

CLAUSE FOR THE TRANSIT AND STORAGE OF GOODS AT A HIGH RISK OF THEFT

(TR 41 / 2008)

Edition 01.2008

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This clause is a non-binding recommendation and contains a non-exhaustive list of goods, two alternative conditions of use and a list of security regulations for the transit and storage of goods at a high risk of theft. The clause must always be adjusted to fit the actual risk profile.

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1. Goods

- a. Telecommunications such as mobile telephones, phone cards, handheld devices e.g. electronic organisers (PDAs) or similar
- b. Computers such as PCs, notebooks, software, processors, monitors, printers, scanners or similar
- c. Entertainment electronics such as stereos, TVs, DVD/video recorders, CDs, photo/video equipment, video cameras, games consoles or similar
- d. Tobacco products, spirits and other alcoholic products
- e. High-priced brand-name clothing and luxury goods such as perfume, cosmetics, fashion clothing, shoes or similar
- f. Pharmaceuticals such as medicines or similar
- g. High-priced food products

The above list is not exhaustive. We recommended explicitly listing each of the relevant or endangered goods in the contract wording.

2. Conditions of use

We recommend including one of the following versions (a or b) in the contract documentation to regulate in the event of the security regulations not being adhered to:

Unless otherwise agreed, exemptions and obligations agreed in the insurance contract remain unaffected by the following conditions.

Vers. a): Insurance cover shall be valid only if, in the event of a claim, proof is given that all of the following security regulations have been adhered to:

Vers. b): If, in the event of claim, proof cannot be provided to show that all of the following security regulations were adhered to, a retention of shall be deducted from the compensation paid out.

3. Security regulations

The security regulations must be adjusted to meet specific requirements and the risk. The following list should be adjusted accordingly:

Receipt of goods

a. General cargo

For each delivery, the ties, packaging and fastenings, as well as the number of pallets or packages and the weight should be checked and recorded on a delivery receipt. Irregularities must be made note of in writing and countersigned.

b. Full loads

The detailed check described in a. may be omitted only if the vehicle carrying the goods is sealed and locked at the loading station. In such cases, the seals and locks must be checked. The seal number must be recorded in the way-bill. In the event of the authorities examining the vehicle, it must then again be duly locked and sealed. Irregularities must be made note of in writing and countersigned.

The goods should be declared in a neutral manner. Manufacturers' logos on the packaging should be avoided.

Transport of goods

- a. Goods should be transported only in vehicles which can be locked (solidly constructed, no canvas covers)
- b. The vehicle should be equipped with a GPS receiver (active 24 hours) and a navigation system c) Where journeys are made repeatedly, the route should be changed regularly d) The driver should be contactable at all times e) Each time the vehicle is left unattended
 - the immobiliser must be activated
 - the windows and doors must be locked by key and all vehicle keys and transport documentation should be kept on the driver's person.
- c. Vehicles must be locked and sealed throughout the whole journey. The seals may only be removed by unloading staff, the authorities or by the recipient. Removal of the seals and the seal number must be recorded in the way-bill. Each seal number used must be included in the way-bill
- d. The vehicles should travel in convoy with armoured escort vehicles

HGV stopovers

- a) Stopovers and overnight stays should be avoided. HGVs may only stop at the following places:
- terminals for intermodal transport
 - constantly supervised car parks with entry and exit barriers
 - fenced in and/or enclosed areas
 - constantly supervised and well-lit car parks under the supervision of the drivers or an appointed person. Sleeping in the vehicle does not count as supervision
- b) No loading of HGVs, nor using them for storage over the weekend or overnight

Transshipment and storage of goods

- a. Goods must not be left in transshipment areas – they must be taken immediately to a secure area
- b. The secure area must have video surveillance and fencing (except where there is a specific, lockable container in a securely locked storage area with surveillance)
- c. Goods may be placed in or removed from the secure area only by specifically designated storage staff and records of these actions must be kept
- d. The transshipment centre or storage area must be fitted with a fire alarm system

Delivery of goods

- a. It must be ensured that the goods are delivered only to the authorised recipient. In case of doubt, identification must be requested