

Enhancements to ACE Truck Manifest – Phase 1 Information Notice

Last Updated: April 28, 2020



On June 22, 2020, U.S. Customs and Border Protection (CBP) will retire the current Automated Commercial Environment (ACE) Truck Manifest User Interface (UI) in the ACE Secure Data Portal (ACE Portal) and will replace it with the new modernized UI that will improve user experience. After June 22, trade users will no longer have the option to file truck manifests using the current UI and will be required to use the new UI when filing manifests within the ACE Portal. This phase will have no Electronic Data Interchange (EDI) impacts.

CBP deployed the ACE Truck Manifest – Phase 1 enhancements to a testing environment on December 9, 2019 to familiarize trade users with the new ACE Truck Manifest UI. For a more detailed timeline of the rollout of Enhancements to ACE Truck Manifest – Phase 1 and when ACE Portal truck manifest capabilities will be available, please see the table below:

Dates	Testing Environment	Ace Portal
Dec 9, 2019 – Mar 2, 2020	New Manifest UI	Current UI for Manifests
Mar 2, 2020 – June 22, 2020	New Manifest UI	Both Current UI and New UI available for Manifests, Account Data transferred to New UI*
June 22, 2020	New Manifest UI	Only New UI available for Manifests (Current UI retired)

Note: the testing environment will continue to be available after the new UI is in production.

*The new UI was deployed on March 2, 2020 to allow users time to familiarize ahead of the full cutover. In preparation for the deployment, account data stored in the legacy Truck Manifest UI – including crew, commercial parties, and vehicles and conveyances – were transferred to the new Truck Manifest UI on February 29, 2020. However, no further account data migration will occur. Going forward, please ensure that all account information is entered in the new UI.

What will change in the ACE Portal?

- **Accessing the Truck Manifest Trade Portal**
 - Users will access the Truck Manifest Trade Portal by using the References tab after login to the ACE Secure Data Portal. To login, complete the following steps:
 - Navigate to the ACE Secure Data Portal login page (<https://ace.cbp.dhs.gov>), and log in.
 - Select the References tab.
 - In the Links section, select the Launch Truck Manifest Trade Portal button.
- **“Entry on File” Status:**
 - This new status will indicate whether an entry is on file for each Bill of Lading.
- **Type-Ahead Search Field:**



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- This new search field will enable quick access to account information and eliminate the need for multiple screen clicks, substantially reducing manifest and bill creation time.
- **Bill of Lading Types:**
 - In the new UI, under the Bill Type dropdown menu, users will see the following shipment types, which have been added to the currently available bill of lading types:
 - Carnet
 - International Mail
 - Foreign Trade Zone (FTZ)
 - Department of Defense

Please note that these new bill of lading types will not be available for use until a future date.

 - In addition, the following shipment type will now be included under the Bill Type dropdown menu and will be available for immediate use:
 - 10.41a Instruments of International Trade
- **Templates:**
 - New templates will allow users to save information for commodities, manifests and bills. Please note that the new templates are expected to be available following the live deployment of the new UI.

After **May 15, 2020**, the following additional features will be available:

- **Split Bill Types**
- **Equipment Search Criteria**
 - Users will now be able to search for equipment within the manifest list window.

*More information on these features will be available in the near future.

What is the ACE Truck Manifest- Phase 1 testing environment and how do I access it?

- **Testing Environment**
 - The testing environment provides users the ability to create manifests within the new UI and to send questions/feedback to CBP. This environment allows users to familiarize themselves with the new UI before current UI retirement in June 2020.
 - In the testing environment, actual account information is unavailable. Please test the system by creating test account data such as crew, commercial parties, and vehicles. Please avoid using personally identifiable information.
- **Accessing the Testing Environment**
 - To access the Enhancements to ACE Truck Manifest – Phase 1 testing environment, please use the below link: <https://aceservices.cbp.dhs.gov/crt/trade-ga/ace/manifest/truck/ui/>
 - Users will log in using their ACE Portal account User ID and Password.



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- Please note that when typing in the URL, you must include the forward slash at the end.

What additional resources are available?

- **Deployment Support Call**

On Wednesday, April 29, 2020, CBP will host a support call* to address trade user questions. Details for joining this support call are found below:

Meeting Date	WebEx Information
Wednesday, April 29, 2:00PM – 3:00PM ET	Meeting link: https://cbp.webex.com/cbp/j.php?MTID=mcaed63c7fa0696c92db05c1abbc55ee4 Meeting Number: 903 386 491 Meeting Password: Truckmanifest (87825626 from phones) Audio Connection: +1-415-527-5035 Access Code: 903 386 491

- **Training**

- The following Quick Reference Guides (QRG) have been posted online at <https://www.cbp.gov/trade/ace/training-and-reference-guides#manifest>. Below are the links to the QRGs:

- [Truck Manifest: Access and Navigate the Truck Manifest Trade Portal QRG](#)
- [Truck Manifest: Create a Manifest QRG](#)
- [Truck Manifest: Create a Bill of Lading QRG](#)
- [Truck Manifest: Maintain Account Data QRG](#)

- **Webinar**

- A recording of the Enhancements to ACE Truck Manifest – Phase 1 Trade Support Webinar is available at: <https://www.cbp.gov/trade/automated/ace-truck-manifest-phase-1>

- **Additional Information:**

- Please visit [CBP.gov/ace](https://www.cbp.gov/ace) for updates on the Enhancements to ACE Truck Manifest – Phase 1 deployment.

Who do I contact if I have issues?

Following deployment of the new ACE Truck Manifest UI to the testing environment, trade portal users may contact acetruckmod@cbp.dhs.gov for questions about the new functionality. Following live deployment of the new UI, trade portal users may also contact the ACE Account Service Desk (ASD) at 1-866-530-4172 or ACE.Support@cbp.dhs.gov for technical support.

