

## Documentation Requirements

### Canada Delivery Cargo moving In-Transit Through a USA Port

April 16, 2020

This is supplemental to the Customer Advisory dated and posted 04-15-2020 to ONE's website regarding the status of CBSA e-HBL changes. ONE would like to advise our Customers of the following requirements for cargo discharging in the US for movement via rail to final place of delivery in Canada.

All shipments must adhere to the following points to ensure compliance with US CBP (US Customs), CBSA (Canada Customs) and rail carrier regulations and requirements. Non-compliance with any items may and can result in cargo delay and/or US CBP or CBSA penalty potential.

- Commodity Restrictions:
  - Personal Effects, House-Hold Goods, Used Vehicles are not allowed.
  - Plant and Plant Based Products, and Animal Based Products may require a permit from the USDA to move in-transit through the USA. The exception is processed/canned fruit & vegetables which do not require a permit.
- US CBP Importer Security Filing Requirements:
  - ISF-10 is not required for shipments moving in-transit through the US to Canada.
  - ISF-5 is required to be submitted. The responsible party is indicated below:
    - For BCO shipments, ONE will submit the ISF5 using the BL details.
    - If ONE submits the HBL data to US CBP on behalf of the NVO/FF, ONE will submit the ISF5 using the HBL details.
    - If the NVO/FF submits the HBL data to US CBP, the NVO/FF must also submit the ISF5.
- CBSA Manifest Submission and Customs Clearance:
  - The rail carrier is the importing carrier into Canada, and submits the manifest using their own CCN (Cargo Control Number).
  - The rail carrier submits the manifest and CCN on the container level.
  - Example: If a ONEY bill lists 3 containers, the rail carrier will issue a separate CCN per container.
  - The Importer must file the customs entry referencing the CCN from the rail vendor.
- Consolidated Shipments and HBL Submissions:
  - US CBP
    - The NVO/FF may submit the HBL data directly to US CBP, or ONE may submit on their behalf.
  - CBSA
    - The NVO/FF **MUST** submit the HBL directly to CBSA using their 8000-series carrier code. Neither ONE nor the rail carrier can submit the HBL data to CBSA on their behalf.
    - The HBL must reference the CCN (cargo control number) used by the rail carrier in the import manifest to CBSA.
    - The HBL must be submitted to CBSA no less than 2 hours before the train arrives the Canada border.
    - The NVO/FF cannot file customs entry using the rail CCN.
    - The NVO/FF must submit a transfer to their 8000 series HBL, remove the cargo to a bonded warehouse, and then file entry to clear on the individual HBL.
- Canada based Customs Broker:
  - The Canada based Customs Broker must be shown on the BL Instructions as the Notify Party or Additional Notify Party. This is the only way to ensure the Canada rail carrier can notify the customs broker directly with the CCN.
  - The Canada based Customs Broker must be registered with the Canada rail carrier as a broker.
    - Email address for registration requests or questions: [customstrains@cn.ca](mailto:customstrains@cn.ca)
- CCN Notification:
  - ONE will notify the Consignee & Notify Party via email of the CCN as soon as it is provided to ONE by the rail carrier. The current timeframe is 1 day prior to vessel ETA at the US port of discharge.
  - The Arrival Notice sent by ONE will not contain the CCN, as it will not be known at that time.

Please contact ONE NA Import Customer Service team with any questions  
[NA.CSVC.ImportInquiry@ONE-Line.com](mailto:NA.CSVC.ImportInquiry@ONE-Line.com)