



AEES, Inc.  
36555 Corporate Drive  
Farmington Hills, MI 48331 USA  
Ph:(248)489-4900

**SUBJECT:** Customs – Trade Partnership Against Terrorism (C-TPAT)  
AEES, Inc. Notice To Suppliers

Dear:

This letter is to inform you that AEES, Inc. (“AEES”) supports and participates in the U.S. Customs & Border Protection’s (CBP) C-TPAT program. The C-TPAT program is a joint effort between CBP and the trade community to reduce the threat of terrorism by protecting the integrity of cargo imported, processed, or warehoused in the United States. Shipments of importers participating in C-TPAT will receive expedited entry into the United States and fewer examinations. Alternatively, where an importer cannot demonstrate that its supply chain is adequately secured, delays and increased inspections of incoming cargo may result at the U.S. borders.

As a strong advocate of C-TPAT, AEES’s goals are to enhance and maintain effective security processes throughout the global supply chain, and to ensure the timely delivery of all incoming cargo. As a valued supplier to AEES, your understanding and support of our Company’s participation in the C-TPAT program is critical. In addition, Customs & Border Protection expects foreign suppliers of imported goods to scrutinize or, where necessary, develop sufficient security measures within their own supply chain. Accordingly, we expect each of our suppliers to notify their plants, offices, and subsidiaries of the C-TPAT program and of AEES’s participation in it.

In securing their respective supply chains, AEES advises that each of its service providers and suppliers understand the Minimum Security Criteria as posted on the U.S. Customs C-TPAT web site (<https://www.cbp.gov/border-security/ports-entry/cargo-security/c-tpat-customs-trade-partnership-against-terrorism/apply/security-criteria>) and, to the extent possible, apply those that are relevant to their unique business model.

The seven areas for which U.S. Customs provides security criteria are:

- (1) **Procedural Security:** Security procedures for the movement of goods to protect against shipments being tampered with or unmanifested material being introduced into the supply chain;
- (2) **Procedures for Physical Security:** Procedures to protect buildings, implement entrance security, etc., for purposes of preventing unlawful entry onto premises;
- (3) **Access Controls:** Procedures to prevent unauthorized access to facilities and conveyances;
- (4) **Personnel Security:** Employment screening and background checks and disciplinary measures for personnel that breach security;
- (5) **Education and Training Awareness:** Training of employees regarding security awareness, the maintenance of cargo integrity and reporting procedures;
- (6) **Manifest Procedures:** Procedures to ensure that manifests and supporting commercial documentation are in order and submitted to CBP in a timely manner;
- (7) **Conveyance Security:** Procedures to ensure the integrity of conveyances to protect against unauthorized access, un-manifested materials, or tampering.

More information can be obtained by logging on to the above referenced web site.

If you provide goods or services to AEES, kindly complete the following:

1. Read this notice and understand its contents,
2. Complete the attached C-TPAT Acknowledgment form
3. Have the company employee responsible for security sign the C-TPAT Acknowledgment form
4. Email the executed form to [SupplierCompliance@PKCGroup.com](mailto:SupplierCompliance@PKCGroup.com)

Thank you for your prompt attention to this matter.

A handwritten signature in black ink, appearing to read "Chris Morris".

Chris Morris  
Sr. Director Procurement

Enclosure



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**AEES  
C-TPAT Acknowledgment Form**

Please email this completed form to: [SupplierCompliance@PKCGroup.com](mailto:SupplierCompliance@PKCGroup.com)

The undersigned acknowledges that he / she has received AEES's "C-TPAT Notice to Suppliers," has read the notice, and has reviewed the C-TPAT security criteria as outlined on the web site noted in the notice letter.

**Company Name:**

\_\_\_\_\_

**Company Address:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- Yes     No    Our Company IS IN THE PROCESS of becoming a C-TPAT member.
- Yes     No    Our Company IS already a participant and our status can be verified on the C-TPAT portal under the 'Status Verification Interface' tab (Note: C-TPAT NO LONGER USES SVI NUMBERS)
- Yes     No    Our Company IS ELIGIBLE to become a C-TPAT member.
- Yes     No    If the above was checked as NO, we hereby represent that we understand U.S. Customs & Border Protection's guidelines for the C-TPAT program and that our operations are in compliance with those requirements to the extent possible considering the size and nature of our operation.
- Yes     No    We are participants in our country's supply chain security program. A copy of our certification is attached.
- Yes     No    Please indicate if you are responding for all of your Company's locations.

**Signature of Company Officer:**

**Name:** \_\_\_\_\_

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