

CBP Automated Commercial Environment

Entry Summary Business Process Document
Webinar Transcript

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U.S. Customs and
Border Protection



Introduction

Good morning, everyone. I am here representing CBP on this webinar, but this webinar will mostly be led by the trade. Before we begin I would like to point out that if you have any questions for the webinar, please enter them in the left-hand of your screen and you will see there is a question pod. Please put your questions there and we will do our best to answer them at the end of the webinar. If we are unable to get to them, we will look at them off-line and put up a list related to this webinar so you can access them later. Thank you so much. What I would like to start off with is the basic history of the ACE entry summary business process document. The history of the document was started between CBP and the trade community to better understand ACE. As many of you probably know it took us a while to get up and running 2009 is when it began to get going and we needed to come together with the trade to develop a document that allowed us -- people to understand what actions that CBP could deal with. And some of the things that we worked on was simple activities like how to read and transmit entries. The document was initially overseen by Cynthia, you may also know Cynthia she is the ticket of Assistant Commissioner of trade. It demonstrates how importantly we take this kind of work. The commercial operations is critical and you can see there that the director has moved up the chain from that position. In 2015 Randy noticed that despite some of the sections in the document we were missing content. So he made it a priority to add new sections. And so we added a trade fair entry section and we have added an FTC's section that is still a work in progress, and we have done more work to make sure that the internal document for CBP employees is aligned with the external document. I will be honest with you, there is an internal document and an external document. It is not a magical document that has special information. It would honestly confuse you, but it is important that we remember that there is one version proceeding -- there is one for the trade to see how it is done from your side. There is nothing special about the internal versus the external. And so we -- we will move on to the topics next, we have been working with the trade support network this time around to get the input we need to improve the document and make it so we don't just demonstrate the guidance that is needed to do these activities but that we demonstrated clearly. Sometimes we have an issue or something that sounded clear didn't sound clear to the trade. So that is why we want to work with the trade support network. There are a number of sections that we have increased the document. I think originally it had 12 sections. Some of them cover things like entry transmission and we have a single transaction bond section, we have a TIB section and some of you may have heard that there has been a recent implementation of a closure procedure for that. This is the kind of content we are trying to cover. Post summary corrections, a huge part is making sure that you can go back and when there has been an issue, rectify that and this document gives you great insight into how to do that. We also have a quota section, liquidations, reconciliation. And we recently looking at the protest section added a part of international trade section to understand how that works and how CBP is doing our part internally. And then drawback is an ongoing activity. As you can see, there is a lot of content covered. What we would like to do today, instead of having CBP talk to you about the content covered, we would like to turn it over to the trade because we feel that will give you the best insight into how to use this document to promote your activities and to understand what is beneficial about this we put out a lot of paperwork and some of it is valuable and some of it might not be as clear as it could be. So turning it over to the trade will enable you to see scenarios where this is where the this document can help me answer my questions so I don't get stuck in a queue or sending it in task ACE and to ask questions. So to make sure that you have the best possible presenters, we have for of our top working group members first off we have Amy Magnus, and we have Heather Burke the director of regulatory compliance, and we have Sandra Coty, director of operational development at Derringer and finally Tom Gould, who is the senior

director of customs and international trade. I'm going to turn it over to the trade so you can get there insight on how you can use this document to help you understand.

Welcome, every bun -- everyone. Thank you for giving us that introduction. Today we're going to give you an overview of the entry summary business process document. We are going to share with you what we have gone through up until today to build the document in conjunction with customs and we will show you where it is found initially on the website. We are going to talk about the organization of the document along with features that of been built into the document to help navigate the document. We will go through a number of different questions that we came up with and questions they came in to us so that we can show you how to use the document as a tool to help you find the answers to day-to-day questions relating to filing the entry summary. We will show you some resources. And one of the nice things about the document is that there are resources built into the document. You can click on the link and it will take you to the resources to provide additional information. And at the end we have a slide that we will talk about the cargo release is this process document. But we will point out that it is there as well. Today is really about the entry summary document and that is what we want to focus on. In addition to the four of us that are here today, the document was a concerted effort among a number of people both from the trade as well as from customs. And what you see here are some of the different people that were instrumental in developing the document and providing feedback to customs and providing a lot of information that you will see in the document, both on the trade side as well as on the customs side. One of the things that you will see on the customs side is that they did a good job of putting a lot of subject matter experts onto the team to provide feedback on the customs side. So these are some of the people that put this together.

I want to do a shout out to all of the people, this is Amy Magnus speaking. To all the people that worked on the upgrade. It was a collaborative effort with CBP, but as you saw the names that Tom had on the screens, these are people that have expertise in certain areas and they all participated and I think it is a lot better because of that.

It is great to be here. As Edward noted, this has evolved over time as new ACE functionalities were deployed. Some of the trade community may not be familiar with the document, and since there is good information in there, we wanted to introduce it as a resource that might answer common questions regarding processes. So as we rolled out new processes and ACE has changed the way that we interact with customs and they are transmitted electronically instead of paper, there have been a lot of changes that we've had to adjust to and we know that while this document has evolved, there is room to improve it and we are happy to continue to contribute as new information is requested for clarification and so we can make sure we are doing things correctly.

Can I just add, Heather, it was mentioned earlier by Edward that customs also has a version of this business rules document and so while we on the trade side need to have the rules so we understand what is going on with the changes that ACE brought in, it is fair to say that there people at CBP who have benefited by using this document. There are times when we might have misunderstandings or disagreement about how things are supposed to be handled. This is a document that we can go to and while CBPs version is different, it still has the same chapters and we can still point to something in her business to settle may be a disagreement about how some processes supposed to be handled. So that is probably one of the best uses that we have found of the document and that is note -- believe it or not there are times when it is helpful for us to have something in writing like this document.

That is a good point. So, first of all, if you are not familiar with where to find the document, where'd you go? There is so much information on CBP.gov, and that is where you will find it. If you go to the trade section and ACE features in the automated systems section, you will notice that there are seven different tabs. And while they provide information and links to other areas of a Scott today's process discussion is covering entry summary. And that is a post release function. So you want to click on the post released tab and you will find various links to other resources that cover some of these topics. You will see quota, drawback, liquidation, protests, statements, and reconciliation. So you will see additional information there. The document that we are discussing is under the link for references in that red box. And when you click on that, it will take you two additional links and you will get to the document. Currently, the version that is published is 9.25. It was published on July sixth. So it is a recent version. Version 9 was the last biggest update and we went through a lot of discussions about removing references to ACS. Now that it is no longer involved, it was time to stop running dual comparisons about how things work and remove the references to ACS. So that was fairly recent and it involved a big update. So now that you know where to find it, what is it? As noted earlier, the purpose of this document is to outline entry summary processing in ACE. It is the system of record for all entry summaries. The document that we use as brokers covers various operational policies and procedures. And while it is not a step-by-step work instruction, you will find good information in here. And as Amy already talked about, customs has their own version and so it can become a discussion point and we can point out trade version tells us to do something a certain way and customs can look to see what their instructions are. So it is important to know that this is a living document. It is already up to version 9.25. So there have been multiple iterations published. You want to make sure that you bookmark the link to where the document is rather than bookmarking to the document itself. Because it gets updated, you don't want your bookmark to fail when a new version is published. One of the things we want to point out is that because it is a living document and we continue to work with customs and clarifications, you have the ability to suggest updates and request clarification. You can help us in this process. At the end of this presentation and the beginning of the document itself, there is a general email address for customs where you can send them these questions or suggestions that you have and we do anticipate getting the working group together again to consider more updates. So any suggestions that you have for improving the document, clarifying content, is certainly welcome.

This is Amy. Heather Shoji the webpage on CBP.gov in addition to other useful information. But if you want to get to the document live I still go to Google and I type in ACE business rule and it takes me directly to the document. I agree that setting up the bookmark is a good way to do that, but it is just as quick to do a Google search and open it immediately.

Google ACE features. Because you never know if you're pulling up an older version.

Another thing is that we all seem to agree that we can use the version that is on the website as opposed to downloading it because it has been updated and it will continue to be updated. It is better to look at the version that is on the website.

The table of contents, and I don't need to read the whole list here, but, as Edward has talked about, it has expanded significantly. You will see section 12 down there for quota that was one of the biggest update in 9.25 and that was a big update on the quarter section. With the recent implementation of this steel and aluminum quotas we need to understand a little better all of those

quota processes. So we are pleased to see that there has been worked on there. In addition, there are a few new sections in there. Number 23 is trade fair foreign exhibits. While that might -- might not be the type of entry that brokers are engaged in, or those that are involved, it is important to have documents and some of the processes so there is an understanding of how that is supposed to work. Collections is another new section. That is number 24. So as we work to make sure that we understand the process for making our payments and submissions it is good to see an update. So now we will talk about how you get around the document and what some of the tips and tricks are.

So I think we were going to pull the document up?

We will show you while I talked to the process. So as Amy and Heather mentioned, it is 9.25. It was updated on July 6. The number to the left means that if that changes it is a significant change. Numbers to the right, those indicate that it is just more minor revisions to the process that has been outlined. When you first open up the version, the new version will give you a summary of the changes to the document and they will be hyperlinked to every section that was updated with a quick summary of the change. So in this case they updated this TIB section for the closure functionality. And, as Heather mentioned, a significant update to section 12, the quarter.

And you can also click on the link and it will take you to the section.

Every time there is a new version you can see what is been updated. And within the table of contents you can click directly on the chapter of interest and it will take you straight to the quota chapter or straight to whatever chapter you're trying to focus on. And at the beginning of every chapter there is a return to the table of contents and it takes you back up to the top. In theory, it takes you back up to the top.

It does work when you do this online.

And the document seems to be --

So in addition, the best way to navigate in my opinion is to just do control F to find any key words. And it will take you anywhere within the document that that keyword exists.

Here I am looking for liquidation and it takes you to where it shows up in the document.

It did go straight to the table of contents.

And one of the other things that you will see within the document is you will often have links, and most of them that are underlined they take you to other documents on the customs website that have additional information beyond what is in the actual document itself.

So that was navigating. It is easy. And now we will go back to the presentation and go over some scenarios of where this can be helpful to you.

So we sat down and we thought we would try to give you some examples of the kind of questions that a broker might have when they're trying to file entries and understand what to do next or what

an importer might want to know how such a thing is done. So one of the questions, and I'm going to ask Heather, how does one request accelerated liquidation? Can we find that in the document?

It is in 11.2, which addresses some of the basic rules in PSC filing. And it discusses accelerated liquidation requests. So when you are transmitting your PSC from your ABI application, you will flag that in the manner that is appropriate in your application to request accelerated liquidation. And then he goes on to tell you a little bit about that. If you want to override that \$20 to minimus. They will not send you a bill if the difference is \$20 or less. But if you really want that money back, you can request that and they will get that back to you. Note that AD/CVD is not included in that. And does this mean -- customs talks about -- does this mean that if I transmit my CS P today, they will look at that a next week they will give me my money back?

That is what we wish. That would be nice.

It means that was -- once custom completes the review and if they agree with that, and remember not all of them will be -- if you're asking for money back,, one review that and they agree with that then when they schedule that liquidation in a weekly cycle as opposed to putting it back into a 314 day cycle.

Based on what Tom said earlier, you can just go in and do that control F to find an you can type in the word accelerated. And you will get right to that section in the business rules document. So as you have questions like this think of the keyword and you might actually find an answer.

And you may not always want to ask for accelerated liquidation, because you can always fixings later because most multiple post corrections are allowed.

The next question we have is can I update the importer of record through the PSC? That is a question that comes up a lot. What can you correct and what can't you correct. So using your functionality search, Heather, what do we come to with this question?

The section with regard to post-summary correction does provide a lot of information as to what is allowed and what is not allowed. And in this case the importer of record tells us that they cannot just change that by the PSC. There has to be another step taken and it tells you here that you need to submit your form to the center of excellence and expertise. You have a 90 day window on that and you do need to make sure that you address that sooner than later. So you do need to submit that form to customs first and they will, if they are in agreement, they will make the change in ACE themselves. And once that change has been made in ACE, then that opens the ability to change the entry summary. If you need to change that other than the importer of record. But then you can change that with any kind of summary change.

And you can query your summary to make sure that it took place because it will reflect the new importer of record. And if you do have a single entry bond, you have to take care of that prior to making the change.

Another question that comes up is there is money due as a result of a PSC. Customs owes the filer money. Do I have to wait for the bill or can we go ahead and pay it, or -- do we have to wait for the bill or can we be proactive and pay it ahead of time.

In this case we have typed in collection as an example of how to find information in the document. And one of the places that takes us is to the PSC section where talks about collections and it refers us to the collections section. And they are in 24. for there is discussion about supplemental payments. There is not any to wait for customs I think in the example -- you're obligated to pay right away. So you do want to then go to the section and when you do get to that section, 24.4, it tells you that when you submit to the port of release that you want to include a copy of the 7501 equivalent document so that they know how to apply the funds that you are submitting.

One of the reasons that people might want to pay up at rather than wait is that, first of all, they would have to pay interest. They could save on interest and that is one of the advantages for that.

The next question is, and this is another one that I think people get tripped up on. What is the earliest moment I can file a PSC? Oftentimes, it is not long after you file the entry that you realize that something is wrong and it needs to be changed and you have to wait? And how do you know how long you have to wait?

That is a good question. We all wish we could catch every year before we authorize the payment on statement, but it doesn't happen. So when we have detected a change that is necessary after the statement has been authorized, we do need to be mindful of what are the timing criteria. So it does outline all the requirements that must be met, including that it must be -- if they have put it in reject status, you cannot file a PSC until that rejection has been addressed. It cannot be under CBP review. So if customs has targeted that entry for a review of the entry summary, you would not be able to transmit, no matter how early or late, as long as it is in review. And has to be in CBP control. So in your prior statement, remember you can replace your entry summary. There is no need to transmit as a PSC. And it has to be fully paid. And I think this is one of the points that trips people up. It actually has to be in paid status. Just because you have authorized your daily statement today does not mean that tomorrow you can transmit their summary correction because the money has been sent to CBP and you don't have the ability. So if you're not on periodic monthly statements, then you have to wait until the money has actually been transferred, and if you are on the periodic monthly statement, and that is on the statement process, again, you have to wait until it has actually been paid. So that could be up to 45 days. And so you have to be mindful of when that next statement is being paid and those funds are transmitted and put that in fully paid status. There are through other points -- there are a few other points and has to be in the scheduled liquidation state. If there is no scheduled liquidation, ABI will reject that. So one of the things that you can do is perform an entry summary query to determine all of the statuses of your entry summary. Just remember that it cannot be liquidated. If it is liquidated, you have to move on to your other options for post liquidation and that would be discussed in another section. For example, protests.

And there is more.

So you have to make sure you meet all of these. The entry summary cannot have been included on a reconciliation entry. So if the importer participates in the program and you have had a speedy reconciliation filed, rather than waiting the full 21 months, you will find that if the entry has been included on a reconciliation entry that it would be rejected. So if you're working with an importer, that is another status you have to be mindful of. So than the timing is once you are eligible, and this gets to be what is the latest I can file the PSC, you can transmit your PSC up until just before midnight on that 300th day or you have to be mindful of that schedule liquidation day which is

the 15th day prior to liquidation. And there is a reference to when they made those changes from 270 to 300. And so they widened the window of opportunity through that federal registry number.

And I always have to bring this up, 11:59 PM is Eastern time regardless of whether you -- where you file.

And that is a good point of clarification for the document. And this is a reminder that you can perform your query to look for each schedule liquidation date and the other statuses that are key.

I think as a best practice, anyone who thinks they're going to do a PSC should start with the query to make sure that it is in the status, otherwise it is an exercise in frustration.

The next one is mine. The next question is what can be flagged for reconciliation? So what types of entries can be flagged for reconciliation? The document has a section on reconciliation and what you will see is that customs is no longer applying blanket flagging now it is incumbent upon the filer. And it is important to understand that only entry types one and entry type six, those are the only types of entry that are flagged for reconciliation. And if it is a FTZ entry and it is not eligible to be flagged for reconciliation, the entries can be flagged for value, classification, with that -- which I don't think I've ever seen and you can also do a combination of 9802 and value classification and the other -- those can be flagged for an FTA reconciliation.

The next place we will go to is TIB. This question comes up in our own operation. People want to know if they have to upload documents every time they file a TIB?

It is different and this is one of the updates where they are clarifying that it is the responsibility of the filer to ensure your TIB supporting documents are uploaded to the portal, but I think it is DIS. And that is because you have to include your statement of use and that is important for them to have that information. So in addition to your commercial invoice with the TIB notated, and the alternate classification, they want the statement of use and the declaration of the articles are not put to any other use and not imported for sale or sale on approval. So you should have a process to ensure that this is being done before customs has to come in ask you for that. If you overlook uploading the packet, customs will send you a reminder and that is called the validation activity. And it is an action that they take to advise you that you need to upload these documents. It comes in at SO60. And make sure that your software works so that it alerts you so that you are timely in presenting the documents. But the best practice is to do it proactively.

Where the document currently says it can be submitted by a DIS or a supporter, you have to have a number. With DIS you can submit documents in the unsolicited mode because at this point you will not have an action ID and if we need to upload them right away -- and I don't see customs asking for entry summary docks, some maybe this needs to be --

I think normally when we are filing documents to accompany, the entry summary is waiting for the number. But in the case of TIB it is a little different and that is why we wanted to point to this. A lot of people get tripped up and forget to be proactive about uploading the TIB documents at the same time that they are transmitting, which is different. It is a different path that we would normally take with an entry summary.

The next question is how do I know if an exam will be required at the time of export for TIB? And we want to know that.

So the days are gone when customs would stamp a document to tell you that there is no exam required. So this entry tells you that all entries are deemed to be export examination not required at the time of release unless designated otherwise. So further to that, you will see get that to maintain the paperless process, customs will issue you a message alerting you that you have an export examination required. And this will be sent to you post release. So you have to have -- talk to your software vendor and make sure that you are well alerted so you have time to notify your client that an export examination is going to be required. They do not set a timeframe as to when they can ask you for this and designate this exam, so further down the document, it tells you that if the goods are exported prior to CBP notifying you that an export exam is required, you have to prove to customs and they will close the TIB. Because it has already left. In addition to that, it tells you that if you do have an exam notification, you have to complete a form that must accompany the goods designated for exam. And then it talks about the closing procedures. So if you handle these types of documents, make sure you are familiar with all of your requirements as a filer.

The next question is what is the process to file and anticipatory breach of a TIB? You know that they are gone -- not going to export those goods. What do you do?

That does happen. So it is good to know that they originally opened the TIB and now something has happened and they are not going to export those goods. So customs a number of years ago provided the ability to file an anticipatory breach. And this is something that you would address prior to that bond period but you don't have to wait. And if you want to file a Anticipatory Breach, you have to file before the bond period expires. And it is on letterhead to CBP. And it notifies them of the Anticipatory Breach with a copy of your entry summary package and a check in the full bond amount. So you would say what the liquidated damages would be and you simply play the full amount -- paid the full amount and the importer then is waiving their right to receive the claim notice, so now they won't get that and they lose the right to mitigate. So if there is any potential that they actually will be exported at some time, you have to be careful about filing that because they lose the ability -- so that is basically the process and the section goes on and talks about --

This is a good section also for brokers to understand that if you are dealing with a Anticipatory Breach, the importer does have a responsibility to notify and they will lose their ability to petition for a mitigated amount. So it does affect the surety as well. So we're going to move on and I people are getting the sense that we are going to these questions that this document has a wealth of information. Not everyone is interested in every part of the document because not everyone is involved of every aspect, but I think brokers really are. Very recently we now are dealing with quota with absolute quota and luckily for us, we have a chapter in the document now that we can refer to because there are tons of questions around quota. So how do I ensure quarter eligibility? How do we know that we are actually in line?

-- Certain quotas may feel an opening. So there are a lot of scenarios in this chapter is about 15 pages. If you touch this type of commodity at all, you need to read all of it. There is a lot of information, but it is good information and you need to be familiar with all the nuances that are around quota. So one of the important things with quota is that you should certify from summary

your entry if you want to establish quarter priority. And if you just do cargo release, be very careful about that. The entry will be processed for CBP and once you have done the initial certification from summary, any subsequent transmissions should be just the summary once your cargo release is excepted. It is important to know all of these nuances. If CBP manually, not system, rejected your summary for any reason, you do not need to file as summary. So there is no cargo release for entry types 32 and 38. It is a nuance when you are transmitting these type of entries. Chapter has a lot of information on transfer of allotments and what to do when you have a post summary correction, more resources, so a lot of good information.

And they are all kinds of quotas. There is the one that is causing the some concern recently is the absolute quota and there are other quotas and knowing how to deal with those entries alone can be a challenge. So the next question that we have is the time of presentation. This is for quota entries in ACE . What is the time of presentation?

In the good old days there used to be the proof of when we submitted our quota and that had its challenges on its own. Those days are gone and if you are doing an electronic transmission, the rules are as follows. For all successfully transmitted entry summaries, ACE will provide a date and time of presentation if the following data elements are present. First, the date the entry summary was transmitted, the date the goods actually arrived, and the date which payment was made or scheduled to be paid. So you physically present the check and if you are scheduling it, it is the time you schedule it in all these criteria are met. And then it is the latest of the three. So you can pre-file, but if the goods have not arrived, then you don't have your data presentation until that has arrived. Or CBP. So that is what will set your criteria and, as I mentioned, the latest date of those three.

How do you know if you are in line for quota processing? And there will be a concern whether or not --

It is important that you look at your quota status. What you are looking for is to get a quota acceptance message. So that lets you ensure that has been allocated. This might not happen at the time that you file your summary if it is on hold or if it is going to be an opening quota moment. You might get a quota process pending message. And you are going to get either a quota accepted message or a quota apportioned message. You could get the quota filled, and that all of your entries go to the quota acceptance or --

This becomes important when quota is expected to close at the opening moment. And in the next slides we have what happens at the opening moment.

So this is when it gets tricky. When quota over subscribes and so another words, the total quantity presented exceeds the amount that is available. So what has to happen is you as a filer have to make sure that you file things properly and then customs has to do their research and allocate according to the time of opening. So there is a good link on the document to the quota bulletin and what is important is that if quota were oversubscribed, you need to submit your entry between 12 AM local time, wherever you live, through 12 PM Eastern. You cannot pre-file. That is very important. We had clients that want to get up at midnight, and then file it and it could have waited until 12 PM Eastern. And then everyone is considered opening at presenting at the same exact moment.

What is the process of to obtain an amount of quota proration received?

Once customs takes a look at everyone that has presented at the same time, they will reject your entry back to you tell you how much quota you receive. And then you have to make a decision as a filer if it is tariff rate, if it is absolute quota, and you either have to export, put it into a bonded warehouse, foreign trade zone or destroy the cargo. So those are your options under absolute quota. So it is important that you follow the process right so you don't miss your opportunity for an allocation.

There is a lot more in the document and, again, because it is a new chapter in because it is a new process for a lot of us. It is not just a new process for the brokers, it is a new process for CBP as well. So the document is helpful to instruct us on both sides to make sure we do not mess this up. It is very critical for some of our clients that we do this properly. So now we are into drawback. What elements are required for a drawback claim? Can we even make a drawback claim?

My understanding is yes. The business process document, it is fairly high level. So there is some basic information about the basic elements that are needed for drawback claims in the business process document. But if you want more information, if you are a filer of drawback claims, while this document will give you some high-level information, it is important to understand that you should be going to the customs website and looking at drawback and looking at other documentation to determine what is really required for the different types of drawback claims.

And some ways that is true with everything. We have the business rules document is a good overview and a good guy, but sometimes we have to go to the regulations or we might have to go to the CATAIR to do extensive research. This points us in the right direction, but it cannot be all inclusive about everything that is required, otherwise it would be so large that we could not navigate it. So here we go. How do I request -- this comes up time and again. And here it is in plain language. How do I request a cancellation for an entry summary that has already been paid on statement? So, Heather, you can --

Yes, we do have this more frequently than we wish. However, we are seeking to receive that administrative refund and how do we do that. May be the merchandise was re-exported and we are seeking to have the entry summary canceled in order to get that refund. So how do we do that? In this document will tell us how to make sure -- or understanding what that process means. So if you have already paid that statement and that entry summary has been authorized for payment, when we request customs to cancel the entry summary, when CBP agrees and takes action, it will automatically cancel the entry. So remember, up until you have paid, you can transmit an entry summary and then you can transmit your cargo cancellation request. So this talks about what happens if I'm beyond that point? And so you no longer have the ability to transmit your entry summary. So this is a manual paper process. While we can process a cargo release entry request, there is not currently an electronic process for transmitting the request to cancel an entry summary. So keep in mind that is still a manual paper process. If customs does agree with you when you have submitted that, then when they cancel the entry summary, it triggers the cancellation of the cargo release and you will get an API response that tells you that the entry summary has been canceled, but you will not get an API response that tells you that the cargo release has also been canceled. So this is an example of where Amy was talking about customs and working with customs, that when there is a question over what the process is supposed to be, we recently had a port reject an entry summary cancellation request, not because they didn't read -- agree with it, but

we had to cancel the cargo release first and then we could submit -- transmit -- they instructed us to transmit the entry summary cancellation request. So this would be an example -- in the discussion it was to point out the process available to us and potentially they could look at the CBP version.

Theme -- in the entry summary world we look at you see messages and who knew how important these would be in the paperless world. So what are UC messages?

I want to go back to the cancellation real quick. You don't have to go through the steps and you can systematically cancel your summary and cargo release. Once it moves into CBP control, that is when you're into the paper process. So it is a good practice to query your summary so you need to know with -- which path to take.

So UC messages. They are critical to understanding the customs is communicating with you or asking of you to take action. So if you hear someone refer to them as UC messages, that is programming languages and it doesn't stand for anything, otherwise, they are called the entry summary status notification message. But the status codes are listed here. There are a few of them that you will see more frequently than others, and there are some that you have to respond to and some that are simply a status notification. You don't have to respond. The one that you will see most frequently is the request for electronic invoices. That was when we were working in a parallel world and if you had a scenario in which you are still operating in that request that is currently a status message that is not active. So the one that we typically see is the second status code. So that is one that you need to respond to. And as we talked about earlier, that is the timing. When should you transmit to submit those documents? And one of the keys to remember is you will not receive your action ID number until that entry summary appears on a preliminary statement. It is better not to preempt that statement date and submit unsolicited because that creates some breakage and customs. What I understand is that if you have transmitted that action ID, it allows that message to link to that record, and were CBP is reviewing information, there is a signal to them and so sometimes what we have found before we better understood this process is we had documents submitted and CBP did not recognize this because they had to go out into another area of DIS. So it is important to wait until you get the action ID number because it makes it easier for customs and it is less likely that they will come back and ask you for the document when you have already submitted them. So that entry summary package is the one that we will frequently see.

We rely on those UC messages and we have to be aware, like you said, they can come even post statement, which is a new process. Before, if customs wanted to document, but, now, even 30 days after it is filed and pay, we might get a message. After that, the expectation from the trade is that CBP, rather than sending a UC message they would actually send a request for additional documentation. And go around about this. Part of the reason that brokers are so -- it gives us an electronic way of documenting the fact that we have, in fact, submitted the documents and we have a record of that submission attached to her individual file. So when we get, for instance, this document, it is not as easy for us to track the fact that we've submitted the document and that we submitted it within CBP's request.

So you have to make sure that you are managing these documents timely because customs can initiate a no file liquidated damages case if you fail to upload the documents timely. Or a late file liquidated damages if you don't file within the -- whatever the rules are, so you have to make sure

you are managing this. And you can get a message 20 days after pay this. So make sure you work with your software vendors to understand how to identify these and respond to them timely.

One of the points in this section is it talks about what the UC messages been. -- Mean. But they are dressed in other areas of the document.

And to this day there is still confusion about the action ID. It never comes on any request on the cargo release. They only come on the side of the house. If there is somebody out there that doesn't have ABI software, this is mystifying to you, but brokers really should know -- I think that is probably the end of our Q&A period. And hopefully you understand that this is a complicated document. They are are a lot of issues, and, also Tom, you were to tell us about resources.

So while this webinar was a good overview of the document, if there are additional questions, there are several places that you can go to to get additional information. The first one is listed on your slide there. And that first link will go directly to the team at customs that is responsible for the business rules document. So if you have recommendations specific to the document, it is good to send those questions into that email box and the second one is the more general one for questions and last one is the every other Thursday phone call. If you're not participating on that every other Thursday phone call, we host that phone call and with a have experts and we've given you the phone number there to get into the phone call. It is at 11:00 a.m. on Thursday -- 2 PM Eastern on every other Thursday and the next one will be Thursday of next week and it should be every other Thursday after that.

Tom, if you go to the link, it will list the upcoming dates. It is on the slide, but it is there. So you can see that. It will tell you exactly when it is. And then there was one last point that we wanted to talk about briefly before we open this up for questions. We've been talking about the entry summary business process document. There is a corresponding document for cargo release. It is also on the website under the cargo release tab and that will give you similar information. We are anticipating taking that up as an initiative with the trade support network along with customs at some point in time in the near future to go through a path to update that document again.

Since we had so much fun with this one.

And with that, we have left some time open for questions. And I will take a look at some of the questions and see if we can answer them. If you do have this, you can type those in on the upper left-hand corner of your screen and we will see how many we can answer. And if you don't -- if we cannot, they will go to the team that can answer those after-the-fact. Give us just one moment and we will review some of the questions and come back to you with some of the answers. [Pause] The first question that we have is can you process --

You may request accelerated liquidation when you transmit a PSC, even if the different revenue difference is more than \$20. Again, what that means is it doesn't mean that customs will necessarily look at your PSC sooner rather than later, although by understanding is it does have some level of priority in the work queue, but once customs looks at that they will move into the weekly liquidation cycle. So it is an indicator that you do at customs to act on that quicker.

The next one is how long do CBP had to approve and I are change and his approval for a change quicker?

As long as the filer submits the request before the 90 day deadline, that is the most important part. I don't think customs has any particular timetable where they have to process that change. Obviously, it is one would like to have made as soon as possible. Will it be quicker with the centers? I can't answer that. Luckily, we don't have very many instances of this. It does occur, but I have not noticed a difference one way or the other. No real difference.

Can you go over how to query liquidation dates for entries?

If you run your ACE entry summary query, it will come back with a status and it will tell you the future liquidation date if it is set for the cycle or whatever it may be. It may come back with a status of two, and they have not set the liquidation date and that is how you know you cannot file your PSC. Unfortunately, customs took away a message that used to give us the future liquidation date automatically after payment and it is gone now. So now you have to query. So talk to your software vendor about doing some automatic queries after payment to try and get as many of those dates to come in.

I think it is important to look in ACS, it would give you a future date, but an ACE they have remedied that so that you can see what the schedule liquidation date is. It will tell you that it is not liquidated, and it will give you that future date in liquidation field. And if some event occurs that could offset that, date could change.

How can I reach out to the officer that denied my protest? Where can I find them? If you are in the protest module and you look on the history tab, you will see the history, which will list who denied the protest, but I don't believe that includes the contact information or the actual customs officer that denied the protest. But if you go to CBP.gov and you go to the centers of excellence page, that page will go to your center and you can find contact information for the customs officers along with the team codes. And you will see that team codes become much more important. It might not get to the right person, but it will get you to the team of the person that was responsible for that action on the protest. The next question is I have an entry filed in November 2014 and due to changes in the AD/CVD, and that we owe money, how can we process this as PSC is not available? It sounds like they are asking about if you have an entry summary that was filed a long time ago and the rates changed. How do we process this since PSC is not available? I believe what will happen is when the liquidation instructions go to customs, the entry will be liquidated with the change and a bill will be issued so that payment is made based off of that bill. The next question is aren't there -- that do not need to be -- entry that do not need to be scheduled for liquidation?

TIB is that type of entry that does not liquidate. And I'm not sure, but I think we might still be seeing -- it is just not a liquidation date.

So customs has changed that field from strictly staying liquidated to liquidated and closed. They use that same field to communicate TIB closure dates.

I will combines the next few questions. Post summary collections for warehouse entries and can you file a post summary correction on a type three that would be in anti-dumping -- after 300 days? And that is a question that has come up before. So if you have an entry that is filed as a type three entry and this subject to antidumping duties, and is extended beyond 300 days, what you do after the 300th day and before liquidation. Let's say does not liquidate for two or three years?

In order to transmit an entry summary has to be scheduled for liquidation. So if it is not scheduled because of the antidumping, then you would be rejected.

But isn't there a process that you can request an administrative refund if you can show that the entry was not subject to antidumping duties and has not liquidated? I don't think that is an electronic process. It is a manual process. I think. Let's see. With the customs broker, three entries are still sewing -- showing -- is it possible that the blank lack has been applied? I believe the question is asking if you have an entry summary where the broker shows it was flagged for reconciliation but customs does not show that?

What they are saying here is that as a broker the entry transmission did not include the entry level flag requesting that the entry be flagged for reconciliation. And blanket flagging, having been eliminated by customs, why would if you're running -- why would you see that the entry summary has been flagged? It appears that in some cases that blankets flag is actually life. -- Live.

So maybe they should contact their ABI rep and I that would trigger that and take it up from there.
[Pause]

That takes us to the end of our time, so I want to say thank you to Sandy, Amy, and Heather. Thank you to customs for allowing the trade support network to provide input to this document. I think this was an excellent collaboration between customs and the trade. I will turn this over to Edward.

We have a ton of feedback on this and we appreciate that. And Thank you so much, you guys have been fantastic. This is been insightful for me, so I can only imagine how helpful it has been. What we will do with the remaining question is have them reviewed and we will work with our wonderful panel here to give them one last -- last look over. And we will set up an FAQ page linked to this webinar so you can see the webinar again as well as the answer to the questions. Thank you so much for your time. Sorry we could not get all your questions today, but we will look over them and hopefully will have another webinar like this in the future. Thanks again, guys. We appreciate it. [Event concluded] This message is intended only for the use of the Addressee and may contain information that is PRIVILEGED and CONFIDENTIAL. If you are not the intended recipient, you are hereby notified that any dissemination of this communication is strictly prohibited. If you have received this communication in error, please erase all copies of the message and its attachments and notify us immediately.