



Conveyance Security

Conveyance (tractor and trailer) integrity procedures must be maintained to protect against the introduction of unauthorized personnel and material.

Conveyance Inspection Procedures

- Using a checklist, drivers should be trained to inspect their conveyances for natural or hidden compartments. Training in conveyance searches should be adopted as part of the company's on-the-job training program.
- Conveyance inspections must be systematic and should be completed upon entering and departing from the truck yard and at the last point of loading prior to reaching the U.S. border.
- To counter internal conspiracies, supervisory personnel or a security manager, held accountable to senior management for security, should search the conveyance after the driver has conducted a search. These searches should be random, documented, based on risk, and should be conducted at the truck yard and after the truck has been loaded and en route to the U.S. border.
- Written procedures must exist which identify specific factors or practices, which may deem a shipment from a certain shipper of greater risk.
- The following systematic practices should be considered when conducting training on conveyances. Highway carriers must visually inspect all empty trailers, to include the interior of the trailer, at the truck yard and at the point of loading, if possible. The following inspection process is recommended for all trailers and tractors:
 1. Tractors:
 - Bumper/tires/rims
 - Doors/tool compartments
 - Battery box
 - Air breather
 - Fuel tanks
 - Interior cab compartments/sleeper
 - Faring/roof
 2. Trailers:
 - Fifth wheel area - check natural compartment/skid plate
 - Exterior - front/sides
 - Rear - bumper/doors
 - Front wall
 - Left side
 - Right side
 - Floor
 - Ceiling/Roof
 - Inside/outside doors
 - Outside/Undercarriage

Trailer Security

- For all trailers in the highway carrier's custody, trailer integrity must be maintained, to protect against the introduction of unauthorized material and/or persons. Highway carriers must have procedures in place to maintain the integrity of their trailers at all times.
- It is recognized that even though a carrier may not "exercise control" over the loading of trailers and the contents of the cargo, highway carriers must be vigilant to help ensure that the merchandise is legitimate and that there is no loading of contraband at the loading dock/manufacturing facility. The highway carrier must ensure that while in transit to the border, no loading of contraband has occurred, even in regards to unforeseen vehicle stops**.
- Trailers must be stored in a secure area to prevent unauthorized access and/or manipulation. Procedures must be in place for reporting and neutralizing unauthorized entry into trailers, tractors or storage areas.
- The carrier must notify U.S. Customs and Border Protection of any structural changes, such as a hidden compartment, discovered in trailers, tractors or other rolling-stock equipment that crosses the border. Notification should be made immediately to CBP, and in advance of the conveyance crossing the border. Notifications can be telephonically made to CBP's Anti-Terrorism Contraband Enforcement Team (A-TCET) at the port.

Container Security

- When transporting a container or trailer for a C-TPAT importer, a high security seal that meets or exceeds the current PAS ISO 17712 standards for high security seals must be utilized.

Conveyance Tracking and Monitoring Procedures

- Highway Carriers must ensure that conveyance and trailer integrity is maintained while the conveyance is en route transporting cargo to the U.S. border by utilizing a tracking and monitoring activity log or equivalent technology. If driver logs are utilized, they must reflect that trailer integrity was verified.
- Predetermined routes should be identified, and procedures should consist of random route checks along with documenting and verifying the length of time between the loading point/trailer pickup, the U.S. border, and the delivery destinations, during peak and non-peak times. Drivers should notify the dispatcher of any route delays due to weather, traffic and/or rerouting.
- Highway Carrier management must perform a documented, periodic, and unannounced verification process to ensure the logs are maintained and conveyance tracking and monitoring procedures are being followed and enforced.
- During Department of Transportation Inspections (DOT) or other physical inspections on the conveyance as required by state, local or federal law, drivers must report and document any anomalies or unusual structural modifications found on the conveyance. In addition, Highway Carrier management should perform a documented, periodic, and unannounced verification process to ensure the logs are maintained and conveyance tracking and monitoring procedures are being followed and enforced.

Trailer Seals

- The sealing of trailers, to include continuous seal integrity, are crucial elements of a secure supply chain, and remains a critical part of a carrier's commitment to C-TPAT. A high security seal must be affixed to all loaded trailers bound for the U.S. All seals must meet or exceed the current PAS ISO 17712 standards for high security seals.
- Based on risk, a high security barrier bolt seal may be applied to the door handle and/or a cable seal must be applied to the two vertical bars on the trailer doors.
- Clearly defined written procedures must stipulate how seals in the highway carrier's possession are to be controlled during transit. These written procedures should be briefed to all drivers and there should be a mechanism to ensure that these procedures are understood and are being followed. These procedures must include:
 - Verifying that the seal is intact, and if it exhibits evidence of tampering along the route.
 - Properly documenting the original and second seal numbers.
 - Verify that the seal number and location of the seal is the same as stated by the shipper on the shipping documents.
 - If the seal is removed in-transit to the border, even by government officials, a second seal must be placed on the trailer, and the seal change must be documented.
 - The driver must immediately notify the dispatcher that the seal was broken, by whom; and the number of the second seal that is placed on the trailer.
 - The carrier must make immediate notification to the shipper, the customs broker and/or the importer of the placement of the second seal.

Less-than Truck Load (LTL)

- LTL carriers must use a high security padlock or similarly appropriate locking device when picking up local freight in an international LTL environment. LTL carriers must ensure strict controls to limit the access to keys or combinations that can open these padlocks.
- After the freight from the pickup and delivery run is sorted, consolidated and loaded onto a line haul carrier destined to the cross the border into the U.S., the trailer must be sealed with a high security seal which meets or exceeds the current PAS ISO 17712 standard for high security seals.
- In LTL or Pickup and Delivery (P&D) operations that do not use consolidation hubs to sort or consolidate freight prior to crossing the U.S. border, the importer and/or highway carrier must use ISO 17712 high security seals for the trailer at each stop, and to cross the border.
- Written procedures must be established to record the change in seals, as well as stipulate how the seals are controlled and distributed, and how discrepancies are noted and reported. These written procedures should be maintained at the terminal/local level.

- In the LTL and non-LTL environment, procedures should also exist for recognizing and reporting compromised seals and/or trailers to U.S. Customs and Border Protection or the appropriate foreign authority.

Questions to ask your vendor:

- Do you use high security pallet locks and or seals?
- Do they meet or exceed the current PAS ISO 17712 standards?
- How is the seal # recorded and verified through each change in custody?
- What are the procedures if a seal has been compromised?
- Do you ensure the carrier has a secure means of separating your cargo from anyone else's? (since it is not a full container).

Please distribute this document to your international supply chain partners and ask them to follow these guidelines when handling your shipments.

Any questions, please do not hesitate to contact the following:

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