

## QUARTERLY NEWSLETTER SUPPLY CHAIN SECURITY ADVISOR

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

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# EMPLOYEE AND VISITOR ID CONTROLS

#### 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](#).

We recommend all vendors, highway carriers, freight forwarders and third party logistics providers use the following procedures for identifying employees on the company's premises.

#### **Employee Identification badges**

Issue photo identification badges to all employees. Require all employees to display their photo identification badges at all times while on the company's premises.



We recommend that you instruct employees to secure and protect their badges at all times and communicate that badges are the property of the company and must be returned when employment is terminated.

Prepared By:

*“Require employees and visitors to display their identification badges at all times while on the company’s premises.”*

#### **Employee Uniforms**

We recommend uniforms as a good form of employee identification. We strongly recommend all employees working in the receiving and shipping area are properly identified through use of uniforms, vests, hats and armbands.

#### **Visitor Identification badges**

Issue identification badges to all visitors. Require all visitors to display their badge at all time while on the company premises.

