

# SECURE EXPORTS SCHEME

This fact sheet explains the operation of the Secure Exports Scheme (SES). Maintaining the security of our international supply chains is vital for New Zealand's export driven economy and Customs have designed the Secure Exports Scheme to help keep trade flowing and secure.

## WHAT IS THE SECURE EXPORTS SCHEME?

The Secure Exports Scheme is a voluntary arrangement between exporters and the New Zealand Customs Service, designed to protect the exporters' international supply chain against tampering, sabotage, smuggling and other trans-national crime.

## WHAT IS THE PURPOSE OF THE SECURE EXPORTS SCHEME?

The Secure Exports Scheme ensures that goods to be exported are:

- packaged securely, with no other goods
- conveyed to the place of shipment securely and without interference, before shipping.

## HOW DOES THE SECURE EXPORTS SCHEME WORK?

The scheme is voluntary and open to all exporters, exporting by all modes of transport to all destinations.

The scheme's partners make a written commitment to have measures in place to protect their goods against tampering, sabotage or smuggling, from the point of packing containers, to delivery at the point of export shipment.

This written commitment is set out in an approval document supported by a self-prepared security plan.

Scheme partners are responsible for monitoring and maintaining the agreed level of security and data integrity for their operations.

Based on the enhanced security surrounding their supply chain, the increased level of confidence provided to Customs promotes a significant degree of certainty in the movement of the Secure Exports Scheme partner's goods.

## WHY BE PART OF THE SECURE EXPORTS SCHEME?

Trade is integral to the world's fight against terrorism — cargoes must be safe to ensure the safety of individuals, our trade flows, and ultimately our economy. As a recognised partner with Customs, we will be working together to ensure the safety of our families and our fellow New Zealanders.

These are some of the advantages of joining the scheme:

- Reduced export transaction fees for the lodgement of all export entries.
- The supply chain is secure from point of packing to time of delivery to the point of export.
- The lower potential for intervention by Customs means that you have more time to load shipments and complete your export documentation.
- Ability to demonstrate to your overseas customers who are committed to supply chain security, that your security practices meet

internationally recognised standards.

- Provides access to border clearance privileges for countries that have mutual recognition arrangements (MRA) with New Zealand Customs.
- Following trade disruption caused by security alerts, SES partners' exports are likely to experience minimal disruption, as their security can be assured.
- Customs can provide advice and assistance for unexpected issues in regard to export goods with overseas border agencies that have a mutual recognition arrangements with Customs.
- The World Customs Organization's SAFE programme to secure and facilitate trade has been adopted by the majority of member Customs administrations. By joining the Secure Exports Scheme, partners will have in place security measures that comply with the standards set by SAFE.

## ARE THERE ANY LEGAL OBLIGATIONS?

The Secure Exports Scheme is underwritten by legislation within the Customs and Excise Act 1996. As soon as the export package is sealed or marked with a Customs-approved seal or marking, it is an offence for the seal or package to be tampered with unless authorised, or other lawful access is required.



Packages sealed with Customs-approved seal or marking are also recognized under Civil Aviation Authority Regulation 109 as coming from a 'known shipper'.

#### WHO CAN APPLY FOR THE SECURE EXPORTS SCHEME?

The scheme is voluntary and open to all exporters, exporting by all modes of transport to all destinations. Any exporters who would like to be part of securing New Zealand's export trade, and who believe they can meet the requirements outlined in this fact sheet, can apply to join the Secure Exports Scheme. The scheme is designed to apply to all product types, whether bulk goods, containerised goods or general cargo, going to any destination by any mode of transport.

#### HOW DO I APPLY FOR THE SECURE EXPORTS SCHEME?

Every business is unique and needs different measures to achieve the outcome of securing cargo. Customs' approach is outcome-based rather than prescriptive — our approach is to have the exporter demonstrate, the terms of the minimum requirements set out in Fact Sheet 34A, what they are doing to secure their export goods. Many current practices already contribute, especially those related to Ministry of Agriculture and Forestry, Civil Aviation, and occupational health and safety.

You need to complete the following:

1. Application for Secure Exports Scheme form NZCS507. This is included at the end of this fact sheet. Further copies are available from Customs website, your local Customs office, or by phoning the Customs Call Centre on 0800 428 786.
2. Security plan — see Fact Sheet 34A. (Customs can provide assistance in clarifying the information that needs to be presented in your security plan. Contact your local Customs office or the Customs Call Centre on 0800 428 786.)

3. Process map, which illustrates the flow of goods and documentation/ information from receipt of order to the point of export — see Fact Sheet 34B.
4. Site plan — see Fact Sheet 34C.
5. Transport operators — see Fact Sheet 34D.

Send your completed application form, security plan, process map and site map to the Customs office nearest to your operation — see the end of this fact sheet for a list of Customs offices.

#### HOW MUCH WILL THE APPLICATION COST?

There is no application fee, and Customs does not charge for providing information or advice to assist in preparing the security plan. (Preparing the security plan will cost your company time — anecdotal feedback to Customs indicates that companies have identified duplication of processes and inefficiencies as part of this preparation.)

#### WHAT DOES THE APPLICATION PROCESS INVOLVE?

The Customs officer who receives your application will be able to give you an indication of the timeframe for processing.

- Customs will check your application details and that you have provided all the required information.
- A Customs officer will visit nominated sites and verify on-site details to validate your security plan.
- When you are approved for the Secure Exports Scheme, you will be asked to sign a document that details the Customs-approved secure packaging and the seal and/or marking to be applied to that packaging, supported by your finalised security plan.

#### WHAT ONGOING SUPPORT WILL CUSTOMS PROVIDE?

On a continuing basis, Customs will provide you with a contact person to

assist with:

- training and awareness of supply chain security matters for your personnel
- ongoing communications on Customs matters
- advice for changes to your security plan.

Customs will also conduct security assurance audits at agreed times.

#### CAN A COMPANY WITHDRAW FROM THE SECURE EXPORTS SCHEME?

Yes. The Secure Exports Scheme is voluntary and partners are able to withdraw from the Scheme at any time.

#### CUSTOMS OFFICES

##### Auckland

Customhouse  
50 Anzac Avenue  
PO Box 29  
Auckland  
Telephone: 09 359 6655  
Facsimile: 09 359 6732

##### Christchurch

Customhouse  
6 Orchard Road  
PO Box 14 086  
Christchurch  
Telephone: 03 358 0600  
Facsimile: 03 358 0606

##### Dunedin

The Customhouse  
32 Portsmouth Drive  
Private Bag 1928  
Dunedin  
Telephone: 03 477 9251  
Facsimile: 03 477 6773

##### Napier

Dunvegan House  
215 Hastings Street  
PO Box 440  
Napier  
Telephone: 06 835 5799  
Facsimile: 06 835 1298





# APPLICATION FOR SECURE EXPORTS SCHEME

## Section 53c (1), Customs and Excise Act 1996

Full Company name of applicant (Legal operating entity): \_\_\_\_\_

Postal address: \_\_\_\_\_

Physical address: \_\_\_\_\_

Contact person: \_\_\_\_\_ Designation: \_\_\_\_\_

Phone number: DDI: \_\_\_\_\_ Mobile: \_\_\_\_\_

Fax number: \_\_\_\_\_

Email address: \_\_\_\_\_

Customs client code/s: \_\_\_\_\_ Company registration number: \_\_\_\_\_

Please provide the following information:

1. A list of sites, under your control, where your goods are packed/handled/loaded for export. Please include full site name, address, phone number and contact person. (A separate list can be attached.)

\_\_\_\_\_

\_\_\_\_\_

2. A list of sites, under the control of a third party, where your goods are packed/handled/loaded for export. Please include full site name, address, phone number and contact person. (A separate list can be attached.)

\_\_\_\_\_

\_\_\_\_\_

Attached  Security plan/s Number supplied: \_\_\_\_\_

Process map/s Number supplied: \_\_\_\_\_

Site plan/s Number supplied: \_\_\_\_\_

Signed: \_\_\_\_\_ Position in company: \_\_\_\_\_

Print name: \_\_\_\_\_ Date: \_\_\_\_\_

**Applications should be lodged with your nearest Customs office. For applicants with multiple sites, one application only will be required, but a security plan for each site should be attached to the application form along with a process map and site plan. For further information about the Secure Exports Scheme, refer to the New Zealand Customs website [www.customs.govt.nz](http://www.customs.govt.nz)**





