

# Business Partners Screening

(WAL Security Procedure 9.1/9.2)

## Definition of Business Partners

Business partners encompass carriers, agents, brokers, vendors, suppliers, warehouses, and other logistics-related service providers, forming a collaborative network crucial for the seamless functioning and success of the supply chain ecosystem.



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## Partner Screening & Monitoring

- ❑ The business partner screening process must take place whether a partner is a CTPAT Member or a Member in an approved Authorized Economic Operator (AEO) program.
- ❑ Certification in either CTPAT or an approved AEO is acceptable proof for meeting security program requirements for business partners. However, you must obtain evidence of their certification and current validation status as a part of screening process and continue to monitor to ensure they maintain their certification.
- ❑ If target business partners are not enrolled in any security programs, the contracting person must send them "Security Questionnaire" to assess their security practices before engaging in business or signing a contract.
- ❑ "Security Questionnaire" can be obtained from your supervisor or WAL Internal Audit.

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## Security Questionnaire

- Security Questionnaire is available in .doc format and addresses the following security measures:
  - Access Control
  - Physical Security
  - Personnel Security
  - Procedural Security
  - Conveyance and IIT
  - Cybersecurity
  
- If weaknesses are identified during business partners' security assessments, they must be addressed as soon as possible, and corrections must be implemented in a timely manner. You must confirm that deficiencies have been mitigated via documentary evidence.
  
- To ensure your business partners continue to comply with CTPAT's security criteria, you should update their security assessments of their business partners on a regular basis, or as circumstantial risks dictate.

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## Examples of business partners that need to be screened

- Manufacturers
- Suppliers and Vendors
- Carriers
- Logistics service providers

Any other business partners that are directly related to the company's supply chain and/or handle sensitive information/equipment are also included on the list to be screened. These include:

- Agents
- Brokers
- IT service providers

The depth of screening for other business partners depends on the level of risk in the supply chain.

