

 GLOBAL LOGISTICAL CONNECTIONS, INC.	 CTPAT™ <small>YOUR SUPPLY CHAIN'S STRONGEST LINK.</small>		
	TITLE:		DOCUMENT #:
	CTPAT QUESTIONNAIRE		Date of last revision:

Business Partner Name						
Address						
City		State		Zip		Country
Phone Number						
Contact Name				Email		
Years in Business				Number of Employees		

Type of Partner (*check all that apply*)

Manufacturer
 Warehouse
 Freight forwarder
 Customs broker
 Carrier
 Distributor
 Consolidator
 Other: _____

A. SUPPLY CHAIN SECURITY	YES	NO
1. Is the company C-TPAT Certified?	<input type="checkbox"/>	<input type="checkbox"/>
<i>If yes, please contact us for monitoring process through U.S. Customs C-TPAT Web Portal</i>		
2. Date of the last C-TPAT Validation		
3. Does the company participate in any other supply chain security program?	<input type="checkbox"/>	<input type="checkbox"/>

If yes, specify

Name of the Program:		Date of Certification:	
Country of Issuance:		Company membership number:	

B. SHIPPING & RECEIVING SECURITY	YES	NO	N/A
1. Are there procedures in place to verify the physical integrity of the container before loading?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Is there a 7-point sea container inspection in place? (Container only)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Is there a 17-point tractor and trailer inspection in place?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Is there a physical inspection of the container or trailer conducted after it is loaded?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Is the inspection documented on an inspection checklist?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Does the company use high security seals (bolt or cable seals) meeting ISO 17712 standards?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Are loaded trailers or containers stored in a secure area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Is private vehicle parking allowed near cargo handling / storage areas?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Are all drivers identified before cargo is picked up or dropped off?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Are there procedures to verify the accuracy of the information for Customs clearance?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Is all cargo reconciled against information on the cargo manifest?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Is all cargo accurately labeled, weighted, counted and verified upon arrival and departure?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Are shortages, overages and anomalies investigated and resolved?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Cargo staging areas free from visible pest contamination?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. Wood packaging material in compliance with ISPM 15?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

C. PHYSICAL ACCESS CONTROLS & FACILITY SECURITY	YES	NO	N/A
1. Is there a visitor badge system?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Is there a visitor log?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Are visitors required to present a valid photo ID upon entering the facility?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Are visitors escorted while on the company premises?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



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5. Are there procedures for challenging and removing unauthorized persons from the premises?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Is there an employee identification system in place?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Are all keys to the facility accounted for?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Are there restricted access areas within the building(s)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Is arriving mail screened before distribution?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Are there security guards at the facility?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Are the security guards present 24/7?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Are the security guards' employees of the company?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Does the facility have an alarm system in place?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Does the facility have a camera system in place?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. Is the facility built of materials that resist unlawful entry?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. Are all buildings' integrity inspected periodically?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17. Is there adequate lighting in parking lots and near cargo handling/storage areas?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18. Are employee and visitor parking areas separated from the cargo area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19. Is there a fence surrounding the facility?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20. Is the fence inspected on a regular basis?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D. PERSONNEL POLICIES	YES	NO	N/A
1. Are interviews and pre-employment screening conducted?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Does the company verify applicants' former employment, reasons for leaving?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Is the information on the employment application (references, employment history) verified prior to employment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Does the company conduct background checks?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Does the company conduct drug screening prior to employment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Does the company implement termination procedures?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E. EMPLOYEE TRAINING	YES	NO	N/A
1. Is there a security awareness program?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Is the program designed to include maintenance of cargo integrity, recognition of internal conspiracies?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Are there training records?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Is there a supply chain security manual?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
F. INFORMATION TECHNOLOGY SECURITY	YES	NO	N/A
1. Are employees required to use passwords?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Is there a backup system?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Is there a firewall in place?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Are server's password protected?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Is current anti-virus software and firewall protection installed on all hardware?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



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CERTIFICATION STATEMENT

BUSINESS PARTNER AGREEMENT

MINIMUM SUPPLY CHAIN SECURITY CRITERIA

NOTE: Non-CTPAT/ non-AEO certified business partners are subject to verification of compliance with CTPAT minimum security criteria, to include digital photographs and on-site visits, prioritized by risk.

- 1. We require all of our supply chain business partners to be:**
 - 1.1 a member of CTPAT or a member of a U.S. Customs-approved mutual recognition supply chain security program administered by a foreign government.**
 - 1.2 Or minimally, agree to follow all of the CTPAT minimum security requirements.**

2. CTPAT MINIMUM SECURITY CRITERIA IS:

- 2.1 Business partners must complete and return our Security Questionnaire. Responses to the questionnaire will determine our company's potential future relationship with the business partner. We will focus on the business partner's commitment, as revealed by the questionnaire, demonstrating adherence to the CTPAT guidelines.**
- 2.2 The senior management of our business partners must be committed to supply chain security.**
- 2.3 Business partners must train their employees to recognize and report potential threats related to terrorist plots, human smuggling, contraband smuggling and illegal activities.**
- 2.4 Business partners must have documented procedures that address personnel and hiring procedures, IT security, business partner screening, container/trailer security and container/trailer sealing.**
- 2.5 Business partners must adhere to our company's documentation requirements. This includes providing accurate shipping documents promptly, in good order and legibly written.**
- 2.6 Those foreign business partners who are loading containers bound for the US are required to complete a documented 8-point container inspection checklist using a checklist for each container bound for the U.S.**
- 2.7 The 8-point container inspection checklist should become a standard part of the shipping documents package and must be transmitted (in advance of arrival in the U.S.) with all of the other shipment documents.**
- 2.8 Business partners must screen potential employees to include review of the employment application for accuracy, verification of listed references and 8-year criminal background check (where allowed by local laws).**
- 2.9 Business partners must have procedures in place to report shipment-related security incidents to our company and to the appropriate government**



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authorities.

2.10 Business partner's staff members who are involved in loading or unloading containers and those processing shipment-related documents must be trained to recognize and report potential threats and suspicious conditions/ persons/behavior.

2.11 Business partners must have IT security measures in place to include forced network password changes (not to exceed 90 days), lock-out after 3 failed log-in attempts (admin intervention required to restore access) and lock-out after 15 minutes of inactivity (user log-in required to regain access).

2.12 Business partners must have employee and visitor identification procedures in place.

I acknowledge that I have received this agreement and the accompanying Supply Chain Security Standard Operating Procedures (SOPs) and that our company agrees to comply with all the stated requirements.

I hereby certify that the information given by me in this questionnaire is true and correct to the best of my knowledge

Company Name:

Country:

Business Type: Foreign Factory Foreign Shipper Foreign Trucking

Foreign Agent Foreign CFS US Freight Forwarder US Trucking

US CHB US CFS / Foreign Trade Zone / Customs Bonded Warehouse

US Importer US Exporter

Name of Person signing this document: _____

Title of Person signing this document: _____

Signature: _____

Date: _____