

EUROPEAN COMMISSION, DIRECTORATE-GENERAL, TAXATION AND CUSTOMS UNION

# **AEO Safety and Security Guidelines: Custom Agent**

## **Section I.2.5 Safety and Security Requirements Only**

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## AEO Safety and Security Guidelines: Custom Agent

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## AEO Safety and Security Guidelines: Custom Agent

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“A customs agent referred to in these AEO Guidelines means a customs representative as laid down in Article 5 of CC. A customs representative is acting on behalf of a person who is involved in customs related business activities (e.g. an importer or an exporter). A customs representative may act either in the name of this person (direct representation) or in his own name (indirect representation). It should be noted, concerning the AEO Certificate – Security and Safety, that the security criteria are mainly focusing on securing the premises where the goods are stored or securing the containers. Only a limited number of criteria (such as "personnel security") can be met by those customs agents who are only dealing with producing customs declarations without warehousing or freight forwarding activities. Furthermore, there is no correlation between the type of representation (direct or indirect) and the range of work performed by a customs agent (customs documentation work only, or also warehousing, transporting etc.).”

“A customs agent's responsibility in the international supply chain can be regarded as follows: 1) Apply the necessary provisions in accordance with the customs rules specific for the type of representation, for placing the goods under a customs procedure; and, In case of indirect representation, responsible for the correctness of the customs or summary declaration and for its timely lodgment.”

### 1.0.0 Security Assessments

#### 1.1.0 Self-Assessment: Suggested Assessment Questions

1.1.1 What kind of safety and security risks or dangers have you identified?

#### 1.2.0 Internal Organization: Suggested Assessment Questions

1.2.1 How are safety and security measures coordinated within your applicant?

1.2.2 Indicate which person and/or unit of your company is responsible for this coordination.

#### 1.3.0 Internal Control System: Suggested Assessment Questions

1.3.1 Are there existing documented security routines and how they are communicated to the personnel and other people visiting your company?

#### **1.4.0 Internal Control Procedures: Suggested Assessment Questions**

- 1.4.1 During the last year what type of incidents have occurred and what type of measures have resulted thereof?
- 1.4.2 Does the threat assessment cover these types of incidents?
- 1.4.3 What procedures exist for registering and reporting of incidents?

#### **1.5.0 Safety Certification - External: Suggested Assessment Questions**

- 1.5.1 Have you already been certified by another public agency or public body for (transport) security purposes?

#### **1.6.0 Safety/Security Specific to Goods: Suggested Assessment Questions**

- 1.6.1 Are there particular security and safety requirements for the goods you are importing/exporting?

#### **1.7.0 Threat Assessments by Others: Suggested Assessment Questions**

- 1.7.1 If you are making use of the services of a security company, has this company made a threat assessment of your company?

#### **1.8.0 Externally Imposed Security: Suggested Assessment Questions**

- 1.8.1 Does your insurance company impose security requirements on you?
- 1.8.2 Have your customers imposed security arrangements on you?

## **2.0.0 Entry and Access to Premises**

### **2.1.0 Access and Entry Routines**

2.1.1 In-place access control system shall be identified.

2.1.2 Only properly identified and authorized persons, vehicles and goods shall be permitted access to the premises.

2.1.3 Access to the premises shall be controlled.

2.1.4 Persons shall use badges.

2.1.5 The badges shall be issued and supervised by the applicant.

### **2.2.0 Intrusion Procedures**

2.2.1 The applicant shall have established procedures for responding when an unauthorized intruder has been discovered on the premises (e.g. contact local police authority, involvement of internal security staff).