LH PLUS SDN. BHD.

SECURITY POLICY

LH PLUS SDN. BHD. to comply with Custom - Trade Partnership Againts Terrorism (CT-PAT) and Security program (Supply Chain Securtiy - SCS).
It further covers the following seven elements of the security program;

- Container Security
- Physical Security
- Access Control
- Personal Security
- Security Awareness Training
- Procedural Security
- Information Security

Container Security Policy

- Seals should be stored in a secure area.
- ISO certified bolt seals only (ISO 17712 standards for high security seals).
- One or two people should handle seals.
- Record and track each and every seal number used for shipments.
- Location of containers or trailers to be stored should be in an enclosed, secure area and trailer locations should be tracked.
- Inspection prior to loading to use 7-point inspection.

Physical Security

- Fencing - Perimeter controls to keep unauthorized people from having access.
- Gates and gate houses - Gates through which vehicles and/or personnel enter or exit must be manned and/or monitored.
- Parking - Parking lots for visitors and employees are seperated.
- Building Structure - The integrity of structures must be maintained by periodic inspection and repair.
- Locking Devices and Key Control - All external and internal gates and fences must be secured with locking devices and Management or security personnel control all locks and keys.
- Lighting - Lighting must be provided inside and outside the facility.
- CCTV/Video Surveilance Cameras - Recording are maintained for maximum of 3 months and are stored in secure location with restricted access.

Access Control Policy

- Employee - Employee identification and access
- Visitor - All visitor must present identification card (IC) upon arrival and visitors should be escorted and visibly display "Visitor Card'.
- Deliveries (including mail) - Arriving packages and mail should be periodically screened before being disseminated.

Personnel Security Policy

- Background checks/investigations
- Personnel Resignation and Termination
- IT Security - Network, Server rooms, password, incoming E-mail & laptop.

Security Awareness and Training Policy
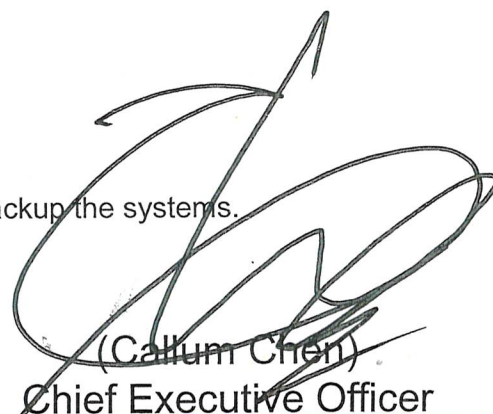
- All employees

Procedural Security Policy

- Documentation Processing - To ensure that all information used in the clearing of merchandise/cargo, is legible, complete, accurate, and protected against the exchange, loss or introduction of erroneous information.
- Manifesting - To ensure the integrity of cargo from abroad.
- Shipping & Receiving
- Cargo Discrepancies

Information Security

- System adminitrator or IT Consultant will be responsible for developing a regiment for automatically backup the systems.

Since March 2012
Updated April 18, 2018

(Callum Chen)
Chief Executive Officer