**Statement of Support:** As a Customs Trade Partnership Against Terrorism (CTPAT) certified company since **2004**, we take great pride in contributing to the security and integrity of the global supply chain. By fully adhering to the principles of CTPAT program, we are committed to maintaining the highest standards of security across our operations. Our ongoing dedication to CTPAT reflects our responsibility to safeguard not only our business but also the broader industry and national security. We continue to work closely with our partners, ensuring compliance with the program requirements to mitigate risk and enhance the safety of international trade. We are proud of our role in fostering a secure and trusted supply chain, and we remain focused on upholding the values and objectives of CTPAT in every aspect of our business.

**General Information:** The completion of this questionnaire supports Speed Global Services’ continued certification under the CTPAT program.

**Purpose:** This questionnaire is designed to address all CTPAT requirements and recommendations. It reflects Speed Global Services’ commitment to maintaining CTPAT awareness, identifying any significant security gaps at partner sites, and promoting CTPAT (or the equivalent program in other countries) certification across the supply chain.

**Scope**: This applies to all clients and partners shipping goods from outside the United States to Speed Global Services' facilities within the United States.

**Frequency:** This questionnaire will be periodically updated

|  |  |  |  |
| --- | --- | --- | --- |
| **General Information:** | | | **Date:** Click to enter a date. |
| **Company Name** |  | | |
| **Address / City / Country** |  | | |
| **Type of Business** |  | | |
| **1st Contact: Name / Title** |  |  | |
| **Phone Number / Email** |  |  | |
| **2nd Contact: Name / Title** |  |  | |
| **Phone Number / Email** |  |  | |

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| --- | --- | --- |
| **Facility Information** | | |
| **What activities are performed at this site?** | **Manufacturing  Warehouse  Shipping** | **Other**  Click here to enter text. |

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| **IMPORTANT NOTE**  If you are currently certified in one or more of the CTPAT-approved supply chain security programs (listed below), please enter your certification numbers, log into your CTPAT portal, and request to be monitored by Speed Global Services. Based on your certification, you are not required to complete the questionnaire. | | | |
|  | | | |
| **Country Program** | **Certification Number / ID** | **Country Program** | **Certification Number / ID** |
| **Canada: PIP** |  | **Korea: AEO** |  |
| **Dominican Republic: AEO** |  | **Mexico: NEEC** |  |
| **European Union: AEO** |  | **New Zealand: SES** |  |
| **Israel: AEO** |  | **Singapore: STP** |  |
| **Japan: AEO** |  | **Taiwan: AEO** |  |
| **Jordan: Golden List** |  | **U.S.: CTPAT** |  |
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**General Comments:**

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Manage completed copies of this form as confidential information

**Save completed form and return to [CTPAT@speedgs.com](mailto:CTPAT@speedgs.com) – attention CTPAT Program Manager.**

**Section 1 – Transportation Security: Destination: U.S.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Item #** | **Section/Control Description** | **Yes, No, or N/A** | **Description of Procedure or Explanation of any “No” or “NA” Answers** |
| **1.1** | Are procedures in place to protect against the introduction of unauthorized cargo and/or persons into shipping containers/trailers? | Choose an item. |  |
| **1.2** | Do you have written procedures to verify the physical integrity of the container and trailers before packing/stuffing? | Choose an item. |  |
| **1.3** | Does the procedure follow the CTPAT seven-point inspection for containers and seventeen-point inspection for trailers?  <https://www.cbp.gov/document/guides/ctpat-7-point-container-inspection-checklist>  <https://www.cbp.gov/document/guides/ctpat-17-point-inspection-checklist-sample> | Choose an item. |  |
| **1.4** | Is the individual who conducts container and/or trailer required to sign off on an inspection checklist and document any anomalies or modifications? | Choose an item. |  |
| **1.5** | Are containers sealed with a high security bolt seal that meets or exceeds CTPAT/ ISO 17712? | Choose an item. |  |
| **1.6** | Are seals stored in a secure place (locked) with access limited to authorized personnel only? | Choose an item. |  |
| **1.7** | Is there a seal log to document seal #, container #, date, customer name, carrier name, seal applied by (name of warehouse employee)? | Choose an item. |  |
| **1.8** | Are seal numbers written on the shipping papers? | Choose an item. |  |
| **1.9** | If a seal is removed, is a new seal applied (by the carrier) with notification to dispatch and shipper, customs broker, and/or importer? This notification should contain the reason for removing the seal, and the new / replacement seal number. | Choose an item. |  |

**Section 1 Comments:**

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**Section 2 – Physical Security**

| **Item #** | **Section/Control Description** | **Yes, No, or N/A** | **Description of Procedure or Explanation of any “No” or “NA” Answers** |
| --- | --- | --- | --- |
| **2.1** | Do you have security guards on site? If yes, are security guard instructions/procedures documented and current? | Choose an item. |  |
| **2.2** | Are controls in place to prevent unauthorized access to the **general property**? *This may include fences, walls, gates, barbed wire, natural barriers, security guards, security cameras and alarms, etc.* | Choose an item. |  |
| **2.3** | Are controls in place to prevent unauthorized entry to the **facility buildings, docks, offices, production areas**? *This may include standard key locks, padlocks, electronic locking systems, guards, security cameras, and alarms.* | Choose an item. |  |
| **2.4** | Do you use alarm systems and video surveillance cameras to monitor the site? | Choose an item. |  |
| **2.5** | If used, are security alarms (Example: motion, door contacts, etc.) always monitored? | Choose an item. |  |
| **2.6** | Is video surveillance data kept a minimum of 30 days? | Choose an item. |  |
| **2.7** | Are private passenger vehicles prohibited from parking in cargo handling and storage areas? | Choose an item. |  |
| **2.8** | Is lighting provided to cover entrances, exits, cargo handling / storage areas, docks, fence lines, and parking areas? | Choose an item. |  |
| **2.9** | Is the lighting sufficient to provide adequate video surveillance images? | Choose an item. |  |
| **2.10** | Does the facility have back up power &/ or an alarm to notify staff of power losses? | Choose an item. |  |

**Section 2 Comments:**

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**Section 3 – Physical Access Controls**

| **Item #** | **Section/Control Description** | **Yes, No, or N/A** | **Description of Procedure or Explanation of any “No” or “NA” Answers** |
| --- | --- | --- | --- |
| **3.1** | Is there a workforce identification and credential system that identifies, records, and controls individual's access to the facility perimeter and any controlled interior areas? *Individuals should only be granted access to the secure areas needed for performance of assigned duties or areas of responsibility.* | Choose an item. |  |
| **3.2** | Does the access control process identify all non-workforce visitors such as truck drivers, service providers, guests, or vendors? *This includes verification of photo-ID (for people not known to their host), and a visitor log including name of host, date / time of arrival / time of departure.* | Choose an item. |  |
| **3.3** | Are visitors escorted? Do they display a visible visitor badge or identification? | Choose an item. |  |
| **3.4** | Are the access control procedures for the facility documented? | Choose an item. |  |
| **3.5** | Do your procedures cover control, issuance, removal, and changing of access devices or privileges? Example: job changes, terminations | Choose an item. |  |
| **3.6** | Are controls in place to prevent unauthorized physical access to computer/server rooms? | Choose an item. |  |

**Section 3 Comments:**

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**Section 4 – Personnel Security**

| **Item #** | **Section/Control Description** | **Yes, No, or N/A** | **Description of Procedure or Explanation of any “No” or “NA” Answers** |
| --- | --- | --- | --- |
| **4.1** | Consistent with country and local laws, are pre-employment background checks conducted? | Choose an item. |  |
| **4.2** | Is access to company systems removed when employers are terminated? | Choose an item. |  |

**Section 4 Comments:**

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**Section 5 – General Security Procedures: Are there procedures to address the following?**

| **Item #** | **Section/Control Description** | **Yes, No, or N/A** | **Description of Procedure or Explanation of any “No” or “NA” Answers** |
| --- | --- | --- | --- |
| **5.1** | Workforce reporting of suspicious people or activities? | Choose an item. |  |
| **5.2** | Managing security incidents? | Choose an item. |  |
| **5.3** | Inspect, test, repair, and replace non-functioning, damaged, or missing security devices? | Choose an item. |  |
| **5.4** | Ensure all shipping information is legible, complete, accurate, and protected against unauthorized changes or sharing? | Choose an item. |  |
| **5.5** | Ensure all cargo is accurately described, counted, weighed, and marked properly? | Choose an item. |  |
| **5.6** | Identify, investigate, and resolve shortages or overages at point of stuffing (Example: checking manifests, purchase orders)? | Choose an item. |  |
| **5.7** | Recognize compromised seals and notify local security or law enforcement if illegal or suspicious activity is detected? | Choose an item. |  |
| **5.8** | Ensure security alarms (if used) are immediately received and responded to? *For example: documented alarm response protocols for on-site security guards, site personnel, contacts to police, etc..* | Choose an item. |  |

**Section 5 Comments:**

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**Section 6 – Information Security**

| **Item #** | **Section/Control Description** | **Yes, No, or N/A** | **Description of Procedure or Explanation of any “No” or “NA” Answers** |
| --- | --- | --- | --- |
| **6.1** | Is there training on password protection and general information security/Cybersecurity? | Choose an item. |  |
| **6.2** | Are passwords specific / unique to individuals (I.e. not shared)? | Choose an item. |  |
| **6.3** | Are passwords periodically changed? | Choose an item. |  |
| **6.4** | Is access to business / customer data (either electronic or paper forms) limited to those in specific roles? | Choose an item. |  |
| **6.5** | Are controls in place to prevent unauthorized access to computer systems (I.e. user passwords, system firewalls, virus protection, secure servers)? | Choose an item. |  |

**Section 6 Comments:**

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**Section 7 – Security Training and Threat Awareness**

| **Item #** | **Section/Control Description** | **Yes, No, or N/A** | **Description of Procedure or Explanation of any “No” or “NA” Answers** |
| --- | --- | --- | --- |
| **7.1** | Is there basic security awareness training for the general workforce? *Examples may* *include reading procedures, on-line training, classroom training, tests or exercises, and bulletin boards/posters.* | Choose an item. |  |
| **7.2** | Does the training cover how to address and report unauthorized access and other security incidents? | Choose an item. |  |
| **7.3** | Is there specific training for the shipping/receiving/warehouse workforce that focuses on dock and warehouse access, inspection/recognition/reporting of unauthorized cargo, piece count, document and manifest review, etc.? | Choose an item. |  |

**Section 7 Comments:**

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**Section 8 – Anti-Money Laundering**

| **Item #** | **Section/Control Description** | **Yes, No, or N/A** | **Description of Procedure or Explanation of any “No” or “NA” Answers** |
| --- | --- | --- | --- |
| **8.1** | Do you conduct business or maintain relationships with entities located in jurisdictions identified as high-risk for money laundering or terrorism financing? | Choose an item. |  |
| **8.2** | Can you provide complete and accurate documentation for all trade transactions, including invoices, shipping documents, and payment records? | Choose an item. |  |
| **8.3** | Do you have policies in place to ensure that the pricing of goods in transactions reflects fair market value? | Choose an item. |  |
| **8.4** | Are your shipping routes consistent and logical based on the origin and destination of the goods? |  |  |
| **8.5** | Do you limit or prohibit the use of large cash payments in your business transactions? |  |  |
| **8.6** | Have you ever observed any unusual trade patterns, such as uncharacteristic purchasing behaviors or unexplained changes in order volumes? |  |  |
| **8.7** | Are all financial instruments, such as letters of credit, used in your transactions straightforward and free of unnecessarily complex terms? |  |  |
| **8.8** | Have you been subject to any investigations or penalties related to money laundering, trade compliance, or similar issues? |  |  |
| **8.9** | Can you provide transparency regarding your company’s ownership, management structure, and ultimate beneficial owners? |  |  |
| **8.10** | Do you screen your own business partners and customers for compliance with anti-money laundering (AML) and counter-terrorism financing (CTF) regulations? |  |  |

**Section 8 Comments:**

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**Section 9 – Business Partners**

| **Item #** | **Section/Control Description** | **Yes, No, or N/A** | **Description of Procedure or Explanation of any “No” or “NA” Answers** |
| --- | --- | --- | --- |
| **9.1** | Does your company have written processes for selecting business partners (customers, contractors, carriers, vendors)? | Choose an item. |  |
| **9.2** | Are your transportation and cargo handling service providers C-TPAT members or committed to following C-TPAT security guidelines? | Choose an item. |  |
| **9.3** | Do you have documented procedures to screen service providers for financial stability, security capabilities, and the ability to correct security issues? | Choose an item. |  |

**Section 9 Comments:**

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**Resources: CTPAT Resource Library and Job Aids: <https://www.cbp.gov/border-security/ports-entry/cargo-security/c-tpat-customs-trade-partnership-against-terrorism/c-tpat-resource-library-and-job-aids>**

**US Customs and Border Protection / USDA: Carrier Conveyance Contamination Trade Outreach: <https://www.cbp.gov/sites/default/files/assets/documents/2018Feb/Web%20Version%20Carrier%20Conveyance%20Contaminant%20Trade%20Outreach_March%202016.v.2.pdf>**

**References:** The questions in this form were sourced from the following documents.

* **CTPAT security profile criteria for point of origin:** <https://www.cbp.gov/sites/default/files/documents/importer_security_profile_overview_3.pdf>
* **CTPAT Highway Carrier Security Criteria**

<https://www.cbp.gov/sites/default/files/documents/hwy_carrier_security_criteria_english_3.pdf>