



## Notice to Regulated Agents 2/2019

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### Enhanced Transportation Security Requirements for ICAO New Policy Direction

This notice serves to advise all Regulated Agents (RAs) of the enhanced transportation security requirements to comply with the Transitional Arrangement for meeting the International Civil Aviation Organisation's (ICAO) New Policy Direction on Air Cargo Security commencing from 1 January 2020, and request RAs' actions to update the relevant part of their Regulated Agent Security Programme (RASP).

#### Background

2. Amongst the requirements, protecting known cargo under their custody from unlawful interference until such cargo is accepted by airlines for air carriage has been a responsibility of RAs since the introduction of Regulated Agent Regime. In light of the ICAO New Policy Direction for enhancing air cargo security, transportation security will have to be enhanced in a progressive manner during the Transition Period which will commence on 1 January 2020.

#### The Enhanced Transportation Security Requirements

##### *Cargo Screened at Regulated Air Cargo Screening Facilities (RACSFs)*

3. CAD has been working closely with the trade on the application of secure transportation (ST) in enhancing air cargo security. During the Transition Period and thereafter (see *Notice to RAs 1/2019* for details), **cargo screened at RACSFs** for meeting Civil Aviation Department's (CAD) screening requirements **shall be protected from unlawful interference by using one of the ST means accepted by CAD** until it is accepted by cargo terminal operator (CTO). A list of accepted ST means has been published **on CAD website** (when more alternatives have obtained acceptance from CAD, they will gradually be added to the list):

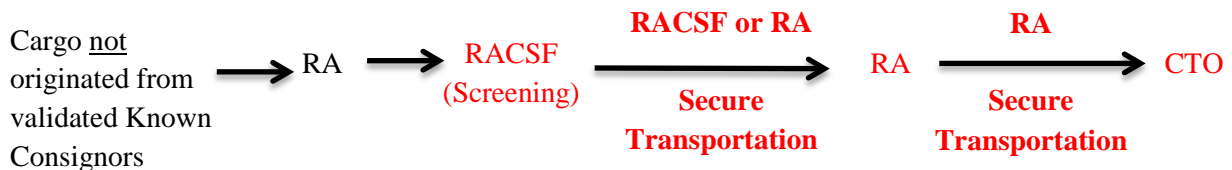
[https://www.cad.gov.hk/english/icao2021\\_ts.html](https://www.cad.gov.hk/english/icao2021_ts.html)

4. The handling processes of screened cargo (see this para. and para. 5 below) have been conveyed to the trade in various briefing sessions previously conducted by CAD. If an RACSF

(or its transportation contractor) provides the transportation for screened cargo between its facility and CTOs, it shall be responsible for applying ST means to protect the screened cargo from unlawful interference; If an RACSF passes back the custody of the screened cargo to an RA (or the RA's transportation contractor) for delivery to CTOs, the RA concerned shall then be responsible for applying the ST means:

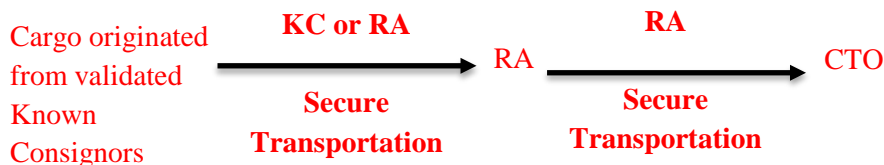


5. If an RACSF passes back its screened cargo to an RA's warehouse, say for palletisation, before the cargo is tendered to a CTO, ST means shall be applied to protect the screened cargo from unlawful interference during transportation to the RA's warehouse and to the CTO (the responsibility for applying the ST means from the RACSF facility to the RA has to be agreed between the RACSF and RA, whilst the responsibility for applying the ST means from RA to CTO falls under the RA concerned).



***Cargo Tendered under Known Consignor Validation Scheme for Hong Kong-based consignors***

6. CAD is preparing to introduce a Known Consignor (KC) Validation Scheme for consignors which are the genuine originators of air cargo (i.e. producers and/or assemblers) within Hong Kong. Details will be provided on CAD website in due course. Cargo originated from KCs validated under such scheme shall also be protected from unlawful interference using accepted ST means during transportation (the responsibility for applying the ST means from the KC facility to the RA has to be agreed between the KC and RA, whilst the responsibility for applying the ST means from RA to CTO falls under the RA concerned).



**Points to Note**

7. If your company would receive cargo screened at RACSFs (see para. 4 and 5 above) or tendered by validated KCs (see para. 6 above) for transport to CTOs, you shall apply

**the ST means accepted by CAD to protect such cargo during transportation.** The standard of ST means to be applied shall not be lower than that applied by RACSFs or KCs. RAs shall ensure that their staff members or transportation contractor(s) are familiar with these requirements and methodologies.

8. It should be noted that the handling of cargo screened at RACSFs (or cargo tendered by a validated KC) follows ICAO's principle for supply chain security. When such cargo is at RAs' custody, RAs shall protect it from unlawful interference at all times, and shall segregate it from unknown cargo handled by the RAs. **Cargo which has been passed out of the custody of an RACSF, RA, KC or airline / CTO, or has not been protected using CAD's accepted ST means during transportation, shall be treated as unknown cargo and has to be rescreened at CTOs.**

### **Actions by RAs**

9. All RAs are required to complete the revised pages (Pages 9 and 10) of "Transportation Service" at Annex 1 for replacing the relevant pages in their RASP under the "Application for Registration as RA", and return a copy to CAD by email to [rar@cad.gov.hk](mailto:rar@cad.gov.hk) **on or before 31 December 2019**. Please quote your company name and RA code in your email to CAD. For RAs which choose "Yes" under Section 7.1(d) (which means that they would provide ST for SPX cargo), our officers may further contact your company for arranging an on-site demonstration to check if your company is familiarised with the proposed ST means.

10. Our officers will conduct announced and unannounced inspections on RAs to oversee their compliance with the requirements and arrangements of transportation security. **Failure to comply with the requirements may lead to suspension or de-registration of the company's RA status.**

### **Enquiries**

11. For enquiries, please contact CAD at 2910 6880, 2910 8695, 2910 8696 and 2910 8697 during office hours (09:00 – 12:00; 14:00 – 17:00) daily, except Saturday, Sunday and public holidays.

20 December 2019  
Aviation Security Section  
Airport Standards Division  
Civil Aviation Department

**Part II – Regulated Agent Security Programme**  
**Section 7 – Transportation Service**

**7.1 Particulars of Service**

<p>(a) My company will provide cargo transportation service on my own or by contracted service providers. <i>(tick the appropriate box)</i></p>	<p><input type="checkbox"/> Yes [Continue below]  <input type="checkbox"/> No [Go to Section 8]</p>
<p>(b) Type of Transportation Service <i>(tick the appropriate box)</i></p>	<p><input type="checkbox"/> Self-provided [Go to Section 7.1(d) below]  <input type="checkbox"/> Contracted out [Continue below]</p>
<p>(c) <u>Transportation Contractor</u> <i>(if applicable)</i></p>	
<p>(i) Name of Transportation Contractor</p>	<p>(English) <i>(as appeared on Transportation Contractor Declaration referred in part (v) below)</i>   (Chinese) <i>(as appeared on Transportation Contractor Declaration referred in part (v) below)</i></p>
<p>(ii) Contractor's Person-In-Charge</p>	<p><i>(as appeared on Transportation Contractor Declaration referred in part (v) below)</i></p>
<p>(iii) Contact Phone Number</p>	
<p>(iv) Monitoring of Contractor Performance <i>(more than one box can be selected)</i></p>	<p><input type="checkbox"/> On-site Command and Supervision  <input type="checkbox"/> Regular Meeting with Contractor  Frequency: _____  <input type="checkbox"/> Others  Please specify: _____</p>
<p>(v) Note: The Transportation Contractor Declaration shall be duly completed by the transportation contractor and submitted to my company.#</p>	
<p>(d) My company (or transportation contractor) will provide secure transportation for SPX cargo <i>(tick the appropriate box)</i></p>	<p><input type="checkbox"/> Yes.  <input type="checkbox"/> My company will transport cargo screened at RACSFs to CTOs direct  <input type="checkbox"/> My company will take back cargo screened at RACSFs to my warehouse for palletization, then transport to CTOs  <input type="checkbox"/> My company will receive cargo tendered by validated Known Consignors  [Go to Section 7.2]   <input type="checkbox"/> No. My company will <u>not</u> be involved in transporting cargo screened at RACSFs or tendered by validated Known Consignors [Go to Section 8]</p>

# The standard Transportation Contractor Declaration is available in Civil Aviation Department's website:-  
<http://www.cad.gov.hk/english/newrar.html>.

**Part II – Regulated Agent Security Programme**

**7.2 Measures of Transportation Security**

<p>(a) Driver</p>	<p><u>Compulsory Measures</u></p> <p>(i) Driver shall present to the cargo dispatcher an identity card, passport, driving licence or other document, containing a photograph of the driver for verification before any cargo is loaded.</p> <p>(ii) The vehicle shall not be left unattended or shall not make unscheduled stop (except for emergency). If it is unavoidable to leave the vehicle unattended, the security of the consignment and the integrity of seals or locks shall be checked for any sign of tampering, suspicion or evidence of unlawful interference. If any such sign or evidence is found, the supervisor of the driver shall be notified and the consignment will not be delivered unless the receiving RA or aircraft operator (airline) is notified of that at delivery.</p> <p><u>Additional Measure</u></p> <p>(i) There should also be evidence on the cargo documentation showing the identification of the driver designated to deliver the consignment for verification purpose.</p>
<p>(b) Vehicle</p>	<p><u>Compulsory Measures</u></p> <p>(i) Immediately prior to loading, the load compartment shall be searched and the integrity of this search maintained until loading is completed.</p> <p>(ii) All vehicles used in the transportation of air cargo are secured immediately following the completion of loading against unlawful interference at all times:</p> <ul style="list-style-type: none"> <li>◆ For box trucks, locks with numbered tamper-evident seals should be used, and the RA should demonstrate that access to such seals or locks is controlled and that the numbers (for numbered tamper-evident seals) are properly recorded to ensure traceability.</li> <li>◆ In respect of open truck where the cargo is palletised and tamper-evident seals or locks cannot be effectively applied, the palletised cargo should be properly secured by appropriate tamper-evident wrapping sheets / covers / nets through which the integrity of air cargo consignments can be easily detected. Other alternative means or technology applications to protect cargo on open trucks, e.g. real-time monitoring by using CCTV cameras, may also be accepted subject to CAD’s assessment.</li> </ul> <p>(iii) If tamper-evident means are used to secure vehicles transporting air cargo, their integrity shall be verified before the receipt of cargo by the next entity.</p> <p>(iv) If numbered tamper-evident seals are used, access to such seals shall be controlled and the seal numbers shall be recorded.</p> <p><u>Proposed vehicle security measures (see (b)(ii) above)</u></p> <p>(1) <u>If Box Trucks are used:</u>  <input type="checkbox"/> Locks with numbered tamper-evident seals</p> <p>(2) <u>If Open Trucks are used:</u>  <input type="checkbox"/> Use of tamper-evident wrapping sheets / covers / nets:              <input type="checkbox"/> with numbered tamper-evident seals; or              <input type="checkbox"/> without numbered tamper-evident seals          (Please specify the vendor and product name*: _____)</p> <p><input type="checkbox"/> Alternative means to secure cargo on open trucks          (Please specify the vendor and product name*: _____)</p>

\* For the vendor and product name of secure transportation means accepted by CAD, please refer to CAD website: [https://www.cad.gov.hk/english/icao2021\\_ts.html](https://www.cad.gov.hk/english/icao2021_ts.html).