114, issued May 6, 2010, for additional information):



Introduction and Getting Started

This chapter has been updated to include the revised policy for existing ACS ABI entry summary filers to become eligible for ACE entry summary filing.

http://www.cbp.gov/linkhandler/cgov/trade/automated/modernization/ace_edi_messages/catair_main/abi_catair/getting_started/intro_get_started.ctt/intro_get_started.doc

Entry Summary Create/Update

This chapter has been revised to incorporate filing instructions for manufacturer identification numbers when the actual manufacturer is unknown.

http://www.cbp.gov/xp/cgov/trade/automated/modernization/ace_edi_messages/catair_main/abi_catair/catair_chapters/entry_summary/

Importer/Bond Query

This chapter has been revised to include new bond activity codes to the output K1-record.

http://www.cbp.gov/linkhandler/cgov/trade/automated/modernization/ace_edi_messages/catair_main/abi_catair/catair_chapters/import_bond.ctt/import_bond.doc

For questions on these or any other CATAIR Chapters, please contact your assigned Client Representative.

FAQs Posted for Instruments of International Trade (IITs) with Residue

CBP has prepared an FAQ document to assist the trade community in understanding the legal obligations of IITs with residue for transporting carriers (pertaining to the advance electronic cargo information) and importers (pertaining to entry requirements). Please continue to monitor this document for changes and updates.

The link titled "ITT FAQ document" can be found at the following CBP web address:

http://www.cbp.gov/xp/cgov/trade/trade_outreach/advance_info/

Please note it may be necessary to cut and paste the links into your web browser.

Important information

Do not cache (save) your ACE Portal password. This may cause problems in the future when you need to change your password.



Attention Truck Carriers

When an in-bond shipment is created by a broker (referred to as a “QP in-bond”), an unassociated shipment for that in-bond will appear in the “Shipment” section of the carrier’s “Manifest” screen. As it may be cumbersome to “lookup” this unassociated shipment and add it to the manifest, the simplest way to include a QP in-bond shipment on a manifest is for the carrier to create a PAPS shipment, using the same shipment control number (SCN) as that used by the broker in the unassociated shipment. When creating the PAPS shipment, the carrier should ensure that the quantity and weight of the commodity match what is in the QP. The system will link the QP to the PAPS and the shipment will be received by CBP as an in-bond.

Looking Ahead to ESAR

Redesign of the Entry Summary Universe

With the planned fall 2010 drop of new Entry Summary, Accounts and Revenue (ESAR) functionality for Post Summary Corrections, the Entry Summary Universe for ACE Portal Reports is being redesigned to make it easier to use and to provide additional flexibility when creating and modifying ESM reports. Data objects will now appear in alphabetical order within each report sub-class. Below is the new structure of the Entry Summary Universe that will be in place with the fall 2010 drop.

| Report Class | Report Sub-Class |
|--------------------------------|--------------------------------|
| Summary Header | Header |
| | Header EDI |
| | ACE Filed ES Header |
| | Additional Header Objects |
| | Bond |
| | Cargo |
| | Header Reconciliation |
| | Status |
| | Summary Line |
| Line Indicators | |
| Declarations | |
| Line Tariff | |
| Line Tariff FCC | |
| Line | |
| Summary Header and Line | Counts |
| | Dates |
| | Date Objects |
| | EIP RLF |
| | Milestone ES Events |
| | PSC (Post Summary Corrections) |
| Financials | AD/CVD |
| | Collections |



Your Questions:

What do the “Other Recon Ind” codes mean that display when I run AM 008? I see 001, 004, 021, etc.

The explanations of the “Other Recon Ind” codes are as follows:

- 001 – Value reconciliation required
- 002 – Classification reconciliation required
- 003 – R98 reconciliation required
- 004 – Value & classification reconciliation required
- 005 – Value & R98 reconciliation required
- 006 – Classification & R98 reconciliation required
- 007 – Value, classification & R98 reconciliation required
- 021 – Value reconciliation received
- 022 - Classification reconciliation received
- 023 – R98 reconciliation received
- 024 – Value & classification reconciliation received
- 025 - Value & R98 reconciliation received
- 026 – Classification & R98 reconciliation received
- 027 – Value, classification & R98 reconciliation received

Periodic Monthly Statement Reminder:

For importers and brokers with ACE Portal accounts, if you need to request importer of record (IR) numbers to be flagged for periodic monthly statement, do the following:

- If the importer has an ACE Portal account, send an email to periodicstatement@dhs.gov with a list of IR numbers to be flagged. The subject of the email should read “Activation Request.”
- If the importer does not have an ACE Portal account, send an email to periodicstatement@dhs.gov with a list of IR numbers to be flagged and a copy of the updated CBP Form 5106(s) with “Periodic Monthly Statement Activation” written on top of the 5106. The subject of the email should read “Activation Request.”