



## **ACCESS Modernization: Frequently Asked Questions for External Users**

### **1. Why did you make this change to ACCESS?**

Enforcement and Compliance (E&C) transitioned to the new ACCESS platform to modernize our antidumping and countervailing duty case management system while enhancing security and technological efficiencies.

### **2. What is the URL for the modernized ACCESS system?**

The URL stays the same: <https://access.trade.gov>.

### **3. What are the major changes?**

The modernized system will perform the same functionalities as before, but with a slightly different look and feel. The Search function has been enhanced to allow sorting of full-text search results by case number, document type, and other fields. Further enhancements to the Search feature are planned.

### **4. Does my current username, password, and PIN work in the modernized ACCESS system?**

If you are a current E-Filer with an active account, your current username, password, and PIN will transfer. Specific instructions on how to login to the modernized ACCESS system using your existing username and password can be found [here](#). It is very important that you know your PIN, as you will continue to use it to download and open business proprietary documents.

If you currently have a Guest User account, you should use the same email address and follow the specific instructions [here](#).

### **5. If I don't have an existing ACCESS account, how do I register for one?**

You may register for a Guest User account if you plan to only conduct research or monitor AD/CVD case activity. If you plan to electronically file submissions and participate as an interested party, you may register for an E-Filer account. If you are registering as an E-Filer, please be advised the E&C reviews these registrations. You must register using an individual (not group or shared) email address that you use in the normal course of business. Personal email addresses such as gmail or yahoo accounts may not be approved. Specific instructions on how to register can be found [here](#).

### **6. Were all case files migrated?**

Yes. All case files were migrated and will be available as before.

**7. Will my administrative protective order (APO) access and entries of appearance automatically transfer?**

Yes, you will maintain APO access to all case segments for which you are currently authorized. Entries of appearance, APO service lists, and public service lists have all been transferred as well.

**8. Are document service requirements affected?**

There are no changes to the document service functionality.

**9. Will ACCESS email notifications continue?**

Yes. The same email notifications will continue to be sent by the new ACCESS platform. They will look the same as before, and they will be issued at the same times.

**10. Where can I find training materials?**

Training materials are available on the ACCESS home page, at the “Help” link.

**11. Where may I send user feedback?**

If you have feedback, please email it to [access@trade.gov](mailto:access@trade.gov). Please use “User Feedback” in the subject line.