



### **Required Security Change for All Automated Commercial Environment (ACE) Accounts**

Federal Regulations require that sensitive data be protected when being disseminated over the internet. Transport Layer Security (TLS) is the government approved security mechanism to protect sensitive data during internet transmission. Currently, ACE allows the widely used Secure Socket Layer (SSL) protocol in addition to TLS. To comply with government regulations, all ACE Secure Data Portal users are being notified that U.S. Customs and Border Protection (CBP) will be phasing out SSL. In order to be able to continue using the portal, ACE users are required to make a simple setting change to their Internet Explorer web browser setting to activate TLS.

From June to September both the current security setting (SSL) and the new setting (TLS) will allow access to the ACE Portal. However, starting September 14, 2007 only the new setting will permit your computers to access the ACE portal. Follow the steps below to change your Internet Explorer settings to TLS:

1. Make certain your internet browser is Internet Explorer 6.0.2 or higher.
  - a. To check the installed version, open the Browser and Click on "Help."
  - b. Then click on "About Internet Explorer" which is the last choice in the dropdown menu.
  - c. Verify the version number on the first line of the next screen you see (IE 6.0 or higher)
2. To turn on TLS while Internet Explorer is open, do the following:
  - a. Click on "Tools" and select "Internet Options."
  - b. In the next pop up window, select the "Advanced" tab and scroll down to the very bottom and under the "Security" section check the "Use TLS 1.0" box.
  - c. Click "OK" to save your changes and then exit. When you complete this step you have successfully upgraded your security setting to TLS.

### **ACE Trade Account Owner Update Distribution Change**

Effective September 1, 2007, CBP will discontinue e-mailing the monthly *Trade Account Owner Update*. The monthly update will be posted to a password protected web site accessible to all ACE Portal Accounts. Please share this URL with all ACE portal users. During July and August we will continue to e-mail the monthly update to all Trade Account Owners. In addition, the monthly update will be posted to the password protected web site. The URL is:

[https://apps.cbp.gov/ace\\_news](https://apps.cbp.gov/ace_news)

### **Printed Copy of e-Manifest: Trucks Web Base Training (WBT)**

CBP has posted a printable version of the e-Manifest: Trucks (Release 4) WBT. To print your copy, please use the URL listed below.

[http://cbp.gov/xp/cgov/toolbox/about/modernization/carrier\\_info/etruck\\_tech\\_info/](http://cbp.gov/xp/cgov/toolbox/about/modernization/carrier_info/etruck_tech_info/)

## June 2007 Update

### **e-Manifest Cover Sheet**

The ACE Secure Data Portal has been enhanced with the capability to print an e-Manifest Cover Sheet from a carrier's portal account. The Cover Sheet functionality is available to all carriers who have access to an ACE Portal Carrier Account, whether they filed their e-Manifest via the Portal or EDI.

This cover sheet is important for those carriers who cross at ports that are in "phase 2" of the mandatory deployment. A conveyance carrying merchandise into the U.S. will NOT be denied a permit to proceed if the carrier can show proof of their attempt to file an e-Manifest. The "*attempt to file an e-Manifest*" can be exhibited by presenting the e-Manifest Cover Sheet to the CBP Officer at primary. Alternatively, the carrier is also allowed to present a paper manifest (CBP Form 7523) with the words "*ACE Electronic Manifest*", Trip Number, Driver's Name, and Truck License Plate, written in at least 22 point font as evidence of an attempt to file an e-Manifest. We also recommend including the contact name and phone number of the preparer of the e-Manifest.

The "*Print Cover Sheet*" button can be found in numerous ways. The button appears after you submit the manifest to CBP and receive the message, "*Your manifest has been successfully submitted to Customs.*" When you click on the "*Print Cover Sheet*" button, the cover sheet is displayed. Simply click on the printer icon found in the tool bar and the cover sheet page will print. If it does not print, please be sure that you have turned OFF all of your "pop-up" blockers. The "*Print Cover Sheet*" button can also be found via the "*search*" and "*filter manifests*" features in the ACE Portal. \*Note – the cover sheet contains all the required information for CBP.

### **e-Manifest Tips**

1. The Trip Number can be an internal number of your choosing; however it needs to be unique for each Trip. The Trip Number should not be the same as the Shipment Control Number.
2. Brokers need to ensure the master bill of lading number reported in the entry matches the Shipment Control Number reported by the carrier.
3. The Bill Control Number field must be left blank.
4. Instruments of International Traffic (IITs) are to be reported at the equipment or conveyance level.
5. Carriers need to ensure the manifest is in a "completed" status. Some trucks are being sent to the border with the manifest being in a "preliminary" status, resulting in the truck being sent to secondary. Carriers need to pay particular attention to Electronic Data Interchange (EDI) and portal messages and make the necessary updates to the manifest to ensure it is in a "completed" status.