



OCT 14

ATTENTION Freight Forwarders **Implementation Timeline for eManifest Freight Forwarder Requirements**

You are receiving this notice as part of the Canada Border Services Agency's (CBSA) ongoing commitment to communicate important information about eManifest.

Regulatory amendments supporting the CBSA's eManifest initiative were published in the *Canada Gazette*, Part II, on May 6, 2015. Following a voluntary compliance period, the provided implementation timeline applies to freight forwarders to electronically transmit advance house bill data on consolidated freight to the CBSA within prescribed mode-specific time frames.

- **From November 7, 2016, to January 10, 2017**, the CBSA will provide freight forwarders with a period of transition during which penalties for non-compliance will not be issued and the CBSA will work closely with freight forwarders on corrective measures.*
- **From January 11, 2017, to July 11, 2017**, freight forwarders deemed to be non-compliant with eManifest requirements may be issued zero-rated penalties (non-monetary) under the CBSA's Administrative Monetary Penalty System (AMPS).
- **Beginning July 12, 2017**, freight forwarders deemed to be non-compliant with eManifest requirements may be issued monetary AMPS penalties.

*Consolidated shipments arriving in Canada on or after November 7, 2016, are subject to advance electronic house bill requirements even if the movement begins prior to this time frame. Information regarding the application of penalties is outlined in the above bullets.

The following resources are available on the CBSA website: Customs Notice 16-17 (Mandatory Electronic House Bills), Memorandum D3-3-1 (Forwarded and Consolidated Cargo - Import Movements) and mode-specific chapters of the Electronic Commerce Client Requirements Document (ECCRD).

ACT NOW – If you have not already done so, choose a data transmission option that best suits your business needs.

- The eManifest Portal is an Internet-based option that allows freight forwarders to transmit pre-arrival house bill data directly to the CBSA. To register for the eManifest Portal, you must apply for a Shared Secret, a temporary access code that a business requires to create a Portal Business Account. A Shared Secret expires 90 days after issuance. Once expired, a business must re-apply for a Shared Secret.
- To transmit eManifest data using an EDI method, you must apply to become an EDI client. A testing period may apply which generally takes two months to complete. Clients may also choose to use a service provider. Please send an email to tccu-ustcc@cbsa-asfc.gc.ca for additional information.

LEARN MORE – Visit the eManifest section of the CBSA website: www.cbsa-asfc.gc.ca