

# 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.



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*“ACE not only helps government departments and agencies share data more seamlessly, but it provides our officers with earlier access to data; helping process trade more quickly and aiding with security.”*

**BRENDA SMITH**

**EXECUTIVE DIRECTOR, ACE BUSINESS OFFICE**

**APRIL 2014**

## ACE | An Engine for Change

RETIRING THE MAINFRAME  
DEVELOPING TRANSFORMATIONAL SOFTWARE  
WORKING SMARTER



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# 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 trade processing and risk management activities and provides a single, centralized access point to connect CBP, Partner Government Agencies (PGA), and the trade community.

On February 19, 2014, the President signed the Executive Order on *Streamlining the Export/Import Process for America's Businesses*, which mandates implementation of a Single Window for trade. ACE is the system through which the single window will be realized.

CBP will complete the development of core trade processing capabilities in ACE and decommission corresponding capabilities in legacy systems by the end of 2016. At that time, 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.

Thereafter CBP will continue to develop capabilities needed to streamline trade processes and further enhance the Single Window. Because trade requirements will continue to evolve, CBP anticipates further development will be needed to ensure our trade automation capabilities in ACE also adapt to meet changing needs using state of the art automation that speeds legitimate trade and continually improves our ability to assess risk and identify unsafe shipments.

## Key Transition Dates

**MAY 1, 2015**

Mandatory use of ACE for all electronic import and export manifest filings for all modes.

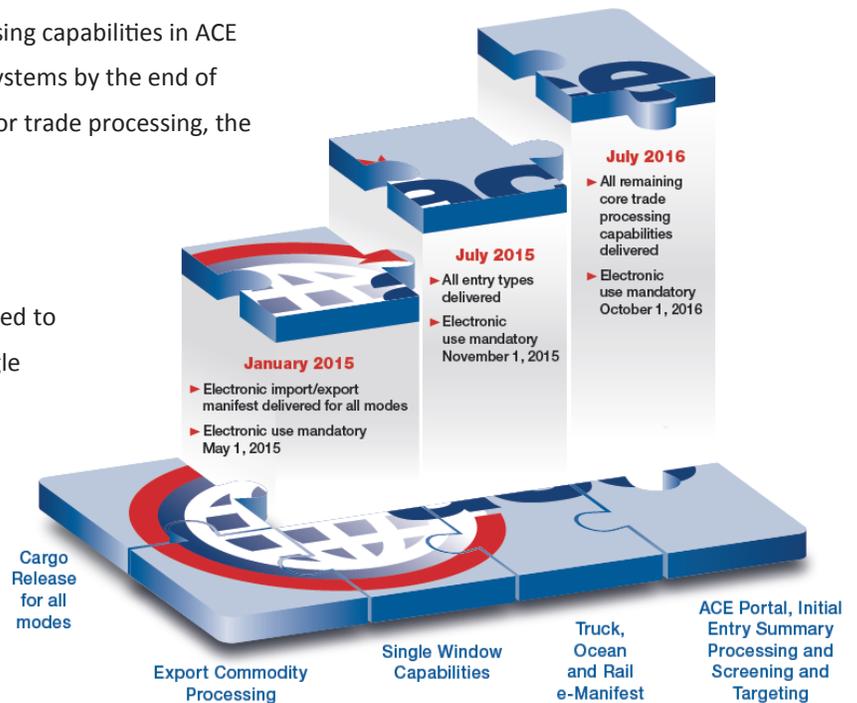
**NOVEMBER 1, 2015**

Mandatory use of ACE for all electronic cargo release and related entry summary filings.

**OCTOBER 1, 2016**

Mandatory use of ACE for all remaining electronic portions of the CBP cargo process.

### PROJECT COMPLETION TARGET DATES



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# Implementing the Single Window

Forty-seven agencies are involved in the trade process and among these agencies, nearly 200 forms are required for imports and exports. Current processes are largely paper-based and are executed via multiple entry systems. As a result, importers and exporters are 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, so that multiple paper processes can be eliminated and importers and exporters will only have to file information once, to one system.

The Executive Order on *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 complete development of an electronic Single Window by December 2016. ACE is the system through which the Single Window will be realized. ITDS is the process by which Partner Government Agency (PGA) requirements are incorporated into ACE development.

Through ACE as the Single Window, manual processes will be streamlined and automated, paper will be eliminated, and the international trade community will be able to 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

### PGA Interoperability

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.



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# Partner Government Agencies

CBP and 47 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 JUSTICE

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

## DEPARTMENT OF LABOR

BLS | Bureau of Labor Statistics

## 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 TRANSPORTATION

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

## DEPARTMENT OF HEALTH AND HUMAN SERVICES

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

## DEPARTMENT OF STATE

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

## INDEPENDENT AGENCIES

CPSC | Consumer Product Safety Commission  
EPA | Environmental Protection Agency  
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



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# ACE Technical

ACE modernizes and enhances trade processing with features that consolidate and automate border processing and provide a single, centralized way to connect CBP, PGA 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 their CBP transactional data. Consistent with the February 2014 White House Executive Order, *Streamlining the Export/Import Process for America's Businesses*, ACE is on schedule to support all core trade processing by the established December 31, 2016 deadline.

There are two primary methods of interacting with ACE:

1. Filing transactions via Electronic Data Interchange (EDI) Interfaces:  
With the exception of filing an electronic truck manifest and Importer Security Filing for low volume filers, EDI is the only mechanism through which transactions (entries, entry summaries, and ocean 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 and run reports. ACE reports can be used to monitor compliance and daily operations.

## How to Start Using ACE

### Brokers, Self-Filers & Carriers:

- Contact your software provider and inquire about their ability to file cargo release, entry summary and manifest transactions to ACE.
- Contact your Client Representatives and express interest in filing to ACE. If you don't have a client representative, please call **1-571-468-5500**.

### Importers using a Broker or Carriers using a Service Center:

- Inquire about Broker or Service Center ability to file to ACE

"I WANT TO..."	ACE VIA EDI INTERFACES	ACE PORTAL
<b>Send Importer Security Filing Data</b> <small>*Only low volume through Portal (less than 12 per year)</small>		
<b>File an Import Ocean or Rail Manifest</b>		
<b>File an Import Truck Manifest</b>		
<b>File an Entry</b>		
<b>File an Entry Summary</b>		
<b>File Export Commodity Data</b> <small>*Can also be filed using AESDirect</small>		
<b>Run Reports</b>		
<b>Respond to CBP Forms 28, 29, 4647</b>		
<b>Create Blanket Declarations</b>		
<b>Submit Supporting Documentation</b>	 <small>DIS</small>	 <small>Upload Forms</small>
<b>Manage Account and Periodic Monthly Statement Information</b>		
<b>File Export Manifest and Import Air Manifest</b>	<i>Coming in January 2015!</i>	

See [cbp.gov/ace](http://cbp.gov/ace) for more detailed information



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# Manifest



ACE import manifest capabilities are dramatically enhancing CBP's ability to protect the nation's borders while facilitating the legitimate flow of trade. CBP has developed ACE to accept manifest data digitally, saving importers, carriers and brokers significant time. Truck carriers are able to file manifest 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

- Designated 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 file, compared to paper forms
- Reduce wait time for processing at Ports of Entry
- Status message replies sent via electronic data interchange (EDI)

## Current 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

### 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

## Planned Capabilities

As ACE nears completion, the following capabilities are planned:

**Air Manifest (2015)**



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# Cargo Release

One of the goals of the International Trade Data System (ITDS) initiative is to streamline the import and export process. To that end, CBP has undertaken steps to simplify the entry process. Working with representatives of trade associations, CBP compared data elements necessary for releasing cargo with data industry had available in the pre-departure environment. The result of this work is a new reduced data set consisting of fewer required data elements.



## Benefits

- Streamlined submission of data elements required to file
- No longer file paper CBP Form 3461
- Ability for CBP and PGA personnel to provide enhanced security, safety and compliance through faster processing

## Planned Capabilities

As ACE nears completion, the following additional capabilities are planned for release:

### Cargo Processing (Truck)

- In-Bond Processing
- Partial Quantities
- Certified from Summary

### Remaining Entry Types

FTZ Admissions

Diversions

## Current Capabilities

### Air, Ocean, & Rail

File:

- ✓ Corrections & Cancellations
- ✓ Partial Quantities
- ✓ In-Bonds
- ✓ Certified from Summary
- ✓ Split Shipments (Air only)

### Truck

File:

- ✓ Corrections & Cancellations



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# Cargo Release Ports

## ABOUT THE PILOT:

The **ACE Cargo Release pilot** currently supports Cargo Release processing in the air, truck, ocean and rail modes as select ports. For details on eligibility requirements, please see the ACE Cargo Release/Simplified Entry Federal Register Notice (FRNs) at: <http://www.cbp.gov/trade/ace/federal-register-notice>.

## ACE CARGO RELEASE PILOT PORTS AS OF MAY 2014:

AIRPORTS									
Anchorage International	3126	Dallas Fort Worth International	5501	Kansas City International	4501	New York Kennedy International	4701	Portland International	2910
Anchorage International - Express	3195	Denver International	3307	Lambert-St. Louis International	4503	Newark Liberty International	4601	Providence Green	0502
Atlanta International	1704	Detroit	3801	Los Angeles International	2720	Newark Liberty International - Express	4671	San Francisco International	2801
Baltimore Washington International	1301	Detroit Metropolitan	3807	Memphis International	2006	Oakland International - Express	2895	Seattle Tacoma International	3029
Boston Logan International	0417	Houston Intercontinental	5309	Memphis International - Express	2095	Orlando International	1808	Spirit of St. Louis	4503
Charlotte Douglas International	1512	Indianapolis International	4110	Miami International	5206	Philadelphia International	1108	Springfield	4505
Chicago O'Hare International	3901	Indianapolis International-Express	4198	Nashville International	2007	Phoenix Sky Harbor International	2605	Syracuse Hancock	0906
RAIL PORTS									
Blaine	3004	Buffalo	0901	Champlain	0712	Detroit	3801	El Paso	2402
Laredo	2304	Port Huron	3802						
OCEAN PORTS									
Los Angeles/Long Beach	2704	Miami	5201	Newark / New York	4601	Norfolk / Newport News	1401		
TRUCK PORTS									
Blaine	3004	Buffalo	0901	Champlain	0712	Detroit	3801	El Paso	2402
Laredo	2304	Port Huron	3802						



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## FOR MORE INFORMATION:

Visit [www.cbp.gov/ace](http://www.cbp.gov/ace)  
Contact your Client Representative or Software Provider



# Entry Summary

By using ACE, filers are able to currently submit the most frequent types of entry summaries, Consumption (entry type 01), Informal (entry type 11), and Antidumping/Countervailing Duty (AD/CVD) (entry type 03), and file post summary corrections. CBP has also launched the ability for ACE to process critical system “edits” or checks which validate the accuracy of the data being submitted to CBP, and alert users of errors in data.



## Current Capabilities

### Entry Summaries

ACE currently supports the following entry summary capabilities:

- ✓ File type 01, 03 and 11 entries
- ✓ File post summary corrections
- ✓ Create blanket declaration records
- ✓ Respond to CBP and PGA queries for additional information electronically (Forms: 28, 29, and 4647)

### Enhanced Validations

ACE currently provides automated validation calculations for:

- ✓ Harbor Maintenance Fee
- ✓ Classification
- ✓ Simple Duty Calculations
- ✓ Complex Duty Calculations
- ✓ Merchandise Processing Fee

## Benefits

- Reduce invoice transactions through Census Overrides
- Replace your paper processes with electronic post summary corrections
- Decrease courier and administrative costs

## Planned Capabilities

As ACE nears completion, the following capabilities are planned:

Drawback

Protest

Liquidation

Validations:

- Informal Entry Restrictions
- Other Fees
- Charges Restrictions
- Taxes
- Tariff Usage Restrictions
- Licenses, permits, certificates

Remaining Entry Summary Types



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# Exports

Export capabilities in ACE will incorporate 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 will enable CBP and Partner Government Agency (PGA) processing needs to be met for all modes of transportation (air, rail, sea and truck); and support the President's National Export Initiative and Export Control Reform (ECR) Initiative. By working with partner software vendors, exporters will be able to interface with ACE to file all necessary export data and supplementary information.



## Current Capabilities

All  
Modes

- ✓ Ability to accept and process Commodity Data Processing

## Benefits

- Replaces all manual or paper based processing
- Single platform for commodity, manifest, and export control licensing data
- Advance Export Information (AEI) filing functionality
- Single view for CBP, including commodity, enforcement, licensing and findings data from a single application
- Improves communication, collaboration, and compliance efforts between all export participants
- Automates multi-agency cargo control and enforcement
- Implements license control, hold messaging and enforcement

## Planned Capabilities

As ACE nears completion, the following capabilities are planned:

- Air Manifest
- Ocean Manifest
- Rail Manifest
- Truck Manifest



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



# ACE Portal

## Accounts

- Access transaction and financial data
- Download large sums of account data and import into a local reporting system
- Enroll in Periodic Monthly Statement and customize payment schedules

## Receive Near Real-Time Access to Data

- Account Revenue data updated hourly
- Multi-Modal Manifest data updated every two hours
- Compliance data updated monthly
- All other report data updated 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 carrier activity by driver, conveyance or equipment
- Monitor rail and sea in-bond movements, bills of lading, manifest and equipment data.

### REPORT TYPES

General	✓ Filer or Importer Quick Views
	✓ Entry Summary Aggregate and Details
Financial	✓ Periodic Statement Quick View – Broker
	✓ Periodic Statement Quick View – Importer
Manifest	✓ BOL Status
	✓ In-Bond Details
Reference	✓ In-Bond Details
	✓ Public FIRMS Codes
	✓ UN Location Codes

The Secure Data Portal is a web-based entry point for ACE. It provides a centralized on-line 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, setup payment options, review and respond to filings, access a reports tool, compile data, and perform national trend analysis.

## 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 located at [CBP.gov](http://CBP.gov).

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



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# Periodic Monthly Statement

With Periodic Monthly Statement, trade users can streamline accounting and payment of duties and fees. By signing up, users can to 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 15th business day of the following month.

## Want to take advantage of PMS?

1. Establish an ACE Secure Data Portal Account
2. Once logged in, select the **Accounts** tab
3. Choose **Statements** from menu bar selections
4. Select appropriate area based on trade role
5. Access **calendar** options to make selection of payment dates

To apply to participate in periodic monthly statement, send an email to [periodicstatement@dhs.gov](mailto:periodicstatement@dhs.gov)

For more information visit [www.cbp.gov/ace](http://www.cbp.gov/ace)

## How to get started

Work through your broker who already has an established Portal account to setup and customize your payment schedule.



## PMS Benefits

- Pay duties and fees on a monthly basis
- 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:

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



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# DIS Eligible Forms

With DIS you can electronically submit documentation needed by the Government during the import and export process.

## General Forms

- Phytosanitary Certificates
- Ingredients List
- Commercial Invoice
- Packing List
- Invoice Working Sheet

## Ocean Export Manifest Forms

- Export Manifest Form (130A) including RO/RO Export Manifests
- Bills of Lading
- Declaration of Empties
- Images, text files, or spreadsheets, etc.

## Forms to Support Cargo Release

- Passport, Driver's License, or Government Issued ID
- CBP Form 3299 Declaration for Free Entry of Unaccompanied Articles
- CBP Form 4455 Certificate of Registration
- CBP Form 4457 Certificate of Registration for Personal Effects Taken Abroad
- CBP Form 3229 Certificate of Origin
- Vehicle Title, Certificate
- Permit
- Other documents to support CBP Form 3461 Entry/Immediate Delivery

## AGENCY SPECIFIC SUPPORTED FORMS

AGENCY	FORM
Animal and Plant Health Inspection Service (APHIS)*	<ul style="list-style-type: none"> <li>• Plan Protection and Quarantine (PPQ) Form 368 Notice of Arrival</li> <li>• PPQ Form 587 Permit to Import Plants or Plant Products</li> <li>• PPQ Form 586 Permit to Transit Plants and/or Plant Products, Plant Pests, and/or Associated Soil Through the United States</li> <li>• PPQ Form 203 Foreign Site Certificate of Inspection and/or Treatment</li> </ul>
Centers for Disease Control and Prevention (CDC)	<ul style="list-style-type: none"> <li>• Importation Permission Letter</li> <li>• Permit Exemption Letter</li> <li>• CDC Form 0728 Permit to Import or Transfer Etiological Agents or Vectors of Human Disease</li> </ul>
Defense Contract Management Agency	<ul style="list-style-type: none"> <li>• Certificate of Duty Free Entry</li> </ul>
Environmental Protection Agency (EPA)	<ul style="list-style-type: none"> <li>• Pesticide Label</li> <li>• EPA 3540-1 Notice of Arrival of Pesticides and Devices</li> <li>• Pre-Approved Vehicle/Engine Exemption</li> <li>• EPA 350-21 Importation of Motor Vehicles and Engines (off-road)</li> <li>• EPA 3520-1 Importation of Motor Vehicles and Engines (on-road)</li> <li>• Toxic Substances Control Act (TSCA) Import Certification Form</li> </ul>
Food Safety and Inspection Service (FSIS)	<ul style="list-style-type: none"> <li>• FSIS Form 9010-1 Application for the Return of Exported Products to the United States</li> <li>• FSIS Form 9060-5 Meat and Poultry Export Certificate of Wholesomeness</li> <li>• FSIS Form 9540-4 Shipper Notification: Importation of Undenatured Inedible Meat Product</li> <li>• FSIS Form 9540-5 Notification of Intent</li> </ul>
National Oceanic and Atmospheric Administration (NOAA)	<ul style="list-style-type: none"> <li>• Toothfish Pre-Approval</li> <li>• NOAA 370 Fisheries Certificate of Origin</li> </ul>



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