

Importer Security Filing (ISF Express)



Norman G. Jensen, Inc.

“On The Spot to Serve” Since 1937

Frequently Asked Questions (FAQ) For NGJ Overseas Partners

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Can the Overseas Partner submit the Security Filing?

The Importers Security Filing and Additional Carrier Requirements, Final Rule allows for the Transportation Providers, through the Automated Manifest System (AMS) to act as the agent (ISF Filer) for the “ISF Importer”.

The Importer must grant, through the issuance of a Power of Attorney, each and every Carrier and/or Freight Forwarder, authority to submit the Security Filing Data.

The Overseas Partner must obtain a Power of Attorney, from the ISF Importer, prior to transmitting the Security Filing. Transmitting the Security Filing without a Power of Attorney is a violation of the CBP Regulation (19CFR149.5)

Can a Power of Attorney be “indirectly” granted to the Overseas Partner by NGJ?

The Power of Attorney, issued by the Importer to NGJ, includes the authority to grant a Sub Power of Attorney to “specifically authorized agents”. With this authority, our Overseas Partners can perform ISF functions on behalf of NGJ as the “ISF Filer”.

NGJ will not grant this authority to our Overseas Partners when NGJ is NOT the “ISF Filer”.

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What should the “ISF Importer” do to obtain the Commercial and Transportation Data Elements required for the Security Filing?

The majority of the data elements should already be known to the ISF Importer.

Additional data may be supplied by the Seller (examples: Manufacturer, 6-Digit HTS Number, Country of Origin) -or- from the Freight Forwarder at Origin (examples: House Bill of Lading Number, Consolidator, Container Stuffing Location).

Commercial Data Elements could be obtained from the Suppliers/Vendors in the form of a Commercial Invoice / Proforma Invoice. (See attached examples of Commercial Invoices that contain all of the required data elements known by the vendor / supplier).

Transportation Data Elements could be obtained from the Freight Forwarder / Consolidator in the form of a “pre-alert” containing the additional details. The additional details should contain the Bill of Lading Number as well as the Supplier/Vendor reference numbers for matching purposes.

This requirement is extensive and will no doubt require adjustments to the way the ISF Importer, their International Logistics Providers, and their Suppliers/Vendors currently exchange information.

How can the Overseas Partner assist NGJ when NGJ is the ISF Filer?

We expect to receive many “commercial” data elements directly from the Seller or from the ISF Importer. “Transportation” data elements not normally known to the Seller or ISF Importer may have to be obtained from the Freight Forwarder. If the Overseas Partner is acting as the Freight Forwarder, the data elements that we would require are:

- House Bill of Lading Number *
- Seller **
- Buyer **
- Ship to **
- Consolidator **
- Container Stuffing Location **

* All Jensen Marine Services (JMS) House Bill of Lading Numbers must begin with the prefix / SCAC: JNMS, followed by a two letter “Overseas Partner” Code: JNMSNN, to avoid the remote chance that the same number could be issued by two Overseas Partners.

**If known, the D-U-N-S number could be supplied instead of the full name / address.

We would require these “transportation” data elements as soon as they are available, but no later than 72 business hours prior to vessel loading.

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What can be done to keep the Manufacturer’s data confidential?

Instead of supplying the complete name and address of the Manufacturer (at the Line Item Level), the Seller may wish to provide the D-U-N-S number (or other widely recognized commercially accepted identification number) for each Manufacturer.

Does the ISF House Bill of Lading Number have to be the same as the AMS House Bill of Lading Number?

Yes. In accordance with the CBP Regulations, for both the AMS Data Filing and the ISF Data Filing, the Bill of Lading Numbers are required “at the lowest bill of lading level” (i.e., at the house bill of lading level, if applicable).

Since this requirement pertains to both the AMS and IFS regulations, the Bill of Lading Number must match in both Data Filings.

Can the Overseas Partner use NGJ’s “ISF Express” product?

Yes. NGJ will work with their Overseas Partners to determine the best way to assist the ISF Importers in meeting their obligations under the new regulations.

Can the Overseas Partner “re-sell” NGJ’s “ISF Express” product?

Yes, we welcome this opportunity. The fee schedule will be established in a way that would maximize the potential revenues for our Overseas Partners.

The basic requirement would be:

NGJ must be granted Power of Attorney, to act as the ISF Filer, by the ISF Importer.

***** Introductory Pricing is Available *****

Must NGJ also act as the Destination Release Agent in order for the Overseas Partner to use or “re-sell” ISF Express?

No, this will not be a requirement.

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Will NGJ offer “IFS Express” Training to the Overseas Partners?

NGJ will offer regular training for our IFS Express product. The training will be in a combination online “webinar” / teleconference format.

Can NGJ process a “manual” ISF Filing on behalf of the Overseas Partner?

Yes, but with the following requirements:

NGJ must be granted Power of Attorney by the ISF Importer.

Data Elements must be provided to NGJ in an authorized format:

We recommend that all required data elements are consolidated on a single document. This document should be the Commercial Invoice issued by the vendor / supplier. (See attached examples of Commercial Invoices that contain all of the required data elements known by the vendor / supplier. Additional data elements unknown to the vendor / supplier will need to be supplied to NGJ in order to complete the Importer Security Filing).

Alternatively, upon request, NGJ will make available a fill-in-the-blank MSWord Document to capture all of the required Data Elements for “ISF Manual” purposes.