



# Protest

Quick Reference Guide UFLPA

*August 2024*



U.S. Customs and  
Border Protection





## TABLE OF CONTENTS

<b>Topic 1: Access the Protest Application .....</b>	<b>2</b>
<b>Topic 2: Create a UFLPA Protest .....</b>	<b>4</b>
<b>Topic 3: Review a Headquarters (HQ) Forced Labor Decision .....</b>	<b>9</b>





## TOPIC 1: ACCESS THE PROTEST APPLICATION

### INTRODUCTION

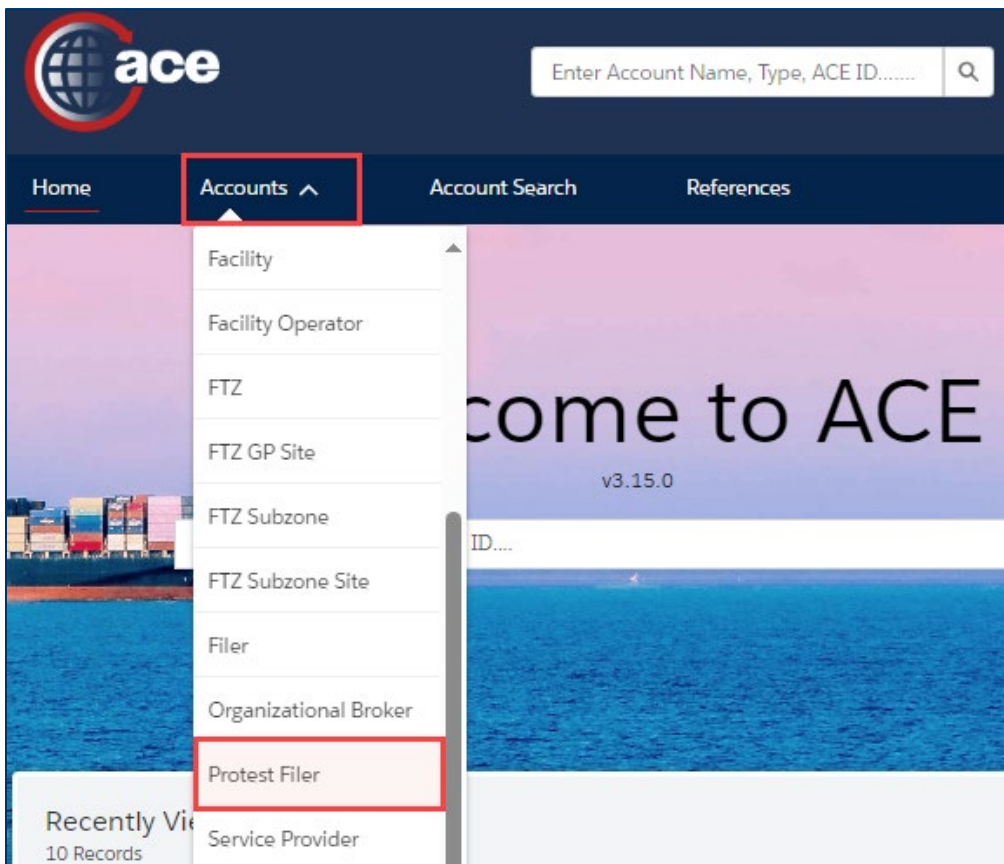
This topic provides the steps to access the Protest application from the Modernized ACE Portal.



**IMPORTANT:** Required fields are indicated with a red asterisk.

### ACCESS THE PROTEST APPLICATION

1. In the **Accounts** tab drop-down menu, select the **Protest Filer** account type.



**IMPORTANT:** The first time you log in to the Modernized ACE Portal, you will link your Legacy ACE Portal to your Modernized ACE Portal. For more information, reference the [Modernized Portal Account Types Quick Reference Guide](#).





- In the **Protest Filer Accounts** pane, in the **Name** column, select the **Protest Filer** hyperlink from the list.

Name	ACE ID	Taxpayer ID
1 Yellow Card	0000262578	66-6152023
2 Replay Assistants	0000263397	23P000-00214
3 Ryan July 19	0000263459	12-3021230

- In the **Account Name** section, select the **Protest** button.

Record Type Na...	Protest FI...	ACE ID
Protest Filer	66-6152...	0000262578

The Protest application will launch displaying in a separate browser window. Also known as the Protest UI.





## TOPIC 2: CREATE A UFLPA PROTEST

### INTRODUCTION

This topic presents steps to create a protest record with a UFLPA exception review issue.

If needed, reference the [Protest Processing for Trade Quick Reference Guide](#) as a complete guide to performing additional protest actions (amend, upload a response, add additional arguments, request or withdraw accelerated disposition).

### CREATE A UFLPA PROTEST

1. If necessary, refer to the steps in [Topic 1](#) to access the Protest application.
2. On the Protest application home page, select the **Create Protest** button.

The screenshot shows the 'U.S. Customs & Border Protection Protest' application interface. At the top right, there is a green 'Create Protest' button with a downward arrow, which is highlighted with a red rectangular box. Below the header is a search bar and a 'Search Protest' dropdown menu. The search filters include 'Protest Number', 'Protest Status', 'Protest Type', and 'Issue'. The 'Issue' dropdown is open, showing options like '201 Remedy', '232 Remedy', and '301 Remedy'.

3. In the **Create Protest** drop-down menu, select a protest option.

The screenshot shows the 'Create Protest' dropdown menu. The '514 Protest' option is highlighted with a red rectangular box. Other visible options include '520(d) Post Importation Preference Claim'.



**NOTE:** UFLPA Protest can only be created on **514 Protest**.

4. In the **Add 514 Protest** pane:

The screenshot shows the 'Add 514 Protest' form. It contains several required fields:
 

- Protest Status\***: Open
- Date Received\***: 06/24/2024
- Entry Number\***: [Empty]
- Importer Number\***: [Empty]
- Port Code\***: [Empty]
- Team Number\***: [Empty]
- Protestant Type\***: [Empty]
- Protestant Number\***: [Empty]
- Refund C/O Number**: [Empty]
- Protest Filer Type\***: [Empty]
- Protest Filer Number\***: 22P000-0014500
- Substitute Party Type**: [Empty]
- Substitute Party Number**: [Empty]
- Issue\***: [Empty]
- Secondary Issue**: [Empty]
- Claimed Tariff**: [Empty]
- Internal Advice Number**: [Empty]
- Lead Protest Number**: [Empty]
- Denied Claim Number**: [Empty]
- Test Summons Number**: [Empty]
- Sample Provided
- Reason for Protest\***: [Empty]





**NOTE:** Fields that are prefilled and grayed out are not editable.

- a. In the **Entry Number\*** field, type the *entry number*.
- b. Select the **Tab** key on your keyboard.

The system automatically populates the **Importer Number**, **Port Code**, and **Team Number** fields if the entry is on file in ACE.



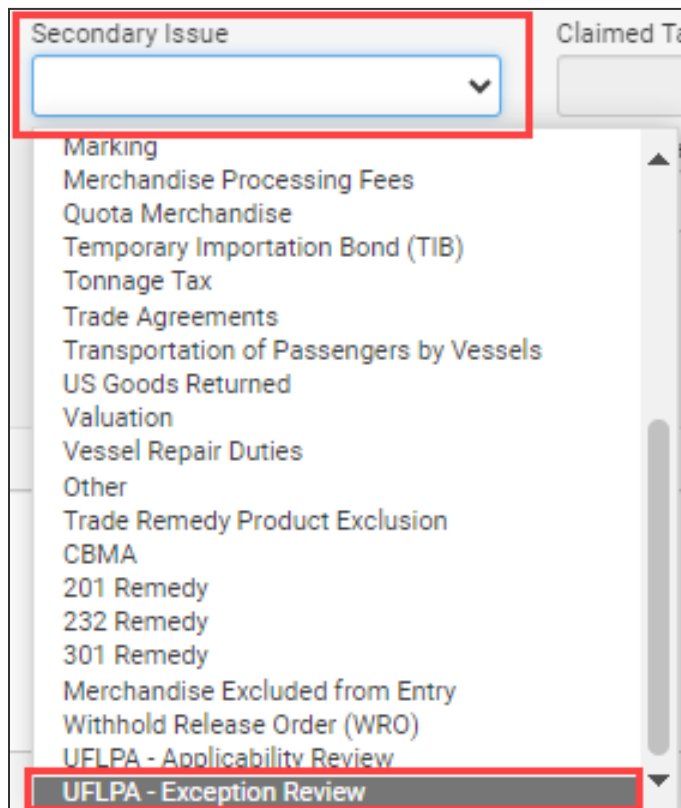
**NOTE:** You cannot change the importer number that automatically populates.

- c. In the **Protestant Type\*** drop-down menu, select a protestant type.
- d. In the **Protestant Number\*** field, type the *protestant number*.



**NOTE:** This field is not available until a protestant type is chosen.

- e. In the **Protest Filer Type\*** drop down-menu, select a protest filer type.
- f. In the **Issue\*** drop-down menu, select an issue.
- g. In the **Secondary Issue** drop-down menu, select the **UFLPA – Exception Review** option.

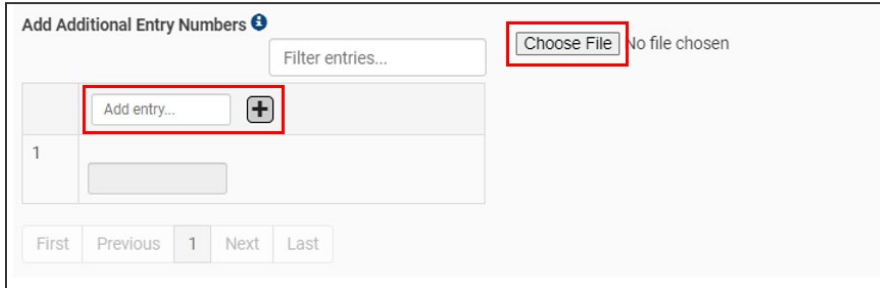


- h. In the **Reason for Protest\*** field, type the *reason for protest*.





5. To add additional entry numbers, in the **Add Additional Entry Numbers** section:

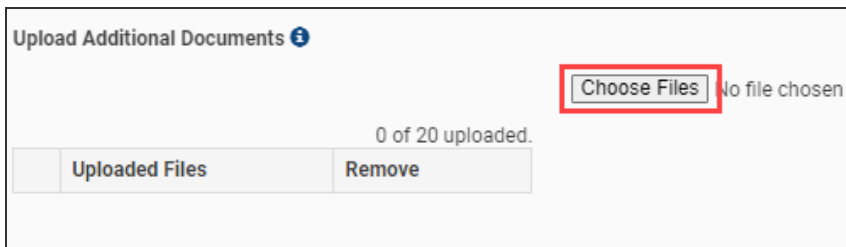


- a. In the **Add entry** field, type an entry number.
- b. Select the plus sign **+** button.

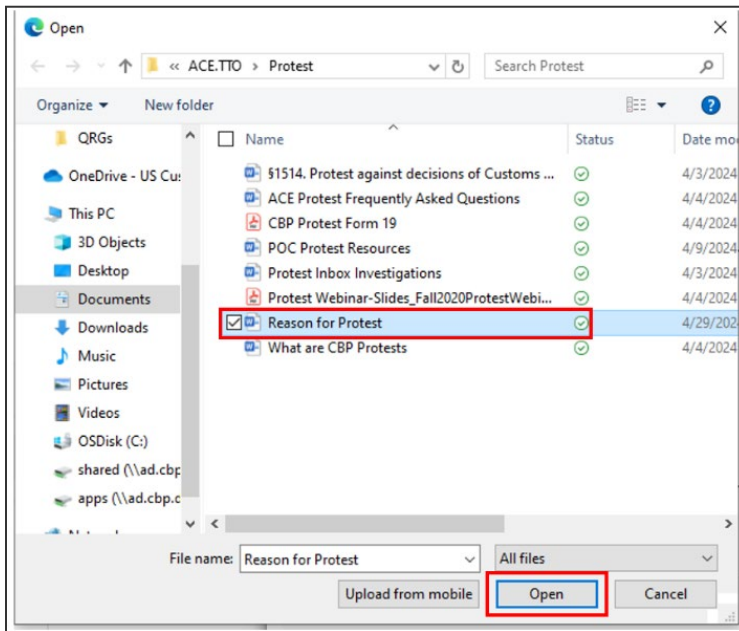


**NOTE:** Select the **Choose File** button to select and attach a (.txt) file to upload.

6. To upload additional documents, in the **Upload Additional Documents** section, select the **Choose Files** button.



7. In the **Open** window, select a file and select the **Open** button.



The file displays in the **Upload Additional Documents** section.





8. In the **Email Notification Recipients** section:

**Email Notification Recipients**

Primary Notification Email:\*  Confirm Email:\*

Additional Emails:

- a. In the **Primary Notification Email** field, type the *primary email* address.
- b. In the **Confirm Email** field, re type the *primary email* address.

9. Select the **Application for Further Review** checkbox if necessary.

Application for Further Review (AFR)

10. In the **HQ Forced Labor Review** section:

**HQ Forced Labor Review**

HQ FL Case Number

Justification for HQ Forced Labor Review\*

- a. In the **HQ FL Case Number** field, type a case number if necessary.
- b. In the **Justification for HQ Forced Labor Review\*** field, type a justification.

11. Select the **CBMA Acknowledgment** checkbox if necessary.

CBMA Acknowledgement

The information submitted is true and accurate and I assume the responsibility for proving such representations. I understand that I am liable for any false statements or material omissions made on or in connection with this submission. I certify that I have determined and ascertained that the control group of which I am a member (including both domestic and foreign members of the control group) has not exceeded the quantitative limit applicable to the tax rate or tax credit I am claiming.

12. You are required to select the **“I certify that I am authorized....”** statement at the bottom of the form.

I certify that I am authorized to file this protest, that such authority has been granted by a duly and properly executed Power of Attorney where one is required, that all the information, statements and assertions herein are true and correct to the best of my knowledge and belief, and that this protest complies with all applicable regulations.

13. Select the **Save and Continue** button.







The protest record added message displays.

Protest record added with Protest Number

A **Forced Labor** tab now displays below in the protest record.

<b>Protest Status</b>	Open	<b>Date Received</b>	06/27/2024	<b>Entry Number</b>	NHK10317580
<b>Protest Type</b>	514 Protest	<b>Port Code</b>	1101	<b>Team Number</b>	001
<b>Importer Number</b>	23-589645800	<b>Center ID</b>	CEE006 - Petroleum, Natural Gas and Minerals		
<b>Decision Date</b>					
<b>Protest Filer Number</b>	23P000-0021400	<b>Protest Filer Type</b>	Attorney	<b>Refund C/O Number</b>	
<b>Protestant Number</b>	23-589645800	<b>Protestant Type</b>	Importer/Consignee		
<b>Substitute Party Number</b>		<b>Substitute Party Type</b>			
<b>Issue</b>	Vessel Repair Duties	<b>Secondary Issue</b>	UFLPA - Exception Review	<b>Claimed Tariff</b>	
<b>Internal Advice Number</b>		<b>Denied Claim Number</b>		<b>Lead Protest Number</b>	
<b>AFR Requested</b>	NO	<b>Accelerated Disposition</b>	NO		
<b>Sample Provided</b>	NO	<b>CBMA Acknowledged</b>	YES		
<b>Reason for Protest</b> ***					
Review of required documents.					
Entries	Parties	Summons	Forced Labor	History	Documents
Additional Arguments					
<b>HQ FL Request</b>					
Justification for Forced Labor ***					
Required documents review.					





## TOPIC 3: REVIEW A HEADQUARTERS (HQ) FORCED LABOR DECISION

### INTRODUCTION

This topic presents steps to review a decision once Headquarters (HQ) reaches a decision regarding a protest with a Forced Labor (FL) issue.

### REVIEW HQ FL DECISION

1. In the **Protest** application:

- a. In the **Search Protest** pane, type or select criteria in the search fields.
  - b. Select the **Search** button.
2. Scroll down to view the protest record in the **Protest #** pane.





3. Select the **Forced Labor** tab.

Review the **HQ FL Request** and **HQ FL Decision** sections.

### HQ FL Request

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Justification for Forced Labor ⋮

Required documents review.

Assigned To Specialist:  
HQ FL Case Number: 23-5896458

### HQ FL Decision

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Decision:  
Date/Time:  
Decision Findings:



**NOTE:** Users will also be able to view the HQ FL decision within the **Entries** tab.

Entry Number	Entry Type	Date of Entry	Date of Liquidation	Days Past Liquidation	Team Number	Additional Protests Filed	Recon Filed	HQ FL Denied	Withdrawn
NHK10317580						YES	NO		NO

