TAPA
Transported Asset Protection Association

Trucking Security Requirements

TSR 2023

Appendix D
Sea Container

TAPA Americas

5030 Champion Blvd,
G-11 #266 Boca Raton,
Florida 33496
U.S.A.
www.tapaonline.org
Tel. (561) 617-0096

TAPA Asia Pacific

1 Paya Lebar Link, #04-01,
Paya Lebar Quarter,
Singapore 408533

www.tapa-apac.org
Tel. (65) 6914 0892

TAPA EMEA

Pastoor Ohllaan 39
3451 CB Vleuten
The Netherlands

www.tapaemea.org
Tel. +31 19573461

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Vehicle Category	:	Container chassis, also called intermodal chassis or skeletal trailer.
Vehicle Description	:	Container chassis is a type of semi-trailer designed for drayage to securely carry an intermodal container on the roads, such as between ports, railyards, container depots, and shipper facilities. The chassis should have a kingpin so they can be connected to a semi-tractor and a pair of legs called landing gear that can be cranked down to park them when not hooked up to a tractor.
Audit Levels	:	Level 1, 2 or 3
Auditor Type	:	IAB (For Level 1, 2 & 3) AA (For Level 3)

Requirements

Section	Management Support and Responsibilities Protocols	Audit Levels		
		1	2	3
9.1	Security Management			
9.1.1	Management must have formally appointed a person (AA) for security on site who is responsible for maintaining TAPA TSR, SCARS closure, risk assessment, management report and company supply chain security requirements. Another person (can be the same) will also be responsible for monitoring the TSR program. This includes scheduling compliance checks, communications with AAs, recertification, changes to the TSR Standard, etc. Note: These persons can be an employee or outsourced person under contract to perform this role.	✔	✔	✔
9.2	Policy and Procedures			
9.2.1	The LSP must have a written corporate supply chain security policy (Security Policy) in place and adopted by management.	✔	✔	✔
9.2.2	Specific procedures for the handling of high value theft targeted (HVTT) cargo must be in place, and in alignment with TSR procedures.	✔	✔	✔
9.2.3	The specific HVTT and TSR procedures are also applicable to the LSP/ Applicant subcontractors and must be reflected in a formal agreement between all parties.	✔	✔	✔

9.3		Investigations and LEA Contacts			
9.3.1		The LSP/ Applicant must document a written and implemented policy, which is shared with Buyers, to ensure that all freight losses are investigated. This shall include, but not be limited to: 1. Notifying the Buyer of suspected or known thefts within 24 hours 2. An investigation process will be initiated by the LSP/ Applicant in routine loss investigations. (a flow chart is a best practice) 3. Detailing the type of information that can and cannot be shared with a Buyer 4. The LSP should, as a best practice notify Law Enforcement immediately of any incidents of loss, injury/ assault, or malicious damage by submitting an official report. *Note: All of the above shall be applicable regardless of the loss incident being while the freight was under control of the LSP/ Applicant or their service partners, sub-contractors or intermodal providers. Furthermore, a real or anonymous report to the TAPA incident database would be highly appreciated.*	✔	✔	✔
9.3.2		The LSP/ Applicant must maintain a list of critical law enforcement agencies (LEA) contacts within its routes and must document a procedure, for both its main office and for drivers, on how to contact and coordinate with law enforcement when a theft event occurs.	✔	✔	✔
9.4		Collection and Delivery Records			
9.4.1		The LSP/ Applicant must maintain records of all collections and proof of deliveries, for a period of not less than two years that can be accessed when investigation of loss is necessary.	✔	✔	✔
9.5		Risk Analyses and Secure Parking			
9.5.1		The LSP/ Applicant must risk assess routes and stops at least annually to ensure that the safest routes are chosen to minimize passage through, or stops in, high-risk areas. This information must be provided to the Buyer if requested. As a minimum the assessment shall include: 1. Procedures in place to prevent delays by mitigating avoidable traffic congestion. 2. Procedures in place to minimize risks from unavoidable delays on route and when deadlines to arrive at destinations or approved parking locations may be at risk. 3. Avoidance of crime hotspots are considered by analyzing incident data, LEA advice and industry networking data sharing as appropriate.	✔	✔	✔

	Note: All of the above shall be applicable during the custody of the freight by the LSP/ Applicant or their service partners, subcontractors or intermodal providers. Separate risk assessments may be necessary to be completed by the LSP/Applicant to identify and address risks of their third-party operators.			
Section	**Training Protocols**	**Audit Levels**		
		1	**2**	**3**
9.6	Response Protocols			
9.6.1	Response protocols for alerts must be reviewed at least annually ensuring they are up to date; incidents are managed effectively, and contact details are kept current.	✔	✔	✔
9.6.2	As a minimum response protocol must include specific responses for: 1. Communications with law enforcement 2. Advice for driver 3. Allocations of resources to the site of the event as needed 4. Protection of any cargo that remains and is vulnerable. 5. Responding to tracking system failure	✔	✔	✔
Section	**Tracking and Tracing Protocols**	**Audit Levels**		
		1	**2**	**3**
9.7	AMC Staff Training			
9.7.1	The LSP/ Applicant must have a program in place for staff to include training, appropriate use of tracking devices and other security equipment, and alarm protocols as mentioned in 9.6 Response Protocols OR have a contract in place with a recognized service provider requiring same.	✔	✔	✔
Section	**On Route Protocols**	**Audit Levels**		
		1	**2**	**3**
9.8	HVTT Response Protocols			
9.8.1	The LSP/ Applicant must have documented procedures in place to: 1. Protect HVTT cargo in case of security incidents (high alert)	✔	✔	✔

	2. Respond to suspicious acts (low alert) 3. Driver illness 4. Vehicle breakdown 5. Strikes 6. Detours 7. Accidents 8. Bad weather 9. Refusal to accept delivery or delivery location is not accessible. *Note: All of the above shall be applicable during the custody of the freight by the LSP/ Applicant or their service partners, subcontractors or intermodal providers.*

Section	Workforce Integrity	Audit Levels		
		1	2	3
9.9	9.9 Screening/Vetting/Background Checks/Termination (as allowed by local law)			
9.9.1	The LSP/ Applicant must have a screening/ vetting process that includes, past employment and criminal history checks. Screening / vetting applies to all applicants, including employees and contractors. The LSP/ Applicant will also require an equivalent process be applied at contracting companies supplying TAS workers.	✔	✔	✔
9.9.2	TAS worker is required to sign declaration that they have no current criminal convictions and will comply with LSP/ Applicant security procedures.	✔	✔	✔
9.9.3	LSP/ Applicant will have agreements in place to have required information supplied by the agency and/or subcontractor providing TAS workers or shall conduct such screening themselves. Screening must include criminal history check and employment checks.	✔	✔	✔
9.9.4	Procedure for dealing with LSP/ Applicant/ workforce's false declaration pre & post hiring.	✔	✔	✔
9.9.5	Procedures for recovering physical assets and delete/ change passwords from terminated workforce to include as a minimum: 1. Company IDs 2. Access badges 3. Keys 4. Equipment and clothing 5. Sensitive information	✔	✔	✔

		1	2	3
9.9.6	Protect Buyer's data: Terminate access to physical or electronic systems that contain Buyer's data (inventory or schedules). Documented procedure required.	✔	✔	✔
9.9.7	Current workforce (LSPs, subcontracted) listing available for LSP's validation against Workforce Integrity procedures.	✔	✔	✔
9.9.8	Re-hiring: Procedures are in place to prevent LSP/ Applicant from re-hiring workforce if denial/ termination criteria are still valid. Note: Records are reviewed prior to re-hiring (Ex: background of previously terminated personnel or – rejected applicants (previously denied employment).	✔	✔	✔
9.9.9	LSP will maintain an up to date list of all own and sub- contracted drivers qualified/ trained to drive vehicles listed in the vehicle register.	✔	✔	✔

Section	Physical Security	Audit Levels		
		1	2	3
9.10	Tractor unit/van security			
9.10.1	Driver procedures require that vehicle driver's cab doors are locked, and all windows closed during transit unless needed to be opened for operational procedures.	✔	✔	✔
9.10.2	Vehicle keys restricted to driver and LSP/ Applicant management.	✔	✔	✔
9.10.4	The vehicle must be fitted with an engine immobilizer that prevents the engine being started without the vehicle ignition/ start key being present.	✔		
9.11	Cargo Compartment			
9.11.1	High-quality, stainless or hardened steel, heavy weight high security locking device permanently installed on all cargo compartments doors. No chains, cables, light- weight bars, removable bolts/ brackets etc. to be used. Locking devices must be utilized and locked during the entire journey. *Notes:* • *No temporary devices such as chains, cables, light-weight bars, removable bolts/ brackets etc. to be used.* • *This may render a sea container no longer usable for ocean/ barge transport.* • *Examples of suitable locks are included in the TAPA Locking Systems Guidance Document.*	✔		

Section		1	2	3
9.11.2	High-quality, stainless or hardened steel, heavy weight high security locking device permanently installed on all cargo compartment doors OR use of temporary devices such as chains, cables, light-weight bars, removable bolts/brackets etc. to be used. Locking devices must be utilized and locked during the entire journey.		✔	

9.11.3	Locks must be:
	  A. Electronically, automatically or manually operated
	  B. Unique (duplicated codes/keys/passwords to open different locks not permitted)
	  C. Locks and fixing devices must be able to withstand substantial force and be tamper evident.
	
	Notes: Refer to the TAPA Locking Systems Guidance Document for explanation and detail.
		✔	✔	

9.11.4	Doors secured in line with LSP's/ Applicant's own internal policy.			✔
9.11.5	Tamper evident seals are used on all direct, non-stop shipments. Seals shall be certified to ISO 17712 (I, S or H classification). The LSP/Applicant shall have a documented procedure in place to ensure the seals are controlled and who (Buyer, Warehouse operator or LSP etc.) is responsible for applying and removing the seals.	✔	✔	✔
9.11.7	Trailer or sea container chassis immobilization device in place when loaded trailer dropped (kingpin, landing gear lock or brake line lock). *Note: Dropping/unhooking/uncoupling a loaded trailer/container is not allowed under TSR 1.*		✔	✔

Section	Tracking Technology and Alarms	Audit Levels		
		1	2	3
9.12	Two-Way Communication Systems			
9.12.1	Primary and backup systems available for two-way, real time voice communication system (e.g. mobile phone/ two-way radio) during the entire journey.	✔		

	LSP's/ Applicant's office or 3rd party AMC System able to automatically test voice communication function is available; OR; A procedure is in place to ensure a manual communications test call is performed prior to the trip.			
9.12.2	At least one system available 24/7 for two-way, real time voice communication (e.g. mobile phone/two-way radio) with LSP's/ Applicant's office or 3rd party AMC.		✔	✔
9.13	Tracking and Tracing Protocols			
9.13.1	LSP/ Applicant must have detailed and documented protocol in place that includes: 1. Tracking the truck/van tractor 2. 24/7 monitoring 3. The ability to geofence routes and parking locations 4. Documented response protocols for handling emergencies. *Note: All of the above shall be applicable during the custody of the freight by the LSP/ Applicant or their service partners, subcontractors or intermodal providers.*	✔		
9.13.2	LSP/ Applicant must have detailed and documented protocol in place that includes: 1. Tracking loaded trailers/containers when tethered to a truck and when uncoupled by criminal action or in error. 2. 24/7 monitoring 3. The ability to geofence routes and parking locations 4. Documented response protocols for handling emergencies	✔		
9.13.3	LSP/ Applicant must have detailed and documented protocol in place that includes: 1. Tracking the truck/van 2. The ability to geofence routes and parking locations 3. Documented response protocols for handling emergencies		✔	
9.14	Tracking and Tracing Devices			
9.14.1	A tracking device must be installed in a covert location in the truck/van tractor and, where available, must be capable of utilizing at least two methods of signalling such as: Method 1: 3G or 4G or 5G Method 2. SMS/ GPRS using GSM Method 3. CDMA Method 4. Satellite tracking device	✔		

	Must be equipped with at least one covert antenna. *Note: In countries where two different forms of signalling are not available, the LSP/ Applicant must document this to the auditor.*			
9.14.2	A tracking device must be installed on the trailer/container in a covert location. The device can be installed internally or externally and, where available, must be capable of utilizing at least two methods of signalling such as: Method 1: 3G or 4G or 5G Method 2. SMS/ GPRS using GSM Method 3. CDMA Method 4. Satellite tracking device Must be equipped with at least one covert antenna. *Note: In countries where two different forms of signalling are not available, the LSP/ Applicant must document this to the auditor.*	✔		
9.14.3	A tracking device must be installed in a covert location in the truck/van tractor and, where available, must be capable of utilizing at least two methods of signalling such as 3G, or SMS/GPRS using GSM or CDMA and must be equipped with at least one covert antenna. *Note: In countries where two different forms of signalling are not available, the LSP/ Applicant must document this to the auditor.*		✔	
9.14.4	A tracking device must be installed in a covert location in the truck/van tractor.			✔
9.14.5	Standard "reporting interval" for tracking unit in the truck/van tractor must be not less than one report every sixty (60) minutes.			✔
9.14.6	Standard "reporting interval" for tracking units in the truck/van tractor must be not less than one report every five (5) minutes.	✔		
9.14.7	Standard "reporting interval" for tracking units in the trailer/ container must be not less than one report every five (5) minutes. Note: When the tractor and trailer/ container are tethered to the tractor and an effective untethered alert system is in place, only one of the units must meet this "reporting" rate standard. Once untethered both tracking units should report independently so the capability to independently report must be in place.	✔		

9.14.8	Standard "reporting interval" for tracking unit in the truck/van tractor must be not less than one report every thirty (30) minutes.		✔	
9.14.9	The tracking devices in the truck/van tractor must report events to include: 1. Device tampering of any of the installed security systems 2. Truck stoppage 3. Tracker battery status 4. Cargo area door opening	✔		
9.14.10	When trailers/containers are being utilized, tracking devices must report events to include: 1. Untethering (unhooking) of the trailer/chassis 2. Device tampering of any of the installed security systems. 3. Truck/trailer/container stoppage 4. Tracker battery status	✔		
9.14.11	The truck/van tractor tracking devices must be equipped with a battery back-up capable of maintaining the signalling capacity of the tracker for not less than 24 hours at a "reporting" rate of not less than one "reporting" every five minutes while the trailer is untethered.	✔		
9.14.12	When trailers/containers are being utilized tracking devices must be equipped with a battery back-up capable of maintaining the signalling capacity of the tracker for not less than 24 hours at a "reporting" rate of not less than one "reporting" every five minutes while the trailer is untethered.	✔		
9.14.13	AMC must be able to modify (either increase or decrease) and control over the air, the "reporting" rate for all TSR 1 tracking devices (truck/van tractor/trailer/container).	✔		

9.14.14	LSP/ Applicant must have detailed and documented protocol in place that includes:
	1. Prior to loading:
	  • Check the battery life of all tracking devices to be utilized
	  • Complete a function test of all tracking and associated alarm devices to be utilized.
	  • Record of results
	2. When loaded and ready for departure
	  • Complete a function test of all tracking devices to be utilized excluding cargo doors and any cargo compartment internal alarm sensors/detection devices.
	  • Record of results
		✔		

9.15		Driver's cab area			
9.15.1	Manually activated silent alarm (duress alarm) present in reach of driver and must send a signal to the LSP's/ Applicant's home base and third-party AMC. Mobile silent device option to be available if driver has pre-approved criteria to leave the cab (sickness, accident, emergency incident etc.).	✔	✔	
9.15.2	Local audible alarm if unauthorized entry to driver's cab occurs.	✔		
9.15.3	Tracking and local alarm response and maintenance procedures in place, tested and reviewed at least every six months.	✔	✔	
9.16		Cargo Compartment System Alarms			
9.16.1	Unauthorized opening of cargo compartment doors sends signal to AMC.	✔		
9.16.2	Unauthorized opening of cargo compartment doors activates an audible (acoustic) high decibel alarm.	✔		
9.16.3	Unauthorized door opening to cargo compartment procedures in place, tested and reviewed at least every 12 months.	✔		
9.17		Tracking Device Failures			
9.17.1	Procedures in place, tested and reviewed at least every six months, for responses to failure of tracking device.	✔		
9.17.2	The tracking system must alert and send a signal to the AMC if the tracking device fails or GPS signal is lost.	✔		
9.18		Satellite Navigation Systems			
9.18.1	Satellite navigation system installed (route planner) recognizing detours, traffic jams, etc. to avoid unnecessary stops or delays.	✔	✔	✔
9.18.2	The navigation system must have the latest available software version installed and in use.	✔	✔	✔

		1	2	3
9.18.3	Procedure in place to ensure LSP's/ Applicant's dispatch and AMC where utilized, must confirm all route changes due to navigation system guidance.	✔	✔	✔

Section	Security Procedures	Audit Levels		
		1	2	3
9.19	Scheduled Routing			
9.19.1	The LSP/ Applicant has planned routes.	✔	✔	✔
9.19.2	The LSP/ Applicant has planned stops.	✔	✔	
9.19.3	LSP/ Applicant must report Ad Hoc changes to routes and stops or delays due to unexpected events to Buyer, unless Buyer has issued documented instructions not to do so.	✔		
9.20	Vehicle Maintenance Program			
9.20.1	The LSP/ Applicant must document vehicle maintenance programs in accordance with manufacturer's specifications.	✔	✔	✔
9.21	Unscheduled Stops			
9.21.1	Procedures in place requiring that in normal circumstances, the driver(s) can only leave the vehicle at approved times and locations.	✔		

9.21.2	A detailed and documented protocol must in place for unscheduled stops e.g. dealing with a medical emergency or an accident/ breakdown that includes:
	  1. Drivers procedures:
	    a. Notify dispatch
	    b. Lock all doors and engage all security devices.
	    c. The tracking AMC must be notified
	
	  2. AMC procedures
	    a. The truck and/or shipment must be live monitored constantly until it is able to return to transit.
	
	  3. LSP procedures
	    a. The LSP/ Applicant must have a protocol in place to provide protection for the shipment for an extended unplanned stop.
	    b. The LSP/ Applicant must notify the Buyer within 24hours of such an incident.
		✔		

	Note: All of the above shall be applicable during the custody of the freight by the LSP/ Applicant or their service partners, road transport subcontractors.			
9.21.3	A detailed and documented protocol must in place if the driver must leave truck and trailer. All doors must be locked and alarms (where fitted) must be activated.		✔	✔
9.22	Secure Parking			
9.22.1	The driver's manual/ instructions must list approved and prohibited parking facilities, stopping places.	✔	✔	✔
9.22.2	Loaded trucks/vans/trailers/containers must never be left unattended unless at a pre-approved (with Buyer) defined secure parking area that has been included in the LSP's risk assessment process.	✔		
9.22.3	Driver must check before and after each stop/ rest, the integrity of trailer, locks and seals. Checks to be recorded and kept for one (1) months.	✔		
9.22.4	The LSP/ Applicant must have a policy in place to identify and implement the use of secure parking locations for loaded trucks. This shall include, but not be limited to: 1. Decision process for which parking locations to use. 2. A current list of approved parking locations. 3. Actions to take when an approved parking location is not available. 4. A list of any prohibited parking options or actions.	✔	✔	✔
9.23	Unauthorized Persons			
9.23.1	No unauthorized parties allowed in truck or trailer. The LSP/ Applicant must have policies and procedures in place to prevent unauthorized parties from being present in truck or trailer (i.e. hitchhikers, friends, non- driving relatives, children, etc.).	✔	✔	✔
9.24	Management of Security Equipment			
9.24.1	The LSP/ Applicant must have documented and implemented procedures in place that includes: 1. The management and control of trailer/container door seals 2. The management and control of trailer/container door locks, pin locks, and other relevant door security equipment where utilized	✔	✔	✔

9.25		Key Management			
9.25.1	The LSP/ Applicant must have documented and implemented procedures in place for the secure management of keys for trucks, padlocks, kingpin locks, etc.		✔	✔	✔
9.26		Collection and Delivery Training			
9.26.1	The LSP/ Applicant to provide training on collection and delivery procedures for the drivers/ co-drivers to prevent deception and fraud.		✔	✔	✔
9.27		Pre-Departure Checks Driver			
9.27.1	The LSP/ Applicants must document the pre-departure checks that ensure road worthiness of the vehicle in accordance with local regulations. A record of the checks being completed must be made by the driver. For LTL (multiple stops) routes, these checks are required only at first departure of the day. Note: For TSR-1 routes the pre-departure check must include also the integrity of the trailer, the locks and seals. Relative records have to be kept for one (1) month.		✔	✔	✔
9.27.2	Exceptions noted during the pre-departure check must be reported to LSP/ Applicant home base and any delay or diversion resulting from the exceptions must be consistent with TSR Standards. Procedures must be part of driver's manual/written instructions.		✔	✔	✔
9.27.3	The LSP/ Applicant must document procedures to ensure provision of drivers and equipment capable of moving the load to its first scheduled stop without preventable interruption (e.g. fuel, meal stops, planned repairs, regulated driving times, etc.).		✔	✔	✔
9.28		TSR Vehicle Registers			
9.28.1	Vehicles to be utilized under the TSR must be listed in the LSP's/ Applicant's TSR Vehicle Register. There is no specific format for the Register, however, it must include at least the following information for any vehicles/ units to be covered in the certification scheme: 1. Tractor identification information 2. Trailer/container chassis identification information 3. TSR level 4. Date(s) of audits, inspections and self- assessments 5. A record of any non-conformances or other exceptions 6. Date of non-conformance/ exception corrections		✔	✔	✔

9.29		Security Training			
9.29.1		Security Threat Awareness training program conducted with drivers and documented in driver records. This training, as a minimum, shall include: 1. Threat awareness 2. Robbery response 3. Vehicle checking 4. Recognition of developing threats 5. Selection and use of secure parking 6. Appropriate responses to threatening events 7. Communication with police and management. 8. This training must be provided before driving a load of HVTT goods and thereafter every two (2) years *Note: All of the above shall be applicable during the custody of the freight by the LSP/ Applicant or their service partners, subcontractors or intermodal providers.*	✔	✔	✔
9.30		Box and Pallet Integrity Verified Upon Receipt and Delivery			
9.30.1		The LSP/ Applicant must have documented procedures verifying box and pallet counts before loading and after discharge. Documentation verifying these procedures must be retained for not less than two years.	✔	✔	✔
9.31		Proof of Shipping and Receiving Records			
9.31.1		All cargo must be verified against shipping documents and manifests to ensure proper marking, weights, counts, and specific handling instructions (as applicable).	✔	✔	✔
9.31.2		Shipping documents must be completed, accurate and legible and shall include as a minimum: 1. Time and date of collection/delivery 2. Driver signature and printed name 3. Signatures of shipping and receiving personnel 4. Shipment details, and any special instructions.	✔	✔	✔
9.31.3		The LSP/ Applicant must maintain records of all collections and proofs of delivery for a period of not less than two years that can be accessed if investigation of loss is required.	✔	✔	✔
9.31.4		Access to shipping documents and information on Buyer's assets controlled, monitored and recorded, based on "need to know".	✔	✔	✔
9.31.5		Shipping documents safeguarded until destruction.	✔	✔	✔

9.31.6	Information (shipping documentation) security awareness training provided to workforce having access to information.	✔	✔	✔
9.32	Driver to Be Present for Loading and Unloading			
9.32.1	Unless prohibited by shipper or receiver policies, the LSP/ Applicant policy must document that drivers must be present for loading and unloading to confirm piece count. If shipper or receiver policies prohibit this practice, those policies must be available for audit.	✔	✔	✔

Section	Drivers Security Training	Audit Levels		
		1	2	3
9.33	Pre-Alert in Place			
9.33.1	Where Buyer requires, pre-alert process applied to inbound and/or outbound shipments. Pre-alert details must be agreed by Buyer and LSP/ Applicant. Suggested details include: 1. Departure time 2. Expected arrival time 3. Trucking company name 4. Driver name 5. Vehicle license plate details 6. Shipment information (piece count, weight, bill- of-lading number, etc.) 7. Trailer/container seal numbers *Note: All of the above shall be applicable during the custody of the freight by the LSP/ Applicant or their service partners, subcontractors or intermodal providers.*	✔	✔	✔
9.34	Self-Assessment of Vehicle Before Being Added to the TSR Vehicle Register			
9.34.1	The LSP/ Applicant must have documented evidence that all vehicles (trucks/vans & trailers/container chassis) in the TSR Vehicle Register have been assessed and are meeting the requirements of the TAPA TSR.	✔	✔	✔
9.35	Ongoing Assessment to Ensure Compliance to the TSR			
9.35.1	The LSP/ Applicant must have documented evidence that all subsequent self-assessments by the LSP/ Applicant (fixed or rolling program – covering all vehicles in the TSR Vehicle Register) are self-re- assessed at least once every 12 months by the LSP/ Applicant and associated records retained for audit purposes.	✔	✔	✔

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