

Great Idea Form

Requirement Summary

GIF:	CSPO-GIF-1036	Status:	Pending CBP Change Control Board (CCB) Review	Submit Date:	September 10, 2009
Title:	ACT-GIF-664-A2.4-Excel Uploading Information for Employee Information				

Origination

Requirement Initiator:	Lori Goldberg, Account Management Committee - Co-Chair
Initiator Email:	Lori.Goldberg@averydennison.com
Initiator Phone:	714-674-8664
Sponsor:	Jim Byram

Source:

Source:
Trade Request

Business Sponsor

Business Office:	Office of Information and Technology
Executive Director for the Business Office:	Lou Samenfink

CSPO Planning

Change to CSPO System?	
Change Planned?	Where/When Planned?
Assign to System: ACE	Assign to Release/Delivery: A2.4

Requirements Description

Business Area:	ACE Reports
Request Type:	Business Need
Impacts Trade?	Yes
Description of Change:	<p>The functionality delivered with ESAR A1 does not allow the mid to large size broker to take advantage of using the ACE Portal to meet their 19 CFR 111 requirements. On average it takes 20 minutes to manually enter information on one employee. Additionally there is no copy paste functionality to help reduce the time it takes to enter employee information. To fully take advantage of the new functionality delivered, the trade is requesting the ability to upload employee information from an Excel spreadsheet into the ACE portal. All data elements currently required would be included in the spreadsheet. In addition, the trade is recommending that the actual update date should also be captured. The update date would allow CBP to know how current the information is. Trade would like to receive a confirmation that the upload worked correctly to ensure they remain compliant with regulations. The message should confirm the number of records received. If for some reason the upload is not successful, error messages should be returned that are understandable. The option to upload an entire file each month should be available as well as the ability to upload changes only. While the trade would like to start with an Excel spreadsheet as a means of providing employee information, ultimately the trade would like to have an EDI option as well. The data elements shown below are currently required when employee information is entered in the ACE Portal. The last data elements on the list are the new ones recommended by the Subcommittee.</p> <p>Broker Information Filer Code Company Name Port Code Office Address City State Zip Code Phone Number Fax Number Employee Information First Name Middle Name Last Name Date of Birth Birth City Birth State/Province Country of Birth Social Security Number Hire Date Termination Date POA Street address Additional address Line 1 Additional address Line 2 City State/Province Zip/Postal Code Company Telephone number and extension Previous address history Street address Additional address Line 1 Additional address Line 2 City State/Province</p>

	Zip/Postal Code Begin date End date Employment History (3 years of previous employment history) Previous Employer Previous Employment Hire Date Previous Employment Termination/End Date Street address Additional address Line 1 Additional address Line 2 City/State/Province Zip/Postal Code Date Updated Date of Submission Action taken ? add, change, delete - optional
Benefit of Change:	All brokers would be able to use the portal to meet their 19 CFR 111 requirements. CBP would always have up to date information. When the triennial report is due, brokers would just need to upload a revised spreadsheet and the information would be available.
Impact Assessment:	

System/Subsystem

System:	ACE	Cargo Business Area:	Import
----------------	-----	-----------------------------	--------

Implementation Requirements

Needed By Date:		Change Urgency:	
Level of Effort:		Cost Estimate:	

Sponsor Recommendation

Sponsor Recommendation:	
Sponsor Comments:	

Board Disposition

Date:	Disposition:	Comments:

Next Steps:

Next Steps:

Reasons for

Return/Deferral/Withdrawn/Rejection/Forward to PO

Reason for Return:	
Reason for Deferral:	
Reason for Withdrawal:	
Reason for Rejection:	
Reason for Forward to PO:	

Secretary Comments:

Comments:

Related Items:

CR#:	CR Name:
PTR#:	PTR Name:

Attachments

Attachments:	
--------------	--

Action Descriptions

Document History

Action History

Date:	User Name:	Note:

Update History

Date:	User Name:	Note:
