



Notice to Regulated Agents 2/2021

New Revision of Handling Procedures for Regulated Agent Regime to be Effective from 1 March 2021

This notice serves to notify Regulated Agents (RAs) about the new revision of the *Handling Procedures for Regulated Agent Regime (Handling Procedures)* which will be effective from **1 March 2021**. RAs are reminded to take note of the changes to this new revision of *Handling Procedures* and **observe the updated requirements when handling air cargo consignments and / or related shipping documents.**

Background

2. The revision of *Handling Procedures* to be effective **from 1 March 2021** coincides with **Phase 4** of the Transitional Arrangement for International Civil Aviation Organisation's (ICAO) New Policy Direction on Air Cargo Security commencing on the same day. All consignors, except those validated by the CAD, would become **unknown consignors** and **their cargo would be subject to 100% security screening prior to loading onto a commercial aircraft**. The relevant provisions, in particular the **requirements on cargo flow and documentation**, have been revised accordingly amongst other changes.

Changes to the Handling Procedures

3. The revised *Handling Procedures* have been uploaded to CAD website for download (https://www.cad.gov.hk/english/pdf/Handling_Procedures_for_Regulated_Agent_Regime.pdf). Changes are highlighted by vertical lines on the left hand side against the amended text. The major changes are highlighted in the following paragraphs.

4. Due to the ICAO New Policy Direction, relevant provisions in the *Handling Procedures* have been updated, such as:

- (i) Obsolete references to the security status for cargo tendered by account consignors for carriage on board all-cargo aircraft (i.e. "SCO") have been duly removed;
- (ii) Cargo flow of air cargo consignment originated from **known consignors validated by the CAD** has been incorporated;
- (iii) Cargo flow of air cargo consignment originated from **unknown consignors** has

been updated; and

- (iv) Annotation requirements on shipping documents when tendering **unknown cargo** have been revised (i.e. **RAs shall annotate RA code but not security status “SPX” on the shipping documents, e.g. including MAWB, HAWB and co-loading documents**, when the cargo is tendered as **unknown cargo** to the next entity (e.g. CTO / airline or the next RA / RACSF)).

5. Updates have also been made to reflect changes on the use of **Secure Transportation (ST)** means accepted by the CAD to secure **known cargo / screened cargo (i.e. SPX cargo)** during transportation from an RA / RACSF to the next entity (e.g. CTO / airline or the next RA / RACSF), and the need to submit a **pre-declaration to the next entity**. **A sample of pre-declaration from an RA (or RACSF) to the next RA / RACSF is included in Annex 4b of the Handling Procedures for RAs’ reference.**

Actions by RAs

6. **RAs should familiarise** themselves with the revised *Handling Procedures* and ensure that **staff members, including those of their contractors**, handling air cargo consignment and / or the related shipping documents have **kept abreast of such requirements, in conjunction with the revised Regulated Agent Security Programme and the Notices to RAs.**

Enquiries

7. For enquiries, please contact the 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.

26 February 2021

Aviation Security Section

Airport Standards Division

Civil Aviation Department