### Vetting and Termination Protocols

#### A.1 Security Management

- **2014 Section**: A.1
- **2017 Section**: A.1
- **Change**: No changes

**Description of Change / New Requirement**

The LSP (Logistics Service Provider) must have a formally appointed person responsible for supply chain security who is also responsible for monitoring the TSR programmes.

- **Note**: Minimum vetting period of 5 years (as allowed by local law).

- **Numbering change only / Security Procedures**

#### A.2 Security Policy

- **2014 Section**: A.2
- **2017 Section**: A.2
- **Change**: No changes

**Description of Change / New Requirement**

- **Note**: Minimum vetting period of 5 years (as allowed by local law).

- **Numbering change only / Security Management**

#### A.3 Security Procedures

- **2014 Section**: A.3
- **2017 Section**: A.3
- **Change**: No changes

**Description of Change / New Requirement**

- **Note**: Minimum vetting period of 5 years (as allowed by local law).

- **Numbering change only / Security Policy**

#### A.4 Sub-contracting

- **2014 Section**: A.4
- **2017 Section**: A.4
- **Change**: No changes

**Description of Change / New Requirement**

- **Note**: Minimum vetting period of 5 years (as allowed by local law).

- **Numbering change only / Sub-contracting**

#### A.5 Investigations

- **2014 Section**: A.5
- **2017 Section**: A.5
- **Change**: No changes

**Description of Change / New Requirement**

- **Note**: Minimum vetting period of 5 years (as allowed by local law).

- **Numbering change only / Investigations**

#### A.6 LEA contacts

- **2014 Section**: A.6
- **2017 Section**: A.6
- **Change**: No changes

**Description of Change / New Requirement**

- **Note**: Minimum vetting period of 5 years (as allowed by local law).

- **Numbering change only / LEA contacts**

#### A.7 Collection and Delivery Records

- **2014 Section**: A.7
- **2017 Section**: A.7
- **Change**: No changes

**Description of Change / New Requirement**

- **Note**: Minimum vetting period of 5 years (as allowed by local law).

- **Numbering change only / Collection and Delivery Records**

#### A.8 Risk Analyses

- **2014 Section**: A.8
- **2017 Section**: A.8
- **Change**: No changes

**Description of Change / New Requirement**

- **Note**: Minimum vetting period of 5 years (as allowed by local law).

- **Numbering change only / Risk Analyses**

#### A.9 Secure Locations to Park

- **2014 Section**: A.9
- **2017 Section**: A.9
- **Change**: No changes

**Description of Change / New Requirement**

- **Note**: Minimum vetting period of 5 years (as allowed by local law).

- **Numbering change only / Secure Locations to Park**

### Security Policy

#### B.1 Screening/ventting own employees

- **2014 Section**: B.1
- **2017 Section**: B.1
- **Change**: Numbering change only / Screening/ventting own employees

**Description of Change / New Requirement**

Applicants are required to disclose previous employment history, gaps in employment, criminal convictions, job terminations in similar/same industry, and job-related qualifications. (within constraints of local law)

- **Note**: Minimum vetting period of 5 years (as allowed by local law).

- **Numbering change only / Screening/ventting own employees**

#### B.2 Screening/ventting (TAS) Temporary Agency Staff

- **2014 Section**: B.2
- **2017 Section**: B.2
- **Change**: Numbering change only / Screening/ventting (TAS) Temporary Agency Staff

**Description of Change / New Requirement**

The LSP will have agreements in place to have the required vetting/screening information supplied by the agency and/or subcontractor providing TAS workers, or shall conduct such screenings themselves. The vetting/screening must cover criminal history and employment checks of each TAS worker.

- **Note**: Minimum vetting period of 5 years (as allowed by local law).
### Physical Security

#### Section 1.2
- **1.2.1.1** Driver procedures require that truck doors are locked during transit.
- **1.2.1.2** Truck door keys restricted to driver and carrier management.
- **1.2.1.3** Audible alarm if unauthorised entry to tractor cab occurs.

#### Section 1.2.2
- **1.2.2.1** Driver procedures require that truck doors are locked during transit.
- **1.2.2.2** Truck door keys restricted to driver and carrier management.
- **1.2.2.3** Audible alarm if unauthorised entry to tractor cab occurs.

#### Section 1.2.3
- **1.2.3.1** Only hard-sided trailers utilized.

### Tracking and Tracing Protocols

#### Section 1.4
- **1.4.1** Protection of Buyer's data and records.
- **1.4.2** Procedures are in place to prevent terminated workforce from having access to Buyer's data and records.

#### Section 1.5
- **1.5.1** Procedures for re-hiring of workforce.

#### Section 1.6
- **1.6.1** Timing of Protocols.

### Training Protocols

#### Section 1.1
- **1.1.1** TAS worker required to sign declaration that they have no current criminal convictions or pending cases and will comply with the LSP's security procedures.
- **1.1.2** TAS worker denial criteria documented. Procedures shall be within constraints of local law.

#### Section 1.2
- **1.2.1** TAS worker required to sign declaration that they have no current criminal convictions or pending cases and will comply with the LSP's security procedures.
- **1.2.2** TAS worker denial criteria documented. Procedures shall be within constraints of local law.

#### Section 1.3
- **1.3.1** The LSP has robust documented procedures in place for termination of workforce. Termination procedures for workforce to include return of ID’s, access cards, keys and other sensitive information and/or equipment.

#### Section 1.4
- **1.4.1** The LSP must have a programme in place to train their workforce in security which, at a minimum, shall include threat awareness, robbery response, vehicle checking, recognition of developing threats, use of secure parking, appropriate responses to threatening events and communication with police and management.

#### Section 1.5
- **1.5.1** The LSP must have a programme in place to train their workforce in security which, at a minimum, shall include threat awareness, robbery response, vehicle checking, recognition of developing threats, use of secure parking, appropriate responses to threatening events and communication with police and management.

#### Section 1.6
- **1.6.1** The LSP must have documented procedures in place to protect HVTT.
<table>
<thead>
<tr>
<th>Section 2</th>
<th>Tracking Technology</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.1</td>
<td>Two Way Communication Systems</td>
</tr>
<tr>
<td>2.1.1</td>
<td>Two way communication system present during entire journey</td>
</tr>
<tr>
<td>2.1.2</td>
<td>Two way communication system monitored 24/7 by carrier’s office or third party monitoring centre</td>
</tr>
<tr>
<td>2.2</td>
<td>Tracking And Tracing Systems</td>
</tr>
<tr>
<td>2.2.1</td>
<td>Carrier must have detailed and documented protocol in place to track trailers and tractors, both tethered and as separate vehicles, including 24/7 monitoring, the ability to geofence routes and parking locations and documented response protocols for handling emergencies</td>
</tr>
<tr>
<td>2.2.2</td>
<td>Carrier must have detailed and documented protocol in place to track trailers, the ability to geofence routes and parking locations and documented response protocols for handling emergencies</td>
</tr>
<tr>
<td>2.2.3</td>
<td>Carrier must have detailed and documented protocol in place to check, prior to departure, the function and battery life of all tracking devices to be utilised</td>
</tr>
<tr>
<td>2.2.4</td>
<td>A tracking device must be installed in a covert location in the tractor and, where available, must be capable of utilizing at least two methods of signalling such as 3G, or SMS/GPRS using GSM or CDMA and must be equipped with at least one covert antenna</td>
</tr>
<tr>
<td>2.2.5</td>
<td>A tracking device must be installed in a covert location in the trailer and, where available, must be capable of utilizing at least two methods of signalling such as 3G, or SMS/GPRS using GSM or CDMA and must be equipped with at least one covert antenna</td>
</tr>
<tr>
<td>2.2.6</td>
<td>Monitoring centre must be able to control, over the air, the “reporting” rate for devices in both tractor and trailer</td>
</tr>
<tr>
<td>2.2.7</td>
<td>Standard “reporting rate” for tracking units in both the tractor and trailer must not be less than one report every five minutes. (Note: If the tractor and trailer are tethered and an effective unattended system is in place, only one of the units must meet this “reporting” rate standard.)</td>
</tr>
<tr>
<td>2.2.8</td>
<td>Standard “reporting rate” for tracking unit in the tractor must not be less than one report every thirty minutes</td>
</tr>
<tr>
<td>2.2.9</td>
<td>The tracking devices in the trailer and the tractor must report events to include unauthorised tampering of the trailer, device tampering, truck stoppage, trailer battery status and trailer door opening.</td>
</tr>
<tr>
<td>2.2.10</td>
<td>The trailer and tractor tracking devices must be equipped with a battery back-up capable of maintaining the signalling capacity of the trailer for not less than 24 hours at a “reporting” rate of not less than one “reporting” every five minutes while the trailer is unattended.</td>
</tr>
<tr>
<td>2.2.11</td>
<td>A tracking device is installed providing remotely stored archival information relating to the position of all FTL (full truckload, Supplier dedicated) trucks</td>
</tr>
<tr>
<td>2.3</td>
<td>Satellite Navigation Systems (route planner)</td>
</tr>
<tr>
<td>2.3.1</td>
<td>Satellite navigation system installed (route planner) recognizing detours, traffic jams, etc. to avoid unnecessary stops or delays. Carrier’s dispatch must confirm all route changes.</td>
</tr>
<tr>
<td>2.4</td>
<td>Silent Alarm System</td>
</tr>
<tr>
<td>2.4.1</td>
<td>Manually activated silent alarm (panic button) present in reach of driver and able to send signal to the LSP’s home base or third party monitoring centre</td>
</tr>
<tr>
<td>2.4.2</td>
<td>Procedures in place, tested and reviewed at least every six months, for responses to activation of silent alarm by driver.</td>
</tr>
<tr>
<td>2.5</td>
<td>Trailer Door Alarms</td>
</tr>
</tbody>
</table>

**Numbering change only**

- 1.2.5
- 2.2.11
- 2.4.1
- 2.4.2

**Added requirement for audible alarm for trailer door / Audible alarm if unauthorized entry to trailer door**

**Removed “for responses to activation…” to streamline the requirement**
2.5.1 ✓ Unauthorized opening of trailer doors sends signal to monitoring centre 2.4.1 ✓ Numbering change only

2.5.2 ✓ Procedures in place, tested and reviewed at least every six months, for responses to activation of alarm signal indicating unauthorized opening of trailer doors 2.4.2 ✓ Removed "for responses to activation..." to streamline the requirement / Procedures in place, tested and reviewed at least every six months

2.6 ✓ Tamper Alarms 2.5 ✓ Revised section header for clarification / Tracking Device Failures

2.6.1 ✓ The tracking system must alert if the tracking device fails or GPS signal is lost 2.5.1 ✓ Numbering change only

2.6.2 ✓ Procedures in place, tested and reviewed at least every six months, for responses to failure of tracking device 2.5.2 ✓ Numbering change only

2.7 ✓ Track And Trace Coverage 2.6 ✓ Removed and integrated into Satellite Navigation Systems section

2.7.1 ✓ Coverage maps of the tracking technology to be utilized must be validated at least every six months to avoid or minimize travel through known "black spots." 2.6.2 ✓ Numbering change only

2.7.2 ✓ Coverage maps to be consulted and documented as part of route planning risk assessment 2.6.3 ✓ Numbering change only

2.7.3 ✓ Route planners must develop responses to events which occur within "black spots." 2.6.4 ✓ Numbering change only

SECTION 3 SECURITY PROCEDURES

3.1 ✓ Scheduled Routing 3.1 No changes / Scheduled Routing

3.1.1 ✓ ✓ ✓ The LSP has planned routes 3.1.1 No changes

3.1.2 ✓ ✓ ✓ The LSP has planned stops 3.1.2 No changes

3.1.3 ✓ ✓ ✓ Ad Hoc changes to routes and stops or delays due to unexpected events must be reported, if requested, to Buyer 3.1.3 ✓ Reworded for clarification / If requested by Buyer, LSP must report Ad Hoc changes to routes and stops or delays due to unexpected events

3.2 ✓ Vehicle Maintenance Programme 3.2 No changes / Vehicle Maintenance Program

3.2.1 ✓ ✓ ✓ The LSP must document vehicle maintenance programmes in accordance with manufacturer's specifications 3.2.1 ✓ No changes

3.3 ✓ Comfort breaks 3.3 ✓ Reworded for clarification / Unscheduled breaks

3.3.1 ✓ ✓ ✓ In case of an event requiring a non-scheduled stop, such as a medical emergency, accident or breakdown that requires that the driver leave the vehicle, the driver must notify dispatch, lock all doors and engage all security devices. The tracking monitoring centre must also be notified and the truck and/or shipment live monitored constantly until it is able to return to transit. In case of an extended unplanned stop, the carrier must have a protocol in place to provide protection for the shipment 3.3.1 ✓ Reworded to streamline / If the driver(s) must leave the vehicle (i.e., Non-scheduled stop, medical emergency, accident or breakdown), the driver(s) must notify dispatch, lock all doors and engage all security devices. The tracking monitoring centre must also be notified and the truck and/or shipment live monitored constantly until it is able to return to transit. In case of an extended unplanned stop, the carrier must have a protocol in place to provide protection for the shipment

3.3.2 ✓ P ✓ If driver must leave truck and trailer, all doors must be locked and alarms (where fitted) must be activated 3.3.2 ✓ P No changes

3.4 ✓ Secure Parking 3.4 No changes / Secure Parking

3.4.1 ✓ ✓ ✓ Listed approved parking facilities, stopping places and prohibited parking/stopping places part of driver's manual/instructions 3.4.1 ✓ Added "the driver’s manual/instructions" for clarification / The driver’s manual/instructions must list approved and prohibited parking facilities, stopping places

3.4.2 ✓ Trucks in use under TSR 1 must never be left unattended unless at a pre-approved with Buyer) designated secure parking area with fences, lights, guards, access control and CCTV. 3.4.2 No changes

3.5 ✓ Unauthorized Persons 3.5 No changes / Unauthorized Persons

3.5.1 ✓ ✓ ✓ No unauthorized persons allowed in truck or trailer. The LSP must have policies and procedures in place to prevent unauthorized parties from being present in the truck or trailer (like hitchhikers, friends, non-driving relatives, children, etc) 3.5.1 ✓ No changes

3.6 ✓ Management Of Security Equipment 3.6 No changes / Management Of Security Equipment

3.6.1 ✓ ✓ ✓ The LSP must have documented and implemented procedures in place for management and control of seals, trailer (container) door locks, pin locks, and other security equipment. 3.6.1 ✓ No changes

3.7 ✓ Key Management 3.7 No changes / Key Management

3.7.1 ✓ ✓ ✓ The LSP must have documented and implemented procedures in place for the secure management of keys for trucks, pad-locks, kingpin locks etc. 3.7.1 ✓ No changes

3.8 ✓ Collection And Delivery Training 3.8 No changes / Collection And Delivery Training

3.8.1 ✓ ✓ ✓ The LSP to provide training on collection and delivery procedures for the drivers to prevent deception and fraud 3.8.1 ✓ No changes

3.9 ✓ Pre-Destination Checks Vehicle 3.9 No changes / Pre-Destination Checks Vehicle

3.9.1 ✓ ✓ ✓ The LSP must document pre-departure checks that ensure road worthiness of the vehicle in accordance with local regulations. For LTL (multiple stop) routes, these checks are required only at first departure, or daily for multiple-day trips 3.9.1 ✓ No changes

3.10 ✓ Pre-Destination Checks Driver 3.10 No changes / Pre-Destination Checks Driver

3.10.1 ✓ ✓ ✓ The LSP must document procedures to assure provision of drivers and equipment capable of moving the load to its first scheduled stop without preventable interruption (e.g., fuel, meal stops, planned repairs, regulated driving times, etc) 3.10.1 ✓ No changes

3.11 ✓ TSR Vehicle Logs 3.11 No changes / TSR Vehicle Logs
### 3.11.1
- ✓ Vehicles to be utilized under the TIR must be listed in the LSP’s TIR vehicle log. There is no specific format for the log, however, it must include at least the following information: Tractor identification information, trailer identification information, TIRB level, date(s) of audits and self-assessments, any exceptions, corrections, date of correction.

### 4.2
- ✓ Screensharing/own employees
- E.2 Integrated into Section E / Screensharing/own employees

### 4.2.1
- ✓ The LSP will have agreements in place to have the required screening information supplied by the agency and/or subcontractor providing TAS workers, or shall conduct such screening themselves. The screening process must cover criminal history and employment checks of each TAS worker.

### E.2
- ✓ TAS workers required to sign declaration that they have no current criminal convictions or pending cases and will comply with the LSP’s security procedures.

### 4.2.2
- ✓ Procedure for dealing with TAS workers’ false declaration pre & post hiring.

### E.3
- ✓ The LSP has revised documented procedures in place for termination of workforce. Termination procedures for workforce to include return of ID’s, access cards, keys and other sensitive information and/or equipment.

### 5.1
- ✓ Security Threat Awareness training program conducted annually with drivers and documented in driver records. This training, as a minimum, shall include threat awareness, robbery response, vehicle checking, recognition of developing threats, use of secure parking, appropriate responses to threatening events and communication with police and management.

### E.1
- ✓ TAS worker required to sign declaration that they have no current criminal convictions or pending cases and will comply with the LSP’s security procedures.

### 4.2.3
- ✓ Procedure for dealing with TAS worker's false declaration.

### E.4
- ✓ Procedures are in place to prevent terminated workforce from having access to Buyer's data and records.

### 4.2.4
- ✓ TAS worker denial criteria documented. Procedures shall be within constraints of local law.

### E.5
- ✓ Procedures for re-hiring of Workforce.

### 4.3.1
- ✓ The LSP has revised documented procedures in place for termination of workforce. Termination procedures for workforce to include return of ID’s, access cards, keys and other sensitive information and/or equipment.

### E.6
- ✓ Procedures are in place to prevent LSP from re-hiring any person if denial/termination criteria are still valid.

### 4.4
- ✓ Procedures are in place to prevent terminated workforce from having access to Buyer’s data and records.

### E.6.1
- ✓ Hiring and termination procedures are audited, at least annually, and gap addressed.

### 4.5
- ✓ Procedures for re-hiring of Workforce.

### 4.6
- ✓ Timing of Protocols

### 5.1.1
- ✓ Security Threat Awareness training programme conducted annually with drivers and documented in driver records. This training, as a minimum, shall include threat awareness, robbery response, vehicle checking, recognition of developing threats, use of secure parking, appropriate responses to threatening events and communication with police and management.

### 4.6.1
- ✓ New Requirement to address Information Security and Fraudulent Pickup / delivery.

### 5.1.2
- ✓ New Requirement to address Information Security and Fraudulent Pickup / delivery.

### 4.6.2
- ✓ New Requirement to address Information Security and Fraudulent Pickup / delivery.

### 5.1.3
- ✓ New Requirement to address Information Security and Fraudulent Pickup / delivery.

### 4.6.3
- ✓ New Requirement to address Information Security and Fraudulent Pickup / delivery.

### 5.1.4
- ✓ New Requirement to address Information Security and Fraudulent Pickup / delivery.

### 4.6.4
- ✓ New Requirement to address Information Security and Fraudulent Pickup / delivery.

### 5.1.5
- ✓ New Requirement to address Information Security and Fraudulent Pickup / delivery.

### 5.1.6
- ✓ New Requirement to address Information Security and Fraudulent Pickup / delivery.

### 4.6.5
- ✓ New Requirement to address Information Security and Fraudulent Pickup / delivery.
Waivers

Definition section

Certification section

Guidance for truck security levels, self-audits and self-assessments