



AIRWAY EXPRESS (HONG KONG) LIMITED

IMPORTANT NOTICE - NEW REGULATED AGENT REGIME

31 July 2017

Dear Valued Customer,

To ensure your shipment will not have any disturbances (i.e. delay) may cause by the 'New RA program', here is attached two declarations (Account Consignor and Known Consignor declarations) for your company to replace the existing 'Known Consignor form'. Because of the Hong Kong Civil Aviation Department is launching the new aviation security program, which effective on 15 July 2013, please kindly review and complete these two documents, and return to our customer services department on or before 15 July 2013, and we can process your shipment with the new program in accordingly.

This 'New RA program' is initiated by Hong Kong Civil Aviation Department (HKCAD) in according to the new changes from International Civil Aviation Organization (ICAO); under the new RAR requirement you are required to comply with the Requirement Document for Consignor. You may find in below: ([http://www.cad.gov.hk/english/pdf/Requirement%20Document%20for%20Consignor%20\(Mar%202013\).pdf](http://www.cad.gov.hk/english/pdf/Requirement%20Document%20for%20Consignor%20(Mar%202013).pdf)).

The New RAR will come into effect on **15 July 2013**. Should you not be registered as a Known Consignor or Account Consignor then this will mean that we have to treat all of your cargo as UNKNOWN. In this instance, under the new regulations, all your cargo will require additional security screening, extra process time and cost are not justified for reliable & honest client like you. Therefore, as your supply chain partner, we highly recommend you to complete above said documentation ASAP.

If you have any questions regarding this issue or your responsibility to deliver secure cargo, please discuss this with our staff.

If you need further details information, beside our professional team, you may possible to contact

1. Hong Kong Civil Aviation Department (Webpage: <http://www.cad.gov.hk/english/newrar.html>)
2. Our RA consultant – Alliance Knowledge Consulting Ltd. (Email: rar@alliancealliance.com)
3. Supply Chain Security Association (Email: info@scsasecurity.org)

Yours faithfully,

AIRWAY EXPRESS (HONG KONG) LIMITED



Our Ref. #:

Your Ref. #:

KC Code:

AIRWAY EXPRESS (HONG KONG) LIMITED

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Known Consignor

Declaration of Compliance

Civil Aviation Department (CAD)

The Government of the Hong Kong Special Administrative Region

I, for and on behalf of

_____ (company name of consignor)

(number of business registration document issued by the government of the country with which the consignor company is registered)

(unique known consignor's identification code(s) allocated by Civil Aviation Department)*
N/A

* To be completed when the consignor has already been allocated a unique identification code by Civil Aviation Department (CAD). Please fill in "N/A" if not applicable. (hereafter referred to as "the company") hereby declare to %:- (% Either Part I or Part II is to be completed.)

Part I

AIRWAY EXPRESS (HONG KONG) LIMITED

(company name of the regulated agent who receives cargo consignment from my company)

RA03684

(RA code of the above regulated agent)

Part II

Civil Aviation Department (CAD) of the Hong Kong Special Administrative Region for the purpose of applying for# / renewing# a unique identification code of known consignor after completion of independent validation on _____ (date in dd/mm/yyyy)

Please delete as appropriate

that:-

- (a) Consignments of air cargo are prepared in secure premises by reliable staff members.
- (b) Consignments of air cargo are protected against tampering during shipment preparation, storage and transportation for which the company is responsible.
- (c) I accept that the packaging and the contents of any consignment of air cargo may be examined for security reasons.
- (d) Consignments of air cargo do not contain any explosive or incendiary device.
- (e) I accept unannounced or announced inspections by CAD or its agents and agree to provide any documents directly or through an independent validator to CAD for the purpose of monitoring the compliance with security requirements stipulated in the Requirement Document for Consignor, the Handling Procedures for Regulated Agent Regime and any other directions given from time to time by CAD.
- (f) I will ensure the continual compliance with the security requirements stipulated in the Requirement Document for Consignor and the requirements are communicated to all staff members with access to consignment of air cargo and/or related shipping documents.
- (g) I will provide the regulated agent who recognizes my status of known consignor with the relevant details as soon as reasonably possible if:
 - (i) the person responsible for application and supervision of the implementation of cargo security has changed;
 - (ii) changes to premises or procedures are likely to significantly impact on security;
 - (iii) the company ceases trading and no longer handles air cargo; or
 - (iv) the company no longer implements the required security controls stipulated in the Requirement Document for Consignor.

(h) I understand that the applicable requirements for known consignor as set out in the Requirement Document for Consignor will take effect from the date when the Independent Validation for Known Consignor is effective and, without successful validation, my status of known consignor will become invalid from that date.

I understand that making false declaration knowingly may be liable to prosecution and I accept responsibility for this declaration.

Name: _____ Date: _____

Position in Company: _____ Signature: _____

Company Address: _____ Company Chop: _____

Note 1 This declaration shall be renewed every 3 years.

2 This Declaration shall be signed by the person responsible for application and supervision of the implementation of cargo security.

3 Texts struck out in this Declaration will be reinstated when the Independent Validation for Known Consignor is effective.