



CURRENT AVIATION SECURITY REQUIREMENTS FOR AIR FREIGHT

In an ever increasing security conscious industry the Civil Aviation Authority (CAA) is responsible for security measures which both freight forwarders and shippers must comply with when exporting cargo on international scheduled passenger flights. Some airlines apply these to their freighter flights also.

Cargo cannot be carried on international scheduled passenger air services now unless it is accompanied by a security declaration. A security declaration can only be issued by a regulated air cargo agent (RACA) or by the airline itself. We are certificated as a RACA and maintain a register of known customers. Your organisation has shipped air cargo through our premises in the past and we hope you will continue to do so.

To be entered on to, or remain on, our register of known customers we need to be satisfied that you understand the security requirements of this Rule as they apply to known customers including the security of cargo during its transport to our premises. The CAA requires that we review this with you every 2 years. Please find below the security procedures required of a Known Customer to Tri-Star International Ltd

I. CARGO AND MAIL SECURITY CONTROL PROCEDURE – KNOWN CUSTOMER

Every consignment of cargo or mail that is delivered for forwarding from a Known Customer, as defined in CAR Part 1, 1.1 is checked by our authorised personnel to ensure that:

- a) Consignment is accompanied by a detailed statement of content (this can be your commercial invoice); and
- a) That the tamper evident consignment has not been tampered with.
- b) The statement of content required in Part 109.61(a)(2)(ii) is scrutinised and
 - (1) Does not contain any weapon, explosive, or other dangerous device, article or substance that may be used to commit an act of unlawful interference; and
 - (2) Found that the statement of content is identified as originating from the known customer by confirming by means of telephone, email or facsimile.
- c) Once our authorised personnel are satisfied that the statement of content is correct and consignment is not been tampered he/she may issue a security declaration
- d) If dangerous goods are listed on your statement of content they must be declared on a shipper's declaration for dangerous goods accompanying the shipment.
- e) Explosives, or dangerous devices, articles or substances that are not included on a shipper's declaration, and any weapons contained in the shipment, must be reported and dealt with separately.

REGISTER TO BE A KNOWN CUSTOMERS TO TRI-STAR INTERNATIONAL LTD

To be on the register of known customers, Tri-Star International Ltd needs to be satisfied that the customer understands the security requirements of the CAA Rule as they apply to known customers including the security of cargo during its transport to Tri-Star International Ltd premises.

These security requirements are:

- a) To have the cargo packed under circumstances and conditions whereby you are certain that only the intended items of cargo are contained in each consignment and are able to provide a detailed statement of content clearly identifiable as originating from you.
- b) To have the cargo packages sealed with tamper evident seals and have them transported to our premises in a secured container or truck.

Note: If Customer is arranging the pick-up of the cargo, Customer can have the seals inspected at the time of pick-up and take the responsibility for its security during the trip to Tri-Star International Ltd premises.

- c) To have in place written procedures which apply to Customer's staff and premises to ensure that the requirements of paragraph (i) and (ii) above apply.
- d) To sign the accompanying acknowledgement that the Customer's organisation understands the security requirements and that the customer will comply with them and will send a statement of content with each consignment of cargo or mail that is forwarded to Tri-Star International Ltd premises.
- e) If your company has other locations from which freight may originate, you must ensure that each location is fully aware of the security requirements, and list those locations on the acknowledgement form on the next page.

If Tri-Star International Ltd is satisfied that the customer complies with and maintains compliance with the above regulations and the customer agrees to abide by above regulations, they will be entered into Tri-Star International Ltd Known Customer Register. **See below**

Please contact in our organization with any queries you may have or if you wish to discuss this matter.

Yours sincerely

ACKNOWLEDGEMENT FROM CUSTOMER TO TRI-STAR INTERNATIONAL LIMITED

This is to acknowledge the requirements that this organisation; must meet and continue to meet to be registered as a Known Customer of Tri-Star International Ltd. These requirements are:

1. The Cargo we send to you must be packed under circumstances and conditions whereby we are certain that only the intended items of cargo are contained in each consignment.
2. We must provide a statement of content for each consignment and this statement must be sent to Tri-Star International Ltd with the consignment.
3. The Cargo packages must be sealed with a tamper evident seals or tapes and must be transported to Tri-Star International Ltd premises in a secured transportation method.
4. We must have in place written procedures which apply to our staff and our premises to ensure that the requirements of paragraphs 1 to 3 above are met.
5. We have fully instructed any of our other locations as to the security requirements they must meet when goods are sent by air freight.

Signed by: **Date:**

Name:

Position:

KNOWN CUSTOMER REGISTER FORM

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| COMPANY NAME: | ADDRESSES OF OTHER LOCATIONS MADE AWARE OF SECURITY REQUIREMENTS: |
| PRINCIPAL CONTACT NAME: | 1. |
| PRINCIPAL CONTACT POSITION: | 2. |
| COMPANY PHYSICAL ADDRESS: | 3. |
| TELEPHONE/FAX: | 4. |
| EMAIL: | 5. |