



# **Report to Congress on the International Trade Data System (ITDS)**

**October 2008**



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## **LEGISLATIVE REQUIREMENT**

Section 405 of the “Security and Accountability for Every Port Act of 2006” (P.L. 109-347, October 13, 2006) (SAFE Port Act) requires the Secretary of the Treasury to oversee an interagency initiative to establish a “single portal system,” to be known as the “International Trade Data System” (ITDS). This unified data system will electronically collect and distribute import and export data required by government agencies that license or clear the import or export of goods. The Act requires the President to submit a report on the ITDS at the end of each fiscal year to the Committee on Finance of the U.S. Senate and the Committee on Ways and Means of the House of Representatives. The report is to include:

- (A) the status of the ITDS implementation;
- (B) the extent of participation in the ITDS by Federal agencies;
- (C) the remaining barriers to any agency’s participation;
- (D) the consistency of the ITDS with applicable standards established by the World Customs Organization and the World Trade Organization;
- (E) recommendations for technological and other improvements to the ITDS;  
and
- (F) the status of the development, implementation, and management of the Automated Commercial Environment within United States Customs and Border Protection.

## **EXECUTIVE SUMMARY**

The International Trade Data System (ITDS) concept is a “single-window” system for electronic filing of import and export documentation. A single filing by a trader will replace the multiple filings to multiple agencies (often on paper). Information will be distributed to the appropriate agencies, eliminating redundant reporting. Agencies will have quicker access to more data and an improved ability to identify risky shipments. Costs for business and government can be reduced.

ITDS is not a separate computer system, but a suite of functions to be provided through the Automated Commercial Environment (ACE), the new trade processing system of U.S. Customs and Border Protection (CBP).

Currently, 46 agencies are working together with CBP to implement ITDS. Treasury chairs the interagency ITDS Board of Directors. The ITDS Program Office is a 25-person team within CBP’s ACE Project that works with ITDS agencies to identify and document agency requirements for ITDS and to ensure that they are built into ACE.

Some functions associated with ITDS are already operational. ITDS agencies are already able to obtain, in near real time, detailed information about imports reported through an electronic filing. Agencies have already been able to put this information-processing power to work and increased their detection of risky shipments. Other agencies have eliminated paperwork requirements. A number of agencies, however, are probably not taking full advantage of the information available. Other agencies may be prepared to utilize additional data, but the data they want, although already collected electronically by CBP, is not yet available to them through ACE.

There is a delay of six to nine months in the ACE Vessel and Rail Manifest Release (M1 Release), which will also delay subsequent ACE releases. ITDS functions that were to be included in the M1 Release have been delayed, but the delay in subsequent releases is more significant for the ITDS Program as the bulk of other agencies’ requirements are in those releases.

One concern is that schedule delays will result in ITDS functions being given a lower priority within a revised ACE schedule. Another concern is that agencies’ requirements for data, data processing, and communication may not be brought through to production.

Over the past year, agency participation was spurred by recognition from the cabinet-level interagency Import Safety Working Group (ISWG). The Office of Management and Budget (OMB) also required agencies to step up participation in ITDS and directed CBP to implement ISWG recommendations.

The degree of participation by agencies continues to be uneven. Some agencies have completed preparations to receive and use data. Other agencies are at an earlier stage of integration and some have been reluctant to commit budget and staff resources to the program. And in other cases, agreement on operation plans has lagged because the responsible parties within both CBP and other agencies have not engaged.

The SAFE Port Act requires the ITDS Board of Directors to ensure that the ITDS data requirements are consistent with the World Customs Organization (WCO) Data Model. The WCO Data Model consists of standardized data requirements and protocols for

transmitting data. Standardization can reduce costs for traders and facilitate data sharing and security cooperation between governments. No concrete steps, however, have yet been taken to implement the WCO standard messages within ACE. Implementation has been notionally considered as a second reporting option to be developed after other ACE functions are completed.

### ***Recommendations***

1. The ITDS Board of Directors should ensure adequate resources are devoted to completing the harmonization of agency data requirements.
2. CBP should make all import data it currently collects electronically available to agencies through the ACE Portal.
3. Government should use widely accepted standard identifiers such as the DUNS Number to identify parties in trade transactions in order to reduce the reporting burden on traders and enhance compliance and security targeting.
4. Agencies participating in ITDS should use standard product codes preferably based on industry standards, in compliance with OMB Circular A-119.
5. The ITDS Board of Directors should be directly represented in the appropriate body or bodies making decisions regarding the ACE schedule and priorities.
6. OMB, the ACE Program Office, and agencies participating in ITDS should work together to enhance the tracking of each agency's progress toward implementing its plan to interface with ACE/ITDS and the corresponding milestones. Updated milestones should reflect changes in the ACE schedule, incorporate milestones for CBP and the Department of Homeland Security (DHS) as well as for other ITDS agencies, and track progress at the agency level while maintaining accountability at the Department level.
7. The ITDS Program Office and the ACE Team should ensure that agencies' requirements for data, data processing, and communication are fully documented and tracked through final implementation.
8. CBP should establish a process with a firm schedule to review each ITDS agency's operations plan (Concept of Operations) for ITDS and the corresponding Memoranda of Understanding.
9. CBP should implement in ACE the ability to report transactions in a manner consistent with the WCO Data Model international standards. Standardization can reduce costs for traders and facilitate security cooperation between governments.

## INTRODUCTION TO ITDS

The goal of the ITDS Program is a “single-window” system for electronic filing of import and export documentation. A single filing by a trader will replace the multiple filings to multiple agencies (often on paper). Information will be distributed to the appropriate agencies, eliminating redundant reporting and providing agencies with quicker access to more information and new processing capability.

Redundant collection systems are not only costly, their separateness limits their effectiveness. Agencies do not have access to all information that other agencies collect, or know what actions other agencies have taken. ITDS will enhance Federal agencies’ ability to target risky cargo, persons, and conveyances, particularly with regard to import safety. ITDS will help the government provide international trade data that are more accurate, complete, and timely.<sup>1</sup> ITDS will also reduce costs to government and business.

ITDS is not a separate computer system. ITDS is a feature of ACE, an automated system for processing imports and exports that is being built by CBP. ITDS is being developed with the collaboration of 47 other government agencies.

Section 405 of the SAFE Port Act formally established ITDS and directed the Secretary of the Treasury to coordinate interagency participation in ITDS in consultation with an interagency steering committee consisting of the agencies participating in ITDS and OMB (work on the project has actually been underway since the mid-1990’s, a detailed history of ITDS can be found in the Appendices to this report). The SAFE Port Act requires all “agencies that require documentation for clearing or licensing the importation and exportation of cargo” to participate in ITDS.

Currently, 47 agencies are participating in the ITDS program, including all the agencies required to participate in ITDS by the SAFE Port Act. Treasury chairs the interagency ITDS Board of Directors (the interagency steering committee of the SAFE Port Act), which also has several subcommittees that focus on particular aspects of the ITDS program. The ITDS Program Office is a 25-person team of CBP and contract personnel within the ACE project that works with agencies to identify and document agency requirements for ITDS. Other ACE team personnel will be ultimately responsible for programming and implementing ITDS functionality within ACE.

Fundamentally, ITDS is about data interchange:

- Harmonized data transmitted to ACE by traders will be “validated” or “edited” (checked for internal consistency and against standard norms to ensure accuracy) and stored in the “ACE Data Warehouse.”
- Agencies obtain data through a system-to-system interface or through a web-based interface, the ACE Portal (see below).

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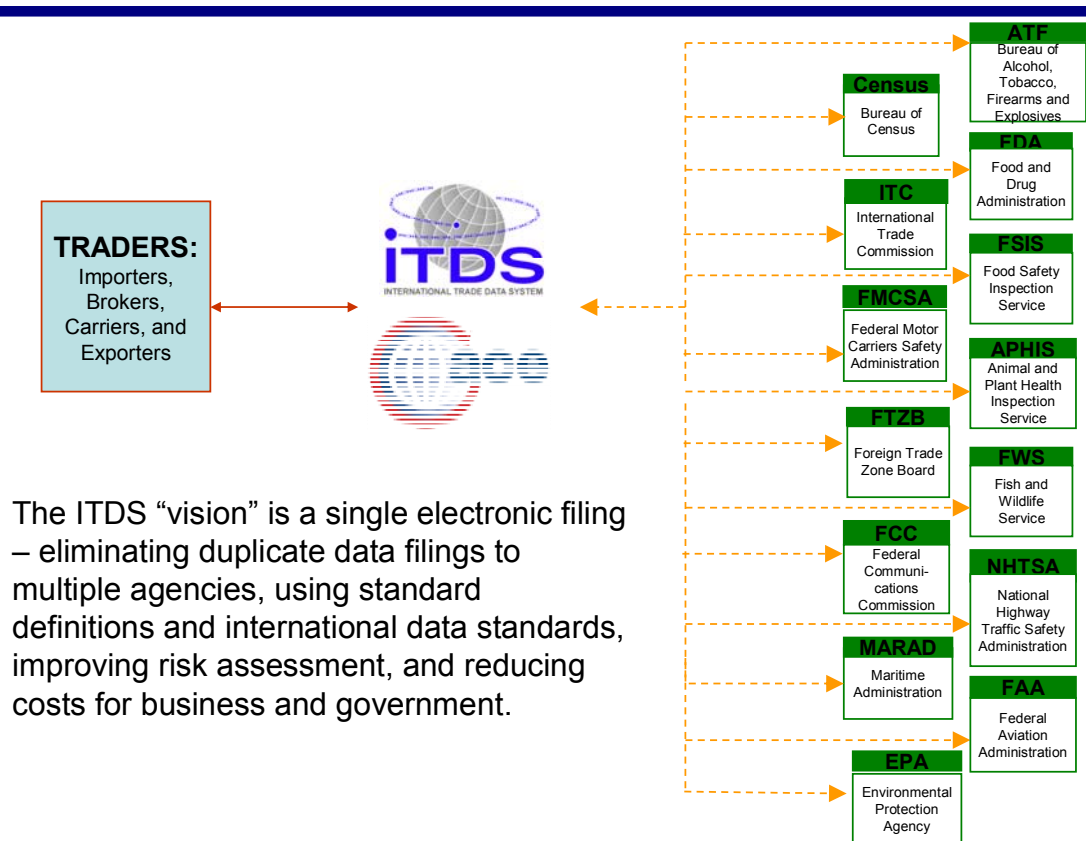
<sup>1</sup> For a more detailed description of the benefits of a single-window system and the benefits to government agencies from shared electronic access to data, see the 2007 Report to Congress on the International Trade Data System at the ITDS website <http://itds.gov/xp/itds/toolbox/library/>; pages 10, 11, and 12 of the Report.



- Agencies with a border control function may provide information, operational instructions or advice to CBP via ACE.

In addition to working on the ITDS data interchange, the ITDS Program facilitates cooperation between agencies, particularly those that are involved in inspections, seizures, or admissions at the border. ACE will include systems for tracking such agency actions and provide for communication between ITDS agencies. The ITDS Program Office also coordinates discussions between agencies on enforcement cooperation.

## Single Window to the Government



## **STATUS OF IMPLEMENTATION OF ITDS**

### ***Functionality Already Partially in Use – Access to Data***

Some functions associated with ITDS are partly operational. ITDS agencies are already able to obtain, in near real time, detailed information about imports reported through an electronic filing. Certain information currently required by CBP from importers (entry summary data) is transferred daily from CBP's current processing system to the ACE "Data Warehouse," which ITDS agencies can access through the ACE Portal, a secure web-based interface. For example, an agency analyst could log onto the ACE portal through the internet and identify all imports (which were reported electronically) of toys, dog food, or shrimp for any given month, day, port, or importer over the past three years. Twenty-seven ITDS agencies (511 staff members) already have access to data on import transactions through the web-based ACE Portal.

Agencies have already been able to put this information-processing power to work. For example, as a result of information obtained through ACE/ITDS, the Food Safety Inspection Service (FSIS) dramatically increased the amount of ineligible product it has removed from commerce.<sup>2</sup> Access to the ACE Portal has also allowed agencies to eliminate redundant paperwork requirements. Before obtaining access to the ACE Portal, Treasury's Alcohol and Tobacco Tax and Trade Bureau required importers of industrial alcohol to file a paper certification that the product was to be used for non-beverage purposes. The import information available through the ACE Portal has allowed the agency to eliminate that requirement.

However, a number of agencies currently with ACE Portal access (or that could have Portal access) are probably not taking full advantage of the information available through ACE because they have not fully explored the information available or because taking advantage of the information requires changing the way an agency does business.

Other agencies are unable to access data that are currently collected electronically because (1) the data have not yet been added to the ACE "Data Warehouse," or (2) the data have been added to the ACE "Data Warehouse," but software for retrieving that particular data has not yet been perfected or has capacity limitations.

Last year in the 2007 Report to Congress on the ITDS, we recommended that the plans to accelerate all import information currently reported electronically to CBP be added to the ACE "Data Warehouse" so that it would be accessed by other agencies through the ACE Portal. The President's Import Safety Working Group and OMB have given similar directions. CBP explored doing that but no action was taken due to cost and the impact on the overall schedule. CBP is exploring making some information available to specific agencies directly from the Automated Commercial System (ACS), the current CBP

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<sup>2</sup> As a result of ACE Portal access, the amount of ineligible product detected, detained, and either removed from commerce or returned to FSIS for reinspection increased almost 30 fold -- from 97,000 to 2.87 million pounds between FY 2005 and FY 2006. (Originally reported in the November 2007 Report to Congress on the International Trade Data System as an increase from 36,000 to 1.6 million pounds.) In FY 2007, FSIS removed almost 2.04 million pounds of ineligible products from commerce. During the first eight months of FY 2008, FSIS removed 3.0 million pounds of ineligible product.

processing system that ACE will replace. This could provide significant immediate value that may be available at relatively low cost.

Although sharing data with other agencies is an important benefit being developed by the ITDS program, it should be noted that sharing of data electronically only involves data currently collected by CBP and does not include “agency data” to be collected through the “single window” that is not currently collected by CBP.

### ***Single-Window Filing***

None of the “single-window filing” functionality that eliminates redundant reporting to multiple agencies has yet been implemented. The ability to collect additional data on behalf of the Federal Motor Carrier Safety Administration (FMCSA) has been built but its implementation is on hold until CBP and FMCSA reach agreement on a Memorandum of Understanding (MOU). Other “single-window filing” capability is only in the very earliest stages of development.<sup>3</sup>

ACE functions are being provided in a series of releases. Implementation of a completed “single window” – guaranteeing importers, exporters, and carriers the ability to make a single filing for each transaction rather than separate filings for each agency and providing the facility to collect data not currently collected electronically – is therefore currently scheduled to be available only at the completion of the ACE program in 2011 or beyond.

### ***Targeting***

A number of agencies hope to make use of CBP’s targeting engine, the Automated Targeting System (ATS), to review import data and identify risky shipments. Identifying shipments with risks of concern to specific agencies (e.g., contaminated meat, plant or animal pests, or violations of conservation laws) involves developing algorithms that would evaluate data collected through ACE/ITDS. ATS is run by CBP’s Office of Intelligence and Operations Coordination (OIOC) and targeting development takes place outside of the ACE Program. The ITDS Program Office liaises with OIOC on targeting issues on behalf of individual ITDS agencies.

### ***Security Architecture for Differentiated Access to Information***

The ACE Portal is intended to have “access filters” to limit users and/or agencies to the particular data in which they are particularly interested. The data exchange architecture intended to provide variable levels of access has not yet been implemented. In the current “test stage,” access is available but unfiltered and, as a result, agency users are required to have extensive background checks and security clearances, often of a level

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<sup>3</sup> It should be noted that some similar functionality has been operational for years. Although the “single window” for reporting by importers, exporters, and carriers does not yet exist in ACE, several agencies have for several years already helped to reduce the reporting burden on importers by using data filed through CBP. For example, information used by the Census Bureau to compile national import statistics has long been collected jointly and electronically through filings with CBP. Information used by the FDA has also been collected through electronic filings with CBP.

beyond that normally required for their positions, for access to the data in which they are interested. Obtaining security clearances for agencies is time-consuming and expensive for ITDS agencies and it also discourages use of the ACE Portal.

### ***Other ITDS Functions***

Agencies will require a wide variety of IT processing capabilities to be incorporated within ACE, such as tracking and decrementing licenses. The Table “ITDS Agency Functional Requirements” (following page) lists many of those capabilities, the agencies that are expected to use them, and their stage of implementation.

### ***Data Harmonization***

A critical first step in building a “single-window” filing system is harmonizing agency data requirements. Agencies often define basic information (e.g., value of goods, identity of importer, and origin of goods) in different ways. In order to eliminate redundancies and idiosyncratic definitions, agencies participating in ITDS harmonize their trade data requirements.

Data harmonization is a fundamental part of the ITDS Program. Without harmonization, many redundancies cannot be eliminated. Clearly defined data requirements are necessary for determining reporting requirements, developing the reporting input messages through which data is gathered, and also for data storage and delivery to other agencies.

Work in this area is not as advanced as it should be. In the 2007 Report to Congress on ITDS, we recommended that the Data Set be established by January 1, 2008. That goal was not met. Not only was it an overly optimistic goal, the focus on integrating import safety agencies into ITDS diverted resources from data harmonization. The data harmonization effort has been refocused and now includes direct participation by the ITDS Board of Directors, which has accelerated the effort. It is imperative that this work remain the primary focus of all involved in ITDS.

### ***Standard Party Identifiers - DUNS Numbers***

Several Federal agencies require traders to identify themselves or the people with whom they are trading by using agency-created and maintained identification numbers. An identifier may be used by a single agency. In some cases there may be a requirement that a party to a transaction be identified with several identification numbers, one for each agency that is interested in the transaction. This practice burdens traders with reporting multiple identification numbers for the same party.

In addition, government-created identification systems have had problems. It has been difficult to prevent the use of duplicate numbers, to weed out old numbers, and to keep addresses up to date. They may also be duplicative, assigning multiple identifiers to a single entity, or in some cases one identifier represents multiple entities.

The ITDS Board of Directors believes many of these issues could be addressed by utilizing the DUNS Number (Dun and Bradstreet Universal Numbering System) to identify parties reported through ACE/ITDS. The DUNS Number system has wide





coverage in many parts of the world, and significant resources are invested in keeping the DUNS database updated. The WCO recognizes the DUNS Number as an acceptable identifier in its WCO Customs Data Model and the DUNS claims to be ready to assign numbers to any business or organization in most of the world.

The DUNS Number system is already used to identify parties for other U.S. Government functions (for example government procurement) and provides other distinct advantages. There is one unique number for each physical location or business division which is particularly useful for security and safety concerns. The DUNS Number itself is in the public domain so privacy issues are mitigated and DUNS also registers new traders at no cost. DUNS links current firms to closed or merged firms, which helps limit evasion of tax or other legal responsibilities by those who might try to assume multiple identities and maintains “crosswalks” or links to other numbering systems.

In late 2006, the ITDS Board of Directors unanimously recommended that CBP and the other participating government agencies accept the DUNS Number as an alternative to identify parties in all ACE transactions and that CBP build that capability into ACE.

In response to the ITDS Board of Directors’ recommendation CBP agreed that the DUNS Number is a valuable tool for identifying companies, explained immediate plans to use it as a secondary identifier, and announced plans to use the DUNS Number more extensively in future ACE releases. Since that time, however, CBP may be reconsidering its plans to utilize the DUNS Number. The ITDS Board of Directors continues to recommend use of the DUNS Number in order to reduce the reporting burden on traders and obtain more accurate and complete identification of parties to international trade transactions.

### ***Product Identification Codes***

A number of agencies require traders to provide a product code in order to identify or categorize imported products in a way that is consistent with their regulatory functions (the tariff system is inadequate for many agencies’ purposes) and that is machine readable. The goal is to efficiently identify essential characteristics of imported products for the purposes of determining admissibility and for reporting with greater accuracy on the nature of products moving across U.S. borders. ACE/ITDS is building an inventory of the product codes that agencies want to collect.

Consistent with the ITDS Data Harmonization effort, ITDS agencies are exploring opportunities to use the same product codes whenever possible. This would reduce the burden on traders of reporting two codes for the same product and also reduce the burden on the government of maintaining multiple code systems.

ITDS agencies are considering using international product “dictionaries” used by business as the basis for the product codes they will require to be reported by importers. Adoption of international product classification standards would advance the goals of OMB Circular A-119, which directs agencies to use voluntary consensus standards in lieu of government-unique standards except where inconsistent with law or otherwise impractical.

Use of international product characterization standards could reduce the burden on traders and government. Products can be characterized using internationally consistent

codes maintained by non-profit organizations. Government would no longer need to maintain multiple coding systems and suppliers could use these international codes to classify their products one time for both business and governmental use.

Finally, there are possibilities for yet more efficiencies. Suppliers would publish characterizations to global catalogs that agencies can use to associate with imports that are identified using product identification such as the Global Trade Item Number. In this way, suppliers could publish product characterizations one time, and the ITDS agencies along with business, could reuse these authoritative classifications to understand the essential characteristics of imported products.



## **STATUS OF THE DEVELOPMENT, IMPLEMENTATION, AND MANAGEMENT OF THE AUTOMATED COMMERCIAL ENVIRONMENT**

### ***Delivery Schedule Delays***

Last year, some ITDS functions that were scheduled to be implemented were not. These included functions for Census Bureau statistical purposes, Foreign Trade Zone controls, and software for management of licenses and permits. These delays were due to technical problems. This year there has been what is expected to be a six- to nine-month delay in the ACE Vessel and Rail Manifest Release (M1 Release), which will delay subsequent ACE releases as well. While ITDS functionality that was to be included in the M1 Release is directly impacted by the delay, the subsequent delay in releases is more significant for the ITDS Program.

The lack of a clear and stable schedule for ACE development makes it difficult for ITDS agencies to plan for their resource requirements as they work to integrate their operations into ACE/ITDS. Identifying those activities that are dependent on implementation of ACE is an important component of revising the timetables for agency plans to implement ITDS functions.

One concern is that schedule delays will result in ITDS functions being given a lower priority within a revised ACE schedule. ACE development has focused on implementing functions required by CBP. To ensure that ITDS interests and equities are fully represented in the decision process, the ITDS Board of Directors should be directly represented in the appropriate body making decisions regarding the ACE schedule.

### ***Documenting Agency Requirements***

Another concern is that agencies' requirements for data, data processing, and communication will not be brought through to production unless fully documented and tracked. The ITDS Program Office and the ACE Team should ensure that agency requirements for data, data processing capability, and communication, and any other requirements are fully documented (in a manner that permits ITDS Agencies and the ITDS Board of Directors to be sure that their needs have been captured accurately) throughout the development and implementation process. Particular attention should be paid to the handoff from the ITDS Program Office to other ACE entities that will implement agency functionality.

### ***Edits and Validations***

Automated "edits" identify errors in or data submitted to ACE. Error identification can range from identifying data input (typographical) errors, to checking for arithmetical errors, to implementing more sophisticated algorithms to evaluate eligibility for reduced duty liability. Prompted in part by an effort to meet production schedules, CBP is not incorporating in ACE all edits currently used in the existing CBP trade-processing system. Last year we recommended that ITDS agencies should conduct their own analyses with regard to edits and validations to ensure that full advantage was being taken of automated processing. After review by the Commerce Department, the

International Trade Commission, and the private sector some edits originally scheduled to be dropped from production have been reinstated.<sup>4</sup>

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<sup>4</sup> More information on the status of the entire ACE Project is available in the ACE Quarterly Reports at: [http://www.cbp.gov/xp/cgov/trade/automated/modernization/ace/quarterly\\_reports/](http://www.cbp.gov/xp/cgov/trade/automated/modernization/ace/quarterly_reports/).

## **EXTENT OF PARTICIPATION IN ITDS BY FEDERAL AGENCIES AND REMAINING BARRIERS TO AGENCY PARTICIPATION**

Forty-seven Federal agencies currently participate in the ITDS Program. With the addition of the Coast Guard in the past year, all agencies required to participate in ITDS by the SAFE Port Act<sup>5</sup> have joined the program. The Recommendations and recognition from the Import Safety Working Group (ISWG)<sup>6</sup> and the OMB Directives on ITDS participation have accelerated agency activity.

### ***Import Safety Working Group Recommendations***

Over the past year, agency participation was spurred by the cabinet-level ISWG. The ISWG recommended accelerating implementation of ITDS and particularly urged that:

- Information currently reported by importers and carriers to CBP be included in the ACE “Data Warehouse,” where it can be accessed by other agencies, and
- The WCO Data Model messages (new international standard for customs reporting) be implemented in order to provide a platform for electronic reporting of health and safety information in advance of the current ITDS production schedule.<sup>7</sup>

### ***OMB Directives***

Following up on the SAFE Port Act and the recommendations of the ISWG, OMB required agencies to step up participation in ITDS and directed CBP to implement the ISWG recommendations.<sup>8</sup>

As part of its e-Government oversight function, OMB tracks agency participation in ITDS by establishing milestones and monitoring progress toward those milestones. This activity has helped to focus attention on ITDS, particularly among agencies’ Chief Information Officers (CIOs). Many of the current milestones, however, were based on optimistic scheduling projections that cannot be met, in part, because of delays in the ACE project. In an effort to enhance the quality and accuracy of program monitoring,

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<sup>5</sup> For a more detailed description of the SAFE Port Act provisions related to ITDS, see the 2007 Report to Congress on the International Trade Data System at the ITDS website <http://itds.gov/xp/itds/toolbox/library/>; page 14 of the Report.

<sup>6</sup> The Import Safety Working Group (formally the Interagency Working Group on Import Safety (ISWG)) was created on July 18, 2007 by Presidential Executive Order 13439, which recognized the value of ITDS for ensuring import safety. The ISWG report, delivered to the President on September 10, 2007, recognized ITDS as a “key component to improve systems interoperability” in the effort to improve import safety.

<sup>7</sup> For a more detailed description of the ISWG recommendations relating to ITDS, see the 2007 Report to Congress on the International Trade Data System at the ITDS website <http://itds.gov/xp/itds/toolbox/library/>; pages 14 and 15 of the Report.

<sup>8</sup> OMB issued a policy memorandum (M-07-23) requiring each agency involved in clearing and licensing cargo to designate a senior executive to participate in the ITDS interagency team and to prepare a plan, to be completed by November 12, 2007, outlining the agency’s plan for utilizing ITDS, including any necessary rulemaking or acquisitions. A subsequent OMB memorandum, issued on September 28, 2007, incorporated the ISWG recommendations with regard to ITDS.

OMB and CBP have been in close coordination to revisit existing milestones to better align with realities at the various agencies, and to reflect changes in the ACE schedule.

Currently, each participating Department's plans for implementing ITDS functions have established milestones at the Departmental level, per OMB practice. This has presented challenges in tracking progress at Departments with several ITDS agencies, often with very different implementation schedules. As a result, Departments' progress for a particular milestone has been tracked against the most distant delivery date for all that Department's component agencies for that particular milestone, even though another component agency is on a faster schedule. In an effort to ensure both Departmental accountability and component agency compliance, OMB and CBP are working on a revised format that meets their mutual needs by next quarter.

### ***Quality of Participation***

Agency participation continues to be uneven. Some agencies have fully specified their requirements for automating their business processes and have completed preparations to receive and use data. Other agencies are at an earlier stage of integration. In some cases, that is because the agency has only just joined ITDS. Some agencies have been reluctant to commit budget and staff resources to ITDS because it involves a complex and untried IT system. OMB monitoring of agency's milestones should help spur agencies' activity. Other agencies have been reluctant to rely on a system outside the control of their own agency.

Presentation of each component agency's planned and present involvement in ITDS can be found in the section "Agency Plans and Status." Timetables for delivering various capabilities to agencies are presented graphically in the section "Agency Integration Status."

### ***Interagency Operations Plans and Agreements***

Each agency participating in ITDS must develop a plan that describes its "Concept of Operations" (ConOps), and prepare a draft Memorandum of Understanding (MOU) between the agency and CBP.

With technical assistance from the ACE Support Team, each agency prepares its operations plan (ConOps) describing how the agency envisions operating when ITDS is implemented. That plan is reviewed by CBP and ultimately agreed to by both CBP and the agency. A table showing the status of agency ConOps plans can be found in the Appendices to this report.

Every agency participating in the ITDS must have an MOU specifying in detail the information that an agency expects to receive through ACE/ITDS, how those data are to be transmitted to the agency (file format, details for each data element, method of transmission), and the legal conditions under which any data is shared, including any restrictions on the use or further dissemination of data. Completion of an MOU will also often depend on completion of a Systems of Record Notice (SORN) and a Privacy Impact Assessment (PIA) by the agency receiving the data through ACE. In addition, agencies may also need Interconnection Security Agreements governing the electronic connections through which they access ACE.

In addition to an MOU governing the exchange of data, agencies also develop, with CBP, separate MOUs laying out the details for any cooperative or joint operations between CBP and the agency. For agencies whose access to data through ACE/ITDS is only statistical, a second MOU may not be necessary. For agencies with an inspection or enforcement role at the border, working out the details can be a lengthy and involved process. (A table outlining the status of work on each MOU can be found in the Appendices to this report.)

Agreement on ConOps and MOUs require extensive dialogue between numerous offices in both CBP and other agencies participating in ITDS. In some cases that dialogue has lagged because of the press of work and because the responsible parties within both CBP and other agencies have not been fully engaged. The ITDS Program Office has attempted to alleviate this problem by engaging contract resources in the effort. This, however, diverts resources from the effort to establish the data interchange system, which should be the primary focus of the ITDS effort. Moreover, discussions on border operations cooperation are best handled by the appropriate operational offices at CBP and the ITDS agencies. Operational offices should be the focus for this part of the ITDS effort.<sup>9</sup>

## ***Budget Issues***

### Funding and Cost Allocation

Budget support is critical to agency participation. The two sources of funding for the overall ITDS effort are funding for the ITDS Program within ACE, a component of CBP's Automation Modernization appropriation, and funding from individual agency budgets. ITDS Program funds are used to build and deploy ITDS single-window capabilities in the ACE System. Individual agency funding can be used to develop and build agency systems that will interface with ACE/ITDS or can be transferred from specific agencies to CBP via an interagency agreement and used to build specific functions within ACE that would be uniquely used by that agency.

As with any joint agency project, there is an issue of which individual agency pays for what. Since FY 2002, work by the ITDS Program Office, which includes documentation of agency business processes and requirements, has been funded through CBP's Automation Modernization appropriation. In order to delineate the funding responsibilities of the participating agencies for actual implementation of agency requirements, the following funding assumptions have been developed and employed:

1. If participating agency requirements are included in the core set of CBP requirements, then the resulting capabilities would be provided to ITDS agencies at no cost to agencies or the ITDS program.
2. If requirements are shared by more than one agency, the cost of the resulting ACE capabilities would be borne by the ITDS Program.
3. The cost of agency-unique requirements would be borne by the agency.<sup>10</sup>

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<sup>9</sup> For more information on Concept of Operations papers and MOUs see <http://www.itds.gov/>.

<sup>10</sup> "Requirements essential to ACE core functionality, including CBP-specific requirements, requirements shared by CBP and other agencies, and the common user interface for ITDS, are funded directly by the CBP Modernization Program. The requirements that are common to multiple agencies, but are not specifically CBP requirements will be funded by the ITDS Board

International Trade Data System (ITDS) Program Financial Summary						
Description	2001-2005 (Actual)	2006 (Actual)	2007 (Actual)	2008 (Planned)	2009 (Planned)	2010 (Planned)
<b>ITDS Program Budget:</b>						
• Budget Appropriation	\$ 43,578,120	\$ 15,840,000	\$ 16,000,000	\$ 16,000,000	\$ 16,000,000	\$ 17,600,000
• Balance Carried Forward (from prior FY)	\$ -	\$ -	\$ 61,627	\$ 11,051,593	\$ 5,338,888	\$ -
• Other (De-obligation from prior year ITDS Support Contractor contract)				\$ 1,093,611		
<b>Sub-Total</b>	\$ 43,578,120	\$ 15,840,000	\$ 16,061,627	\$ 28,145,204	\$ 21,338,888	\$ 17,600,000
<b>ITDS Obligations</b>						
• ITDS Program Office	\$ 7,617,708	\$ 4,362,551	\$ 1,053,951	\$ 1,720,928	\$ 2,013,888	\$ 2,092,266
• ITDS Program Contractor Support	\$ 35,960,412	\$ 11,415,822	\$ 1,900,000	\$ 10,930,193	\$ 5,250,000	\$ 5,460,000
• ITDS Program Sponsored Operational Enhancements and ACE Production Support						
– Develop/Maintain High Level Participating Government Agency (PGA) Business Requirements						
– Develop/Deploy Operational Enhancements and Provide ACE Operating & Maintenance Support				\$ 149,889	\$ 5,075,000	\$ 3,547,734
• ITDS Program Sponsored Construction of PGA Requirements						
– Design, Develop, and Deploy ACE Release Capabilities for Requirements Shared by Multiple PGAs			\$ 2,056,083	\$ 10,005,306	\$ 9,000,000	\$ 6,500,000
<b>Sub-Total</b>	\$ 43,578,120	\$ 15,778,373	\$ 5,010,034	\$ 22,806,316	\$ 21,338,888	\$ 17,600,000
<b>ITDS Program Budget</b>	\$ 43,578,120	\$ 15,840,000	\$ 16,061,627	\$ 28,145,204	\$ 21,338,888	\$ 17,600,000
<b>ITDS Program Obligations</b>	\$ 43,578,120	\$ 15,778,373	\$ 5,010,034	\$ 22,806,316	\$ 21,338,888	\$ 17,600,000
<b>ITDS Program Balance (carried forward to next FY)</b>	\$ -	\$ 61,627	\$ 11,051,593	\$ 5,338,888	\$ -	\$ -
<b>Percentage of ITDS Budget Obligated (cumulative)</b>	100.0%	99.9%	85.3%	94.2%	100.0%	100.0%

using CBP Modernization Automation funding earmarked for ITDS. Finally, agencies will fund any modifications to agency systems or processes undertaken to integrate with ITDS, as well as the cost of any agency-unique requirements in ACE.” FY 2007 OMB 300 for ITDS.

## Funding for ITDS Work (ITDS Program and ACE Modernization Project Teams)

ITDS Program funding levels have been adequate to fund the work of the ITDS Project Team and the development of requirements common to multiple agencies for the ACE Entry Summary, Accounts, and Revenue (ESAR) A1 deployment and the upcoming ACE Cargo, Control, and Release (CCR) M1 deployment. However, it is not clear that current and projected funding levels are adequate to support the additional activity and single-window requirements that have resulted from the SAFE Port Act and the Import Safety Action Plan.

From the inception of the ITDS Program through 2007, the ITDS Program budget has funded ITDS Program Office project teams, who have educated PGAs on the ITDS/ACE Program and developed agencies' high-level business requirements. Since 2007, the ITDS Program budget has funded approximately \$12 million towards the development of ITDS single-window capabilities in the ACE system under the "shared PGA requirements" assumption (see item 2) listed above. Beginning in 2009, the ITDS Program intends to use 70 percent of ITDS funds to implement the ITDS single-window capability.

The ITDS Board of Directors, through its budget committee, has increased its efforts to track and review ITDS program expenditures. As the agency business process and data requirements gathering efforts have progressed and the results from the requirements analysis work begin to mature, it is becoming more apparent that the ITDS Program budget may not be sufficient to completely fund the development of identified agency "shared requirements." The ITDS Program is now allocating a significantly larger percentage of the ITDS Program budget to building in ACE capabilities to be used by multiple ITDS agencies. However, even with the allocation of additional funds towards this effort, the risk of insufficient funds remains.

## Agency Resource Requirements

Each participating agency has the responsibility to identify the resources it will need to fully integrate with ITDS/ACE in the agency's ITDS implementation plan. Agencies will need to complete their budget and staffing plans in order to meet their ITDS OMB e-Government milestones. In the short term, agency staff will primarily be focused on policy decisions, agency rulemaking, and completing their agency's legal, operational, and security agreements with CBP, including the agency's ConOps and MOUs. Longstanding agency procedures may need to be modified or redesigned. Many agencies may have to devote additional staff time in order to fully realize the benefits from using the operational capabilities that will be available in ACE.

While the assumption that agencies will need to fund agency-unique requirements to be implemented in ACE has been communicated, no agency has yet been asked to provide funding to CBP at this time. However, there is risk that agency funds will be insufficient or unavailable in time to support the agency's project work and/or the development of requirements to that agency in ACE.

Agencies may have to purchase new hardware and/or software, or upgrade existing resources in order to support the agency's ITDS-related activities. While the costs of ITDS integration for some agencies may be very modest, and over the long-term agencies may experience cost savings, in the near-term all agencies should expect to

have some incremental costs. Some agencies may find that they will have to identify significant additional resources.

<b>FY 2008 ITDS Budget and Planned Obligations/Expenditures</b>		
<b>ITDS Work Package Item Description</b>	<b>Outlook</b>	<b>Allocated<sup>1</sup></b>
<b>ITDS Program Office:</b>		
• ITDS Program Office Government Salaries		\$ 450,000
• ITDS PMO Contractor Support - Robbins-Gioia ( <i>Jun 2008 to Apr 2009</i> )		\$ 1,211,694
• ITDS PMO Other Direct Expenses ( <i>travel, etc.</i> )	\$ 54,266	\$ 5,734
• ITDS Website Operations & Maintenance Support ( <i>www.itds.gov - Oct 2008 to Sep 2009</i> )		\$ 53,500
• ITDS Program Management Office Reserve		
<b>ITDS Program Contractor Support:</b>		
<i>Develop/Maintain High Level Participating Government Agency (PGA) Business Requirements</i>		
• ITDS Contractor Support - ACE Support Team ( <i>Apr 2008 to Aug 2008</i> )		\$ 5,150,000
• ITDS Contractor Support - ACE Support Team ( <i>Sep 2008 to Aug 2009</i> )	\$ 413,126	\$ 5,367,067
<b>ITDS Program Sponsored Operational Enhancements and ACE Production Support</b>		
<i>Develop/Deploy Operational Enhancements and Provide ACE Operating &amp; Maintenance Support</i>		
• Approved Change Requests:		
– ACS modifications needed to accommodate M1 "PGA Holds" functionality – WR 1976		\$ 134,974
• Adjustment to cost of WR 1976		\$ 14,915
• Pending Change Requests:		
– Interface Changes for M1 PGA Hold Types – CR 2883		
• Anticipated Change Requests:		
– ACE - Agricultural Specialist Project in CERTS	\$ 575,000	
– Implement ITC HTS data system	\$ 265,000	
– ITC/HTC Maintenance	\$ 110,000	
– Additional data for PGAs		
– FSIS Web Services		
– EPA Web Services		
• ITDS Sponsored ACE Operating & Maintenance Allocation for PGA Users:		
– ACE Production System Allocation		
– ACE Help Desk Allocation		
<b>ITDS Program Sponsored Construction of PGA Requirements</b>		
<i>Design, Develop, and Deploy ACE Release Capabilities for Requirements Shared by Multiple PGAs</i>		
• Entry Summary, Accounts, and Revenue		
– ESAR A1: Master Data and Enhanced Accounts ( <i>post-CDR portion</i> ) <sup>2</sup>		\$ 2,216,790
– ESAR A2.1: M1 Reference Data <sup>4</sup>		
– ESAR A2.2: Initial Entry Summary Types <sup>4</sup>		
– ESAR A2.3: Remaining Entry Summary Types <sup>4</sup>		\$ 500,000
• Cargo Control and Release		
– CCR M1: E-Manifest Rail and Sea ( <i>post-CDR portion</i> ) <sup>3</sup>		\$ 3,288,516
– CCR M2.1: E-Manifest Air and Cargo Release <sup>4</sup>		
– CCR M2.2: Full Multi-Modal Manifest <sup>4</sup>		\$ 500,000
– CCR M2.3: Cargo Release <sup>4</sup>		\$ 3,500,000
<b>Total Obligations/Expenditures</b>	<b>\$ 2,277,502</b>	<b>\$ 22,393,190</b>
<b>Notes:</b>		
1 Allocated funds include funds obligated to a contract or transferred from the ITDS account to another CBP project or account		
2 ITDS also allocated \$1,196,131 for ACE ESAR A1 (pre-CDR) release requirements that are shared by multiple PGAs in 2007		
3 ITDS also allocated \$859,952 for ACE CCR M1 (pre-CDR) release requirements that are shared by multiple PGAs in 2007		
4 Allocated amount represents an ITDS down payment; firm cost estimates for each ACE release will be available at the release's Critical Design Review (CDR); ITDS's actual allocation will be reconciled and revised at the CDR for each ACE release		



## **CONSISTENCY OF ITDS WITH APPLICABLE STANDARDS ESTABLISHED BY THE WORLD CUSTOMS ORGANIZATION**

### World Customs Organization (WCO) Data Model

The World Customs Organization (WCO) Data Model consists of standardized data requirements, data definitions, reporting codes, and “messages” for transmitting data from traders to governments.

Today, countries have different data requirements and data formats for essentially similar customs processes. Standardizing electronic reporting requirements can reduce costs for traders, who now must use a different format for each country and invest in different software for reporting to each country. In the current environment, however, the greatest potential benefit of adopting international standards may be to enhance security by providing a platform for customs administrations to share information in order to provide advance notice of risky shipments, effectively extending our enforcement perimeter beyond the border. Moreover, if the exporting country authorities can share data with importing country authorities, that may provide an alternative to advance filing with the importing authority that is less costly to traders. (Sharing of U.S. export information from the Shipper’s Export Declaration would require authorization from the Commerce Department.)

The SAFE Port Act requires the ITDS Board of Directors to ensure that the ITDS data requirements are compatible with the WCO Data Model.

Implementation of the WCO data standards involves ensuring that data collected through ITDS conform to WCO definitions, data formats, and reporting codes<sup>11</sup> and offer traders the option of reporting using WCO standard messages.<sup>12</sup>

The ITDS Board of Directors is establishing harmonized data requirements that fully incorporate WCO standards. However, no concrete steps have yet been taken to implement the WCO standard messages within ACE. Implementation has been notionally considered as a second reporting option to be developed after other ACE functions are completed. The ACE Contractor (the “ACE Support Team”) has been directed to examine the cost of implementing WCO Data Model standards alongside the legacy standards currently being implemented in ACE, but this work was not completed and is not currently being pursued.

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<sup>11</sup> “Reporting Codes” relate to the reporting of particular data or information. For example, when the country of export is reported, the reporting code might be UK or MX.

<sup>12</sup> The WCO messages are a particular implementation of the UN/EDIFACT Customs messages (CUSCAR, CUSDEC, etc.) which are the functional equivalent of the entry, entry summary, and manifest messages currently required by CBP. The WCO messages have been agreed to by the WCO member countries, including the United States. The United States has committed to implement the WCO messages in both the WCO Framework Agreement and in G-7 communiqués.

## RECOMMENDATIONS FOR TECHNOLOGICAL AND OTHER IMPROVEMENTS

### *2008 Recommendations*

**Recommendation 2008-1:** The ITDS Board of Directors should ensure adequate resources are devoted to completing the harmonization of agency data requirements.

**Recommendation 2008-2:** CBP should make all import data it currently collects electronically available to agencies through the ACE Portal.

**Recommendation 2008-3:** CBP and the other participating government agencies should use a widely accepted standard identifier, such as the DUNS Number as an alternative to identify parties in ACE transactions and CBP should build that capability into ACE in order to reduce the reporting burden on traders, obtain more accurate and complete identification of parties to international trade transactions, and enhance compliance, security, and safety.

**Recommendation 2008-4:** Agencies participating in ITDS that require product codes should strive to use standard product codes based wherever possible on commercial or other consensus standards in compliance with OMB Circular A-119.

**Recommendation 2008-5:** The ITDS Board of Directors should be directly represented in the appropriate body or bodies making decisions regarding the ACE schedule and priorities.

**Recommendation 2008-6:** To enhance the effectiveness of the OMB E-Government tracking of agencies' plans to implement interfaces to ITDS, the dates associated with the milestones for those plans should be adjusted to reflect changes in the ACE schedule. To make the monitoring more accurate and effective milestones should be set and tracked at the component-agency level while maintaining accountability at the Department level.

**Recommendation 2008-7:** The ITDS Program Office and the ACE Team should ensure that agencies' requirements for data, data processing, and communication are fully documented and tracked (in a manner transparent to ITDS agencies and the ITDS Board of Directors) throughout the development and implementation process. Particular attention should be paid to the handoff from the ITDS Program Office to other ACE entities that will implement agency functionality.

**Recommendation 2008-8:** The ITDS Program Office should take the lead in establishing a Board within CBP to review MOUs and Concept of Operations plans and to establish a schedule for review of those documents. Such Board should include the appropriate CBP Headquarters staff. The ITDS Program Office working with each agency should identify responsible persons in those agencies to meet with this Board as appropriate.

**Recommendation 2008-9:** CBP should implement in ACE the ability to report transactions in a manner consistent with the WCO Data Model international standards. Standardization can reduce costs for traders and facilitate security cooperation between governments.

## ***Progress on 2007 Recommendations***

***Recommendation 2007-1:*** In 2007, we noted that several new agencies joined ITDS after the SAFE Port Act was enacted in October 2006, but that agency participation in ITDS had been uneven and that, although agencies are able to obtain detailed import information through the ACE Portal, not all agencies are taking full advantage of that information. *We recommended that agencies, particularly those with an import safety mission, should accelerate development of plans for their participation in ITDS in order to take full advantage of ITDS capabilities.*

**Result:** OMB directed agencies to participate in ITDS. While all agencies required to join did so, participation remains uneven. CBP has appropriately prioritized its activities to focus on import safety agencies.

***Recommendation 2007-2:*** *We recommended that the ITDS Board of Directors should ensure that a Standard ITDS Data Set is established by January 1, 2008.*

**Result:** Much work has been done but more is still needed. Data team resources had been diverted to other efforts. More focus on completion of data harmonization is required.

***Recommendation 2007-3:*** *Last year we noted that development of the ITDS Program requires the involvement of the appropriate policy and operational offices of all agencies. We recommended that agencies realign resources to accommodate the increasing ITDS workload and that the ITDS Board of Directors and OMB should take steps to ensure that agency participation is adequate and that ITDS Project Team resources are focused on the development of the ITDS IT infrastructure.*

**Result:** The ISWG recommendations and OMB mandates spurred participation in ITDS, but participation remains uneven.

***Recommendation 2007- 4:*** *We recommended that agency legal offices engage in drafting MOUs so that work on these documents is accelerated.*

**Result:** Progress has been made. MOUs were split into a Data MOU and an operational /policy MOU in order to prevent policy/operations issues from delaying work on the data interchange system.

***Recommendation 2007-5:*** *We recommended acceleration of plans to add all import information currently reported electronically to CBP to the ACE "Data Warehouse" so that it could be accessed by agencies through the ACE Portal. The ISWG made the same recommendation and OMB directed CBP to proceed.*

**Results:** CBP explored this action but decided not to proceed. CBP is considering making some data already collected available to some agencies through ACS, CBP's current processing system.

***Recommendation 2007-6:*** *We recommended Implementation of software to limit users to specified classes of data, in order to control access to data and to limit the expensive higher-level security clearances required for wide access to data.*

**Results:** Still pending.

***Recommendation 2007-7:*** *We recommended accelerated implementation of World Customs Organization Data Model messages (international standard for customs reporting) in order to:*

- *Reduce costs for traders by promoting a single international format for communicating to replace each country's different electronic communication protocols, and*
- *Facilitate exchange of data between authorities for enforcement cooperation and to extend our enforcement perimeter beyond our border.*

Implementation of the WCO Data Model is also an ISWG recommendation, an OMB mandate, and a requirement of the SAFE Port Act.

Result: No concrete steps have been taken to implement the WCO standard messages within ACE. Implementation has been notionally considered as a second reporting option to be developed after other ACE functions are completed. The ACE Contractor (the "ACE Support Team") had been directed to examine the cost of implementing WCO Data Model standards alongside the legacy standards currently being implemented in ACE, but this work was not completed and is not currently being pursued.

***Recommendation 2007-8:*** *We recommended that ITDS Agencies should determine which edits are critical for their purposes and provide timely input to the ACE development team.*

Result: After review by the Commerce Department, the International Trade Commission, and the private sector, some edits originally scheduled to be dropped from production have been reinstated.

***Recommendation 2007-9:*** *Last year we noted that some features to be used by ITDS agencies that were scheduled to be implemented had been delayed and recommended that ITDS Board of Directors be directly represented in bodies making decisions regarding the ACE schedule.*

Result: The ITDS Board of Directors is not represented in the CBP bodies making decisions regarding ACE priorities and schedules.

***Recommendation 2007-10:*** *We recommended that the ITDS Board of Directors continue to closely track program expenditures to ensure charges lead directly to delivery IT capabilities, and that those capabilities are delivered on schedule.*

Result: The ITDS Board of Directors is monitoring expenditures and delivery.

***Recommendation 2007-11:*** *We recommended that agencies participating in ITDS ensure their capital planning and investment control processes incorporate plans for utilizing ITDS.*

Result: OMB has instituted a tracking procedure of agency progress. The tracking exercise has focused attention on ITDS and further coordination is underway between OMB, ITDS agencies, and CBP to enhance the effectiveness of each agency's implementation plan and milestones.



# Agency Plans and Status





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## ACE RELEASES LEGEND

Release No.	Release Name	Release Date
M1	Vessel and Rail Manifest	April - June 2009
A2.2	Initial Entry Summary Types	May/June 2009 – August/October 2009
M2.1	Air Manifest	February - April 2010
A2.3	Remaining Entry Summary Types	TBD
A2.3.1	Harmonized Tariff Schedule, AD/CVD	TBD
A2.3.2	Post Summary Correction and Additional Functionality	TBD
A2.3.3	Quota and Additional Functionality	TBD
A2.4	Enhanced Entry Summary Functionality	TBD
M2.3	Cargo Release	TBD
A3	Importer Activity Summary Statement	TBD
M2.2	Full Multi-Modal Manifest	TBD
M3	Exports and Mail Entry Writing System	TBD
M4	Bonded Facilities Control	TBD
	Finance Functionality	TBD



## **AGENCY PLANS AND STATUS**

### ***Agricultural Marketing Service (AMS) - USDA***

#### **ITDS Related Mission**

The Agricultural Marketing Service (AMS) inspects certain imported fresh and processed fruits and vegetables, poultry, and tobacco products to verify that they meet the same quality and condition requirements as domestic products. Importers of fruits and vegetables that fail to meet quality and condition requirements are subject to AMS penalties.

Under an MOU with FDA, AMS also inspects certain processed products to verify that contaminants in foods are within FDA tolerances.

AMS tracks and publishes current information on agricultural imports and exports by commodity.

AMS assesses fees that CBP collects on imported products that are covered by Federal research and promotion programs.

#### **Planned Data Exchange**

Unscheduled - M2.3 (Originally 6/2009) – The following functionality is intended to be delivered:

- ACE will notify AMS prior to release of shipments requiring AMS inspection, the inspection location chosen by the importer, and relevant admissibility decision of other agencies (e.g., FDA, APHIS, and FSIS determine admissibility before AMS inspects).
- AMS will provide inspection results directly from AMS access databases and Excel files to ACE via portal batch upload that will allow CBP to liquidate the entries.
- AMS will generate ACE Portal reports on AMS-regulated commodities released by CBP to verify that shipments were presented to AMS for required inspections.
- AMS will also use the ACE Portal to obtain information from importers (entry summary data) including prices, volume, quality, and condition in order to generate data for statistical purposes, license dealers, and enforce quality requirements.
- AMS will provide ACE with permit information for exempted commodities and notify CBP which shipments are exempt from inspection or from research and promotion fees.

#### **Status**

As of August 2008, AMS had 31 people who have access to the ACE Portal, but because there are limitations on the volume of data that is available through the Portal,

AMS is currently also using a weekly download of data from ACS on agriculture imports which it uses to verify compliance with AMS inspection requirements.

The AMS Concept of Operations was approved by CBP in May 2008, but subsequent review sessions held with the ACE Cargo Control and Release team has resulted in changes to seven AMS cargo release processes that may require subsequent modifications in the AMS Memorandum of Understanding.

AMS has drafted a Memorandum of Understanding and met with a CBP attorney to discuss it. Further progress on the Memorandum of Understanding awaits determinations by CBP attorneys on the confidentiality of AMS research and promotion fee data which is planned to be extracted via the ACE Portal, and on whether or not a Privacy Impact Assessment is necessary.

## ***Animal and Plant Health Inspection Service (APHIS) - USDA***

### **ITDS Related Mission**

The Animal and Plant Health Inspection Service (APHIS) regulates the import and export of animals, plants, or their products. It conducts pre-clearance, arrival, and export inspections, and can quarantine products. APHIS certifies foreign processing establishments, and oversees treatments such as fumigation and refrigeration.

APHIS can prohibit entry of animals, plants, or their products that:

- Do not meet health or phytosanitary standards,
- Do not have appropriate import permits from APHIS, or
- Do not have foreign government health or phytosanitary certifications.

APHIS establishes policy for and provides guidance to CBP Officers and CBP Agriculture Specialists in their effort to prevent the entry of potential threats to American agriculture.

### **Planned Data Exchange**

Currently, APHIS acquires data through direct access to CBP systems and requests CBP to hold shipments when APHIS determines it appropriate to do so.

APHIS has developed its “ePermits” system, a web based tool through which traders may apply (and receive approval) on-line for more than a dozen APHIS permits, both plant and animal. Permit information is stored in databases that will provide information to ACE to support decision making when determining the admissibility of APHIS regulated commodities.

APHIS plans to use data supplied by carriers (manifest) and importers (entry/entry summary) from ACE to:

- Select shipments for examination,
- Confirm that import and export permits and certificates are valid,
- Determine admissibility of regulated commodities,
- Monitor collection of user fees,
- Monitor movement of regulated shipments to approved processing facilities or to a port of export, and
- Manage risk through research and analysis of the ACE data warehouse.

Many of these functions will be implemented through system-to-system interfaces between ACE and existing or planned APHIS systems. ACE will thus provide both real-time information to APHIS and the capability for APHIS to communicate to CBP border control personnel. APHIS will also have access to stored information via the ACE Portal.

Unscheduled - M2.3 (Originally 6/2009) – APHIS will either use permit information reported to ACE by APHIS via system-to-system interfaces or ACE will query an APHIS system to determine if individual importations meet APHIS licensing requirements.

APHIS will have the capability to monitor payment of Agricultural Quarantine Inspection user fees.

June 2009 - M1 (Originally 10/2008) – APHIS will be able to request that suspect shipments be held on the basis of rail or sea manifest information; it will also monitor authorized movements of APHIS regulated commodities.

Unscheduled - M2.3 (Originally 6/2009) – APHIS will be able to use ACE to identify and monitor:

- Imports that are regulated by APHIS,
- Imports that originate from restricted countries, and
- Expired or otherwise improperly used import permits.

Unscheduled - M3 (Originally 2011) – APHIS will be able to access export information to monitor regulatory compliance with export shipment requirements.

### **Status**

APHIS has completed and submitted to CBP its Concept of Operations, and a Memorandum of Understanding between APHIS and CBP is being drafted. APHIS has 114 people who have access to entry/entry summary data through the ACE Portal reporting capabilities.

### **Next Steps**

APHIS to revise their Concept of Operations to reflect issues identified by APHIS and CBP.

## ***Foreign Agricultural Service (FAS) - USDA***

### **ITDS Related Mission**

The Foreign Agricultural Service (FAS) administers Tariff Rate Quotas (TRQ) for sugar and dairy imports. FAS issues import licenses for sugar and dairy products. The dairy licenses are processed electronically through FAS's Dairy Accelerated Importer Retrieval and Information Exchange System (DAIRIES) and the sugar licenses through the Sugar Users Group Accounting and Reporting System (SUGARS). Some sugar tariff-rate quota entries are processed via paper forms. FAS administers Harmonized Tariff Schedule General Note 15 letters of waiver from agricultural import quotas, an export sales reporting program for certain agricultural commodities, and economic safeguards (tariff increases) for imports of agricultural products.

FAS currently has access to ACS to edit TRQ data.

### **Planned Data Exchange**

FAS will enter/update overall quota limits for various dairy and sugar TRQ import programs, as well as enter/update quota amounts for specified importers. CBP will use this quota data in order to assess the appropriate tariff rate on dairy and sugar imports.

FAS will also receive daily entry data in order to update FAS's DAIRIES and SUGARS data systems. The DAIRIES and SUGARS systems are accessed by the trade for up-to-date entry information.

FAS will receive other data from ACE (the Weekly Commodity Status Report) which will be used for compiling the Dairy Monthly Circular Report.

Lastly, when FAS invokes safeguard quota restrictions for a commodity, the Harmonized Tariff Schedule quota in ACE will be updated appropriately.

### **Status**

Much of the FAS interaction with CBP on import processing is already automated. FAS has described their "As-Is" business process texts and diagrams.

FAS has two staff members with access to the ACE Portal. FAS joined ITDS in May 2007.

### **Next Steps**

FAS must prepare a Concept of Operations for review by CBP.

FAS must draft a Memorandum of Understanding for review by CBP.

## ***Food Safety and Inspection Service (FSIS) - USDA***

### **ITDS Related Mission**

The Food Safety and Inspection Service (FSIS) regulates the import and export of meat, poultry, and egg products, performing four primary functions that affect international trade:

1. Determines equivalence of foreign food safety and inspection programs as a condition of eligibility to export meat, poultry, and egg products to the United States, which includes acceptance of the foreign governments' certification for foreign establishments that comply with U.S. requirements,
2. Performs periodic audits of eligible foreign inspection systems,
3. Inspects imported meat, poultry, and egg products at U.S. ports of entry, and
4. Certifies U.S. meat, poultry, and egg products for export from the United States.

### **Planned Data Exchange**

Unscheduled - M2.3 (Originally 6/2009) – ACE will provide FSIS with real-time data and will provide the ability for FSIS to communicate with CBP and other regulatory agencies to ensure adequate control of shipments. Specifically, ACE will:

- Provide FSIS electronic prior notification of arriving shipments of imported meat, poultry, and egg products,
- Provide FSIS online access to Customs entry data for arriving shipments in order to verify that shipments are eligible and if so, are presented for FSIS reinspection immediately after clearing the Customs entry process,
- Automate verification of entries with APHIS and FSIS inspection decisions so that CBP does not release any shipments from bond without first verifying the completion of required regulatory inspections, and
- Establish a regulatory chain of custody to ensure that shipments are routed to the appropriate regulatory agencies for inspection to ensure all sequential regulatory clearances prior to release of product.

On an interim basis, FSIS will continue to use the ACE Portal (entry summary data) to monitor shipments under its jurisdiction.

### **Status**

FSIS relies on access to ACE Portal reports to determine:

- Whether shipments subject to FSIS jurisdiction have entered from ineligible countries or establishments.
- Ports-of-entry of noncompliant shipments.
- Importer of Record and Consignee for noncompliant shipments.
- Detention action taken by FSIS or redelivery actions taken by CBP.

As a result of ACE Portal access, the amount of ineligible product detected, detained, and either removed from commerce or returned to FSIS for reinspection increased almost 30 fold -- from 97,000 to 2.87 million pounds between FY 2005 and FY 2006. (Originally reported in the November 2007 Report to Congress on the International Trade Data System as an increase from 36,000 to 1.6 million pounds. This change is a result of FSIS implementing the Import Alert Tracking System (IATS) in 2008, which reclassified reasons for alerts.)

In FY 2007, FSIS removed almost 2.04 million pounds of ineligible products from commerce. During FY 2008, FSIS removed 3.68 million pounds of ineligible product.

In 2007, FSIS awarded a contract to develop their Public Health Information System (PHIS) which will modernize several applications involved in their ITDS-related missions.

As a result of defining the PHIS functional requirements, review by CBP's Office of Trade and Office of Field Operations and requirements gathering workshops involving the ACE Cargo Release and Control team, the FSIS Concept of Operations is being updated.

FSIS has drafted a Memorandum of Understanding for Data Exchange in consultation with CBP attorneys. The Memorandum of Understanding has been approved by FSIS and sent to USDA Office of General Counsel for approval.

As of August 2008, FSIS had 43 staff members with access to the ACE Portal.

## ***Grain Inspection, Packers, and Stockyards Administration (GIPSA) - USDA***

### **ITDS Related Mission**

The Grain Inspection, Packers, and Stockyards Administration (GIPSA) inspects grain prior to exportation. On a fee-for-service basis, GIPSA (or an entity authorized by GIPSA) inspects grain exports and issues post-inspection certificates to registered exporters. Grain exporters are required to register with GIPSA. The GIPSA role is to serve as an unbiased, third-party weighing and inspection entity that provides buyer and seller accurate information about the quality and quantity of grain (and related products) being traded.

### **Planned Data Exchange**

A plan for data exchange has not been developed.

### **Status**

GIPSA joined ITDS in June 2007 and completed their Functional Assessment and documented their "As-Is" business processes in August 2007. GIPSA staff have compiled a draft of their data requirements which is currently under internal review. As GIPSA has only export related business processes, and as it will be a number of years before ACE develops export processes, GIPSA has not yet documented their "To-Be" business processes.



## ***Bureau of Industry and Security (BIS) - Commerce***

### **ITDS Related Mission**

The Bureau of Industry and Security (BIS) regulates the export of sensitive goods and technologies, especially “dual use” items (goods that have both military and commercial application).

BIS maintains the Export Control Classification Numbers (ECCN) on the Commerce Control List (CCL). This number helps exporters understand whether their exports require licensing.

BIS issues export licenses (valid for two years) for select items on the CCL.

Exporters apply for a license using either the BIS online system (Simplified Network Application Process Redesign (SNAP-R)) or a paper form (BIS 748P).

### **Planned Data Exchange**

While a complete plan for data exchange has not been developed because development of ITDS export functions is still several years away, BIS does use the ACE Portal for some purposes.

### **Status**

BIS now has access to the ACE portal and uses it to extract account related data and entry summary data to assist in gathering evidence that supports criteria in conducting foreign availability assessments with respect to the export control program.

BIS is identifying and documenting export reporting and processes that may be operated through ACE. Implementation of export functionality is still several years away.

BIS joined ITDS in May 2007.

## **Census Bureau - Commerce**

### **ITDS Related Mission**

The Census Bureau collects merchandise import and export data from various sources in order to compile the official U.S. merchandise trade statistics. The data are used for research and planning, economic analysis, analysis of trade and transportation flows and trends, and transportation infrastructure planning, as well as for assessing the effectiveness of U.S. trade policies and agreements. The Census Bureau also currently maintains the algorithms that “validate” data in the Automated Export System (AES) and the Automated Broker Interface (ABI) to ensure that the data are accurate and complete and will continue to perform this function after the transition to ACE. For example, the Census Bureau will check to ensure that reported information is reasonable (for example, by confirming that prices are within reasonable ranges).

### **Planned Data Exchange**

The Census Bureau will have access to data filed by importers (entry/entry summary data), exporters (AES data), carriers (manifest data), and data on admissions to Foreign Trade Zones, all of which it will use to compile foreign trade statistics. The Census Bureau will maintain automated data validations in ACE. The Census Bureau will have a system-to-system interface for sending and receiving large data and reference files. The Census Bureau will also use ACE to create customized reports.

October 2009 - A2.2 (Originally 10/2008) – Census is already able to create customized reports on import transactions essential to its statistical mission. Additional reports are scheduled to be delivered.

June 2009 - M1 (Originally 10/2008) – Census will have access through the web-based ACE Portal to vessel and rail manifest data for research and analysis.

October 2009 - A2.2 (Originally 10/2008) – Census will have access to data on consumption and informal entries through the ACE Portal and through a system-to-system interface for research and analysis. Importers will have the ability to proactively provide override codes to prevent or respond to Census Bureau entry summary warnings that data provided is outside expected norms. ACE will implement Census Bureau validations for entry summary filings. ACE will implement Census Bureau validations for Foreign Trade Zone admission filings. Census will be able to extract entry summary data from the ACE Portal.

Unscheduled - A2.3.1 (Originally 10/2007) – Census will supply validation parameters for the Harmonized Tariff Schedule through ACE.

Unscheduled - A2.3.2 (Originally 6/2010) – Census will have access to remaining entry types for research and analysis. ACE will implement Census Bureau validations for entry summary filings. ACE will implement Census Bureau validations for Foreign Trade Zone admission filings. Census will be able to extract entry summary data from ACE Portal.

April 2010 - M2.1 (Originally 6/2009) – Census plans to have access to air manifest and entry data for research and analysis.

Unscheduled - M3 – Because the Census Bureau is the agency with primary authority to collect much of the export data collected, it will play a critical role in shaping requirements for the export module of ACE.

**Status**

- The Census Bureau Concept of Operations has been agreed to by CBP.
- The current Census Bureau Memorandum of Understanding is sufficient for implementing the Census Bureau's validation parameters (August 2007), but amendments to the existing Memorandum of Understanding may be required to address security requirements.
- The Census Bureau has 31 staff with access to the ACE Portal.
- The Census Bureau currently uses ACE to run reports on the imports of specific commodities.

**Next Steps**

Census and CBP must finalize the appropriate Memoranda of Understanding.

## ***Foreign-Trade Zones Board (FTZB) - Commerce***

### **ITDS Related Mission**

The Foreign-Trade Zones Board (FTZB) licenses, regulates, and monitors the activity of foreign-trade zones (FTZ) in the United States. FTZs are designated sites authorized under the Foreign Trade Zone Act where certain customs procedures apply which may result in avoidance, deferral, or reduction of duties. The FTZ Board must approve a zone before CBP activates a zone (i.e., permits FTZ procedures).

The FTZ Board will monitor zone activity and also must report to Congress annually on zone operations. CBP enforces the provisions of the FTZ Act.

### **Planned Data Exchange**

The FTZ Board currently maintains in ACE, using the ACE Portal, files on zones including name, zone number, subzones, subzone sites, details about permitted activities in the zone, date of FTZ Board approval, and information about zone grantees. CBP officers access this information through the ACE Portal and activate a zone or subzone through ACE. When the FTZ account structure is completed in ACE, the FTZ Board will also add zone site information. Some of this information is also available (through the ACE Portal) to members of the trade community and other government agencies. Key fields of these data such as the zone number will be used in ACE to corroborate data reported in various electronic customs transactions.

In future, FTZ Board staff will also use the ACE Portal to monitor zone activity to compile reports that will include data on zone admissions, entries from zones, exportations from zones, and in-transit movements.

### **Status**

The FTZ Board Concept of Operations has been agreed to by CBP. The FTZ Board and CBP are discussing a draft Memorandum of Understanding. FTZ Board has two staff members with access to the ACE Portal.

September 2007 – FTZ Board began entering zone and subzone, and information via the ACE Portal for CBP and the business community to use as a reference. This information will also be used for future validation of zone numbers reported in transactions.

February 2008 – FTZ Board completed entering all of the zone/subzone account information in ACE.

Unscheduled - A2.3 (Originally 10/2008) – FTZ Board will be able to monitor entry summary information filed for merchandise moving into U.S. consumption from an FTZ in order to monitor zone activity.

Unscheduled - A3 – FTZ Board will be able to enter zone site information in the ACE Portal for use by CBP and the business community.

Unscheduled - M2.3 (Originally 10/2008) – FTZ Board will have access to zone admission data to monitor zone activity.

**Next Steps**

FTZB and CBP must finalize the appropriate Memoranda of Understanding.

## ***Import Administration (IA) - Commerce***

### **ITDS Related Mission**

The Import Administration (IA) administers laws involving antidumping and countervailing duties (AD/CVD). As part of this responsibility, IA sets AD/CVD duty rates and provides CBP with liquidation instructions on entries subject to AD/CVD.

IA also develops and implements other trade programs including sector-specific agreements and programs. IA sets absolute and tariff rate quotas as part of the Textiles and Apparel Program.

### **Planned Data Exchange**

IA will continue to provide instructions to CBP regarding duty rates and liquidation instructions related to AD/CVD cases. IA will maintain a database in ACE of AD/CVD duty rates by country, manufacturer, and product. IA will also maintain tables of licenses for specific transactions in ACE. ACE may provide the capability for CBP to refer AD/CVD protests to IA for a decision. IA expects to regularly extract large volumes of data (particularly entry summary data) via data queries and reports from the ACE Portal.

IA could use the ACE Portal to obtain name and address information about importers and other parties to transactions, including foreign manufacturers, but does not at this time because ACE data does not already match information in ACS (CBP's current processing system) and because the ACE Portal has capacity limitations.

June 2009 - M1 (Originally 10/2008) – IA will have access to rail and sea manifests, FTZ admissions, and in-bond shipment data through the ACE Portal.

October 2009 - A2.2 – IA will have access to information on informal and consumption entries for research and analysis.

Unscheduled - A2.3.1 (Originally 10/2008) – IA will use the ACE Portal to maintain the primary reference files containing detailed AD/CVD case and related information and to maintain a database of AD/CVD duties, reduced tariff programs, and tariff rate quotas.

Unscheduled - A2.3.2 and A2.3.3 (Originally 6/2010) – IA will have access through the ACE Portal to data on all entry summary types for research and analysis.

Unscheduled - M2.3 (Originally 6/2009) – IA will use ACE to maintain IA licenses and certificates. ACE will use these licenses and certificates to make admissibility determinations.

### **Status**

IA has submitted its revised version of Concept of Operations draft to CBP. The current Memorandum of Understanding with CBP is being evaluated to determine if it is sufficient to cover operations with ITDS. Fifteen IA staff members have access to the ACE Portal.

### **Next Steps**

IA and CBP must finalize the Concept of Operations and Memoranda of Understanding.

## ***National Marine Fisheries Service (NMFS) - Commerce***

### **ITDS Related Mission**

The National Marine Fisheries Service (NMFS) regulates the importation and exportation of certain fish such as swordfish, tooth fish, and tuna in order to promote the management, conservation, and protection of marine resources.

NMFS uses information on imports to identify illegal importations or exportations of fish, and to assist in its investigations of illegal fishing or related violations.

### **Planned Data Exchange**

NMFS plans to provide data to CBP to allow ACE to:

- Select shipments for examination.
- Confirm that import and export permits and certificates are valid.

NMFS plans to use data obtained through the ACE Portal to:

- Determine admissibility of regulated commodities.
- Manage risk through research and analysis of the ACE data warehouse.

ACE will provide real-time information to NMFS and the capability for NMFS to communicate to CBP border control personnel. NMFS will also have access to stored information via the ACE Portal.

June 2009 - M1 (Originally 10/2008) – NMFS will be able to request that suspect shipments be held on the basis of rail or sea manifest information.

Unscheduled - M2.3 (Originally 6/2009) – NMFS will use ACE to identify and monitor:

- Imports that are regulated by NMFS,
- Imports that originate from embargoed countries, and
- Expired or otherwise improperly used import permits or certificates.

Unscheduled - M3 (Originally 2011) – will eventually access export information to monitor regulatory compliance with export shipment requirements.

### **Status**

NMFS has been participating in ACE development since February 2006. NMFS currently has 63 staff (up from 15 in 2007) who use the ACE Portal to research import information to identify instances of illegal importations, and to verify that reports on imports and exports of regulated fishery commodities have been properly filed.

NMFS submitted their proposed Concept of Operations to CBP on October 1, 2008.



## **Next Steps**

CBP to review NMFS Concept of Operations.

## ***U.S. Army Corps of Engineers (USACE) - Defense***

### **ITDS Related Mission**

The U.S. Army Corps of Engineers (USACE) maintains databases and statistics pertaining to waterborne commodity and vessel movements and domestic commercial vessel characteristics, which it uses for determining the need for building, improving, or rehabilitating port and waterway facilities, lock facilities, lock operations, and navigation dredging projects.

### **Planned Data Exchange**

Based on current plans, ACE will:

- Provide the Corps of Engineers with a monthly Harbor Maintenance Fee Report, displaying aggregate totals of the HMF fees collected, sorted, and summarized by port, vessel type, and commodity. The Corps of Engineers will maintain the Schedule "K" (Foreign Port Codes) and the "Classification of Ships by Type" code tables in ACE.
- Allow the Corps of Engineers the ability to use the ACE Portal to obtain product and commodity information reported from importers that identifies which commodities are shipped on which vessels to which ports.
- Provide a correlated entry summary, manifest, and vessel entrance data report, by correlating various ACE vessel entrance and clearance data into one record per vessel movement or cargo shipment.
- Provide the Corps of Engineers with carrier contact information through the ACE Portal (already available).

June 2009 - M1 (Originally 10/2008) – Harbor Maintenance Fee Reports will be available via the ACE Portal; USACE will receive information reported by carriers on incoming vessels and trains (manifest reports) as well as carrier entrances and clearances.

May 2009 - A2.2 – USACE will obtain data through the ACE Portal on shipments filed by importers (entry/entry summary data) correlated with manifest information filed by carriers.

Unscheduled - A2.3 (Originally 6/2009) – USACE will obtain data through the ACE Portal on shipments filed by importers (entry/entry summary data) correlated with manifest information filed by carriers.

Unscheduled - M3 (Originally 7/2010) – USACE will receive outbound vessel manifest information through ACE.

### **Status**

USACE currently receives a disk with abstracts of manifest information collected by CBP.

USACE's Concept of Operations received final CBP approval in February 2007. No Corps of Engineers staff has taken portal training. Manifest information is currently not available through the ACE Portal.

**Next Steps**

USACE to prepare a draft Memorandum of Understanding.

## ***Energy Information Administration (EIA), Office of Oil and Gas - Energy***

### **ITDS Related Mission**

The Energy Information Administration (EIA) is the statistical agency of the Department of Energy.

EIA issues a wide range of weekly, monthly, and annual reports on energy production, stocks, demand, imports, exports, and prices, and prepares analyses and special reports on topics of current interest.

EIA currently collects data on imports of crude oil and/or petroleum products on a weekly and monthly basis. Data are reported to EIA by each Importer of Record (or Ultimate Consignee in some situations regarding Canadian imports) who imports crude oil or petroleum products into the 50 states and the District of Columbia, into Puerto Rico, the Virgin Islands, and other U.S. possessions, entries into Foreign Trade Zones located in the 50 states and the District of Columbia, and from Puerto Rico, the Virgin Islands, and other U.S. Possessions into the 50 states and the District of Columbia.

### **Planned Data Exchange**

A plan for data exchange has not been developed via ACE. However, EIA currently receives from CBP a monthly download of its data in ACS.

### **Status**

EIA joined ITDS in April 2008.

## ***Office of Fossil Energy (OFE) - Energy***

### **ITDS Related Mission**

The Department of Energy's Office of Fossil Energy (OFE) regulates Natural Gas imports and exports. OFE issues "blanket" authorizations of up to two years and long-term authorizations greater than two years to import and export natural gas. There is no standard application form; OFE provides guidelines on how to write the application

Applicants may apply for blanket authorization online on OFE's website. Applications for longer authorizations must be mailed to OFE.

Authorized importers and exporters are required to send a quarterly report to OFE of all their natural gas imports and exports.

### **Planned Data Exchange**

OFE may use the ACE Portal to create customized data reports that provide the latest entry information for LNG shipments. OFE will use this data to validate the import/export quarterly data reported to OFE by importers.

OFE also requires importers of natural gas to submit reports for natural gas imported through pipelines. ACE may also be used to compare data collected by CBP with that collected by DOE.

### **Status**

OFC has not prepared a draft Memorandum of Understanding and currently has no ACE Portal users.

OFE joined ITDS in August 2007.

### **Next Steps**

OFE is working on developing a Concept of Operations.

## ***U.S. Fish and Wildlife Service (FWS) - Interior***

### **ITDS Related Mission**

The U.S. Fish and Wildlife Service (FWS) determines the admissibility and controls the export of most wildlife and wildlife products.

To perform these functions, FWS:

- Issues licenses and permits to import or export wildlife and wildlife products, and
- Stations wildlife inspectors at U.S. port locations to inspect wildlife and wildlife products to ensure they are properly documented and to prevent the illegal import or export of wildlife.

### **Planned Data Exchange**

FWS will continue to use its Electronic Declaration Subsystem (eDecs) to determine admissibility of entries subject to FWS regulations.

Unscheduled - M2.3 (Originally 6/2009) – FWS will:

- Notify CBP of FWS decisions to admit or deny entry, since FWS must complete its admissibility decision before CBP processes the shipment.
- Use the ACE Portal to track all movements of cargo under CBP control, including cargo in an FTZ, customs bonded warehouse, or in-transit.
- Use the ACE Portal for remote clearing of shipments and to produce reports on shipments cleared.

June 2009 - M1 (Originally 10/2008) – Based on current plans, FWS will use the ACE Portal to view and place holds on shipments arriving via rail and sea while FWS is investigating and to remove the hold upon completion of the investigation.

### **Status**

The FWS Concept of Operations is being revised and updated. Progress on the Memorandum of Understanding awaits CBP Concept of Operations approval. As of August 2008, FWS had 65 staff members with access to the ACE Portal.

## ***Bureau Alcohol, Tobacco, Firearms, and Explosives (ATF) - Justice***

### **ITDS Related Mission**

The Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) regulates the importation of firearms, ammunition, and implements of war. ATF requires persons engaged in the business of importing, firearms to have the appropriate Federal firearms licenses. Federal firearms licensees generally must have an approved Application and Permit for Importation of Firearms Ammunition and Implements of War (ATF Form 6), to import these items. ATF is responsible for administering and enforcing Federal firearms and explosives laws and regulations.

### **Planned Data Exchange**

ATF plans to automate its paper-intensive license and registration process for importation and exportation of firearms and explosives and will use ACE in these processes.

June 2009 - M1 (Originally 10/2008) – ATF will utilize functionality to request CBP to place holds on import shipments.

Unscheduled - M2.3 (Originally 6/2009) – ATF will identify shipments which require permits and for which the importer or exporter must be licensed and report to ATF. ATF will use these data to update files in its own system and to track use of permits. ATF will also maintain tables in ACE with the same updated information.

### **Status**

The ATF Concept of Operations was revised in January 2007 and is being reviewed by CBP. ATF drafted a Memorandum of Understanding and submitted it to CBP in August 2006. CBP agreement to the Data Sharing Memorandum of Understanding is pending.

ATF has 21 staff members with access to the ACE Portal. They have the ability to use the ACE Portal to determine when licensee/permittees have imported firearms or explosives. These data can be used to help ensure that licensees/permittees are properly accounting for the imported products.

### **Next Steps**

ATF and CBP have identified two key issues to be resolved before entries of firearms can be adequately processed by ACE. Permit validations are essential to ensuring trade compliance with ATF and CBP regulations; ATF and CBP are evaluating the relative merits of performing validations within their respective systems (i.e., ATF's FLS/FEIS and CBP's ACE). ATF is also working with OMB to obtain the funding for ATF to implement the necessary system enhancements and integrations with ACE that enable ATF's "To Be" process.

- ATF will update their Concept of Operations for final review by CBP.
- CBP and ATF to agree on ATF's Concept of Operations.
- CBP and ATF to agree on Data Sharing Memorandum of Understanding.

## ***Drug Enforcement Administration (DEA) - Justice***

### **ITDS Related Mission**

The Drug Enforcement Administration (DEA) regulates the import and export of controlled substances and listed chemicals that may be used to manufacture controlled substances.

The DEA issues import and export permits for certain controlled substances and monitors those movements. The DEA also establishes and monitors import quotas for Ephedrine, Pseudoephedrine, and Phenylpropanolamine.

CBP and DEA share information related to drug smuggling and trafficking, including information related to verification of DEA permits.

### **Planned Data Exchange**

DEA plans to provide CBP a reference file containing admissibility-related data elements including licensed Importers, Exporters, and applicable Permit Numbers, as well as a description and licensed quantities of the regulated products.

Unscheduled - M2.3 (Originally 6/2009) – DEA will identify shipments which require permits and for which the importer or exporter must be licensed and report to DEA. DEA will use these data to update files in its own system and to track use of permits. DEA will also maintain tables in ACE with the same updated information.

### **Status**

The DEA joined ITDS in February 2007.

The DEA has completed a draft Memorandum of Understanding which is currently undergoing legal review by DEA and CBP.

The DEA has no current ACE Portal users.

### **Next Steps**

DEA will complete draft of Concept of Operations for initial submission to CBP.

DEA will review and submit business and system requirements for ACE to CBP.



## ***Bureau of Labor Statistics (BLS) - Labor***

### **ITDS Related Mission**

The Bureau of Labor Statistics (BLS) compiles and publishes statistics and price indices on internationally-traded goods and services to users that include the U.S. Congress, international statistical organizations, Federal agencies, and the public. BLS import and export price indices are used to adjust import and export trade values for inflation. BLS obtains entry summary data and importer names and addresses from CBP to compile import and export price indices for goods and services.

### **Planned Data Exchange**

Unscheduled - A2.4 (Originally 1/2011) – BLS plans to use the ACE Portal to access name and address information on importers and entry summary information, including admissions into Foreign Trade Zones.

Unscheduled - M3 (Originally 10/2011) – ACE will provide BLS access to information on exporters and export transactions.

### **Status**

The BLS Concept of Operations was approved by BLS and CBP in October 2006. A draft Memorandum of Understanding was submitted to the CBP Office of Rules and Regulations (OR&R) in March 2007 and is awaiting approval.

BLS has three staff members with access to the ACE Portal.

### **Next Steps**

CBP agreement to the Memorandum of Understanding.

## ***Centers for Disease Control and Prevention (CDC) - HHS***

### **ITDS Related Mission**

The Centers for Disease Control and Prevention (CDC) regulates imports that can potentially cause disease in humans or animals.

CDC requires import permits for etiologic (disease-causing) agents, biological materials, and certain animals and animal products.

Importers are required to register with CDC prior to requesting a permit to import such products. CDC is authorized to quarantine humans and animals to prevent the introduction, transmission, and spread of communicable diseases from foreign countries into the United States.

### **Planned Data Exchange**

Unscheduled - M2.3 (Originally 6/2009) – CDC will use ACE to monitor the usage of import permits and place holds on imports subject to additional CDC scrutiny. CDC will provide ACE import permit information that must be validated at time of entry with documentation provided by the importer. CDC will also use ACE to send and receive communications from CBP regarding entry issues related to specific imports.

### **Status**

CDC is working towards preparation and submission of its Concept of Operations. CDC “As-Is” processes have been documented along with their initial data requirements. The agency’s “To-Be” processes and requirements related to cargo control and release are under development.

CDC has no ACE Portal users.

CDC joined ITDS in June 2007.

### **Next Steps**

CDC to complete the necessary security clearances for CDC personnel to access the ACE Portal.

CDC to prepare draft Concept of Operations for submission to CBP.

## ***Food and Drug Administration (FDA) - HHS***

### **ITDS Related Mission**

The Food and Drug Administration (FDA) authority encompasses importation of food, drugs, cosmetics, medical devices, biologics, and radiation-emitting products.

- The FDA requires registration of foreign food and drug processing facilities and foreign medical device manufacturers
- The FDA requires permits, licenses, and/or certifications for the import of certain commodities over which FDA has jurisdiction.
- The FDA requires that importers notify FDA of the import of all FDA-regulated products for screening and processing on the FDA OASIS system. (Importers of merchandise subject to the Bio-Terrorism Act must notify FDA prior to importation.)
- Regulated commodities are also subject to examination by the FDA to ensure compliance with FDA regulations.

### **Planned Data Exchange**

There is currently a direct interface between the FDA's OASIS system and CBP's ACS system. All current interface functionality will be transferred from ACS to ACE. The FDA currently uses both ACS and ACE to screen and target shipments of regulated commodities arriving in the United States.

Unscheduled - M2.3 (Originally 6/2009) – FDA plans on utilizing to:

- Identify imports of commodities under FDA jurisdiction.
- Review information related to regulated imports to make decisions on whether to inspect or take enforcement actions.
- Place holds and/or refuse shipments on FDA regulated commodities.
- Receive prior notice data, entry data, and FDA permit/registration data in order to determine FDA jurisdiction.
- Make admissibility determinations, screen shipments under the Bioterrorism Act, identify shipments to examine, and record dispositions related to the shipment.
- Transmit admissibility decisions via OASIS through ACE to appropriate CBP officials.

Unscheduled - M3 (Originally 2011) – FDA has additional plans to access export transaction information to monitor export shipment compliance with FDA export-related regulations.

### **Status**

FDA is working towards preparation and re-submission of its Concept of Operations. The FDA Concept of Operations was previously revised in January 2007. A majority of the additional revisions are based on changes related to the establishment of new "To-Be" business processes. The revised scenarios and Concept of Operations will be presented and reviewed by the end of 2008.

FDA and CBP attorneys have met to clarify certain aspects of Memorandum of Understanding (i.e., what FDA will do and what CBP will do). Agreement has been reached and the language is being refined to assure that both agencies are in agreement.

FDA is re-engineering "MARCS" (Mission Accomplishments and Regulatory Compliance Service). MARCS is an FDA IT initiative to integrate and enhance several FDA systems, including OASIS, by collecting and processing information obtained by or needed to support FDA field operations.

Currently the FDA has one staff member with access to the ACE Portal.

### **Next Steps**

Once revised "To-Be" business processes have been established, FDA will update the FDA Concept of Operations.

FDA to obtain security clearance documentation for its personnel that will require access to the ACE Portal.

## ***United States Coast Guard (USCG) - DHS***

### **ITDS Related Mission**

The United States Coast Guard (USCG) has maritime safety and security responsibilities at U.S. ports and conducts regulatory inspections in the port, including inspecting vessels and containers that transport imported and exported cargo.

USCG requires vessel operators to notify USCG of arrival into U.S. territorial waters 96 hours prior to arrival. Advance notice information is submitted to the National Vessel Movement Center, which notifies local Coast Guard units of these vessel arrivals. Information contained on the advance notice includes vessel name, registered owner, country of registry, passenger and crew manifests, and general description of cargo.

Upon vessel arrival, USCG will inspect containers that are carrying hazardous materials or suffering from a structural defect. USCG will hold this cargo at the port until the problem is resolved.

### **Planned Data Exchange**

A plan for data exchange has not been developed.

### **Status**

USCG joined ITDS in March 2008.

USCG has one ACE Portal user.

### **Next Steps**

Develop data exchange plan as part of its ITDS integration process.

Begin drafting "To-Be" business process scenarios and other documentation to determine how the USCG intends to use ACE.

Draft a Concept of Operations document to CBP for review and approval.

## ***Transportation Security Administration (TSA) - DHS***

### **Border Mission**

The Transportation Security Administration (TSA) is responsible for security relating to civil aviation, maritime, and all other modes of transportation, including transportation facilities such as airports and ports, and on the nation's railroads, highways, and public transit systems.

Along with CBP and the U.S. Coast Guard, TSA works to secure the maritime transportation mode of the transportation system. TSA's Maritime Security Division is involved in credentialing as well as passenger and vehicle screening techniques and procedures.

### **Planned Data Exchange and Status**

A plan for data exchange has not been developed.

TSA joined ITDS in 2005.

TSA has no persons with access to the ACE Portal.

## ***Administration/Logistics Management (A/LM) - State***

### **ITDS Related Mission**

The Department of State's Office of Logistics Management Operations (A/LM), includes several Despatch Agencies providing customs clearance and freight forwarding services for inbound and outbound property of U.S. Government employees. This includes household effects, unaccompanied air baggage and privately-owned vehicles. In addition, they offer an extensive International Through Government Bill of Lading (ITGBL) service for post-to-U.S. and post-to-post employee reassignment.

When goods arrive at U.S. ports, a Despatch agency acts like a customs broker or freight forwarder responsible for filing all CBP Clearance information on behalf of the returning employee. This is usually processed via CBP form 3299 (Declaration for Free Entry of Unaccompanied Articles) or a CBP informal entry. While performing this service A/LM has noted that CBP documentation requirements are slightly different from port to port.

### **Planned Data Exchange**

A plan for data exchange has not yet been developed; prior to proceeding further A/LM has requested that CBP review documentation requirements at U.S. ports with the goal of promoting uniformity.

### **Status**

A/LM has completed their functional assessment and finalized their "As-Is" business process diagrams and description. A/LM has not moved beyond this point pending A/LM's request for uniform CBP documentation requirements at all ports.

A/LM has no ACE Portal users.

### **Next Steps**

A/LM has drafted and submitted Concept of Operations, which is being refined by A/LM and CBP.

A/LM will review its business and system requirements (i.e., RSSs) for ACE and submit to CBP.

## ***Bureau of Oceans and International Environmental and Scientific Affairs (OES) - State***

### **ITDS Related Mission**

The State Department's Office of Marine Conservation (OMC) focuses on international fisheries matters and related problems. OMC is part of the Oceans and Fisheries Directorate, which is part of the Bureau of Oceans and International Environmental and Scientific Affairs (OES).

There is a prohibition on the importation of shrimp harvested in ways harmful to sea turtles unless the DOS certifies that the harvesting nation either has a sea turtle protection program comparable to that of the United States or has a fishing environment that does not pose a threat to sea turtles (P.L. 101-62). DOS is the principal implementing agency for this law, and the National Oceanic and Atmospheric Administration Fisheries serve as technical advisors.

Each year the Department of State provides to the Congress and to CBP a list of countries that harvest shrimp in a manner that does not pose a threat to sea turtles.

Currently shrimp importers file the Shrimp Exporter's/Importer's Declaration (form DS-2031) with CBP, which provides certification from either the importer or a foreign government official that the product complies with section 609 requirements.

### **Planned Data Exchange**

OES plans to implement a completely electronic form DS-2031 for shrimp products imported into the United States.

OES may in the future use the ACE Portal to track overall quantities of imported shellfish.

Unscheduled - M2.3 (Originally 6/2009) – OES will identify shipments which require certification and for which the importer or exporter must be certified and report to OES. OES will use these data to update files in its own system and to track use of permits. OES will also maintain tables in ACE with the same updated information.

### **Status**

The OES joined ITDS in October 2007.

- OES has not prepared a Concept of Operations statement.
- OES has not prepared a draft Memorandum of Understanding.

OES currently has no ACE Portal users.

### **Next Steps**

OES to draft Concept of Operations for initial submission to CBP.



## ***Diplomatic Security/Office of Foreign Missions (DS/OFM) - State***

### **ITDS Related Mission**

The Office of Foreign Missions (OFM) in the Bureau of Diplomatic Security authorizes duty-free treatment for shipments consigned to foreign missions, international organizations, and their members. All shipments to foreign diplomats and missions must be cleared using the diplomatic customs clearance procedure, currently via Department of State entry form DS-1504 (Request for Customs Clearance and Merchandise).

### **Planned Data Exchange**

OFM plans to complete automation in 2009 for OFM's paper-intensive certification process for diplomatic shipments.

Embassies will apply to OFM for certification. OFM will provide information of an approved certification to the embassy and to CBP through ACE. Importers will identify certified shipments as part of the entry filing process and ACE will validate that information.

ACE will facilitate collaboration between OFM and other Participating Government Agencies that have admissibility authority over certain diplomatic goods. ACE will collect diplomatic shipment information from the OFM e-Government system and notify the appropriate Participating Government Agency when necessary.

Unscheduled - M2.3 (Originally 6/2009) – OFM will identify diplomatic shipments that require OFM clearance.

OFM will also view Bill of Ladings, CBP entries (3461/7501), Foreign Trade Zone admissions, and CBP Bonded Warehouse entries and withdrawals through the ACE Portal.

### **Status**

OFM joined ITDS in June 2006.

OFM submitted its Concept of Operations to CBP for approval on June 30, 2008.

OFM has not prepared a draft Memorandum of Understanding.

OFM has nine staff members with access to the ACE Portal. OFM currently uses ACE to identify diplomatic shipments that have not entered using the diplomatic customs clearance procedure.

### **Next Steps**

OFM implementation of its electronic system to replace the paper process.

OFM will update their Concept of Operations for final review by CBP.

CBP review of Concept of Operations.

OFM to prepare draft Memorandum of Understanding.

## ***Directorate of Defense Trade Controls (DDTC) - State***

### **ITDS Related Mission**

The Directorate of Defense Trade Controls (DDTC) is part of the Bureau of Political Military Affairs (PMA) in the Department of State.

DDTC is charged with controlling the export and temporary import of defense articles and defense services covered by the United States Munitions List. DDTC licenses exports of defense articles and services.

DDTC works closely with CBP in the review of defense industry registrations and in the areas of the performance of defense export end-use checks, investigations, and civil penalties.

### **Planned Data Exchange**

A plan for data exchange has not been developed.

Unscheduled - M2.3 (Originally 6/2009) – DDTC will identify shipments which require permits and for which the importer or exporter must be licensed and report to DDTC. DDTC will use these data to update files in its own system and to track use of permits. DDTC will also maintain tables in ACE with the same updated information.

DDTC anticipates benefit from access to the ACE Portal for tracking shipments and overall quantities of defense trade. There are also possibilities for ACE to validate export licenses based on information provided to CBP by DDTC in an electronic format.

### **Status**

The DDTC joined ITDS in November 2007. Both the Functional Assessment and the DDTC's "As-Is" operations have been documented.

The DDTC has not yet prepared a Concept of Operations.

Currently DDTC has no portal users. However, work has begun on the request for a Letter of Exchange to gain access to the ACE Portal.

### **Next Steps**

The DDTC to apply for staff access to the ACE Portal.

DDTC to complete their Concept of Operations for initial submission to CBP.

The DDTC to prepare a draft Memorandum of Understanding.

## ***Department of Transportation (DOT)***

### ***International Freight Data System (IFDS)***

Seven Department of Transportation (DOT) agencies will obtain data collected by CBP through a system-to-system interface between ACE and DOT's planned International Freight Data System (IFDS). The Research and Innovative Technology Administration is the primary agency engaged in creating and managing IFDS. The agencies that will use IFDS to access data collected through ACE are:

- Bureau of Transportation Statistics (BTS)
- Federal Aviation Administration (FAA)
- Maritime Administration (MARAD)
- National Highway Traffic Safety Administration (NHTSA)
- Federal Highway Administration (FHWA)
- Pipeline and Hazardous Materials Safety Administration (PHMSA)
- Federal Motor Carriers Safety Administration (FMCSA)

Initial design work on IFDS began in 2006 and formal design will begin late in calendar year 2008. IFDS is scheduled to be deployed in coordination with ACE Release M2.3, Cargo Release, originally set for 2009 but now unscheduled. The DOT estimates that IFDS will cost \$1 million to build, design, test, and deploy.

### **Status**

DOT has submitted a Concept of Operations document to CBP for approval.

### **Next Steps for IFDS**

CBP/OFO approve the DOT Concept of Operations.

CBP/OR&R approve the DOT Data Memorandum of Understanding.

## ***Bureau of Transportation Statistics (BTS)***

### **ITDS Related Mission**

The BTS, within the Research and Innovative Technology Administration of DOT, collects, compiles, and publishes comprehensive monthly and annual transportation statistics covering all modes of transportation. BTS performs research and prepares statistics and reports on the volume and geography of international trade on the Nation's transportation systems.

### **Planned Data Exchange**

BTS currently receives import and export summary data from the Bureau of the Census on a monthly basis and border crossing data from CBP on a periodic basis. BTS plans to use transaction data downloaded from ACE into IFDS, including entry/entry summary reports from importers, manifest reports from carriers, and name and address

information for carriers from ACE carrier account files. This information can be sorted by the location where the shipment was loaded on the conveyance that arrives in the United States, port of arrival, location of consignee, and conveyance.

### **Status**

BTS has two staff members with access to the ACE Portal.

## ***Federal Aviation Administration (FAA)***

### **ITDS Related Mission**

The FAA enforces regulations governing the transportation of hazardous materials by air.

### **Planned Data Exchange**

FAA has an interest in obtaining data about hazardous material shipments supplied by carriers (air manifest data) and supplied by importers (entry/entry summary data). FAA could use this information to analyze international hazardous materials transportation flows and to enhance the effectiveness of their existing enforcement programs. Exact details of this data have not been specified.

### **Status**

FAA has no one with ACE Portal access.

## ***Federal Highway Administration (FHWA)***

### **ITDS Related Mission**

The FHWA conducts research on international commodity flows and related freight transportation activities, develops analytical tools, including freight models, to measure the transportation system and examine the relationship between freight transportation improvements and the U.S. economy.

### **Planned Data Exchange**

FHWA will access entry/entry summary and manifest data through the DOT International Freight Data System to analyze cargo and conveyance movements in order to improve its understanding of national level freight flows, improve its analytic capacity, and to better allocate resources among states.

### **Status**

FHWA has no plans to use the ACE Portal.

## ***Maritime Administration (MARAD)***

### **ITDS Related Mission**

The MARAD ensures that certain percentages of U.S. Government cargo are transported on U.S. flag commercial vessels. To do this, MARAD collects and analyzes information from CBP Vessel Management System, bills of lading collected from carriers and the Department of Defense, USDA, and USAID, and receives export data electronically from the Bureau of the Census. MARAD also investigates and keeps records of cargo and vessel movement data.

### **Planned Data Exchange**

MARAD will use IFDS to access linked import and export cargo shipment data, manifest data, and conveyance information.

### **Status**

MARAD has three staff members with access to the ACE Portal.

## ***National Highway Traffic Safety Administration (NHTSA)***

### **ITDS Related Mission**

The NHTSA ensures that imported vehicles comply with Federal Motor Vehicle Safety Standards (FMVSS). NHTSA currently requires an "HS-7 Declaration" for each importation of motor vehicles and motor vehicle equipment (which currently can be filed electronically in the existing CBP system, the Automated Commercial System, and is provided to NHTSA via a system-to-system interface). NHTSA also licenses importers to bring non-conforming vehicles into conformance with the FMVSS. NHTSA also requires importers of non-conforming vehicles to secure a specific bond (separate from the general obligation importer's bond) to ensure that the vehicle is brought into conformity.

### **Planned Data Exchange**

NHTSA will maintain a file in ACE, using the ACE Portal, of persons and businesses licensed to import non-conforming vehicles.

NHTSA will use IFDS to monitor "HS-7" and other data filed by importers of vehicles (entry/entry summary data). CBP currently provides entry/entry summary transactional information to NHTSA's Motor Vehicle Importation Information (MVII) database on a daily basis through a system-to system interface. It is planned that the IFDS will feed data to the MVII when fully functional.

### **Status**

CBP and NHTSA have an existing Memorandum of Understanding that allows CBP to act on NHTSA's behalf with regard to the "HS-7" requirements.

NHTSA has one staff member who has received training for the ACE Portal.

### ***Pipeline and Hazardous Materials Safety Administration (PHMSA)***

#### **ITDS Related Mission**

The PHMSA formulates and issues Federal rules for international hazardous material shipments covering:

- Definitions and classifications,
- Shipper and carrier operations, and
- Packaging and container specifications.

It is the task of PHMSA's inspection and enforcement staff to determine compliance with safety and training standards by inspecting entities that offer hazardous materials for transportation; and that manufacture, requalify, rebuild, repair, recondition, or retest packaging (other than cargo tanks and tank cars) used to transport hazardous materials. PHMSA focuses its enforcement efforts on packaging manufacturers and multimodal shippers of hazardous materials. PHMSA requires individuals who transport or offer for transportation certain types or quantities of hazardous materials to register annually with DOT.

PHMSA will also use data reported through ACE/ITDS to develop models to help make transport of hazardous materials safer.

#### **Planned Data Exchange**

PHMSA will access entry/entry summary and manifest data through the DOT International Freight Data System.

#### **Status**

PHMSA joined ITDS in August 2007.

### ***Federal Motor Carrier Safety Administration (FMCSA)***

#### **ITDS Related Mission Using IFDS**

The FMCSA will access data through IFDS to analyze the flow of international truck freight across the nation, in order to improve staffing and related enforcement activities at the U.S. borders, and inform the allocation of Federal resources to state motor carrier safety partners.

### **Planned Data Exchange**

FMCSA will access entry/entry summary and manifest data through the DOT International Freight Data System to analyze cargo and conveyance movements and to better allocate resources among states.

### **Status**

At this time, FMCSA has no one with ACE Portal access.

### **ITDS Related Mission Using Query Central**

FMCSA will also have a direct interface with ACE for screening trucks entering the United States.

FMCSA enforces safety standards for commercial motor vehicles entering the United States. Under the ITDS program, FMCSA will receive information about commercial motor vehicles and drivers reported in manifest declarations that are electronically submitted to CBP by carriers or their agents in advance of cargo arriving at the border. FMCSA will use this advance information to identify vehicle and driver safety compliance issues and determine whether an inspection is required. The FMCSA screening results will also be transmitted, via ACE, to carriers to provide an opportunity to correct problems before arrival at the border. Vehicle and driver inspections may be performed by either FMCSA inspectors or by state authorities.

### **Planned Data Exchange**

When an electronic truck manifest is validated by CBP, information related to commercial motor vehicle and driver entering the United States will automatically be transmitted via a secure Virtual Private Network connection over the internet to the FMCSA system, Query Central. Query Central will use the data to verify the operating authority, insurance, Commercial Drivers License, Hazardous Materials endorsement, and vehicle safety score. The screening results will be transmitted back to CBP and the carriers or their agents within approximately eight seconds of manifest submission.

Under the ITDS program, FMCSA and CBP are developing an interface between the FMCSA data system, Query Central, and ACE, to allow the pre-screening of commercial motor carriers and their drivers and equipment prior to their arrival at U.S. border ports of entry. FMCSA will receive information about commercial motor carriers, vehicles, and drivers reported in manifest declarations that are electronically submitted by carriers or their agents in advance of cargo arriving at the border. FMCSA will use this advance information to identify potential vehicle and driver safety compliance issues and determine whether an inspection is required. The FMCSA screening results will be transmitted, via ACE, back to the carriers or their agents to provide the carrier an opportunity to correct problems before arrival at the border. Vehicle and driver inspections may be performed by either FMCSA inspectors or by state authorities.



## **Status**

The interface between CBP and FMCSA has been tested with actual carrier data. The purpose of the test was to analyze the volume of screening issues and system screening performance.

Over the next two years, various functions can be phased in. Deployed into production in April 2008, although not yet used by FMCSA, the capability for FMCSA to screen manifest information as well as notification to carriers or their agents of FMCSA-related issues was completed in April 2008. With a later phase, FMCSA-related manifest issues will display a warning for CBP officers to refer the vehicle in question to an FMCSA inspection location. With the deployment of the final phase, critical FMCSA issues will result in CBP rejection of the manifest.

## **Next Steps**

FMCSA and CBP to agree to sign the draft Memorandum of Understanding with CBP.

FMCSA will develop an enforcement strategy to address safety compliance issues identified by this data exchange.

## ***Internal Revenue Service (IRS) - Treasury***

### **ITDS Related Mission**

The Internal Revenue Service (IRS) collects excise taxes on certain imports and on foreign trucks subject to the Heavy Highway Vehicle Use (HHVU) tax. The IRS monitors information reported by importers (entry summary) to ensure payment of excise taxes on goods.

### **Planned Data Exchange**

The IRS will obtain information reported by importers (entry summary data) and Foreign Trade Zone (FTZ) admissions data through the ACE Portal and via a system-to-system interface to identify imports of commodities that are subject to excise taxes and to determine if applicable excise taxes have been appropriately remitted. The IRS will provide ACE with updated information pertaining to registrations to ensure collection of taxes at the time of entry when appropriate. The IRS will provide ACE with Vehicle Identification Numbers (VINs) and other information to enable ACE to identify those Heavy Highway Vehicles (HHV) entering the United States that have not filed the appropriate tax returns. IRS staff will also access/download pertinent data related to the importation of commodities subject to excise tax via the ACE Portal. The IRS will also monitor information reported by carriers (manifest data) to ensure that excise taxes on imported fuel are paid and that HHV use taxes are paid for foreign licensed vehicles entering the United States.

The IRS will transmit to CBP through ACE updated Employer Identification Number (EIN) data (which can be used to identify parties to a transaction) to allow ACE to verify the accuracy of information submitted to CBP.

The IRS has the capability to view name, address, and contact information for importers, brokers, and carriers.

June 2009 - M1 (Originally 10/2008) – IRS will have the capability to rail and sea manifests and FTZ admissions through the ACE Portal.

October 2009 - A2.2 (Originally 3/2009) – IRS will have access to entry summary data from consumption entries and informal entries that it will use for research and analysis. The IRS will also use data from ACE to determine if importers/consignees of taxable commodities are registered.

June 2009 - M1 – IRS will use ACE to correlate manifest and entry data in order to link specific shipments and modes of transportation.

Unscheduled - A2.3.2 and A2.3.3 (Originally 6/2010) – IRS will have access to the remainder of the entry summary types for research and analysis. ACE will provide importers with the potential to pay certain excise taxes with the entry summary. The IRS will have access to entry summary information on taxable commodities through the ACE Portal.

## **Status**

IRS submitted its initial Concept of Operations in December 2007 and reviewed it with CBP. As a result of the review of IRS requirements for cargo release, IRS revised its Concept of Operations in January 2008, changes were made and a revised version was submitted to CBP in February 2008. Discussions continue between CBP and IRS on the Concept of Operations.

The IRS has completed a draft Memorandum of Understanding and is reviewing it internally before submitting it to CBP for review.

The IRS has two people with access to the ACE Portal.

## **Next Steps**

IRS will create an amended section of the Concept of Operations to provide to CBP for review.

IRS and CBP must finalize the Concept of Operations and Memoranda of Understanding.

## ***Office of Foreign Assets Control (OFAC) - Treasury***

### **ITDS Related Mission**

The Office of Foreign Assets Control (OFAC) administers and enforces economic and trade sanctions. OFAC administers country sanctions by providing written instructions and copies of OFAC licenses in letter form to CBP for use in the ports to determine the admissibility of shipments within OFAC's jurisdiction. OFAC also designates persons and organizations (Specially Designated Nationals and Blocked Persons (SDN List)) with whom U.S. persons may not trade. Any assets or property of SDN designees that come into U.S. jurisdiction are subject to U.S. Government regulation.

### **Planned Data Exchange**

Country sanction lists and license data provided to ACE by OFAC will be used to determine admissibility of imports and exports.

OFAC will also use the ACE Portal to update and maintain the SDN list in ACE.

October 2009 - A2.2 – OFAC intends to use the ACE Portal to retrieve entry summary information and additional account and reference information for research and analysis.

June 2009 - M1 – OFAC will have access to rail and vessel manifest and could make referrals to other agencies, as needed.

### **Status**

The OFAC Concept of Operations was approved by OFAC and CBP in November 2006.

The draft Memorandum of Understanding is currently being reviewed by CBP Office of Rules and Regulations.

OFAC has seven staff members with access to the ACE Portal.

### **Next Steps**

OFAC and CBP must finalize the appropriate Memoranda of Understanding.

OFAC may update its Concept of Operations based on information from a detailed review of their plans for utilizing ITDS.

## ***Alcohol and Tobacco Tax and Trade Bureau (TTB) - Treasury***

### **ITDS Related Mission**

The Alcohol and Tobacco Tax and Trade Bureau (TTB) licenses importers of alcohol or tobacco. Without a TTB permit, a person may not import alcohol or tobacco. TTB also approves labels for alcoholic beverages imported into the United States. Alcoholic beverages may not be entered unless their labels have been approved by TTB. CBP enforces both of these requirements for imports through selective examination.

TTB monitors alcohol imports and exports to ensure license, label, and tax requirements are being met, and also monitors imports in case of threats to public health. Typically, the information that TTB will monitor will be reported to CBP through entry/entry summary messages filed by importers or their agents, or export data filed by exporters.

### **Planned Data Exchange**

TTB will review entry/entry summary data for importations of alcohol through the ACE Portal. TTB will update databases of importer licenses and label approval numbers within ACE. ACE will validate the importer license information and validate the label approval number filed by importers. TTB will provide CBP access to its data base of approved alcohol labels (COLAS on Line) via an upload to ACE, which will enable ACE to validate the COLA numbers. CBP can also implement a system-to-system interface over the internet that will allow CBP officials to compare the approved label with the actual label on the imported product.

When pursuing an investigation, TTB will have access, through the ACE Portal, to all information collected under CBP authority and other information that CBP has been authorized to share with TTB.

October 2009 - A2.2 (Originally 10/2008) – TTB will access entry summary and collection information to monitor for compliance.

Unscheduled - M2.3 (Originally 6/2010) – TTB will use the ACE Portal to add license and permit information to ACE importer account files for CBP to use as a reference that eventually will allow ACE to automatically validate license numbers submitted by importers.

April 2010 - M2.1 (Originally 6/2009) – TTB will access ACE to generate reports on manifest and entry. ACE will use license and permit information maintained by TTB in ACE to make admissibility determinations.

Unscheduled - M3 (Originally 7/2010) – TTB will access export transaction information to monitor for export shipment compliance.

### **Status**

TTB is preparing a draft Concept of Operations.

A draft Memorandum of Understanding between TTB and CBP has been prepared and is being reviewed by CBP.

TTB has access now through the ACE Portal to data filed by importers (entry/entry summary data).

TTB has 14 staff with access to the ACE Portal.

## ***U.S. Consumer Product Safety Commission (CPSC)***

### **ITDS Related Mission**

The U.S. Consumer Product Safety Commission (CPSC) protects the public from harm from more than 15,000 types of consumer products under the agency's jurisdiction. CPSC has the authority to ban the importation of products that do not comply with CPSC regulations and to order recalls of unsafe products. Products under CPSC's jurisdiction include cribs, toys, coffee makers, hair dryers, lawn mowers, chain saws, furnaces, water heaters, bicycle helmets, and household chemicals. (Specific items that are excluded from CPSC's authority are food, drugs, cosmetics, medical devices, tobacco products, firearms and ammunition, motor vehicles, pesticides, aircraft, boats, and fixed site amusement rides.)

CPSC is currently using the ACE Portal to identify imported shipments of potentially non-complying or otherwise unsafe products. The agency directs CBP to hold, or detain suspect cargo to allow time for CPSC field inspectors to conduct on-site examinations.

### **Planned Data Exchange**

CPSC already has access through the ACE Portal to import profiles, data on shipments filed by importers, and contact information for importers. Other areas of interest to the agency are streamlining communication with CBP and importers on:

- CPSC decisions to hold/release shipments.
- Products under heightened scrutiny or "alert."
- Notifications to CBP and the trade during the import process (e.g., Notice of Sample Collection and Conditional Release of Product).

June 2009 - M1 (Originally 10/2008) – CPSC to identify shipments of suspect consumer product imports and request CBP to hold these goods at arrival to allow CPSC staff to investigate and identify potential consumer safety issues.

Unscheduled - M2.3 (Originally 6/2009) – CPSC to identify suspect shipments at time of arrival and request CBP to hold these shipments so CPSC staff may investigate. CPSC will also use this functionality to provide notifications to CBP and the trade regarding the actions the Commission is taking (e.g., samples, entry refusal).

### **Status**

CPSC completed and submitted to CBP a draft data Memorandum of Understanding and Concept of Operations in October 2008.

CPSC began participating in ITDS in February 2007. Twenty-two staff members have access to data on imports through the ACE Portal.

### **Next Steps**

CBP to complete review and agree to the CPSC's Concept of Operations.

CBP to review and work with CPSC on approving its data Memorandum of Understanding.



## ***Environmental Protection Agency (EPA)***

### **ITDS Related Mission**

The Environmental Protection Agency (EPA) regulates importation of pesticides, ozone depleting substances, certain chemical substances and mixtures subject to the Toxic Substances Control Act (TSCA), vehicles and engines, fuels, and hazardous wastes. Exports are regulated to a lesser extent. Currently, CBP collects import documentation required by EPA such as the EPA Importation Declaration Forms for vehicles and engines and TSCA certification statements. EPA performs follow-up inspections and investigative activities and takes enforcement actions.

### **Planned Data Exchange**

EPA is considering how to use ACE to administer:

- Importation Declaration Forms and exception letters for motor vehicles and engines,
- Identifying hazardous waste imports that have potentially occurred without having obtained consent from US EPA,
- Notices of Arrival for pesticides,
- TSCA import requirements, including import certifications, for certain chemicals substances and mixtures, and
- Import allocations for ozone depleting substances.

EPA is considering how to use ACE to:

- Be notified of an importation of regulated products,
- Use entry data reported through ACE to make admissibility decisions,
- Review imports of regulated products and decide whether or not to inspect or to take enforcement actions,
- Review imports of hazardous wastes to assist in determining appropriate follow up action,
- Obtain general commodity, importer, and broker import data to review importer compliance and to prepare for facility inspections.

Some of these functions will be implemented through system-to-system interfaces between ACE and EPA systems. EPA will be able to communicate with CBP border control personnel. EPA will have access to data stored in ACE.

June 2009 - M1 – EPA will be able to request that suspect shipments be held on the basis of rail or sea manifest information.

Unscheduled - M2.3 – EPA will use ACE to identify and monitor:

- Imports that are regulated by EPA, and
- Expired or otherwise improperly used import permits or certificates.

Unscheduled - M3 – EPA will access export information to monitor regulatory compliance with export shipment requirements.

### **Status**

EPA currently uses the ACE Portal to track shipments of ozone depleting substances, vehicles, or engines subject to Clean Air Act standards, pesticides, and chemicals regulated under TSCA. Numerous cases of noncompliant or illegal imports have been identified.

EPA has nine staff members with access to the ACE Portal.

The EPA Concept of Operations is being revised based upon information collected during detailed reviews. Thus far, reviews on Ozone Depleting Substances, Toxic Substances, Hazardous Waste, and Fuels have been completed. EPA is planning to conduct two additional program areas (Pesticides and Engines/Vehicles). Regulatory changes may be required to implement the planned data exchanges noted above.

### **Next Steps**

EPA to complete detailed reviews of program areas and complete the Concept of Operations.

Negotiate a Memorandum of Understanding with CBP that details the cooperative relationship between the two agencies, including such items as respective roles and responsibilities and the rules for sharing of data.

## ***Federal Communications Commission (FCC)***

### **ITDS Related Mission**

The Federal Communications Commission (FCC) prohibits unauthorized electronic radio frequency (RF) devices from entering the United States. The FCC ensures that finished products, as well as products assembled from parts shipped into the United States, conform to FCC-prescribed emissions parameters to ensure that these products do not interfere with licensed radio communications. The FCC analyzes entry summary data provided by CBP in order to ensure that importers of certain RF devices have reported to the FCC the information that the FCC requires regarding the importation of RF devices capable of causing harmful interference. Currently, the FCC requires importers to complete FCC Form 740 (Statement regarding the Importation of Radio Frequency Devices Capable of Causing Harmful Interference) or file equivalent information as part of an electronic submission of entry summary data.

### **Planned Data Exchange**

Unscheduled - A2.4 (Originally 1/2011) – FCC to view and extract data on FCC-regulated shipments. In addition, the FCC will use ACE to view corrections of this data made by the importer after completion of the entry process. ACE will also enable the FCC to access entry summary data on an as needed basis in order to enforce RF import requirements. Filing of Form 740 information as part of the entry summary will continue.

### **Status**

The FCC Concept of Operations was approved by the FCC and CBP in February 2007. FCC legal counsel is drafting a Memorandum of Understanding agreement.

The FCC has two staff members with access to the ACE Portal.

### **Next Steps**

CBP to approve FCC Memorandum of Understanding.

## ***Federal Maritime Commission (FMC)***

### **ITDS Related Mission**

The Federal Maritime Commission (FMC) registers all Ocean Transportation Intermediaries (OTIs) (freight forwarders and non-vessel operating common carriers) doing business at U.S. ports and issues licenses to domestic OTIs and issues certificates of financial responsibility to Passenger Vessel Operators (PVOs). FMC also publishes quarterly and annual reports on current maritime trading conditions based upon information from CBP, Census, MARAD, USACE, and other sources (these reports are used for monitoring purposes only).

### **Planned Data Exchange**

FMC currently uses the CBP system, the Automated Commercial System, to obtain data filed by importers and carriers.

ACE will give FMC the ability to receive vessel movement data directly instead of through multiple agencies and commercial database sources. FMC will have real-time access to entry summary data filed by importers and manifest and vessel movement data filed by carriers and will be able to run data extracts and queries as needed. The improved timeliness of data accessibility represents a major advancement over current commercial database systems. FMC will have access to entry, entry summary, manifest, and vessel movement data captured in ACE.

FMC will either use online, interactive access to ACE or batch downloads to input license information into ACE on those licenses issued by FMC. This data will be used to validate information provided to CBP by carriers.

August 2007 - A1 – FMC will be able to attach OTI and PVO LPCOs to carrier accounts. (FMC plans to key in several thousand account-based blanket LPCOs.)

June 2009 - M1 (Originally 10/2008) – FMC will be able to have sea manifest information validated against their list of licensed or registered OTIs. FMC will be able to identify unlicensed or unregistered OTI operators as well as monitor the operation of licensed OTIs and those carriers with whom they do business.

July 2009 - M2.1 – FMC will be able to have vessel entrance and clearance information validated against its list of registered PVOs and their vessels so that FMC can identify unregistered operators and monitor the operation of licensed PVOs and their vessels.

### **Status**

FMC has seven staff with access to the ACE Portal.

The current limit on records that may be obtained through a query through the ACE Portal, means that the Portal does not currently meet all FMC needs.

The FMC Concept of Operations was submitted to CBP in April 2006. CBP and FMC have met to discuss open issues that remain for final resolution.

FMC has also submitted a draft Memorandum of Understanding to CBP but the final agreement awaits approval of their Concept of Operations.

**Next Steps**

FMC to resubmit draft Concept of Operations to CBP.

## ***International Trade Commission (ITC)***

### **ITDS Related Mission**

The International Trade Commission (ITC) responds to requests from the President, USTR, and Congress for reports and analysis on matters of international trade.

ITC conducts research and makes determinations concerning unfair trade practices with regard to antidumping and countervailing duty investigations.

ITC also is responsible for maintaining the Harmonized Tariff Schedule of the United States Annotated (HTSUSA). The HTSA provides the applicable tariff rates and statistical categories for all merchandise imported into the United States.

### **Planned Data Exchange**

ITC is currently able to obtain entry summary import data through the ACE Portal.

ITC is providing electronic files of the HTSUS manual for use through the ACE Portal as a reference file for ACE users.

January 2009 – ITC will implement on-line version of the Tariff Schedule which will allow anyone to research tariffs and tariff issues.

Unscheduled - A2.3.1 (Originally 10/2007) – ITC will provide detailed formatted data files electronically to CBP (with such items as staged-rate duty reduction and trade agreement data) to be used to update the HTSUS file used for processing entry summaries. Also, a unique user role, titled “ITC HTS Administrator,” will provide ITC the capability to view and validate the HTSUS updates that CBP makes.

October 2009 - A2.2 (Originally 10/2008) – ITC will receive an extract of entry summary data and importer and foreign manufacturer information to use as a primary source of information for ITC investigations and certain reports.

Unscheduled - A2.3.2 and A2.3.3 (Originally 6/2010) – ITC will have access to the remainder of the entry summary type transaction information for research and analysis.

### **Status**

The ITC Concept of Operations has been approved by CBP. A Memorandum of Understanding has been agreed to, but subsequent deliveries may require an updated Memorandum of Understanding between ITC and CBP.

Currently six ITC staff members have access to data through the ACE Portal.

## ***Nuclear Regulatory Commission (NRC)***

### **ITDS Related Mission**

The Nuclear Regulatory Commission (NRC) issues import and export licenses for certain nuclear material, components and commodities. In some instances, prior consent to import radioactive by-product material is required and must be received by the importing country's regulatory authority, at least 24 hours in advance of the shipment. The NRC currently relays that notice to CBP via email. The NRC has authority to deny entry but its priority is the safe disposition of cargo and works with CBP to ensure that happens.

### **Planned Data Exchange**

The planned data exchange with ACE has not yet been determined but initial analysis indicates that NRC will benefit from accessing data related to the Cargo Release (M2.3). The NRC is currently considering having ACE notify the NRC National Source Tracking System (NSTS) once a licensed shipment is released for entry.

### **Status**

The NRC joined ITDS in January 2007 and has one staff member with access to the ACE Portal.

### **Next Steps**

NRC to prepare draft Concept of Operations.

## ***Office of the United States Trade Representative (USTR)***

### **ITDS Related Mission**

The Office of the United States Trade Representative (USTR) is responsible for developing and coordinating U.S. international trade, commodity, and direct investment policy, and overseeing negotiations with other countries.

### **Planned Data Exchange and Status**

A plan for data exchange has not been developed.

USTR's most likely use would be to download data from the ACE Portal for analysis use in formulating trade policy, negotiating positions, and for evaluating compliance with trade agreements.

### **Status**

The USTR joined ITDS in 1995 and has no persons with ACE Portal access.



## ***U.S. Agency for International Development (USAID)***

### **ITDS Related Mission**

The mission of USAID is to provide humanitarian aid and development assistance to lesser developed countries. USAID has become the Federal Government's second largest exporter, behind only the Department of Defense. USAID typically awards contracts/grants to U.S. entities who arrange for delivery of goods/commodities via U.S.-flagged carriers.

The ITDS will enable USAID to track its exports.

### **Planned Data Exchange**

The planned data exchange with ACE has not yet been determined.

### **Status**

USAID joined ITDS in the fourth quarter of 2007.

The USAID has no ACE Portal users.

### **Next Steps**

USAID to prepare draft Concept of Operations for initial submission to CBP.





# **ITDS Agency Integration Status**





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# A/LM

## State Despatch, Office of Logistics Management



<p><b>Agency Mission</b></p> <p>A/LM supports Despatch Agencies and provides customs clearance and freight forwarding services for inbound and outbound property of U.S. Government employees. This includes household effects, unaccompanied air baggage (UAB) and privately-owned vehicles (POV). In addition, they offer an extensive International Through Government Bill of Lading (ITGBL) service for post-to-US and post-to-post employee reassignment.</p>	
<p><b>Legal, Operational, and Security Agreement</b></p> <p>? <b>Responsible Party – Next Action – Target Date</b></p>	
Letter of Exchange (LOE)	
Data Memo of Understanding (MOU)	
Concept of Operations (CONOPS)	A/LM submitted CONOPS to CBP/ITDS on 6/27/2008, CBP has not approved, next meeting 10/14 to discuss
ACE Release Operational MOU	
Agency's Privacy Impact Assessment (PIA)	
System of Record Notice (SORN)	
Interconnect Security Agreement (ISA)	
<p><b>Activity and Accomplishments</b></p> <p>Activities:</p> <ol style="list-style-type: none"> <li>A/LM is currently developing their standard data set mapping.</li> <li>A/LM is finalizing their "As Is" business scenarios based on the agency's agreed level of ACE participation.</li> <li>A/LM submitted CONOPS to CBP/ITDS on June 27, 2008, and had a follow up meeting on Sept 18 with CBP/ITDS.</li> <li>A/LM initiated bi-weekly conference calls effective Sept 29 to progress ConOps.</li> <li>Conference call with DS/OFM to pursue the possibility of A/LM sharing common business processes.</li> <li>A/LM conference call planned for Oct 14 to discuss next steps on ConOps, including possibility of A/LM and DS/OFM sharing common business processes.</li> </ol>	
<p><b>Concerns, Risks, and Issues</b></p> <p>Concerns:</p> <ol style="list-style-type: none"> <li>A/LM would like the documentation required for CBPF 3299 (Declaration for Free Entry of Unaccompanied Articles) to be uniform across all CBP ports of entry.</li> <li>CBP/ITDS has concerns on the degree of completeness of the A/LM CONOPS for CBP/OT and OFO review.</li> </ol>	

ITDS e-Government Scorecard			
Milestone	Date	?	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	Q1 2008	R	
Complete the definition of business and system requirements for agency systems.	Q2 2008	R	
Submit business and system requirements for ACE to CBP.	Q2 2008	R	
Agree on business and system requirements for ACE with CBP.	Q3 2008	R	
Submit Concept of Operations to CBP.	Q3 2008	R	A/LM and ITDS/AST to meet on Oct. 14.
Agree on Concept of Operations with CBP.	Q3 2008	R	
Submit completed MOU template to CBP.	Q3 2008	R	
Sign the appropriate MOU with CBP and other agencies.	Q4 2008	R	
Information collections to reduce burden on the public consolidated or modified.	Q1 2009		
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	Q4 2008	R	
<b>Operational Capability</b>			
		?	A: Capability Available in ACE and Used by Agency; AN: Capability Available in ACE, but Not Currently Used by Agency; F: Future ACE Capability; L: Legacy Capability; N/A: Capability Not Applicable to Agency
Access entry and entry summary information:		TBD	Access activated Foreign Trade Zone information:
Access importer, broker, and/or carrier account information:		AN	Run ACE reports and/or data extracts:
Access manifest and/or bond information:		F	Delegation of ACE Security Control Officer responsibilities to agency:
Manifest augmented with agency data elements:		N/A	Request CBP to place/remove holds on cargo and/or conveyances:
Place/remove holds directly on cargo and/or conveyances:		N/A	Refer bill of lading information to CBP and/or other PGAs:
Entry augmented with agency data elements:		N/A	Automated determination of cargo admissibility:
Validate agency entry data elements in ACE or agency system:		TBD	Support enforcement of agency license, permit, and/or certificate:
Validate entry summary data for statistical reporting:		N/A	Government entry processing:
Anti-dumping/countervailing duty summary processing:		N/A	Foreign Trade Zone entry processing:
Establish screening criteria:		TBD	View risk assessment and screening results:
<b>Agency Profile</b>			
Joined ITDS:	June 2007	Yes	Number of Registered ACE Portal Users: 0
SAFE Port Act of 2006 Agency:	No	State	Number of Active ACE Portal Users: 0
Import Safety Priority Agency:	No	Department	Number of ATS Users: N/A
PGA Type:	Facilitates Freight Forwarding	Department Senior Official Identified: Yes	Number of PGA Unique Requirements: TBD
Number of Business Processes:	2	Number of PGA Forms: 0	Number of PGA Shared Requirements: TBD

# AMS

## Agricultural Marketing Service



Agency Mission	
<p>The Agricultural Marketing Service (AMS) inspects certain imported fresh and processed fruits and vegetables, poultry, and tobacco products to verify that they meet the same quality and condition requirements as domestic products. Under a MOU with FDA, AMS also inspects certain processed products to verify that contaminants in foods are within FDA tolerances. AMS assesses fees that CBP collects on imported products that are covered by Federal research and promotion programs. AMS also tracks and publishes current information on agricultural imports and exports by commodity.</p>	
Legal, Operational, and Security	
Agreement	Responsible Party - Next Action - Target Date
Letter of Exchange (LOE)	Approved-CBP legacy system MOU signed in 2002
Data Memo of Understanding (MOU)	AMS provided MOU milestones in OMB plan
Concept of Operations (CONOPS)	Approved by CBP Assistant Commissioner International Trade on May 19, 2008
ACE Release Operational MOU	AMS provided MOU milestones in OMB plan
Agency's Privacy Impact Assessment (PIA)	
System of Record Notice (SORN)	
Interconnect Security Agreement (ISA)	
Activity and Accomplishments	
<p>Accomplishments:</p> <ol style="list-style-type: none"> <li>Obtained CBP approval for AMS CONOPS on May 19, 2008.</li> </ol> <p>Activities:</p> <ol style="list-style-type: none"> <li>Reviewed and updated "To Be" scenarios to reflect closed Cargo Control and Release (CCR) requirements workshop action items.</li> <li>Continue to address open CCR requirements workshop action items with CBP.</li> <li>Continue to define interagency referral message for ACE CCR requirements.</li> </ol>	
Concerns, Risks, and Issues	



# AMS (continued)



ITDS e-Government Scorecard			
Milestone	Date	?	Responsible Party - Next Action - Target Date
Complete the definition of business and system requirements for agency systems.	Q2 2009		
Submit business and system requirements for ACE to CBP.	Q1 2008	✓	Cargo Control and Release (CCR) requirements workshop conducted February 2008.
Agree on business and system requirements for ACE with CBP.	Q1 2009	R	OMB confirmed USDA will not be held accountable for meeting these milestones until we have an updated ACE/ITDS schedule for M2.3
Submit Concept of Operations to CBP.	Q1 2008	✓	Submitted to CBP 08/24/07
Agree on Concept of Operations with CBP.	Q4 2008	✓	Approved by CBP Office of International Trade Assistant Commissioner on May 19, 2008.
Submit completed MOU template to CBP.	Q3 2008	✓	
Sign the appropriate MOU with CBP and other agencies.	Q3 2009		Under discussion with CBP attorneys
Information collections to reduce burden on the public consolidated or modified.	Q4 2009		
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	Q4 2008	R	Agency has not identified need for rulemaking; process of identifying capital investment needs is ongoing, and is dependent on ACE development progress.
<b>Operational Capability</b>			
		?	A: Capability Available in ACE and Used by Agency; AN: Capability Available in ACE, but Not Currently Used by Agency; F: Future ACE Capability; L: Legacy Capability; NA: Capability Not Applicable to Agency; ACE Capability
ACE Secure Data Portal	Access entry and entry summary information:	A	Access activated Foreign Trade Zone information:
	Access importer, broker, and/or carrier account information:	A	Run ACE reports and/or data extracts:
	Access manifest and/or bond information:	F	Delegation of ACE Security Control Officer responsibilities to agency:
Pre-Arrival of Cargo (CBP Manifest)	Manifest augmented with agency data elements:	N/A	Request CBP to place/remove holds on cargo and/or conveyances:
	Place/remove holds directly on cargo and/or conveyances:	N/A	Refer bill of lading information to CBP and/or other PGAs:
Cargo Arrival (Entry)	Entry augmented with agency data elements:	F	Automated determination of cargo admissibility:
	Validate agency entry data elements in ACE or agency system:	F	Support enforcement of agency license, permit, and/or certificate:
Post-Arrival of Cargo (Entry Summary)	Validate entry summary data for statistical reporting:	N/A	Government entry processing:
	Anti-dumping/countervailing duty summary processing:	N/A	Foreign Trade Zone entry processing:
Targeting	Establish screening criteria:	N/A	View risk assessment and screening results:
<b>Agency Profile</b>			
Background	Joined ITDS: March 2004	Agency Senior Official Identified: Yes	Number of Registered ACE Portal Users: 31
	SAFE Port Act of 2006 Agency: Yes	Department: Agriculture	Number of Active ACE Portal Users: TBD
	Import Safety Priority Agency: Yes	Department Senior Official Identified: Yes	Number of ATS Users: N/A
Business Requirements	PGA Type: Admissibility	Number of PGA Forms: 19	Number of PGA Unique Requirements: TBD
	Number of Business Processes: 15	Number of PGA LP-Cs: 5	Number of PGA Shared Requirements: TBD

# APHIS

## Animal and Plant Health Inspection Service



<p><b>Agency Mission</b></p> <p>The Animal and Plant Health Inspection Service (APHIS) regulates the import and export of animals, plants, or their products. It conducts preclearance, arrival, and export inspections and can quarantine products. APHIS certifies foreign processing establishments and oversees treatments, such as fumigation and refrigeration. APHIS can prohibit entry of animals, plants, or products that:</p> <ul style="list-style-type: none"> <li>Do not meet health or phytosanitary standards;</li> <li>Do not have appropriate import permits from APHIS; or</li> <li>Do not have foreign government health or phytosanitary certifications.</li> </ul> <p>APHIS establishes policy for and provides guidance to CBP officers and CBP agriculture specialists in their effort to prevent the entry of potential threats to American agriculture.</p>	
<p><b>Legal, Operational, and Security</b></p>	
<p><b>Agreement</b></p> <p>Letter of Exchange (LOE)</p> <p>Data Memo of Understanding (MOU)</p> <p>Concept of Operations (CONOPS)</p> <p>ACE Release Operational MOU</p> <p>Agency's Privacy Impact Assessment (PIA)</p> <p>System of Record Notice (SORN)</p> <p>Interconnect Security Agreement (ISA)</p>	<p><b>Responsible Party - Next Action - Target Date</b></p> <p>Approved-CBP legacy system (ACS) MOU signed in 1996</p> <p>APHIS and CBP OR&amp;R discussions ongoing</p> <p>APHIS – Update ConOps with CBP OT/OFO comments and results of Deep Dive, re-submit to CBP – 12/31/2008</p> <p>APHIS and CBP OR&amp;R discussions ongoing</p>
<p><b>Activity and Accomplishments</b></p> <p>Activities:</p> <ol style="list-style-type: none"> <li>Action items which resulted from the CCR requirements workshop have been assigned to individuals and are being addressed.</li> <li>APHIS is updating the "To Be" business processes and adding new "To Be" business processes to the APHIS CONOPS as identified in CCR requirements workshop.</li> </ol>	
<p><b>Concerns, Risks, and Issues</b></p>	

# APHIS (continued)



ITDS e-Government Scorecard		
Milestone	Date	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	Q3 2009	
Complete the definition of business and system requirements for agency systems.	Q3 2008	R
Submit business and system requirements for ACE to CBP.	Q3 2008	✓
Agree on business and system requirements for ACE with CBP.	Q2 2009	
Submit Concept of Operations to CBP.	Q1 2008	✓
Agree on Concept of Operations with CBP.	Q2 2008	R
Submit completed MOU template to CBP.	Q1 2008	✓
Sign the appropriate MOU with CBP and other agencies.	Q3 2009	
Information collections to reduce burden on the public consolidated or modified.	Q4 2009	
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	Q2 2008	R
Q3 2008		
<b>Operational Capability</b>		
		?
Access entry and entry summary information:	A, L	A: Capability Available in ACE and Used by Agency; AN: Capability Available in ACE, but Not Currently Used by Agency; F: Future ACE Capability; L: Legacy Capability; N/A: Capability Not Applicable to Agency ACE Capability
Access importer, broker, and/or carrier account information:	A, L	Access activated Foreign Trade Zone information: F
Access manifest and/or bond information:	A, L	Run ACE reports and/or data extracts: A
Manifest augmented with agency data elements:	F, L	Delegation of ACE Security Control Officer responsibilities to agency: F
Place/remove holds directly on cargo and/or conveyances:	F	Request CBP to place/remove holds on cargo and/or conveyances: F
Entry augmented with agency data elements:	F	Refer bill of lading information to CBP and/or other PGAs: F
Validate agency entry data elements in ACE or agency system:	F	Automated determination of cargo admissibility: F
Validate entry summary data for statistical reporting:	N/A	Support enforcement of agency license, permit, and/or certificate: F
Anti-dumping/countervailing duty summary processing:	N/A	Government entry processing: N/A
Establish screening criteria:	A	Foreign Trade Zone entry processing: F
		View risk assessment and screening results: A
<b>Agency Profile</b>		
Joined ITDS:	2002	Agency Senior Official Identified: Yes
SAFE Port Act of 2006 Agency:	Yes	Number of Registered ACE Portal Users: 114
Import Safety Priority Agency:	Yes	Department: Agriculture
PGA Type:	Admissibility	Number of Active ACE Portal Users: TBD
Number of Business Processes:	27	Department Senior Official Identified: Yes
		Number of ATS Users: 60
		Number of PGA Forms: TBD
		Number of PGA Unique Requirements: TBD
		Number of PGA Shared Requirements: TBD

# ATF

## Bureau of Alcohol, Tobacco, Firearms, and Explosives



Agency Mission	
<p>The Bureau of Alcohol, Tobacco, Firearms, and Explosives (ATF) regulates the importation and exportation of arms, ammunition, implements of war, destructive devices, and explosives. ATF requires importers and exporters of these products to have permits and requires individual import and export shipments to be licensed. ATF conducts investigations into crimes involving the import or export of firearms, explosives, alcohol, and tobacco.</p>	
Legal, Operational, and Security	
Agreement	Responsible Party - Next Action - Target Date
Letter of Exchange (LOE)	Approved—expires on January 24, 2009
Data Memo of Understanding (MOU)	OR&R to provide comments by Oct 31. ATF provided OR&R comments on MOU on April 4, 2008; ATF is awaiting feedback from OR&R on security appendix since August 2008
Concept of Operations (CONOPS)	ATF to revise current status by Jan 31. ATF completed draft on Feb 2006; CBP OT review Dec 2007.
ACE Release Operational MOU	Y CBP OT to reply by Oct 31. ATF submitted draft MOU in June 2007 and is awaiting feedback from CBP OT
Agency's Privacy Impact Assessment (PIA)	Assessment of need for PIA pending finalization of ACE interface requirements
System of Record Notice (SORN)	Assessment of need for SORN pending finalization of ACE interface requirements
Interconnect Security Agreement (ISA)	Assessment of need for ISA pending finalization of ACE interface requirements
Activity and Accomplishments	
<p>Activities:</p> <ol style="list-style-type: none"> <li>To address the action items from the ATF Deep Dive, ATF and ITDS established a bi-weekly conference call. All action items are assigned to specific ATF and ITDS staff. The joint ATF and ITDS teams have conducted numerous follow-on meetings to address key issues on ATF Harmonized Tariff Schedule, ATF Unique Product Identifiers and ATF LPCOs.</li> <li>Meeting Oct 2 to review Deep Dive Action Items. Several closed and many deferred in order to refocus efforts on ConOps.</li> </ol>	<p>Risks:</p> <ol style="list-style-type: none"> <li>If ATF does not obtain funding to support the implementation of ATF Product Codes or e-Gov 6a, then certain ATF requirements (e.g., LPC decrementing) cannot be supported by ATF in ACE.                     <ul style="list-style-type: none"> <li>Risk is being addressed by ATF management with OMB.</li> </ul> </li> <li>ATF is awaiting direction from OR&amp;R on MOU Security Appendix in order to progress its MOU.</li> <li>ATF is unclear on the level and timing of ATF resources that will be required to support a more detailed system level requirements for determining admissibility of ATF commodities.</li> <li>ATF believes they completed their OMB Milestone for "agree on business and system requirements for ACR with CBP", but is unable to get concurrence from CBP.</li> </ol>
Concerns, Risks, and Issues	

# ATF (continued)



ITDS e-Government Scorecard			
Milestone	Date	Responsible Party	Next Action - Target Date
Dates for assessment of performance measures described in plan.	Q3 2011		
Complete the definition of business and system requirements for agency systems.	Q1 2009		
Submit business and system requirements for ACE to CBP.	Q1 2009		
Agree on business and system requirements for ACE with CBP.	Q1 2009	?	CBP/ITDS to agree on ATF RSSs by Oct 31
Submit Concept of Operations to CBP.	Q2 2007	✓	ATF completed draft on February 2006; CBP OT review December 2007
Agree on Concept of Operations with CBP.	Q1 2008	✗	Target date of 1/1/2009. ATF to revise CONOPS to reflect Deep Dive changes
Submit completed MOU template to CBP.	Q1 2010	✓	ATF submitted draft MOU in June 2007 and is awaiting feedback from CBP
Sign the appropriate MOU with CBP and other agencies.	Q2 2010		
Information collections to reduce burden on the public consolidated or modified.	Q3 2011		
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	Q1 2010		
<b>Operational Capability</b>			
		?	A: Capability Available in ACE and Used by Agency; AN: Capability Available in ACE, but Not Currently Used by Agency; F: Future ACE Capability; L: Legacy Capability; N/A: Capability Not Applicable to Agency ACE Capability
ACE Secure Data Portal	Access entry and entry summary information:	A	Access activated Foreign Trade Zone information:
	Access importer, broker, and/or carrier account information:	A	Run ACE reports and/or data extracts:
	Access manifest and/or bond information:	F	Delegation of ACE Security Control Officer responsibilities to agency:
Pre-Arrival of Cargo (CBP Manifest)	Manifest augmented with agency data elements:	N/A	Request CBP to place/remove holds on cargo and/or conveyances:
	Place/remove holds directly on cargo and/or conveyances:	N/A	Refer bill of lading information to CBP and/or other PGAs:
Cargo Arrival (Entry)	Entry augmented with agency data elements:	F	Automated determination of cargo admissibility:
	Validate agency entry data elements in ACE or agency system:	F	Support enforcement of agency license, permit, and/or certificate:
Post Arrival of Cargo (Entry Summary)	Validate entry summary data for statistical reporting:	N/A	Government entry processing:
	Anti-dumping/countervailing duty summary processing:	N/A	Foreign Trade Zone entry processing:
Targeting	Establish screening criteria:	F	View risk assessment and screening results:
<b>Agency Profile</b>			
Background	Joined ITDS: February 2004	Agency Senior Official Identified: Yes	Number of Registered ACE Portal Users: 21
	SAFE Port Act of 2006 Agency: Yes	Department: Justice	Number of Active ACE Portal Users: TBD
	Import Safety Priority Agency: Yes	Department Senior Official Identified: Yes	Number of ATS Users: N/A
Business Requirements	PGA Type: Admissibility	Number of PGA Forms: 5	Number of PGA Unique Requirements: 7
	Number of Business Processes: 8	Number of PGA LPCs: 5	Number of PGA Shared Requirements: 106

# BIS

## Bureau of Industry and Security



Agency Mission	
<p>The Bureau of Industry and Security (BIS) regulates the export of sensitive goods and technologies, especially "dual use" items (goods that have both military and commercial application). BIS maintains the Export Control Classification Numbers on the Commerce Control List (CCL). This number helps exporters understand whether their exports require licensing. BIS issues export licenses (valid for 2 years) for select items on the CCL. Exporters apply for a license using either the BIS online system (Simplified Network Application Process Redesign (SNAP-R)) or a paper form (BIS 748P).</p>	
Legal, Operational, and Security	
Agreement	Responsible Party - Next Action - Target Date
Letter of Exchange (LOE)	Approved—expires on February 25, 2009
Data Memo of Understanding (MOU)	ACE MOU is in place
Concept of Operations (CONOPS)	
ACE Release Operational MOU	
Agency's Privacy Impact Assessment (PIA)	
System of Record Notice (SORN)	
Interconnect Security Agreement (ISA)	
Activity and Accomplishments	
<p>Activities:</p> <ol style="list-style-type: none"> <li>The BIS functional assessment is complete.</li> </ol> <p>Note:</p> <ol style="list-style-type: none"> <li>BIS is an export-only agency.</li> </ol>	
Concerns, Risks, and Issues	

# BIS (continued)



ITDS e-Government Scorecard			
Milestone	Date	?	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	Q3 2009		Commerce-wide date
Complete the definition of business and system requirements for agency systems.			
Submit business and system requirements for ACE to CBP.			
Agree on business and system requirements for ACE with CBP.			
Submit Concept of Operations to CBP.			
Agree on Concept of Operations with CBP.			
Submit completed MOU template to CBP.			
Sign the appropriate MOU with CBP and other agencies.			
Information collections to reduce burden on the public consolidated or modified.			
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.			
<b>Operational Capability</b>			
		?	A: Capability Available in ACE and Used by Agency; AN: Capability Available in ACE, but Not Currently Used by Agency; F: Future ACE Capability; L: Legacy Capability; NA: Capability Not Applicable to Agency ACE Capability
ACE Secure Data Portal	Access entry and entry summary information:	A	Access activated Foreign Trade Zone information:
	Access importer, broker, and/or carrier account information:	A	Run ACE reports and/or data extracts:
	Access manifest and/or bond information:	N/A	Delegation of ACE Security Control Officer responsibilities to agency:
Pre-Arrival of Cargo (CBP Manifest)	Manifest augmented with agency data elements:	N/A	Request CBP to place/remove holds on cargo and/or conveyances:
	Place/remove holds directly on cargo and/or conveyances:	N/A	Refer bill of lading information to CBP and/or other PGAs:
Cargo Arrival (Entry)	Entry augmented with agency data elements:	N/A	Automated determination of cargo admissibility:
	Validate agency entry data elements in ACE or agency system:	N/A	Support enforcement of agency license, permit, and/or certificate:
Post Arrival of Cargo (Entry Summary)	Validate entry summary data for statistical reporting:	N/A	Government entry processing:
	Anti-dumping/countervailing duty summary processing:	N/A	Foreign Trade Zone entry processing:
Targeting	Establish screening criteria:	N/A	View risk assessment and screening results:
<b>April 2007</b>			
Background	Joined ITDS: February 2004	No	Number of Registered ACE Portal Users: 1
	SAFE Port Act of 2006 Agency: Yes	Commerce	Number of Active ACE Portal Users: TBD
	Import Safety Priority Agency: No	Department Senior Official Identified: No	Number of ATS Users: N/A
Business Requirements	PGA Type: Export Control	Number of PGA Forms: TBD	Number of PGA Unique Requirements: TBD
	Number of Business Processes: TBD	Number of PGA LPCs: TBD	Number of PGA Shared Requirements: TBD

Agency Mission		
The Bureau of Labor Statistics (BLS) compiles and publishes statistics and price indices on internationally-traded goods and services. BLS import and export price indices are used to adjust import and export trade values for inflation. BLS obtains entry summary data and importer names and addresses from CBP to compile import and export price indices for goods and services.		
Legal, Operational, and Security		
Agreement	Responsible Party - Next Action - Target Date	
Letter of Exchange (LOE)	Approved—expires on July 27, 2009	
Data Memo of Understanding (MOU)	OR&R to complete review by Oct 31. CBP OR&R review pending; BLS provided draft MOU in March 2007	
Concept of Operations (CONOPS)	Approved October 2006	
ACE Release Operational MOU		
Agency's Privacy Impact Assessment (PIA)		
System of Record Notice (SORN)		
Interconnect Security Agreement (ISA)		
Activity and Accomplishments		Risks, and Issues
		<p>Concerns:</p> <ol style="list-style-type: none"> <li>1. BLS is awaiting comments from CBP OR&amp;R regarding BLS comments to MOU since March 2007.</li> </ol>



# BLS (continued)



ITDS e-Government Scorecard		
Milestone	Date	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	Q1 2010	
Complete the definition of business and system requirements for agency systems.	Q1 2008	Completed
Submit business and system requirements for ACE to CBP.	Q1 2008	Completed
Agree on business and system requirements for ACE with CBP.	Q1 2009	Completed
Submit Concept of Operations to CBP.	Q2 2006	Completed
Agree on Concept of Operations with CBP.	Q1 2007	Completed
Submit completed MOU template to CBP.	Q2 2007	Completed
Sign the appropriate MOU with CBP and other agencies.	Q2 2008	CBP OR&R review pending; BLS provided draft MOU in 2007. OR&R to complete review by Oct 31.
Information collections to reduce burden on the public consolidated or modified.	Q2 2011	
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	Q1 2010	
<b>Operational Capability</b>		
		?
ACE Secure Data Portal	Access entry and entry summary information:	A
	Access importer, broker, and/or carrier account information:	A
	Access manifest and/or bond information:	F
Pre-Arrival of Cargo (CBP Manifest)	Manifest augmented with agency data elements:	N/A
	Place/remove holds directly on cargo and/or conveyances:	N/A
Cargo Arrival (Entry)	Entry augmented with agency data elements:	N/A
	Validate agency entry data elements in ACE or agency system:	N/A
Post Arrival of Cargo (Entry Summary)	Validate entry summary data for statistical reporting:	N/A
	Anti-dumping/countervailing duty summary processing:	N/A
Targeting	Establish screening criteria:	N/A
<b>Agency Profile</b>		
Joined ITDS:	September 2004	Agency Senior Official Identified: Yes
SAFE Port Act of 2006 Agency:	No	Labor
Import Safety Priority Agency:	No	Department Senior Official Identified: Yes
PGA Type:	Statistical	Number of ATS Users: N/A
Number of Business Processes:	2	Number of PGA Unique Requirements: 0
		Number of PGA Shared Requirements: 34

# BTS

## Bureau of Transportation Statistics



Agency Mission	
The Bureau of Transportation Statistics (BTS), within the Research and Innovative Technology Administration of the Department of Transportation (DOT), collects, compiles, and publishes comprehensive monthly and annual transportation statistics covering all modes of transportation. BTS performs research and prepares statistics and reports on the volume and geography of international trade on the Nation's transportation systems.	
Legal, Operational, and Security	
Agreement	? Responsible Party - Next Action - Target Date
Letter of Exchange (LOE)	✓ Approved—expires on February 15, 2009
Data Memo of Understanding (MOU)	Y CBP OR&R - Review - TBD
Concept of Operations (CONOPS)	Y CBP OT/OFO – Review/Approve - TBD
ACE Release Operational MOU	
Agency's Privacy Impact Assessment (PIA)	✓ DOT – None - Finalized in May 2008
System of Record Notice (SORN)	✓ DOT – None - Finalized in April 2008; published in Federal Register; no comments filed as of June 2008
Interconnect Security Agreement (ISA)	
Activity and Accomplishments	
<p>Activities:</p> <ol style="list-style-type: none"> <li>1. Portal demonstration and workshop given to the maritime data users group, which was chaired by BTS.</li> <li>2. International Freight Data System's System of Record Notice was finalized and published in the Federal Register.</li> </ol>	
Concerns, Risks, and Issues	
<p>Concerns:</p> <ol style="list-style-type: none"> <li>1. Procurement action for the DOT International Freight Data System.</li> </ol>	

# BTS (continued)



ITDS e-Government Scorecard		
Milestone	Date	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	Q2 2010	
Complete the definition of business and system requirements for agency systems.	Q3 2008	R
Submit business and system requirements for ACE to CBP.	Q3 2008	✓
Agree on business and system requirements for ACE with CBP.	Q4 2008	R
Submit Concept of Operations to CBP.	Q1 2008	✓
Agree on Concept of Operations with CBP.	Q4 2008	R
Submit completed MOU template to CBP.	Q1 2009	✓
Sign the appropriate MOU with CBP and other agencies.	Q2 2009	
Information collections to reduce burden on the public consolidated or modified.	Q2 2010	
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	Q4 2009	
<b>Operational Capability</b>		
		?
Access entry and entry summary information:		A
Access importer, broker, and/or carrier account information:		A
Access manifest and/or bond information:		F
Manifest augmented with agency data elements:		N/A
Place/remove holds directly on cargo and/or conveyances:		N/A
Entry augmented with agency data elements:		N/A
Validate agency entry data elements in ACE or agency system:		N/A
Validate entry summary data for statistical reporting:		N/A
Anti-dumping/countervailing duty summary processing:		N/A
Establish screening criteria:		N/A
<b>Agency Profile</b>		
Joined ITDS:	2001	Agency Senior Official Identified: Yes
SAFE Port Act of 2006 Agency:	No	Transportation
Import Safety Priority Agency:	No	Department Senior Official Identified: Yes
PGA Type:	Statistical	Number of ATS Users: N/A
Number of Business Processes:	1	Number of PGA Unique Requirements: TBD
		Number of PGA Shared Requirements: TBD
ACE Secure Data Portal		Access activated Foreign Trade Zone information: A, N/A
Pre-Arrival of Cargo (CBP Manifest)		Run ACE reports and/or data extracts: A
Cargo Arrival (Entry)		Delegation of ACE Security Control Officer responsibilities to agency: F
Post Arrival of Cargo (Entry Summary)		Request CBP to place/remove holds on cargo and/or conveyances: N/A
Targeting		Refer bill of lading information to CBP and/or other PGAs: N/A
		Automated determination of cargo admissibility: N/A
		Support enforcement of agency license, permit, and/or certificate: N/A
		Government entry processing: N/A
		Foreign Trade Zone entry processing: N/A
		View risk assessment and screening results: N/A
Background		Number of Registered ACE Portal Users: 3
Business Requirements		Number of Active ACE Portal Users: TBD
		Number of ATS Users: N/A
		Number of PGA Unique Requirements: TBD
		Number of PGA Shared Requirements: TBD



<p><b>Agency Mission</b></p> <p>The Centers for Disease Control and Prevention (CDC) regulates imports that can potentially cause disease in humans. CDC requires import permits for etiologic (disease-causing) agents, biological materials, and certain animals and animal products. Importers are required to register with CDC prior to requesting a permit to import such products. CDC is authorized to quarantine humans and animals to prevent the introduction, transmission, and spread of communicable diseases from foreign countries into the United States.</p>	
<p><b>Legal, Operational, and Security Agreement</b></p> <p><b>Responsible Party - Next Action - Target Date</b></p>	
Letter of Exchange (LOE)	
Data Memo of Understanding (MOU)	
Concept of Operations (CONOPS)	CDC working to submit CONOPS by early 2009
ACE Release Operational MOU	
Agency's Privacy Impact Assessment (PIA)	
System of Record Notice (SORN)	
Interconnect Security Agreement (ISA)	
<p><b>Activity and Accomplishments</b></p> <p>Activities:</p> <ol style="list-style-type: none"> <li>ACE Support Team provided CDC their one to-be admissibility scenario for their review and comment.</li> </ol>	
<p><b>Concerns, Risks, and Issues</b></p> <p>Concerns:</p> <ol style="list-style-type: none"> <li>Only one of two CDC's organizational entities with import safety responsibility is working on ACE/ITDS integration. The other entity, which enforces CDC's quarantine regulations at U.S. ports of entry is not participating due to budgetary and IT resource conflicts.</li> </ol>	

# CDC (continued)



ITDS e-Government Scorecard		
Milestone	Date	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	Q1 2012	
Complete the definition of business and system requirements for agency systems.	Q3 2010	Requirements currently in definition
Submit business and system requirements for ACE to CBP.	Q3 2010	
Agree on business and system requirements for ACE with CBP.	Q4 2010	
Submit Concept of Operations to CBP.	Q2 2009	
Agree on Concept of Operations with CBP.	Q3 2009	
Submit completed MOU template to CBP.	Q3 2009	
Sign the appropriate MOU with CBP and other agencies.	Q4 2009	
Information collections to reduce burden on the public consolidated or modified.	Q4 2011	
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	Q4 2008	
<b>Operational Capability</b>		
		A: Capability Available in ACE and Used by Agency; AN: Capability Available in ACE, but Not Currently Used by Agency; F: Future ACE Capability; L: Legacy Capability; N/A: Capability Not Applicable to Agency ACE Capability
ACE Secure Data Portal	Access entry and entry summary information: Access importer, broker, and/or carrier account information: Access manifest and/or bond information:	AN AN F
Pre-Arrival of Cargo (CBP Manifest)	Manifest augmented with agency data elements: Place/remove holds directly on cargo and/or conveyances: Entry augmented with agency data elements:	N/A N/A F
Cargo Arrival (Entry)	Validate agency entry data elements in ACE or agency system:	F
Post Arrival of Cargo (Entry Summary)	Validate entry summary data for statistical reporting: Anti-dumping/countervailing duty summary processing: Establish screening criteria:	N/A N/A F
<b>Agency Profile</b>		
Background	Joined ITDS: June 2007 SAFE Port Act of 2006 Agency: Yes Import Safety Priority Agency: Yes	Number of Registered ACE Portal Users: 0 Number of Active ACE Portal Users: 0
Business Requirements	PGA Type: Admissibility Number of Business Processes: TBD	Number of ATS Users: N/A Number of PGA Unique Requirements: TBD Number of PGA Shared Requirements: TBD

Agency Mission		
<p>The U.S. Census Bureau collects merchandise import and export data from various sources in order to compile the official U.S. merchandise trade statistics. The data are used for research and planning, economic analysis, analysis of trade and transportation flows and trends, and transportation infrastructure planning, as well as for assessing the effectiveness of U.S. trade policies and agreements. The Census Bureau also currently maintains the algorithms that "validate" data in the Automated Export System (AES) and the Automated Broker Interface (ABI) to ensure that the data are accurate and complete and will continue to perform this function after the transition to ACE. For example, the Census Bureau will check to ensure that reported information is reasonable (for example, by confirming that prices are within reasonable ranges).</p>		
Legal, Operational, and Security		
Agreement	?	Responsible Party - Next Action - Target Date
Letter of Exchange (LOE)	✓	Approved-CBP legacy system (AES) MOU signed in 1997
Data Memo of Understanding (MOU)		Revised draft submitted September 30, 2008, and under review by CBP
Concept of Operations (CONOPS)	✓	Signed by CBP, January 4, 2008
ACE Release Operational MOU	N/A	
Agency's Privacy Impact Assessment (PIA)		AES PIA provided to CBP and signed November 13, 2007
System of Record Notice (SORN)		Census Bureau review complete. Under review by Commerce Department.
Interconnectivity Security Agreement (ISA)		CBP ISA Coordinator – review Census' MOU with CBP (received Sept 08) – TBD
Activity and Accomplishments		Concerns, Risks, and Issues
<p>Activities:</p> <ol style="list-style-type: none"> <li>Participating in weekly HTS (A2.3.1) IPT meetings</li> <li>Participating in A2.2 SIT testing, to include end-to-end Entry summary testing -Developing test data</li> <li>Formal inspection of Census SIT test cases to occur week of Oct 8</li> </ol>		

# CENSUS (continued)



ITDS e-Government Scorecard			
Milestone	Date	?	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	Q3 2009		Commerce-wide date
Complete the definition of business and system requirements for agency systems.		✓	Completed
Submit business and system requirements for ACE to CBP.		✓	Completed
Agree on business and system requirements for ACE with CBP.		✓	Completed
Submit Concept of Operations to CBP.		✓	Completed
Agree on Concept of Operations with CBP.		✓	Signed by CBP
Submit completed MOU template to CBP.	Q3 2008	✓	(see 'legal' status, first slide)
Sign the appropriate MOU with CBP and other agencies.	Q2 2009		(see 'legal' status, first slide)
Information collections to reduce burden on the public consolidated or modified.	Q2 2010	N/A	Info collections to be consolidated/eliminated, depending on ACE functionality
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	Q2 2009		Minimal rulemaking or investment anticipated
<b>Operational Capability</b>			
		?	A: Capability Available in ACE and Used by Agency; AN: Capability Available in ACE, but Not Currently Used by Agency; F: Future ACE Capability; L: Legacy Capability; N/A: Capability Not Applicable to Agency ACE Capability
ACE Secure Data Portal	Access entry and entry summary information:	A	Access activated Foreign Trade Zone information: F
	Access importer, broker, and/or carrier account information:	A	Run ACE reports and/or data extracts: A
	Access manifest and/or bond information:	F	Delegation of ACE Security Control Officer responsibilities to agency: F
Pre-Arrival of Cargo (CBP Manifest)	Manifest augmented with agency data elements:	N/A	Request CBP to place/remove holds on cargo and/or conveyances: N/A
	Place/remove holds directly on cargo and/or conveyances:	N/A	Refer bill of lading information to CBP and/or other PGAs: N/A
Cargo Arrival (Entry)	Entry augmented with agency data elements:	N/A	Automated determination of cargo admissibility: N/A
	Validate agency entry data elements in ACE or agency system:	N/A	Support enforcement of agency license, permit, and/or certificate: N/A
Post Arrival of Cargo (Entry Summary)	Validate entry summary data for statistical reporting:	F	Government entry processing: N/A
	Anti-dumping/countervailing duty summary processing:	N/A	Foreign Trade Zone entry processing: F
Targeting	Establish screening criteria:	N/A	View risk assessment and screening results: N/A
<b>Agency Profile</b>			
Background	Joined ITDS: 1995	Agency Senior Official Identified: Yes	Number of Registered ACE Portal Users: 31
	SAFE Port Act of 2006 Agency: No	Department: Commerce	Number of Active ACE Portal Users: TBD
	Import Safety Priority Agency: No	Department Senior Official Identified: 303	Number of ATS Users: N/A
Business Requirements	PGA Type: Statistical	Number of PGA Forms: 0	Number of PGA Unique Requirements: TBD
	Number of Business Processes: 19	Number of PGA LPCs: 0	Number of PGA Shared Requirements: TBD

# CPSC

## Consumer Product Safety Commission



Agency Mission	
<p>The Consumer Product Safety Commission (CPSC) protects the public from harm from more than 15,000 types of consumer products under the agency's jurisdiction. CPSC has the authority to ban the importation of products that do not comply with CPSC regulations and to order recalls of unsafe products. Products under CPSC's jurisdiction include cribs, toys, coffee makers, hair dryers, lawn mowers, chain saws, furnaces, water heaters, bicycle helmets, and household chemicals (specific items that are excluded from CPSC's authority are food, drugs, cosmetics, medical devices, tobacco products, firearms and ammunition, motor vehicles, pesticides, aircraft, boats, and fixed site amusement rides).</p>	
Legal, Operational, and Security	
<b>Agreement</b>	? <b>Responsible Party - Next Action - Target Date</b>
Letter of Exchange (LOE)	✓ Approved—CBP legacy system (ACS/AMS) MOU signed in 2002
Data Memo of Understanding (MOU)	✓ Submitted draft data MOU to CBP OR&R 09/30/2008 for review and approval
Concept of Operations (CONOPS)	✓ Submitted draft ConOps to CBP 10/01/2008 for review and approval
ACE Release Operational MOU	
Agency's Privacy Impact Assessment (PIA)	
System of Record Notice (SORN)	
Interconnect Security Agreement (ISA)	
Activity and Accomplishments	
<p>Activities:</p> <ol style="list-style-type: none"> <li>1. CPSC participated in PGA Ambassador Training held September 8, 2008.</li> <li>2. CPSC submitted draft Data Memorandum of Understanding on September 30, 2008, to CBP Office of Regulations &amp; Rulings for comment and approval</li> <li>3. CPSC submitted draft ConOps to CBP on October 1, 2008, for initial review and approval; ConOps forwarded onto CBP Office of International Trade for comment.</li> </ol>	
Concerns, Risks, and Issues	



# CPSC (continued)



ITDS e-Government Scorecard			
Milestone	Date	?	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	Q4 2011		
Complete the definition of business and system requirements for agency systems.	Q3 2009		Requirements currently in definition
Submit business and system requirements for ACE to CBP.	Q3 2009		
Agree on business and system requirements for ACE with CBP.	Q4 2009		
Submit Concept of Operations to CBP.	Q3 2008	√	CPSC submitted to CBP 10/01/08
Agree on Concept of Operations with CBP.	Q4 2008	R	CBP – Sent to CBP OT for comment – Schedule ConOps briefing with CPSC and CBP
Submit completed MOU template to CBP.	Q3 2008	√	CPSC submitted to CBP OR&R 09/30/08
Sign the appropriate MOU with CBP and other agencies.	Q1 2009		
Information collections to reduce burden on the public consolidated or modified.	Q4 2010		
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	Q4 2008	√	CPSC drafted plan to update required rulemakings, capital planning, investment control processes
<b>Operational Capability</b>		?	?
			A: Capability Available in ACE and Used by Agency; AN: Capability Available in ACE, but Not Currently Used by Agency; F: Future ACE Capability; L: Legacy Capability; N/A: Capability Not Applicable to Agency ACE Capability
ACE Secure Data Portal	Access entry and entry summary information:	A	Access activated Foreign Trade Zone information:
	Access importer, broker, and/or carrier account information:	A	Run ACE reports and/or data extracts:
	Access manifest and/or bond information:	F	Delegation of ACE Security Control Officer responsibilities to agency:
Pre-Arrival of Cargo (CBP Manifest)	Manifest augmented with agency data elements:	F	Request CBP to place/remove holds on cargo and/or conveyances:
	Place/remove holds directly on cargo and/or conveyances:	N/A	Refer bill of lading information to CBP and/or other PGAs:
Cargo Arrival (Entry)	Entry augmented with agency data elements:	F	Automated determination of cargo admissibility:
	Validate agency entry data elements in ACE or agency system:	F	Support enforcement of agency license, permit, and/or certificate:
Post Arrival of Cargo (Entry Summary)	Validate entry summary data for statistical reporting:	NA	Government entry processing:
	Anti-dumping/countervailing duty summary processing:	N/A	Foreign Trade Zone entry processing:
Targeting	Establish screening criteria:	F	View risk assessment and screening results:
<b>Agency Profile</b>			
Background	Joined ITDS:	April 2007	Agency Senior Official Identified: Yes
	SAFE Port Act of 2006 Agency:	Yes	Department: Independent
Business Requirements	Import Safety Priority Agency:	Yes	Number of Registered ACE Portal Users: 22
	PGA Type:	Admissibility	Number of Active ACE Portal Users: 22
	Number of Business Processes:	5	Number of ATS Users: TBD
			Number of PGA Unique Requirements: TBD
			Number of PGA Shared Requirements: TBD

# DCMA

## Defense Contract Management Agency



Agency Mission	
<p>The Defense Contract Management Agency (DCMA) is an independent combat support agency within the Department of Defense (DOD). As DOD's contract manager, DCMA is responsible for ensuring Federal Acquisition programs (systems, supplies, and services) are delivered on time, within projected cost or price, and that they meet performance requirements. DCMA works closely with CBP to facilitate the import and export of DOD contracts' related articles and services.</p>	
Legal, Operational, and Security	
Agreement	Responsible Party - Next Action - Target Date
Letter of Exchange (LOE)	
Data Memo of Understanding (MOU)	
Concept of Operations (CONOPS)	
ACE Release Operational MOU	
Agency's Privacy Impact Assessment (PIA)	
System of Record Notice (SORN)	
Interconnect Security Agreement (ISA)	
Activity and Accomplishments	
<p>Accomplishments:</p> <ol style="list-style-type: none"> <li>1. New agency-joined ITDS on June 23, 2008.</li> <li>2. DCMA has legacy functionality in ACS which will be incorporated in ACE release A2.3.1.</li> <li>3. Meeting was held with DCMA, ESAR and ITDS to validate solutions in A2.3.1 for Entry Summary types 01 and 51.</li> <li>4. Next steps are meeting with DCMA, ITDS and ESAR business team to discuss their requirements and the road to a ConOps.</li> </ol>	
Concerns, Risks, and Issues	

# DCMA (continued)



ITDS e-Government Scorecard			
Milestone	Date	Responsible Party	Next Action - Target Date
Dates for assessment of performance measures described in plan.			
Complete the definition of business and system requirements for agency systems.			
Submit business and system requirements for ACE to CBP.			
Agree on business and system requirements for ACE with CBP.			
Submit Concept of Operations to CBP.			
Agree on Concept of Operations with CBP.			
Submit completed MOU template to CBP.			
Sign the appropriate MOU with CBP and other agencies.			
Information collections to reduce burden on the public consolidated or modified.			
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.			
<b>Operational Capability</b>			
		?	?
		A: Capability Available in ACE and Used by Agency; AN: Capability Available in ACE, but Not Currently Used by Agency; F: Future ACE Capability; L: Legacy Capability; N/A: Capability Not Applicable to Agency ACE Capability	
ACE Secure Data Portal	Access entry and entry summary information:	AN	N/A
	Access importer, broker, and/or carrier account information:	AN	AN
	Access manifest and/or bond information:	TBD	F
Pre-Arrival of Cargo (CBP Manifest)	Manifest augmented with agency data elements:	TBD	TBD
	Place/remove holds directly on cargo and/or conveyances:	TBD	TBD
	Entry augmented with agency data elements:	TBD	TBD
Cargo Arrival (Entry)	Validate agency entry data elements in ACE or agency system:	TBD	TBD
	Validate entry summary data for statistical reporting:	TBD	TBD
Post Arrival of Cargo (Entry Summary)	Anti-dumping/countervailing duty summary processing:	TBD	TBD
	Establish screening criteria:	TBD	TBD
<b>Agency Profile</b>			
Joined ITDS:	June 2008	Agency Senior Official Identified:	Yes
SAFE Port Act of 2006 Agency:	TBD	Defense	Number of Registered ACE Portal Users: 0
Import Safety Priority Agency:	TBD	Department	Number of Active ACE Portal Users: 0
PGA Type:	Admissibility	Department Senior Official Identified:	Yes
		Number of PGA Forms:	Number of ATS Users: N/A
Number of Business Processes:	TBD	Number of PGA LPCs:	TBD
		Number of PGA Unique Requirements:	TBD
		Number of PGA Shared Requirements:	TBD

# DDTC

## Directorate of Defense Trade Controls



Agency Mission	
<p>The Directorate of Defense Trade Controls (DDTC) is charged with controlling the exportation and temporary importation of defense articles and defense services covered by the U.S. Munitions List (USMIL). As part of this process, DDTC licenses exports of defense articles and services. DDTC works closely with CBP in the review of defense industry registrations and in the areas of the performance of defense export end-use checks, investigations, and civil penalties.</p>	
Legal, Operational, and Security Agreement	Responsible Party - Next Action - Target Date
Letter of Exchange (LOE)	Approved—expired on August 28, 2008
Data Memo of Understanding (MOU)	
Concept of Operations (CONOPS)	
ACE Release Operational MOU	
Agency's Privacy Impact Assessment (PIA)	
System of Record Notice (SORN)	
Interconnect Security Agreement (ISA)	
Activity and Accomplishments	Concerns, Risks, and Issues
<p>Activities:</p> <ol style="list-style-type: none"> <li>DDTC finalized their "As Is" business scenarios based on the agency's agreed level of ACE participation.</li> <li>DDTC is currently developing the agency's Standard Data Set data mapping.</li> </ol>	<p>Concerns:</p> <ol style="list-style-type: none"> <li>USMIL does not have a crosswalk from USMIL to HTS code, which presents an issue for identifying the DDTC commodities and automating the admissibility of cargo release.</li> <li>DDTC shipments may be subject to dual admissibility, and it is unclear which PGA/OGAs (e.g., ATF, DCMA) participate and what each PGAs role is in the admissibility process.</li> </ol>

# DDTC (continued)



ITDS e-Government Scorecard			
Milestone	Date	Responsible Party	Next Action - Target Date
Dates for assessment of performance measures described in plan.	1Q 2008	R	
Complete the definition of business and system requirements for agency systems.	1Q 2008	R	
Submit business and system requirements for ACE to CBP.	1Q 2008	R	
Agree on business and system requirements for ACE with CBP.	2Q 2008	R	
Submit Concept of Operations to CBP.	2Q 2008	R	
Agree on Concept of Operations with CBP.	3Q 2008	R	
Submit completed MOU template to CBP.	3Q 2008	R	
Sign the appropriate MOU with CBP and other agencies.	4Q 2008	R	
Information collections to reduce burden on the public consolidated or modified.	1Q 2009		
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	2Q 2009		
<b>Operational Capability</b>			
		?	?
Access entry and entry summary information:		AN	A: Capability Available in ACE and Used by Agency; AN: Capability Available in ACE, but Not Currently Used by Agency; F: Future ACE Capability; L: Legacy Capability; NA: Capability Not Applicable to Agency ACE Capability
ACE Secure Data Portal		AN	Access activated Foreign Trade Zone information:
Access importer, broker, and/or carrier account information:		AN	Run ACE reports and/or data extracts:
Access manifest and/or bond information:		F	Delegation of ACE Security Control Officer responsibilities to agency:
Manifest augmented with agency data elements:		N/A	Request CBP to place/remove holds on cargo and/or conveyances:
Place/remove holds directly on cargo and/or conveyances:		N/A	Refer bill of lading information to CBP and/or other PGAs:
Entry augmented with agency data elements:		TBD	Automated determination of cargo admissibility:
Validate agency entry data elements in ACE or agency system:		TBD	Support enforcement of agency license, permit, and/or certificate:
Validate entry summary data for statistical reporting:		N/A	Government entry processing:
Anti-dumping/countervailing duty summary processing:		N/A	Foreign Trade Zone entry processing:
Establish screening criteria:		TBD	View risk assessment and screening results:
<b>Agency Profile</b>			
Joined ITDS:	November 2007	Yes	Number of Registered ACE Portal Users: 0
SAFE Port Act of 2006 Agency:	Yes	State	Number of Active ACE Portal Users: 0
Import Safety Priority Agency:	No	Yes	Number of ATS Users: N/A
PGA Type:	Admissibility	2	Number of PGA Unique Requirements: TBD
Number of Business Processes:	2	1	Number of PGA Shared Requirements: TBD

# DEA

## Drug Enforcement Agency



Agency Mission	
<p>The Drug Enforcement Agency (DEA) regulates the import and export of legitimate and licit controlled substances and listed chemicals that may be used to manufacture controlled substances. The DEA also restricts the import and export of illegitimate and illicit controlled substance and listed chemicals. The DEA issues import and export permits for certain controlled substances and monitors those movements.</p>	
Legal, Operational, and Security Agreement	? Responsible Party - Next Action - Target Date
Letter of Exchange (LOE)	
Data Memo of Understanding (MOU)	OR&R to complete review by Oct 31. CBP OR&R review pending; DEA completed draft Data MOU
Concept of Operations (CONOPS)	ITDS/AST review of DEA draft internal ConOps. Review to be completed by Oct 31
ACE Release Operational MOU	
Agency's Privacy Impact Assessment (PIA)	
System of Record Notice (SORN)	
Interconnect Security Agreement (ISA)	
Activity and Accomplishments	Concerns, Risks, and Issues
<p>Activities:</p> <ol style="list-style-type: none"> <li>DEA is currently reviewing and validating the agency's Standard Data Set data mapping.</li> <li>DEA is preparing "To Be" business scenarios based on the agency's agreed level of ACE participation.</li> <li>ITDS/AST reviewing DEA DRAFT Internal CONOPS.</li> <li>DEA As-Is Business Process diagram approved.</li> </ol>	<p>Concerns:</p> <ol style="list-style-type: none"> <li>DEA is unclear on the level and timing of DEA resources that will be required to support a more detailed system-level requirements (including Interface Specifications) for determining admissibility of DEA commodities.</li> </ol>

# DEA (continued)



ITDS e-Government Scorecard			
Milestone	Date	?	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	2Q 2009		
Complete the definition of business and system requirements for agency systems.	Q1 2009		
Submit business and system requirements for ACE to CBP.	Q1 2009		
Agree on business and system requirements for ACE with CBP.	Q1 2009		
Submit Concept of Operations to CBP.	Q1 2009		
Agree on Concept of Operations with CBP.	Q1 2009		
Submit completed MOU template to CBP.	Q4 2008	✓	OR&R review to be completed by 10/31. CBP OR&R review pending
Sign the appropriate MOU with CBP and other agencies.	Q1 2009		
Information collections to reduce burden on the public consolidated or modified.	Q1 2010		
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	Q3 2009		
<b>Operational Capability</b>			
		?	A: Capability Available in ACE and Used by Agency; AN: Capability Available in ACE, but Not Currently Used by Agency; F: Future ACE Capability; L: Legacy Capability; N/A: Capability Not Applicable to Agency ACE Capability
ACE Secure Data Portal	Access entry and entry summary information:	AN	TBD
	Access importer, broker, and/or carrier account information:	AN	AN
	Access manifest and/or bond information:	F	F
Pre-Arrival of Cargo (CBP Manifest)	Manifest augmented with agency data elements:	TBD	F
	Place/remove holds directly on cargo and/or conveyances:	F	F
Cargo Arrival (Entry)	Entry augmented with agency data elements:	F	F
	Validate agency entry data elements in ACE or agency system:	F	F
Post Arrival of Cargo (Entry Summary)	Validate entry summary data for statistical reporting:	NA	N/A
	Anti-dumping/countervailing duty summary processing:	N/A	TBD
Targeting	Establish screening criteria:	F	F
<b>Agency Profile</b>			
Joined ITDS:	March 2007	Agency Senior Official Identified:	Yes
SAFE Port Act of 2006 Agency:	Yes	Department:	Justice
Import Safety Priority Agency:	Yes	Department Senior Official Identified:	Yes
PGA Type:	Admissibility	Number of PGA Forms:	4
Number of Business Processes:	5	Number of PGA LPCs:	3
		Number of Registered ACE Portal Users:	0
		Number of Active ACE Portal Users:	0
		Number of ATS Users:	N/A
		Number of PGA Unique Requirements:	TBD
		Number of PGA Shared Requirements:	TBD

# DS/OFM

## Bureau of Diplomatic Security, Office of Foreign Missions



Agency Mission	
<p>The Bureau of Diplomatic Security, Office of Foreign Missions (DS/OFM) authorizes duty-free treatment for shipments consigned to foreign missions, international organizations, and their members. All shipments to foreign diplomats and missions must be cleared using the diplomatic customs clearance procedure, currently via the Department of State entry form DS-1504 (Request for Customs Clearance and Merchandise).</p>	
Legal, Operational, and Security Agreement	Responsible Party - Next Action - Target Date
Letter of Exchange (LOE)	Approved—expires on February 15, 2009
Data Memo of Understanding (MOU)	OR&R review to be completed by Oct 31. CBP OR&R review pending; DS/OFM submitted draft Data MOU on June 30, 2008
Concept of Operations (CONOPS)	DS/OFM obtaining internal approval for revisions to ConOps requested by CBP. Review to be completed by Oct 10.
ACE Release Operational MOU	
Agency's Privacy Impact Assessment (PIA)	
System of Record Notice (SORN)	
Interconnect Security Agreement (ISA)	
Activity and Accomplishments	Concerns, Risks, and Issues
<p>Activities:</p> <ol style="list-style-type: none"> <li>1. Completed CONOPS review with CBP OT and awaiting CBP OFO comments.</li> <li>2. Completed ConOps review bases on comments from CBP OT and one office of CBP OFO.</li> <li>3. Meeting between ATF and DS/OFM pending.</li> <li>4. Meeting between DS/OFM and A?LM pending.</li> <li>5. Pursuing shared business processes between DS/OFM and A?LM.</li> </ol>	<p>Concerns:</p> <ol style="list-style-type: none"> <li>1. Diplomatic shipments are also subject to other PGA importation regulations. ITDS is working with other PGAs to define the PGAs' requirements for diplomatic shipments.</li> </ol>



# DS/OFM (continued)



ITDS e-Government Scorecard			
Milestone	Date	Responsible Party	Next Action - Target Date
Dates for assessment of performance measures described in plan.	3Q 2011		
Complete the definition of business and system requirements for agency systems.	1Q 2009		
Submit business and system requirements for ACE to CBP.	1Q 2009		
Agree on business and system requirements for ACE with CBP.	1Q 2009		
Submit Concept of Operations to CBP.	3Q 2008	✓	DS/OFM submitted draft Data MOU on June 30, 2008
Agree on Concept of Operations with CBP.	4Q 2008	✓	CBP OFO review feedback pending, to be completed by Oct 31
Submit completed MOU template to CBP.	1Q 2009	✓	DS/OFM submitted draft Data MOU on June 30, 2008
Sign the appropriate MOU with CBP and other agencies.	2Q 2009		OR&R review to be completed Oct 31. CBP OR&R review pending
Information collections to reduce burden on the public consolidated or modified.	3Q 2011		
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	1Q 2010		
<b>Operational Capability</b>			
		?	?
		A	A: Capability Available in ACE and Used by Agency; AN: Capability Available in ACE, but Not Currently Used by Agency; F: Future ACE Capability; L: Legacy Capability; NA: Capability Not Applicable to Agency ACE Capability
ACE Secure Data Portal	Access entry and entry summary information:	A	Access activated Foreign Trade Zone information:
	Access importer, broker, and/or carrier account information:	A	Run ACE reports and/or data extracts:
	Access manifest and/or bond information:	F	Delegation of ACE Security Control Officer responsibilities to agency:
Pre-Arrival of Cargo (CBP Manifest)	Manifest augmented with agency data elements:	F	Request CBP to place/remove holds on cargo and/or conveyances:
	Place/remove holds directly on cargo and/or conveyances:	F	Refer bill of lading information to CBP and/or other PGAs:
	Entry augmented with agency data elements:	N/A	Automated determination of cargo admissibility:
Cargo Arrival (Entry)	Validate agency entry data elements in ACE or agency system:	N/A	Support enforcement of agency license, permit, and/or certificate:
	Validate entry summary data for statistical reporting:	N/A	Government entry processing:
	Anti-dumping/countervailing duty summary processing:	N/A	Foreign Trade Zone entry processing:
Targeting	Establish screening criteria:	F	View risk assessment and screening results:
<b>Agency Profile</b>			
Joined ITDS:	June 2006	Yes	Number of Registered ACE Portal Users: 9
SAFE Port Act of 2006 Agency:	Yes	State	Number of Active ACE Portal Users: TBD
Import Safety Priority Agency:	Yes	Department	Number of ATS Users: N/A
PGA Type:	Admissibility	Number of PGA Forms:	Number of PGA Unique Requirements: 1
Number of Business Processes:	7	Number of PGA LPCs:	Number of PGA Shared Requirements: 95

# EIA

## Office of Oil and Gas – Energy Information Administration



<b>Agency Mission</b> The Energy Information Administration (EIA) is the statistical agency of the Department of Energy. EIA issues a wide range of weekly, monthly, and annual reports on energy production, stocks, demand, imports, exports, and prices and prepares analyses and special reports on topics of current interest.	
<b>Legal, Operational, and Security Agreement</b>	<b>Responsible Party - Next Action - Target Date</b>
Letter of Exchange (LOE)	
Data Memo of Understanding (MOU)	
Concept of Operations (CONOPS)	
ACE Release Operational MOU	
Agency's Privacy Impact Assessment (PIA)	
System of Record Notice (SORN)	
Interconnect Security Agreement (ISA)	
<b>Activity and Accomplishments</b> Activities: 1. New PGA. 2. Functional Assessment workshop held on June 2, 2008. 3. Functional Assessment completed by the client. 4. "As Is" business process workshop held on October 1, 2008. 5. PGA is reviewing and editing the "As Is" processes. 6. Next step will be a Data Mapping workshop.	<b>Concerns, Risks, and Issues</b>

# EIA (continued)



ITDS e-Government Scorecard		
Milestone	Date	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	Q1 2012	
Complete the definition of business and system requirements for agency systems.	Q2 2011	
Submit business and system requirements for ACE to CBP.	Q2 2011	
Agree on business and system requirements for ACE with CBP.	Q3 2011	
Submit Concept of Operations to CBP.	Q2 2009	
Agree on Concept of Operations with CBP.	Q3 2009	
Submit completed MOU template to CBP.	Q2 2010	
Sign the appropriate MOU with CBP and other agencies.	Q4 2010	
Information collections to reduce burden on the public consolidated or modified.	Q1 2012	
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	Q4 2008	R
<b>Operational Capability</b>		
		A: Capability Available in ACE and Used by Agency; AN: Capability Available in ACE, but Not Currently Used by Agency; F: Future ACE Capability; L: Legacy Capability; N/A: Capability Not Applicable to Agency ACE Capability
ACE Secure Data Portal	Access entry and entry summary information: Access importer, broker, and/or carrier account information: Access manifest and/or bond information:	AN AN F
Pre-Arrival of Cargo (CBP Manifest)	Manifest augmented with agency data elements: Place/remove holds directly on cargo and/or conveyances: Entry augmented with agency data elements:	N/A N/A N/A
Cargo Arrival (Entry)	Validate agency entry data elements in ACE or agency system: Validate entry summary data for statistical reporting: Anti-dumping/countervailing duty summary processing: Establish screening criteria:	N/A N/A N/A N/A
Post Arrival of Cargo (Entry Summary)		N/A
Targeting		N/A
<b>Agency Profile</b>		
Background	Joined ITDS: April 2008 SAFE Port Act of 2006 Agency: No Import Safety Priority Agency: No PGA Type: Statistical Number of Business Processes: 4	Yes Energy Yes 2 N/A
Business Requirements	Agency Senior Official Identified: Department: Department Senior Official Identified: Number of PGA Forms: Number of PGA LPCs:	Number of Registered ACE Portal Users: 0 Number of Active ACE Portal Users: 0 Number of ATS Users: N/A Number of PGA Unique Requirements: TBD Number of PGA Shared Requirements: TBD

<b>Agency Mission</b>	
<p>The Environmental Protection Agency (EPA) regulates importation of pesticides, ozone depleting substances, certain industrial chemical substances and mixtures, vehicles and engines, fuels, and hazardous wastes. Exports are regulated to a lesser extent. Four of these programs (Toxic Substances, Pesticides, Hazardous Waste, and Ozone Depleting Substances) also have export requirements. Currently, CBP collects import documentation required by EPA, such as the EPA Importation Declaration Forms for vehicles and engines and Toxic Substances Control Act certification statements. EPA performs follow-up inspections and investigative activities and takes enforcement actions.</p>	
<b>Legal, Operational, and Security</b>	
<b>Agreement</b>	<b>Responsible Party - Next Action - Target Date</b>
Letter of Exchange (LOE)	Approved—CBP legacy system (ACS) MOU signed in 2003
Data Memo of Understanding (MOU)	EPA is working with six program offices and its General Counsel (OGC) and CBP to identify activities and work required to complete the MOU template for CBP. Discussions expected to begin Q1 FY 2009 in Q3 FY08
Concept of Operations (CONOPS)	EPA submitted CONOPS to ITDS Q1 FY 2008. EPA has met with CBP and is preparing revisions based on feedback and results of CCR Deep Dives. EPA expects to finalize CONOPS in Q2 FY 2009
ACE Release Operational MOU	EPA is working with six program offices and its General Counsel (OGC) and CBP to identify activities and work required to complete the MOU template for CBP. Discussions with CBP OR&R expected to begin Q1 FY 2009
Agency's Privacy Impact Assessment (PIA)	EPA completed the PIA and submitted it to CBP OR&R in May 2008 – CBP to review and comment.
System of Record Notice (SORN)	EPA completed the development of an action plan for the SORN in May 2008
Interconnect Security Agreement (ISA)	EPA will develop jointly with CBP – EPA and CBP to discuss and identify realistic schedule tied to development efforts.
<b>Activity and Accomplishments</b>	<b>Concerns, Risks, and Issues</b>
<p>Activities:</p> <ol style="list-style-type: none"> <li>Continue reviewing and updating ConOps based action items from the deep dive sessions, and also from on various discussions with trade and others regarding FTZ's and in-bond movement.                     <ul style="list-style-type: none"> <li>Met with CFB and ITDS to discuss next ConOps session (previously Deep Dives) and also the CBP pilot program ("quick hit").</li> <li>-EPA to determine data it would like to receive from ACS and messaging between EPA and CBP in pilot program</li> <li>-EPA to work with CBP on to determine the method for receiving that pilot data and exchanging messages (preferably via using web services)</li> </ul> </li> <li>Met with CFB and ITDS to discuss next ConOps session (previously Deep Dives) and also the CBP pilot program ("quick hit").</li> <li>-EPA to determine data it would like to receive from ACS and messaging between EPA and CBP in pilot program</li> <li>-EPA to work with CBP on to determine the method for receiving that pilot data and exchanging messages (preferably via using web services)</li> </ol>	<p>Concerns:</p> <ol style="list-style-type: none"> <li>EPA continues to discuss electronic signature work with CBP on establishing procedures on how to incorporate use of Cross-Media Electronic Reporting Regulation with ACE functionality. EPA awaiting CBP response on CROMERR rule and applicability to ACE from CBP's OR&amp;R</li> </ol>

# EPA (continued)



ITDS e-Government Scorecard		
Milestone	Date	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	TBD	EPA has insufficient funds in FY 2008 to perform this assessment
Complete the definition of business and system requirements for agency systems.	Q2 2009	Requirements definition is underway; EPA anticipates completion in December.
Submit business and system requirements for ACE to CBP.	Q2 2009	EPA anticipates submission to CBP in Q2 FY 2009
Agree on business and system requirements for ACE with CBP.	Q2 2009	EPA anticipates agreement with CBP once requirements definition is completed - expected Q3 FY09
Submit Concept of Operations to CBP.	Q1 2008	Submitted the initial CONOPS in December 2007
Agree on Concept of Operations with CBP.	Q2 2009	EPA is engaged with CBP OT and OFO in CONOPS discussions
Submit completed MOU template to CBP.	Q3 2009	EPA is engaged with CBP OR&R and MOU draft is underway
Sign the appropriate MOU with CBP and other agencies.	Q4 2009	EPA General Counsel (OGC) and CBP OR&R are discussing MOU template
Information collections to reduce burden on the public consolidated or modified.	TBD	EPA is working with CBP to complete the work required for the MOU
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	TBD	EPA is engaged with CBP OR&R to initiate rulemaking.
<b>Operational Capability</b>		
		A: Capability Available in ACE and Used by Agency; AN: Capability Available in ACE, but Not Currently Used by Agency; F: Future ACE Capability; L: Legacy Capability; N/A: Capability Not Applicable to Agency ACE Capability
ACE Secure Data Portal	Access entry and entry summary information:	A
	Access importer, broker, and/or carrier account information:	A
	Access manifest and/or bond information:	F
Pre-Arrival of Cargo (CBP Manifest)	Manifest augmented with agency data elements:	N/A
	Place/remove holds directly on cargo and/or conveyances:	N/A
Cargo Arrival (Entry)	Entry augmented with agency data elements:	F
	Validate agency entry data elements in ACE or agency system:	F
Post Arrival of Cargo (Entry Summary)	Validate entry summary data for statistical reporting:	N/A
	Anti-dumping/countervailing duty summary processing:	N/A
Targeting	Establish screening criteria:	F
<b>Agency Profile</b>		
Background	Joined ITDS: February 2004	Agency Senior Official Identified: Yes
	SAFE Port Act of 2006 Agency: Yes	Department: Independent
	Import Safety Priority Agency: Yes	Department Senior Official Identified: N/A
	PGA Type: Admissibility	Number of Active ACE Portal Users: TBD
	Number of Business Processes: TBD	Number of ATS Users: N/A
		Number of PGA Unique Requirements: TBD
		Number of PGA Shared Requirements: TBD
		Number of Registered ACE Portal Users: 8
		Number of Active ACE Portal Users: TBD
		Number of ATS Users: N/A
		Number of PGA Unique Requirements: TBD
		Number of PGA Shared Requirements: TBD

# FAA

## Federal Aviation Administration



Agency Mission		
The Federal Aviation Administration (FAA) enforces regulations governing the transportation of hazardous materials by air.		
Legal, Operational, and Security		
Agreement	?	Responsible Party - Next Action - Target Date
Letter of Exchange (LOE)		
Data Memo of Understanding (MOU)	Y	CBP OR&R - Review - TBD
Concept of Operations (CONOPS)	Y	CBP OT/OFO - Review/Approve - TBD
ACE Release Operational MOU		
Agency's Privacy Impact Assessment (PIA)	✓	DOT - None - Finalized in May 2008
System of Record Notice (SORN)	✓	DOT - None - Finalized in April 2008; published in Federal Register; no comments filed as of June 2008
Interconnect Security Agreement (ISA)		
Activity and Accomplishments		Concerns, Risks, and Issues

# FAA (continued)



ITDS e-Government Scorecard		
Milestone	Date	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	Q2 2010	
Complete the definition of business and system requirements for agency systems.	Q3 2008	R
Submit business and system requirements for ACE to CBP.	Q3 2008	✓
Agree on business and system requirements for ACE with CBP.	Q4 2008	R
Submit Concept of Operations to CBP.	Q1 2008	✓
Agree on Concept of Operations with CBP.	Q4 2008	R
Submit completed MOU template to CBP.	Q1 2009	✓
Sign the appropriate MOU with CBP and other agencies.	Q2 2009	
Information collections to reduce burden on the public consolidated or modified.	Q2 2010	
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	Q4 2009	
<b>Operational Capability</b>		
		?
Access entry and entry summary information:		AN
Access importer, broker, and/or carrier account information:		AN
Access manifest and/or bond information:		F
Manifest augmented with agency data elements:		N/A
Place/remove holds directly on cargo and/or conveyances:		N/A
Entry augmented with agency data elements:		N/A
Validate agency entry data elements in ACE or agency system:		N/A
Validate entry summary data for statistical reporting:		N/A
Anti-dumping/countervailing duty summary processing:		N/A
Establish screening criteria:		N/A
<b>Agency Profile</b>		
Joined ITDS:	2005	Yes
SAFE Port Act of 2006 Agency:	No	Transportation
Import Safety Priority Agency:	No	Yes
PGA Type:	Enforcement	18
Number of Business Processes:	1	TBD
Number of Registered ACE Portal Users:	0	0
Number of Active ACE Portal Users:	0	0
Number of ATS Users:	N/A	N/A
Number of PGA Unique Requirements:	TBD	TBD
Number of PGA Shared Requirements:	TBD	TBD

Agency Mission	
<p>The Foreign Agricultural Service (FAS) administers Tariff Rate Quotas for sugar and dairy imports. FAS issues import licenses for sugar and dairy products. The dairy licenses are processed electronically through FAS's Dairy Accelerated Importer Retrieval and Information Exchange System and the sugar licenses through the Sugar Users Group Accounting and Reporting System. Sugar tariff-rate quota entries are processed via paper forms. FAS administers HTS General Note 15 letters of waiver from agricultural import quotas, an export sales reporting program for certain agricultural commodities and economic safeguards for imports of agricultural products.</p>	
Legal, Operational, and Security	
Agreement	Responsible Party - Next Action - Target Date
Letter of Exchange (LOE)	Approved-CBP legacy system (ACS) MOU signed in 1991
Data Memo of Understanding (MOU)	
Concept of Operations (CONOPS)	FAS has completed the "As Is" Business Processes and is currently developing their "To Be" Business Processes
ACE Release Operational MOU	
Agency's Privacy Impact Assessment (PIA)	
System of Record Notice (SORN)	
Interconnect Security Agreement (ISA)	
Activity and Accomplishments	
<p>Activities:</p> <ol style="list-style-type: none"> <li>1. FAS completed Functional Assessment September 20, 2007.</li> <li>2. Business Process Review was completed November 20, 2007.</li> <li>3. ITDS and FAS completed the Data Collection workshop on February 28, 2008.</li> <li>4. FAS finalized the "As is" Business Processes on March 18, 2008.</li> <li>5. FAS is currently working on the Standard Data Set.</li> </ol>	
Concerns, Risks, and Issues	



# FAS (continued)



ITDS e-Government Scorecard		
Milestone	Date	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	Q1 2010	
Complete the definition of business and system requirements for agency systems.	Q3 2008	R
Submit business and system requirements for ACE to CBP.	Q3 2008	R
Agree on business and system requirements for ACE with CBP.	Q4 2008	R
Submit Concept of Operations to CBP.	Q1 2009	
Agree on Concept of Operations with CBP.	Q2 2009	
Submit completed MOU template to CBP.	Q3 2009	
Sign the appropriate MOU with CBP and other agencies.	Q4 2009	
Information collections to reduce burden on the public consolidated or modified.	Q4 2009	
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	Q3 2008	R
<p><b>Operational Capability</b></p> <p>A: Capability Available in ACE and Used by Agency; AN: Capability Available in ACE, but Not Currently Used by Agency; F: Future ACE Capability; L: Legacy Capability; N/A: Capability Not Applicable to Agency ACE Capability</p>		
ACE Secure Data Portal	Access entry and entry summary information:	A, L
	Access importer, broker, and/or carrier account information:	A, L
	Access manifest and/or bond information:	N/A
Pre-Arrival of Cargo (CBP Manifest)	Manifest augmented with agency data elements:	N/A
	Place/remove holds directly on cargo and/or conveyances:	N/A
Cargo Arrival (Entry)	Entry augmented with agency data elements:	L, F
	Validate agency entry data elements in ACE or agency system:	F
Post Arrival of Cargo (Entry Summary)	Validate entry summary data for statistical reporting:	L, F
	Anti-dumping/countervailing duty summary processing:	F
Targeting	Establish screening criteria:	N/A
<p><b>Agency Profile</b></p>		
Background	Joined ITDS: May 2007	Agency Senior Official Identified: Yes
	SAFE Port Act of 2006 Agency: Yes	Department: Agriculture
	Import Safety/Priority Agency: No	Number of Active ACE Portal Users: TBD
Business Requirements	PGA Type: TBD	Number of ATS Users: N/A
	Number of Business Processes: TBD	Number of PGA Unique Requirements: TBD
		Number of PGA Shared Requirements: TBD

Agency Mission		
<p>The Federal Communications Commission (FCC) ensures that finished products, as well as products assembled from parts shipped into the United States, conform to FCC-prescribed emissions parameters to ensure that these products do not interfere with licensed radio communications. The FCC requires importers to complete FCC Form 740 (Statement Regarding the Importation of Radio Frequency Devices Capable of Causing Harmful Interference) or file equivalent information as part of an electronic submission of entry summary data.</p>		
Legal, Operational, and Security		
Agreement	Responsible Party	Next Action - Target Date
Letter of Exchange (LOE)	✓	Approved-CBP legacy system (ACS) MOU signed in 1992
Data Memo of Understanding (MOU)		OR&R review to be completed by Oct. 31. FCC provided Draft Data MOU to CBP
Concept of Operations (CONOPS)	✓	Approved February 2007
ACE Release Operational MOU		
Agency's Privacy Impact Assessment (PIA)		
System of Record Notice (SORN)		
Interconnect Security Agreement (ISA)		
Activity and Accomplishments		Concerns, Risks, and Issues

# FCC (continued)



ITDS e-Government Scorecard			
Milestone	Date	Responsible Party	Next Action - Target Date
Dates for assessment of performance measures described in plan.	TBD		
Complete the definition of business and system requirements for agency systems.	Q1 2009		
Submit business and system requirements for ACE to CBP.	Q1 2009		
Agree on business and system requirements for ACE with CBP.	Q2 2009		
Submit Concept of Operations to CBP.	Q1 2008	✓	Complete
Agree on Concept of Operations with CBP.	Q1 2009	✓	Complete-February 2007
Submit completed MOU template to CBP.	Q1 2009		
Sign the appropriate MOU with CBP and other agencies.	Q2 2009		
Information collections to reduce burden on the public consolidated or modified.	TBD		
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	TBD		
<b>Operational Capability</b>			
		?	?
Access entry and entry summary information:		A	N/A
Access importer, broker, and/or carrier account information:		A	A
Access manifest and/or bond information:		F	F
Manifest augmented with agency data elements:		N/A	F
Place/remove holds directly on cargo and/or conveyances:		N/A	F
Entry augmented with agency data elements:		F	F
Validate agency entry data elements in ACE or agency system:		F	F
Validate entry summary data for statistical reporting:		N/A	N/A
Anti-dumping/countervailing duty summary processing:		N/A	N/A
Establish screening criteria:		N/A	N/A
<b>Agency Profile</b>			
Joined ITDS:	September 2004	Agency Senior Official Identified:	Yes
SAFE Port Act of 2006 Agency:	No	Department:	Independent
Import Safety Priority Agency:	No	Department Senior Official Identified:	N/A
PGA Type:	Admissibility	Number of PGA Forms:	2
Number of Business Processes:	3	Number of PGA Unique Requirements:	7
		Number of PGA Shared Requirements:	74

# FDA

## Food and Drug Administration



Agency Mission		
<p>The U.S. Food and Drug Administration (FDA) is responsible for the protection of the American consumer's public health. The agency regulates foods, drugs (human and veterinary), cosmetics, medical devices, radiation emitting products, and biologics. The FDA examines and clears goods offered entry into the United States under the auspices of the Federal Food, Drug, and Cosmetic Act and the Public Health Service Act.</p>		
Legal, Operational, and Security		
Agreement	Responsible Party	Next Action - Target Date
Letter of Exchange (LOE)	Approved – CBP legacy system (ACS) MOU signed in 1993	
Data Memo of Understanding (MOU)	OR&R – Review and approve FDA submitted edits to the MOU	
Concept of Operations (CONOPS)	ITDS – Revisions to FDA CONOPS based on changes to several business process scenarios discovered during the FDA Deep Dive to be presented to FDA in October 2008	
ACE Release Operational MOU		
Agency's Privacy Impact Assessment (PIA)	CBP – Preliminary conversations with CBP have indicated that the existing PIA dated July 14, 2006, Automated Commercial Environment (ACE), may be adequate for the FDA's integration to ACE; need CBP confirmation	
System of Record Notice (SORN)	CBP – Preliminary conversations with CBP have indicated that the existing SORN, dated January 19, 2006, 71 FR 3109 DHS/CBP-001, Automated Commercial System/International Trade Data System, may be adequate for FDA's integration to ACE; need CBP confirmation	
Interconnect Security Agreement (ISA)	FDA maintains an ISA with respect to the security requirements between FDA and CBP.	
Activity and Accomplishments		Concerns, Risks, and Issues
		<p>Concerns:</p> <ol style="list-style-type: none"> <li>1. Revised Business Process scenarios need to be reviewed and approved in order to continue revising updates to FDA ConOps.</li> <li>2. FDA ConOps submission and approval process has been pushed back to Q1 2009.</li> <li>3. ACE Portal users need to be identified. Currently only one FDA user has portal access.</li> <li>4. Identify FDA's M1 needs, if any.</li> </ol>

# FDA (continued)



ITDS e-Government Scorecard			
Milestone	Date	?	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	Q2 2010		
Complete the definition of business and system requirements for agency systems.	Q2 2008	R	FDA – Determine meeting dates to finalize to-be business processes – Oct 2008
Submit business and system requirements for ACE to CBP.	Q2 2008	R	FDA – Determine meeting dates to finalize to-be business processes – Oct 2008
Agree on business and system requirements for ACE with CBP.	Q4 2008	R	FDA – Determine meeting dates to finalize to-be business processes – Oct 2008
Submit Concept of Operations to CBP.	Q1 2008	Y	FDA – Initial review Dec 2007; subsequent updates determined through deep dive sessions; Determine meeting dates to finalize to-be business processes – Oct 2008
Agree on Concept of Operations with CBP.	Q2 2008	R	FDA anticipates achieving agreement by Q4 2008 or Q1 2009
Submit completed MOU template to CBP.	Q4 2008		
Sign the appropriate MOU with CBP and other agencies.	Q4 2009		
Information collections to reduce burden on the public consolidated or modified.	Q4 2010		
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	Q1 2009		
<b>Operational Capability</b>			
		?	A: Capability Available in ACE and Used by Agency; AN: Capability Available in ACE, but Not Currently Used by Agency; F: Future ACE Capability; L: Legacy Capability; N/A: Capability Not Applicable to Agency ACE Capability
ACE Secure Data Portal	Access entry and entry summary information: Access importer, broker, and/or carrier account information:	AN AN	Access activated Foreign Trade Zone information: Run ACE reports and/or data extracts:
Pre-Arrival of Cargo (CBP Manifest)	Manifest augmented with agency data elements: Place/remove holds directly on cargo and/or conveyances:	F F, L	Delegation of ACE Security Control Officer responsibilities to agency: Request CBP to place/remove holds on cargo and/or conveyances: Refer bill of lading information to CBP and/or other PGAs:
Cargo Arrival (Entry)	Entry augmented with agency data elements: Validate agency entry data elements in ACE or agency system:	N/A F, L	Automated determination of cargo admissibility: Support enforcement of agency license, permit, and/or certificate:
Post Arrival of Cargo (Entry Summary)	Validate entry summary data for statistical reporting: Anti-dumping/countervailing duty summary processing:	NA N/A	Government entry processing: Foreign Trade Zone entry processing:
Targeting	Establish screening criteria:	TBD	View risk assessment and screening results:
<b>Agency Profile</b>			
Background	Joined ITDS: 1998 SAFE Port Act of 2006 Agency: Yes Import Safety Priority Agency: Yes	Agency Senior Official Identified: Yes Department: Health and Human Services	Number of Registered ACE Portal Users: 1 Number of Active ACE Portal Users: 1
Business Requirements	PGA Type: Admissibility Number of Business Processes: 5	Department Senior Official Identified: Yes Number of PGA Forms: 0 Number of PGA LPCs: 0	Number of ATS Users: 35 Number of PGA Unique Requirements: 12 Number of PGA Shared Requirements: 150

# FHWA

## Federal Highway Administration



Agency Mission		
The Federal Highway Administration (FHWA) conducts research on international commodity flows and related freight transportation activities; develops analytical tools, including freight models, to measure the transportation system; and examines the relationship between freight transportation improvements and the U.S. economy.		
Legal, Operational, and Security Agreement	?	Responsible Party - Next Action - Target Date
Letter of Exchange (LOE)		
Data Memo of Understanding (MOU)	Y	CBP OR&R - Review - TBD
Concept of Operations (CONOPS)	Y	CBP OT/OFO – Review/Approve - TBD
ACE Release Operational MOU		
Agency's Privacy Impact Assessment (PIA)	√	DOT – None - Finalized in May 2008
System of Record Notice (SORN)	√	DOT – None - Finalized in April 2008; published in Federal Register; no comments filed as of June 2008
Interconnect Security Agreement (ISA)		
Activity and Accomplishments		Concerns, Risks, and Issues

# FHWA (continued)



ITDS e-Government Scorecard			
Milestone	Date	?	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	Q2 2010		
Complete the definition of business and system requirements for agency systems.	Q3 2008	R	
Submit business and system requirements for ACE to CBP.	Q3 2008	✓	Submitted
Agree on business and system requirements for ACE with CBP.	Q4 2008	R	CBP – Accept DOT Requirements - TBD
Submit Concept of Operations to CBP.	Q1 2008	✓	Submitted
Agree on Concept of Operations with CBP.	Q4 2008	R	CBP OT/OFO – Approval - TBD
Submit completed MOU template to CBP.	Q1 2009	✓	Submitted
Sign the appropriate MOU with CBP and other agencies.	Q2 2009		CBP OR&R – Review/Approval - TBD
Information collections to reduce burden on the public consolidated or modified.	Q2 2010		
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	Q4 2009		
<b>Operational Capability</b>			
		?	A: Capability Available in ACE and Used by Agency; AN: Capability Available in ACE, but Not Currently Used by Agency; F: Future ACE Capability; L: Legacy Capability; N/A: Capability Not Applicable to Agency ACE Capability
ACE Secure Data Portal	Access entry and entry summary information:	AN	Access activated Foreign Trade Zone information:
	Access importer, broker, and/or carrier account information:	AN	Run ACE reports and/or data extracts:
	Access manifest and/or bond information:	F	Delegation of ACE Security Control Officer responsibilities to agency:
Pre-Arrival of Cargo (CBP Manifest)	Manifest augmented with agency data elements:	N/A	Request CBP to place/remove holds on cargo and/or conveyances:
	Place/remove holds directly on cargo and/or conveyances:	N/A	Refer bill of lading information to CBP and/or other PGAs:
Cargo Arrival (Entry)	Entry augmented with agency data elements:	N/A	Automated determination of cargo admissibility:
	Validate agency entry data elements in ACE or agency system:	N/A	Support enforcement of agency license, permit, and/or certificate:
Post Arrival of Cargo (Entry Summary)	Validate entry summary data for statistical reporting:	N/A	Government entry processing:
	Anti-dumping/countervailing duty summary processing:	N/A	Foreign Trade Zone entry processing:
Targeting	Establish screening criteria:	N/A	View risk assessment and screening results:
<b>Agency Profile</b>			
Background	Joined ITDS: 2007	Agency Senior Official Identified: Yes	Number of Registered ACE Portal Users: 0
	SAFE Port Act of 2006 Agency: No	Department: Transportation	Number of Active ACE Portal Users: 0
	Import Safety Priority Agency: No	Department Senior Official Identified: Yes	Number of ATS Users: N/A
Business Requirements	PGA Type: Statistical	Number of PGA Forms: TBD	Number of PGA Unique Requirements: TBD
	Number of Business Processes: TBD	Number of PGA LPOs: TBD	Number of PGA Shared Requirements: TBD

Agency Mission	
<p>The Federal Maritime Commission (FMC) registers and issues licenses to Ocean Transportation Intermediaries (aka freight forwarders and non-vessel operating common carriers) and issues certificates of financial responsibility to Passenger Vessel Operators (PVOs). FMC also publishes quarterly and annual reports on current maritime trading conditions based upon information from CBP, Census, MARAD, USACE, and other sources; these reports are used for monitoring purposes only.</p>	
Legal, Operational, and Security	
Agreement	Responsible Party - Next Action - Target Date
Letter of Exchange (LOE)	Approved-CBP legacy system (ACSAMS) MOU signed in 1995
Data Memo of Understanding (MOU)	Y CBP OR&R - Review - TBD
Concept of Operations (CONOPS)	Y FMC - Revise based on CBP direction - TBD
ACE Release Operational MOU	
Agency's Privacy Impact Assessment (PIA)	
System of Record Notice (SORN)	
Interconnect Security Agreement (ISA)	
Activity and Accomplishments	Concerns, Risks, and Issues
<p>Activities:</p> <ol style="list-style-type: none"> <li>CCR requirements workshop with FMC was held in February 2008.</li> <li>FMC to complete action items from the CCR requirements workshop.</li> <li>FMC to revise CONOPS based on OFO direction regarding FMC's original (pre-CCR) CONOPS submission.</li> </ol>	<p>Concerns:</p> <ol style="list-style-type: none"> <li>Issues raised by FMC to OFO edits have been partially addressed but questions remain unanswered. FMC has <u>not</u> received the document back from CBP for further action</li> </ol>



# FMC (continued)



ITDS e-Government Scorecard		
Milestone	Date	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	Q4 2009	
Complete the definition of business and system requirements for agency systems.	Q4 2008	B
Submit business and system requirements for ACE to CBP.	Q4 2008	R
Agree on business and system requirements for ACE with CBP.	Q4 2009	
Submit Concept of Operations to CBP.	Q1 2008	V
Agree on Concept of Operations with CBP.	Q4 2008	R
Submit completed MOU template to CBP.	Q4 2008	V
Sign the appropriate MOU with CBP and other agencies.	Q4 2009	
Information collections to reduce burden on the public consolidated or modified.	Q1 2008	B
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	Q4 2008	R
<b>Operational Capability</b>		
		?
Access entry and entry summary information:		A
Access importer, broker, and/or carrier account information:		A
Access manifest and/or bond information:		F
Manifest augmented with agency data elements:		N/A
Place/remove holds directly on cargo and/or conveyances:		N/A
Entry augmented with agency data elements:		N/A
Validate agency entry data elements in ACE or agency system:		N/A
Validate entry summary data for statistical reporting:		N/A
Anti-dumping/countervailing duty summary processing:		N/A
Establish screening criteria:		N/A
<b>Agency Profile</b>		
Joined ITDS:	2004	Agency Senior Official Identified: Yes
SAFE Port Act of 2006 Agency:	No	Department: Independent
Import Safety Priority Agency:	No	Department Senior Official Identified: N/A
PGA Type:	Enforcement	Number of PGA Forms: 11
Number of Business Processes:	6	Number of PGA LPCs: TBD
		Number of Registered ACE Portal Users: 8
Background		Number of Active ACE Portal Users: TBD
Business Requirements		Number of ATS Users: N/A
		Number of PGA Unique Requirements: TBD
		Number of PGA Shared Requirements: TBD

# FMCSA

## Federal Motor Carrier Safety Administration



Agency Mission	
<p>The Federal Motor Carrier Safety Administration (FMCSA) enforces safety standards for commercial motor vehicles operating in the United States. Under the ITDS program, FMCSA will receive information about commercial motor vehicles and drivers reported in manifest declarations that are electronically submitted to CBP by carriers or their agents in advance of cargo arriving at the border. FMCSA will use this advance information to identify carrier, vehicle, and driver safety compliance issues and determine whether an inspection is required. The FMCSA screening results will also be transmitted, via ACE, to carriers to provide an opportunity to correct problems before arrival at the border. Vehicle and driver inspections may be performed by either FMCSA inspectors or by state authorities.</p>	
Legal, Operational, and Security	
Agreement	? Responsible Party - Next Action - Target Date
Letter of Exchange (LOE)	
Data Memo of Understanding (MOU)	CBP OR&R - Review - TBD
Concept of Operations (CONOPS)	CONOPS partially approved to cover phase 1 operations
ACE Release Operational MOU	
Agency's Privacy Impact Assessment (PIA)	Approved and published September 2007
System of Record Notice (SORN)	Not applicable
Interconnect Security Agreement (ISA)	Signed January 2007, good for 3 years
Activity and Accomplishments	
<p>Accomplishments:</p> <ol style="list-style-type: none"> <li>The interface between CBP and FMCSA is currently in the ACE Production system, deployed April 2008.</li> </ol>	
Concerns, Risks, and Issues	
<ol style="list-style-type: none"> <li>System has not been activated.</li> </ol>	

# FMCSA (continued)



ITDS e-Government Scorecard		
Milestone	Date	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	Q3 2008	
Complete the definition of business and system requirements for agency systems.	2005	✓
Submit business and system requirements for ACE to CBP.	2006	✓
Agree on business and system requirements for ACE with CBP.	2006	✓
Submit Concept of Operations to CBP.	Q3 2007	✓
Agree on Concept of Operations with CBP.	Q3 2007	✓
Submit completed MOU template to CBP.	Q1 2009	✓
Sign the appropriate MOU with CBP and other agencies.	Q2 2009	
Information collections to reduce burden on the public consolidated or modified.	Q2 2010	
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	Q4 2009	
<b>Operational Capability</b>		
		?
Access entry and entry summary information:		AN
Access importer, broker, and/or carrier account information:		AN
Access manifest and/or bond information:		F
Manifest augmented with agency data elements:		A
Place/remove holds directly on cargo and/or conveyances:		N/A
Entry augmented with agency data elements:		N/A
Validate agency entry data elements in ACE or agency system:		N/A
Validate entry summary data for statistical reporting:		N/A
Anti-dumping/countervailing duty summary processing:		N/A
Establish screening criteria:		N/A
<b>Agency Profile</b>		
Joined ITDS:	2002	Agency Senior Official Identified: Yes
SAFE Port Act of 2006 Agency:	No	Department: Transportation
Import Safety Priority Agency:	No	Department Senior Official Identified: Yes
PGA Type:	Admissibility	Number of PGA Forms: TBD
Number of Business Processes:	4	Number of PGA Unique Requirements: TBD
		Number of PGA Shared Requirements: TBD
ACE Secure Data Portal		Access activated Foreign Trade Zone information: A, N/A
		Run ACE reports and/or data extracts: AN
		Delegation of ACE Security Control Officer responsibilities to agency: F
Pre-Arrival of Cargo (CBP Manifest)		Request CBP to place/remove holds on cargo and/or conveyances: N/A
		Refer bill of lading information to CBP and/or other PGAs: N/A
Cargo Arrival (Entry)		Automated determination of cargo admissibility: F
		Support enforcement of agency license, permit, and/or certificate: N/A
Post Arrival of Cargo (Entry Summary)		Government entry processing: N/A
		Foreign Trade Zone entry processing: N/A
Targeting		View risk assessment and screening results: N/A
<b>Business Requirements</b>		
		Number of Registered ACE Portal Users: 0
		Number of Active ACE Portal Users: 0
		Number of ATS Users: N/A
		Number of PGA Unique Requirements: TBD
		Number of PGA Shared Requirements: TBD

# FSIS

## Food Safety Inspection Service



<p><b>Agency Mission</b></p> <p>The Food Safety and Inspection Service (FSIS) regulates the import and export of meat, poultry, and egg products. FSIS determines the equivalence of foreign food safety and inspection programs as a condition of eligibility to export meat, poultry, and egg products to the United States; inspects imported meat, poultry, and egg products at U.S. ports of entry; and certifies U.S. meat, poultry, and egg products for export from the United States.</p>		
<p><b>Legal, Operational, and Security Agreement</b></p> <p><b>?</b> <b>Responsible Party - Next Action - Target Date</b></p>		
Letter of Exchange (LOE)	✓	Approved—expires on February 15, 2009
Data Memo of Understanding (MOU)		Cleared by FSIS; under review at USDA OGC
Concept of Operations (CONOPS)	✗	FSIS revised CONOPS submitted by FY Q3 2009; CBP approval projected FY Q4 2009
ACE Release Operational MOU		FSIS is working to resolve legal issues on MOU template for Q2 2009 submission
Agency's Privacy Impact Assessment (PIA)		
System of Record Notice (SORN)		
Interconnect Security Agreement (ISA)		
<p><b>Activity and Accomplishments</b></p> <p>Activities:</p> <ol style="list-style-type: none"> <li>Update ConOps to reflect Cargo Control and Release (CCR) requirements workshop (Deep Dive) and Public Health Information System (PHIS) requirements</li> <li>Review and update "To Be" scenarios to reflect CCR requirements workshop action items closed.</li> <li>Continue to address CCR requirements workshop action items with CBP.</li> <li>Defining interagency referral message for CCR requirements.</li> </ol>		
<p><b>Concerns, Risks, and Issues</b></p> <p>Concerns:</p> <ol style="list-style-type: none"> <li>FSIS' development of their Public Health Information System (PHIS) is being impacted by: <ul style="list-style-type: none"> <li>Several of the CCR requirements workshop action items require decisions by CBP which impact PHIS development; and</li> <li>Changes and uncertainty in schedule to provide FSIS-ACE interface design information, such as the description of the message for PGA specific data.</li> </ul> </li> </ol>		

# FSIS (continued)



ITDS e-Government Scorecard		
Milestone	Date	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	Q1 2010	?
Complete the definition of business and system requirements for agency systems.	Q2 2008	√
Submit business and system requirements for ACE to CBP.	Q2 2008	√
Agree on business and system requirements for ACE with CBP.	Q3 2008	R
Submit Concept of Operations to CBP.	Q1 2008	R
Agree on Concept of Operations with CBP.	Q4 2008	R
Submit completed MOU template to CBP.	Q3 2009	
Sign the appropriate MOU with CBP and other agencies.	Q4 2009	
Information collections to reduce burden on the public consolidated or modified.	Q4 2009	
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	Q2 2008 Q3 2008	R
<b>Operational Capability</b>		
		?
Access entry and entry summary information:		A
Access importer, broker, and/or carrier account information:		A
Access manifest and/or bond information:		F
Manifest augmented with agency data elements:		F
Place/remove holds directly on cargo and/or conveyances:		F
Entry augmented with agency data elements:		F
Validate agency entry data elements in ACE or agency system:		F
Validate entry summary data for statistical reporting:		N/A
Anti-dumping/countervailing duty summary processing:		N/A
Establish screening criteria:		F
<b>Agency Profile</b>		
Joined ITDS:	2004	Yes
SAFE Port Act of 2006 Agency:	Yes	Agriculture
Import Safety Priority Agency:	Yes	Yes
PGA Type:	Admissibility	24
Number of Business Processes:	36	8
Background	Department:	Number of Registered ACE Portal Users: 43
	Department Senior Official Identified:	Number of Active ACE Portal Users: TBD
Business Requirements	Number of PGA Forms:	Number of ATS Users: N/A
	Number of PGA LPOs:	Number of PGA Unique Requirements: TBD
		Number of PGA Shared Requirements: TBD

# FTZB

## Foreign Trade Zone Board



<b>Agency Mission</b> The Foreign-Trade Zones Board (FTZB) licenses, regulates, and monitors the activity of Foreign-Trade Zones (FTZ) in the United States. The FTZB must approve a zone before CBP activates a zone. FTZB monitors zone activity and also reports to Congress annually on zone operations.		
<b>Legal, Operational, and Security Agreement</b>		
?	<b>Responsible Party - Next Action - Target Date</b>	
✓	Letter of Exchange (LOE)	Approved—expires on February 15, 2009
✓	Data Memo of Understanding (MOU)	N/A since FTZB is has already submitted the ACE Release MOU
✓	Concept of Operations (CONOPS)	FTZB CONOPS has been approved by OFO
	ACE Release Operational MOU	CBP – Review FTZB’s MOU (submitted April 2008) – Target Date TBD
	Agency’s Privacy Impact Assessment (PIA)	
	System of Record Notice (SORN)	
	Interconnect Security Agreement (ISA)	
<b>Activity and Accomplishments</b> Accomplishments:		<b>Concerns, Risks, and Issues</b>

# FTZB (continued)



ITDS e-Government Scorecard			
Milestone	Date	?	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	Q3 2009		This is the department level date. Agency level date TBD
Complete the definition of business and system requirements for agency systems.	Q3 2008	✓	
Submit business and system requirements for ACE to CBP.	Q3 2008	✓	
Agree on business and system requirements for ACE with CBP.	Q3 2008	✓	
Submit Concept of Operations to CBP.	Q3 2007	✓	FTZB has an approved CONOPS
Agree on Concept of Operations with CBP.	Q3 2008	✓	FTZB has an approved CONOPS
Submit completed MOU template to CBP.	Q3 2008	✓	FTZB MOU is currently under review by CBP
Sign the appropriate MOU with CBP and other agencies.	Q2 2009		This is the department level date. Agency level date TBD
Information collections to reduce burden on the public consolidated or modified.	Q2 2010		This is the department level date. Agency level date TBD
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	Q2 2009		This is the department level date. Agency level date TBD
<b>Operational Capability</b>			
		?	A: Capability Available in ACE and Used by Agency; AN: Capability Available in ACE, but Not Currently Used by Agency; F: Future ACE Capability; L: Legacy Capability; N/A: Capability Not Applicable to Agency ACE Capability
ACE Secure Data Portal	Access entry and entry summary information:	A	Access activated Foreign Trade Zone information:
	Access importer, broker, and/or carrier account information:	A	Run ACE reports and/or data extracts:
	Access manifest and/or bond information:	F	Delegation of ACE Security Control Officer responsibilities to agency:
Pre-Arrival of Cargo (CBP Manifest)	Manifest augmented with agency data elements:	N/A	Request CBP to place/remove holds on cargo and/or conveyances:
	Place/remove holds directly on cargo and/or conveyances:	N/A	Refer bill of lading information to CBP and/or other PGAs:
Cargo Arrival (Entry)	Entry augmented with agency data elements:	N/A	Automated determination of cargo admissibility:
	Validate agency entry data elements in ACE or agency system:	N/A	Support enforcement of agency license, permit, and/or certificate:
Post Arrival of Cargo (Entry Summary)	Validate entry summary data for statistical reporting:	N/A	Government entry processing:
	Anti-dumping/countervailing duty summary processing:	N/A	Foreign Trade Zone entry processing:
Targeting	Establish screening criteria:	N/A	View risk assessment and screening results:
<b>Agency Profile</b>			
Background	Joined ITDS: Sept. 2004	Agency Senior Official Identified: Yes	Number of Registered ACE Portal Users: 2
	SAFE Port Act of 2006 Agency: No	Commerce Department: TBD	Number of Active ACE Portal Users: TBD
	Import Safety Priority Agency: No	Department Senior Official Identified: N/A	Number of ATS Users: N/A
Business Requirements	PGA Type: Statistical	Number of PGA Forms: 0	Number of PGA Unique Requirements: TBD
	Number of Business Processes: 3	Number of PGA LPOs: 0	Number of PGA Shared Requirements: TBD

# FWS

## Fish and Wildlife Service



Agency Mission	
<p>The U.S. Fish and Wildlife Service (FWS) determines the admissibility and controls the export of most wildlife and wildlife products. To perform these functions, FWS issues licenses and permits to import or export wildlife and wildlife products, and stations wildlife inspectors at U.S. port locations to inspect wildlife and wildlife products to ensure they are properly documented and to prevent the illegal import or export of wildlife.</p>	
Legal, Operational, and Security Agreement	Responsible Party - Next Action - Target Date
Letter of Exchange (LOE)	Approved—expires on March 4, 2009
Data Memo of Understanding (MOU)	FWS completed MOU template to CBP by Q2 2009; signed projected Q4 2009
Concept of Operations (CONOPS)	FWS revised CONOPS submitted by FY Q3 2009; CBP approval projected FY Q4 2009
ACE Release Operational MOU	FWS completed MOU template to CBP by Q2 2009; signed projected Q4 2009
Agency's Privacy Impact Assessment (PIA)	
System of Record Notice (SORN)	
Interconnect Security Agreement (ISA)	
Activity and Accomplishments	Concerns, Risks, and Issues
<p>Activities:</p> <ol style="list-style-type: none"> <li>1. Update ConOps to reflect Cargo Control and Release (CCR) requirements workshop (Deep Dive)</li> <li>2. Review and update "To Be" scenarios to reflect CCR requirements workshop action items closed.</li> <li>3. Continue to address CCR requirements workshop action items with CBP.</li> </ol>	



# FWS (continued)



ITDS e-Government Scorecard			
Milestone	Date	?	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	Q4 2011		
Complete the definition of business and system requirements for agency systems.	Q3 2008	✓	
Submit business and system requirements for ACE to CBP.	Q3 2008	✓	CCR requirements workshop conducted March 2008
Agree on business and system requirements for ACE with CBP.	Q3 2009		AST; CCR requirements not currently being defined by AST
Submit Concept of Operations to CBP.	Q3 2009		FWS is revising ConOps for submission in December 2009
Agree on Concept of Operations with CBP.	Q4 2009		
Submit completed MOU template to CBP.	Q2 2009		FWS is working to resolve legal issues on MOU template for Q2 2009 submission
Sign the appropriate MOU with CBP and other agencies.	Q4 2009		
Information collections to reduce burden on the public consolidated or modified.	Q4 2009		
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	Q4 2009 Q4 2009		FWS is identifying rulemaking needs to begin internal rulemaking process in Q2 2009
<b>Operational Capability</b>			
		?	?
ACE Secure Data Portal	Access entry and entry summary information:	A	Access activated Foreign Trade Zone information: N/A
	Access importer, broker, and/or carrier account information:	A	Run ACE reports and/or data extracts: A
	Access manifest and/or bond information:	F	Delegation of ACE Security Control Officer responsibilities to agency: F
Pre-Arrival of Cargo (CBP Manifest)	Manifest augmented with agency data elements:	F	Request CBP to place/remove holds on cargo and/or conveyances: F
	Place/remove holds directly on cargo and/or conveyances:	F	Refer bill of lading information to CBP and/or other PGAs: F
Cargo Arrival (Entry)	Entry augmented with agency data elements:	F	Automated determination of cargo admissibility: F
	Validate agency entry data elements in ACE or agency system:	F	Support enforcement of agency license, permit, and/or certificate: F
Post Arrival of Cargo (Entry Summary)	Validate entry summary data for statistical reporting:	N/A	Government entry processing: N/A
	Anti-dumping/countervailing duty summary processing:	N/A	Foreign Trade Zone entry processing: N/A
Targeting	Establish screening criteria:	F	View risk assessment and screening results: F
<b>Agency Profile</b>			
Background	Joined ITDS: 2004	Agency Senior Official Identified: Yes	Number of Registered ACE Portal Users: 87
	SAFE Port Act of 2006 Agency: Yes	Department: Interior	Number of Active ACE Portal Users: TBD
	Import Safety Priority Agency: No	Department Senior Official Identified: Yes	Number of ATS Users: N/A
Business Requirements	PGA Type: Admissibility	Number of PGA Forms: 6	Number of PGA Unique Requirements: TBD
	Number of Business Processes: 11	Number of PGA LPCs: 4	Number of PGA Shared Requirements: TBD

# GIPSA

## Grain Inspection, Packers, and Stockyard Administration



Agency Mission		
<p>The Grain Inspection, Packers, and Stockyard Administration (GIPSA) mission is to facilitate the marketing of agricultural products and to promote fair trading practices for the overall benefit of consumers and American agriculture. GIPSA inspects grain exports and issues post-inspection certificates to registered exporters. The GIPSA role is to serve as an unbiased, third-party weighing and inspection entity that provides buyer and seller accurate information about the quality and quantity of grain being traded.</p>		
Legal, Operational, and Security Agreement	Responsible Party	Next Action - Target Date
Letter of Exchange (LOE)		
Data Memo of Understanding (MOU)		
Concept of Operations (CONOPS)		An early draft of the GIPSA CONOPS has been created.
ACE Release Operational MOU		
Agency's Privacy Impact Assessment (PIA)		
System of Record Notice (SORN)		
Interconnect Security Agreement (ISA)		
Activity and Accomplishments		Concerns, Risks, and Issues
<p>Activities:</p> <ol style="list-style-type: none"> <li>1. The GIPSA Functional Assessment was completed in August 2007.</li> <li>2. GIPSA has completed documentation (Scenario and Diagram) of their "As Is" Business Process (certification of grain exports).</li> <li>3. The GIPSA Standard Data Set has been drafted and is currently under internal agency review.</li> </ol>		

# GIPSA (continued)



ITDS e-Government Scorecard			
Milestone	Date	?	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	Q4 2009		
Complete the definition of business and system requirements for agency systems.	Q2 2008	R	
Submit business and system requirements for ACE to CBP.	Q3 2008	R	
Agree on business and system requirements for ACE with CBP.	Q4 2008	R	
Submit Concept of Operations to CBP.	Q1 2009		
Agree on Concept of Operations with CBP.	Q2 2009		
Submit completed MOU template to CBP.	Q3 2009		
Sign the appropriate MOU with CBP and other agencies.	Q4 2009		
Information collections to reduce burden on the public consolidated or modified.	Q4 2008	R	
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	Q3 2008	R	
<b>Operational Capability</b>			
		?	A: Capability Available in ACE and Used by Agency; AN: Capability Available in ACE, but Not Currently Used by Agency; F: Future ACE Capability; L: Legacy Capability; N/A: Capability Not Applicable to Agency ACE Capability
ACE Secure Data Portal	Access entry and entry summary information:	AN	Access activated Foreign Trade Zone information:
	Access importer, broker, and/or carrier account information:	AN	Run ACE reports and/or data extracts:
	Access manifest and/or bond information:	N/A	Delegation of ACE Security Control Officer responsibilities to agency:
Pre-Arrival of Cargo (CBP Manifest)	Manifest augmented with agency data elements:	N/A	Request CBP to place/remove holds on cargo and/or conveyances:
	Place/remove holds directly on cargo and/or conveyances:	N/A	Refer bill of lading information to CBP and/or other PGAs:
Cargo Arrival (Entry)	Entry augmented with agency data elements:	N/A	Automated determination of cargo admissibility:
	Validate agency entry data elements in ACE or agency system:	N/A	Support enforcement of agency license, permit, and/or certificate:
Post Arrival of Cargo (Entry Summary)	Validate entry summary data for statistical reporting:	N/A	Government entry processing:
	Anti-dumping/countervailing duty summary processing:	N/A	Foreign Trade Zone entry processing:
Targeting	Establish screening criteria:	N/A	View risk assessment and screening results:
<b>Agency Profile</b>			
Background	Joined ITDS: June 2007	Agency Senior Official Identified: Yes	Number of Registered ACE Portal Users: 0
	SAFE Port Act of 2006 Agency: Yes	Department: Agriculture	Number of Active ACE Portal Users: 0
	Import Safety Priority Agency: No	Department Senior Official Identified: Yes	Number of ATS Users: N/A
Business Requirements	PGA Type: Export	Number of PGA Forms: 7	Number of PGA Unique Requirements: TBD
	Number of Business Processes: 1	Number of PGA LPOs: 7	Number of PGA Shared Requirements: TBD

# IA

## Import Administration



Agency Mission	
<p>The Import Administration (IA) administers laws involving antidumping and countervailing duties (AD/CVD). As part of this responsibility, IA sets AD/CVD duty rates and provides CBP with liquidation instructions on entries subject to AD/CVD. IA also develops and implements other trade programs including sector-specific agreements and programs. IA sets absolute and tariff rate quotas as part of the Textiles and Apparel Program.</p>	
Legal, Operational, and Security Agreement	
Letter of Exchange (LOE)	<p><b>Responsible Party - Next Action - Target Date</b>                      Approved-CBP legacy system (ACS) MOU signed in 1998</p>
Data Memo of Understanding (MOU)	Draft submitted to CBP. Target completion date is January 2009
Concept of Operations (CONOPS)	Revised draft submitted to CBP. Target completion date is Q1 2009
ACE Release Operational MOU	Possibly covered by current ACS MOU or current letters for portal access. Target completion date is January 2009
Agency's Privacy Impact Assessment (PIA)	In progress
System of Record Notice (SORN)	In progress
Interconnect Security Agreement (ISA)	
Activity and Accomplishments	
<p>Activities:</p> <ol style="list-style-type: none"> <li>1. Revised draft of CONOPS submitted to CBP on 10/3/08.</li> <li>2. Draft data MOU submitted to CBP on 10/10/08.</li> <li>3. Resumed participation in A2.3.1 IPT meetings to review and finalize use case materials for AD/CVD case reference and management functionality.</li> </ol>	
Concerns, Risks, and Issues	

# IA (continued)



ITDS e-Government Scorecard			
Milestone	Date	?	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	Q3 2009		Commerce-wide date
Complete the definition of business and system requirements for agency systems.		✓	Completed
Submit business and system requirements for ACE to CBP.		✓	Completed
Agree on business and system requirements for ACE with CBP.		✓	Completed
Submit Concept of Operations to CBP.		✓	Completed
Agree on Concept of Operations with CBP.	Q1 2009		Revised draft submitted to CBP. Target completion date is Q1 2009
Submit completed MOU template to CBP.	Q3 2008	R	Possibly covered by current ACS MOU or current letters for portal access. Target completion date is January 2009
Sign the appropriate MOU with CBP and other agencies.	Q2 2009		
Information collections to reduce burden on the public consolidated or modified.	Q2 2010		
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	Q2 2009		Minimal rulemaking or investment anticipated
<b>Operational Capability</b>			
		?	A: Capability Available in ACE and Used by Agency; AN: Capability Available in ACE, but Not Currently Used by Agency; F: Future ACE Capability; L: Legacy Capability; N/A: Capability Not Applicable to Agency ACE Capability
ACE Secure Data Portal	Access entry and entry summary information:	A	Access activated Foreign Trade Zone information:
	Access importer, broker, and/or carrier account information:	A	Run ACE reports and/or data extracts:
	Access manifest and/or bond information:	F	Delegation of ACE Security Control Officer responsibilities to agency:
Pre-Arrival of Cargo (CBP Manifest)	Manifest augmented with agency data elements:	N/A	Request CBP to place/remove holds on cargo and/or conveyances:
	Place/remove holds directly on cargo and/or conveyances:	N/A	Refer bill of lading information to CBP and/or other PGAs:
Cargo Arrival (Entry)	Entry augmented with agency data elements:	N/A	Automated determination of cargo admissibility:
	Validate agency entry data elements in ACE or agency system:	F	Support enforcement of agency license, permit, and/or certificate:
Post Arrival of Cargo (Entry Summary)	Validate entry summary data for statistical reporting:	N/A	Government entry processing:
	Anti-dumping/countervailing duty summary processing:	F	Foreign Trade Zone entry processing:
Targeting	Establish screening criteria:	F	View risk assessment and screening results:
<b>Agency Profile</b>			
Background	Joined ITDS: 2004	Agency Senior Official Identified: Yes	Number of Registered ACE Portal Users: 15
	SAFE Port Act of 2006 Agency: No	Department: Commerce	Number of Active ACE Portal Users: TBD
	Import Safety Priority Agency: No	Department Senior Official Identified: Yes	Number of ATS Users: N/A
Business Requirements	PGA Type: Admissibility, Regulatory, Statistical	Number of PGA Forms: TBD	Number of PGA Unique Requirements: TBD
	Number of Business Processes: 16	Number of PGA LPCs: TBD	Number of PGA Shared Requirements: TBD



# IRS

## Internal Revenue Service

Agency Mission	
<p>The Internal Revenue Service (IRS) collects excise taxes on imports and on Heavy Highway Vehicles using U.S. highways. Imported commodities subject to excise taxes include fuel, tires, vehicles identified by the Environmental Protection Agency as Gas Guzzlers; Ozone Depleting Chemicals. Heavy Highway Vehicles imported for retail sale or commercial use; fishing and archery equipment; and others. IRS regulates excise tax activities by requiring registration for certain activities and by monitoring cargo and conveyance import activities. Importers and consignees who are not properly registered may be subject to penalties. Excise taxes which are applicable to unregistered importers or consignees may be applied at the time of importation rather than at a later stage of the taxable event. IRS also ensures that Heavy Highway Vehicle Use tax return has been properly filed for a foreign licensed vehicle entering the United States.</p>	
Legal, Operational, and Security	
Agreement	Responsible Party - Next Action - Target Date
Letter of Exchange (LOE)	Approved-CBP legacy system (ACS) MOU signed in 2002; expires March 2009
Data Memo of Understanding (MOU)	IRS – internally review draft MOU before submitting it to CBP for review – Target date?
Concept of Operations (CONOPS)	Y CBP OFO – review and approve or provide comments/feedback to IRS (document submitted July 2008) – Target date?
ACE Release Operational MOU	
Agency's Privacy Impact Assessment (PIA)	July 2007
System of Record Notice (SORN)	July 2007
Interconnect Security Agreement (ISA)	
Activity and Accomplishments	
<p>Activities:</p> <ol style="list-style-type: none"> <li>ITDS updated GIF 741 related to IRS' request to access the Conveyance Management System (originally thought to be in M1 but will actually be in a later – TBD – release)</li> <li>IRS and ITDS meeting on 10/22/08 to review a business process flow related to having CBP ensure Fm 2290 filed and secure delinquent returns and notify IRS of imports by unregistered parties. This was in original ConOps but removed from current version that OFO is reviewing. This additional process will be created and submitted to OFO as an update for review. Anticipate submission in November.</li> </ol>	
Concerns, Risks, and Issues	

# IRS (continued)



ITDS e-Government Scorecard			
Milestone	Date	?	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	Q4 2010		
Complete the definition of business and system requirements for agency systems.	Q2 2008	R	
Submit business and system requirements for ACE to CBP.	Q2 2009		
Agree on business and system requirements for ACE with CBP.			
Submit Concept of Operations to CBP.	Feb 2008	V	CBP – review and approve or provide comments/feedback to IRS (revised document submitted July 2008) – Target date?
Agree on Concept of Operations with CBP.	Q2 2008	R	CBP OFO – review and approve or provide comments/feedback to IRS (document submitted July 2008) – Target date?
Submit completed MOU template to CBP.	Q2 2008	R	
Sign the appropriate MOU with CBP and other agencies.	Q4 2008	R	
Information collections to reduce burden on the public consolidated or modified.	Q4 2009		
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	Q3 2008	R	
<b>Operational Capability</b>			
		?	A: Capability Available in ACE and Used by Agency; AN: Capability Available in ACE, but Not Currently Used by Agency; F: Future ACE Capability; L: Legacy Capability; N/A: Capability Not Applicable to Agency ACE Capability
ACE Secure Data Portal	Access entry and entry summary information:	A	Access activated Foreign Trade Zone information:
	Access importer, broker, and/or carrier account information:	A	Run ACE reports and/or data extracts:
	Access manifest and/or bond information:	F	Delegation of ACE Security Control Officer responsibilities to agency:
Pre-Arrival of Cargo (CBP Manifest)	Manifest augmented with agency data elements:	N/A	Request CBP to place/remove holds on cargo and/or conveyances:
	Place/remove holds directly on cargo and/or conveyances:	N/A	Refer bill of lading information to CBP and/or other PGAs:
Cargo Arrival (Entry)	Entry augmented with agency data elements:	N/A	Automated determination of cargo admissibility:
	Validate agency entry data elements in ACE or agency system:	N/A	Support enforcement of agency license, permit, and/or certificate:
Post Arrival of Cargo (Entry Summary)	Validate entry summary data for statistical reporting:	N/A	Government entry processing:
	Anti-dumping/countervailing duty summary processing:	N/A	Foreign Trade Zone entry processing:
Targeting	Establish screening criteria:	N/A	View risk assessment and screening results:
<b>Agency Profile</b>			
Background	Joined ITDS: January 2006	Yes	Number of Registered ACE Portal Users: 2
	SAFE Port Act of 2006 Agency: No	Treasury	Number of Active ACE Portal Users: TBD
	Import Safety Priority Agency: No	Department Senior Official Identified: Yes	Number of ATS Users: N/A
Business Requirements	PGA Type: Regulatory	Number of PGA Forms: 0	Number of PGA Unique Requirements: TBD
	Number of Business Processes: 4	Number of PGA LFCs: 0	Number of PGA Shared Requirements: TBD

Agency Mission	
<p>The U.S. International Trade Commission (ITC) is an independent, nonpartisan, quasi-judicial federal agency established by Congress with a wide range of trade-related mandates. Under its fact finding authority, the ITC exercises broad investigative powers on matters of international trade. In its adjudicative role, the ITC makes determinations with respect to certain unfair trade practices. Through its research, it is a national resource where trade data are gathered and analyzed to assist the executive branch and the Congress in developing U.S. trade policy. The ITC contributes to the development and implementation of a sound and informed U.S. trade policy, which requires the USITC to administer U.S. trade remedy laws in a fair and objective manner, to provide the President, the USTR, and the Congress with independent, quality advice and information on matters of international trade and competitiveness, and to maintain the Harmonized Tariff Schedule of the United States.</p>	
Legal, Operational, and Security	
<b>Agreement</b>	<b>? Responsible Party - Next Action - Target Date</b>
Letter of Exchange (LOE)	Approved-CBP legacy system (ACS) MOU signed in 1992
Data Memo of Understanding (MOU)	MOU in place for ACS data
Concept of Operations (CONOPS)	Approved
ACE Release Operational MOU	Not applicable
Agency's Privacy Impact Assessment (PIA)	Not applicable
System of Record Notice (SORN)	Not applicable
Interconnect Security Agreement (ISA)	Not applicable
Activity and Accomplishments	
<p>Activities:</p> <ol style="list-style-type: none"> <li>Participating in ESAR use case meetings as required</li> </ol>	
Concerns, Risks, and Issues	



# ITC (continued)



ITDS e-Government Scorecard			
Milestone	Date	Responsible Party	Next Action - Target Date
Dates for assessment of performance measures described in plan.			
Complete the definition of business and system requirements for agency systems.			
Submit business and system requirements for ACE to CBP.			
Agree on business and system requirements for ACE with CBP.			
Submit Concept of Operations to CBP.			
Agree on Concept of Operations with CBP.		Approved	
Submit completed MOU template to CBP.			
Sign the appropriate MOU with CBP and other agencies.			
Information collections to reduce burden on the public consolidated or modified.			
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.			
<b>Operational Capability</b>			
		?	A: Capability Available in ACE and Used by Agency; AN: Capability Available in ACE, but Not Currently Used by Agency; F: Future ACE Capability; L: Legacy Capability; N/A: Capability Not Applicable to Agency ACE Capability
ACE Secure Data Portal	Access entry and entry summary information:	A	Access activated Foreign Trade Zone information:
	Access importer, broker, and/or carrier account information:	A	Run ACE reports and/or data extracts:
	Access manifest and/or bond information:	F	Delegation of ACE Security Control Officer responsibilities to agency:
Pre-Arrival of Cargo (CBP Manifest)	Manifest augmented with agency data elements:	N/A	Request CBP to place/remove holds on cargo and/or conveyances:
	Place/remove holds directly on cargo and/or conveyances:	N/A	Refer bill of lading information to CBP and/or other PGAs:
Cargo Arrival (Entry)	Entry augmented with agency data elements:	N/A	Automated determination of cargo admissibility:
	Validate agency entry data elements in ACE or agency system:	N/A	Support enforcement of agency license, permit, and/or certificate:
Post Arrival of Cargo (Entry Summary)	Validate entry summary data for statistical reporting:	N/A	Government entry processing:
	Anti-dumping/countervailing duty summary processing:	N/A	Foreign Trade Zone entry processing:
Targeting	Establish screening criteria:	N/A	View risk assessment and screening results:
<b>Agency Profile</b>			
Background	Joined ITDS: 2004	Agency Senior Official Identified: Yes	Number of Registered ACE Portal Users: 6
	SAFE Port Act of 2006 Agency: No	Independent: N/A	Number of Active ACE Portal Users: TBD
	Import Safety Priority Agency: No	Department Senior Official Identified: N/A	Number of ATS Users: N/A
Business Requirements	PGA Type: Statistical	Number of PGA Forms: 0	Number of PGA Unique Requirements: TBD
	Number of Business Processes: 2	Number of PGA LPCs: 0	Number of PGA Shared Requirements: TBD

# MARAD

## Maritime Administration



Agency Mission		
<p>The Maritime Administration (MARAD) ensures that certain percentages of U.S. Government cargo are transported on U.S. flag commercial vessels. To do this, MARAD collects and analyzes information from the CBP Vessel Management System; bills of lading collected from carriers and the Department of Defense, USDA, and USAID; and receives export data electronically from the Census Bureau. MARAD also investigates and keeps records of cargo and vessel movement data.</p>		
Legal, Operational, and Security Agreement		
Letter of Exchange (LOE)	?	Responsible Party - Next Action - Target Date
Data Memo of Understanding (MOU)	Y	CBP OR&R - Review - TBD
Concept of Operations (CONOPS)	Y	CBP OT/OFO – Review/Approve - TBD
ACE Release Operational MOU		
Agency's Privacy Impact Assessment (PIA)	✓	DOT – None - Finalized in May 2008
System of Record Notice (SORN)	✓	DOT – None - Finalized in April 2008; published in Federal Register; no comments filed as of June 2008
Interconnect Security Agreement (ISA)		
Activity and Accomplishments		Concerns, Risks, and Issues

# MARAD (continued)



ITDS e-Government Scorecard			
Milestone	Date	?	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	Q2 2010		
Complete the definition of business and system requirements for agency systems.	Q3 2008	R	
Submit business and system requirements for ACE to CBP.	Q3 2008	✓	Submitted
Agree on business and system requirements for ACE with CBP.	Q4 2008	R	CBP – Accept DOT Requirements - TBD
Submit Concept of Operations to CBP.	Q1 2008	✓	Submitted
Agree on Concept of Operations with CBP.	Q4 2008	R	CBP OT/OFO – Approval - TBD
Submit completed MOU template to CBP.	Q1 2009	✓	Submitted
Sign the appropriate MOU with CBP and other agencies.	Q2 2009		CBP OR&R – Review/Approval - TBD
Information collections to reduce burden on the public consolidated or modified.	Q2 2010		
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	Q4 2009		
<b>Operational Capability</b>			
		?	A: Capability Available in ACE and Used by Agency; AN: Capability Available in ACE, but Not Currently Used by Agency; F: Future ACE Capability; L: Legacy Capability; N/A: Capability Not Applicable to Agency ACE Capability
ACE Secure Data Portal	Access entry and entry summary information: Access importer, broker, and/or carrier account information: Access manifest and/or bond information:	A A F	A Access activated Foreign Trade Zone information: A Run ACE reports and/or data extracts: F Delegation of ACE Security Control Officer responsibilities to agency:
Pre-Arrival of Cargo (CBP Manifest)	Manifest augmented with agency data elements: Place/remove holds directly on cargo and/or conveyances: Entry augmented with agency data elements:	N/A N/A N/A	Request CBP to place/remove holds on cargo and/or conveyances: Refer bill of lading information to CBP and/or other PGAs: Automated determination of cargo admissibility:
Cargo Arrival (Entry)	Validate agency entry data elements in ACE or agency system:	N/A	Support enforcement of agency license, permit, and/or certificate:
Post Arrival of Cargo (Entry Summary)	Validate entry summary data for statistical reporting: Anti-dumping/countervailing duty summary processing: Establish screening criteria:	N/A N/A N/A	Government entry processing: Foreign Trade Zone entry processing: View risk assessment and screening results:
<b>Agency Profile</b>			
Background	Joined ITDS: 2002 SAFE Port Act of 2006 Agency: No Import Safety Priority Agency: No	Agency Senior Official Identified: Yes Transportation Department: TBD	Number of Registered ACE Portal Users: 5 Number of Active ACE Portal Users: TBD
Business Requirements	PGA Type: Enforcement Number of Business Processes: 1	Department Senior Official Identified: Yes Number of PGA Forms: 0	Number of ATS Users: N/A Number of PGA Unique Requirements: TBD Number of PGA Shared Requirements: TBD

# NHTSA

## National Highway Traffic Safety Administration



Agency Mission	
The National Highway Traffic Safety Administration (NHTSA) ensures that imported vehicles comply with Federal motor vehicle safety standards (FMVSS). NHTSA also licenses importers to bring non-conforming vehicles into conformance with the FMVSS.	
Legal, Operational, and Security	
Agreement	Responsible Party - Next Action - Target Date
Letter of Exchange (LOE)	✓ Approved-CBP legacy system (ACS) MOU signed in 1992
Data Memo of Understanding (MOU)	Y CBP OR&R - Review - TBD
Concept of Operations (CONOPS)	Y CBP OT/OFO – Review/Approve - TBD
ACE Release Operational MOU	Legacy Operational MOU in effect
Agency's Privacy Impact Assessment (PIA)	✓ DOT – None - Finalized in May 2008
System of Record Notice (SORN)	✓ DOT – None - Finalized in April 2008; published in Federal Register; no comments filed as of June 2008
Interconnect Security Agreement (ISA)	
Activity and Accomplishments	
Activities: 1. Resolution of Action Items from Cargo Control and Release requirements workshop is ongoing. 2. Determination of NHTSA role in ITDS Web-services pilot project. NHTSA declined participation.	
Concerns, Risks, and Issues	

# NHTSA (continued)



ITDS e-Government Scorecard			
Milestone	Date	?	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	Q2 2010		
Complete the definition of business and system requirements for agency systems.	Q3 2008	R	
Submit business and system requirements for ACE to CBP.	Q3 2008	✓	Submitted
Agree on business and system requirements for ACE with CBP.	Q4 2008	R	CBP – Accept DOT Requirements - TBD
Submit Concept of Operations to CBP.	Q1 2008	✓	Submitted
Agree on Concept of Operations with CBP.	Q4 2008	R	CBP OT/OFO – Approval - TBD
Submit completed MOU template to CBP.	Q1 2009	✓	Submitted
Sign the appropriate MOU with CBP and other agencies.	Q2 2009		CBP OR&R – Review/Approval - TBD
Information collections to reduce burden on the public consolidated or modified.	Q2 2010		
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	Q4 2009		
<b>Operational Capability</b>			
		?	A: Capability Available in ACE and Used by Agency; AN: Capability Available in ACE, but Not Currently Used by Agency; F: Future ACE Capability; L: Legacy Capability; N/A: Capability Not Applicable to Agency ACE Capability
ACE Secure Data Portal	Access entry and entry summary information:	A	Access activated Foreign Trade Zone information:
	Access importer, broker, and/or carrier account information:	A	Run ACE reports and/or data extracts:
	Access manifest and/or bond information:	F	Delegation of ACE Security Control Officer responsibilities to agency:
Pre-Arrival of Cargo (CBP Manifest)	Manifest augmented with agency data elements:	N/A	Request CBP to place/remove holds on cargo and/or conveyances:
	Place/remove holds directly on cargo and/or conveyances:	N/A	Refer bill of lading information to CBP and/or other PGAs:
Cargo Arrival (Entry)	Entry augmented with agency data elements:	F	Automated determination of cargo admissibility:
	Validate agency entry data elements in ACE or agency system:	F	Support enforcement of agency license, permit, and/or certificate:
Post Arrival of Cargo (Entry Summary)	Validate entry summary data for statistical reporting:	N/A	Government entry processing:
	Anti-dumping/countervailing duty summary processing:	N/A	Foreign Trade Zone entry processing:
Targeting	Establish screening criteria:	N/A	View risk assessment and screening results:
<b>Agency Profile</b>			
Background	Joined ITDS: 2004	Agency Senior Official Identified: Yes	Number of Registered ACE Portal Users: 1
	SAFE Port Act of 2006 Agency: No	Department: Transportation	Number of Active ACE Portal Users: TBD
	Import Safety Priority Agency: Yes	Department Senior Official Identified: Yes	Number of ATS Users: N/A
Business Requirements	PGA Type: Admissibility	Number of PGA Forms: 2	Number of PGA Unique Requirements: TBD
	Number of Business Processes: 3	Number of PGA LPOs: TBD	Number of PGA Shared Requirements: TBD

# NMFS

## National Marine Fisheries Service



<b>Agency Mission</b> The National Marine Fisheries Service (NMFS) regulates the importation and exportation of certain fish such as swordfish, tooth fish, and tuna in order to promote the management, conservation, and protection of marine resources. NMFS uses information on imports to identify illegal importations or exportations of fish and to assist in its investigations of illegal fishing or related violations.		
<b>Legal, Operational, and Security Agreement</b>		
	?	<b>Responsible Party - Next Action - Target Date</b>
Letter of Exchange (LOE)	✓	Approved-CBP legacy system (ACS) MOU signed in 1999
Data Memo of Understanding (MOU)		Draft of MOU submitted to OR&R
Concept of Operations (CONOPS)	✓	ConOps submitted to CBP 10/01/2008.
ACE Release Operational MOU		CBP OR&R review pending; draft of MOU submitted
Agency's Privacy Impact Assessment (PIA)		PIA is currently under review by the Dept. of Commerce CIO's Office
System of Record Notice (SORN)	✓	SORN published April 17, 2008, and the effective date notice published June 11, 2008
Interconnect Security Agreement (ISA)		
<b>Activity and Accomplishments</b>		<b>Concerns, Risks, and Issues</b>
Activities: 1. ConOps submitted to CBP 10/01/2008.		

# NMFS (continued)



ITDS e-Government Scorecard		
Milestone	Date	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	TBD	
Complete the definition of business and system requirements for agency systems.	Q3 2008	B
Submit business and system requirements for ACE to CBP.	Q3 2008	F
Agree on business and system requirements for ACE with CBP.	Q3 2008	F
Submit Concept of Operations to CBP.	Q1 2009	√
Agree on Concept of Operations with CBP.	Q1 2009	
Submit completed MOU template to CBP.	Q3 2008	√
Sign the appropriate MOU with CBP and other agencies.	Q1 2009	
Information collections to reduce burden on the public consolidated or modified.	TBD	
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	TBD	
<b>Operational Capability</b>		
		?
Access entry and entry summary information:		A
Access importer, broker, and/or carrier account information:		A
Access manifest and/or bond information:		F
Manifest augmented with agency data elements:		F
Place/remove holds directly on cargo and/or conveyances:		N/A
Entry augmented with agency data elements:		F
Validate agency entry data elements in ACE or agency system:		F
Validate entry summary data for statistical reporting:		N/A
Anti-dumping/countervailing duty summary processing:		N/A
Establish screening criteria:		F
<b>Agency Profile</b>		
Joined ITDS:	February 2006	Agency Senior Official Identified: Yes
SAFE Port Act of 2006 Agency:	Yes	Commerce
Import Safety Priority Agency:	Yes	Department Senior Official Identified: N/A
PGA Type:	Admissibility	Number of ATS Users: 20
Number of Business Processes:	9	Number of PGA Unique Requirements: TBD
		Number of PGA Shared Requirements: TBD
ACE Secure Data Portal		Number of Registered ACE Portal Users: 63
Pre-Arrival of Cargo (CBP Manifest)		Number of Active ACE Portal Users: TBD
Cargo Arrival (Entry)		Number of ATS Users: N/A
Post Arrival of Cargo (Entry Summary)		Number of PGA Unique Requirements: TBD
Targeting		Number of PGA Shared Requirements: TBD

# NRC

## Nuclear Regulatory Commission



Agency Mission	
<p>The Nuclear Regulatory Commission (NRC) issues import and export licenses for certain nuclear material, components, and commodities. In some instances, prior consent to import radioactive by-product material is required and must be received by the importing country's regulatory authority, at least 24 hours in advance of the shipment. The NRC currently relays that notice to CBP via email. The NRC has authority to deny entry but its priority is the safe disposition of cargo, and works with CBP to ensure that happens.</p>	
Legal, Operational, and Security	
Agreement	? Responsible Party - Next Action - Target Date
Letter of Exchange (LOE)	R Expired July 20, 2008
Data Memo of Understanding (MOU)	R CBP OR&R – Reviewing (Draft MOU submitted Oct 2007) – Target date?
Concept of Operations (CONOPS)	NRC – Review and approval of ConOps (received August 2008) – Target date?
ACE Release Operational MOU	
Agency's Privacy Impact Assessment (PIA)	NRC has started on this (as of July 2008)
System of Record Notice (SORN)	NRC will prepare all security documentation necessary
Interconnect Security Agreement (ISA)	NRC will prepare all security documentation necessary
Activity and Accomplishments	
<p>Activities:</p> <ol style="list-style-type: none"> <li>ITDS revised NRC's data mapping, submitted it to NRC for final review and approval. NRC reviewed and approved in Sept 2008.</li> <li>ITDS provided to NRC's Office of Info Services, the latest Data MOU security template (from ORR) as well as NRC's draft MOU (from 2007) and the name of NRC's ORR designated attorney</li> <li>NRC participated in ACE ambassador training and Product Information meetings</li> </ol>	
Concerns, Risks, and Issues	



# NRC (continued)



ITDS e-Government Scorecard			
Milestone	Date	?	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	Q4 2011		
Complete the definition of business and system requirements for agency systems.	Q2 2009		
Submit business and system requirements for ACE to CBP.	Q2 2009		
Agree on business and system requirements for ACE with CBP.	Q2 2009		
Submit Concept of Operations to CBP.	Q2 2009		
Agree on Concept of Operations with CBP.	Q2 2009		
Submit completed MOU template to CBP.	Q2 2009	V	CBP OR&R – Reviewing (Draft MOU submitted Oct 2007) – Target date?
Sign the appropriate MOU with CBP and other agencies.	Q4 2008	F	CBP OR&R – Reviewing (Draft MOU submitted Oct 2007) – Target date?
Information collections to reduce burden on the public consolidated or modified.	Q4 2008		No impact on current info collection authorities
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	Q4 2009		NRC will prepare all security documentation necessary
<b>Operational Capability</b>			
		?	A: Capability Available in ACE and Used by Agency; AN: Capability Available in ACE, but Not Currently Used by Agency; F: Future ACE Capability; L: Legacy Capability; N/A: Capability Not Applicable to Agency ACE Capability
ACE Secure Data Portal	Access entry and entry summary information:	A	Access activated Foreign Trade Zone Information:
	Access importer, broker, and/or carrier account information:	A	Run ACE reports and/or data extracts:
	Access manifest and/or bond information:	F	Delegation of ACE Security Control Officer responsibilities to agency:
Pre-Arrival of Cargo (CBP Manifest)	Manifest augmented with agency data elements:	N/A	Request CBP to place/remove holds on cargo and/or conveyances:
	Place/remove holds directly on cargo and/or conveyances:	N/A	Refer bill of lading information to CBP and/or other PGAs:
Cargo Arrival (Entry)	Entry augmented with agency data elements:	N/A	Automated determination of cargo admissibility:
	Validate agency entry data elements in ACE or agency system:	N/A	Support enforcement of agency license, permit, and/or certificate:
Post-Arrival of Cargo (Entry Summary)	Validate entry summary data for statistical reporting:	N/A	Government entry processing:
	Anti-dumping/countervailing duty summary processing:	N/A	Foreign Trade Zone entry processing:
Targeting	Establish screening criteria:	N/A	View risk assessment and screening results:
<b>Agency Profile</b>			
Background	Joined ITDS: January 2007	Agency Senior Official Identified: Yes	Number of Registered ACE Portal Users: 1
	SAFE Port Act of 2006 Agency: Yes	Department: Independent	Number of Active ACE Portal Users: TBD
	Import Safety Priority Agency: Yes	Department Senior Official Identified: N/A	Number of ATS Users: N/A
Business Requirements	PGA Type: Admissibility	Number of PGA Forms: TBD	Number of PGA Unique Requirements: TBD
	Number of Business Processes: TBD	Number of PGA LPCs: TBD	Number of PGA Shared Requirements: TBD

# OES

## Bureau of Oceans and International Environmental and Scientific Affairs



<p><b>Agency Mission</b></p> <p>The Department of State leads an interagency effort to enforce Public Law 101-162, Section 609 provisions requiring nations that export trawl-caught shrimp to the United States to implement sea turtle protection programs comparable to the US program. The goal of this legislation is to protect sea turtle populations world-wide from further decline by reducing the incidental sea turtle mortality in commercial shrimp trawl operations. Based on the information it compiles through certification visits and from our embassies, on May 1 of each year the Department of State provides to the Congress and to CBP a list of countries that harvest shrimp pursuant to Section 609 requirements. CBP requires all shrimp importers to complete and file the Shrimp Exporter's/Importer's Declaration (form DS-2031), which provides certification from either the importer or a foreign government official that the product complies with Section 609 requirements.</p>	
<p><b>Legal, Operational, and Security Agreement</b></p>	
Letter of Exchange (LOE)	?
Data Memo of Understanding (MOU)	
Concept of Operations (CONOPS)	
ACE Release Operational MOU	
Agency's Privacy Impact Assessment (PIA)	
System of Record Notice (SORN)	
Interconnect Security Agreement (ISA)	
<p><b>Activity and Accomplishments</b></p> <p>Activities:</p> <ol style="list-style-type: none"> <li>1. OES finalized "As Is" scenarios based on the agreed level of ACE participation.</li> <li>2. OES is reviewing the OES to Standard Data Set data mapping.</li> <li>3. Meeting set up with new POC on Oct 22.</li> </ol>	
<p><b>Concerns, Risks, and Issues</b></p>	

# OES (continued)



ITDS e-Government Scorecard			
Milestone	Date	?	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	TBD		OES joined ITDS after OMB milestones were submitted by the State Department
Complete the definition of business and system requirements for agency systems.	TBD		
Submit business and system requirements for ACE to CBP.	TBD		
Agree on business and system requirements for ACE with CBP.	TBD		
Submit Concept of Operations to CBP.	TBD		
Agree on Concept of Operations with CBP.	TBD		
Submit completed MOU template to CBP.	TBD		
Sign the appropriate MOU with CBP and other agencies.	TBD		
Information collections to reduce burden on the public consolidated or modified.	TBD		
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	TBD		
<b>Operational Capability</b>			
		?	A: Capability Available in ACE and Used by Agency; AN: Capability Available in ACE, but Not Currently Used by Agency; F: Future ACE Capability; L: Legacy Capability; N/A: Capability Not Applicable to Agency ACE Capability
ACE Secure Data Portal	Access entry and entry summary information:	AN	Access activated Foreign Trade Zone information:
	Access importer, broker, and/or carrier account information:	AN	Run ACE reports and/or data extracts:
	Access manifest and/or bond information:	F	Delegation of ACE Security Control Officer responsibilities to agency:
Pre-Arrival of Cargo (CBP Manifest)	Manifest augmented with agency data elements:	F	Request CBP to place/remove holds on cargo and/or conveyances:
	Place/remove holds directly on cargo and/or conveyances:	N/A	Refer bill of lading information to CBP and/or other PGAs:
Cargo Arrival (Entry)	Entry augmented with agency data elements:	F	Automated determination of cargo admissibility:
	Validate agency entry data elements in ACE or agency system:	F	Support enforcement of agency license, permit, and/or certificate:
Post Arrival of Cargo (Entry Summary)	Validate entry summary data for statistical reporting:	N/A	Government entry processing:
	Anti-dumping/countervailing duty summary processing:	N/A	Foreign Trade Zone entry processing:
Targeting	Establish screening criteria:	F	View risk assessment and screening results:
<b>Agency Profile</b>			
Background	Joined ITDS:	October 2007	Agency Senior Official Identified: Yes
	SAFE Port Act of 2006 Agency:	Yes	State
Business Requirements	Import Safety Priority Agency:	No	Department Senior Official Identified: Yes
	PGA Type:	Admissibility	Number of ATS Users: N/A
	Number of Business Processes:	2	Number of PGA Unique Requirements: N/A
			Number of PGA Shared Requirements: N/A
			Number of Registered ACE Portal Users: 0
			Number of Active ACE Portal Users: 0

# OFAC

## Office of Foreign Assets Control



Agency Mission		
<p>The Office of Foreign Assets Control (OFAC) administers and enforces economic and trade sanctions. OFAC administers country sanctions by providing written instructions and copies of OFAC licenses in letter form to CBP for use in the ports to determine the admissibility of shipments within OFAC's jurisdiction. OFAC also designates persons and organizations (Specially Designated Nationals and Blocked Persons (SDN List)) with whom U.S. persons may not trade. Any assets or property of SDN designees that come into U.S. jurisdiction are subject to U.S. government regulation.</p>		
Legal, Operational, and Security		
Agreement	?	Responsible Party - Next Action - Target Date
Letter of Exchange (LOE)	✓	Approved—Expires February 15, 2009
Data Memo of Understanding (MOU)	✗	CBP OR&R – review pending (draft MOU submitted March 2007) – date TBD
Concept of Operations (CONOPS)	✓	Approved by OFAC and CBP in November 2006
ACE Release Operational MOU		Not submitted
Agency's Privacy Impact Assessment (PIA)		Not submitted
System of Record Notice (SORN)		Not submitted
Interconnect Security Agreement (ISA)		Not submitted
Activity and Accomplishments		Concerns, Risks, and Issues
<p>Activities:</p> <ol style="list-style-type: none"> <li>ITDS and OFAC to meet to discuss and confirm next steps for ConOps post-deep dive action items, etc. To be scheduled.</li> </ol>		

# OFAC (continued)



ITDS e-Government Scorecard			
Milestone	Date	?	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	Q1 2005	✓	
Complete the definition of business and system requirements for agency systems.	Q2 2005	✓	
Submit business and system requirements for ACE to CBP.	Q3 2005	✓	
Agree on business and system requirements for ACE with CBP.	Q3 2005	✓	Re-evaluated Q4 2007 and Q2 2008
Submit Concept of Operations to CBP.	Dec 2005	✓	
Agree on Concept of Operations with CBP.	Nov 2006	✓	
Submit completed MOU template to CBP.	Nov 2007	✓	
Sign the appropriate MOU with CBP and other agencies.	Q3 2008	R	CBP OR&R – review pending; draft MOU submitted March 2007 – date TBD
Information collections to reduce burden on the public consolidated or modified.	Q4 2009		
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	Q3 2008	R	
<b>Operational Capability</b>			
		?	A: Capability Available in ACE and Used by Agency; AN: Capability Available in ACE, but Not Currently Used by Agency; F: Future ACE Capability; L: Legacy Capability; N/A: Capability Not Applicable to Agency; ACE Capability
ACE Secure Data Portal	Access entry and entry summary information:	A	Access activated Foreign Trade Zone information:
	Access importer, broker, and/or carrier account information:	A	Run ACE reports and/or data extracts:
	Access manifest and/or bond information:	F	Delegation of ACE Security Control Officer responsibilities to agency:
Pre-Arrival of Cargo (CBP Manifest)	Manifest augmented with agency data elements:	N/A	Request CBP to place/remove holds on cargo and/or conveyances:
	Place/remove holds directly on cargo and/or conveyances:	N/A	Refer bill of lading information to CBP and/or other PGAs:
Cargo Arrival (Entry)	Entry augmented with agency data elements:	F	Automated determination of cargo admissibility:
	Validate agency entry data elements in ACE or agency system:	F	Support enforcement of agency license, permit, and/or certificate:
Post Arrival of Cargo (Entry Summary)	Validate entry summary data for statistical reporting:	N/A	Government entry processing:
	Anti-dumping/countervailing duty summary processing:	N/A	Foreign Trade Zone entry processing:
Targeting	Establish screening criteria:	F	View risk assessment and screening results:
<b>Agency Profile</b>			
Background	Joined ITDS:	June 2004	Agency Senior Official Identified: Yes
	SAFE Port Act of 2006 Agency:	No	Treasury
Business Requirements	Import Safety Priority Agency:	Yes	Number of Active ACE Portal Users: TBD
	PGA Type:	Admissibility	Number of ATS Users: N/A
	Number of Business Processes:	7	Number of PGA Unique Requirements: 12
			Number of PGA Shared Requirements: 71

# OFE

## Office of Fossil Energy



<p><b>Agency Mission</b></p> <p>The Department of Energy's Office of Fossil Energy (OFE) regulates natural gas imports and exports. OFE issues "blanket" authorizations of up to two years and long-term authorizations greater than two years to import and export natural gas. There is no standard application form; OFE provides guidelines on how to write the application. Applicants may apply for blanket authorization online on OFE's Web site. Longer applications must be mailed to OFE. Authorized importers and exporters are required to send a quarterly report to OFE of all their natural gas imports and exports.</p>	
<p><b>Legal, Operational, and Security Agreement</b> ? <b>Responsible Party - Next Action - Target Date</b></p>	
Letter of Exchange (LOE)	
Data Memo of Understanding (MOU)	
Concept of Operations (CONOPS)	
ACE Release Operational MOU	
Agency's Privacy Impact Assessment (PIA)	
System of Record Notice (SORN)	
Interconnect Security Agreement (ISA)	
<p><b>Activity and Accomplishments</b></p> <p>Activities:</p> <ol style="list-style-type: none"> <li>1. ACE Support Team met with OFE in August 2008 to review and validate current data requirements. OFE currently reviewing these data mappings to the Standard Data Set.</li> <li>2. Next step will be "To Be" process workshop</li> </ol>	
<p><b>Concerns, Risks, and Issues</b></p>	

# OFE (continued)



ITDS e-Government Scorecard			
Milestone	Date	?	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	Q1 2012		
Complete the definition of business and system requirements for agency systems.	Q2 2011		
Submit business and system requirements for ACE to CBP.	Q2 2011		
Agree on business and system requirements for ACE with CBP.	Q3 2011		
Submit Concept of Operations to CBP.	Q2 2009		
Agree on Concept of Operations with CBP.	Q4 2009		
Submit completed MOU template to CBP.	Q2 2010		
Sign the appropriate MOU with CBP and other agencies.	Q4 2010		
Information collections to reduce burden on the public consolidated or modified.	Q4 2012		
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	Q4 2008	R	
<b>Operational Capability</b>			
		?	A: Capability Available in ACE and Used by Agency; AN: Capability Available in ACE, but Not Currently Used by Agency; F: Future ACE Capability; L: Legacy Capability; N/A: Capability Not Applicable to Agency ACE Capability
ACE Secure Data Portal	Access entry and entry summary information:	AN	Access activated Foreign Trade Zone information:
	Access importer, broker, and/or carrier account information:	AN	Run ACE reports and/or data extracts:
	Access manifest and/or bond information:	F	Delegation of ACE Security Control Officer responsibilities to agency:
Pre-Arrival of Cargo (CBP Manifest)	Manifest augmented with agency data elements:	N/A	Request CBP to place/remove holds on cargo and/or conveyances:
	Place/remove holds directly on cargo and/or conveyances:	N/A	Refer bill of lading information to CBP and/or other PGAs:
Cargo Arrival (Entry)	Entry augmented with agency data elements:	N/A	Automated determination of cargo admissibility:
	Validate agency entry data elements in ACE or agency system:	N/A	Support enforcement of agency license, permit, and/or certificate:
Post Arrival of Cargo (Entry Summary)	Validate entry summary data for statistical reporting:	N/A	Government entry processing:
	Anti-dumping/countervailing duty summary processing:	N/A	Foreign Trade Zone entry processing:
Targeting	Establish screening criteria:	N/A	View risk assessment and screening results:
<b>Agency Profile</b>			
Background	Joined ITDS: August 2007	Agency Senior Official Identified: Yes	Number of Registered ACE Portal Users: 0
	SAFE Port Act of 2006 Agency: Yes	Department: Justice	Number of Active ACE Portal Users: 0
	Import Safety Priority Agency: No	Department Senior Official Identified: Yes	Number of ATS Users: N/A
Business Requirements	PGA Type: Statistical	Number of PGA Forms: 4	Number of PGA Unique Requirements: TBD
	Number of Business Processes: TBD	Number of PGA LPCs: 2	Number of PGA Shared Requirements: TBD

# PHMSA

## Pipeline and Hazardous Materials Safety Administration



Agency Mission		
<p>The Pipeline and Hazardous Materials Safety Administration (PHMSA) formulates and issues Federal rules for international hazardous material shipments. PHMSA focuses its enforcement efforts on packaging manufacturers and multimodal shippers of hazardous materials. PHMSA requires individuals who transport or offer for transportation certain types or quantities of hazardous materials to register annually with DOT.</p>		
Legal, Operational, and Security Agreement		
	?	Responsible Party - Next Action - Target Date
Letter of Exchange (LOE)		
Data Memo of Understanding (MOU)	Y	CBP OR&R - Review - TBD
Concept of Operations (CONOPS)	Y	CBP OT/OFO – Review/Approve - TBD
ACE Release Operational MOU		
Agency's Privacy Impact Assessment (PIA)	√	DOT – None - Finalized in May 2008
System of Record Notice (SORN)	√	DOT – None - Finalized in April 2008; published in Federal Register; no comments filed as of June 2008
Interconnect Security Agreement (ISA)		
Activity and Accomplishments		Concerns, Risks, and Issues



# PHMSA (continued)



ITDS e-Government Scorecard			
Milestone	Date	?	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	Q2 2010		
Complete the definition of business and system requirements for agency systems.	Q3 2008	R	
Submit business and system requirements for ACE to CBP.	Q3 2008	✓	Submitted
Agree on business and system requirements for ACE with CBP.	Q4 2008	R	CBP – Accept DOT Requirements - TBD
Submit Concept of Operations to CBP.	Q1 2008	✓	Submitted
Agree on Concept of Operations with CBP.	Q4 2008	R	CBP OT/OFO – Approval - TBD
Submit completed MOU template to CBP.	Q1 2009	✓	Submitted
Sign the appropriate MOU with CBP and other agencies.	Q2 2009		CBP OR&R – Review/Approval - TBD
Information collections to reduce burden on the public consolidated or modified.	Q2 2010		
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	Q4 2009		
<b>Operational Capability</b>			
		?	A: Capability Available in ACE and Used by Agency; AN: Capability Available in ACE, but Not Currently Used by Agency; F: Future ACE Capability; L: Legacy Capability; N/A: Capability Not Applicable to Agency ACE Capability
ACE Secure Data Portal	Access entry and entry summary information:	AN	Access activated Foreign Trade Zone information:
	Access importer, broker, and/or carrier account information:	AN	Run ACE reports and/or data extracts:
	Access manifest and/or bond information:	F	Delegation of ACE Security Control Officer responsibilities to agency:
Pre-Arrival of Cargo (CBP Manifest)	Manifest augmented with agency data elements:	N/A	Request CBP to place/remove holds on cargo and/or conveyances:
	Place/remove holds directly on cargo and/or conveyances:	N/A	Refer bill of lading information to CBP and/or other PGAs:
Cargo Arrival (Entry)	Entry augmented with agency data elements:	N/A	Automated determination of cargo admissibility:
	Validate agency entry data elements in ACE or agency system:	N/A	Support enforcement of agency license, permit, and/or certificate:
Post Arrival of Cargo (Entry Summary)	Validate entry summary data for statistical reporting:	N/A	Government entry processing:
	Anti-dumping/countervailing duty summary processing:	N/A	Foreign Trade Zone entry processing:
Targeting	Establish screening criteria:	N/A	View risk assessment and screening results:
<b>Agency Profile</b>			
Background	Joined ITDS:	2007	Agency Senior Official Identified: Yes
	SAFE Port Act of 2006 Agency:	No	Department: Transportation
Business Requirements	Import Safety Priority Agency:	No	Department Senior Official Identified: Yes
	PGA Type:	Enforcement	Number of ATS Users: N/A
	Number of Business Processes:	1	Number of PGA Unique Requirements: TBD
			Number of PGA Shared Requirements: TBD
			Number of Registered ACE Portal Users: 0
			Number of Active ACE Portal Users: 0

# TSA

## Transportation Security Administration



Agency Mission	
<p>The Transportation Security Administration (TSA) is responsible for security relating to civil aviation, maritime, and all other modes of transportation, including transportation facilities such as airports and ports, and on the Nation's railroads, highways, and public transit systems. Along with CBP and the U.S. Coast Guard, TSA works to secure the maritime transportation mode of the transportation system. TSA's Maritime Security Division is involved in credentialing as well as passenger and vehicle screening techniques and procedures.</p>	
Legal, Operational, and Security	
<b>Agreement</b>	<b>? Responsible Party - Next Action - Target Date</b>
Letter of Exchange (LOE)	LOE not required per DHS Information Sharing Policy
Data Memo of Understanding (MOU)	
Concept of Operations (CONOPS)	
ACE Release Operational MOU	
Agency's Privacy Impact Assessment (PIA)	
System of Record Notice (SORN)	
Interconnect Security Agreement (ISA)	
Activity and Accomplishments	
<p>Concerns:</p> <ol style="list-style-type: none"> <li>Agency not participating in ITDS integration process.</li> </ol>	
Concerns, Risks, and Issues	

# TSA (continued)



ITDS e-Government Scorecard			
Milestone	Date	?	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	TBD		
Complete the definition of business and system requirements for agency systems.	TBD		
Submit business and system requirements for ACE to CBP.	TBD		
Agree on business and system requirements for ACE with CBP.	TBD		
Submit Concept of Operations to CBP.	TBD		
Agree on Concept of Operations with CBP.	TBD		
Submit completed MOU template to CBP.	TBD		
Sign the appropriate MOU with CBP and other agencies.	TBD		
Information collections to reduce burden on the public consolidated or modified.	TBD		
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	TBD		
<b>Operational Capability</b>			
		?	A: Capability Available in ACE and Used by Agency; AN: Capability Available in ACE, but Not Currently Used by Agency; F: Future ACE Capability; L: Legacy Capability; N/A: Capability Not Applicable to Agency ACE Capability
ACE Secure Data Portal	Access entry and entry summary information:	AN	Access activated Foreign Trade Zone information:
	Access importer, broker, and/or carrier account information:	AN	Run ACE reports and/or data extracts:
	Access manifest and/or bond information:	F	Delegation of ACE Security Control Officer responsibilities to agency:
Pre-Arrival of Cargo (CBP Manifest)	Manifest augmented with agency data elements:	TBD	Request CBP to place/remove holds on cargo and/or conveyances:
	Place/remove holds directly on cargo and/or conveyances:	TBD	Refer bill of lading information to CBP and/or other PGAs:
Cargo Arrival (Entry)	Entry augmented with agency data elements:	TBD	Automated determination of cargo admissibility:
	Validate agency entry data elements in ACE or agency system:	TBD	Support enforcement of agency license, permit, and/or certificate:
Post Arrival of Cargo (Entry Summary)	Validate entry summary data for statistical reporting:	TBD	Government entry processing:
	Anti-dumping/countervailing duty summary processing:	TBD	Foreign Trade Zone entry processing:
Targeting	Establish screening criteria:	TBD	View risk assessment and screening results:
<b>Agency Profile</b>			
Background	Joined ITDS: 2005	Agency Senior Official Identified: No	Number of Registered ACE Portal Users: 0
	SAFE Port Act of 2006 Agency: TBD	Department: Homeland Security	Number of Active ACE Portal Users: 0
	Import Safety Priority Agency: TBD	Department Senior Official Identified: Yes	Number of ATS Users: N/A
Business Requirements	PGA Type: TBD	Number of PGA Forms: TBD	Number of PGA Unique Requirements: TBD
	Number of Business Processes: TBD	Number of PGA LPCs: TBD	Number of PGA Shared Requirements: TBD

# TTB

## Alcohol and Tobacco Tax and Trade Bureau



<b>Agency Mission</b> The Alcohol and Tobacco Tax and Trade Bureau (TTB) licenses importers of alcohol or tobacco. TTB also approves labels for alcoholic beverages imported into the United States. TTB monitors alcohol imports and exports to ensure license, label, and tax requirements are being met and also monitors imports in case of threats to public health.	
<b>Legal, Operational, and Security Agreement</b>	
Letter of Exchange (LOE)	Responsible Party - Next Action - Target Date ✓ Approved-CBP legacy system (ACS) MOU signed in 1993
Data Memo of Understanding (MOU)	R CBP OR&R – Review MOU – Target Date TBD
Concept of Operations (CONOPS)	R TTB – Review updates to the CONOPS (update completed in July 2008) – Target Date TBD
ACE Release Operational MOU	CBP OR&R - Review pending; TTB has submitted their MOU to CBP – Target Date TBD
Agency's Privacy Impact Assessment (PIA)	
System of Record Notice (SORN)	
Interconnect Security Agreement (ISA)	
<b>Activity and Accomplishments</b> Activities: 1. Completed Cargo Control and Release (CCR) requirements workshop in May 2008. 2. Several review meetings have been held in Q3 2007 with OFO to review TTB CONOPS. OFO approval of CONOPS was originally expected by March 2008. However, the "To Be" business process diagrams and scenarios had to be changed significantly as a result of the CCR requirements workshop. TTB is currently reviewing the changes made to the CONOPS by the ACE Support Team as a result of the Deep Dive.	<b>Concerns, Risks, and Issues</b> Concerns: 1. CBP today collects various taxes for TTB on alcohol products which have different 'food colors' in them and are taxed at different rates, and the importer gets a refund/rebate on some of them. CBP, in the future, does not want to collect different taxes for each of these different food-colored/additive categories. CBP suggests that if TTB wants to continue to offer a refund/rebate, do it AFTER the taxes are collected, on their own. 2. Classification and taxing of tobacco products is different between CBP and TTB. This needs to be settled between the two agencies.  Note: These issues may require changes to legal authority and will have to be discussed with CBP and TTB lawyers.

# TTB (continued)



ITDS e-Government Scorecard			
Milestone	Date	?	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	Q4 2010		This is department level date. Agency level date is TBD
Complete the definition of business and system requirements for agency systems.	Q2 2008	R	
Submit business and system requirements for ACE to CBP.	Q2 2008	R	
Agree on business and system requirements for ACE with CBP.	Q3 2008	R	
Submit Concept of Operations to CBP.	Q2 2007	√	TTB – Review updates to the CONOPS (update completed in July 2008) – Target Date TBD
Agree on Concept of Operations with CBP.	Q3 2008	R	TTB – Review updates to the CONOPS (update completed in July 2008) – Target Date TBD
Submit completed MOU template to CBP.	Q1 2008	√	
Sign the appropriate MOU with CBP and other agencies.	Q3 2008	R	CBP OR&R - Review pending; TTB has submitted their MOU to CBP – Target Date TBD
Information collections to reduce burden on the public consolidated or modified.	Q2 2008	R	
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	Q2 2008	R	
<b>Operational Capability</b>			
		?	A: Capability Available in ACE and Used by Agency; AN: Capability Available in ACE, but Not Currently Used by Agency; F: Future ACE Capability; L: Legacy Capability; N/A: Capability Not Applicable to Agency ACE Capability
ACE Secure Data Portal	Access entry and entry summary information:	A	Access activated Foreign Trade Zone information:
	Access importer, broker, and/or carrier account information:	A	Run ACE reports and/or data extracts:
	Access manifest and/or bond information:	F	Delegation of ACE Security Control Officer responsibilities to agency:
Pre-Arrival of Cargo (CBP Manifest)	Manifest augmented with agency data elements:	N/A	Request CBP to place/remove holds on cargo and/or conveyances:
	Place/remove holds directly on cargo and/or conveyances:	N/A	Refer bill of lading information to CBP and/or other PGAs:
Cargo Arrival (Entry)	Entry augmented with agency data elements:	F	Automated determination of cargo admissibility:
	Validate agency entry data elements in ACE or agency system:	F	Support enforcement of agency license, permit, and/or certificate:
Post-Arrival of Cargo (Entry Summary)	Validate entry summary data for statistical reporting:	N/A	Government entry processing:
	Anti-dumping/countervailing duty summary processing:	N/A	Foreign Trade Zone entry processing:
Targeting	Establish screening criteria:	F	View risk assessment and screening results:
<b>Agency Profile</b>			
Background	Joined ITDS: May 2005	Agency Senior Official Identified: Yes	Number of Registered ACE Portal Users: 13
	SAFE Port Act of 2006 Agency: Yes	Department: Treasury	Number of Active ACE Portal Users: TBD
	Import Safety Priority Agency: Yes	Department Senior Official Identified: Yes	Number of ATS Users: N/A
Business Requirements	PGA Type: Admissibility	Number of PGA Forms: 0	Number of PGA Unique Requirements: 13
	Number of Business Processes: 6	Number of PGA LPCs: 6	Number of PGA Shared Requirements: 121

# USACE

## United States Army Corps of Engineers



Agency Mission	
The U.S. Army Corps of Engineers (USACE) maintains databases and statistics pertaining to waterborne commodity and vessel movements and domestic commercial vessel characteristics, as well as information on the Harbor Maintenance Fees paid by the trade and transportation community, which it uses for determining the need for building, improving, or rehabilitating port and waterway facilities, lock facilities, lock operations, and navigation dredging projects.	
Legal, Operational, and Security Agreement	
Letter of Exchange (LOE)	Responsible Party - Next Action - Target Date
Data Memo of Understanding (MOU)	
Concept of Operations (CONOPS)	Approved by CBP January 2007
ACE Release Operational MOU	
Agency's Privacy Impact Assessment (PIA)	
System of Record Notice (SORN)	
Interconnect Security Agreement (ISA)	
Activity and Accomplishments	
Activities: 1. USACE working to get Data MOU started.	
Concerns, Risks, and Issues	
Concerns: 1. DoD policy for clearance requires TS justification for full BI. Position held by USACE's ACE POC doesn't meet TS justification. So, no one at USACE has portal access. 2. ITDS/CBP and USACE security have spoken about getting Background Investigations for select USACE people.	

# USACE (continued)



ITDS e-Government Scorecard		
Milestone	Date	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	Q4 2009	
Complete the definition of business and system requirements for agency systems.	Q2 2008	USACE has existing systems infrastructure. Minimal additional requirements
Submit business and system requirements for ACE to CBP.	Q2 2008	Minimal impact on requirements
Agree on business and system requirements for ACE with CBP.	Q2 2008	F
Submit Concept of Operations to CBP.		Submitted in 2006
Agree on Concept of Operations with CBP.		USACE CONOPS approved by CBP January 2007
Submit completed MOU template to CBP.	Q4 2009	
Sign the appropriate MOU with CBP and other agencies.	Q4 2009	
Information collections to reduce burden on the public consolidated or modified.	Q4 2009	
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	Q4 2009	
<b>Operational Capability</b>		
		?
		A: Capability Available in ACE and Used by Agency; AN: Capability Available in ACE, but Not Currently Used by Agency; F: Future ACE Capability; L: Legacy Capability; N/A: Capability Not Applicable to Agency ACE Capability
ACE Secure Data Portal	Access entry and entry summary information:	AN
	Access importer, broker, and/or carrier account information:	AN
	Access manifest and/or bond information:	F
Pre-Arrival of Cargo (CBP Manifest)	Manifest augmented with agency data elements:	N/A
	Place/remove holds directly on cargo and/or conveyances:	N/A
Cargo Arrival (Entry)	Entry augmented with agency data elements:	N/A
	Validate agency entry data elements in ACE or agency system:	N/A
Post Arrival of Cargo (Entry Summary)	Validate entry summary data for statistical reporting:	N/A
	Anti-dumping/countervailing duty summary processing:	N/A
Targeting	Establish screening criteria:	N/A
<b>Agency Profile</b>		
Background	Joined ITDS: 2003	Agency Senior Official Identified: Yes
	SAFE Port Act of 2006 Agency: No	Department: Defense
	Import Safety Priority Agency: No	Department Senior Official Identified: Yes
Business Requirements	PGA Type: Statistical	Number of PGA Forms: 8
	Number of Business Processes: 2	Number of PGA Shared Requirements: TBD
		Number of Registered ACE Portal Users: 0
		Number of Active ACE Portal Users: 0
		Number of ATS Users: N/A
		Number of PGA Unique Requirements: TBD
		Number of PGA Shared Requirements: TBD

# USAID

## U.S. Agency for International Development



<b>Agency Mission</b> The U.S. Agency for International Development (USAID) provides humanitarian aid and development assistance to lesser developed countries. USAID is the Federal Government's second largest exporter. USAID awards contracts/grants to U.S. entities and these U.S. entities in turn partner with host country entities for delivery of goods/commodities via U.S.-flagged carriers.	
<b>Legal, Operational, and Security Agreement</b>	
Letter of Exchange (LOE)	? Responsible Party - Next Action - Target Date
Data Memo of Understanding (MOU)	
Concept of Operations (CONOPS)	
ACE Release Operational MOU	
Agency's Privacy Impact Assessment (PIA)	
System of Record Notice (SORN)	
Interconnect Security Agreement (ISA)	
<b>Activity and Accomplishments</b>	
Activities: 1. USAID is a new PGA that is focused on Exports. USAID plans to increase their participation when exports are planned for ACE.	
<b>Concerns, Risks, and Issues</b>	



# USAID (continued)



ITDS e-Government Scorecard			
Milestone	Date	?	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	TBD		USAID joined ITDS after OMB Milestones were submitted
Complete the definition of business and system requirements for agency systems.	TBD		
Submit business and system requirements for ACE to CBP.	TBD		
Agree on business and system requirements for ACE with CBP.	TBD		
Submit Concept of Operations to CBP.	TBD		
Agree on Concept of Operations with CBP.	TBD		
Submit completed MOU template to CBP.	TBD		
Sign the appropriate MOU with CBP and other agencies.	TBD		
Information collections to reduce burden on the public consolidated or modified.	TBD		
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	TBD		
<b>Operational Capability</b>			
		?	A: Capability Available in ACE and Used by Agency; AN: Capability Available in ACE, but Not Currently Used by Agency; F: Future ACE Capability; L: Legacy Capability; N/A: Capability Not Applicable to Agency ACE Capability
ACE Secure Data Portal	Access entry and entry summary information:	AN	Access activated Foreign Trade Zone information:
	Access importer, broker, and/or carrier account information:	AN	Run ACE reports and/or data extracts:
	Access manifest and/or bond information:	F	Delegation of ACE Security Control Officer responsibilities to agency:
Pre-Arrival of Cargo (CBP Manifest)	Manifest augmented with agency data elements:	N/A	Request CBP to place/remove holds on cargo and/or conveyances:
	Place/remove holds directly on cargo and/or conveyances:	N/A	Refer bill of lading information to CBP and/or other PGAs:
Cargo Arrival (Entry)	Entry augmented with agency data elements:	N/A	Automated determination of cargo admissibility:
	Validate agency entry data elements in ACE or agency system:	N/A	Support enforcement of agency license, permit, and/or certificate:
Post Arrival of Cargo (Entry Summary)	Validate entry summary data for statistical reporting:	N/A	Government entry processing:
	Anti-dumping/countervailing duty summary processing:	N/A	Foreign Trade Zone entry processing:
Targeting	Establish screening criteria:	N/A	View risk assessment and screening results:
<b>Agency Profile</b>			
Background	Joined ITDS: Nov 2007	Agency Senior Official Identified: <b>TBD</b>	Number of Registered ACE Portal Users: 0
	SAFE Port Act of 2006 Agency: No	Department: Independent	Number of Active ACE Portal Users: 0
	Import Safety Priority Agency: No	Department Senior Official Identified: N/A	Number of ATS Users: N/A
Business Requirements	PGA Type: Exports	Number of PGA Forms: 3	Number of PGA Unique Requirements: <b>TBD</b>
	Number of Business Processes: N/A	Number of PGA LPCs: 0	Number of PGA Shared Requirements: <b>TBD</b>

# USCG

## United States Coast Guard



Agency Mission		
<p>In addition to its maritime safety and security responsibilities at U.S. ports, the United States Coast Guard (USCG) performs regulatory inspection and compliance verifications in the port. This includes inspecting vessels and containers that transport imported and exported cargo. USCG requires vessel operators to notify USCG of arrival into U.S. territorial waters 96 hours prior to arrival. Advance notice information is submitted to the National Vessel Movement Center, which notifies local Coast Guard units of these vessel arrivals. Information contained on the advance notice includes vessel name, registered owner, country of registry, passenger and crew manifests, and general description of cargo. Upon vessel arrival, USCG will inspect containers that are carrying hazardous materials or suffering from a structural defect. USCG will hold this cargo at the port until the problem is resolved.</p>		
Legal, Operational, and Security		
Agreement	Responsible Party	Next Action - Target Date
Letter of Exchange (LOE)	LOE not required per DHS Information Sharing Policy	
Data Memo of Understanding (MOU)	MOU not required per DHS Policy for Internal Information Exchange and Sharing	
Concept of Operations (CONOPS)	ITDS & USCG – Continue ITDS integration process including data mapping to the SDS and determining USCG's plans for using ACE.	
ACE Release Operational MOU		
Agency's Privacy Impact Assessment (PIA)		
System of Record Notice (SORN)		
Interconnect Security Agreement (ISA)		
Activity and Accomplishments		Concerns, Risks, and Issues
<p>Activities:</p> <ol style="list-style-type: none"> <li>On-going discussions concerning Vessel / Rail Manifest functionality in ACE and understanding how USCG could use this capability in the field.</li> </ol>		

# USCG (continued)



ITDS e-Government Scorecard			
Milestone	Date	Responsible Party	Next Action - Target Date
Dates for assessment of performance measures described in plan.	TBD		
Complete the definition of business and system requirements for agency systems.	TBD		
Submit business and system requirements for ACE to CBP.	TBD		
Agree on business and system requirements for ACE with CBP.	TBD		
Submit Concept of Operations to CBP.	TBD		ITDS & USCG – Continue ITDS integration process including data mapping to the SDS and determining USCG’s plans for using ACE.
Agree on Concept of Operations with CBP.	TBD		
Submit completed MOU template to CBP.	√		
Sign the appropriate MOU with CBP and other agencies.	√		
Information collections to reduce burden on the public consolidated or modified.	TBD		
Agency rulemaking, capital planning, and investment control processes integrated with agency’s plan to fully utilize ITDS by 2009.	TBD		
<b>Operational Capability</b>			
		?	?
Access entry and entry summary information:		A	A
Access importer, broker, and/or carrier account information:		A	A
Access manifest and/or bond information:		F	F
Manifest augmented with agency data elements:		TBD	F
Place/remove holds directly on cargo and/or conveyances:		TBD	F
Entry augmented with agency data elements:		N/A	N/A
Validate agency entry data elements in ACE or agency system:		N/A	N/A
Validate entry summary data for statistical reporting:		N/A	N/A
Anti-dumping/countervailing duty summary processing:		N/A	N/A
Establish screening criteria:		F	F
<b>Agency Profile</b>			
Joined ITDS:	March 2008	Agency Senior Official Identified:	Yes
SAFE Port Act of 2006 Agency:	No	D department:	Homeland Security
Import Safety Priority Agency:	No	D department Senior Official Identified:	Yes
PGA Type:	Admissibility	Number of PGA Forms:	TBD
Number of Business Processes:	TBD	Number of PGA LPCs:	TBD
Background		Number of Registered ACE Portal Users:	1
		Number of Active ACE Portal Users:	TBD
		Number of ATS Users:	TBD
Business Requirements		Number of PGA Unique Requirements:	TBD
		Number of PGA Shared Requirements:	TBD

# USTR

Office of the U.S. Trade Representative



Agency Mission	
The Office of the United States Trade Representative (USTR) is responsible for developing and coordinating U.S. international trade, commodity, and direct investment policy, and overseeing negotiations with other countries.	
Legal, Operational, and Security Agreement	
?	Responsible Party - Next Action - Target Date
Letter of Exchange (LOE)	
Data Memo of Understanding (MOU)	
Concept of Operations (CONOPS)	
ACE Release Operational MOU	
Agency's Privacy Impact Assessment (PIA)	
System of Record Notice (SORN)	
Interconnect Security Agreement (ISA)	
Activity and Accomplishments	
Concerns, Risks, and Issues	

# USTR (continued)



ITDS e-Government Scorecard			
Milestone	Date	?	Responsible Party - Next Action - Target Date
Dates for assessment of performance measures described in plan.	TBD		
Complete the definition of business and system requirements for agency systems.	TBD		
Submit business and system requirements for ACE to CBP.	TBD		
Agree on business and system requirements for ACE with CBP.	TBD		
Submit Concept of Operations to CBP.	TBD		
Agree on Concept of Operations with CBP.	TBD		
Submit completed MOU template to CBP.	TBD		
Sign the appropriate MOU with CBP and other agencies.	TBD		
Information collections to reduce burden on the public consolidated or modified.	TBD		
Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	TBD		
<b>Operational Capability</b>			
		?	A: Capability Available in ACE and Used by Agency; AN: Capability Available in ACE, but Not Currently Used by Agency; F: Future ACE Capability; L: Legacy Capability; NA: Capability Not Applicable to Agency ACE Capability
ACE Secure Data Portal	Access entry and entry summary information:	AN	Access activated Foreign Trade Zone information:
	Access importer, broker, and/or carrier account information:	AN	Run ACE reports and/or data extracts:
	Access manifest and/or bond information:	TBD	Delegation of ACE Security Control Officer responsibilities to agency:
Pre-Arrival of Cargo (CBP Manifest)	Manifest augmented with agency data elements:	TBD	Request CBP to place/remove holds on cargo and/or conveyances:
	Place/remove holds directly on cargo and/or conveyances:	N/A	Refer bill of lading information to CBP and/or other PGAs:
Cargo Arrival (Entry)	Entry augmented with agency data elements:	N/A	Automated determination of cargo admissibility:
	Validate agency entry data elements in ACE or agency system:	N/A	Support enforcement of agency license, permit, and/or certificate:
Post Arrival of Cargo (Entry Summary)	Validate entry summary data for statistical reporting:	N/A	Government entry processing:
	Anti-dumping/countervailing duty summary processing:	N/A	Foreign Trade Zone entry processing:
Targeting	Establish screening criteria:	N/A	View risk assessment and screening results:
<b>Agency Profile</b>			
Background	Joined ITDS:	2005	Agency Senior Official Identified: Yes
	SAFE Port Act of 2006 Agency:	No	Justice
	Import Safety Priority Agency:	No	Department
Business Requirements	PGA Type:	TBD	Department Senior Official Identified: Yes
	Number of Business Processes:	TBD	Number of PGA Forms:
			Number of PGA LPCs:
			Number of Registered ACE Portal Users: 0
			Number of Active ACE Portal Users: 0
			Number of ATS Users: N/A
			Number of PGA Unique Requirements: TBD
			Number of PGA Shared Requirements: TBD

# Glossary

## Acronyms



#	Term/Symbol	Definition/Description
1.	J	Activity completed, milestone achieved.
2.	Y	Activity may not be completed on schedule, milestone at risk.
3.	R	Milestone has not been achieved.
4.	?	Activity and/or milestone status.
5.	ABI	Automated Broker Interface
6.	ACE	Automated Commercial Environment
7.	AD/CVD	Antidumping and Countervailing Duties
8.	AES	Automated Export System
9.	AMS	Automated Manifest System
10.	CBP	U.S. Customs and Border Protection
11.	CCL	Commerce Control List
12.	CONOPS	Concept of Operations
13.	DAIRIES	Dairy Accelerated Imported Retrieval and Information Exchange System
14.	Department/Agency Senior Official Identified	Clay Johnson, Deputy Director for Management, Office of Management and Budget, issued a memorandum for the heads of departments and agencies on September 10, 2007, which directed departments and agencies to identify a senior executive who will coordinate with Executive Agents to develop the agency's plan to fully utilize ITDS by 2009.
15.	DHS	Department of Homeland Security
16.	ECCN	Export Control Classification Numbers
17.	ESAR	Entry Summary, Accounts, and Revenue
18.	FMVSS	Federal Motor Vehicle Safety Standards
19.	FTZ	Foreign Trade Zones
20.	HTS	Harmonized Tariff Schedule
21.	Import Safety Priority Agency	Agency that has been identified in the Interagency Working Group for Import Safety's Action Plan for Import Safety, November 2007
22.	ISA	Interconnect Security Agreement
23.	ITDS	International Trade Data System
24.	LOE	Letter of Exchange
25.	LPC	License, Permit, or Certificate
26.	MOU	Memo of Understanding
27.	OMB	Office of Management and Budget
28.	OTIs	Ocean Transportation Intermediaries
29.	PIA	Privacy Impact Assessment



# Glossary

## Legal, Operational, and Security Agreement Definitions



#	Term/Symbol	Definition/Description
1.	Letter of Exchange	An interim legal agreement between CBP and an agency that allows agency users with an appropriate security clearance to be provided access to ACE. The intention of the LOE is to provide an interim legal agreement while CBP and the agency negotiate a Data MOU. The duration of an LOE is one year.
2.	Data MOU	The agreement between CBP and an agency that established the data agency ACE users are legally allowed to view.
3.	Concept of Operations	The CONOPS is the operational agreement between CBP and an agency that defines an agency's end state or "To Be" role in the cargo pre-arrival, arrival, and post arrival process for commodities the agency regulates when ACE is fully deployed. A CBP and agency approved CONOPS must be in place before an Operational Agreement can be approved.
4.	ACE Release Operational MOU	The agreement between CBP and an agency that defines an agency's role in the cargo pre-arrival, arrival, and post arrival process for commodities the agency regulates. An agency's operational agreement will need to be updated for each ACE release.
5.	Agency Privacy Impact Assessment	An analysis of how ACE information is handled: (i) to ensure handling conforms to applicable legal, regulatory, and policy requirements regarding privacy, (ii) to determine the risks and effects of collecting, maintaining and disseminating information in identifiable form in an electronic information system, and (iii) to examine and evaluate protections and alternative processes for handling information to mitigate potential privacy risks. Each agency's Privacy Officer must assess whether a PIA is required by the agency for each ACE release.
6.	System of Record Notice	A system of records is a group of records under the control of an agency which contains a personal identifier (such as a name, date of birth, finger print, Social Security Number, Employee Number, etc.) and one other item of personal data (such as home address, performance rating, blood type, etc.) from which information is retrieved by a personal identifier. The Privacy Act requires each agency to publish notice of its systems of records in the <i>Federal Register</i> which are called "system of records notice" (SORN).
7.	Interconnect Security Agreement	The agreement between CBP and an agency that defines the security requirements for establishing, operating, and maintaining communications links between CBP and the agency.



# Glossary

## ITDS e-Government Scorecard Definitions



#	OMB Milestone	Description/Completion Criteria
1.	Dates for assessment of performance measures described in plan.	TBD
2.	Complete the definition of business and system requirements for agency systems.	Agency has documented the business and systems requirements for enhancements needed to existing agency systems and/or new agency systems needed to deploy the operational capabilities defined in the agency's CONOPS (e.g., ACE to agency system-to-system capability).
3.	Submit business and system requirements for ACE to CBP.	An agency has reviewed and approved the ACE Release Requirement Specification Set (RSS) statements that have been defined for an agency.
4.	Agree on business and system requirements for ACE with CBP.	An agency's RSS statements have been approved by CBP and included in the requirements baseline of an ACE release.
5.	Submit Concept of Operations to CBP.	An agency's concept of operations document has been delivered to CBP for review and approval.
6.	Agree on Concept of Operations with CBP.	An agency's concept of operations document has gone through CBP and the agency's executive approval process.
7.	Submit completed MOU template to CBP.	An agency's data or operational MOU has been delivered to CBP for review and approval.
8.	Sign the appropriate MOU with CBP and other agencies.	An agency's data or operational MOU has gone through CBP and the agency's executive approval process.
9.	Information collections to reduce burden on the public consolidated or modified.	TBD
10.	Agency rulemaking, capital planning, and investment control processes integrated with agency's plan to fully utilize ITDS by 2009.	An agency's documented plan for rulemaking and/or capital investments needed to realize the operational capabilities identified in the agency's approved CONOPS.





# Appendices





## APPENDICES

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## APPENDIX A.1: LIST OF ITDS AGENCIES – ALPHABETICAL BY DEPARTMENT

ITDS Agencies		
	Department or Independent Agency	Agency/Acronym
1	Agriculture	AMS, Agricultural Marketing Service
2	Agriculture	APHIS, Animal and Plant Health Inspection Service
3	Agriculture	FAS, Foreign Agricultural Service
4	Agriculture	FSIS, Food Safety and Inspection Service
5	Agriculture	GIPSA, Grain Inspection, Packers and Stockyards Administration
6	Commerce	BIS, Bureau of Industry and Security
7	Commerce	Census, Bureau of the Census
8	Commerce	FTZB, Foreign Trade Zones Board
9	Commerce	IA, Import Administration
10	Commerce	NMFS, National Marine Fisheries Service
11	Defense	USACE, U.S. Army Corps of Engineers
12	Defense	DCMA, Defense Contracts Management Agency
13	Energy	EIA, Energy Information Administration
14	Energy	OFE, Office of Fossil Energy
15	Interior	FWS, U.S. Fish and Wildlife Service
16	Justice	ATF, Bureau of Alcohol, Tobacco, Firearms, and Explosives
17	Justice	DEA, Drug Enforcement Administration
18	Labor	BLS, Bureau of Labor Statistics
19	Health and Human Services	CDC, Centers for Disease Control and Prevention
20	Health and Human Services	FDA, Food and Drug Administration
21	Homeland Security	CBP, Customs and Border Protection
22	Homeland Security	TSA, Transportation Security Administration
23	Homeland Security	USCG, U.S. Coast Guard
24	State	ALM, State Despatch Office, Office of Logistics and Management
25	State	OES, Bureau of Oceans and International Environmental and Scientific Affairs
26	State	OFM, Office of Foreign Missions
27	State	DDTC, Directorate of Defense Trade Controls
28	Transportation	BTS, Bureau of Transportation Statistics
29	Transportation	FAA, Federal Aviation Administration
30	Transportation	FHWA, Federal Highway Administration
31	Transportation	MARAD, Maritime Administration
32	Transportation	NHTSA, National Highway Traffic Safety Administration
33	Transportation	PHMSA, Pipeline and Hazardous Materials Safety Administration
34	Transportation	FMCSA, Federal Motor Carrier Safety Administration
38	Treasury	FinCEN, Financial Crimes Enforcement Network
35	Treasury	IRS, Internal Revenue Service
36	Treasury	OFAC, Office of Foreign Assets Control
37	Treasury	TTB, Alcohol and Tobacco Tax and Trade Bureau
30	Independent Agency	CPSC, Consumer Product Safety Commission
40	Independent Agency	EPA, Environmental Protection Agency
41	Independent Agency	FCC, Federal Communications Commission
42	Independent Agency	FMC, Federal Maritime Commission
43	Independent Agency	ITC, U.S. International Trade Commission
44	Independent Agency	NRC, U.S. Nuclear Regulatory Commission
45	Independent Agency	USAID, U.S. Agency for International Development
46	Independent Agency	USTR, U.S. Trade Representative

## APPENDIX A.2: LIST OF AGENCIES – ALPHABETICAL BY AGENCY NAME

ITDS Agencies		
	Agency/Acronym	Department or Independent Agency
1	AMS, Agricultural Marketing Service	Agriculture
2	APHIS, Animal and Plant Health Inspection Service	Agriculture
3	A/LM, State Despatch Office, Office of Logistics and Management	State
4	ATF, Bureau of Alcohol, Tobacco, Firearms, and Explosives	Justice
5	BIS, Bureau of Industry and Security	Commerce
6	BLS, Bureau of Labor Statistics	Labor
7	BTS, Bureau of Transportation Statistics	Transportation
8	CBP, Customs and Border Protection	Homeland Security
9	CDC, Centers for Disease Control and Prevention	Health and Human Services
10	Census, Bureau of the Census	Commerce
11	CPSC, Consumer Product Safety Commission	Independent Agency
12	DEA, Drug Enforcement Administration	Justice
13	DCMA, Defense Contracts Management Agency	Defense
14	EIA, Energy Information Administration	Energy
15	EPA, Environmental Protection Agency	Independent Agency
16	FAA, Federal Aviation Administration	Transportation
17	FAS, Foreign Agricultural Service	Agriculture
18	FCC, Federal Communications Commission	Independent Agency
19	FDA, Food and Drug Administration	Health and Human Services
20	FHWA, Federal Highway Administration	Transportation
21	FinCEN, Financial Crimes Enforcement Network	Treasury
22	FMC, Federal Maritime Commission	Independent Agency
23	FMCSA, Federal Motor Carrier Safety Administration	Transportation
24	FSIS, Food Safety and Inspection Service	Agriculture
25	FTZB, Foreign Trade Zones Board	Commerce
26	FWS, U.S. Fish and Wildlife Service	Interior
27	GIPSA, Grain Inspection, Packers, and Stockyards Administration	Agriculture
28	IRS, Internal Revenue Service	Treasury
29	IA, Import Administration	Commerce
30	ITC, International Trade Commission	Independent Agency
31	MARAD, Maritime Administration	Transportation
32	NHTSA, National Highway Traffic Safety Administration	Transportation
33	NMFS, National Marine Fisheries Service	Commerce
34	NRC, U.S. Nuclear Regulatory Commission	Independent Agency
35	OES, Bureau of Oceans and International Environmental and Scientific Affairs	State
36	OFAC, Office of Foreign Assets Control	Treasury
37	OFE, Office of Fossil Energy	Energy
38	OFM, Office of Foreign Missions	State
39	PHMSA, Pipeline and Hazardous Materials Safety Administration	Transportation
40	DDTC, Directorate of Defense Trade Controls	State
41	TSA, Transportation Security Administration	Homeland Security
42	TTB, Alcohol and Tobacco Tax and Trade Bureau	Treasury
43	USACE, U.S. Army Corps of Engineers	Defense
44	USAID, U.S. Agency for International Development	Independent Agency
45	USCG, U.S. Coast Guard	Homeland Security
46	USTR, U.S. Trade Representative	Independent Agency

## APPENDIX B: AGENCY BOARD MEMBERS AND CONTACTS

	AGENCY	ACRONYM	Board Member	Lead Contact	Sr. Official
	Department of Homeland Security	DHS			Dr. Jeff Runge*
DHS	Transportation Security Administration	TSA		Robert Moore	
DHS	U.S. Customs and Border Protection	CBP	Bill Inch	Bill Inch	Lou Samenfink
	U.S. Coast Guard	USCG	Susan Henry	Susan Henry	Dana Goward
	Department of Commerce	DOC			
DOC	Bureau of the Census (Census)	CENSUS	Diane Oberg	Steve Bulman	Harvey Monk
DOC	Foreign Trade Zones Board	FTZB	Pierre Duy	Elizabeth Whiteman	Stephen Claeys
DOC	National Marine Fisheries Service	NMFS	Chris Rogers	Chris Rogers	John Oliver
DOC	Import Administration	IA	Tom Futtner	Davina Hashmi	Stephen Claeys
DOC	Bureau of Industry and Security	BIS	Marty Canner	Gerry Horner	Gerry Horner
	Department of Defense	DOD			Michael R. Williams*
DOD	US Army Corps of Engineers	USACE	Doug McDonald	Doug McDonald	Michael R. Williams
DOD	Defense Contract Management Agency	DCMA	David Guinasso	David Guinasso	Michael R. Williams
	Department of Energy	DOE			Robert Corbin*
DOE	Office of Fossil Energy	OFE	Robert Corbin	Yvonne Caudillo	Guido Dehoratis
DOE	Office of Oil and Gas	EIA	Mark Mayo	Mark Mayo	John Cook
	Department of the Interior	DOI			
DOI	U.S. Fish and Wildlife Service	FWS	Benito Perez	Sheila Einsweiler	Benito Perez
	Department of Justice	DOJ			Michael Allen*
DOJ	Bureau of Alcohol, Tobacco, Firearms, and Explosives	ATF	Larry Bell	LuAnn Alspach	Larry Slaughter
DOJ	Drug Enforcement Administration	DEA	Mark Via	Mark Via	Joe Rannazzisi
DOJ	Drug Enforcement Administration	DEA	Frank Moreno		
	Department of Labor	DOL			Al Stewart*
DOL	Bureau of Labor Statistics	BLS	Steven Paben	Jeffrey Blaha	William Alterman
	Department of State	STATE			Robert Browning*
STATE	Office of Foreign Missions	OFM	Cliff Seagroves	Cliff Seagroves	Robert Burton
STATE	State Despatch Office, Office of Logistics and Management	A/LM	Gerry Marandino	Gerry Marandino	Robert Browning
STATE	Directorate of Defense Trade Controls	PMDDTC	Alexandra Frantz	Alexandra Frantz	Patricia Slygh
STATE	Bureau of Ocean and Scientific Affairs	OES	James J Hogan	James J Hogan	David Balton
	Department of Transportation	DOT			Donna Seymour*
DOT	Federal Aviation Administration	FAA	Deborah Johnson	Johnson Brown	Donna Seymour
DOT	National Highway Traffic Safety Administration	NHTSA	Deborah Johnson	Vince Quarles	Donna Seymour
DOT	Federal Motor Carrier Safety Administration	FMCSA	Deborah Johnson	Marcelo Perez	Donna Seymour
DOT	Maritime Administration	MARAD	Deborah Johnson	Lennis Fludd	Donna Seymour
DOT	Bureau of Transportation Statistics	BTS	Deborah Johnson	Deborah Johnson	Donna Seymour
DOT	Pipeline and Hazardous Materials Safety Administration	PHMSA	Deborah Johnson	Ronald Digregorio	Donna Seymour
DOT	Federal Highway Administration	FHWA	Deborah Johnson	Rolf Schmitt	Donna Seymour
	Department of Health and Human Services	DHH			Michael Carleton*
DHH	Food and Drug Administration	FDA	Max Castillo	Max Castillo	Tim Stitely
DHH	Centers for Disease Control and Prevention	CDC	James Seligman	Indira Srinivasan	Robin Weyant
DHH	Centers for Disease Control and Prevention	CDC	Robert Henkel	Gale Galland	
	Department of Agriculture	USDA			Sandy Facinoli*
USDA	Agricultural Marketing Service	AMS	Bruce Summers	Michiko Shaw	Bruce Summers
USDA	Food Safety and Inspection Service	FSIS	Mary Stanley	-	William Smith
USDA	Animal and Plant Health Inspection Service	APHIS	John Payne	Cornelia Mueller	John Payne
USDA	Foreign Agricultural Service	FAS	Ron Lord	Ron Lord	John Carr
USDA	Grain Inspection, Stockyards and Packers Administration	GIPSA	Marianne Plaus	Marianne Plaus	Randall Jones
	Department of Treasury	TREAS			Tim Skud*
Treasury	Internal Revenue Service	IRS	William Stiff	John Calabrese	Ricky Stiff
Treasury	Alcohol and Tobacco Tax and Trade Bureau	TTB	Jerry Bowerman	Jerry Bowerman	Robert Hughes
Treasury	Office of Foreign Assets Control	OFAC	Dale Thompson	Dale Thompson	Liz Farrow
Treasury	Financial Crimes Enforcement Network	FinCEN	Erick Malette	Erick Malette	James Freis
IND	Federal Communications Commission	FCC	Gabriel Collazo	Gabriel Collazo	Kathy Berthot
IND	U.S. International Trade Commission	ITC	Robert Rogowsky	Steve Hudgens	Robert Rogowsky
IND	U.S. International Trade Commission	ITC		Mara Alexander	Robert Rogowsky
IND	Federal Maritime Commission	FMC	Sandra Kusumoto	Jim Carey	Peter King
IND	Environmental Protection Agency	EPA	Andy Battin	Andy Battin	Molly O'neill
IND	Environmental Protection Agency	EPA		Jonathan Jacobson	Molly O'neill
IND	Environmental Protection Agency	EPA		Jeff Wells	Molly O'neill
IND	Environmental Protection Agency	EPA		Chuck Freeman	Molly O'neill
IND	Environmental Protection Agency	EPA		Roy Chaudet	Molly O'neill
IND	Environmental Protection Agency	EPA		Doreen Sterling	Molly O'neill
IND	Consumer Product Safety Commission	CPSC	Jim Joholske	Jim Joholske	John Mullan
IND	U.S. Nuclear Regulatory Commission	NRC	Steve Dembek	Steve Baker	Margie Doane
IND	Office of U.S. Trade Representative	USTR	David Walters		
IND	U.S. Agency for International Development	USAID	Paul Vicinanza	David Anewalt	Denise Scherl

\*Senior official is the Departmental-level senior official to be designated in response to OMB M-07-23 (Sept. 10, 2007) - see Appendix G.



**APPENDIX C: ACE PORTAL USERS**

<b>Employees Using ACE Portal as of October 17, 2008</b>	
<b>AGENCY</b>	<b>Total</b>
AMS	31
APHIS	118
ATF	21
BIS	1
BLS	3
BTS	3
CENSUS	31
CPSC	22
EPA	8
FAS	2
FCC	2
FDA	1
FMC	13
FSIS	43
FTZB	2
FWS	88
IA	15
ICE*	1
IRS	2
ITC	6
MARAD	5
NHTSA	1
NMFS	63
NRC	1
OFAC	7
OFM	9
TTB	19
USCG	1
<b>Grand Total</b>	<b>519</b>

\*Not a PGA – access granted under DHS Information Sharing Policy

27 Total number of PGAs on Portal

519 Total number of PGA users on Portal

## APPENDIX D: SAFE PORT ACT TEXT

H.R. 4954

# An Act

To improve maritime and cargo security through enhanced layered defenses, and for other purposes.

*Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled,*

### SECTION 1. SHORT TITLE; TABLE OF CONTENTS.

(a) SHORT TITLE.—This Act may be cited as the “Security and Accountability For Every Port Act of 2006” or the “SAFE Port Act”.

### SEC. 405. INTERNATIONAL TRADE DATA SYSTEM.

Section 411 of the Tariff Act of 1930 (19 U.S.C. 1411) is amended by adding at the end the following:

“(d) INTERNATIONAL TRADE DATA SYSTEM.—

“(1) ESTABLISHMENT.—

“(A) IN GENERAL.—The Secretary of the Treasury (in this subsection, referred to as the ‘Secretary’) shall oversee the establishment of an electronic trade data interchange system to be known as the ‘International Trade Data System’ (ITDS). The ITDS shall be implemented not later than the date that the Automated Commercial Environment (commonly referred to as ‘ACE’) is fully implemented.

“(B) PURPOSE.—The purpose of the ITDS is to eliminate redundant information requirements, to efficiently regulate the flow of commerce, and to effectively enforce laws and regulations relating to international trade, by establishing a single portal system, operated by the United States Customs and Border Protection, for the collection and distribution of standard electronic import and export data required by all participating Federal agencies.

“(C) PARTICIPATION.—

“(i) IN GENERAL.—All Federal agencies that require documentation for clearing or licensing the importation and exportation of cargo shall participate in the ITDS.

“(ii) WAIVER.—The Director of the Office of Management and Budget may waive, in whole or in part, the requirement for participation for any Federal agency based on the vital national interest of the United States.

“(D) CONSULTATION.—The Secretary shall consult with and assist the United States Customs and Border Protection and other agencies in the transition from paper to electronic format for the submission, issuance, and storage of documents relating to data required to enter cargo into the United States. In so doing, the Secretary shall also consult with private sector stakeholders, including the Commercial Operations Advisory Committee, in developing uniform data submission requirements, procedures, and schedules, for the ITDS.

“(E) COORDINATION.—The Secretary shall be responsible for coordinating the operation of the ITDS among the participating agencies and the office within the United States Customs and Border Protection that is responsible

- for maintaining the ITDS.
- “(2) DATA ELEMENTS.—
- “(A) IN GENERAL.—The Interagency Steering Committee (established under paragraph (3)) shall, in consultation with the agencies participating in the ITDS, define the standard set of data elements to be collected, stored, and shared in the ITDS, consistent with laws applicable to the collection and protection of import and export information. The Interagency Steering Committee shall periodically review the data elements in order to update the standard set of data elements, as necessary.
- “(B) COMMITMENTS AND OBLIGATIONS.—The Interagency Steering Committee shall ensure that the ITDS data requirements are compatible with the commitments and obligations of the United States as a member of the World Customs Organization (WCO) and the World Trade Organization (WTO) for the entry and movement of cargo.
- “(3) INTERAGENCY STEERING COMMITTEE.—There is established an Interagency Steering Committee (in this section, referred to as the ‘Committee’). The members of the Committee shall include the Secretary (who shall serve as the chairperson of the Committee), the Director of the Office of Management and Budget, and the head of each agency participating in the ITDS. The Committee shall assist the Secretary in overseeing the implementation of, and participation in, the ITDS.
- “(4) REPORT.—The President shall submit a report before the end of each fiscal year to the Committee on Finance of the Senate and the Committee on Ways and Means of the House of Representatives. Each report shall include information on—
- “(A) the status of the ITDS implementation;
- “(B) the extent of participation in the ITDS by Federal agencies;
- “(C) the remaining barriers to any agency’s participation;
- “(D) the consistency of the ITDS with applicable standards established by the World Customs Organization and the World Trade Organization;
- “(E) recommendations for technological and other improvements to the ITDS; and
- “(F) the status of the development, implementation, and management of the Automated Commercial Environment within the United States Customs and Border Protection.
- “(5) SENSE OF CONGRESS.—It is the sense of Congress that agency participation in the ITDS is an important priority of the Federal Government and that the Secretary shall coordinate the operation of the ITDS closely among the participating agencies and the office within the United States Customs and Border Protection that is responsible for maintaining the ITDS.
- “(6) CONSTRUCTION.—Nothing in this section shall be construed as amending or modifying subsection (g) of section 301 of title 13, United States Code.
- “(7) DEFINITION.—The term ‘Commercial Operations Advisory Committee’ means the Advisory Committee established pursuant to section 9503(c) of the Omnibus Budget Reconciliation Act of 1987 (19 U.S.C. 2071 note) or any successor committee.”.

## APPENDIX E: WORKING GROUP ON IMPORT SAFETY IMMEDIATE ACTIONS

Excerpt from Interagency Working Group on Import Safety **Immediate Actions** Document  
<http://www.importsafety.gov/report/actions/index.html>

### **Interoperability Acceleration – Instruct Executive Agencies to Complete Their Identification of Technical, Business and Legal Requirements for Operating Within the Automated Commercial Environment/International Trade Data System.**

The Security and Accountability for Every (“SAFE”) Port Act of 2006 requires all Federal agencies that license, permit, or certify imported products to participate in the International Trade Data System (ITDS), a "single-window" system for reporting imports and exports electronically. ITDS will operate as a feature of U.S. Customs and Border Protection's (CBP) trade data processing system called the Automated Commercial Environment (ACE), which is currently under development. Functional capabilities within ACE are being implemented in stages, with full operability expected in 2009. Currently, 34 Federal agencies, referred to as Participating Government Agencies (PGAs), are at varying stages in integrating into ITDS.

In order to accelerate implementation of ITDS, the Office of Management and Budget should issue a directive to PGAs requiring that within 60 days of the directive they establish or refine their Implementation Plan setting deadlines for developing, reviewing and finalizing conceptual operating plans (Concept of Operations), memoranda of understanding for the ITDS interface, and a set of technical and business requirements for identifying any program and system modifications needed to support the interface. This would include considerations for the budget process. OMB should give special priority to import safety agencies for this task in the budget process.

Further, in order to accelerate implementation of ITDS, the Office of Management and Budget should direct that CBP, within 60 days, establish or refine its Implementation Plan setting deadlines to:

- Include information currently reported by importers and carriers to CBP in the ACE Data Warehouse, where it can be accessed by other agencies.
- Advise other agencies with an import safety mission how they can take full advantage of current ITDS capabilities and deepen their engagement in ITDS development
- Implement World Customs Organization Data Model messages (new international standard for customs reporting), which could provide a platform for electronic reporting of health and safety information in advance of the current ITDS production schedule.

In addition, all PGAs are instructed to:

Within their fiscal year 2009 budget submissions, identify the budgetary resources needed to support the ACE/ITDS interface.

Within 60 days, designate a senior executive responsible for implementing the ACE/ITDS interface.

## APPENDIX F: MEMORANDA FROM OMB

Appendix G: Memoranda from OMB



EXECUTIVE OFFICE OF THE PRESIDENT  
OFFICE OF MANAGEMENT AND BUDGET  
WASHINGTON, D.C. 20503

DEPUTY DIRECTOR  
FOR MANAGEMENT

September 10, 2007

M-07-23

MEMORANDUM FOR THE HEADS OF DEPARTMENTS AND AGENCIES

FROM: Clay Johnson  
Deputy Director for Management

PURPOSE: Requiring Agency Use of the International Trade Data System

On July 18, 2007, the President issued Executive Order 13439 to review and assess current import safety procedures and methods, survey the authorities and practices of Federal agencies, and outline preliminary steps necessary to enhance the safety of imported products.<sup>1</sup> A strategic framework to improve import safety has been developed based on this review and assessment. By mid-November a follow-on Action Plan based on this framework will lay out a roadmap with short- and long-term recommendations for improving import safety.

One of the immediate approved action items recommended by the working group is to require use of the International Trade Data System (ITDS) when collecting information to clear or license the import and export of cargo.<sup>2</sup> ITDS is being implemented as part of the Automated Commercial Environment (ACE) project, U.S. Customs and Border Protection's new import and export processing system.

When fully utilized, ITDS will help us reduce redundant information collections, efficiently regulate the flow of commerce, and effectively enforce international trade laws. An interagency team led by the Department of the Treasury, working with the Department of Homeland Security, will coordinate activities to support your agency's use of ITDS. Many agencies already participate in this initiative and have benefited from the integration of and immediate access to import information.

You must now designate a senior executive to participate in this interagency team. Your designee will coordinate with the Executive Agents to develop your agency's plan for using ITDS. These plans must outline the steps your agency will take to complete each stage of its interface, including any necessary rulemaking and acquisitions. Agency plans are to be completed by November 12, 2007, and your agency is expected to fully utilize ITDS [by 2009]. Please send the name of your senior executive to [karen\\_evans@omb.eop.gov](mailto:karen_evans@omb.eop.gov) by September 21, 2007.

<sup>1</sup> Executive Order 13439 "Establishing An Interagency Working Group on Import Safety," can be found at: <http://www.whitehouse.gov/news/releases/2007/07/20070718-4.html>.

<sup>2</sup> For more information, see section 405 of the Security and Accountability for Every Port Act at: [http://frwebgate.access.gpo.gov/cgi-bin/getdoc.cgi?dbname=109\\_cong\\_public\\_laws&docid=f:publ347.109.pdf](http://frwebgate.access.gpo.gov/cgi-bin/getdoc.cgi?dbname=109_cong_public_laws&docid=f:publ347.109.pdf).

We will provide additional instructions to your Chief Information Officers to assist in developing your plan and meeting this goal. We will be assessing your progress in achieving your plan's objectives as part of the President's Management Agenda. If you have questions about this policy, please contact Karen Evans, Administrator, E-Government and Information Technology at (202) 395-1181. For additional questions concerning the strategic framework please contact Jerry Regier at [Jerry.Regier@HHS.GOV](mailto:Jerry.Regier@HHS.GOV) or 202-205-1387 and for information on ITDS please contact Cathy Saucedo at [Cathy.Saucedo@dhs.gov](mailto:Cathy.Saucedo@dhs.gov) or 202-690-5931.

September 28, 2007

MEMORANDUM FOR CHIEF INFORMATION OFFICERS AND SENIOR EXECUTIVES  
DESIGNATED TO SUPPORT AGENCY USE OF THE INTERNATIONAL TRADE DATA  
SYSTEM

FROM: Karen S. Evans  
Administrator, E-Government and Information Technology

SUBJECT: Agency Plans for Using the International Trade Data System

The Office of Management and Budget (OMB) recently issued policy memorandum M-07-23 "Requiring Agency Use of the International Trade Data System" which stated, "your agency is expected to fully utilize the International Trade Data System (ITDS) by 2009." Additionally, the memorandum requested your agency to:

- Designate a senior executive to participate in an interagency team to support agency utilization of ITDS; and
- Complete a plan, by November 12, 2007, outlining the steps your agency will take to complete each stage of its interface to ITDS.

This memorandum provides instructions for completing your agency's plan, as well as additional instructions to the U.S. Customs and Border Protection (CBP). It is important the Senior Executive coordinate development of the plan with the Executive Agents from the Department of Homeland Security and the Department of the Treasury, and approve it to ensure integration with your entire agency and ITDS. Plans should address the areas below, not exceed ten pages, and be published to your agency's website. Final plans should be sent to Timothy Skud at [timothy.skud@do.treasury.gov](mailto:timothy.skud@do.treasury.gov) and Louis Samenfink at [louis.samenfink@dhs.gov](mailto:louis.samenfink@dhs.gov). So that we can ensure plans are sufficiently clear, ambitious, and coordinated, please provide Timothy and Louis your initial, draft plans by October 17, 2007. As they become available, we will make drafts accessible at [max.omb.gov/community](http://max.omb.gov/community) for other agencies to access and review.

Major milestones in your plan will be assessed each quarter as part of the President's Management Agenda E-Government Scorecard. If you have questions about this policy, please contact Karen Evans, Administrator, E-Government and Information Technology at (202) 395-1181. For additional questions concerning ITDS, please contact Cathy Saucedo at [Cathy.Saucedo@dhs.gov](mailto:Cathy.Saucedo@dhs.gov) or 202-690-5931.

#### Instructions for Completing Agency Plans

Agency plans must describe:

1. Your agency's import and export programs, consistent with your agency's enterprise architecture;
2. Performance measures demonstrating program improvements resulting from using ITDS, as well as measures tracking your agency's progress in utilizing ITDS; and
3. The business processes to be automated by utilizing ITDS.

Additionally, agency plans must schedule when:

4. Performance measures described in the plan will be regularly assessed;
5. Business and system requirements, concepts of operations, and appropriate memorandums of agreement with CBP and other agencies will be completed;
6. Information collections will be consolidated or modified to reduce burden on the public; and
7. Agency rulemaking, capital planning, and investment control processes will be integrated with your agency's plan to fully utilize ITDS by 2009.

#### Instructions to CBP

CBP's plan must also include timelines to:

1. Make accessible to other agencies information reported by importers and carriers to CBP in the Automated Data Warehouse;
2. Advise and support appropriate agencies on how they can take full advantage of current ITDS capabilities and participate in ITDS development and maintenance; and
3. Implement data models (e.g., the World Customs Organization Data Model) to ensure effective interchange or dissemination of information.<sup>1</sup>

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<sup>1</sup> The cost-effective and consistent access to and dissemination of government information is essential to promote a more citizen-centered government. For more information about how to organize and categorize government information and to improve public access and dissemination, see OMB Memorandum M-06-02 "Improving Public Access to and Dissemination of Government Information and Using the Federal Enterprise Architecture Data Reference Model," at: <http://www.whitehouse.gov/omb/memoranda/fy2006/m06-02.pdf>.



## APPENDIX G: HISTORY OF ITDS

### 1993: Origins

The original concept for ITDS is documented in the 1993 Future Automated Commercial Environment Team (FACET) Report. Customs commissioned FACET to make recommendations for the redesign of its commercial processing systems. Customs directed the team to examine international trade processes from both the government and the trade community perspectives and to employ modern information management technologies.

The FACET Report included the following key recommendations:

- Original commercial data should be used as the basis for government trade processing.
- Import and export requirements should be standardized and integrated.
- Integrated government oversight of trade.

An integrated trade database and processing infrastructure should address both the needs of the various government agencies as well as the public's need for international trade information.

### 1995: ITDS Established

In June 1994, the Office of the Vice President issued a report of the National Performance Review entitled *Creating a Government That Works Better and Costs Less - Reengineering through Information Technology*. That sub-report identified thirteen Information Technology initiatives expected to provide "the essential infrastructure for government of the 21st century...and give citizens broader, timelier access to information and services through efficient, customer-responsive processes."

A multi-agency task force was formed representing 53 agencies to address the sixth recommendation that calls for the implementation of an **International Trade Data System**. This system is to meet the needs of the Federal Government agencies involved in international trade, those of the business community, and the general public.

This report led to Vice Presidential Memorandum IT-06 on September 15, 1995, which chartered the ITDS Project Office in the Department of the Treasury. The project office oversaw the federal government information technology initiative that was tasked to implement an integrated, government-wide system for the electronic collection, use, and dissemination of international trade data. ITDS would provide a single window through which the trade community would submit its commercial data, promising to create a government that works better and costs less by:

- Reducing the cost, and burden of processing international trade transactions for both the private trade community and the government
- Improving the enforcement of and compliance with government trade requirements (e.g., public health, safety, export control, etc.)
- Providing access to more accurate, thorough, and timely international trade data and information

A memorandum from then Vice President Gore chartered the ITDS Board of Directors (ITDS BoD). The ITDS BoD was charged with the responsibility of implementing the ITDS vision by working with federal agencies with missions tied to international trade and transportation on policymaking, planning, and management activities. The ITDS BoD charter was reaffirmed in the February 1997 report "Access America: Reengineering through Information Technology". The ITDS BoD reported to and received authority from, the Government Information Technology Services Board.

### **1999: ITDS Project Office is Transferred to the U.S. Customs Service**

By September 1998, significant progress had been made in understanding and documenting ITDS requirements, and a formal Design Report and Concept of Operations (CONOPS) (along with many other documents) were produced. The multi-agency ITDS BoD gave approval to begin work on a pilot system. The ITDS pilot was called the North American Trade Automation Prototype (NATAP) and was the proof of concept for ITDS demonstrating not only domestic harmonization/sharing but also international harmonization with Canada and Mexico. As the work began, it became obvious that ITDS would provide benefits to multiple federal agencies, especially the U.S. Customs Service. As a result, in November 1999, the ITDS Project Office was transferred from the Department of the Treasury headquarters to the U.S. Customs Service.

### **2001: The Short-lived ITDS Pilot Goes Live**

ITDS design and implementation were integrated with Customs modernization and the Automated Commercial Environment (ACE) design and development in early 2000, under the joint oversight of the Customs Modernization Office (CMO) and the ITDS BoD. Under this arrangement, the goals for the ITDS pilot were refined to fit better into the Customs operational environment and to reduce the impact on filers who needed to continue to use the Automated Commercial System (ACS) for the vast majority of their electronic interactions with Customs. In August 2001, the ITDS pilot project went live in Buffalo, New York. However, it was suspended on September 11, 2001 due to operational considerations at the port following the terrorist attacks, and not re-implemented.

### **2003 & Going Forward: The ITDS Vision to be Fulfilled Through PGA Integration into ACE**

In March 2003, the ITDS Project Office moved to the Department of Homeland Security (DHS) with the creation of U.S. Customs and Border Protection (CBP). The ITDS BoD and CBP are working together to aid these participating government agencies (PGAs) in making use of ACE to support their border security, national safety and international trade missions. Today, ITDS is the program that assists the PGAs as they prepare for, integrate their business requirements into, deploy, and sustain ACE. In addition, the program provides guidance on the legal implications of PGA integration into ACE and serves as a forum for agency issues. True to its domestic and global harmonization roots, the ITDS program also spearheads the development and maintenance of the ACE/ITDS Standard Data Set (SDS). This SDS is intended to provide the data needs of the collective PGAs within the ACE development effort as it applies to the collecting and processing of import, export and transportation-related transaction information. The SDS will be aligned to the international standards set by the World Customs Organization (WCO). The goal is to eliminate redundant and obsolete reporting requirements. This allows ACE to offer single window filing to the trade community and supports the WCO's efforts to facilitate the exchange of information between those government agencies that regulate international trade worldwide.

### **2006: The SAFE Port Act Provides Statutory basis for ITDS**

In October 2006, Congress recognized the value of the ITDS concept in the SAFE Port Act, (P.L. 109-347, October 13, 2006) which directed the Secretary of the Treasury to oversee the establishment of an electronic trade data interchange system to be known as the 'International Trade Data System' (ITDS) with the purpose of eliminating redundant information requirements, to efficiently regulate the flow of commerce, and to effectively enforce laws and regulations relating to international trade, by establishing a single portal system, operated by CBP, for the collection and distribution of standard electronic import and export data required by all participating Federal agencies. The Secretary of the Treasury was directed to coordinate interagency participation, in consultation with an interagency committee that included agencies participating in ITDS and the Office of Management and Budget. The Act mandated that all "agencies that require documentation for clearing or licensing the importation and exportation of cargo" participate in ITDS, unless granted a waiver by OMB.

## APPENDIX H: STATUS OF MOUs

	Agency	Initial Contact made with PGA	Completed MOU Template Submitted to CBP	MOU Draft Status	Initial PGA CONOPS Submitted to CBP	PGA CONOPS Status	Imort Safety Agency
1	<b>AMS</b> HAVE A LPC ADMIN. ROLE	YES	YES	MOU should be ready for CBP Privacy review by 10/31/2008.	YES	CONOPS approved. AMS updates required based on Deep Dive.	X
2	<b>APHIS</b> HAVE A LPC ADMIN. ROLE	YES	YES	MOU currently with APHIS under review.	YES	Partial CBP OT/OFO review on 12/2007. Initial review completed on 1/2008. CBOP OT/OFO comments sent to AST for revision from APHIS. 10/2008 - APHIS updates are required based on Deep Dive.	X
3	<b>ATF</b> HAVE A LPC ADMIN. ROLE	YES	YES	Security Appendix forwarded to ATF for comment.  MOU with CBP after second submission from ATF. CBP reviewing edits. 3/26/2008.	YES	ATF CONOPS reviewed by CBP 12/2007. OT revision suggested to AST. Concerns over FTZ issues. CONOPS has been briefed to CBP but was not approved. ATF updates are required based on Deep Dive.	X
4	<b>BLS</b> HAVE A COMMODITY ANALYST ROLE	YES	YES	Under review with CBP.	YES	<b>APPROVED – 10/27/2006</b>	
5	<b>BTS – DOT</b> HAVE A COMMODITY ANALYST ROLE	YES	YES Will be part of combined MOU with DOT.	Draft MOU received from DOT and under review by CBP.	YES	Part of consolidated DOT CONOPS; briefed to CBP but not approved.	
6	<b>CDC</b>	YES	NO		NO	In progress.	X
7	<b>Census</b>	YES	YES	Under review with CBP - Privacy.	YES	<b>APPROVED – 11/14/2008</b>	
8	<b>CPSC</b> HAVE A COMMODITY ANALYST ROLE	YES	YES	CBP has received updated draft; Appendix A (Standard Data Set) and Appendix B (List of products under CPSC jurisdiction by HTS code).	YES	CONOPS have been submitted to CBP but CBP has not been briefed.	X
9	<b>DEA</b>	YES	YES	After meeting w/technical experts, DEA will be submitting a new draft, which has not yet been received by CBP.	NO	CONOPS has not been presented.	X

	Agency	Initial Contact made with PGA	Completed MOU Template Submitted to CBP	MOU Draft Status	Initial PGA CONOPS Submitted to CBP	PGA CONOPS Status	Imort Safety Agency
10	DOS – Foreign Missions	YES	YES Draft received 7/10/2008.	MOU returned to DoS with corrections re: cost sharing.	YES	CONOPS has been brief to CBP but was not approved. Updates are required based on Deep Dive.	X
11	EPA HAVE A COMMODITY ANALYST ROLE	YES	YES	10/20/2008 meeting scheduled to learn about EPA electronic signature requirements.	YES	CONOPS has been brief to CBP but was not approved. EPA updates are required based on Deep Dive.	X
12	FAA – DOT HAVE A COMMODITY ANALYST ROLE	YES	YES Will be part of combined MOU with DOT.	Draft MOU received from DOT and under review by CBP.	YES	Part of consolidated DOT CONOPS; briefed to CBP but not approved.	X
13	FCC HAVE A LPC ADMIN. ROLE	YES	NO	FCC has reviewed main body of MOU but is working on compiling information for Appendices, e.g., HTSUS #.	YES	<b>APPROVED – 2/2007</b>	X
14	FDA HAVE A COMMODITY ANALYST ROLE	YES	YES	Draft MOU has been submitted by FDA to CBP R&R for review.	YES	Work in Progress. FDA CONOPS in discussion with CBP to remedy several issues. "Import for Export" remains a challenge. FDA and CBP – OT Entry in talks.	X
15	FMC HAVE A LPC ADMIN. ROLE	YES	YES	CBP reviewed draft. FMC has indicated it will resubmit draft using new template.	YES	CONOPS has been briefed to CBP but not approved.	
16	FMCSA	YES	YES	MOU in review at CBP; Contact info for signature page requested from FMCSA but not yet supplied.	YES	Updated CONOPS is being discussed b/w CBP and FMCSA. APPROVAL for Phase 1 only.	X
17	FSIS HAVE A LPC ADMIN. ROLE	YES	YES	MOU currently with FSIS under review.	YES	CONOPS was briefed to CBP but not approved. FSIS updates are required based on Deep Dive.	X
18	FTZB	YES	YES	Currently being reviewed by CBP.	YES	<b>APPROVED – 2/2007</b>	
19	FWS HAVE A COMMODITY ANALYST ROLE	YES	YES	Draft returned to FWS in 3/2008 for input/review.	YES	CONOPS has been briefed to CBP but was not approved. F&W updates are required based on Deep Dive.	X
20	IA HAVE A COMMODITY ANALYST ROLE	YES	NO		YES	CONOPS has been submitted to CBP but not briefed.	

	Agency	Initial Contact made with PGA	Completed MOU Template Submitted to CBP	MOU Draft Status	Initial PGA CONOPS Submitted to CBP	PGA CONOPS Status	Imort Safety Agency
21	IRS HAVE A COMMODITY ANALYST ROLE	YES	YES	Under review with IRS.	YES	CONOPS has been brief to CBP but was not approved. Updates are required based on Deep Dive.	
22	ITC	YES	NO		YES	<b>APPROVED – 2/2007</b>	
23	MARAD – DOT HAVE A COMMODITY ANALYST ROLE	YES	YES Will be part of combined MOU with DOT.	Will be part of combined MOU with DOT.	YES	Part of consolidated DOT CONOPS; briefed to CBP but not approved.	
24	NHTSA – DOT HAVE A LPC ADMIN. ROLE	YES	NO Will be part of combined MOU with DOT.	Draft MOU received from DOT and under review by CBP.	YES	Part of consolidated DOT CONOPS; briefed to CBP but not approved.	X
25	NMFS HAVE A COMMODITY ANALYST ROLE	YES	YES	CBP reviewed/ discussed draft MOU submitted by NMFS. Draft returned to NMFS. No revision received by CBP.	YES	CONOPS has been submitted to CBP but it has not been briefed.	
26	NRC	YES	YES	8/1/2007 – Draft MOU with CBP – R&R.	NO	CONOPS has not been presented.	X
27	OFAC HAVE A LPC ADMIN. ROLE	YES	YES	Ongoing discussion re: some proposed changes to the language. OFAC is working on draft for submission to CBP.	YES	<b>APPROVED – 11/2006</b>	
28	OFM	NO					
29	TTB HAVE A LPC ADMIN. ROLE	YES	YES 1/7/2008	MOU has been reviewed by CBP & TTB. Some issues to be resolved.	YES	CONOPS has been brief to CBP but was not approved. TTB updates are required based on Deep Dive.	X
30	USACE HAVE A COMMODITY ANALYST ROLE	YES	NO	Not active.	YES	<b>APPROVED – 1/30/2007</b>	
AST - ACE Support Team							

## APPENDIX I: AGENCY CONCEPT OF OPERATIONS STATUS

			<i>Agency Concept of Operations QFO Approval</i>
Agency			Notes
A/LM	100%	50%	Submitted to CBP but not briefed; agency updates required based on CBP comments
AMS	100%	100%	Approved 05/19/08; agency updates required based on CCR Deep Dive
APHIS	100%	50%	Briefed to CBP but not approved; agency updates required based on CCR Deep Dive
ATF	100%	50%	Briefed to CBP but not approved; agency updates required based on CCR Deep Dive
BIS	0%	0%	Export focus
BLS	100%	100%	Approved 10/27/06
BTS	100%	50%	Part of consolidated DOT CONOPS; briefed to CBP but not approved
CDC	50%	0%	In progress
Census	100%	100%	Approved 1/4/08
CPSC	100%	50%	Submitted to CBP but not briefed
DCMA	50%	0%	In progress
DDTC	50%	0%	In progress
DEA	50%	0%	In progress
DS/OFM	100%	50%	Briefed to CBP but not approved; agency updates required based on CCR Deep Dive
EIA	50%	0%	In progress
EPA	100%	50%	Briefed to CBP but not approved; agency updates required based on CCR Deep Dive
FAA	100%	50%	Part of consolidated DOT CONOPS; briefed to CBP but not approved
FAS	50%	0%	In progress
FCC	100%	100%	Approved 12/16/06
FDA	100%	50%	Briefed to CBP but not approved; agency updates required based on CCR Deep Dive
FHWA	100%	50%	Part of consolidated DOT CONOPS; briefed to CBP but not approved
FINCEN	0%	0%	New agency; joined ITDS 10/9/08
FMC	100%	50%	Briefed to CBP but not approved; disagreement with CBP as to the need for complete transparency of shipper consolidation
FMCSA	100%	50%	Part of consolidated DOT CONOPS; briefed to CBP but not approved
FSIS	100%	50%	Briefed to CBP but not approved; agency updates required based on CCR Deep Dive
FTZB	100%	100%	Approved 2/8/2007
FWS	100%	50%	Briefed to CBP but not approved; agency updates required based on CCR Deep Dive
GIPSA	0%	0%	Export focus
IA	100%	50%	Submitted to CBP but not briefed
IRS	100%	50%	Briefed to CBP but not approved; agency updates required based on CCR Deep Dive
ITC	100%	100%	Approved 2/13/07
MARAD	100%	50%	Part of consolidated DOT CONOPS; briefed to CBP but not approved
NHTSA	100%	50%	Part of consolidated DOT CONOPS; briefed to CBP but not approved
NMFS	100%	50%	Submitted to CBP but not briefed
NRC	50%	0%	In progress
PHMSA	100%	50%	Part of consolidated DOT CONOPS; briefed to CBP but not approved
OES	50%	0%	In progress
OFAC	100%	100%	Approved 11/27/06; agency updates required based on CCR Deep Dive
OFE	50%	0%	In progress
ONI	n/a	n/a	Agency has a legacy data agreement with CBP
TSA	0%	0%	Not engaged
TTB	100%	50%	Briefed to CBP but not approved; agency updates required based on CCR Deep Dive
USACE	100%	100%	Approved 1/31/07
USAID	0%	0%	Export focus
USCG	50%	0%	In progress
USTR	0%	0%	Not engaged

Legend: 0% Process Not Stated; 50% Process In Progress; 100% Process Complete

## APPENDIX J: DUNS LETTERS



### International Trade Data System

November 1, 2006

✓ Mr. Rod MacDonald  
Assistant Commissioner  
Office of Information and Technology  
U.S. Customs and Border Protection  
1300 Pennsylvania Avenue, NW  
Suite 35F  
Washington, DC 20229

Mr. Louis Samenfink  
Executive Director  
Cargo Systems Program Office  
U.S. Customs and Border Protection  
7681 Boston Blvd., Beauregard  
Springfield, VA 22153

Dear Mr. ~~MacDonald~~ <sup>→ Rod</sup> and Mr. Samenfink:

The ITDS Board of Directors has asked me to write to you recommending that the DUNS Number be used as an alternative identifier for parties reported to CBP through ACE. As you know, some Federal agency require identifiers that only they use, requiring traders to report different identifiers for the same party. Often an identifier may be used by a single agency. In some cases, agencies do not have the resources needed to maintain their identifier databases. As a result, the identifiers may be inconsistent, incorrect or obsolete. They may also be duplicative, assigning multiple identifiers to a single entity.

The Board believes many of these issues could be addressed by utilizing the DUNS Number as an accepted party identifier in ACE. The DUNS Number system has wide coverage in many parts of the world, and Dun and Bradstreet appear to have invested significant resources in keeping the DUNS database up-to-date. The World Customs Organization (WCO) recognizes the DUNS Number as an acceptable identifier in its WCO Customs Data Model and the DUNS claims to be ready to assign numbers to any business or organization in most of the world. Offering a single identifier that could be used for multiply purposes could simplify the trade reporting process for business.

The ITDS Board of Directors has unanimously passed a motion to encourage ACE Participating Government Agencies and CBP to accept the DUNS Number to identify parties in all ACE transactions. Specifically, the Board recommends that:

- (1) CBP build the capability, for entry and entry summary reporting as well as for manifest reporting, to accept the DUNS number as an alternative identifier in all cases where a party/person identifier is requested, and



(2) CBP accept the DUNS number as an alternative in all cases for its own (CBP) purposes.

The Board is also recommending that participating PGAs accept DUNS as an alternative identifier for their purposes and consider using DUNS as a sole identifier if practical and appropriate. I will be conveying that recommendation to participating agencies.

I understand that you have already taken significant steps in this direction, but am writing in any case to convey the sense of the ITDS Board, lend our support for efforts already underway, and to say that if there are issues involved that you wish to discuss, then I am at your service.

Sincerely,



Timothy E. Skud  
Chairman, ITDS Board of Directors  
Deputy Assistant Secretary  
Department of the Treasury  
1500 Pennsylvania Avenue, NW  
Washington, DC 20220  
Tel: 202/622-0220 E-mail: [timothy.skud@do.treas.gov](mailto:timothy.skud@do.treas.gov)

cc: Mr. William F. Inch  
Director, ITDS  
U.S. Customs and Border Protection  
Room 754  
8020 Towers Crescent Drive  
Vienna, VA 22182



U.S. Customs and  
Border Protection

Mr. Timothy Skud  
Chairman, International Trade Data System Board of Directors  
Deputy Assistant Secretary  
Department of the Treasury  
1500 Pennsylvania Avenue, NW  
Washington, DC 20220

Subject: Data Universal Number System Number

Dear Mr. Skud:

Thank you for your letter dated November 1, 2006, in which you encourage the Automated Commercial Environment (ACE) and U.S. Customs and Border Protection (CBP) to collect the Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS) number as an alternative to identifying parties in ACE transactions.

We agree that the DUNS number is a valuable tool in identifying companies and we are planning to use it as an additional identifier for all trade parties reported to CBP through ACE. Our current ACE development plans will continue to use the Employer Identification Number (EIN) and the Social Security Number (SSN) as our primary identifiers. Currently, all of our risk assessment tools utilize our primary identifiers and there would be a host of other changes not currently planned to use DUNS instead of EIN or SSN. Moreover, DUNS numbers would not cover the entire universe of importers (particularly foreign importers), brokers, and carriers.

We do plan to utilize the DUNS number as a secondary identifier in the near term. Our initial step to introduce the DUNS number will be in the ACE portal account creation process. In the application, CBP will request the DUNS number, but it is not a required data element. During the ACE portal set up, CBP will verify the DUNS number against the D&B database to make certain that we have received the correct DUNS number for an importer of record number, filer code, or Standard Carrier Alpha Code (SCAC). If we do not receive the DUNS number in the ACE portal application, we will retrieve the correct DUNS number from the D&B database and populate this field in the ACE account. Since the D&B number is in the ACE account, authorized CBP users of ACE will be able to view the D&B hierarchy and display the business relationships of the ACE account with other identified business entities, such as the parent company or any subsidiaries. Trade community ACE users will not be able to view the hierarchy information.

In a future ACE release, we plan to use the DUNS number in both manifest (bill of lading) and cargo release processing. The DUNS number, when available, would be an alternative for the trade partner, in lieu of having to transmit the alphanumeric name, address, city, state/province, zip/postal codes, etc. for U.S. and non-U.S. commercial entities. We look forward to working with you to explore opportunities to expand the use of DUNS in the future.

Should you have further questions, please contact Mr. Louis Samenfink at (703) 650-3426.

Sincerely,



Rod MacDonald  
Assistant Commissioner  
Office of Information and Technology