



Seventh Avenue Inc.
Supply Chain Security Profile
Customs-Trade Partnership Against Terrorism
Service Provider Questionnaire

Seventh Avenue is a member of the Customs-Trade Partnership Against Terrorism (C-TPAT). This program is a key anti-terrorism initiative developed by U.S. Customs and Border Protection (CBP). As a C-TPAT member, Seventh Avenue must ensure that minimum security procedures are in place throughout our supply chain. For purposes of C-TPAT, CBP defines the supply chain to extend from the point of origin (manufacturer/supplier/vendor) through to our distribution points in the United States.

We are required to have written and verifiable processes for the selection of business partners including our freight forwarders, customs brokers, and transportation providers. As part of these processes, we must require you to demonstrate that your company's security procedures meet the minimum security requirements established by U.S. Customs and Border Protection. Your responses to this questionnaire will help us meet our obligations as members of C-TPAT. Your responses will also help us obtain the benefits of the C-TPAT program, which include a reduced number of inspections when our goods arrive in the U.S.

Your responses and your compliance with the C-TPAT minimum security criteria are subject to verification by us. I ask that the questionnaire be completed and returned to me within 30 days.

Please contact me before answering the questionnaire if you have any questions about the minimum security procedures outlined in this questionnaire. The questionnaire is designed to identify those areas where improvements are needed to meet the minimum security requirements. The correct identification of a security weakness will not adversely affect our business relationship, but will enable us to work with you to develop a security improvement plan.

You may photocopy this questionnaire as required. Thanks in advance for your cooperation.

Mike Williams
Inbound Logistics Manager
Seventh Avenue
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Service Provider Questionnaire

Name of Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Number of Years in Business: _____

Contact Name: _____

Position: _____

Phone Number: _____

Fax Number: _____

Email Address: _____

Primary Services Provided to Seventh Avenue:

Date: _____

Please answer the following questions about your company's participation in the Customs-Trade Partnership Against Terrorism (C-TPAT) Program. The completed questionnaire should be returned within 30 days.

	Yes	No
1. Are you a member of the C-TPAT program?	<input type="checkbox"/>	<input type="checkbox"/>
2. Did you submit a letter of intent to participate in the C-TPAT program? If yes, please attach a copy.	<input type="checkbox"/>	<input type="checkbox"/>
3. Have you submitted a supply chain security profile?	<input type="checkbox"/>	<input type="checkbox"/>
4. Has Customs signed a copy of the letter of intent and returned it to you? If yes, please attach a copy.	<input type="checkbox"/>	<input type="checkbox"/>
5. Are you participating in the C-TPAT program as a (check all that apply) -		
* Air Carrier	<input type="checkbox"/>	<input type="checkbox"/>
* Sea Carrier	<input type="checkbox"/>	<input type="checkbox"/>
* Rail Carrier	<input type="checkbox"/>	<input type="checkbox"/>
* Air Freight Consolidator	<input type="checkbox"/>	<input type="checkbox"/>
* Ocean Transportation Intermediary - NVOCC	<input type="checkbox"/>	<input type="checkbox"/>
* Customs Broker	<input type="checkbox"/>	<input type="checkbox"/>
* US Marine Port Authority / Terminal Operator	<input type="checkbox"/>	<input type="checkbox"/>
* Warehouse Operator	<input type="checkbox"/>	<input type="checkbox"/>
* Other – Please Specify:	<input type="checkbox"/>	<input type="checkbox"/>
Physical Security		
6. Are all buildings constructed of materials that resist unlawful entry and protect against outside intrusion?	<input type="checkbox"/>	<input type="checkbox"/>
7. Are parking lots and other exterior areas enclosed by fencing?	<input type="checkbox"/>	<input type="checkbox"/>
8. Is there lighting inside and outside the facility?	<input type="checkbox"/>	<input type="checkbox"/>
9. Are locking devices used to secure external and internal doors, windows, gates, and fences?	<input type="checkbox"/>	<input type="checkbox"/>

Access Controls		
10. Do you have procedures to prevent unauthorized access to the facility?	<input type="checkbox"/>	<input type="checkbox"/>
11. Do you have identification procedures for all employees, visitors, and vendors?	<input type="checkbox"/>	<input type="checkbox"/>
12. Do you have procedures to challenge unauthorized / unidentified persons and to report problems to local law enforcement officials?	<input type="checkbox"/>	<input type="checkbox"/>
Personnel Security		
<i>The following personnel security procedures must be followed in accordance with local laws and regulations.</i>		
13. Do you conduct pre-employment screening and background checks on prospective employees?	<input type="checkbox"/>	<input type="checkbox"/>
14. Do you verify the information provided by job applicants?	<input type="checkbox"/>	<input type="checkbox"/>
15. Do you have an internal code of conduct?	<input type="checkbox"/>	<input type="checkbox"/>
16. Do you have procedures to report and manage problems related to personnel security?	<input type="checkbox"/>	<input type="checkbox"/>
Employee Education and Awareness		
17. Do you have a security awareness program to educate employees to recognize internal conspiracies, main cargo integrity, and to identify and address security issues?	<input type="checkbox"/>	<input type="checkbox"/>
18. Does the security awareness program encourage and reward employees for active participation in security programs?	<input type="checkbox"/>	<input type="checkbox"/>
Documentation Security		
19. Do your security procedures maintain the accuracy of all information related to cargo?	<input type="checkbox"/>	<input type="checkbox"/>
20. Do these procedures protect against the exchange, loss, or introduction of erroneous information?	<input type="checkbox"/>	<input type="checkbox"/>

21. Do you record, report and/or investigate shortages and overages?	<input type="checkbox"/>	<input type="checkbox"/>
22. Do you safeguard access to your computer systems and information?	<input type="checkbox"/>	<input type="checkbox"/>
23. Do you track the movement of incoming and outgoing cargo?	<input type="checkbox"/>	<input type="checkbox"/>
24. If you are a licensed Customs Broker, are you ABI certified?	<input type="checkbox"/>	<input type="checkbox"/>
Verification		
25. Has Customs conducted a verification of the security procedures identified in your supply chain security profile?	<input type="checkbox"/>	<input type="checkbox"/>
26. Are the specific procedures identified in your supply chain security profile maintained in a verifiable format?	<input type="checkbox"/>	<input type="checkbox"/>
Conveyance and Procedural Security		
27. Do you have security procedures to protect against the introduction of unauthorized personnel and material into containers, vessels, aircraft, and vehicles?	<input type="checkbox"/>	<input type="checkbox"/>
28. Do your procedures provide for reporting the discovery of unmanifested materials or signs of tampering to management personnel and, if necessary, local law enforcement officials?	<input type="checkbox"/>	<input type="checkbox"/>
29. Do your security procedures provide for the physical search of all readily accessible areas and securing all internal/external compartments and panels?	<input type="checkbox"/>	<input type="checkbox"/>
30. Do you verify the presence of seals on containers and confirm the actual seal number with the seal number recorded on the shipping documents?	<input type="checkbox"/>	<input type="checkbox"/>
31. Do you have a system for detecting and reporting shortages and overages?	<input type="checkbox"/>	<input type="checkbox"/>
32. Do you segregate high-value and/or dangerous cargo in a secure area within the warehouse or storage yard?	<input type="checkbox"/>	<input type="checkbox"/>
33. Do you participate in the Automated Manifest System?	<input type="checkbox"/>	<input type="checkbox"/>

Participation in Other Customs Industry Partnership Programs		
34. Are you a participant in (check only those that apply to your company):		
* The Carrier Initiative Program (CIP)	<input type="checkbox"/>	<input type="checkbox"/>
* The Super Carrier Initiative Program (SCIP)	<input type="checkbox"/>	<input type="checkbox"/>
* The Business Anti-Smuggling Coalition (BASC)	<input type="checkbox"/>	<input type="checkbox"/>
* The Free and Secure Trade (FAST) Program	<input type="checkbox"/>	<input type="checkbox"/>
Service Provider Security		
35. Do you have written standards for your service providers' physical and procedural security?	<input type="checkbox"/>	<input type="checkbox"/>
36. Do you have internal controls for the selection of service providers?	<input type="checkbox"/>	<input type="checkbox"/>
37. Have you requested information from your service providers regarding their participation in the following Customs Industry Partnership Programs:		
* The Customs-Trade Partnership Against Terrorism	<input type="checkbox"/>	<input type="checkbox"/>
* The Carrier Initiative Program (CIP)	<input type="checkbox"/>	<input type="checkbox"/>
* The Super Carrier Initiative Program (SCIP)	<input type="checkbox"/>	<input type="checkbox"/>
* The Business Anti-Smuggling Coalition (BASC)	<input type="checkbox"/>	<input type="checkbox"/>
* The Free and Secure Trade (Fast) Program	<input type="checkbox"/>	<input type="checkbox"/>

Name and Person Completing or Supervising the Completion of the Questionnaire:

Name and Title: _____

Date: _____

Signature: _____