



C-TPAT Questionnaire

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

Type of Partner

Manufacturer	
U.S. Customs broker	
Consolidator	
Freight forwarder	
Warehouse	
Truck carrier	
Ocean Carrier	
Airline	
Port Authority	
Other (please specify)	

A. SUPPLY CHAIN SECURITY	YES	NO	N/A
1. Is the company C-TPAT Certified?			
<i>If yes, please contact us for monitoring process through U.S. Cust</i>			
2. Does the company verify its business partners' participation in C-TPAT?			
3. Are there written and verifiable processes for selection of business partners?			
4. Does the company conduct site visits to verify the implementation of supply chain security procedures?			
5. Does the company participate in any other supply chain security program?			

If yes, specify

Name of the program:	
Country of Certification:	
Date of Certification:	
Company membership number:	

B. SHIPPING & RECEIVING SECURITY	YES	NO	N/A
1. (If Responder represents a Freight Forwarder or 3rd Party Logistics provider) Does company contract service providers for DAYCO shipments?			
2. If service providers are contracted for DAYCO shipments, do you require that these providers be C-TPAT certified?			
3. Are there procedures in place to secure containers or trailer integrity from tampering?			
4. Are there procedures in place to verify the physical integrity of the container before loading?			
5. Is a 7-point sea container inspection in place?			
6. Is a 17-point tractor and trailer inspection in place?			
7. Is a physical inspection of the container or trailer conducted after the container is loaded?			

8. Does the company use high security seals (bolt or cable seals) meeting ISO 17712 standards?			
9. Are written procedures in place on how high security seals are to be controlled and placed on loaded containers or trailers?			
10. Does the company have procedures in place for reporting compromised seals and containers to either U.S. Customs, any other government agency or the appropriate foreign authority?			
11. Does the company ensure that only designated employees distribute security seals?			
12. Are loaded trailers or containers stored in a secure area?			
13. Is private vehicle parking allowed near cargo handling / storage areas?			
14. Is cargo stored outside the facility?			
15. Are all drivers identified before cargo is picked up or dropped off?			
16. Is there a waiting area for drivers?			
17. Are there procedures to verify the accuracy of the information for Customs clearance?			
18. Is all cargo reconciled against information on the cargo manifest?			
19. Is all cargo accurately labeled, weighted, counted and verified upon arrival and departure?			
20. Are shortages, overages and anomalies investigated and resolved?			
21. (If transporting internationally) Does the company or its logistics service provider track the movement of cargo destined for DAYCO or their customers?			
22. (If transporting internationally) Is the cargo shipped directly from your manufacturing and/or storage site to the exporting carrier? If no, please answer the following 3 questions			
23. Are there procedures specifying the location(s) where the cargo may be stored prior to delivery to the exporting carrier (if applicable)?			
24. Does the company track the movement of its cargo destined for DAYCO?			
25. Are procedures in place to verify that the products and quantities loaded with the foreign inland carrier matches what is received at the US destination?			

C. FREIGHT FORWARDERS AND CONTRACTED TRANSPORTATION	YES	NO	N/A
1. Does your company select the carrier that transports goods sold to DAYCO from the manufacturer to the international carrier?			
2. Do you utilize tracking methods/GPS to track cargo while being transported internationally to port of departure?			
3. Do you contract with C-TPAT certified transportation providers?			
4. Does facility have a container yard?			
5. If there is a container yard in use, are containers stored in a secure area that prevents unauthorized access?			
6. Please identify all entities which your company contracts with in order to transport goods/cargo for DAYCO. List company, contact name and phone/email below)			
D. MANUFACTURING FACILITIES	YES	NO	N/A
1. Does your facility manufacture goods for export to the US?			
2. Does your facility have procedures in place to ensure the integrity and security of the manufacturing process?			
3. Does company provide Security and Threat Awareness training for employees and outline steps to take to report unauthorized employees?			
4. Does company perform employee background checks prior to hiring?			
5. Are procedures in place to verify cargo against purchase/delivery orders?			
E. PHYSICAL ACCESS CONTROLS & FACILITY SECURITY	YES	NO	N/A
1. Is there a visitor badge system?			
2. Is there a visitor log?			

3. Are visitors required to present a valid photo ID upon entering the facility?			
4. Are visitors escorted while on the company premises?			
5. Are there procedures for challenging and removing unauthorized persons from the premises?			
6. Is there an employee identification system in place?			
7. Are all keys to the facility accounted for?			
8. Are there restricted access locations within the building(s)?			
9. Is arriving mail screened before distribution?			
10. Are there security guards at the facility?			
11. Are the security guards present 24/7?			
12. Are the security guards employees of the company?			
13. Does the facility have an alarm system in place?			
14. Does the facility have a camera system in place?			
15. Is the facility built of materials that resist unlawful entry?			
16. Are all buildings' integrity inspected periodically?			
17. Is there adequate lighting in parking lots and near cargo handling/storage areas?			
18. Are employee and visitor parking areas separated from the cargo area?			
19. Is there a fence surrounding the facility?			
20. Is the fence inspected on a regular basis?			
F. PERSONNEL POLICIES	YES	NO	N/A
1. Are interviews and pre-employment screening conducted?			
2. Does the company verify applicants' former employment, reasons for leaving?			
3. Is the information on the employment application (references, employment history) verified prior to employment?			
4. Does the company conduct background checks?			
5. Does the company conduct drug screening prior to employment?			
6. Does the company implement termination procedures?			
G. EMPLOYEE TRAINING	YES	NO	N/A
1. Is there a security awareness program?			

2. Is the program designed to include maintenance of cargo integrity, recognition of internal conspiracies?			
3. Are there training records?			
4. Is there a supply chain security manual?			
H. INFORMATION TECHNOLOGY SECURITY	YES	NO	N/A
1. Are employees required to use passwords?			
2. Is there a backup system?			
3. Is there a firewall in place?			
4. Are servers password protected?			
5. Is current anti-virus software and firewall protection installed on all hardware?			

CERTIFICATION STATEMENT

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

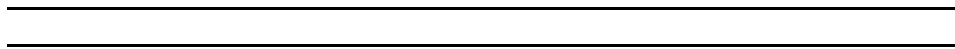
NAME OF THE PERSON COMPLETING THE QUESTIONNAIRE

TITLE

ELECTRONIC SIGNATURE

DATE

PLEASE EMAIL THE COMPLETED C-TPAT QUESTIONNAIRE TO MA



COMMENTS

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<i>MANUEL.GUTIERREZ@DAYCO.COM</i>
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