



Short Term Recommendation for Canada Border Services Agency¹ (as of 20 June, 2006)

To comply with the Canada Border Services Agency (CBSA) requirement to provide Advance Cargo Information (ACI) electronically, amendments to existing standard forms and messages will be required in the longer term.

However, with the CBSA deadline fast approaching, the recommended procedure to follow at this time is:

1. THE EDI ENVIRONMENT

1.1 Direct/Agency Shipments

- a. The forwarder sends the FWB to the Carrier
- b. The Carrier reports the air waybill to the Advance Cargo Information (ACI) system

1.2 Consolidations

1.2.1 Where the Carrier reports house waybill data

- a. The Forwarder sends the Air Waybill Data (FWB) message and the Consolidation List (FHL) message with full house waybill details to the carrier prior to tender
 - House Airway bill
 - The Free Text Description of Goods (TXT) line in FHL **will** be used to contain the full specific cargo description. Carriers will use this description to populate the description of goods for customs (although the HWB Manifest Description of Goods is mandatory it is usually inadequate for Customs reporting purposes).
 - When the Consignee Address and the Delivery Address differ, the Delivery Address shall be included as the Consignee Address.
- b. The Carrier reports the master air waybill and supplementary house waybills to the Advance Cargo Information System (ACI)

1.2.2 Where the Forwarder Reports House Waybill data

- a. The Forwarder sends the supplementary house waybill data directly to ACI
- b. The Forwarder sends the FWB and the FHL with summary house waybill information to the carrier prior to tender
 - The first occurrence of the OSI line in the FWB will contain "CA-AGT-" in the first position followed by the Forwarder's 8000 Series Number to indicate that the Forwarder reports the house waybill details directly to the Advance Cargo Information System (ACI)
- c. The Carrier reports the master air waybill to the Advance Cargo Information System (ACI)

2. THE PAPER ENVIRONMENT

2.1 Direct/Agency Shipments

- a. The forwarder provides the air waybill to the Carrier
- b. The Carrier reports the air waybill to the Advance Cargo Information System (ACI)

2.2 Consolidations

- a. Forwarders must indicate "Consolidation as per attached list" in the Nature and Quantity of Goods of the master air waybill
- b. The house waybill manifest and the individual house way bills must contain a full specific cargo description to identify the goods

2.2.1 Where the Carrier reports house waybill data

- a. The Forwarder provides the master air waybill, house waybill manifest and individual house waybills including ULD content to the carrier
- b. The Carrier enters the house waybill data
- c. The Carrier reports individual house waybills and master air waybill to the Advance Cargo Information System (ACI)

2.2.2 Where the Forwarder Reports House Waybill data

- a. The Forwarder reports the supplementary house waybill data directly to ACI
- b. The Forwarder provides the master air waybill and house waybill manifest including ULD content to the carrier
 - Master Airway bill
 - "House Information transmitted to Canada by: (the 8000 Series Number of the Forwarder)" or "CA-AGT- (the 8000 Series Number of the Forwarder)" is entered in the Handling Information box on the master air waybill to indicate that the Forwarder reports the house waybill details directly to the Advance Cargo Information System (ACI)
- c. The Carrier reports master air waybill to the Advance Cargo Information System (ACI)

3. IN CASE OF COMMUNICATION ERROR IN AN EDI ENVIRONMENT

- A contingency plan is being developed and will be circulated until that time, fall back to the current reporting process

¹ This document will be updated as necessary and can also be found at the IATA web site (<http://www.iata.org/whatwedo/operations/aci.htm>) and the FIATA web site (www.fiata.com).