

## Master Glossary V4

Term	Acronym (if applicable)	Definition
Automatic Access Control System	AACS	A controlled area entry system that permits entry of authorized persons. It must also detect and prevent unauthorized persons entry.
Adequately		In a satisfactory manner, so no or very minimal gaps exist in local procedures.
Authorized Auditor	AA	An Auditor working for an <b>IAB</b> who has passed TAPA-administered training and is authorized to conduct audits and issue certifications with TAPA Standards at all levels (FSR A, B, C and TSR 1, 2, 3) <b>OR</b> An Auditor working for an <b>LSP/Applicant or Buyer</b> who has passed TAPA-administered training
Applicant		Entity seeking TAPA certification. While applicants are typically Logistics Service Providers (LSP), they can also be Buyers seeking certification for their own warehouses or trucking fleets.
Alarm Monitoring Center	AMC	A facility that receives signals from electronic security systems and has personnel in attendance at all times to respond to these signals. Commercial monitoring centers are owned and operated by third parties. Proprietary monitoring centers are owned and/or operated by LSP/Applicant or Buyer.
Backed Up		To have made a copy of a data file or document which is stored securely in a separate location accessible to security staff for investigative purposes.
Buyer		Purchaser of services and/or owner of transported and/or stored goods.
Buyer Exemption		Where “unless on Buyer exemption” is specified within a requirement, this can be a justifiable reason to record an N/A result or used to support a waiver request. The LSP/Applicant must have evidence supporting Buyer exemption finding such as documented approval from all Buyers. This evidence must be referenced in the audit and shared with the AA to allow them to validate the N/A result or in support of a waiver request.
Closed-Circuit Television	CCTV	An internal or external color or “day/night” camera video surveillance system. Signals are transmitted to monitors, recording and control equipment.
Code Division Multiple Access	CDMA	A communications standard developed for digital cellular networks. A competing service technology to GSM.
Curtain-Sided Trailers		These include trailers whose sides are constructed of fabric, either reinforced (anti-slash) or not, which are intended to be rolled up for loading/unloading operations.
Days		Unless otherwise defined in the requirement(s), “days” is defined as “calendar days” and include weekends and holidays.

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Documented Procedure		A written description of a prescribed action or process. A single documented procedure may address multiple actions or processes. Conversely, actions or processes may be documented across one or more procedures.
Facility Security Requirements	FSR	TAPA Standard that describes the security requirements for warehouse operations.
Finding(s)		Observation(s) of non-compliance with a TAPA Standard requirement. Note: All findings will be documented in a SCAR.
Freight		Goods, cargo, or merchandise being transported or stored.
Full Container Load	FCL	Indicates that the cargo is dedicated for one Buyer.
Full Truckload	FTL	Indicates that the cargo is dedicated for one Buyer.
General Packet Radio Services	GPRS	A technology for radio transmission of small packets of data between mobile/cellular phones and the Internet.
Global System for Mobile Communications	GSM	A communications standard developed for digital cellular networks. A competing service technology to CDMA.
Hard-Sided Trailers		Includes trailers whose sides, floor, and top are constructed of metal or other solid material.
High Value Theft-Targeted	HVTT	Cargo that is at an elevated risk for theft.
Identifiable		To be able to identify or establish as being a particular person or object.
Independent Audit Body	IAB	An audit company approved by TAPA and contracted by the LSP/Applicant or Buyer seeking TAPA Certification.
Intrusion Detection		A system (i.e., devices and software) that records information related to observed events, notifies security monitoring stations, and produces reports. Example technologies include motion, sound, sonar, microwave, and infrared.
Jamming		Devices that are radio-frequency transmitters that intentionally block, jam, or interfere with lawful communications such as cell phone calls, text messages, GPS systems, and WIFI networks.
Key Controls		Restricts access to keys by using a key register and key plan that is fully documented and part of the training program.
Less Than Load	LTL	Usually refers to a consolidated load that may be in a truck or container and may contain cargo for multiple Buyers.
Logistics Service Provider	LSP	A forwarder, a carrier, a trucking company, a warehouse operator, or any other company that provides direct services handling freight within the supply chain.
Memorandum of Understanding	MOU	A written agreement between the Independent Audit Bodies and TAPA that specifies the procedures the audit body shall follow to support the certification. A MOU expires 3 years from its inception.
Mobile/Cellular	3G/4G/5G	The current main stream technology available for use in the cellular network. The higher the number the more recently available. Associated technologies may include GSM, UMTS, LTE, LTE Advanced Pro etc.)

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Not Applicable	N/A	<p>A condition that in certain circumstances can be accepted by the Authorized Auditor when conducting TAPA certification audits. N/A can only be considered when the TAPA requirement response of “Yes or No” is truly not appropriate and/or the requirement is not capable of being applied. N/A cannot be used to avoid compliance due to cost or operational concerns. N/A(s) entered into the certification audit template, must contain, or refer to, documented supporting details that describe and justify the N/A decision.</p> <p>Examples of where N/A could be utilized: -</p> <ul style="list-style-type: none"> <li>• Protection of doors, windows, or other openings, that do not exist.</li> <li>• Securing of roof ladders that are not required to be installed at that facility (i.e. no external ladders present at the facility).</li> <li>• Warehouse is a true 24/7/366 operation such that intrusion detection in the interior spaces is not applicable.</li> <li>• Requiring subcontractors to comply with TAPA Standards, when the LSP/Applicant does not use subcontractors.</li> </ul> <p><i>Note: Use of N/A is not the same as a waiver. Waivers are considered when an applicable requirement cannot be complied with and risks are adequately mitigated with alternative technical or process controls.</i></p>
Physical Barrier		Any physical element that deters penetration. May include items such as fences, walls, floors, roofs, grills, bars, padlocks, chains, gates, or other structures.
Real Time		Direct, without any delay.
Recognizable		To be able to recognize a person, place, or thing from knowledge of appearance or characteristics.
Reporting Rate		Identifies how often the tracking unit sends a signal/location update to the tracking system.
Security Corrective Action Requirement	SCAR	The documented observation of non-compliance with a TAPA Standard requirement.
Security mesh		A welded sheet of strong steel wire or bars held in place by secure fixings or welded to the vehicle. No access through the mesh should be possible for people or goods.
Self-Audit		Compliance verification conducted by the TAPA-certified entity (warehouse or trucking company) using the applicable TAPA Audit form, as per the schedule specified in the FSR or TSR standard.
Self-Assessment		A process in TSR Levels 1-3 wherein the LSP/Applicant must self-assess <b>each vehicle</b> that is included in their TSR Vehicle Register per the requirements in TSR Practice Sections 1 and 2.
Self-Certification		A process by which an entity certifies their own company to the TAPA FSR Level C or TSR Level 3.
TAPA FSR Certified Company		An LSP/Applicant that has been found by an AA to have met the applicable FSR requirements.
TAPA FSR Audit Forms		Standard audit templates for the measurement of conformance to FSR.
TAPA Security Standards		Global logistics standards developed by TAPA to secure cargo during storage (FSR) and transport by road (TSR).

Term	Acronym (if applicable)	Definition
TAPA TSR Audit Forms		Standard audit templates for the measurement of conformance to TSR.
TAPA TSR Certified Company		An LSP/Applicant that has been found by an AA to have met the applicable Policy and Procedure requirements and has been found to have met the applicable Practice requirements via their own fleet or via contracted carriers with their own validated TSR certification.
Temporary		Non-permanent and/or short term.
Temporary Agency Staff	TAS	Temporary workforce
Transport International de Marchandises par la Route	TIR Cable	TIR-cable is used to secure tarpaulins on open-top containers and Tamper evident protection for curtain side trailers.
Tractor		Front section of a truck that contains the driver and engine and which is designed to pull a trailer.
Trailer		A cargo container which is designed to be pulled by a tractor.
Truck		A tractor/trailer rig, a tractor/container/chassis rig, a straight truck/rigid vehicle, or a delivery van where the driver and cargo compartments are separated by a permanent bulkhead. Where necessary, "truck" is differentiated from a trailer or container.
Trucking Security Requirements	TSR	TAPA Standard describing the security requirements for surface transportation by truck and trailer/container.
TSR Vehicle Register		A document listing the vehicles (with identifying details) which are subject to the TAPA TSR certification.
Waiver		Written approval to exempt an LSP/Applicant from a TAPA requirement or accept an alternative compliance solution. Note: The TAPA Regional Waiver Committee reviews waiver requests, then grants or denies all waivers.
Workforce		All employees, temporary agency staff, and subcontractors, unless individually identified.
GSR		Guarding Security Requirements APAC
CMR		Convention on the Contract for the International Carriage of Goods by Road) is a United Nations convention that was signed in Geneva on 19 May 1956. It relates to requirements concerning transportation of cargo by road.
Bill of Lading		A document issued by a carrier/agent/LSP to acknowledge receipt of cargo for shipment.
SSMS		Single Security Management System. LSP/Applicant internal requirements that specifies the management system for achieving and maintaining the FSR requirements.
FSR CFD		TAPA Facility Security Requirements Certification Framework Document
SOP		A standard operating procedure is a set of step-by-step instructions compiled by an organization to help the organisation follow routine operations.
SLA		A service-level agreement is a documented commitment between a service provider and their client. An SLA normally lists the services that should be provided.