

June 2011

After several years of planning and significant consultations, on October 31, 2010, the Canada Border Services Agency (CBSA) implemented the first stage of the [eManifest](#) initiative – one of the Agency’s largest undertakings to strengthen our nation’s security and at the same time modernize and improve commercial border processes.



When fully implemented, eManifest will require all commercial import trade partners (carriers, freight forwarders and importers) in all modes of transportation (air, marine, highway and rail) to electronically transmit advance trade data to the CBSA for risk assessment purposes.

By risk assessing pre-arrival information, health, safety and security threats related to commercial shipments can be identified before the goods arrive in Canada. The CBSA can then focus its resources on those people, goods and conveyances posing the greatest risk to the security and prosperity of Canada.

eManifest will result in an improved commercial process that rewards compliance with predictable and expedited processing at the border.

### **eManifest – Advance Trade Data Requirements**

To reduce the administrative burden on businesses, eManifest advance trade data requirements will build on existing Electronic Data Interchange (EDI) data sets and be harmonized to the greatest extent possible with the World Customs Organization and the U.S. Customs and Border Protection.

The CBSA will publish the required data element details and guidelines in Electronic Commerce Client Requirements Documents (ECCRDs) in advance of the respective implementation timelines. The ECCRD for the [highway mode](#) is available on the CBSA Web site at [www.cbsa.gc.ca](http://www.cbsa.gc.ca) (click on the eManifest button and then “ACI/eManifest Highway Electronic Commerce Client Requirements Document (ECCRD)” in the “In Focus” box).

### **eManifest – Before the Border**

The CBSA must receive highway carriers’ **electronic cargo and conveyance data a minimum of one hour in advance of goods arriving at the border** using either:

- an existing EDI method:
  - **Value Added Network (VAN):** a public EDI network used to exchange data through a single communication interface;
  - **Third Party Service Provider:** a CBSA-approved third party that transmits data for their clients using a variety of communication modes;

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- **Customs Internet Gateway (CIG):** a gateway used by the trade community to transmit cargo, release and accounting data over the Internet to the CBSA;
- **Direct Connect to the CBSA:** an alternative that provides trade partners with a direct connection to the CBSA.

OR

- **the eManifest Portal**, an Internet-based option developed by the CBSA to facilitate compliance and ease the transition from paper reporting to pre-arrival electronic data transmission for small- to medium-sized enterprises. The eManifest Portal will be available to highway carriers in summer 2011.

### **eManifest – Implementation Timeline**

Recognizing that it will take time to adjust to the new reporting requirements, eManifest will be implemented over a number of years, by client type, using an 18-month implementation timeline. There will be an initial 12-month period to allow clients to incorporate eManifest requirements into their business processes followed by a six-month period of informed compliance. After this period, clients may be subject to administrative monetary penalties (AMPs) for non-compliance.

### **eManifest – Key Implementation Dates**

- **Highway carriers**

Beginning October 31, 2010, current EDI options for data transmission included functionality for the transmission of highway carriers' cargo and conveyance data. The CBSA will offer an [eManifest Portal](#) option beginning in summer 2011. Although registered and tested EDI clients could begin transmitting eManifest information on October 31, 2010, the 18-month implementation timeline for all highway carriers to transmit cargo and conveyance data will begin in summer 2011.

- **Rail carriers**

In late 2011 / early 2012, the 18-month implementation timeline will begin for rail carriers to transmit cargo and conveyance data.

- **Freight forwarders**

In 2012, the 18-month implementation timeline will begin for freight forwarders in all modes of transportation to transmit secondary cargo / house bill data.

- **Importers**

In 2012, the 18-month implementation timeline will begin for importers in the marine mode to begin transmission of advance trade data (formerly called Importer Admissibility Data or IAD).

Note: The implementation dates for importer data in other modes and crew/passenger data in all modes will be confirmed at a later date.

## eManifest – Early Adopters

The CBSA encourages clients to adopt eManifest requirements early within each implementation timeline. Being an ‘early adopter’ will allow clients time to streamline business practices and operational efficiency before requirements become mandatory.

With the implementation of eManifest, all carriers are required to use **carrier codes** assigned by the CBSA. **The use of the itinerant highway carrier code “77YY” was eliminated on March 31, 2011.** For further information on the process for obtaining a carrier code, visit the CBSA Web site at [www.cbsa.gc.ca](http://www.cbsa.gc.ca) (click on “Commercial sector” then “Commercial carriers”).

## eManifest – Client Support

The CBSA will provide ongoing support to clients by telephone and e-mail – before, during and following the implementation of eManifest.

For general questions about eManifest policy or operations:

Call the **Border Information Service (BIS)** at:

From within Canada (toll-free): 1-800-461-9999

United States: East 1-506-636-5064

West 1-204-983-3500

TTY within Canada (toll-free): 1-866-335-3237  
(for those with hearing or speech impairments)

OR

E-mail the **eManifest Help Desk** at: [eManifest-manifestelectronique@cbsa-asfc.gc.ca](mailto:eManifest-manifestelectronique@cbsa-asfc.gc.ca)

## eManifest Technical Support Unit

The CBSA will offer EDI technical support by e-mail and telephone to those highway carriers that choose to use the EDI transmission option. Support will be extended to eManifest Portal users when that option becomes available in summer 2011.

For **EDI technical support**, contact the **eManifest Technical Support Unit** by:

**E-mail:** [tsu.ust@cbsa-asfc.gc.ca](mailto:tsu.ust@cbsa-asfc.gc.ca)

**Phone:**

Calls within Canada and the U.S. (toll-free) available 24/7: 1-888-957-7224

Callers outside Canada and the U.S. between 8 a.m. and 5 p.m. ET,  
Monday to Friday: 1-613-946-0762

Callers outside Canada and the U.S., outside of business hours,  
evenings, holidays and weekends: 1-613-946-0763

For the most up-to-date information on eManifest, visit the [eManifest section](#) of the CBSA’s Web site regularly, or subscribe to the CBSA [RSS news feed](#).

Changes are coming – stay informed!