

ACEopedia

ACE IS THE TRADE PROCESSING SYSTEM THROUGH WHICH CBP AND ITS PARTNER GOVERNMENT AGENCIES ARE IMPLEMENTING THE SINGLE WINDOW FOR PROCESSING IMPORTS AND EXPORTS.

The Automated Commercial Environment (ACE) is the backbone of U.S. Customs and Border Protection's (CBP) trade processing and risk management activities and the key to implementing many of the agency's trade transformation initiatives. The ACEopedia is designed as a centralized resource for information on ACE.

What follows on the subsequent pages is a series of fact sheets that can stand on their own or be integrated into a single document providing an overview of ACE capabilities.

Table of Contents

Navigation

ACE Overview	3
Implementing the Single Window	4
Partner Government Agencies (PGAs)	5
Manifest	6
Cargo Release	7
Entry Summary	8
Protests	9
Exports	10
Getting Started with ACE	11
ACE Client Representatives	12
ACE Portal	13
Periodic Monthly Statement	14
ACE on the Web	15



“CBP remains focused and committed to achieving the milestones established for Single Window implementation, per the President’s executive order. As we pass these important milestones on the road to ACE, we appreciate the tremendous support from all members of our stakeholder community who are committed to making ACE good for business and good for America’s prosperity.”

DEBORAH AUGUSTIN, EXECUTIVE DIRECTOR

ACE BUSINESS OFFICE

U.S. CUSTOMS AND BORDER PROTECTION

ACE | An Engine for Change

RETIRING THE MAINFRAME

DEVELOPING TRANSFORMATIONAL SOFTWARE

WORKING SMARTER

ACE Overview

In support of the Customs Modernization Act of 1993, U.S. Customs and Border Protection (CBP) has been modernizing the business processes essential to securing U.S. borders, speeding the flow of legitimate shipments and targeting illicit goods that require scrutiny. The key technology driver of these initiatives is the Automated Commercial Environment (ACE). ACE is the backbone of CBP's trade processing and risk management activities and provides a single, centralized access point to connect CBP, Partner Government Agencies (PGAs) and the trade community.

On February 19, 2014, President Obama signed the executive order on *Streamlining the Export/Import Process for America's Businesses*. ACE is the system through which the Single Window will be realized. CBP will meet the objectives of the Executive Order by the end of 2016. Upon full implementation, ACE will become the Single Window for trade processing, the primary system through which the international trade community will submit import/export data and the government will determine admissibility. Following the delivery of core trade processing capabilities in ACE, the system will move into an operations and maintenance phase. CBP will work with stakeholders to prioritize "post core" development initiatives, continuing to enhance ACE and simplify and modernize CBP processes.



For more details on ACE please visit www.cbp.gov/ace.

For details on the mandatory dates please visit www.cbp.gov/acemandatorydates.

Implementing the Single Window

CBP and 49 agencies are involved in the trade process and, among these agencies, nearly 200 forms are required for imports and exports. In the past, processes were largely paper-based and required information to be keyed into multiple electronic systems. As a result, importers and exporters were often required to submit the same data to multiple agencies at multiple times. The Single Window initiative, originally established under the International Trade Data System (ITDS), is the effort to create a single system, eliminate multiple paper processes, and allows importers and exporters to file information once, to one system.

Executive Order 13659, *Streamlining the Export/Import Process for America's Businesses*, signed on February 19, 2014, directs the U.S. federal agencies with a role in trade to utilize ITDS by December 2016. By that time, ACE will become that Single Window—the primary system through which the trade community will report imports and exports and the government will determine admissibility.

Through ACE as the Single Window, manual processes are being streamlined and automated, many paper forms are being eliminated, and the international trade community can more easily and efficiently comply with U.S. laws and regulations.

Benefits of the Single Window

- Quicker data availability for government – better identification of dangerous or prohibited shipments
- Automated agency interactions
- Reduced paper
- Near real-time decision making for government
- Easier for industry to comply with regulations
- Reduced costs

Technical Capabilities that Enable Single Window Processing in ACE

Interoperability Web Services	The pipeline through which data is transmitted between CBP and PGAs. This capability enables improved information sharing and faster decision making by the government.
PGA Message Set	The consolidated set of data to be collected electronically from trade partners by CBP on behalf of government agencies. Data submitted in this manner will replace the myriad of paper forms required by multiple agencies.
Document Image System	Allows trade partners to supply supporting documentation electronically as image files to CBP and PGAs. DIS integrates with the ACE Secure Data Portal, allowing authorized personnel access to images to perform coordinated reviews.



Partner Government Agencies

CBP and 49 federal agencies are working together to implement the Single Window via ACE.

DEPARTMENT OF AGRICULTURE

AMS | Agricultural Marketing Service
APHIS | Animal and Plant Health Inspection Service
FAS | Foreign Agricultural Service
FSIS | Food Safety and Inspection Service
GIPSA | Grain Inspection, Packers & Stockyards Administration

DEPARTMENT OF COMMERCE

BIS | Bureau of Industry and Security
U.S. Census Bureau
FTZB | Foreign Trade Zones Board
E&C | Enforcement and Compliance
OTEXA | Office of Textiles and Apparel
NMFS | National Marine Fisheries Service

DEPARTMENT OF DEFENSE

USACE | Army Corps of Engineers
DCMA | Defense Contracts Management Agency

DEPARTMENT OF ENERGY

OFE | Office of Fossil Energy
EIA | Energy Information Administration
OGC | Office of General Counsel

DEPARTMENT OF HEALTH AND HUMAN SERVICES

CDC | Centers for Disease Control and Prevention
FDA | Food and Drug Administration

DEPARTMENT OF HOMELAND SECURITY

USCG | United States Coast Guard
CBP | Customs and Border Protection
TSA | Transportation Security Administration

DEPARTMENT OF THE INTERIOR

FWS | Fish and Wildlife Service

DEPARTMENT OF JUSTICE

ATF | Bureau of Alcohol, Tobacco, Firearms and Explosives
DEA | Drug Enforcement Administration

DEPARTMENT OF LABOR

BLS | Bureau of Labor Statistics

DEPARTMENT OF STATE

A/LM | Bureau of Administration, Office of Logistics Management
DDTC | Directorate of Defense Trade Controls
OES | Bureau of Ocean and International Scientific Affairs
OFM | Office of Foreign Missions

DEPARTMENT OF TRANSPORTATION

BTS | Bureau of Transportation Statistics
FAA | Federal Aviation Administration
FHA | Federal Highway Administration
FMCSA | Federal Motor Carrier Safety Administration
FRA | Federal Railroad Administration
MARAD | Maritime Administration
NHTSA | National Highway Traffic Safety Administration
PHMSA | Pipeline Hazardous Materials Safety Administration

DEPARTMENT OF TREASURY

IRS | Internal Revenue Service
OFAC | Office of Foreign Assets Control
TTB | Alcohol and Tobacco Tax and Trade Bureau
FinCEN | Financial Crimes Enforcement Network

INDEPENDENT AGENCIES

CPSC | Consumer Product Safety Commission
EPA | Environmental Protection Agency
EXIM | Export Import Bank
FCC | Federal Communications Commission
FMC | Federal Maritime Commission
ITC | International Trade Commission
NRC | Nuclear Regulatory Commission
USAID | U.S. Agency for International Development
USTR | Office of the United States Trade Representative

For a full list of agencies with entry or entry summary requirements and their associated forms, please reference the [ACE PGA Forms List](#) on www.cbp.gov/ace. The document outlines what modes of electronic communication, Document Image System (DIS) or Partner Government Agency Message Set (PGA MS), will be required to support submission of PGA forms or data.



Manifest



Manifests for all modes of transportation — truck, ocean, rail and air — must be filed in ACE. ACE import manifest capabilities have dramatically enhanced CBP’s ability to protect the nation’s borders while facilitating the flow of legitimate trade. CBP has developed ACE to accept manifest data digitally saving importers, carriers, and brokers significant time. Truck carriers are able to file manifests via electronic data interchange (EDI) and the ACE Secure Data Portal, while ocean, rail, and air manifest data is transmitted solely by

EDI. ACE manifest functionality also allows for enhanced capabilities such as delegation of custodial bonds for authorized users.

Benefits

- Designate a list of authorized partners who can use carrier custodial bonds (i.e. In-Bond Authorization)
- Receive enhanced visibility of cargo status through new status messages
- Fewer resources required to be filed, compared to paper forms
- Reduce wait time for processing at Ports of Entry
- Status message replies sent via electronic data interchange (EDI)

Capabilities

Truck

- ✓ File directly in ACE through Portal or EDI
- ✓ Submit electronic manifests to CBP prior to a truck’s arrival at the border
- ✓ Record and track account details related to drivers, trucks (conveyances), equipment, shippers and consignees

Air, Ocean & Rail

- ✓ File through EDI
- ✓ View consolidated manifest and entry data at the bill of lading or container level through ACE Portal
- ✓ Filers create and maintain rail line release Entry Banks

Cargo Release

One of the goals of ACE is to streamline the import and export process. To that end, CBP has used the development of ACE as an opportunity to simplify the entry process. Working with representatives of trade associations, CBP compared the data elements necessary for releasing cargo with the data that the trade had available in the pre-departure environment. The result of this work is a reduced data set consisting of fewer required data elements. Electronic entries for all entry types must be filed in ACE.



Benefits

- Streamlined submission of data elements
- No longer file paper CBP Form 3461
- Ability for CBP and PGA personnel to provide enhanced security, safety and compliance through faster processing
- Changes can be submitted electronically
- More efficient and effective collection of fees

Capabilities

Truck,
Air,
Ocean, &
Rail

- ✓ File through EDI
- ✓ Submit Partial Quantities
- ✓ File In-Bonds
- ✓ Transmit Split Shipments
- ✓ Query Entries via ABI
- ✓ Certify Entry from Summary Submissions
- ✓ Corrections and Cancellations
- ✓ Receive CBP-initiated Corrections
- ✓ Expand single filing to include Importer Security Filing (ISF) data (Ocean)
- ✓ Remote Location Filing
- ✓ Expedited Release
- ✓ Entry Types (All)

Entry Summary

Electronic entry summaries for all entry types must be filed in ACE. Filers are also able to submit post summary corrections through ACE. CBP has also deployed ACE functionality that allows for the processing of critical system “edits” or checks, which validate the accuracy of the data being submitted to CBP and alerts users of errors in data.



Benefits

- Reduce invoice transmissions through Census Overrides
- Replace paper processes with electronic post summary corrections
- Decrease courier and administrative costs
- eBond Processing

Capabilities

Entry Summaries

ACE supports the following entry summary capabilities:

- ✓ Filing of all entry types
- ✓ Filing of post summary corrections
- ✓ Creating blanket declaration records through the ACE Portal

Enhanced Validations

ACE provides automated validation calculations for:

- ✓ Harbor Maintenance Fee
- ✓ Classification
- ✓ Simple and Complex Duty Calculations
- ✓ Merchandise Processing Fee
- ✓ Informal Entry Restrictions
- ✓ Charges Restrictions
- ✓ Taxes and Other Fees

eBond

ACE provides e-bond processing for:

- ✓ Single Transaction Bonds
- ✓ Continuous Bonds

Planned Capabilities

The following entry summary capabilities are targeted for deployment in January 2017:

- Reconciliation
- Drawback
- Liquidation
- Statements

Protests

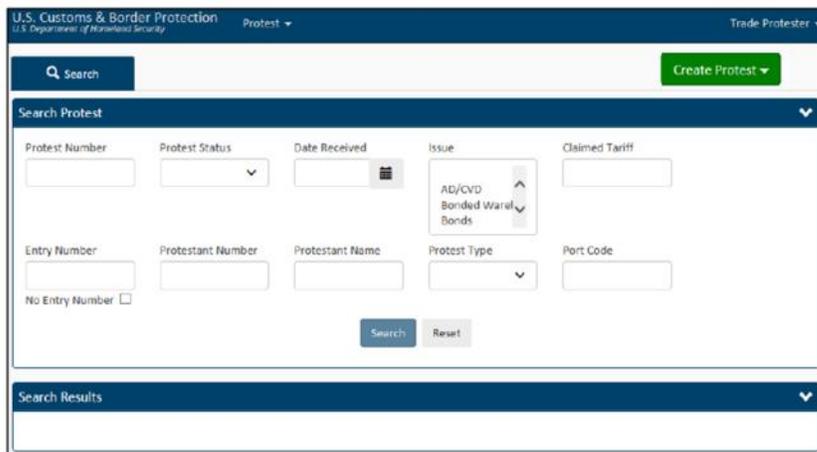
With ACE, CBP has modernized how electronic protests are submitted and managed. All components of protest submissions can be submitted and managed through the ACE Portal.

Creating protests

Through the ACE Portal, protest filers (e.g., attorneys, brokers, importers, etc.) can electronically submit protests and attach supporting documentation electronically instead of submitting paper packets. In addition, protest filers can update their protest with additional information or documentation as requested by CBP.

Receiving updates

Filers who file their protest electronically through the ACE Portal are able to check



The screenshot shows the 'Search Protest' interface in the ACE Portal. At the top, there is a search bar and a 'Create Protest' button. Below this is a 'Search Protest' section with several input fields: 'Protest Number', 'Protest Status' (dropdown), 'Date Received' (calendar icon), 'Issue' (dropdown menu with options like 'AD/CVD', 'Bonded Ware', 'Bonds'), and 'Claimed Tariff'. There are also fields for 'Entry Number', 'Protestant Number', 'Protestant Name', 'Protest Type' (dropdown), and 'Port Code'. A 'No Entry Number' checkbox is present. At the bottom of the search section are 'Search' and 'Reset' buttons. Below the search section is a 'Search Results' section.

Benefits

- Submit and manage electronically at no cost
- Presentation date/time electronically stamped
- Immediately receive protest number
- View real-time status
- Receive e-mail notices

the status of a protest through the ACE Portal. Additionally, CBP can provide Protest Filers, and any additional parties identified on the protest, with updates via email.

Note: The ACE Portal does not support status updates for paper submissions. It only supports status updates or outcomes for protests submitted through the ACE

Setting up an account

In order to file protests in ACE trade parties must have a protest filer account established within the ACE Portal. Trade parties with an existing ACE Portal account can add the Protest Filer view. Trade parties who do not yet have an ACE Account need to establish one in order to file electronic protests.

New accounts

Navigate to www.cbp.gov/ace and select the **Apply for an Account** button from the right menu.

Established accounts

Speak to your ACE Trade Account Owner (TAO) about adding a Protest Filer view to your existing account.

Exports

Export capabilities in ACE have incorporated those of the legacy Automated Export System (AES) while establishing a single automated processing platform for all export commodity, manifest, and licensing data (not to overlap with USXPORTS functionality*). Export functionality in ACE enables CBP and Partner Government Agency (PGA) processing needs to be met for all modes of transportation (air, rail, sea and truck), and supports the President's National Export Initiative and Export Control Reform (ECR) Initiative. By working with partner software vendors, exporters are able to interface with ACE to file all necessary export data and supplementary information.



Benefits

- Migration of commodity filing system, AES, to new ACE platform moves closer toward a Single Window filing system for import and export data
- Incorporates Bureau of Industry and Security (BIS) license control updates to include State Department licenses now under the authority of BIS
- Availability of exporter account and export reports via ACE Portal

Capabilities

All Modes

- ✓ Ability to accept and process commodity filings via EDI or ACE AESDirect

Air, Rail & Ocean

- ✓ Manifest processing (CBP is rolling out export manifest via established pilots)

* USXPORTS is an interagency program established by Department of Defense to address export license processing.

Getting Started with ACE

ACE modernizes and enhances trade processing with features that consolidate and automate border processing and provide a single, centralized way to connect CBP, Partner Government Agencies and the trade community. ACE allows CBP representatives to receive and process data more quickly, while allowing PGAs to receive and respond to data that falls within their jurisdictions. With the ACE Secure Data Portal, the trade community also has online access to its CBP transactional data.

There are two primary methods of interacting with ACE:

1. Filing transactions via Electronic Data

Interchange (EDI) Interfaces:

EDI is the mechanism through which transactions (entries, entry summaries, and ocean, air, and rail manifests) can be filed in ACE.

2. Using the ACE Secure Data Portal:

The ACE Portal is an online tool that allows users to file electronic truck manifests, protests, export commodity filings and, for low volume filers, Importer Security filings. Users can also access financial data and run reports. ACE reports can be used to monitor compliance and daily operations.

<i>"I want to..."</i>	ACE via EDI Interfaces	ACE Portal
Send Importer Security Filing Data <small>*Only low volume through Portal (less than 12 per year)</small>		
File an Import Air, Ocean, or Rail Manifest		
File an Import Truck Manifest		
File an Electronic Inbond		 <small>Via Truck Manifest</small>
File an Entry		
File an Entry Summary		
File a Protest		
Run Reports		
Create Blanket Declarations		
Submit Supporting Documents for Release <small>CBP and PGA Forms</small>	 <small>DIS</small>	
Submit Supporting Documents for Entry Summary <small>CBP and PGA Forms</small>	 <small>DIS</small>	 <small>Upload Forms</small>
Respond to Request for Documents <small>CBP Forms 28, 29, 4647</small>	 <small>DIS</small>	
Manage Account and Periodic Monthly Statement Information		
Make Post Summary Corrections		
File Export Air, Ocean and Rail Manifest	<i>Coming Soon!</i>	
File Export Commodity Data		

ACE Portal

The Secure Data Portal is a web-based entry point for ACE. It provides a centralized online access point to connect CBP, trade representatives and government agencies involved in importing goods into the United States. The portal provides account holders the ability to identify and evaluate compliance issues, monitor daily operations, set up payment options, review and respond to filings, access a reports tool, compile data, and perform national trend analysis. Electronic protests must be filed via the ACE Portal. Truck manifests, export commodity filings and Importer Security Filings (for low volume filers) may also be filed via the ACE Portal.

Receive Near Real-Time Access to Data

- Account Revenue data updated hourly
- Cargo Release and Entry Summary Data refreshed nightly

Reports

Improve compliance with trade laws by running targeted reports to conduct in-house audits, identify systemic errors and provide insight into entries under review by CBP.

- Identify unauthorized filers
- Monitor entry and summary filing transactions by filer
- Monitor in-bond movements

REPORT TYPES

General	✓ Cargo Release and Entry Summary Transaction Details
Financial	✓ Periodic Monthly Statement Transaction Details
Exports	✓ Export Commodity Transaction Details
Manifest	✓ In-Bond Transaction Details
Reference	✓ UN Location and Firms Codes

Accounts

- Access transaction and financial data
- Download large sums of account data and import into a local reporting system
- Enroll in Periodic Monthly Statements and customize payment schedules
- Respond to CBP and PGA queries for additional information electronically (Forms: 28, 29, and 4647)

Access the ACE Portal

Take advantage of these features today! Log in to the ACE Portal

<https://ace.cbp.dhs.gov/>

No account? Fill out an application through <https://CBP.gov/ACE>

To check on the status of an application already submitted, please contact Technology Support at **(866) 530-4172**.

Periodic Monthly Statement

With Periodic Monthly Statement, trade users can streamline accounting and payment of duties and fees. By signing up, users can adopt a periodic payment schedule on an interest free monthly basis. Filers may mark entry summaries they wish to be paid on the statement and then submit payments through Automated Clearing House (ACH) processing. ACE account holders have the ability to pay for shipments entered or released during the previous calendar month by the fifteenth business day of the following month.

Want to apply?

Importers and Brokers can send an activation email request to:

periodicstatement@cbp.dhs.gov

The email message must include:

- “Activation Request” in the subject line. CBP recommends including a carbon copy to the importer’s CBP account manager, if one is assigned
- Importer of Record number(s) or the Filer code for PMS activation
- The Top Account ACE ID of the Portal account, if one has been established by the requester
- Scanned image of CBP Form 5106, titled “PMS Activation” across the top of the form for non-portal importers

How to get started

Importers and brokers with ACE Portal accounts can edit the Periodic Monthly Statement Calendar. For more information on PMS, please download a copy of the [Periodic Monthly Statement User Guide](#) posted on www.CBP.gov/ace.



PMS Benefits

- Pay duties and fees
- Pay duties for released goods during a given month as late as the 15th working day of the following month
- Pay designated entry summaries for a given month on one statement
- Select either a national or a port statement
- Brokers may pay on behalf of importers
- Track activity with customized account views through ACE Secure Data Portal

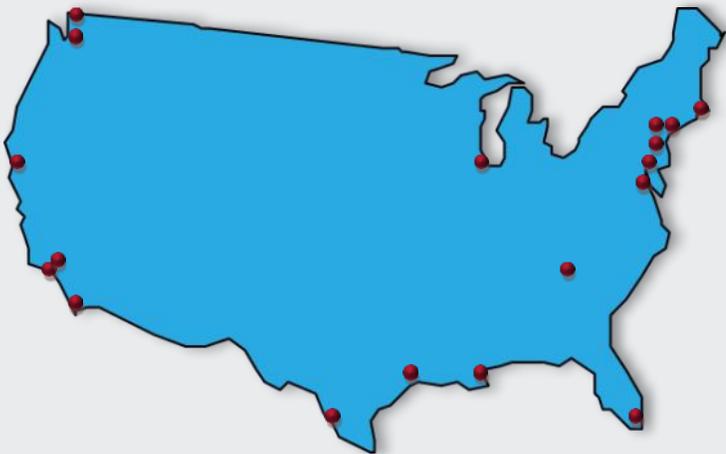
PMS Exclusions

Entry summaries not eligible for inclusion on a Periodic Monthly Statement include:

- Duty Deferral; Entry Type 08
- Reconciliation; Entry Type 09
- Entry summaries with IRS tax class codes

ACE Client Representatives

Client representatives are the primary point of contact for importers, exporters, transportation providers, and brokers interested in learning how to automate any of their customs processes. Client representatives started out as an Automated Broker Interface (ABI) technical support group 30 years ago, but have greatly expanded their responsibility as CBP's automated systems have become more extensive under the ACE system. Through their participation in program design, marketing, facilitating, and training of trade groups, client representatives have been instrumental in the success of CBP's automation. Client representatives are a key supporter of CBP operations in the field and their deep knowledge of the nuances of the automated system has positively impacted many stakeholders.



53 Representatives across 21 National Locations

Alexandria	Cleveland	Miami
Baltimore	Detroit	Newark
Blaine	Houston	New Orleans
Boston	JFK	Philadelphia
Buffalo	Laredo	San Diego
Charlotte	Long Beach	San Francisco
Chicago	Los Angeles	Seattle

Support

Client representatives assist the trade community with a wide range of ACE-related functions and serve as the primary point of contact for system-related problems and questions. Client representatives also facilitate the trade's operational and technical participation with the CBP automated systems. Contact your assigned client representative directly with questions or for more information on how to get started with ACE.

Write a Letter of Intent	Apply for VPN Connectivity	Sign a CBP Interconnection Security Agreement
Request automated system access.	Required to communicate with CBP automated systems.	Required for all CBP automated systems participants.
		

ACE on the Web

The ACE section of **CBP.gov** provides resources for new and veteran users of ACE. Visitors will find the latest news, resources and events regardless of your role in the trade processes.

Visit us at www.cbp.gov/ace for access to **news and headlines, publications, FAQs, e-mail alerts, mandatory date info, and ACE support, and more:**

For Filers:

- Guidance and processes on filing data to CBP
- Reference guides
- Training videos



For Developers:

- Technical Documents
- Guidelines
- Technical Webinar Recordings

New to ACE?



Get Started

Learn more about electronic transactions, the ACE Portal, and getting access to the system.



Apply

Apply for an ACE Portal account to facilitate import or export of goods, and accessing ACE reports.

Already Filing?

Business Process

Learn more about electronic transactions, the ACE Portal, and getting access to the system.

Partner Government Agencies

Find information on PGA involvement in ACE, required forms/data, and details on PGA pilots.

www.cbp.gov/ace-pga

Document Image System

Find out what information can be submitted to CBP through DIS, and how.

www.cbp.gov/ace-dis

Get Support



Support

If you need help with filing to ACE, the ACE Portal, ACE AESDirect, and more visit the support page for available resources.

www.cbp.gov/ace-support



Training

Find user guides and online courses on the ACE Portal and system functions. www.cbp.gov/trade/ace/training-and-reference-guides



FAQs

Answers to some of our most frequent questions on the ACE Portal, manifest filings, cargo release, and more. www.cbp.gov/trade/automated/ace-faq

Stay Informed



Outreach

Stay up-to-date on community events and webinars. www.cbp.gov/aceoutreach



E-mail Alerts

Receive automatic updates on new capabilities, technical documentation, system outages and more. <http://apps.cbp.gov/csms/>

