

# SUPPLY CHAIN SECURITY ADVISOR

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### BUSINESS PARTNERS ANNUAL RE-EVALUATION

As a certified C-TPAT company, we are committed to educating all our Business Partners on critical supply chain security issues and practices.

#### REPORT:

In case of any security incidents, involving your cargo, immediately report to the appropriate law enforcement agency.

Please contact us for assistance in reporting an anomaly to CBP.

#### CONTACT:

For questions or comments on any supply chain security issues, please contact:

[hgracia@rljones.com](mailto:hgracia@rljones.com)  
760-357-3177

#### SHARE:

We strongly recommend you forward and share this information to all your vendors, carriers, freight forwarders, and third party logistics providers involved in the supply chain.

#### JOIN:

We encourage all business partners and other eligible companies to join C-TPAT or your country's supply chain security program. For further information on C-TPAT, please click [HERE](#).

On at least an annual basis, we recommend re-evaluating all vendors, carriers, freight forwarders and third party logistics providers to ensure the implementation and maintenance of security procedures and practices.

The re-evaluation should at least include the following security areas:

- Inspection of all containers and trailers prior to their departure from shipping facility.
- Placement of high security seals on all containers and trailers bound for the United States.
- Storing of loaded and unloaded containers and trailers within the confines of a gated and guarded facility.
- Documentation of departure and arrival of all visitors to facility.
- Issuance of visitor badges.
- Training of employees on identifying and reporting suspicious persons, activities and packages.
- Issuance of employee photo identification badges.
- Pre-employment screening procedures, including the completion of an employment application, reference check and background check.
- Legible, complete and accurate preparation of invoices and cargo manifests
- Verification of weights, labels, marks and piece count of merchandise prior to loading containers
- Documentation of shortages, overages and cargo tampering
- Fencing and/or other access controls to the facility
- Prohibition of private passenger vehicle parking in or adjacent to cargo handling and storage areas
- Strict control over the issuance and storage of keys and other access control systems
- Individual passwords to all employees with computer access

