

Your security check list to against cargo theft

1. Delivery documents and person controls

Completed as per: (please tick all documents that have been checked)

- ☐ Original waybill from the assigned carrier
- ☐ Identity of the driver assigned
- ☐ Identity card / passport
- ☐ Vehicle registration certificate / number plate
- ☐ Insurance policy or proof of insurance
- ☐ Business license

2. Control measures for mobile phone numbers

Verify the details of the announced driver in the freight exchange and/or directly with the parent company.

Did the caller use a mobile phone?

☐ YES ☐ NO

If YES, returned call made to the following landline number:

Number: _____

Contact person: _____

3. e-mail message

From a FREEMAIL provider (GMX, GMAIL, HOTMAIL etc.)?

☐ YES ☐ NO

If YES:

- ☐ Countercheck fax confirmation received
- ☐ Data check done
- ☐ Additional control measures taken:
 - ☐ Authenticity of all documents checked
 - ☐ Telephone enquiry made with head office of haulier etc.

4. First assignment

When placing an assignment for the first time → check identity and research name(s) of driver(s).

First assignment:

☐ YES ☐ NO

If YES:

- ☐ Identity check completed (TC Profile®)
- ☐ Research of name(s) of driver(s) done

5. Authenticity of fax number checked

Incoming faxes checked for the subscriber of the connection?

☐ YES ☐ NO

6. Proof of insurance check

Done with CMR insurers?

☐ YES ☐ NO

7. Vehicle localisation

Can you locate your business partner's vehicle via the Tracking function in TC eMap®?

☐ YES ☐ NO

If NOT:

Insist that your business partner links the relevant vehicle with TC eMap® Tracking and grants permission for you to track it for the duration of the transport.

8. Minimal doubts

Additional plausibility checks with the haulier and the freight exchange (TimoCom Identify) and in various media completed?

☐ YES ☐ NO

If YES, please provide a brief summary as to where and what the result was:

9. Question the value of goods

Value of goods in euros: _____

10. High-value goods (> € 200,000)

Especially for high-value goods only assign orders to experienced partners!

Approx. number of trips with this partner so far:

☐ < 5 ☐ 5 – 50 ☐ > 50

11. Unloading date and time check

React immediately to discrepancies.

Were there discrepancies?

☐ YES ☐ NO

If YES, please explain briefly:

12. PLEASE NOTE

Adhere to and sustain all control criteria, especially during peak periods!

Regularly train and sensitise all employees in the shipping department.

Date

Signature