

CTPAT Job Aid

Conveyance Tracking & Monitoring

Log Sample



Last Updated: October 19, 2021

Conveyance Tracking & Monitoring Log

ABC Company

CTPAT Members should use an inbound shipment tracking & monitoring log and work with their transportation providers to track shipments from point of origin to final destination to meet CTPAT requirements.

Container/ Trailer Number	Seal Number	Departure Location (Factory/Facility Name)	Date & Time	If Applicable, Arrival Date & Time at Waypoint	If Applicable, Departure Date & Time at Waypoint	Arrival Date & Time at Foreign Port	Arrival Date & Time at U.S. Port/Border	Departure Date & Time at U.S. Port/Border	Arrival Date & Time at Importer's Premises	Seal Integrity Verified

CTPAT Members should track transit times for all shipments to ensure goods are delivered within expected time frames.

Normal transit time between each location:

- Facility to Waypoint: xx hours
- Waypoint to Foreign Port: xx hours
- Foreign Port to U.S. Port: xx days
- U.S. Port to Importer's Facility: xx hours

Reminders:

CTPAT Members should work with their transportation providers to track conveyances from point of origin to final destination point. Specific requirements for tracking, reporting, and sharing of data should be incorporated with terms of service agreements with service providers.

If a credible (or detected) threat to the security of a shipment or conveyance is discovered, the member must alert (as soon as feasibly possible) any business partners in the supply chain that may be affected and any law enforcement agencies, as appropriate.

CTPAT Program

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