

Appendix A1

Enforcement / Trade Compliance / Agriculture CES Application Port of New York/Newark

Applicant Information

Applicant Name: _____

Facility Name & Address: _____

Contact Person (Name & Phone): _____

Principals/Officers & Financial Interests:

List all individuals/entities with direct or indirect financial interest.

NAME	POSTION	PHONE #
1.		
2.		
3.		

Application for CES Operation Type: (Check all that apply to this application up to all four)

- ☐ **Comprehensive CES** - A CES to perform all CBP physical examinations at one location. Includes all enforcement Anti-Terrorism Contraband Enforcement Team (A-TCET) examinations, including Outbound examinations, Trade Compliance examinations, Non-Intrusive Inspection (NII) examinations, and Agriculture examinations.
- ☐ **Agriculture / Trade Compliance CES** - A CES to perform all Agriculture and Trade examinations, including all agriculture and trade compliance back-ins and full strip.
- ☐ **Agriculture CES** - A CES to perform all Agriculture examinations, including all agriculture back-ins and full strips.
- ☐ **Trade CES** - A CES to perform all Trade examinations, including all trade compliance back-ins and full strip.
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Facility & Operations

1. Facility Details

- Is the facility solely devoted to CES operations? ☐ Yes ☐ No
- Floor plan showing doors, office space, security features, staging/work areas included? ☐ Yes ☐ No
- Accessibility within designated area? ☐ Yes ☐ No
- Can the Public access cargo updates from the CES' website? ☐ Yes ☐ No

2. Employee List

- List all employees involved in CES operations (Name, DOB, SSN [voluntary]). ☐ Yes ☐ No

3. Fee Schedule

- Fee schedule included for each service type? ☐ Yes ☐ No

4. Custodial Bond

- Copy of approved CBP Form 301 (\$500,000) included? ☐ Yes ☐ No
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Compliance & Legal

5. Awareness & Compliance

- Is Applicant aware of Executive Order 12989 (unlawful employment of aliens anti-discrimination)? ☐ Yes ☐ No
 - Is Applicant aware of Service Contract Act (SCA) requirements? ☐ Yes ☐ No
 - Facility within area of consideration as outlined in Informational Pipeline? ☐ Yes ☐ No
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Minimum Facility Requirements

6. Facility Standards

- Service and use as outlined in minimum requirements provided? ☐ Yes ☐ No
- Access to all CBP-designated areas 24/7? ☐ Yes ☐ No
- Permanent physical barrier separating CES cargo? ☐ Yes ☐ No
- Professionally installed intrusion detection system at all entrances? ☐ Yes ☐ No
- Controlled/restricted access from public/unauthorized personnel? ☐ Yes ☐ No
- Identification card system for all CES employees? ☐ Yes ☐ No
- Minimum 30 cargo bay doors? ☐ Yes ☐ No

7. Transportation

- Ability to transport high volume cargo to/from Port and CES securely and timely? ☐ Yes ☐ No
- Ability to transport containerized cargo regularly, including overweight containers? ☐ Yes ☐ No
- Ability to deliver designated cargo to CBP within one business day of transfer authorization? ☐ Yes ☐ No
- GPS tracking with geo-fences and remote access monitoring software? ☐ Yes ☐ No

8. Floor Space

- Unload/reload multiple ocean containers timely, safely, and repetitively? ☐ Yes ☐ No
- Minimum 60,000 sq ft cargo staging area dedicated full-time for CES operations? ☐ Yes ☐ No
- Minimum 1,000 sq ft open floor space adjacent to door and staging area? ☐ Yes ☐ No

9. Yard Area

- Dedicated fenced container storage area? ☐ Yes ☐ No
- Security controls and adequate yard lighting? ☐ Yes ☐ No
- Sufficient container storage capability? ☐ Yes ☐ No
- Space for NII scans and staging containers safely? (N/A for Trade/Ag applicants) ☐ Yes ☐ No
- Sufficient electrical outlets for refrigerated container storage? ☐ Yes ☐ No
- NII vehicle storage building? (N/A for Trade/Ag applicants) ☐ Yes ☐ No

10. Warehouse Facilities

- Facility complies with OSHA? ☐ Yes ☐ No
 - AED provided in CES? ☐ Yes ☐ No
 - Electrical outlets at every third door/container? ☐ Yes ☐ No
 - Sufficient illumination in examination area? ☐ Yes ☐ No
 - Minimum 30 outlets for refrigerated containers? ☐ Yes ☐ No
 - Minimum 3,000 sq ft permanent enclosed high-security storage area? ☐ Yes ☐ No
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CBP Office Space

- Minimum 3,500 sq ft available office space? ☐ Yes ☐ No
 - Highly resistant to vermin/pest infestation? ☐ Yes ☐ No
 - Regular pest control program? ☐ Yes ☐ No
 - Sufficient male/female sanitary facilities and supplies? ☐ Yes ☐ No
 - Regular maintenance services (trash, kitchen, bathroom, office cleaning)? ☐ Yes ☐ No
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Maintenance services

- Trash pick-up ☐ Yes ☐ No
Minimum once a day
 - Kitchen/Break room area cleaning services ☐ Yes ☐ No
Minimum once a day
 - Bathroom cleaning services ☐ Yes ☐ No
Minimum once a day
 - Office cleaning services ☐ Yes ☐ No
Minimum of every other day
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Canine Holding Area

- Two separate holding areas (72 sq ft each) for two dogs? ☐ Yes ☐ No
 - Storage space for canine holding area (36 sq ft)? ☐ Yes ☐ No
 - Area adjacent/within visual vicinity of CBP office? ☐ Yes ☐ No
 - Area not accessible to unauthorized personnel/public? ☐ Yes ☐ No
 - Temperature controlled, hose spigot, and sink with hot/cold water nearby? ☐ Yes ☐ No
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Dedicated Agricultural Inspection and Lab Space

- A dedicated agricultural inspection work area of protected space as outlined in the minimum requirements in Attachment 1: ☐ Yes ☐ No
 - A dedicated agricultural lab area outlined in the minimum requirements in Attachment 1: ☐ Yes ☐ No
 - Dedicated Agriculture Exam Room as outlined in the minimum requirements in Attachment 1: ☐ Yes ☐ No
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Parking

- Access to all CBP parking areas 24/7? ☐ Yes ☐ No
 - Dedicated fenced area with controlled access and security controls? ☐ Yes ☐ No
 - Minimum 25 POV spaces (20 ft x 10 ft each)? ☐ Yes ☐ No
 - Minimum 8 GOV spaces (including 2 for oversized vehicles)? ☐ Yes ☐ No
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Data Processing & Telecommunications

- Capacity to provide all ADP equipment and cabling for CES and CBP personnel? ☐ Yes ☐ No

- Secured LAN room for main processor/equipment? ☐ Yes ☐ No
- Dedicated data circuit to LAN room? ☐ Yes ☐ No
- Satellite-based internet service? ☐ Yes ☐ No
- Automated Commercial Environment (ACE) Secure Data Portal ☐ Yes ☐ No
- Exchange Data Interchange (EDI) ☐ Yes ☐ No

Safety & Security Features

- Exit signs posted and lighted throughout facility? ☐ Yes ☐ No
- Fire escape plans posted conspicuously? ☐ Yes ☐ No
- Operational fire extinguishers throughout warehouse? ☐ Yes ☐ No
- Eyewash stations available on warehouse floor? ☐ Yes ☐ No
- Certified First Aid personnel on site? ☐ Yes ☐ No
- Established lane system for forklift/pedestrian traffic? ☐ Yes ☐ No
- Lane systems clearly marked and permanently painted? ☐ Yes ☐ No
- Mirrors installed at blind corners? ☐ Yes ☐ No
- Speed limits posted for forklifts? ☐ Yes ☐ No
- On-site procedures for hazardous materials detection, decontamination, removal? ☐ Yes ☐ No
- Hazardous materials coordinator and certified handlers available? ☐ Yes ☐ No
- Hazardous materials and occupational safety training provided? ☐ Yes ☐ No
- Training records available for review/verification? ☐ Yes ☐ No
- Central alarm system for facility and CBP offices? ☐ Yes ☐ No
- Are locking devices used on buildings, gates & equipment to protect against unauthorized entry? ☐ Yes ☐ No
- Separate alarm and access code for CBP only access? ☐ Yes ☐ No
- Closed circuit TV with recording? ☐ Yes ☐ No
- Generator backup in event of power failure? ☐ Yes ☐ No
- CBP Border Security Deployment for Centralized Video Surveillance ☐ Yes ☐ No

Facility Features

- Distance from 1210 Corbin Street, Port Elizabeth, NJ: _____
- Distance from nearest major highway: _____
- Number of years of experience in international ocean cargo _____
- Provide lease expiration details: _____
- Provide lease extension details: _____
- Total CES facility sq ft: _____
- CES warehouse/cargo area for CBP examination sq ft: _____
- Cargo stripping area sq ft: _____

- High security storage area for CBP detained goods sq ft: _____
- Fenced container storage capacity (# containers): _____
- Reefer container storage capacity (# reefers): _____
- Cold storage capabilities for perishable cargo: _____
- Clearance space at all doors (ft): _____
- Number of trucks designated for pick up/delivery of
CBP designated cargo from the terminal to the CES: _____
- Name of trucking company used: _____
- Number of drivers employed by the CES operator to
pick up containers: _____
- Are these drivers specifically designated? ☐ Yes ☐ No
- Number of chassis available for CES pick-up: _____
- Number of chassis owned by CES: _____
- CBP office space proximity to CES staff/office clerks? ☐ Yes ☐ No
- Ability to accommodate FCL/LCL freight, perishable cargo,
hanging garment containers, scrap metal, containerized vehicle shipments? ☐ Yes ☐ No
- Are the overweight chassis directly under the CES applicant's control? ☐ Yes ☐ No
- Is there anyone outside of the CES organizational structure who exercises and/or ☐ Yes ☐ No
could exercise administrative and/or physical control of the chassis?

Growth Capability

- Facility exceeds minimum requirements in the following areas (describe):
 - Cargo doors _____
 - Yard space _____
 - Floor space _____
 - CBP designated office space _____
 - Sanitary facilities _____
 - POV/GOV parking _____
 - Secure tool storage/workspace _____

- Computer/phone support space _____

End of Application
