



Dear Goodyear Tire & Rubber Company Business Partner:

Re: C-TPAT Program Participation

The Goodyear Tire & Rubber Company is a participant in the U.S. Customs and Border Protection initiative commonly known as “Customs – Trade Partnership Against Terrorism” or the C-TPAT Program. As a participant, we have made a firm commitment to enhance the security of our products moving through our international supply chain. To enhance the security of our supply chain, we are verifying whether our business partners have active security programs in place and determining their C-TPAT participation status. This applies to business partners directly involved in the supply chain, such as suppliers, carriers, third party logistics providers, freight forwarders and customs brokers as well as business partners not directly involved in the supply chain such as vendors and providers of other services.

Your firm is receiving this request because your company provides or supplies the Goodyear Tire & Rubber Company with goods or services. As part of our commitment to supply chain security, it is very important to Goodyear that our business partners know about C-TPAT and integrate security practices within their own organizations. Therefore, we are requesting that you complete and return the following two documents:

- Business Partner Security Certification
- Business Partner Security Questionnaire

Please submit the completed forms to the attention of John Ricketts, Customs Compliance Manager, via fax at 330-796-7643 or by e-mail to [johnricketts@goodyear.com](mailto:johnricketts@goodyear.com).

It is our expectation that our business partners fully cooperate and assist us in our endeavor to comply with all C-TPAT requirements and strengthen the security of our supply chain.

Should you have any questions regarding this issue or require any additional information, please contact me at 330-796-6081.

Thank you in advance for your cooperation.

Sincerely,

John Ricketts  
Customs Compliance Manager  
The Goodyear Tire & Rubber Company  
1144 East Market Street  
Akron, Ohio 44316



## C-TPAT Certification

As an authorized representative of the supplier, vendor, or service provider named below, I certify that the status of our participation in the U.S. Customs and Border Protection's "Customs -Trade Partnership Against Terrorism" (C-TPAT) is:

\_\_\_\_\_ Participant. Our SVI # is: \_\_\_\_\_

\_\_\_\_\_ We have applied to participate-our application was submitted on: \_\_\_\_\_

\_\_\_\_\_ We intend to participate - our application will be submitted by \_\_\_\_\_

\_\_\_\_\_ We need more information about C-TPAT, please advise how we can participate.

\_\_\_\_\_ We are not a participant in the C-TPAT program.

\_\_\_\_\_ We participate in Partners in Protection (PIP) approved in Canada.

If you do not participate in the C-TPAT program or do not intend to participate, do you have an active security program in place (please check one)? \_\_\_\_\_ Yes \_\_\_\_\_ No

The Goodyear Tire & Rubber Company is hereby authorized to provide this information to U.S. Customs and Border Protection upon request or during the course of Goodyear's participation in C-TPAT.

This certification is issued by:

\_\_\_\_\_  
**Signature of authorized representative**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Printed or typed name**

\_\_\_\_\_  
**Title / Designation of authorized representative**

\_\_\_\_\_  
**Name of supplier, vendor or service provider**

\_\_\_\_\_  
**Telephone No**

\_\_\_\_\_  
**Address**

\_\_\_\_\_  
**Fax**

\_\_\_\_\_  
**City, state or province, postal code, country**

\_\_\_\_\_  
**e-mail**



## C-TPAT Security Profile Questionnaire

Many business partners may already have extensive security measures in place which are in line with the recommendations from U.S. Customs and Border Protection (CBP). You may assess your supply chain security with U.S. Customs' baseline recommendations. CBP's recommendations may be found on their website.

[http://www.cbp.gov/xp/cgov/import/commercial\\_enforcement/ctpat/security\\_criteria/criteria\\_importers/](http://www.cbp.gov/xp/cgov/import/commercial_enforcement/ctpat/security_criteria/criteria_importers/)

These recommendations are broad and general in nature and many may not be appropriate for every service provider, however they do serve as a good security benchmark.

<b>Name of Company</b>			
<b>Address</b>			
<b>Contact Person:</b>			
<b>Title/Designation:</b>			
<b>Telephone No.</b>		<b>Extension</b>	
<b>FAX</b>			
<b>E-mail Address</b>			
<b>Do you import material?</b>	_____ <b>Yes</b> _____ <b>No</b>		
<b>C-TPAT Certified:</b>	_____ <b>Yes</b> _____ <b>No</b>	If you are already C-TPAT certified please provide us with your SVI# and you need not proceed any further. C-TPAT Carriers however will require filling out Sections 5 and 6.	
<b>We are C-TPAT certified and our SVI # is:</b>			



## C-TPAT Security Profile Questionnaire

	FACILITY SECURITY	Yes	No	N/A
1.	Does the company employ security guards?			
2.	Do security guards patrol premises 24 hours per day, 7 days per week?			
3.	Are security guards armed?			
4.	Is there a communication system for security guards?			
5.	Is the facility surrounded by a wall or fence?			
6.	Can the fenced or walled area be locked securely when the facility is closed?			
7.	Does the facility have adequate exterior lighting at the perimeter fences, entrances, exits?			
8.	Are there separate parking areas for employees and visitors, and delivery trucks and containers?			
9.	Does the facility have locking devices on all entrance and exit doors?			
10.	Are the doors and door frames adequate to prevent unauthorized entry?			
11.	Are windows and window frames adequate to prevent unauthorized entry?			
12.	(a) Does the facility have an electronic security alarm system? (b) If YES, check if secured electronically:  <input type="checkbox"/> Motion Detectors <input type="checkbox"/> Windows <input type="checkbox"/> Entrance Doors <input type="checkbox"/> Roof and Skylights			
13.	(a) Is there a closed-circuit television (CCTV) camera or similar system used for monitoring the facility? (b) If YES, check which areas are covered by camera monitoring:  <input type="checkbox"/> Reception <input type="checkbox"/> Storage Area <input type="checkbox"/> Parking Lot <input type="checkbox"/> Receiving Dock <input type="checkbox"/> Shipping Dock <input type="checkbox"/> Entrances <input type="checkbox"/> Exits <input type="checkbox"/> All of the Above			
14.	Are the CCTV images recorded by Video Cassette Recorders (VCR)?			
15.	Are the CCTV cameras monitored 24 hours per day, 7 days per week?			
16.	Is the security system monitored 24 hours per day, 7 days per week?			
17.	Is there an emergency generator and I or backup battery for the alarm system and other electronic monitoring systems?			
18.	(a) Are there periodic maintenance inspections on all electronic devices? (b) If Yes, how often? (Note: Must have a maintenance log.)  <input type="checkbox"/> Quarterly <input type="checkbox"/> Annually <input type="checkbox"/> Semi-Annually <input type="checkbox"/> Other: _____			



<b>PERSONNEL SECURITY</b>		<b>Yes</b>	<b>No</b>	<b>N/A</b>
19.	Does the company perform background checks on all its employees?			
20.	Does the company perform verification of employment application information?			
21.	Does the company have written policies and procedures for handling reports of employee theft?			
22.	Does the company have written policies and procedures of employee violations of security requirements?			
23.	Does the company perform any in-house awareness or training on security matters for new employees?			
<b>ACCESS CONTROLS</b>		<b>Yes</b>	<b>No</b>	<b>N/A</b>
24.	Is access to the facility limited to employees and authorized visitors?			
25.	Are all employees issued a building identification card?			
26.	Do employees have photo identification cards?			
27.	Does the facility control the issuance of building keys and are keys recovered when key holding employees resign or are terminated?			
28.	Are locks changed when employees with keys resign or are terminated, and are the keys recovered, or if an electronic alarm system is used, is the alarm code reset?			
29.	Does the facility inspect employees entering the building?			
30.	Does the facility restrict what employees are permitted to bring into the facility?			
31.	Are visitors screened before entering the building?			
32.	Is there a formal in / out registration log for visitors?			
33.	Does and authorized employee escort visitors while they are in the facility? NOTE: This includes vendors and contractors.			
34.	Are there security measures in place to prevent unauthorized persons from entering production, assembling, packing, and stock areas?			
35.	Do employees wear uniforms?			
<b>RECEIVING AND SHIPPING</b>		<b>Yes</b>	<b>No</b>	<b>N/A</b>
36.	Are the security controls in place to prevent the introduction of unauthorized material into the receiving area?			
37.	Does the company have a designated security officer to supervise the introduction / removal of cargo?			
38.	Is the receiving area separated from the shipping area?			
39.	Are materials and / or product components stored in an area separate from the area where finished products are stored?			
40.	Are security seals placed on arriving / departing containers and trucks?			
41.	Are full / empty containers stored door to door to prevent access?			
42.	Are seals verified at time of loading / unloading?			
43.	Is there a security seal control record in place?			



44.	Do security personnel monitor loading / unloading of cargo?			
45.	Is the merchandise received inspected to assure properly marked, weighed, counted, and documented against manifest / shipping documents?			
46.	Are containers inspected for damage and contamination before loading?			
47.	Are trucks locked after loading is complete?			
	<b>INVENTORY CONTROL &amp; RECORDKEEPING</b>	<b>Yes</b>	<b>No</b>	<b>N/A</b>
48.	Does the company use specific lot identification or accounting method (LIFO, FIFO) for inventory control?			
49.	(a) Does the company perform any physical inventory counts? (b) If YES, please select the method: ___ Annual Physical Inventory ___ Cycle Counting ___ Other: _____			
50.	Is the inventory tracked electronically (bar coding system)?			
51.	Does the company have a written procedure for reporting shortages and overages identified either upon or after receipt?			
52.	Does the company maintain inventory, receiving, and distribution records sufficient to show the receipt, storage, and distribution of merchandise?			
53.	Does the company have procedures to notify Customs or other law enforcement agencies in cases of theft, breach of security, anomalies, or illegal activities are detected or suspected?			
	<b>INTEGRITY OF AUTOMATED SYSTEMS</b>			
54.	Are there adequate security measures to protect automated systems including laptops?			
55.	Are passwords changed with relative frequency?			
56.	Is access to data files limited to key/authorized personnel only?			
57.	Are computer rooms secure with only key personnel permitted access?			
	<b>CONVEYANCE SECURITY</b>			
58.	Are both empty and full trailers/containers properly stored to prevent unauthorized access?			
59.	Are trailers/containers sealed with ISO/PAS 17712 high security seals and/or locked prior to departure?			
60.	Are all trailers/containers, etc. of solid walled construction and in good condition?			
61.	Are all trailers/containers sealed and or locked to prevent tampering or introduction of unauthorized material?			
62.	Are trailers/containers inspected upon arrival for signs of damage or tampering?			
	<b>SECURITY TRAINING &amp; AWARENESS</b>			
63.	Are security awareness programs provided to employees including: recognizing internal conspiracies; maintaining cargo integrity; and determining and addressing unauthorized access?			
64.	Are incentives offered to employees for active participation in preventing security breaches?			
65.	Does the company have a security manual and if so, have all security requirements been written into SOP's?			



66.	Do all employees have access to the security manual?			
<b>INSURANCE</b>		<b>Yes</b>	<b>No</b>	<b>N/A</b>
67.	(a) Is the facility bonded by Bureau of Customs & Border protection? (b) If YES, please provide:  Type of Bond: _____ Bond No.: _____ Bond Amount: _____			
68.	(a) Is your facility insured by an independent insurance company? (b) If YES, please provide:  Name of insurance company: _____ Policy number: _____			
69.	(a) Does the insurance company inspect the facility and its security systems? (b) If YES, indicate how often:  <input type="checkbox"/> Annually <input type="checkbox"/> Semi – Annually <input type="checkbox"/> Upon Request <input type="checkbox"/> Other: _____  NOTE: Please provide a copy of the most current report or survey issued by the insurance company.			
70.	Additional Comments: _____ _____ _____ _____			

\_\_\_\_\_  
**Signature of authorized representative**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Printed or typed name**

\_\_\_\_\_  
**Title / Designation of authorized representative**