CORPORATE SECURITY OVERVIEW

General

Rex Cargo is an advanced freight handling and forwarding organization headquartered in San José, Costa Rica.

Founded in 1975 REX has consistently thrived to ensure the best service platform for all logistics related purposes be it air, ground or ocean, REX has developed intelligent solutions that add value throughout the supply chain.

Security is a relevant aspect within REX CARGO’s value proposition and is clearly demonstrated by conducting business under the highest local and international standards.

Is amongst the first logistics companies to be certified under the Business Alliance for Secure Commerce (BASC) standard and the first and so far the only Logistics and forwarding company to have been certified by the Costa Rican Civil Aeronautics Board under the provisions of the mandatory Air Cargo Security Program ( AVSEC-03-05 ).

We pride ourselves in being the best and therefore welcome the opportunity to show our customers and parties of interest the benefits and reach of our integrated security program upon request.

A brief overview of our Security System is contained within this document for general revision but we encourage you to contact our Corporate Security Department for more details as follows:

Mario Rojas Calvo
Chief of Security
Tel: (506) 2209-7025
E-Mail: mrojas@rexcargo.com

Security Procedures

Point of Origin:

REX CARGO ensures its business partners develop security processes and procedures consistent with the C-TPAT security guidelines to enhance the integrity of the shipment at point of origin. Periodic reviews of business partners’ processes and facilities are conducted based on risk and maintain the security standards required by REX CARGO.

Participation/Certification in Customs Administrations Supply Chain Security Program:

REX CARGO is an active certified member of the Business Alliance for Secure Commerce – BASC – ( www.wbasco.org ), a business-customs partnership program created to promote safe international trade in cooperation with governments and international organizations. This program is recognized and supported by the Customs Administrations of all those nations member of the World Customs Organization.

Participation/Certification in Civil Aeronautics Administration’s Air Cargo Security Program:

REX CARGO is certified under the provisions of the Costa Rican Civil Aeronautics Board’s Air Cargo Security Program – AVSEC-03-05 in accordance with the current Air Cargo Security Standards of the International Civil Aviation Organization, or ICAO, the specialized agency of the United Nations whose mandate is to ensure the safe, efficient and orderly evolution of international civil aviation.

Service Provider Screening and Selection Procedures

REX CARGO maintains and develops a documented service provider screening and selection program to screen the contracted service providers for validity, financial soundness, ability to meet contractual security requirements, and the ability to identify and correct security deficiencies as needed. Service Provider procedures utilize a risk-based process as determined by our internal management team and relevant security protocols.
CORPORATE SECURITY OVERVIEW

Customer Screening Procedures

The REX CARGO has documented procedures to screen prospective customers for validity, financial soundness, the ability of meeting contractual security requirements, and the ability to identify and correct security deficiencies as needed. Customer screening procedures utilize a risk-based process as determined by our internal management team and relevant security protocols.

Container Security

REX CARGO ensures that all contracted service providers have procedures in place to maintain container integrity to protect against the introduction of unauthorized material and/or persons. At point of stuffing, procedures are in place to properly seal and maintain the integrity of the shipping containers. A high security seal must be affixed always to all loaded C-TPAT importer containers bound for the U.S. All seals meet or exceed the current PAS ISO 17712 standards for high security seals.

Container Inspection

Procedures are in place to verify the physical integrity of the container structure prior to stuffing, and includes the verification of the reliability of the locking mechanisms of the doors. A seven-point inspection process is applied to all containers covering the following areas:

- Front wall
- Left side
- Right side
- Ceiling/Roof
- Inside/Outside doors
- Outside/Undercarriage

Container Seals

Written procedures clearly stipulate how seals are to be controlled and affixed to loaded containers. Procedures are in place for recognizing and reporting compromised seals and/or containers to the proper authorities within the company, local and foreign when applicable. Only designated employees distribute container seals for integrity purposes.

Container Storage

Containers are stored in secure areas to prevent unauthorized access and/or manipulation. Procedures are in place for reporting and neutralizing unauthorized entry into containers or container storage areas.

Physical Access Controls

Access controls prevent unauthorized entry to facilities, maintain control of employees and visitors and protect company assets. Access controls include the positive identification of all employees, visitors and vendors at all points of entry.

Employees

An employee identification system is in place for positive identification and access control purposes. Employees are only be given access to those secure areas needed for the performance of their duties. Company management and/or security personnel adequately control the issuance and removal of employee, visitor and vendor identification badges. Procedures for the issuance, removal and changing of access devices (e.g. keys, key cards, etc.) are documented within the corporate security manual.

Visitor Control

Visitors must present photo identification for documentation purposes upon arrival. All visitors are escorted and must visibly display temporary identification.
Deliveries (including mail)

Proper vendor ID and/or photo identification must be presented for documentation purposes upon arrival by all vendors. Arriving packages and mail are periodically screened before being disseminated.

Challenging and Removing Unauthorized Persons

Procedures and protocols of action in concert with local authorities are in place to identify, challenge and address unauthorized/unidentified persons.

Personnel Security

Processes are in place to screen prospective employees and to periodically check current employees. We maintain a current permanent employee list (foreign and domestic), which includes the name, date of birth, national identification number or social security number, position held and submit such information to the authorities upon written request and to the extent permitted by law.

Pre-Employment Verification

Application information, such as employment history and references are verified prior to employment.

Background checks / investigations

Consistent with Local and International regulations, background checks and investigations are conducted for prospective employees. Periodic checks and reinvestigations are performed based on cause and/or the sensitivity of the employee’s position.

Personnel Termination Procedures

REX CARGO has in place procedures to remove identification; facility and system access for terminated employees.

Procedural Security

Security measures are in place to ensure the integrity and security of processes relevant to the transportation, handling and storage of cargo in the supply chain.

Documentation Processing

Procedures are in place to ensure that all documentation used in the movement of merchandise/cargo is legible, complete, accurate and protected against the exchange, loss or introduction of erroneous information. Documentation control includes safeguarding computer access and information.

Manifesting Procedures

To help ensure the integrity of cargo received from abroad, procedures are in place to ensure that information received from business partners is reported accurately and timely.

Shipping & Receiving

Arriving cargo is reconciled against information on the cargo manifest. The cargo is then accurately described, weighed, labeled, marked, counted and verified. Departing cargo is checked against invoice, purchase or delivery orders. Drivers delivering or receiving cargo must be positively identified before cargo is received or released.

Cargo Discrepancies

All shortages, overages and other significant discrepancies or anomalies are resolved and/or investigated appropriately. Appropriate law enforcement agencies are notified if and when illegal or suspicious activities are detected.
Security Training and Threat Awareness

A threat awareness program is maintained by our Security Department to recognize and foster awareness of the threat posed by terrorism, theft and illegal smuggling at each point of the supply chain. Employees are made aware of the procedures the company has in place to address a situation and how to report it. Additional training is provided to employees in the shipping and receiving areas, as well as those receiving and opening mail.

Additionally, specific training is offered to assist employees in maintaining cargo integrity, recognizing internal conspiracies and protecting access controls. These programs offer incentives for active employee participation.

Physical Security

Cargo handling and storage facilities in domestic and foreign locations have physical barriers and deterrents that guard against unauthorized access. REX CARGO incorporates the following physical security guidelines throughout the supply chain as applicable.

Fencing

Perimeter fencing encloses the areas around cargo handling and storage facilities. Interior fencing within a cargo handling structure is be used to segregate domestic, international, high value and hazardous cargo. All fencing is regularly inspected for integrity and damage.

Gates and Gate Houses

Gates through which vehicles and/or personnel enter or exit are manned and monitored 24/7.

Parking

Private passenger vehicles are prohibited from parking in or adjacent to cargo handling and storage areas.

Building Structure

All of our buildings and cargo handling areas are constructed of materials that resist unlawful entry. The integrity of structures are maintained by periodic inspection and repair.

Locking Devices and Key Controls

All external and internal windows, gates and fences are secured with locking devices. Our Security Department personnel control the issuance of all locks and keys.

Lighting

Adequate lighting is provided inside and outside the facility including the following areas: entrances and exits, cargo handling, storage areas, fence lines and parking areas.

Alarms Systems & Video Surveillance Cameras

Alarm systems and video surveillance cameras are utilized to monitor premises and prevent unauthorized access to cargo handling and storage areas.

Information Technology Security

Information Technology (IT) integrity is maintained to protect data from unauthorized access or manipulation.

Password Protection and Accountability

Automated systems use individually assigned accounts that require a periodic change of password. IT security policies, procedures and standards are in place and provided to employees in the form of training. A system is in place to identify the abuse of IT including improper access, tampering or the altering of business data. All system violators are subject to appropriate disciplinary actions for abuse.