

EUROPEAN COMMISSION, DIRECTORATE-GENERAL, TAXATION AND CUSTOMS UNION

# **AEO Safety and Security Guidelines: Warehouse Keeper**

## **Section 5 Safety and Security Requirements Only**

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## AEO Safety and Security Guidelines: Warehouse Keeper

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“A warehouse-keeper is a person authorized to operate a customs warehouse pursuant to Article 99 of the Community Customs Code, or a person operating a temporary storage facility pursuant to Article 51 (1) of the Code and Article 185 (1) of CCIP.”

“A warehouse-keeper's responsibility in the international supply chain can be regarded as follows: 1) Ensure that while the goods are in a customs warehouse or in temporary storage, they are not removed from customs supervision; 2) Fulfill the obligations that arise from the storage of goods covered by the customs warehousing procedure or by the rules on temporary storage; 3) Comply with the particular conditions specified in the authorization for the customs warehouse or for the temporary storage facility; 3) Provide adequate protection of the storage area against external intrusion; and, 4) Provide adequate protection against unauthorized access to, substitution of and tampering with the goods.”

### 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).