

U.S. Customs and Border Protection  
**Electronics**  
Center of Excellence and Expertise (CEE)

**Quarterly Brokers Meeting**  
**October 15, 2015**



U.S. Customs and  
Border Protection

# Electronics CEE Status & Expansion Efforts

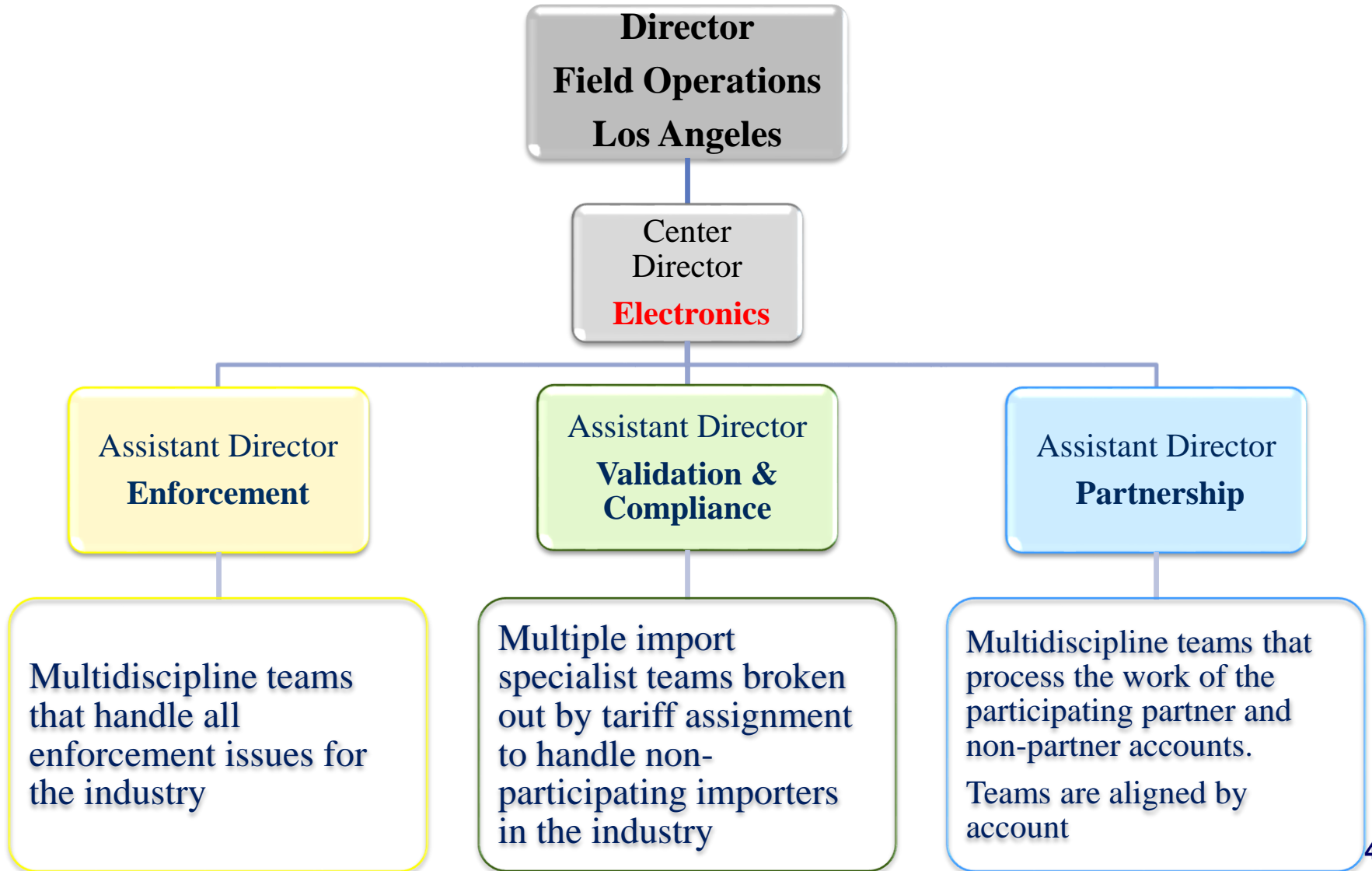
- In January 2015, CBP began to fast-track three Centers of Excellence & Expertise to 100% operability.
  - Electronics CEE transitioned 100% on April 6, 2015.
  - Pharmaceutical & Petroleum CEEs transitioned 100% on June 29, 2015.
- All entry summary and post entry work processed by import specialists transitioned from the ports to the three CEEs.
- Provides CBP an opportunity to fully examine concepts, procedures, and practices that have not yet been tested.
- Lessons learned and best practices will be utilized by remaining CEEs to develop their expansion plans.

# CBP Centers of Excellence and Expertise provide:

- ✓ Account Based Processing
- ✓ Single Point of Contact
- ✓ Increased Industry Knowledge
- ✓ Increased Industry Compliance
- ✓ Uniformity
- ✓ Transparency
- ✓ Predictability



# Electronics Center Organizational Structure



# Virtual Management

★ Denotes Supervisor



# HTS Range for the Electronics CEE

- 3818000010 – 3818000090
- 8471300100 – 8471900000
- 8473102000 – 8473509000
- 8501102000 – 8504909590
- 8517110000 – 8538908080
- 8540111030 – 8548900100

# Electronics CEE Team Numbers

**007 & 017** = Partnership (ISA, CTPAT, Trusted Trader) Participant Accounts

**027** - Non Partner Participant Account

**037** - Validation Compliance Non-Participant Port West Coast

**047** - Validation Compliance Non-Participant Port Mid-America

**057** - Validation Compliance Non-Participant Port East Coast

**067** - Validation Compliance Non-Participant Port Northern Border

**077** - Validation Compliance Non-Participant Port Southern Border

**087** - Enforcement

# Entry Routing / Team Numbering

- File 7501 via ACS or **ACE**
- If “Documents Required” message is received, check the team number :

0

Signifies CEE

#

Internal #

7

Identifies CEE

- 1 **Pharmaceuticals**
- 2 **Agriculture**
- 3 **Automotive**
- 4 **Apparel**
- 5 **Base Metals**
- 6 **Petroleum**
- 7 **Electronics**
- 8 **Consumer Products**
- 9 **Industrial Manufacturing**
- 0 **Machinery**



# Document Submissions

## Partnership

Teams 007, 017, 027

- All document submissions are received electronically
- Participating Partnership accounts agree to provide documents to the CEE electronically when they volunteer for the CEE – no exceptions

### ▪ **Electronic submissions:**

- ACE portal
- Document Imaging System (DIS)
- Center's Partnership email address:

[CEE-Electronics@cbp.dhs.gov](mailto:CEE-Electronics@cbp.dhs.gov)

## Validation & Compliance

Teams 037, 047, 057, 067, 077

- Filers are encouraged to use electronic submissions. Paper submissions are accepted at the ports of entry.

### ▪ **Electronic submissions:**

- ACE portal
- Document Imaging System (DIS)

# Document Submission in ACE

- ABI Message UC1: Request for electronic invoice data only notification.
- ABI Message UC2: Request for entry summary package (commonly referred to as “documents required.”)
- ABI Message UC3: Request for specific documents (request for one or more specific documents, indicated by the CBP user in the “remarks” field). The trade must submit these documents to CBP, within two business days.
- ABI Message UC4: CBP rejects an entry summary. Generally, the filer has two business days to respond to the reject.

# DIS Document Transmission Mechanisms

- **EDI** - The preferred mechanism of document transmission in DIS is via an XML payload transmitted to CBP via any one of three **EDI** technical mechanisms:
  1. Secure FTP,
  2. Secure Web Services, or
  3. Existing ABI MQ mechanism

**Note:** EDI is of greater value in a fully automated scenario for technically advanced, high volume trade partners since it is supported by a modern, robust, guaranteed delivery and processing infrastructure

# DIS Document Transmission Mechanisms

- **Email** - DIS also supports certain documents to be transmitted to be transmitted to CBP via Email sent to specific DIS mailboxes
- Only certain pre-approved documents can be submitted as attachments on emails
- Associated meta data is sent in Subject line and Body of email

**Note:** *Email* is more suitable in scenarios that are ‘Quick-Easy-And-Interim’; Semi-Automated, and Low-Volume

# DIS Submission to CEE

- Email Address: [CEE-Document-Submission@cbp.dhs.gov](mailto:CEE-Document-Submission@cbp.dhs.gov)
- Subject line: **CENTER\_TEAM=TEAM-057;FILER\_CD=ABC;ENTRY\_NBR=12345678;IMPORTER\_NAME=ABC\_CORP;ACTION=NEW, DELETE, or REPLACE**
- Email Body:  
**START\_DATA**  
PORT\_CD=Mandatory (4 digit port code)  
IOR\_NBR=Mandatory (12-123456789)  
ATTACHED\_DOC\_LIST=Mandatory (01, 02, 26)  
BROKER\_REFERENCE\_NBR=Mandatory  
POC\_INFO=Optional (Name and Phone Number)  
COMMENT=Optional  
**END\_DATA**
- Sender Signature/Company Stationary: (Optional) Company Name, Address, Phone Number

# DIS Submission to CEE

## Attachments

### **Attachments:**

File Naming Convention = DocCode-AnyFileName.pdf

Note: DocCode is a unique code assigned by CBP for each Document supported in DIS.

All document codes are listed on the following slide.

EXAMPLE: 24-EntryABC12345678.pdf

### **NOTE: File Size Limitations:**

- The total email size including all attachments may not exceed 10MB.
- For larger documents please breakup into multiple documents and submit multiple emails for the same Entry (i.e. same email subject line).

# DIS Submission to CEE (DocCode)

- 01-Packing List
  - 02-Commercial Invoice
  - 03-Other
  - 04-Passport, D/L, Govt Issued ID
  - 05-CBP-CF3299 - FORM
  - 06-CBP-CF4455 - FORM
  - 07-CBP-CF4457 - FORM
  - 08-CBP-CF3229 - FORM
  - 09-Vehicle title, SE - Other
  - 10- Permit
  - 21- ADCVD - Could be any document related to ADCVD-entry summary
  - 22-Cancellation - Cancellation request could be in letter format
  - 23-Census - Entry summary and statement of how the census warning was reviewed
  - 24-Docs Required - Entire entry summary
  - 25-DCMA Cert - Certificate
  - 26-Form 28 - Form
  - 27-Form 29 - Form
  - 28-General Inquiry - Question, may have any type of attachment
  - 29-PEA - Form
  - 30-Prior Disclosure - Letter
  - 31-Protest – Form/letter, may include additional docs such as an invoice or packing list
  - 32-Reject - Form
  - 33-TSCA Cert - Certificate
  - 34-520(d) - Form or letter
  - 35-CAS Number - A document which could be a blanket or per entry-CAS Registry
- Numbers are unique numerical Identifiers assigned by the Chemical Abstracts Service.

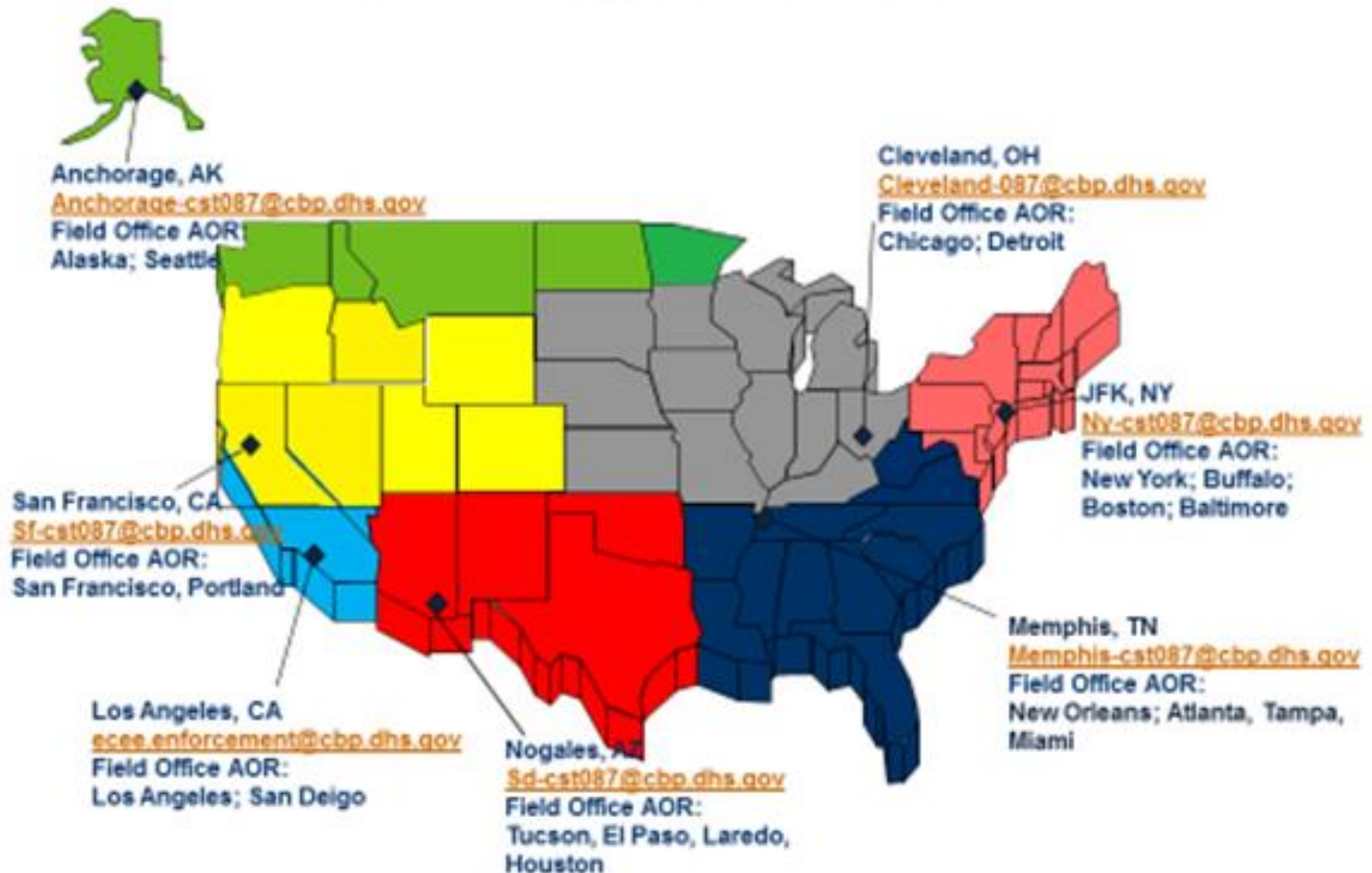
# DIS Submission to CEE

## Auto-response Sender will receive:

U.S. Customs & Border Protection (CBP) has received your e-mail to the Document Imaging System (DIS) Mailbox for Document Submissions. This auto-reply serves as a confirmation of receipt of your email only. It does not indicate acceptance or correctness of the submitted data or documents. Filers are to keep this e-mail to facilitate audit and tracking of submitted data and documents. Please report any issues to CBP if you do not receive this auto-response for every email submission to the DIS mailbox.



# Electronics CEE: Enforcement SIS Region AOR



# Resources

➤ DIS Implementation Guide:

<http://www.cbp.gov/document/forms/dis-implementation-guide>

➤ CEE Trade Process Document:

<http://www.cbp.gov/sites/default/files/documents/Updated%20CEE%20Trade%20Process%20Document%20032814.pdf>

➤ Apply to Participate

<http://www.gpo.gov/fdsys/pkg/FR-2012-08-28/pdf/2012-21217.pdf>

# Contact Information

- Contact the Partnership Division in the Electronics CEE at:  
[CEE-Electronics@cbp.dhs.gov](mailto:CEE-Electronics@cbp.dhs.gov)
- Contact the Validation and Compliance Division in the Electronics CEE at:  
[ecee-057@cbp.dhs.gov](mailto:ecee-057@cbp.dhs.gov)
- (A) Assistant Director Jeffrey Grzesik, Partnership Division  
(718) 487-2599  
[jeffrey.r.grzesik@cbp.dhs.gov](mailto:jeffrey.r.grzesik@cbp.dhs.gov)
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