

AESDIRECT TRANSITION TO ACE

OVERVIEW

AESDirect is the online filing system for EEI maintained by the U.S. Census Bureau.

An executive order from the President has resulted in the migration of the AESDirect system to the Automated Commercial Environment (ACE). Prior to the sunset date, StarShip users will receive an update that includes the ACE changes.

FILING CHANGES

The transition has changed the way you submit your EEI filing information when processing a shipment in StarShip.

1. Create or import the shipment in StarShip.
2. Click the EEI Filing button.

The screenshot displays the 'International' tab in the StarShip software interface. The interface is divided into several sections:

- Parties:** Includes fields for Broker (set to 'None'), Importer (set to 'Recipient'), and Ult. Consignee/Type (set to 'Recipient'). There are also checkboxes for 'Parties Related' and 'Other/Unknow'.
- International:** Includes checkboxes for 'Documents Only' and 'NAFTA Shipment'. A 'Shipper pays' dropdown is set to 'Transportation'. 'Duties/Taxes' is set to 'Recipient' with an 'Account' field. 'Desc. of Goods' is 'Batman saves the day'.
- Electronic Export Information:** 'EEI Filing' is set to 'FTR Exempt (all commodities)'. 'ITN Number' is empty. 'Exemption' is 'NO EEI "30.37 (a)"'. A blue 'EEI Filing...' button is highlighted with a mouse cursor, and a tooltip 'EEI Filing...' is visible. A blue link 'AESDirect' is also present.
- Commercial Invoice:** A table showing values: Goods Value (450.00), Discounts (0.00), Freight Charges (0.00), Insurance (0.00), Other Charges (0.00), and Invoice Total (450.00). 'Other Charges Desc.' is 'Other charges'. 'Reason for Export' is 'Sale' and 'Terms of Sale' is 'DDU - Deliver Duty Unpaid'. There are three comment fields.

3. Click the Submit EEI to AESWebLink button. If you are not already logged into ACE, you'll need log in using the *default browser* and then return to StarShip to click the Submit button again. If Internet Explorer is your default browser, for example, log in using IE and keep the window open while you go back into StarShip and click Submit.

StarShip - Electronic Export Information (EEI) Filing Status

EEI Commodities | AESDirect

Commodity Description	Schedule B Code	Country of Manufacture	Total Value	Quantity	Export Code	Exempt	Commodity Status
▶ Batman saves the day		US	450.00	3.00	OS	<input type="checkbox"/>	Not Exempt

EEI filing is not required because all commodities are exempt

I will let UPS file the EEI

I will file the EEI post-departure (only available for AES4 certified shippers)

I will file on AESDirect.gov

Internal Transaction Number (ITN)

[AESDirect Homepage](#) [AESWebLink Login Help](#)

4. Enter your ACE login information.

Login Information

Enter your ACE UserID and Password to log in:

UserID:

Password:

Log in using your [DHS PKI](#) profile.

[Forgot Your Password?](#)

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

Note : If you were not logged in before, return to StarShip and click the "Submit EEI to AESWebLink" button again.

AESDIRECT FILING WINDOW

Once you have submitted the EEI, the shipment will open in the AESDirect Filing window where you can check your data. Note : It is now required that you click the "Submit Filing" button in this window to submit the shipment to AES.

The screenshot displays the AESDirect Filing window in a web browser. The browser tabs show "ACE Secure Data Portal" and "AES Direct - Export Filing". The address bar contains a URL from "https://aca.cbp.dhs.gov/aesdirect/secure/filing/". The page header includes "U.S. Customs & Border Protection" and "AESDirect". The main content area is titled "Create Export Filing (Filer ID [redacted], ITN TBD)" and shows a draft saved on 03/14/2016. The form is divided into four steps: "Step 1: Shipment", "Step 2: Parties", "Step 3: Commodities", and "Step 4: Transportation". The "Step 1: Shipment" step is active and contains several required fields:

- Email Response Address(es): @VTECHNOLOGIES.COM
- Shipment Reference Number: 5510
- Filing Option: 2 - PREDEPARTURE
- Mode of Transport (MOT): 40 - AIR
- Port of Export: 4196 - UPS COURIER LOUISVILLE
- Port of Unloading: [empty]
- Departure Date: 03/14/2016
- Origin State: GA - GEORGIA
- Country of Destination: DE - GERMANY, FED. REPUBLIC
- Inbond Type: 70 - MERCHANDISE NOT SHIPPED INBOND
- Foreign Trade Zone: [empty]
- Import Entry #: [empty]

Below the form, there are three questions with radio button options:

- Is this a Routed Transaction? Yes No
- Are USPPI and Ultimate Consignee companies related? Yes No
- Does shipment contain hazardous material? Yes No

A "Clear Shipment" link is located below the questions. At the bottom of the form, there are five buttons: "Close", "Previous", "Next", "Print View", and "Submit Filing". The "Submit Filing" button is highlighted in green, and a mouse cursor is pointing at it.

If there is any information that is missing or incorrect, errors are displayed for the areas that need modification. Make corrections and click the Submit Filing button again.

Create Export Filing (Filer ID [REDACTED], ITN TBD)
Draft last saved: 03/14/2016 09:58:13 * Required Field ♦ Conditional Field

Step 1: Shipment Step 2: Parties **4** Step 3: Commodities **1** Step 4: Transportation **2** Save As Template

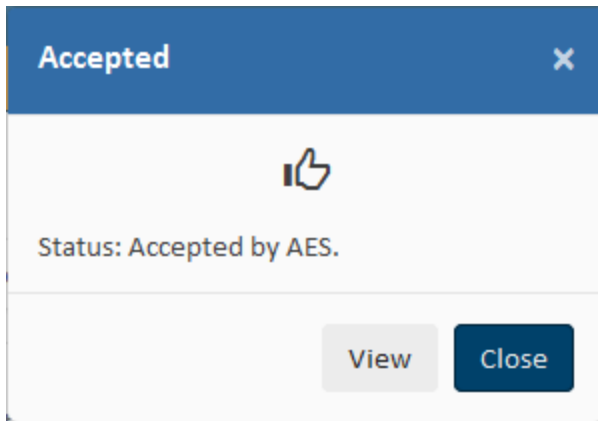
Email Response Address(es) * [REDACTED]@VTECHNOLOGIES.COM	Shipment Reference Number * 5510	Filing Option * 2 - PREDEPARTURE
Mode of Transport (MOT) * 40 - AIR	Port of Export * 4196 - UPS COURIER LOUISVILLE	Port of Unlading ♦
Departure Date * 03/14/2016	Origin State * GA - GEORGIA	Country of Destination * DE - GERMANY, FED. REPUBLIC
Inbond Type * 70 - MERCHANDISE NOT SHIPPED INBOND	Foreign Trade Zone ♦	Import Entry # ♦

Is this a Routed Transaction? * Yes No
Are USPPPI and Ultimate Consignee companies related? * Yes No
Does shipment contain hazardous material? * Yes No

Clear Shipment

Close Previous Next Print View Submit Filing

The shipment is accepted and you can view the export filing information if desired.



ITN NUMBER

There are a number of ways to retrieve the ITN number and populate the StarShip shipment.

EMAIL

StarShip can be set up to access POP3 email and retrieve the submission status and ITN number if available. It can then import the ITN number to your shipment in StarShip. StarShip will only use POP3 Account Access for the primary Email Address account provided under the AESDirect Email Response settings.

To allow StarShip POP3 access, go to Setup > Preferences > International. Check the Enable POP3 Access setting. Then, enter your POP3 account information in the fields provided. Check the Use SSL Encryption setting to encrypt email between the email server and client. Once you have entered your POP3 information, click the Test button to confirm that the settings are correct.

ACE SHIPMENT MANAGER

If you do not want StarShip to automatically retrieve the ITN number from email, you can locate the shipment in the ACE Shipment Manager (Tools Menu > Shipment Manager) and copy/paste the ITN number from there.

To locate the individual shipment:

1. Highlight the AES Shipment ID from StarShip's EEI Filing Status window and copy it.

StarShip - Electronic Export Information (EEI) Filing Status

EEI Commodities **AESDirect**

Commodity Description	Schedule B Code	Country of Manufacture	Total Value	Quantity	Export Code	Exempt	Commodity Status
▶ Batman saves the day	6103.29.1050	US	300.00	2.00 DOZ	OS	<input type="checkbox"/>	License Exception Symbol...

EEI filing is not required because all commodities are exempt

I will let UPS file the EEI

I will file the EEI post-departure (only available for AES4 certified shippers)

I will file on AESDirect.gov

Submit EEI to AESWebLink

AESDirect

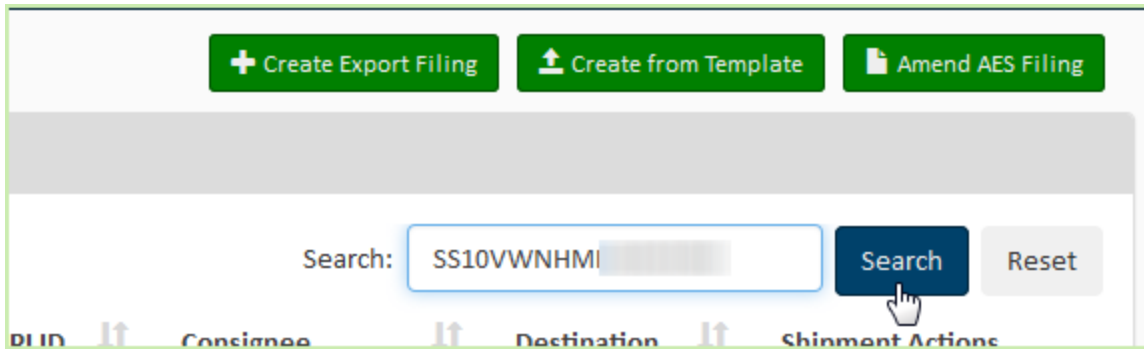
[AESDirect Homepage](#) | [AESWebLink Login Help](#)

Internal Transaction Number (ITN)

Submitted to AES Direct

Exporter ID (USPPI)	123456789
AES Shipment ID	SS10vWnhm
Submitted on	04.06.2016 03:33:56 pm

2. Paste this number into the Search box on the AES Direct Shipment Manager window and click Search.



3. This will locate the individual shipment. You can then copy the ITN Number, paste it into StarShip, and Ship/Process(F5) the shipment.

The screenshot shows the search results page. At the top, it says 'Filings » All'. Below that, it says 'Showing 1 to 1 of 1 entries'. The table has the following columns: 'Shipment Ref. #', 'Status', 'Active Filing', 'Submission Type', 'ITN', 'Last Updated/Filed', and 'Export Date'. The first row contains the following data: 'SS10VWNHM', 'Accepted', 'Yes', 'Add', 'X20160406259743', '04/06/2016 15:48:04', and '04/06/2016'. Below the table, there is a 'Show' dropdown menu set to '10' entries.

Shipment Ref. #	Status	Active Filing	Submission Type	ITN	Last Updated/Filed	Export Date
SS10VWNHM	Accepted	Yes	Add	X20160406259743	04/06/2016 15:48:04	04/06/2016

INQUIRE BUTTON IN STARSHIP

Another way to get the ITN number is to use the Inquire button on the International tab. You should use the Inquire button to check the status of an open shipment for which you've filed the EEI and are waiting for the ITN.

The Inquire feature for the new ACE platform is currently in development. At this time, follow the instructions for copy and pasting the ITN from the Shipment Manager if you are not using StarShip's email retrieval functionality.

See [ACE Shipment Manager](#) for more information.

AESDIRECT EMAIL RESPONSE ADDRESS(ES)

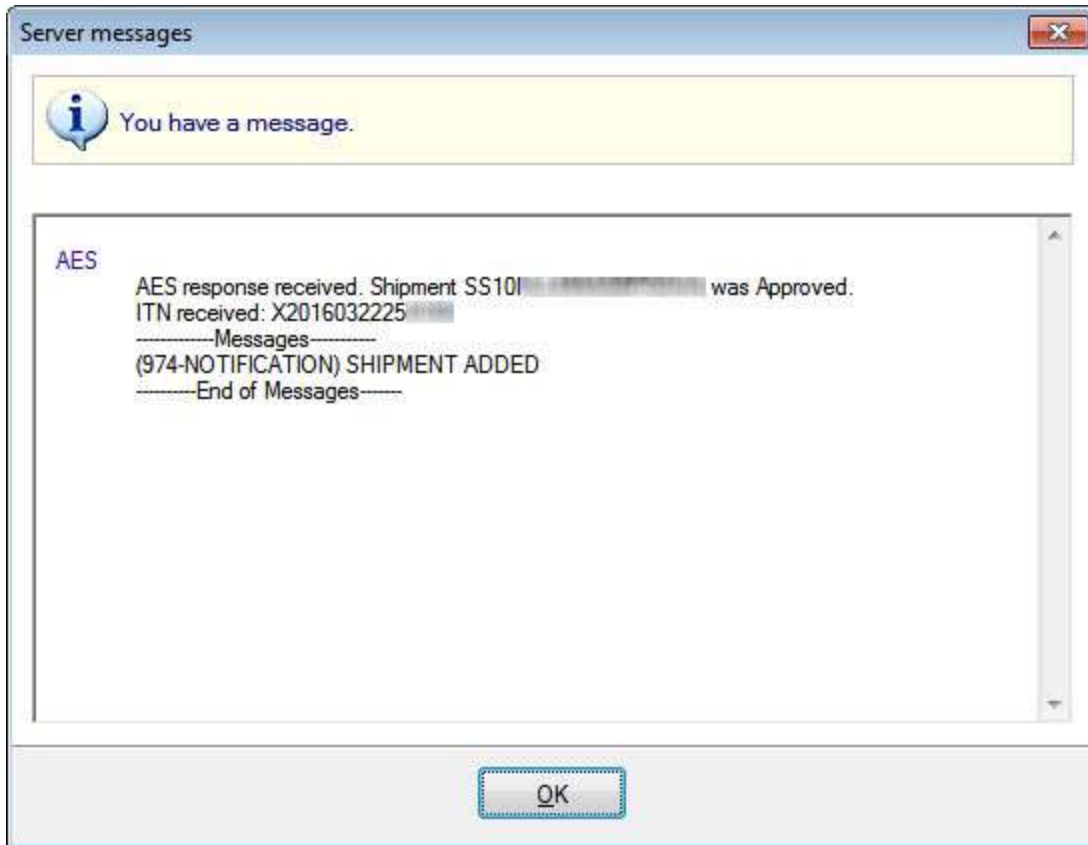
Once a shipment is processed by AES, a response message indicating the status of the shipment is sent to the email(s) listed in the Email Response Address(es) field on the Step 1: Shipment information tab. This field is automatically populated with the ACE account email and/or the email you set up for AESDirect Email Response Settings in StarShip (under Setup > Preferences > International).

The screenshot shows a web browser window with two tabs: 'ACE Secure Data Portal' and 'AES Direct - Export Filing'. The address bar shows a URL from 'ace.cbp.dhs.gov'. The page header includes 'U.S. Customs & Border Protection' and 'AESDirect'. The main heading is 'Create Export Filing (Filer ID [redacted], ITN TBD)' with a sub-heading 'Draft last saved: 03/14/2016 09:51:48, EDT'. Below this are four steps: 'Step 1: Shipment' (highlighted), 'Step 2: Parties', 'Step 3: Commodities', and 'Step 4: Transportation'. The 'Email Response Address(es)' field is highlighted with a red box and contains '@VTECHNOLOGIES.COM'. Other fields include 'Shipment Reference Number' (SS10), 'Mode of Transport (MOT)' (40 - AIR), 'Port of Export' (4196 - UPS COURIER LOUISVILLE), 'Departure Date' (03/14/2016), and 'Origin State' (GA - GEORGIA).

If the ACE account email and the email set up in StarShip are different, an email will be sent to both. You can manually remove an email address from the Email Response Address(es) field if you don't want a response to be sent to it.

AES SUBMISSION STATUS

StarShip will notify you of an update to the AES submission status while the StarShip Client is open. StarShip only displays this notification if the status is updated during the same StarShip session as when the EEI for the shipment was filed. If you log out of StarShip, the status message will not display.



USING THE "WAITING FOR ITN" FILTER TO FIND SHIPMENTS

SCENARIO 1 : TO FIND UNPROCESSED SHIPMENTS WHERE THE ITN NUMBER HAS BEEN RETRIEVED BY STARSHIP, SET THE "WAITING FOR ITN" FILTER TO FALSE.

In this case, you select False because you only want to display open shipments where StarShip has retrieved the ITN from the AESDirect Email Response. These shipments can now be processed.

SCENARIO 2 : TO FIND OPEN SHIPMENTS THAT DO NOT HAVE AN ITN, SET THE "WAITING FOR ITN" FILTER TO TRUE.

To find open shipments where the ITN number has not yet been retrieved by StarShip, set the "Waiting for ITN" button to True. You can then use the Inquire button to retrieve the ITN.