



**U.S. Customs and
Border Protection**

NOV 13 2018

MEMORANDUM FOR: Office of Field Operations Personnel
FROM: (b) (6), (b) (7)(C)
Executive Assistant Commissioner
Office of Field Operations
SUBJECT: Journeyman Import Specialist Grade Level Upgrade

The Office of Field Operations (OFO) has modernized its operational approach to trade, to include a new organizational model with the creation of the Centers of Excellence and Expertise (Centers). The new operating model includes enhanced national regulatory authorities and the application of account based processing. In addition to these changes, the trade landscape has become more complex with a heightened vigilance in detecting, deterring and disrupting illicit trade activity. These significant changes have led to an updated Import Specialist position description that incorporates these transformative trade measures and includes the expanded authorities and expectations.

I am pleased to announce that in recognition of the enhanced complexity of duties performed, the Journeyman level Import Specialist position has been classified and upgraded to the GS-1889-12 level. This upgrade is a direct reflection of the Import Specialists' enhanced functional expectations which includes applying national regulatory authority and the shift to processing trade at the account level. It also underscores the paramount responsibility of detecting, deterring, and disrupting illicit trade while directly working alongside CBP Officers and other trade colleagues. Additionally, the compilation and analysis of trade intelligence leading to the development of civil and criminal fraud cases is a critical component to impactful trade enforcement actions. These complex trade activities are currently a part of an Import Specialist's daily routine, and are now clearly articulated in their position description.

OFO will be working diligently to implement the upgrade in the coming months. I encourage the Import Specialists to familiarize themselves with the revised position description so they are well positioned to continue to successfully meet the expectations set forth. I recognize that the Import Specialists have been performing at an exceedingly high level which has directly contributed to OFO's success in trade enforcement.

I would like to extend my personal thank you to all Import Specialists and offer my congratulations on this well-deserved upgrade.

Attachment

IMPORT SPECIALIST
GS-1889-12
PD #FO170A

INTRODUCTION

This position is located in U.S. Department of Homeland Security (DHS), U.S. Customs and Border Protection (CBP), Office of Field Operations (OFO). The primary mission of CBP is to detect and prevent terrorists and instruments of terror from entering the United States, enforce applicable laws, and facilitate the orderly and efficient flow of legitimate trade and lawful travelers.

Incumbent serves as a member of a Center of Excellence and Expertise (Center) team responsible for enforcing statutory, regulatory, and treaty requirements of CBP and other federal and state agencies by determining admissibility of merchandise and other import-related decisions on a national scope and on an account basis. Position is located in a CBP office or facility and is accountable to a Center Director.

MAJOR DUTIES AND RESPONSIBILITIES

1. TRADE INTELLIGENCE AND ENFORCEMENT 40%

ENFORCEMENT INITIATIVES: Enforces provisions of the Trade Facilitation and Trade Enforcement (TFTEA), the Tariff Act of 1930, as amended, and the laws and regulations of other agencies regarding values, quota limitations, endangered species, trademark and copyright protections, patents and exclusion orders, Priority Trade Issues (PTI), forced labor, and other initiatives set forth in CBP's National Trade Enforcement Strategy. Initiates enforcement of trade violations and fraudulent activity referrals through the Commercial Enforcement Analysis and Response (CEAR) process.

Executes Presidential Executive Orders which implement trade remedies and safeguards to protect the U.S. economy from unfair trade practices and unsafe goods. Enforces Section 201 and 301 of the Trade Act of 1974 which provide for measures to address unfair trade practices through additional duties or protections on importations which may be a substantial cause of serious injury to U.S. industry. Ensures that additional duties and safeguards are enforced. Enforces Section 232 of the Trade Expansion Act of 1962 which provides for trade measures, such as the imposition of additional tariffs or the implementation of quota on importations that may threaten to impair U.S. national security.

Determines the legality of country of origin marking and ensures that appropriate enforcement actions are taken on merchandise found to be not legally marked. Ensures that the correct country of origin is declared for purposes of, for example, preventing evasion of antidumping and countervailing duties (AD/CVD) or transshipment of goods.

Makes decisions on protests for assigned accounts and analyzes protestant's arguments based on the technical interpretation of the law and regulations. Denies protests found to be without merit or recommends denial to a higher level reviewing authority. Applies uniform decisions on all of an account's protests submitted nationwide, articulating CBP's legal position regarding classification, appraisal, admissibility determinations, and represents the U.S. Government on cases that are

brought before the Court of International Trade.

Responsible for the national coordination and enforcement of assigned Exclusion Orders from the International Trade Commission (ITC) on a national level. Enforcement includes but is not limited to the determination of scope, involved commodities or companies, the collection of indemnity bonds during the presidential review period, examination of merchandise, and preliminary determination on infringement. Coordination of Exclusion Orders includes but is not limited to timely analysis and decision on any exclusionary protest, and coordination of seizures for repeat violations where the ITC has served the importer with notice regarding the exclusion of a prior importation.

Maintains proficiency in CBP automated systems and utilizes those systems to extract trade data, monitor national importation trends and verify compliance and enforcement activities.

DETECT ILLICIT TRADE ACTIVITIES: Conducts in-depth analysis of the nationwide importations, exportations, and transportation of commercial goods by industry and at the account level. Distinguishes between normal patterns and deviations to identify high risk trade activities and/or importations at a national level. Analyzes import and export information to establish a baseline for trade statistics and importing trends across all Ports of Entry. Develops national strategic plans to address compliance or enforcement criteria based on research and analysis of existing operations, importation trends, industry traits, account profiles, and prior fraud violations. Fully integrates the use of CBP automated tools into all aspects of the position. Utilizes automated tools on a regular basis to actively target high-risk trade areas and priority trade issues, specifically focusing on screening the commercial environment for enforcement related activities.

Reviews disclosures of violations of 19 USC 1592 for fraud, gross negligence and negligence to determine level of culpability, loss of revenue and interest owed. Responsible for the nationwide enforcement of 19 U.S.C. 1307 for convict, forced or indentured labor, including forced child labor. Appraises merchandise for seizure and/or penalty purposes as requested. Identifies and coordinates within CBP and partner government agencies to determine importer legitimacy for right to make entry and makes recommendations for entry corrections, seizure, or exportation.

DETER AND DISRUPT ILLICIT TRADE ACTIVITIES: Develops and implements national and local enforcement operations based on intelligence and data analytics to target a specific issue, merchandise or account. These enforcement operations provide specific directions on examinations, sampling, and actions to be taken by CBP Officers (CBPOs), Import Specialists, Homeland Security Investigations (HSI), and other employees executing the enforcement operations. Coordinates enforcement actions through Center management to ensure appropriate action is taken to interdict illicit trade and collaborates with the National Targeting Center and the National Threat Analysis Centers to develop enforcement operations to recommend and coordinate Trade Special Operations focused on mitigating a trade risk. Works closely with the HSI on repeat violations, trade fraud and/or criminal activity.

Responsibilities include the coordination with all Centers and Ports of Entry on a national basis for the detention or seizure of merchandise subject to a withhold release order. Leads the solicitation and review of information to determine validity, analyzes the components of allegations, and applies appropriate enforcement actions across the nation as outlined in the CBP forced labor standard operating procedure or as designated by the Forced Labor Division.

Assists in detaining or seizing commercial and informal shipments as specified in the regulations.

Prepares Memoranda of Information Received or equivalent written report, for commercial violations and provides industry and legal expertise to CBPOs, HSI and other law enforcement officers to properly identify the scope and severity of the breach of law and/or regulation. These areas include, but are not limited to: trade program determinations, import statistics verification, quota restrictions, marking requirements, AD/CVD orders, Intellectual Property Right (IPR) enforcement, special duty-reducing provisions, money laundering, other government agency requirements, and other 19 USC 1592 violations.

Identifies commercial fraud transactions nationwide for an assigned account and conducts the appropriate research to determine loss of revenue, level of culpability and the enforcement actions to address the noncompliance. Actions include but are not limited to: gathering trade intelligence, identification of all import transactions nationwide entered through fraudulent statements or documents, issuing notices for and coordinating redelivery of merchandise falsely entered, assessment of the violation to determine whether HSI or CBP's Regulatory Audit needs to be involved. Develops and/or participates in operations in conjunction with other Centers, Ports of Entry, and partner government agencies that are related to priority trade issues, classification and duty evasion

Develops penalty cases for violations of trade statute and assesses appropriate culpability levels and corresponding monetary penalties. Develops criminal and/or civil cases for fraudulent activity and collaborates with HSI Special Agents and U.S. Attorney's in order to prosecute violators. Initiates appropriate enforcement actions, ensuring the application of those actions incorporate all trade activities across the nation.

Reviews AD/CVD case scopes, comparing language against physical products, manufacturing information, product formulae and data to determine applicability of scope language. Develops enforcement operations or analysis to detect transshipment, misclassification and misdeclared country of origin of goods to evade assessment of AD/CVD. Regularly processes administrative actions based upon Department of Commerce instructions, including liquidation, suspension, duty adjustments, and injunctions within legally prescribed time frames.

2. TRADE COMPLIANCE AND FACILITATION

35%

CLASSIFICATION: Verifies the tariff classification on imported merchandise to ensure appropriate duties, taxes and fees are assessed on formal and informal entries for their assigned accounts (importers of record) as well as accounts importing within their industry sector. Analyzes Explanatory Notes, Section and Chapter Notes provided for in the Harmonized Tariff Schedule, precedent court cases, and binding rulings to ensure that classification and value decisions are consistent with written and established guidelines. Provides written analysis for unprecedented commodities for Regulations and Rulings and the Department of Commerce to aid in their respective reviews. Based on analysis, takes appropriate action on entry summaries and trade activities for all importations for an account across the nation. Reviews laboratory analyses and determines impact to classification and/or revenue.

Utilizes account based processing at a national level to analyze shifts in importations to identify risks and potential violations of misclassification to evade existing laws. Reviews all aspects and transactions of accounts, regardless of the Port of Entry, in order to make decisions and determinations on whether importations are compliant with U.S. law and to disrupt violative shipments. Serves as a resident expert on the importation patterns as well as the tariff classifications routine to their industry.

Acquires factual information on imported goods by gathering and analyzing industry information and business records needed to make determinations on tariff classification for assigned accounts (e.g. physical cargo examinations, warehouse examinations, manufacturer premise visits, importer interviews and broker visits). Develops, improves, and maintains collaborative partnerships with internal and external stakeholders to advance trade mission effectiveness including but not limited to classification and valuation of merchandise.

Validates assigned accounts at a national level to ensure compliance with trade laws. Provides support and expertise through collaboration with on-site and remote CBPOs, other Import Specialists, Entry Specialists, National Account Managers, Fines Penalties & Forfeitures (FPF) staff as well as other internal and external stakeholders (e.g. Trade Enforcement Coordination Centers, Office of Chief Counsel, cargo examinations, multi-functional teams, etc.). Coordinates outreach efforts for a variety of trade entities such as seminars and presentations, both in-person and via webinars.

APPRAISEMENT: Verifies value of imported goods for assigned accounts and transactions across the nation through the legislative and regulatory methods of appraisal set forth in the Trade Act of 1930, as amended. Analyzes all transactions related to a shipment(s) by reviewing all factors affecting valuation, to include packing costs, selling commissions, values of related assists, royalties, discounts, and license fees in order to ascertain dutiable value based on transactional, computed, deductive or other methods of appraisal. Examines foreign seller-importer relationship, payment records, and identifies the elements of costs on imports that are dutiable under applicable value law.

Frequently acquires and verifies facts needed to analyze business relationships to determine if the relationship influenced the price of the imported merchandise. Conducts importer interviews and examines import documents for transactions across the nation to verify that the merchandise is entered in compliance with existing laws and regulations. Verifies appropriate basis of value under applicable value law including any special basis peculiar to a particular commodity and/or industry, and verifies unit value of the imported article or product.

Applies their expertise in valuation to target anomalies of entered values associated with high-risk shipments or countries. Analyzes significant shifts in valuation for potential trade fraud and takes appropriate enforcement action. Computes final amount of duties, taxes, and fees owed by or due to the importer. Responsible for rejecting and reconciling entries for accounts regardless of the Port of Entry for changes in value, classification, special preference programs, and special tariff provisions such as chapter 9802 as appropriate for subject entry types. Notifies importer of changes to the entered value that result in additional duties, taxes, and fees. Initiates, coordinates, monitors, reviews, and completes validation activities in the Automated Commercial Environment system.

TRADE AGREEMENTS: Analyzes nationwide free trade agreements entry data to identify risk areas and compliance issues to include but not limited to, the North American Free Trade Agreement (NAFTA), the Generalized System of Preferences, the African Growth and Opportunity Act, the Korea Free Trade Agreement, the Dominican Republic – Central America Free Trade Agreement, the Peru Trade Promotion Agreement and the Caribbean Basin Trade Preference Act. Conducts trade agreement verifications to ensure claims for preferential duty rates meet the terms of the agreement. Develops Trade intelligence for those that are non-compliant and pursues appropriate enforcement actions.

REGULATORY AUDIT: Participate in audits with Regulatory Audit to determine compliance with trade laws. Reviews the results of financial audits conducted by Regulatory Auditors to determine the loss of revenue, if any, and enforces the process through appropriate penalty actions. Employs risk management principles and techniques to effectively manage, prioritize, and complete daily workload. Applies risk management when focusing on areas of non-compliance in designated high-risk trade areas through risk assessment. Prioritizes work by risk level when performing classification and appraisal work or when reviewing various entry types for potential fraud. These include entries involving forced labor, executive orders, quota, AD/CVD, or part of an ongoing or completed audit or investigation. Focuses on entries according to established priority trade issues and statute limitations. Utilizes and supports the application of risk management to promote a productive and effective compliance approach to include the initiation of appropriate enforcement actions such as the assessment of penalties in order to complete workload.

3. TRADE RELATIONS

15%

ACCOUNT BASED PROCESSING: Responsible for workload associated with assigned industry accounts across the nation and serves as primary CBP contact for accounts. Responsible for making decisions and determinations on an account's (importers) trade activities across the nation and applying national regulatory authorities in a uniform manner. Conducts research and gathers information for the purpose of defining accounts, account profiles and compliance plans, and focused assessments.

Works to ensure a uniform and consistent approach to accomplishing CBP's mission, particularly as it relates to accounts (importers). Analyzes account profile data to identify discrepancies and instances of non-compliance. Determines and monitors account's compliance level and significant issues impacting it. Works with account in preparing and implementing a strategic plan intended to resolve problems and achieve maximum compliance. Monitors account activities, such as verification results, revenue actions, liquidated damages, penalties, investigations, compliance assessments, audits, electronic invoice capabilities, and participation in CBP's programs trusted partner programs. Gathers and analyzes information on industry trends and business transactions needed to make determinations for their assigned Center and accounts. Conducts research and gathers information for the purpose of defining accounts and participating in focused assessments. Informs other Center personnel of enforcement actions or other issues affecting their accounts. Works with the representative of the account in preparing strategic plans to achieve maximum compliance in a mutually cost-effective way. Analyzes results of activities, detects patterns, and counsels account on needed actions, or recommends attendance at formal outreach programs. Assists in assessment of account to determine compliance level.

Coordinates national account related activities among other Centers and Ports of Entry to address uniformity issues. Provides expert advice regarding accounts to CBPOs and to Headquarters personnel. Evaluates policies affecting assigned account, taking all necessary actions to achieve organizational objectives as they pertain to improving the account's level of trade compliance. Works with CBP Headquarters and CBPOs in ensuring that outreach training and education programs for the account representatives and CBP management officials are available to provide highly technical information concerning transactions, to clarify obscure points and to verify integrity of documents. Works with account representatives to gain acceptance of and compliance with CBP requirements and appraisal decisions on merchandise.

INFORMED COMPLIANCE: Furthers education and informed compliance through outreach to the trade and industry based accounts as needed to promote compliance with trade laws and to address areas of high risk. Conducts regular importer, broker and manufacturer visits to obtain information, review records and takes action, as appropriate. Provides advice and guidance to importers or to their representatives on prospective importations. Advice extends beyond providing the current tariff classification, rate of duty, and applicable restrictions, but includes informing the importer or prospective importer about the guidance, reference materials and precedent decisions that can assist the company in determining the proper classification and valuation of the merchandise. Meets with domestic industry representatives and associations to discuss industry issues, build intelligence and address areas of noncompliance.

PARTNERSHIP PROGRAMS: Promotes CBP's partnership programs, to include Customs- Trade Partnership against Terrorism (CTPAT), and Importer Self-Assessment (ISA)/Trusted Trader through daily interaction with importers and other business organizations within the trade community. Conducts outreach activities, such as seminars and presentations, to various trade entities explaining the purpose and benefits of the Trusted Trader programs. Coordinates between Trusted Trader participants and Industry Partnership Programs representatives, as needed.

TRADE REPRESENTATIVE: Serves as a trade representative on various teams including, but not limited to, Focused Assessment Teams, NAFTA Joint Verification Teams, Textile Production Verification Teams, Hazardous Assessment Teams, Continuity of Operations Teams, Trade Special Operations Teams and other program work and projects as assigned. Plans meetings, delivers presentations to internal and external stakeholders, resolves technical disputes, writes reports, and provides guidance in the development of company improvement plans. Conducts research and gathers information on companies using various automated tools, conducts verifications of sample transactions, and coordinates activities with other Import Specialists participating in assessments. May also initiate, lead, plan and conduct trade agreement verification visits, verifying the eligibility of goods recently imported into the United States, and work with the company to improve compliance with CBP requirements. Participates on visits to foreign manufacturers/exporters utilizing free trade agreements to determine compliance with the requirements of such agreements.

4. INTERNAL ENGAGEMENT

10%

Aids supervisor in coordinating work assignments to be accomplished by lower graded Import Specialists within team, including running and working reports. Provides guidance to lower graded Import Specialists on the nature of the assignment, project or program issues under review. Maintains current knowledge to answer questions from fellow Import Specialists and other CBP personnel on procedures, policies, and directives pertaining to their industry. Performs complex work assignments as determined by the supervisor.

Maintains expert knowledge in high-priority areas and commodities. Under the direction of the supervisor, provides guidance and mentorship regarding work products, as necessary, to ensure compliance with program oversight requirements. Advises lower graded Import Specialists on program and administrative matters. Assists in providing on-the-job-training for lower graded Import Specialists, including, but not limited to conducting cargo exams, importer interviews, etc. Provides guidance on industry focus and account based principles.

Performs other duties as assigned.

FACTOR LEVEL EVALUATION

Factor 1, Knowledge Required by the Position

Expert knowledge of the extensive, complex laws and regulations that apply to the classification of merchandise within the Harmonized Tariff Schedule, the appraisal and admissibility of imported merchandise. In-depth knowledge of their assigned industry sector and the physical characteristics of the commodities within the industry, and import trends in order to make proper classification decisions, improve compliance or identify commercial fraud, aid in admissibility determinations, and administer laws related to commercial entry. Comprehensive knowledge of additional tools (e.g. Policy Online Document Search (PODS), Customs Ruling Online Search System (CROSS), etc.) which may be used to provide additional guidance or information in making trade compliance determinations.

Comprehensive knowledge of CBP policy, handbooks, standard operating procedures, directives, guidance, reference materials and precedent decisions that can assist in determining the proper classification and valuation of the merchandise, providing guidance and outreach to internal and external stakeholders, and coordinating appropriate enforcement actions to enhance trade compliance.

Expert Knowledge of rules of origin and regulations pertaining to determining country of origin for imported merchandise subject to various trade agreements, to include determining substantial transformation.

Knowledge of appropriate basis of value under applicable value law including any special basis unique to a particular commodity and to determine unit value of imported merchandise.

Demonstrated ability to prepare written findings and recommendations in an effective and convincing manner which includes the ability to produce statistical trade reports, analytical findings and apply special tools such as computerized graphics and spreadsheets in the development of reports utilizing various proprietary and commercially available computer software to effectively document and retrieve electronic information.

Demonstrated ability to adapt to changing procedures in order to meet mission objectives relating to supply-chain management and anti-terrorism. Knowledge of CBP programs depending on an account's compliance which would determine if additional programs are available to that importer. Communication to the importer concerning potential programs. Ability to integrate the use of automated tools into all work processes to independently accomplish objectives.

Demonstrated ability to formulate queries, analyze, and interpret various kinds of data and information, and a working knowledge of techniques and methods for fact-finding, research, and writing to identify compliance errors and problems, and to recommend in writing corrective action to management and the importers.

Incumbent makes judgement calls and determinations concerning enforcement issues that are found during reviews of importations and provides suggestions concerning increasing an importer's compliance and the initiating the steps forward to accomplish attaining compliance. Ability to initiate the liquidated damage, penalty case or fraud case process as well as knowledge of the other less

stringent tools that CBP may use in order to develop corrective action plans.

Demonstrated ability to effectively communicate both orally and in writing in order to explain complex tariff classification decisions, and to compose written rationales to support classification, value, and related decisions by drawing analogies from relevant administrative and judicial rulings.

Demonstrated ability to use good judgment and demonstrate interpersonal competence when dealing with the importing community, so as to exercise regulatory and enforcement authority, and yet demonstrate sensitivity to the importer concerns in a given situation.

Demonstrated ability to communicate effectively, both orally and in writing and an ability to apply facts and data to agency requirements; and ability to extrapolate and estimate from existing trade data and sources such as (b) (7)(E) etc.

Extensive use of these systems of records to retrieve data, perform trend analysis and develop the proper course of action based on the information.

Expert application of uniform and consistent decisions and determinations for an account on a national basis. Expert understanding of an account's business practices and importing universe.

Factor 2, Supervisory Controls

The supervisor is responsible for assigning work based on industry sectors, account based processing and resources available. Incumbent carries out most duty assessment and related work associated with the assigned accounts, industry and line of merchandise or program and resolves most disagreements that arise both within the local CBP organization and with members of the importing public.

Incumbent interprets complex instructions and new rulings in terms of assigned work. Incumbent also keeps the supervisor informed of workload, progress in resolving disagreements and potentially significant or controversial decisions.

Incumbent is responsible for independently planning and carrying out the assignment, making on-the-spot decisions, resolving most of the conflicts that arise, and interpreting policy. The incumbent also determines the approach to be taken and the methodology to be used.

Completed work is evaluated based on compliance with existing policies and procedures, compatibility with decisions and approaches taken in same or similar situations, effectiveness in meeting accuracy requirements, working within time constraints, controlling backlogs, and dealing with the importing public.

Factor 3, Guidelines

Guidelines include Harmonized Tariff Schedule, Customs regulations, U.S. Code, requirements of other government agencies, trademark and copyright notices, administrative and judicial precedents, agency-specific directives, and files of reports on prior imports. The incumbent must use sound judgement, initiative, and resourcefulness to draw analogies between the facts of the importations under review.

Factor 4, Complexity

The work includes an exceedingly complex and varied range of duties requiring specialized knowledge of many different and unrelated processes and methods with a national scope. Incumbent must have knowledge of legal, regulatory and other agency requirements regarding the entry process for various types of formal and informal entries.

Incumbent must develop their ability to use the various automated systems and tools to assist them in their review and analysis of account importations, industry standards, and trends in order to aid in bringing importers into compliance.

Decisions regarding classifying and appraising importations, and responding to administrative challenges are complicated by conflicting interpretative approaches and timeframes

Conflicts also exist between the need for expeditious action, the need to rigorously enforce many and varied regulations, and the need to maintain a good rapport with the importing public. Each requires prioritization of tasks, and time management tasks based on agency mission. e.g. liquidation of an antidumping case timely, reviewing and processing a protest within the allotted timeframe, or determining whether an import is subject to Intellectual Property Rights.

The work requires establishing enforcement and targeting criteria, and developing new information on novel or unprecedented imports. The ability to research new items, advise supervisor of possible import classifications and entry type suggestions.

The incumbent may also be required to work within specialized teams, participate in advisory boards, participate in trade seminars, or act as a Subject Matter Expert (SME) in order to represent the work performed within their scope of responsibility.

The incumbent must have the ability coordinate across multiple time zones with Ports of Entry processing all modes of transportation to include air, land, sea, and mail/express shipments.

In addition, the work involves serving as coach and mentor of lower graded Import Specialists.

Factor 5, Scope and Effect

The purpose of the work is to determine the admissibility, classification, and appraisal of imported products into the commerce of the United States. The scope of the sum of the incumbent's duties are based on a national level. The incumbent incorporates risk management into daily work and investigates and analyzes a variety of unusual conditions or questions associated with classification, appraisal, enforcement, and other import-related decisions. This could be for merchandise that is wholly new to the Center or a new import for the account that varies significantly from their prior imports. Risk management allows the incumbent to segment risk based on an account's importing history. Sharing these findings allows a national perspective of an industry or of the account which will further analyzing risk of an importer.

The incumbent's commodity and industry expertise is used to identify trends that may indicate trade fraud, such as IPR violations, health and safety violations, and duty evasion such as misclassification

or incorrect valuation. These reviews lead to facilitating lawful trade while better understanding of current and future trade trends provide insight into areas of risk. The incumbents' expertise is used to enforce U.S. laws, determine possible threats and initiate enforced compliance action, as needed such as taking enforcement actions to include the assessment of penalties.

Decisions affect the enforcement of CBP and related laws and regulations; major activities of importers, such as whether or not to import foreign products; how to purchase goods, e.g., finished, partially completed, or component parts; what price to charge; and how much to bid on a contract which involves products or service that require imported articles. These importing decisions must be reviewed and analyzed to determine the correct collection of duties, taxes and fees due in order to protect the revenue of the U.S.

Factor 6, Personal Contacts

Contacts are with importers, customs brokers, trade consultants, attorneys, trade associations, domestic industry representatives, foreign government personnel, other federal and state government agencies and the like, typically regarding contested matters. The incumbent and/or members of the importing public initiate contacts, which occurs as issues arise. May contact others with commodity knowledge such as foreign shippers or manufacturers, scholars, or persons in business knowledgeable about the article or product in question.

Factor 7, Purpose of Contacts

The purpose of these contacts is to explain regulatory decisions and persuade importers or their representatives to accept such decisions. Issues include admissibility decisions or proposed changes in the entered classification or value that may adversely affect an importer's business interests. Importers or their representatives are reluctant to accept decisions that would jeopardize expected profits through increases in duties, impose added costs for the correction of marking or other regulatory violations, or result in exclusion of merchandise. The employee must be skillful in persuasively explaining the rationale on which a decision is based and in refuting opposing interpretations of the law or regulations in order to avert a formal protest based on interpretation of law.

Factor 8, Physical Demands

The work requires some physical exertion. Some walking, bending, and carrying of lightweight items, such as files and lifting (up to 30 pounds) various types of merchandise or climbing into containers, conveyances and warehouses to examine cargo. The work also requires the employee to conduct or participate in cargo exams, manufacturing and business tours, and importer premises visits.

Factor 9, Work Environment

Work is performed in an office setting with required visits to industrial, agricultural, commercial, or other commodity sites, in the United States or foreign countries. Occasional overnight and extended travel is required for training, operations, commodity seminars, and other CBP meetings.