

Automated Commercial Environment (ACE)/ Automated Export System (AES)

Export Accounts and Reports Webinar



September 17, 2015

Today's Presenters

Theresa L. Gordon, Trade Ombudsman
International Trade Management Division, U.S. Census Bureau

Ashley Lofton, Instructional System Designer, ABO Training Team
Office of International Trade, U.S. Customs and Border Protection

Rich Hinkle, Project Manager, ABO Training Team
Office of International Trade, U.S. Customs and Border Protection

William Delansky, Director/Product Owner, ACE Business Office
Office of International Trade, U.S. Customs and Border Protection

Today's Topics

- **Overview of ACE Exporter Accounts/Export Reports –** *Theresa Gordon*
- **Applying for an ACE Exporter Account –** *Ashley Lofton*
- **ACE Trade Export Report Capabilities –** *Rich Hinkle*
- **Best Practices: Reports Access/Vetting –** *Theresa Gordon*
- **Refactored AESDirect Update –** *Bill Delansky*
- **Q&A**

Overview of ACE Exporter Accounts/Export Reports



ACE Accounts

- **Exporter Role Deployed June 27, 2015**
- **For access to ACE Portal:**
 - If you have an Import ACE Account
 - Trade Account Owner (TAO) requests export functionality within account for relevant EIN(s)
 - ACE Export Reports access for existing EIN(s) are enabled without further vetting by the Census Bureau
 - To add new EIN(s) to existing account, TAO adds them to the Top Account and requests ACE Export Reports access for additional EIN(s)
 - New EIN(s) are vetted by Census Bureau

ACE Accounts

- **If you do not have an Import ACE Account**
 - Establish new account at www.cbp.gov/ACE by completing the ACE Exporter Account registration
 - Single EIN: Register for an ACE account, then a Top Account with a TAO will be created
 - Multiple EINs: TAO must add additional EIN(s) after registration
 - If ACE Export Reports authorization is desired, it must be requested for all EIN(s) associated with new account. EIN(s) will be vetted by the Census Bureau

ACE Export Reports

- **ACE Export Reports Deployed on June 27, 2015**
- **Access to ACE Export Reports**
 - EIN(s) associated with existing ACE Import Accounts are automatically enabled (no vetting by Census Bureau required)
 - New EIN(s) added to existing ACE Import Accounts and EIN(s) of newly established ACE Exporter Accounts must be vetted
 - Click on “Request EIN Reports Authorization”
 - Select the link provided:
www.census.gov/trade/compliance/aesvetting.html
 - Follow link and complete/submit Certificate of Authority (COA) and email to Census Bureau at exportreports@census.gov
 - For security purposes, additional information regarding previously filed AES shipments may be requested
 - Census Bureau will vet and determine authorization for each EIN requested

ACE Export Reports

- **Three ACE Export Reports are available:**
 - Filers can view all information they have filed
 - USPPIs can view
 - All information filed where their EIN is listed as the USPPI ID
 - Those elements they provided for Routed Export Transactions
- **Free with no limitation on how often you can obtain them**
- **Data available for 5 years plus current year**
- **On demand and scheduled reports available with customizable features**

Applying for an ACE Exporter Account

Ashley Lofton

System Requirements

- To view the systems required to log on to legacy ACE, click on the link below and scroll to the bottom of the page.

<http://www.cbp.gov/trade/automated/getting-started/using-ace-secure-data-portal>

- Legacy ACE users can use other operating systems. However, ACE does not test fully with these systems for Accounts. The new AESDirect is fully tested on all current operating systems.

Objectives

- **Applying for an ACE Exporter Account for Non-ACE Account Users**
- **Initial Login Procedures for Current ACE Portal Users**
- **Creating an Exporter Account for Current ACE Users**
- **Requesting Access to EIN Data for Exports Reports**

To access the CBP.GOV Home page

- To access the CBP.Gov home page:
- Launch Internet Explorer
- Type: <http://www.cbp.gov/>



Accessing ACE and Automated Systems

Trade

Basic Import and Export

- For The Trade Community
- **ACE and Automated Systems**
- Border Interagency Executive Council
- Programs and Administration
- Priority Trade Issues
- Rulings and Legal Decisions

Basic Importing and Exporting

Both CBP and the importing/exporting community have a shared responsibility to maximize compliance with laws and regulations. In carrying out this task, CBP encourages importers/exporters to become familiar with applicable laws and regulations.

The information on this page promotes the understanding of this responsibility as there may be specific requirements related to a particular commodity, such as those set by Partner Government Agencies (PGA).

Tips for New Importers and Exporters

Importing Exporting Processing

- [Importing Into the United States](#)
- [Information on Centers of Excellence and Expertise](#)
- [Internet Purchases](#)
- [Non-Resident, Returning Military and Returning Official Government Employee Importations of Personal Vehicle for Personal Use](#)
- [Change in Non-Compliant Mini-Truck Importations](#)
- [Importing a Motor Vehicle](#)

Using the ACE Secure Data Portal

Select “Apply for an Account” link

ACE and Automated Systems

CBP automated systems electronically support the facilitation of importing and exporting goods. By the end of 2016, the Automated Commercial Environment (ACE) will become the 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 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.

CBP has established the following mandatory use dates for transitioning to ACE:

Mandatory use of ACE for all electronic manifest filing.	Mandatory use of ACE for all electronic entry and entry summary filing.			Mandatory use of ACE for all remaining electronic portions of the CBP cargo process.
MAY 2015	NOV 1 2015	FEB 28 2016	JUL TBD 2018	OCT 1 2016

ACE Secure Data Portal

 Log In

 Apply for an Account

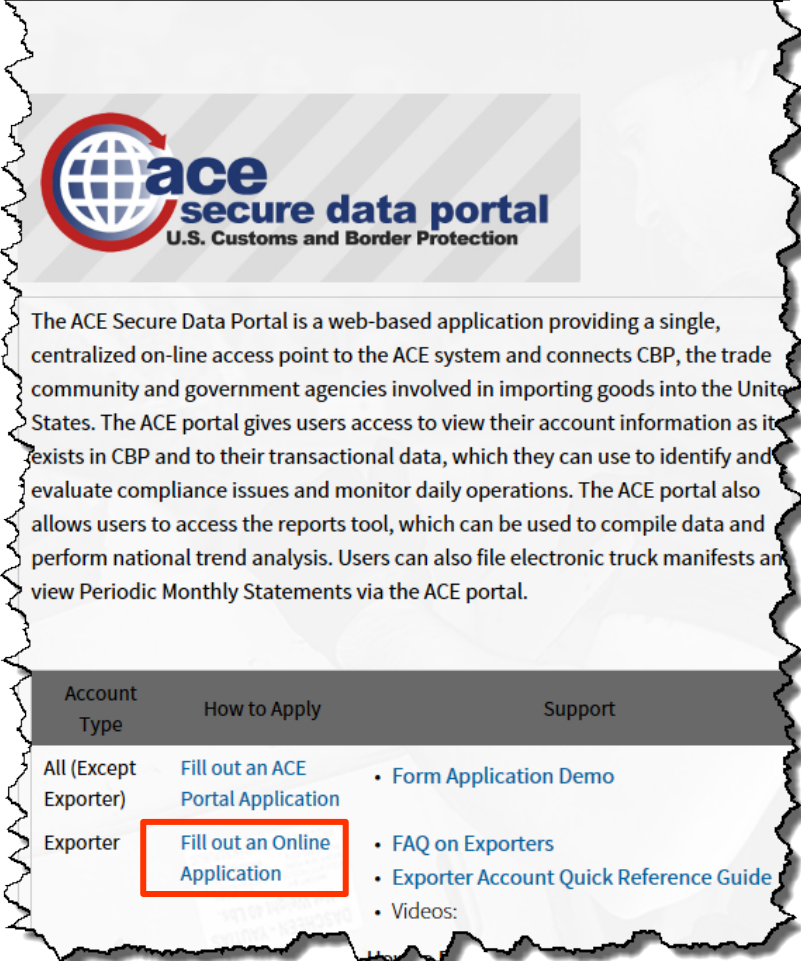
Stay Informed

 Sign Up for Email Messages

 Find an

Using the ACE Secure Data Portal (Con't)

Under “How to apply”
select “Fill out Online
Application”



 **ace**
secure data portal
U.S. Customs and Border Protection

The ACE Secure Data Portal is a web-based application providing a single, centralized on-line access point to the ACE system and connects CBP, the trade community and government agencies involved in importing goods into the United States. The ACE portal gives users access to view their account information as it exists in CBP and to their transactional data, which they can use to identify and evaluate compliance issues and monitor daily operations. The ACE portal also allows users to access the reports tool, which can be used to compile data and perform national trend analysis. Users can also file electronic truck manifests and view Periodic Monthly Statements via the ACE portal.

Account Type	How to Apply	Support
All (Except Exporter)	Fill out an ACE Portal Application	• Form Application Demo
Exporter	Fill out an Online Application	• FAQ on Exporters • Exporter Account Quick Reference Guide • Videos:

ACE Exporter Account Form

Apply for an ACE Exporter Account

Expiration Date: 11-30-2011

Instructions

Please complete the form below to request an ACE Exporter Account. An ACE Exporter Account will provide access to AES Direct to file Electronic Export Information (EEI) and to initiate the approval process to access ACE export reports. Once you have completed the form, select "Submit". Note: Only US and US territory entities may apply for an ACE Exporter Account.
• Red asterisk fields are required.

Corporate Information

EIN # *

####

Re-enter EIN # *

####

Company Name *

Your Company Name Here

DUNS #

####

End of Fiscal Year *

MM/DD

Country

US

Address 1 *

Address 1

Address 2

Address 2

City *

City

State *

Select a State

Zip Code *

####

ACE Account Owner

First Name *

First Name

Middle Name

Middle Name

Last Name *

Last Name

Date of Birth *

MM/DD/YYYY

Telephone # *

###-###-####

Extension

####

Fax #

###-###-####

E-mail *

you@example.com

Re-enter E-mail *

you@example.com

☐ If the Account Owner's Address is the same as Company's Address reported above, check this box and skip the rest of this section.

Country

US

Address 1 *

Address 1

Address 2

Address 2

City *

City

State *

Select a State

Zip Code *

####

Submit Form

☐ By checking this box, I have read and agree to the [Terms and Conditions](#) that govern the use of this system.

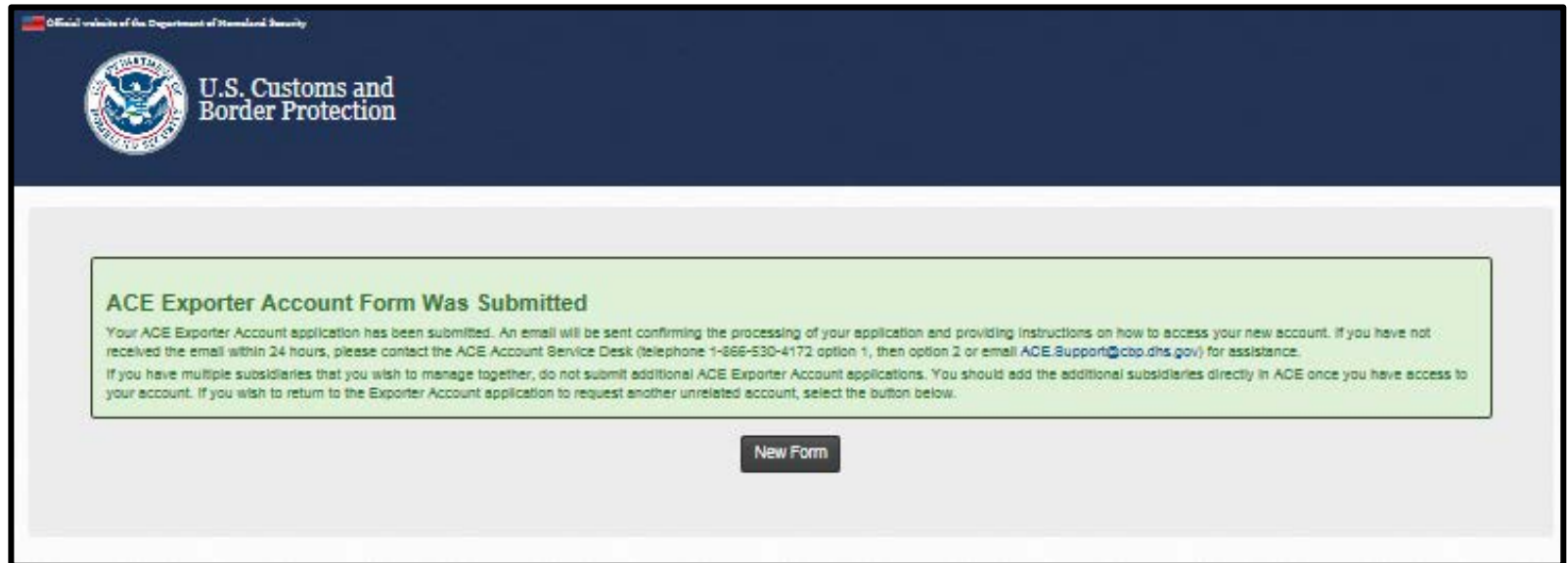
Retype the characters from the picture



Submit Clear Form

You must accept the [Terms and Conditions](#) before the form can be submitted.

ACE Exporter Account Form Submitted



The screenshot shows the official website of U.S. Customs and Border Protection. At the top, there is a dark blue header with the U.S. Customs and Border Protection logo and the text "Official website of the Department of Homeland Security". Below the header, a light green box contains the title "ACE Exporter Account Form Was Submitted" and a paragraph of text: "Your ACE Exporter Account application has been submitted. An email will be sent confirming the processing of your application and providing instructions on how to access your new account. If you have not received the email within 24 hours, please contact the ACE Account Service Desk (telephone 1-866-530-4172 option 1, then option 2 or email ACE.Support@cbp.dhs.gov) for assistance. If you have multiple subsidiaries that you wish to manage together, do not submit additional ACE Exporter Account applications. You should add the additional subsidiaries directly in ACE once you have access to your account. If you wish to return to the Exporter Account application to request another unrelated account, select the button below." Below the green box, there is a dark blue button labeled "New Form".

Official website of the Department of Homeland Security

 U.S. Customs and Border Protection

ACE Exporter Account Form Was Submitted

Your ACE Exporter Account application has been submitted. An email will be sent confirming the processing of your application and providing instructions on how to access your new account. If you have not received the email within 24 hours, please contact the ACE Account Service Desk (telephone 1-866-530-4172 option 1, then option 2 or email ACE.Support@cbp.dhs.gov) for assistance. If you have multiple subsidiaries that you wish to manage together, do not submit additional ACE Exporter Account applications. You should add the additional subsidiaries directly in ACE once you have access to your account. If you wish to return to the Exporter Account application to request another unrelated account, select the button below.

[New Form](#)

Receive Account ID email Confirmation

ACE Email Notification (CT1)

The following new Other_TAM_Users [itamprofile] account has been created for you:

Owner Name: Mary Lamb

Account ID: ML52746

Transaction ID: 7168388228821304487

Retrieve Password Page: <https://ace.ct1.sat.cbp.dhs.gov/itim1/itim/console/getpassword?transactionid=7168388228821304487>

Password Retrieval Expiration (Hours): 504

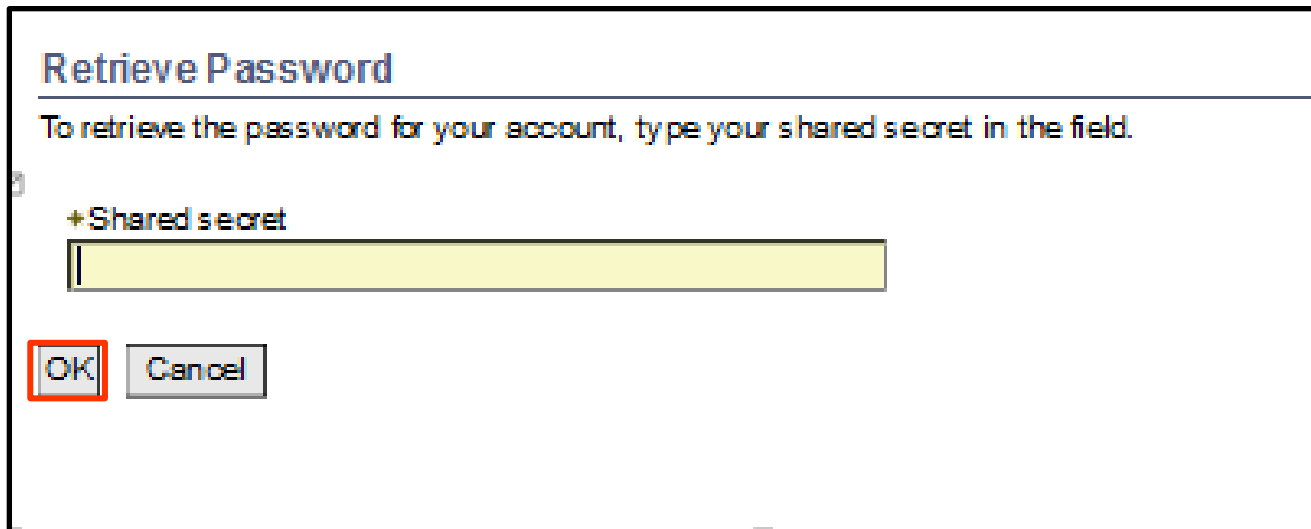
Time of service provision: Jun 11, 2015 12:36:53 EDT

In order to retrieve your password from the Retrieve Password page, you will need to enter your shared secret value. If you do not know this value please contact an administrator for assistance.

ACE Secure Data Portal, U.S. Customs and Border Protection

Shared Secret

Your Account ID is the same as your shared secret



Retrieve Password

To retrieve the password for your account, type your shared secret in the field.

+ Shared secret

OK Cancel

Retrieve Password

Retrieve Password ↓

After you click Done, you will not be able to retrieve your password from this page.

Service Name
TAM_TDI_Accounts

Service description
TAM 5.1 Adapter

User ID
LL52820

Password
1;_+X≠Av

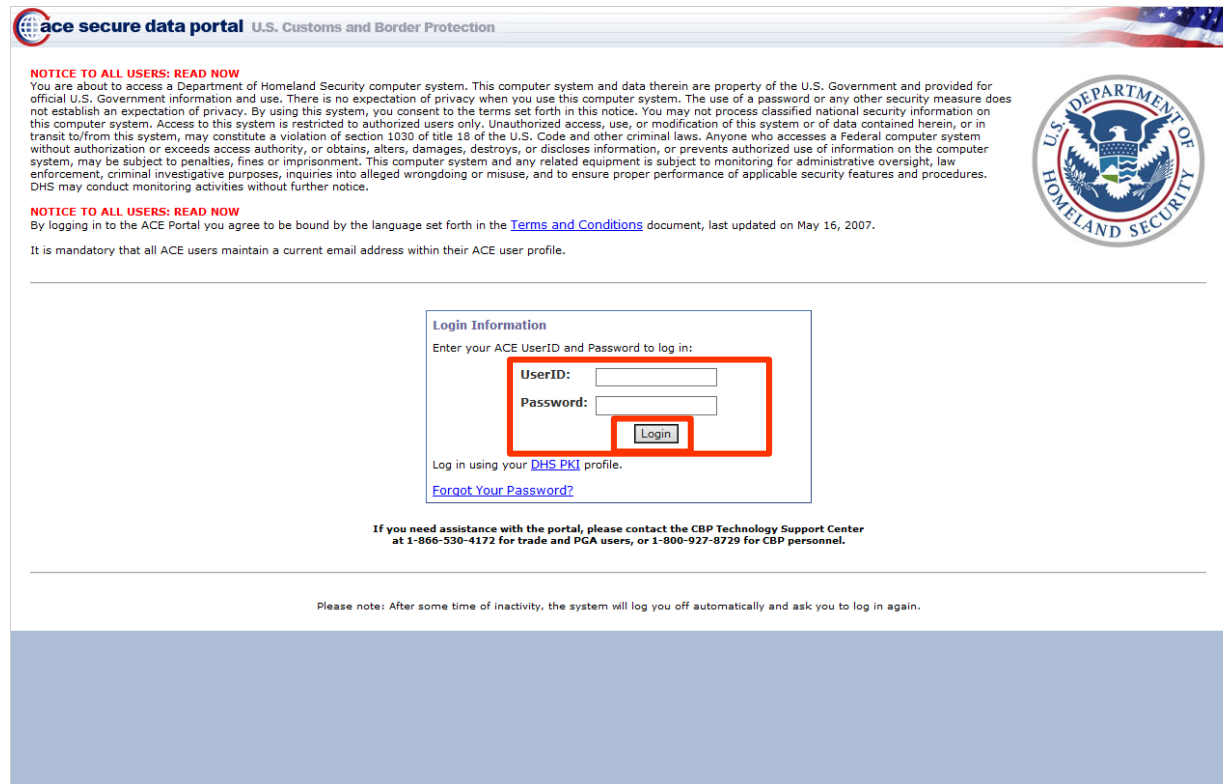
Done

ACE Initial Login Procedures for Non-ACE Account Users

Access the ACE Secure Data Portal Home Page

To access the ACE Secure Data Portal Home Page:

- Launch Internet Explorer
- Type: <https://ace.cbp.dhs.gov/>



The screenshot shows the ACE Secure Data Portal Home Page. At the top, there is a header with the text "ace secure data portal" and "U.S. Customs and Border Protection". To the right of the header is the U.S. Department of Homeland Security seal. Below the header, there is a "NOTICE TO ALL USERS: READ NOW" section. The notice text states: "You are about to access a Department of Homeland Security computer system. This computer system and data therein are property of the U.S. Government and provided for official U.S. Government information and use. There is no expectation of privacy when you use this computer system. The use of a password or any other security measure does not establish an expectation of privacy. By using this system, you consent to the terms set forth in this notice. You may not process classified national security information on this computer system. Access to this system is restricted to authorized users only. Unauthorized access, use, or modification of this system or of data contained herein, or in transit to/from this system, may constitute a violation of section 1030 of title 18 of the U.S. Code and other criminal laws. Anyone who accesses a Federal computer system without authorization or exceeds access authority, or obtains, alters, damages, destroys, or discloses information, or prevents authorized use of information on the computer system, may be subject to penalties, fines or imprisonment. This computer system and any related equipment is subject to monitoring for administrative oversight, law enforcement, criminal investigative purposes, inquiries into alleged wrongdoing or misuse, and to ensure proper performance of applicable security features and procedures. DHS may conduct monitoring activities without further notice." Below the notice, there is another "NOTICE TO ALL USERS: READ NOW" section. The text states: "By logging in to the ACE Portal you agree to be bound by the language set forth in the [Terms and Conditions](#) document, last updated on May 16, 2007. It is mandatory that all ACE users maintain a current email address within their ACE user profile." Below the notices, there is a "Login Information" section. It contains the text "Enter your ACE UserID and Password to log in:" followed by two input fields: "UserID:" and "Password:". Below the "Password:" field is a "Login" button. Below the login fields, there is a link for "Forgot Your Password?". At the bottom of the page, there is a footer with the text: "If you need assistance with the portal, please contact the CBP Technology Support Center at 1-866-530-4172 for trade and PGA users, or 1-800-927-8729 for CBP personnel." Below the footer, there is a note: "Please note: After some time of inactivity, the system will log you off automatically and ask you to log in again."

ace secure data portal U.S. Customs and Border Protection

NOTICE TO ALL USERS: READ NOW
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Login Information
Enter your ACE UserID and Password to log in:

UserID:
Password:

Log in using your [DHS PKI](#) profile.
[Forgot Your Password?](#)

If you need assistance with the portal, please contact the CBP Technology Support Center at 1-866-530-4172 for trade and PGA users, or 1-800-927-8729 for CBP personnel.

Please note: After some time of inactivity, the system will log you off automatically and ask you to log in again.

Reset Password- Challenge Questions

Reset Password - Challenge Questions

You will need to select 5 challenge questions and enter the answers to those questions. These questions will be used to validate your identity should you forget your password.

Question 1:	-- Select --		
Question 2:	-- Select --		
Question 3:	-- Select --		
Question 4:	-- Select --		
Question 5:	-- Select --		

Password Policy

Select “Password Policy” link

User LL52820's password has expired

To change your password, please provide the following information. Your new password must adhere to the [Password Policy](#) rules and will become effective immediately.

*New Password

*Retype new Password

ACE Password Policy

All ACE passwords must:

- Contain **at least 8 characters**.
- Contain a combination of **uppercase letters, lowercase letters, and numbers**.
- Contain at least one of the following symbols: ! " # \$ % & ' () * + , - . / : ; < = > ? @ [\] ; ^ _ ` { | } ~
- **Not contain any consecutively repeated characters.**

Note that your new password:

- **Cannot contain your userid.**
- **Cannot contain your name.**
- **Cannot be the same as a previously used password.**
- **Cannot be the reverse of a previously used password.**

Reset Password Successful

Reset Password

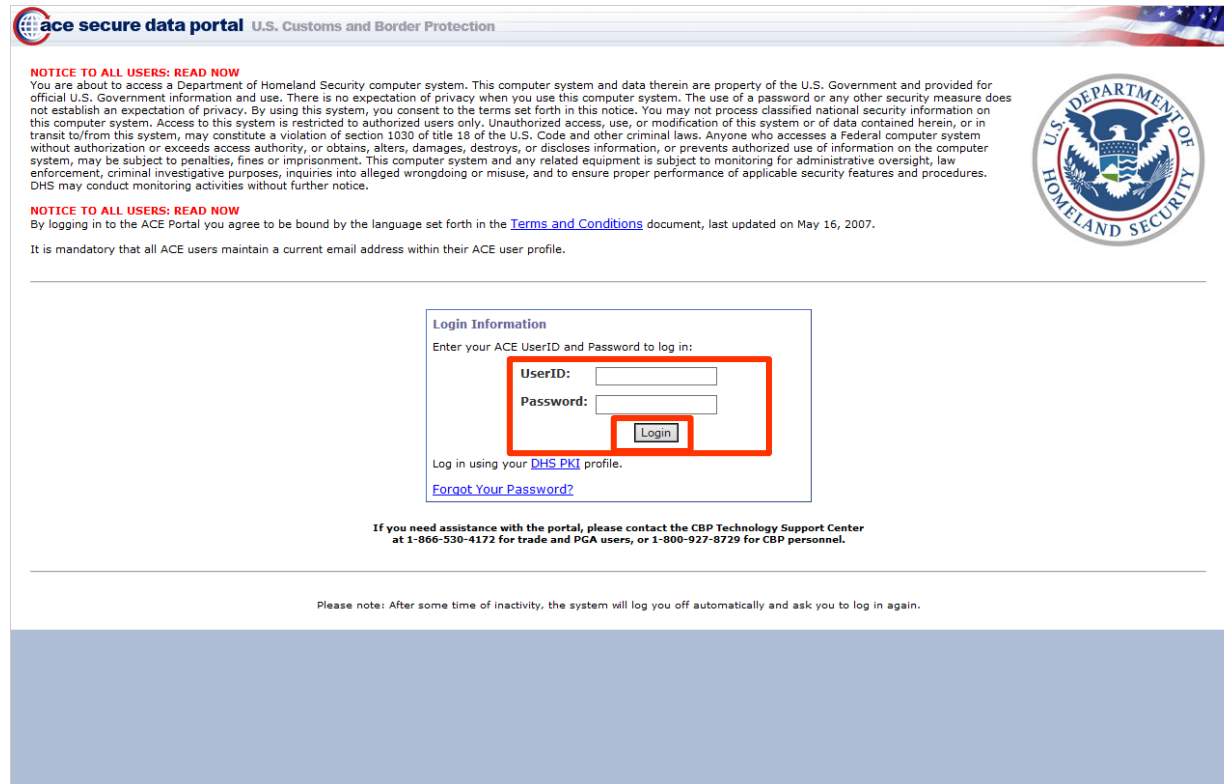
Your password change was successful. Please close all browser sessions, and load a new browser session to log in.

Close

Access the ACE Secure Data Portal Home Page

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



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ace secure data portal U.S. Customs and Border Protection

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Login Information
Enter your ACE UserID and Password to log in:

UserID:
Password:

Log in using your [DHS PKI](#) profile.
[Forgot Your Password?](#)

If you need assistance with the portal, please contact the CBP Technology Support Center at 1-866-530-4172 for trade and PGA users, or 1-800-927-8729 for CBP personnel.

Please note: After some time of inactivity, the system will log you off automatically and ask you to log in again.

Exporter Account Page

- View Trade Export information
- Request the ability to view Trade Export data in Reports

The screenshot displays the 'ace secure data portal' for U.S. Customs and Border Protection. The navigation bar includes 'Home', 'Accounts', 'References', and 'Tools'. The 'Accounts' section is active, showing a 'Task Selector' and an 'Account Selector List'.

Task Selector

Select Account Type
View:

Select Task

- Accounts
 - [Change History](#)
 - [Reports](#)
 - [BAL](#)
 - [Action Plan](#)
 - [Statements](#)
 - [LPCs](#)
 - [Declarations](#)
 - [Mode of Communication](#)

Account Selector List

View Settings
Sort by:

Accounts

- ☒ Little Mermaid Ashley

View Top Account

Top Account Information

Account Name: Little Mermaid Ashley
ACE ID: 0000213053
Organizational Structure: Corporation
DUNS #:
Website:
End of Fiscal Year: 12/31

Program Participation:

Contacts

Showing 1 - 1 of 1

Type	Last Name	First Name	Phone	Email
Account Owner	Oceana	Ashley	571-468-5512	ashley.d.lofton@cbp.dhs.gov

Broker

Creating an Exporter Account for Current ACE Users

Accounts

Select “Exporter”

ace secure data portal U.S. Customs and Border Protection

Home Accounts References Tools

Task Selector ?

Select Account Type

View: **Exporter** GO

Select Task

- Accounts
 - [Change History](#)
 - [Reports](#)
 - [BAL](#)
 - [Action Plan](#)
 - [Statements](#)
 - [LPCs](#)
 - [Declarations](#)
 - [Mode of Communication](#)

Account Selector List ? [icon]

View Settings

Sort by: --Select-- [icon] Go

Accounts [icon] [icon]

- Little Mermaid Ashley

View Top Account

Top Account Information

Account Name: Little Mermaid Ashley
ACE ID: 0000213053
Organizational Structure: Corporation
DUNS #:
Website:
End of Fiscal Year: 12/31

Program Participation:

Contacts

Showing 1 - 1 of 1

Type	Last Name	First Name	Phone	Email
Account Owner	Oceana	Ashley	571-468-5512	ashley.d.lofton@cbp.dhs.gov

Broker

Accounts

Select “Create Exporter”

ace secure data portal U.S. Customs and Border Protection

Home Accounts References Tools

Task Selector ?

Select Account Type
View: Exporter [GO]

Select Task

- Accounts
 - Create Exporter**
 - Change History
 - Submit AESDirect Filings
 - Reports

Account Selector List ? [GO]

View Settings
View By:
☐ Acct Name ☒ EIN

Sort by: Account Number [GO]

Accounts

- ☒ [Little Mermaid Ashley](#)
09-9876549
[43-0734546](#)

View Top Account

Please select a valid top account.

Exporter

Exporter Information

Exporter Name:	Little Mermaid Ashley	AKA:
ACE ID:	0000213055	DBA:
EIN:	09-9876549	DIV:

Other Company Name

Organization

Organizational Structure: Corporation
DUNS #:

Account Status

Account Status: EIN Pending
Authorization for Reports: Not Authorized

Contacts [Addresses](#)

Showing 1 - 1 of 1

Type	Last Name
Primary Point of Contact	Oceana

Accounts

The screenshot displays the 'ace secure data portal' for the U.S. Customs and Border Protection. The user is logged in as 'Ashley Oceana'. The 'Accounts' tab is selected in the navigation bar. On the left, the 'Task Selector' panel shows 'Select Account Type' with 'Exporter' chosen and a 'GO' button. Below it, the 'Select Task' panel lists options: 'Accounts', 'Create Exporter', 'Change History', 'Submit AESDirect Filings', and 'Reports'. The 'Account Selector List' panel shows 'View Settings', 'View By' (radio buttons for 'Act Name' and 'EIN'), 'Sort by' (dropdown menu), and a 'Go' button. At the bottom of this panel, a list of 'Accounts' includes 'Little Mermaid Ashley'. The main content area, titled 'Exporter', displays 'Top Account Name: Little Mermaid Ashley' and 'ACE ID: 0000213053', with a note stating 'This is the Top Account that will be used for the Exporter'. A red-bordered 'Continue >' button is visible at the bottom of this section.

Accounts

ace secure data portal U.S. Customs and Border Protection Welcome, Nicole Jones!

Home Accounts References Tools

Task Selector ?

Select Account Type
View: Exporter GO

Select Task
[Accounts](#)
Create Exporter
[Change History](#)
[Submit AESDirect Filings](#)
[Reports](#)

Account Selector List ? □

View Settings
View By:
☐ Acct Name ☒ EIN
Sort by: --Select-- GO

Exporter

Indicates field is required

Exporter Information

• Exporter Name:

• EIN:

Organization

• Organizational Structure: Corporation

DUNS #:

Other Company Name

AKA:

DBA:

DIV:

Step 1: Account Details Step 2: Address Details Step 3: Contact Details Step 4: Review Details

< Previous Continue > Cancel

Accounts

 **ace secure data portal** U.S. Customs and Border Protection

Home Accounts References Tools

Task Selector ?

Select Account Type
View: Exporter [v] [GO]

Select Task
Accounts
Create Exporter
Change History
Submit AESDirect Filings
Reports

Account Selector List ? [x] [y]

View Settings
View By:
☐ Acct Name ☒ EIN
Sort by: Account Number [v] [Go]

Accounts [x] [y] [z]

☒ Little Mermaid Ashley
09-9876549
43-0734546

View Top Account

Please select a valid top account.

Exporter

Exporter Information
Exporter Name: Little Mermaid Ashley
ACE ID: 0000213055
EIN: 09-9876549

Other Company Name
AKA:
DBA:
DIV:

Organization
Organizational Structure: Corporation
DUNS #:

Account Status
Account Status: EIN Pending
Authorization for Reports: Not Authorized

Contacts Addresses

Showing 1 - 1 of 1

Type	Last Name
<u>Primary Point of Contact</u>	Oceana

Requesting Access to EIN Data for Export Reports

Accounts

ace secure data portal U.S. Customs and Border Protection

Home **Accounts** References Tools

Task Selector ?

Select Account Type

View: **Exporter** GO

Select Task

- Accounts
 - [Change History](#)
 - [Reports](#)
 - [BAL](#)
 - [Action Plan](#)
 - [Statements](#)
 - [LPCs](#)
 - [Declarations](#)
 - [Mode of Communication](#)

Account Selector List ? [icon] [icon]

View Settings

Sort by: --Select-- Go

Accounts [icon] [icon]

- ☒ Little Mermaid Ashley

View Top Account

Top Account Information

Account Name: Little Mermaid Ashley
ACE ID: 0000213053
Organizational Structure: Corporation
DUNS #:
Website:
End of Fiscal Year: 12/31

Program Participation:

Contacts

Showing 1 - 1 of 1

Type	Last Name	First Name	Phone	Email
Account Owner	Oceana	Ashley	571-468-5512	ashley.d.lofton@cbp.dhs.gov

Broker

EIN Number

U.S. Customs and Border Protection

Home Accounts References Tools

Task Selector ?

Select Account Type
View:

Select Task
Accounts
[Create Exporter](#)
[Change History](#)
[Submit AESDirect Filings Reports](#)

Account Selector List ? ☐

View Settings
View By:
☐ Acct Name ☒ EIN
Sort by:

Accounts

☒ [Little Mermaid Ashley](#)
09-9876549
[43-0734546](#)

View Top Account

Please select a valid top account.

Exporter

Exporter Information

Exporter Name: Little Mermaid Ashley
ACE ID: 0000213055
EIN: 09-9876549

Other Company Name

AKA:
DBA:
DIV:

Organization

Organizational Structure: Corporation
DUNS #:

Account Status

Account Status: EIN Pending
Authorization for Reports: Not Authorized

Contacts [Addresses](#)

Showing 1 - 1 of 1

Type	Last Name
Primary Point of Contact	Oceana

Request EIN Reports Authorization

View Top Account ? [X]

Please select a valid top account.

Exporter [X]

[Edit] **Request EIN Reports Authorization**

Exporter Information

Exporter Name:	Little Mermaid Ashley	AKA:	
ACE ID:	0000213055	DBA:	
EIN:	09-9876549	DTV:	

Other Company Name

Organization

Organizational Structure: Corporation

DUNS #:

Account Status: EIN Pending

Authorization for Reports: Not Authorized

Contacts [Addresses](#)

[Add Contact](#)

Showing 1 - 1 of 1

Type	Last Name	First Name	Phone	Email
Primary Point of Contact	Oceana	Ashley	571-468-5512	ashley.d.lofton@cbp.dhs.gov

Select Link

Exporter

US Census requires additional information before they will approve exporter access to data in ACE reports. Please go to <https://www.census.gov/trade/compliance/aesvetting.htm> and follow the instructions. The exporter EIN will not be approved until these steps are completed.

Exporter Information

Other Company Name

Exporter Name: Little Mermaid Ashley

ACE ID: 0000213055

EIN: 09-9876549

Organization

Organizational Structure: Corporation

DUNS #:

Account Status

Account Status: EIN Pending

Authorization for Reports: Pending

AKA:

DBA:

DIV:

Contacts

[Addresses](#)

[Add Contact](#)

Showing 1 - 1 of 1

Type	Last Name	First Name	Phone	Email
Primary Point of Contact	Oceana	Ashley	571-468-5512	ashley.d.lofton@cbp.dhs.gov

ACE Trade Export Report Capabilities

Rich Hinkle

Export Reports

The screenshot displays the 'ACE secure data portal' for the U.S. Customs and Border Protection. The interface includes a top navigation bar with tabs for Home, Inbox, Accounts (selected), Entry Summary, References, and Tools. A 'Welcome,' message is visible in the top right corner. On the left side, there is a 'Task Selector' panel with a 'Select Account Type' dropdown set to 'Broker' and a 'GO' button. Below this is a 'Select Task' section with links for Accounts, Create Top Account, Create Broker, Change History, Reports, BAL, Action Plan, Statements, LPCs, Declarations, and Mode of Communication. Further down is an 'Account Selector List' with a 'Search' button and a 'Sort by' dropdown. The main content area on the right features a 'Broker Summary' section with an 'ACE ID:' field. Below this are two sections: 'Launch Reports and Quickview Tool' and 'Launch Extracts', each with a 'Launch' button. A large green arrow is overlaid on the image, pointing from the 'Launch Reports and Quickview Tool' section towards the 'Export Reports' title at the top of the page.

Export Reports

The screenshot displays the 'ace secure data portal' interface. The top navigation bar includes 'Home' and 'Documents' tabs, with 'Documents' being the active tab. A green arrow points to the 'Documents' tab. Below the navigation bar, there is a 'View' menu with options: 'New', 'Organize', 'Send', and 'More Actions'. The main content area is divided into two sections. On the left, under 'My Documents', there is a 'Folders' section showing a tree structure: 'Public Folders' (containing 'ACE', 'AES', and 'HOME') and 'Trade Export' (containing 'HOME'). On the right, there is a table with the following columns: 'Title', 'Type', 'Last Run', and 'Instances'. The table contains one row with the title 'Trade Export Reports' and type 'Shortcut'. The bottom right corner of the interface shows 'Total: 1 items'.

Title	Type	Last Run	Instances
Trade Export Reports	Shortcut		

Export Reports

The screenshot displays the ACE Secure Data Portal interface. At the top, the header includes the portal logo, navigation links (Home, Documents, Trade Export), and user options (Welcome, Applications, Preferences, Help menu, Log off). Below the header, a sub-header shows 'Filer' and 'USPPI' tabs. The main content area is titled 'Trade Export Reports' and contains three sections: AES-201 Filer Transactions, AES-202 USPPI Transactions, and AES-203 USPPI Agent-Filed Routed Transactions. Each section provides a brief description of the data it contains. A note at the bottom states: 'Note: For all reports there may be blank fields that represent optional or conditional fields where no data was reported.'

ace secure data portal

Welcome: Applications Preferences Help menu Log off

Home Documents **Trade Export**

Filer USPPI

Text Module

Trade Export Reports

These reports contain transactional export data from the Automated Export System (AES) that are confidential and should not be disclosed for nonofficial purposes per the Foreign Trade Regulations, Section 30.60 Electronic Export Information Confidential under 15 CFR 30.60. Emailing confidential information unencrypted is not recommended.

AES-201 Filer Transactions

Provides export transactions where the Filer ID matches the EIN associated with this account. The report will initially display a subset of data elements; however, the user may add or remove data elements as needed.

AES-202 USPPI Transactions

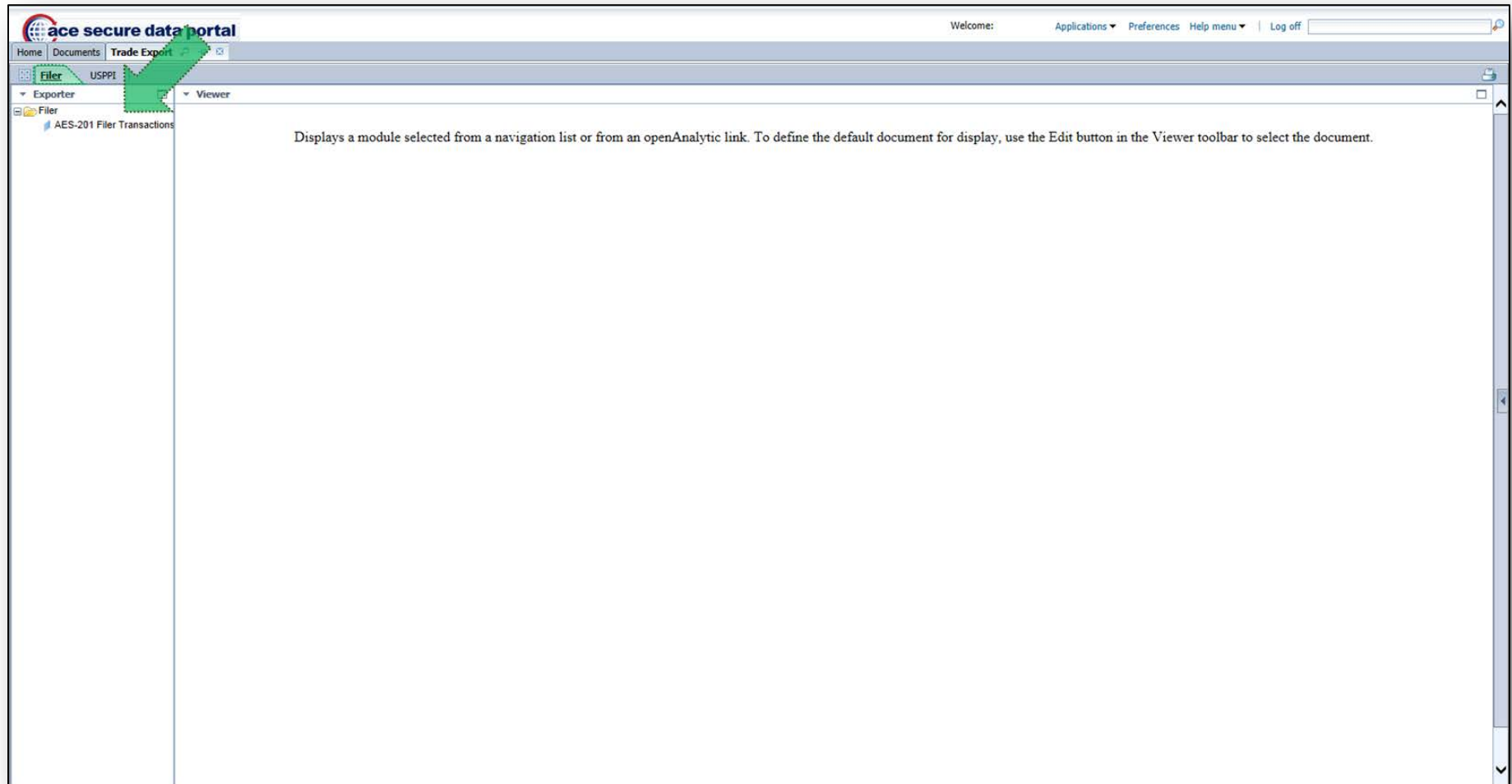
Provides export transactions where the USPPI ID matches the EIN associated with this account (self-filed or agent-filed). Routed export transactions filed by an authorized agent will only populate in the report if no date parameters are used and will include the 16 data elements provided by the USPPI to the authorized agent. All other data elements will be blank. These types of transactions will have a Routed Transaction Indicator equal to "Y" and the Filer Type Code equal to "F" (Forwarder Filed). The report will initially display a subset of data elements; however, the user may add or remove data elements as needed.

AES-203 USPPI Agent-Filed Routed Transactions

Provides routed export transactions where an authorized agent completed the filing. This report will produce a historical list of all such transactions that exist in the database for the USPPI ID/EIN associated with this account (dating back 5+ years) and will only display the 16 data elements that the USPPI provided to the authorized agent.

Note: For all reports there may be blank fields that represent optional or conditional fields where no data was reported.

Export Reports



Export Reports

The screenshot shows the ACE Secure Data Portal interface. The top navigation bar includes 'Home', 'Documents', and 'Trade Export'. The left sidebar contains a 'Document Summary' panel with a 'Print' button and a 'General' section. The main content area displays the report title 'AES-201 Filer Transactions' and a message 'NO DATA FOUND'. A 'Prompts' dialog box is open, showing a list of prompts to be run, including 'Run Report As: Filer', 'Export Date (Begin/End)', 'Filing Date (Begin/End)', 'Filer ID Number (no hyphen)', and 'License Number'. The dialog box also includes a 'Run Report As' section with a 'Selected Value(s)' dropdown and a 'Refresh Values' button. The background shows a table with columns for 'Contact Name', 'Filer Name', and 'Ultimate Consignee Company Name'.

Export Reports

The screenshot displays the ACE Secure Data Portal interface. The main content area shows the 'AES-201 Filer Transactions' report. A green dashed box highlights the 'Filter Bar' icon, which is a circular arrow with a plus sign. A green dashed line points from this icon to the 'Run Report As:' dialog box. The dialog box shows the 'Prompts Summary' with a list of prompts and their values. The 'Run Report As:' section shows the 'Filer' value as 'USPPI'. The background shows the 'AES-201 Filer Transactions' report with a 'NO DATA FOUND' message.

Prompts Summary:

- * Run Report As: Filer
- Export Date (Begin):
- Export Date (End):
- Filing Date (Begin):
- Filing Date (End):
- Filer ID Number (no hyphen):
- License Number:

Run Report As:

Filer: USPPI

Selected Value(s): Filer

Enter search pattern

OK Cancel

Export Reports

The screenshot displays the ACE Secure Data Portal interface. The top navigation bar includes 'Home', 'Documents', and 'Trade Export'. The left sidebar shows a tree view with 'Filer' and 'USPPI' under 'Exporter'. The main content area is titled 'AES-201 Filer Transactions' and includes a 'Document Summary' section with fields like 'Type', 'Author', 'Creation date', 'Locale', 'Content Alignment', 'Description', and 'Keywords'. A 'Prompts' dialog box is open, showing a 'Prompts Summary' with a list of prompts and their status. The 'Filing Date (Begin)' prompt is selected, and a calendar for September 2015 is displayed, with a green arrow pointing to the 16th. The main report area shows 'NO DATA FOUND'.

Export Reports

The screenshot displays the ACE Secure Data Portal interface. The main window shows the 'AES-201 Filer Transactions' report. A 'Prompts' dialog box is open, listing various prompts for the report. A green arrow points to the 'Filing Date (End)' prompt, which has a 'Selected Value(s)' of '9/1/2013 12:00:00 AM'. The background report area shows the title 'AES-201 Filer Transactions' and the text 'NO DATA FOUND'.

Prompts Summary

- * Run Report As: Filer
- Export Date (Begin):
- Export Date (End):
- Filing Date (Begin): 9/1/2012 12:00:00 AM
- Filing Date (End): 9/1/2013 12:00:00 AM
- Filer ID Number (no hyphen):
- License Number:

Filing Date (End):

Selected Value(s): 9/1/2013 12:00:00 AM

AES-201 Filer Transactions

Electronic Export Information Confidential under 15 CFR 30.60

NO DATA FOUND

Filer ID Number: ALL

Contact Name	Filer Name	Ultimate Consignee Company Name
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Export Reports

ace secure data portal Welcome: Applications Preferences Help menu Log off

Home Documents Trade Export

Filer USPPI

Exporter

Viewer

Web Intelligence

Document Summary

Print

AES-201 Filer Transactions

General

Type: Web Intelligence document

Author:

Creation date: February 4, 2015 2:20:53 PM GMT-05:00

Locale: English (United States)

Content Alignment: Left-to-Right

Description: AES-201 Filer Report
Provides export transactions where the Filer ID matches the EIN associated with this account. The report will

Keywords: AES Trade Reports

Statistics

Last Refresh Date: September 16, 2015 3:05:39 PM GMT-04:00

Last Modified: September 14, 2015 1:35:20 PM GMT-04:00

Last modified by:

Duration of previous refresh: 1 s

Document Options

Refresh on open: On

Permanent regional formatting: Off

Use query drill: Off

Enable query stripping: Off

Hide warning icons in charts: Off

Merge prompts (BE: Variables): On

Default Style: Customized

AES-201 Filer Transactions

Electronic Export Information Confidential under 15 CFR 30.60

Report Parameters:

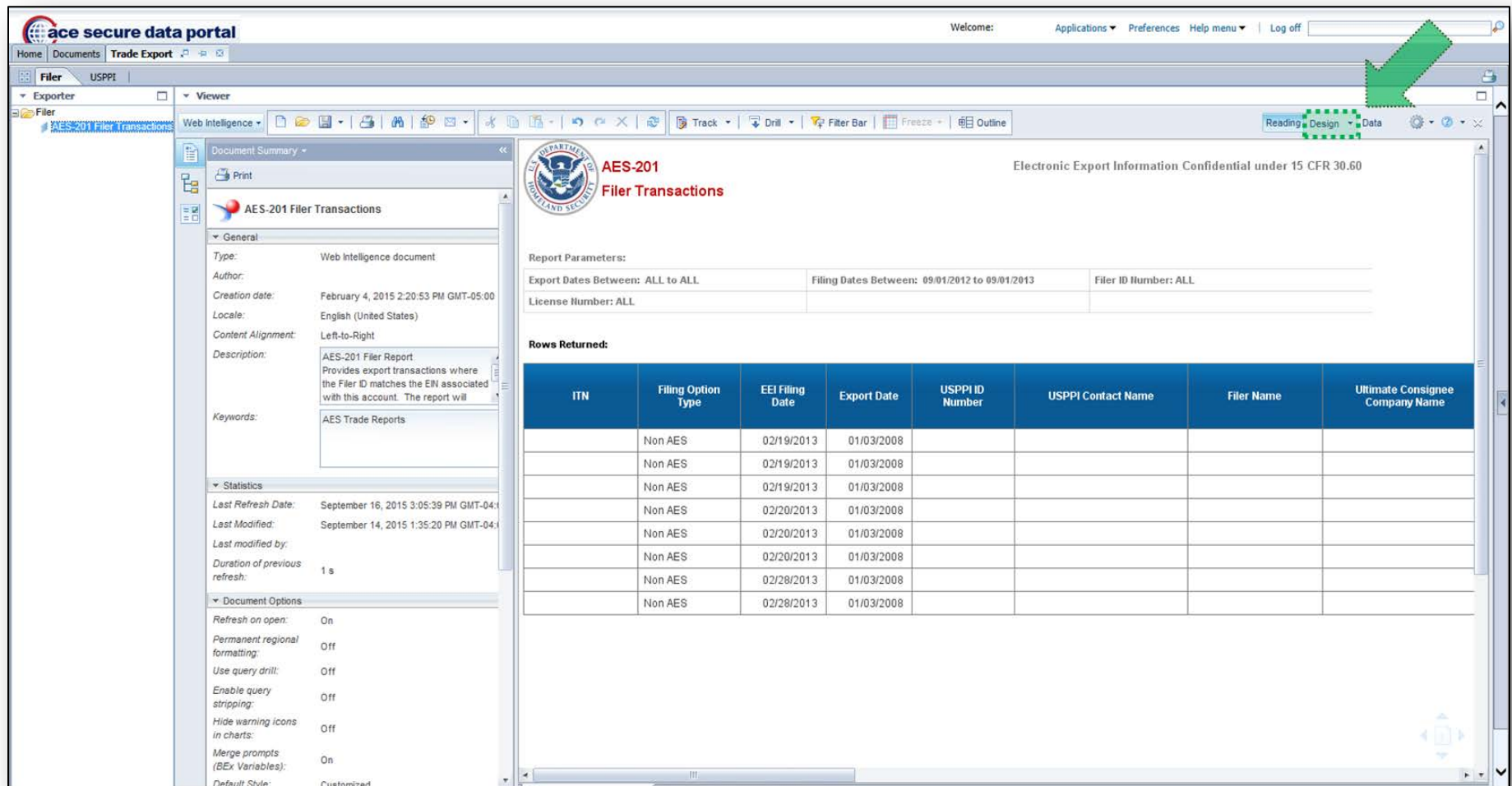
Export Dates Between: ALL to ALL Filing Dates Between: 09/01/2012 to 09/01/2013 Filer ID Number: ALL

License Number: ALL

Rows Returned:

ITN	Filing Option Type	EI Filing Date	Export Date	USPPI ID Number	USPPI Contact Name	Filer Name	Ultimate Consignee Company Name
	Non AES	02/19/2013	01/03/2008				
	Non AES	02/19/2013	01/03/2008				
	Non AES	02/19/2013	01/03/2008				
	Non AES	02/20/2013	01/03/2008				
	Non AES	02/20/2013	01/03/2008				
	Non AES	02/20/2013	01/03/2008				
	Non AES	02/28/2013	01/03/2008				
	Non AES	02/28/2013	01/03/2008				

Export Reports



The screenshot shows the ACE Secure Data Portal interface. The main content area displays the 'AES-201 Filer Transactions' report. The report parameters are set to 'Export Dates Between: ALL to ALL', 'Filing Dates Between: 09/01/2012 to 09/01/2013', and 'Filer ID Number: ALL'. The report shows 8 rows of data. A green checkmark is in the top right corner of the interface.

Report Parameters:

Export Dates Between: ALL to ALL	Filing Dates Between: 09/01/2012 to 09/01/2013	Filer ID Number: ALL
License Number: ALL		

Rows Returned:

ITN	Filing Option Type	EI Filing Date	Export Date	USPPI ID Number	USPPI Contact Name	Filer Name	Ultimate Consignee Company Name
	Non AES	02/19/2013	01/03/2008				
	Non AES	02/19/2013	01/03/2008				
	Non AES	02/19/2013	01/03/2008				
	Non AES	02/20/2013	01/03/2008				
	Non AES	02/20/2013	01/03/2008				
	Non AES	02/20/2013	01/03/2008				
	Non AES	02/28/2013	01/03/2008				
	Non AES	02/28/2013	01/03/2008				

Document Summary:

Type: Web Intelligence document
 Author: [blank]
 Creation date: February 4, 2015 2:20:53 PM GMT-05:00
 Locale: English (United States)
 Content Alignment: Left-to-Right
 Description: AES-201 Filer Report Provides export transactions where the Filer ID matches the EIN associated with this account. The report will
 Keywords: AES Trade Reports

Statistics:

Last Refresh Date: September 16, 2015 3:05:39 PM GMT-04:00
 Last Modified: September 14, 2015 1:35:20 PM GMT-04:00
 Last modified by: [blank]
 Duration of previous refresh: 1 s

Document Options:

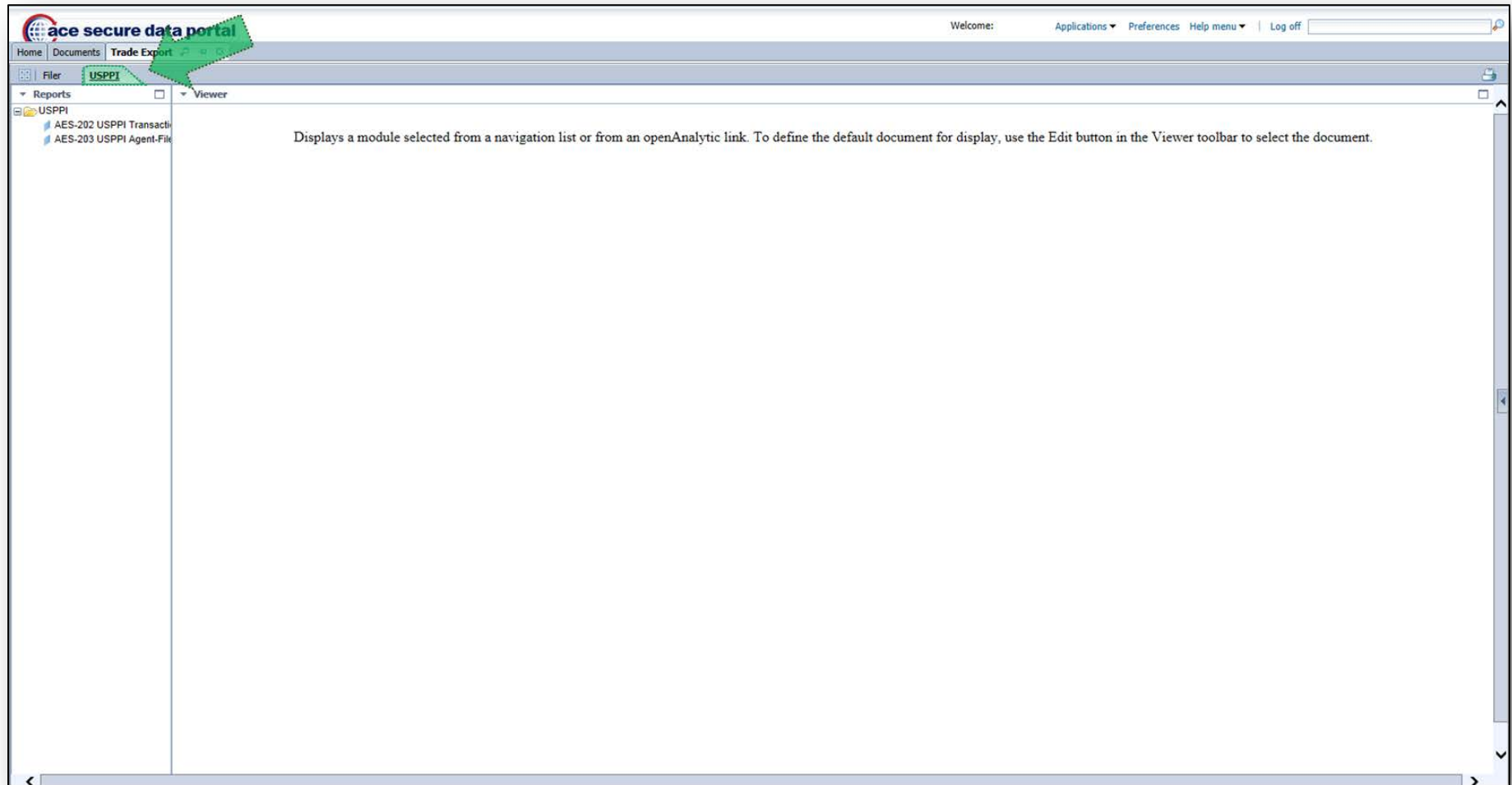
Refresh on open: On
 Permanent regional formatting: Off
 Use query drill: Off
 Enable query stripping: Off
 Hide warning icons in charts: Off
 Merge prompts (BEx Variables): On
 Default Style: Customized

Export Reports

The screenshot shows the ACE Secure Data Portal interface. On the left, a green arrow points to the 'Available Objects' list, which includes various data fields like 'Commodity Line Number', 'Export Date', and 'Filer Name'. The main area displays the report title 'AES-201 Filer Transactions' and the message 'NO DATA FOUND'. Below this, the 'Report Parameters' section shows filters for 'Export Dates Between: ALL to ALL', 'Filing Dates Between: ALL to ALL', and 'Filer ID Number: ALL'. The 'Rows Returned: 0' section shows a table with 8 columns: ITN, Filing Option Type, EEI Filing Date, Export Date, USPPI ID Number, USPPI Contact Name, Filer Name, and Ultimate Consignee Company Name.

ITN	Filing Option Type	EEI Filing Date	Export Date	USPPI ID Number	USPPI Contact Name	Filer Name	Ultimate Consignee Company Name
Rows Returned: 0							

Export Reports



Export Reports

The screenshot displays the ACE Secure Data Portal interface for generating an export report. The top navigation bar includes links for Home, Documents, and Trade Export. The main content area is titled "AES-202 USPP Transactions" and features a sidebar with a list of available objects for filtering. The main report area shows the report parameters and a table of results.

Available Objects:

- AES-202 USPP Transactions
- Commodity Line Number
- Commodity Line Value
- Conveyance Name
- EEL Filing Date
- Export Date
- Export License Number
- Filer Name
- Filer Type Code
- Filing Option Type
- Forwarding Agent Company Name
- HTS/Schedule B Description
- HTS/Schedule B Number
- ITN
- License Value
- Port of Export Code
- Quantity 1
- Quantity 2
- Routed Transaction Indicator
- Ultimate Consignee Company Name
- Ultimate Consignee Contact Name
- Ultimate Consignee Type Code
- Unit of Measure Code (Quantity 1)
- Unit of Measure Code (Quantity 2)
- USPP Company Name
- USPP Contact Name
- USPP ID Number
- Variables

Report Parameters:

Export Dates Between: ALL to ALL	Filing Dates Between: ALL to ALL	EEL: ALL
USPP ID: ALL	Routed Transactions: ALL	Filer Type Code: ALL

Rows Returned: 0

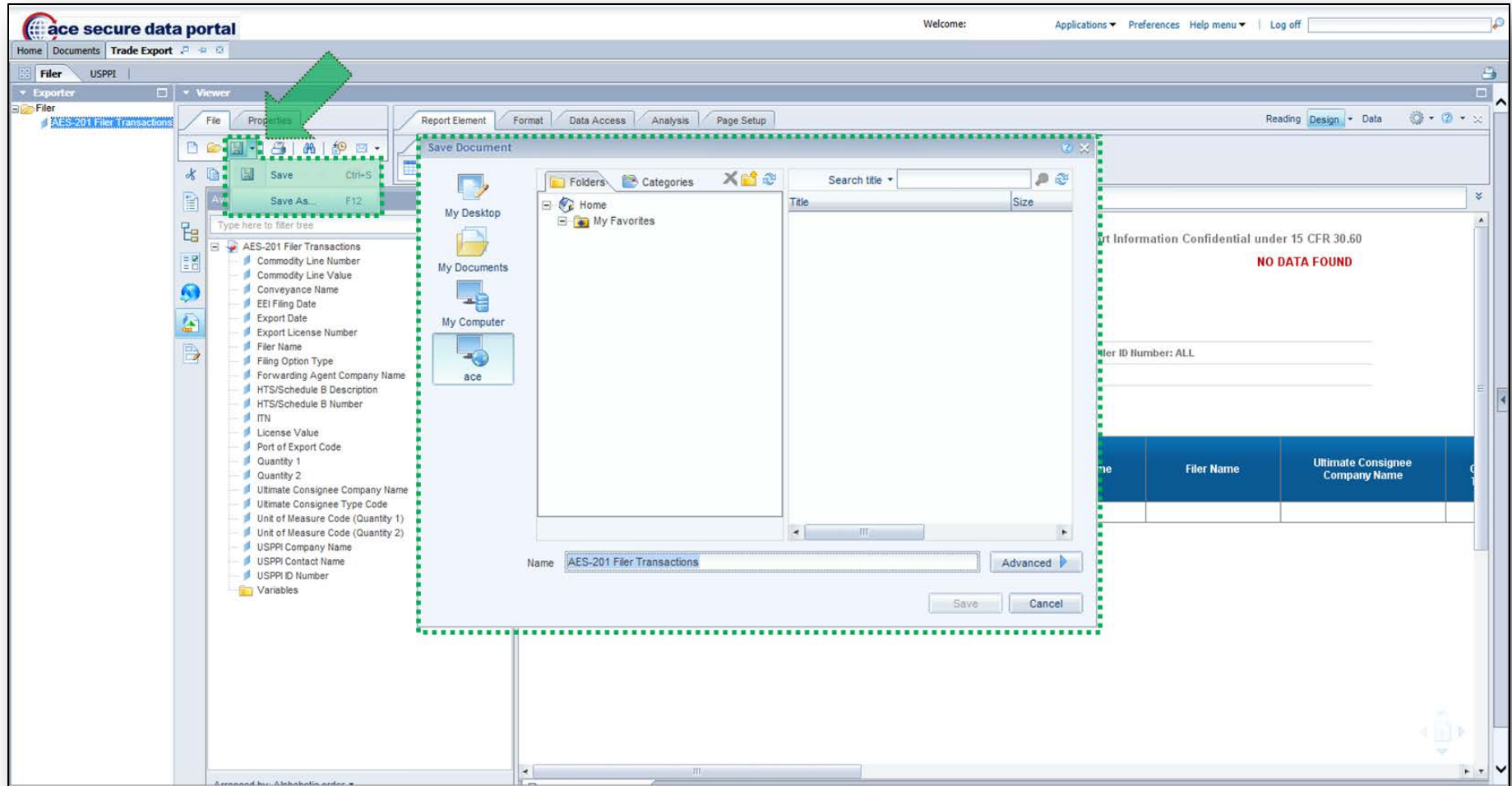
ITN	Filer Type Code	Routed Transaction Indicator	Filing Option Type	EEL Filing Date	Export Date	USPP ID Number	USPP Contact Name	Filer Name

The interface also includes a "NO DATA FOUND" message and a "USPP Transactions" tab at the bottom.

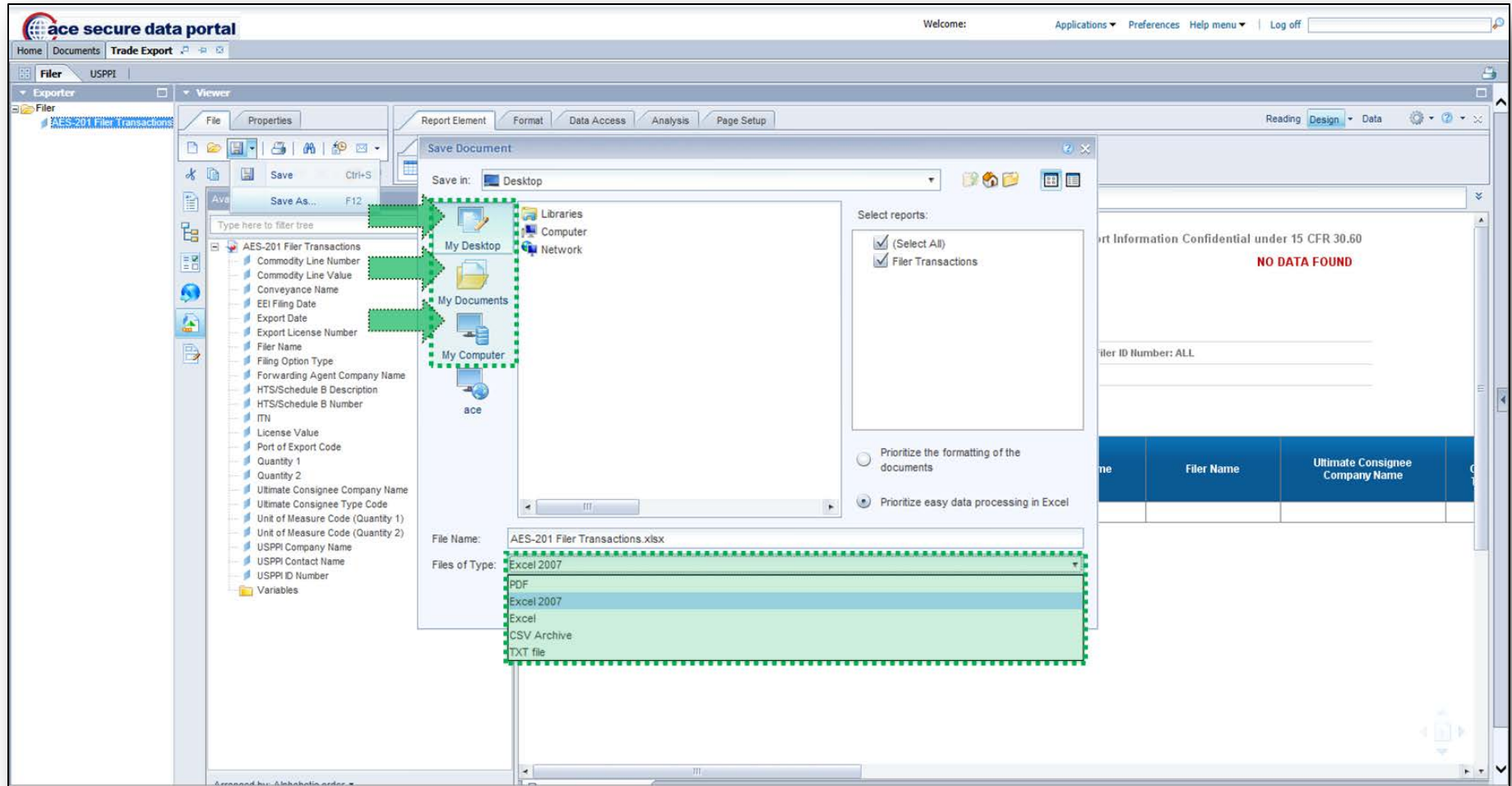
Export Reports

The screenshot displays the ACE Secure Data Portal interface. The top navigation bar includes 'Home', 'Documents', and 'Trade Export'. The left sidebar shows a tree view with 'Reports' expanded, listing 'AES-202 USPPi Transactions' and 'AES-203 USPPi Agent-Filed Routed'. The main content area is titled 'AES-203 USPPi Agent-Filed Routed Transactions' and features a report header with the U.S. Department of Homeland Security seal. Below the header, the report parameters are set to 'EIR: ALL' and 'USPPi ID: ALL'. The 'Rows Returned: 0' message is displayed above a table with the following columns: U.S. State of Origin, Foreign Trade Zone ID, USPPi Company Name, USPPi Address Line 1, USPPi Address Line 2, USPPi City, USPPi State, USPPi Zip Code, and USPPi Number. The table is currently empty. A green dashed box highlights the 'Available Objects' list in the left sidebar, which includes fields like 'Commodity Description', 'Export Control Classification Number', and 'USPPi City'.

Export Reports



Export Reports



Accounts / Reports Best Practices

Theresa L. Gordon

Accounts/Reports Best Practices

- If you are new to ACE and have multiple related EINs, it is not necessary to create multiple accounts. Create your top level account and add additional EINs once established.
- Once you request reports access in ACE, immediately complete the COA, have a company official sign it and submit directly to Census (exportreports@census.gov).
- If you have multiple EINs associated with an account, request access for each EIN and submit a comprehensive COA request for access if possible.
- Be prepared to provide requested shipment information to Census for each EIN you request reports access to.

Accounts/Reports Best Practices

- **Respond to all requests in a timely fashion to avoid delays and backlogs.**
- **Newly established exporter accounts without prior filing history will not be authorized to access reports.**
- **EINs associated with established ACE Importer Accounts do not require further vetting.**

Refactored AESDirect Update

William Delansky

AESDirect Changes and Upcoming Functionality

The AESDirect modernization effort began in August 2014 and will continue throughout 2016.

- **June 2015:** ACE Exporter Account and ACE Exporter Reports functionality deployed
- **October 2015:** Further enhancements will include the rollout of AESDirect portal filing ability within ACE and bulk uploads of EDI files for EEI filings
 - This will start a **transition period** where current AESDirect portal and upload filers can file in ACE and legacy AESDirect
 - Additional functionality to support the AESDirect Weblink will be delivered by early 2016

Benefits of incorporating AESDirect into ACE:

- ✓ Lower costs to Government
- ✓ Provides additional agencies with functionality in the Electronic Export Information (EII)
- ✓ Modernizes the AESDirect application

AESDirect Functionality

AESDirect Online Internet Filing System

- Will be provided in ACE in late October 2015 and will run concurrently with the legacy Census AESDirect portal to allow time for users to transition to ACE
- Accounts are now available. Prior to the retirement of the legacy Census AESDirect application, all Legacy Census AESDirect users will have to create an ACE Exporter account for their company and all users who need access to the system

AESDirect EDI Upload

- Will be provided in ACE starting in October 2015 and will run concurrently with legacy Census AESDirect EDI Upload to allow users time to transition to ACE
- Users of EDI upload in legacy or those needing access to this functionality will need to create an account in ACE. All formats will remain the same as those currently used in AESDirect

AESDirect Weblink

- Will be provided for in ACE by the early 2016
- Companies will have to establish the link with ACE and transition to new interface at one time
- Will require current Weblink users to change the URL and end users to first login to the ACE AESDirect portal before selecting the Weblink option in their proprietary system

AESDirect Functionality (Con't)

AESDirect Web Automation Service

- This function allows direct internet filing utilizing a VPN connection that is provided from legacy AESDirect
- ACE cannot support this private VPN service and current users will need to begin using the DHS approved VPN process or convert to using a traditional EDI connection or the portal or the EDI upload as a replacement for the current legacy VPN connection.

AESPcLink

- This functionality has provided users with software that could be downloaded to their PC and file EEIs.
- The key features of AESPcLink have been integrated into the ACE AESDirect Portal and there will no longer be a need for stand alone software.
- The Portal allows for the saving of full and partial shipments and will eventually allow for Spanish text

AESDirect Resources

Please direct **technical questions** to ACE.support@cbp.dhs.gov.

General questions on ACE Trade Export Reports should be directed to Census at 800-549-0595, Option 5.

Materials on how to set up an ACE exporter account and ACE Exporter Reports can be found on CBP.gov at: <http://www.cbp.gov/trade/ace/reports-training-and-user-guides>

ADDITIONAL RESOURCES

- Stay up-to-date on community events and webinars.

- www.cbp.gov/aceoutreach

Outreach



- Find user guides and online courses on the ACE Portal and system functions.

- www.cbp.gov/trade/ace/training-and-reference-guides

Training



- Receive automatic updates on ACE on: system outages, new capabilities, technical documentation and more.

- www.apps.cbp.gov/csms/csms

Email Alerts
(CSMS)



- Answers to some of our most frequent questions on: ACE Portal, manifest filings, reports, and more.

- www.cbp.gov/trade/automated/ace-faq

FAQs



Want to Learn More?

- **AES Broadcast Messages**

- Go to www.census.gov/aes and click on “Get Email Updates”
- Sign up to receive AES Broadcast Messages, Global Reach Blogs, TradeSource Newsletters, Information on training and other resources

- **Cargo System Messaging Service (CSMS)**

- Sign up at http://apps.cbp.gov/csms/csms.asp?display_page=1
- Receive updates on ACE system outages, new capabilities, technical documentation and more.

- **Educational Videos – Using the ACE Secure Data Portal**

- www.cbp.gov/trade/automated/getting-started/using-ace-secure-data-portal
 - How to Request a New Account
 - Requesting an ACE Portal Exporter Account for Existing Users
 - Requesting Access to EIN data for ACE Export Accounts

Want to Learn More?

- **ACE Exports Data Dictionary:**
www.cbp.gov/document/guides/ace-exports-data-dictionary

- **A Quick Reference Guide (QRG)** is available at
www.cbp.gov/document/guides/ace-account-creation-exporter-accounts-qrg and the topics are:
 - Apply for an ACE Exporter Account for new ACE users
 - How to login for the first time as an ACE Portal user
 - How to create an Exporter Account for current ACE Portal users
 - How to request EIN data on AES Export Reports

- **ACE Reports Manual:**
www.cbp.gov/document/guides/updated-ace-reports-user-guide-new-interface-all-ace-report-users

Contact Information

- **General questions about AES and AESDirect**

Data Collection Branch
1-800-549-0595 option 1
askaes@census.gov

- **General questions about vetting process & COA**

Trade Outreach Branch
1-800-549-0595 option 5
exportreports@census.gov

- **Technical questions about ACE Accounts and Reports**

CBP Account Service Desk
1-866-530-4172, option 1, then option 2
ACE.Support@cbp.dhs.gov