

2020 Excellence in Security Award



**DEADLINE
FOR ENTRY**
December 4, 2020

COMPANY ENTRY FORM

Note: There must be at least two candidates in order to name an award winner.



2020 EXCELLENCE IN SECURITY AWARD

Dear Company Official:

The Transportation Security Council (TSC) of the American Trucking Associations (ATA) invites your company to participate in this year's *Excellence in Security Award* competition.

This Award is the only nationally-recognized trucking security award of its kind.

Motor carriers from across the country compete for this esteemed award. The award honors the company that sets the standard for all others in the field of trucking security, and that has surpassed all others in its ability to protect its employees, property, trucks and cargo.

Those member companies of ATA and/or TSC interested in competing for this year's *Excellence in Security Award* are encouraged to submit their names for consideration. The deadline for entry submission is **December 4, 2020**. The winners will be announced and commended at the annual Safety, Security & Human Resources National Conference & Exhibition Awards Banquet scheduled for April 2021. The winner will also be recognized in press releases and *Transport Topics*.

If your company has a strong, successful security program, then it deserves to be applauded. Have the appropriate individual within your company complete the attached Entry Form today. Once completed, indicate your support of this entry by signing where indicated on the last page of the Entry Form.

Please don't hesitate to call me with questions at (703) 838-1931.

Sincerely,



Jacob Pierce
Executive Director

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GENERAL INSTRUCTIONS & INFORMATION

The award guidelines have been adopted by the Transportation Security Council (TSC) of American Trucking Associations (ATA). All applicants will be evaluated based upon the extent and effectiveness of their security programs, i.e., security policies, procedures, training, and record. The Committee evaluating the Entry Forms will be looking for exemplary execution of successful security programs, i.e., companies who have the plan, equipment, and trained staff to avoid harm to and loss of personnel, property, trucks, and cargo above all others in the industry.

For the sake of fairness, the Committee will weigh the size of the fleet, staff and program budget relative to the company's successful experience. Whether working for a small or large company, every company, who is a member in good standing of either ATA or TSC, is eligible to apply and has a chance of winning.

All information should be complete and truthful. *We ask that before submitting the Entry Form, a senior company official sign the last page of this Entry Form where indicated.* This tells the Committee that the Company supports and authenticates the entry.

Preparing the Entry Form

1. Complete the Entry Form as thoroughly and accurately as possible. If more space is required, add rows/columns/pages as needed, however the completed Entry Form should not exceed 25 pages, exclusive of forms, manuals, posters, newsletters, and similar supporting documents.
2. Supply all supporting documentation as requested. If your security program includes resource materials supplied by the ATA TSC (or its predecessor organizations) or other security organizations, be sure to indicate where applicable. Please do not send sample materials produced by vendors.
3. If your company uses commercially available services, please include sufficient information to permit evaluation of the scope, adequacy and effectiveness of the service.
4. Arrange and order the completed Entry Form and supporting documentation in a three-ring binder format. If an Excellence in Security Entry Form binder has been submitted previously for the Company, you are not required to retype the prior entry form; however, the order of the information should remain consistent with this Entry Form and all new information should be added at the appropriate section of the Entry Form and binder.
5. Have senior company official endorse the Entry Form by signing the last page of the Entry Form as indicated.

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ENTRY FORM

SECTION I – GENERAL INFORMATION

Please provide the following information on the Company being considered for the Excellence in Security Award.

| | | | | | |
|---|--------------------------|--------------------------------------|--------------------------|----------------------------------|--|
| Company Name: | | | | | |
| Address: | | | | | |
| Telephone #: | | Fax #: | | E-mail: | |
| | | | | | |
| Type of Operation (check off as applicable) | <input type="checkbox"/> | Less-than-Truckload (LTL) | <input type="checkbox"/> | Truckload (TL) | |
| | <input type="checkbox"/> | National | <input type="checkbox"/> | Regional | |
| | <input type="checkbox"/> | Common | <input type="checkbox"/> | Contract | |
| | <input type="checkbox"/> | Under \$500 million in gross revenue | <input type="checkbox"/> | Over \$500 million gross revenue | |
| | | | | | |
| Type of Service (check off as applicable) | <input type="checkbox"/> | General Commodities LTL | <input type="checkbox"/> | General Commodities TL | |
| | <input type="checkbox"/> | Auto Transporter | <input type="checkbox"/> | Flatbed Carrier | |
| | <input type="checkbox"/> | Tank Trucks | <input type="checkbox"/> | Household Goods | |
| | <input type="checkbox"/> | Heavy Haulers | <input type="checkbox"/> | Dump Trucks | |
| | <input type="checkbox"/> | Miscellaneous (specify): | | | |

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SECTION II: POLICY AND ORGANIZATION

1. **Company Policy:** Attach a copy of the company's written policy related to security in a format that will give evidence of its dissemination to employees at all levels. Indicate the effective date of the current policy.

2. **Company Structure:** Attach an organizational chart of the company or provide a narrative description of the company's organizational structure including the Security Department. Please indicate the chain of command (structural line of authority) through which information and instructions are communicated to employees at all levels and through which results are achieved. Indicate the effective date of the current structure.

| | | | |
|--|--|------------------|------------------|
| (a) Indicate the number of persons directly involved in security activities. | | | |
| Focus | | Full-Time | Part-Time |
| Security | | | |
| Clerical Support | | | |
| Other | | | |
| | | | |
| (b) Does the person in charge of programming support other areas of the company's operation? | | | |
| | | | |
| (c) If yes immediately above, list each area and the percentage of time devoted to each. | | | |
| 1. | | % | |
| 2. | | % | |
| 3. | | % | |
| 4. | | % | |
| 5. | | % | |
| 6. | | % | |

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SECTION III: EMPLOYEE SELECTION AND SCREENING

1. **H.R. Pre-Employment Practices:** Indicate with a check all personnel policies that are an element of or incorporate elements of the company's security plan.

| | |
|----------------------------------|---------------------------------|
| Employment Application | Personal Reference Confirmation |
| Personnel Interview | Credit Check Run |
| Pre-Employment Medical Screening | Criminal Records Checked |
| MVR Checks (Drivers) | Personality Assessments |
| Previous Employer Verification | Skills Tests |

Provide greater detail on the specific elements of the H.R. Pre-Employment Practices that have successfully identified dangerous or criminal applicants.

2. **H.R. Employment Practices:** Describe additional measures, if any, taken by the company after hiring to identify and avoid dangerous and criminal behavior or circumstances that could lead to dangerous or criminal behavior by an employee, e.g., periodic drug/alcohol screenings, etc.

3. **H.R. Termination Practices:** Describe measures taken when terminating an employee that are driven by security concerns.

4. **Administration:** Indicate who administers the selection and screening processes.

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SECTION IV: TRAINING

Describe the types of security training conducted by the company.

| | |
|--|--|
| 1. Type of Training (e.g., classroom instruction, Highway Watch, etc.) | |
| | |
| 2. Who Does the Training and Who Receives the Training: | |
| | |
| 3. Retraining (what and how often): | |
| | |
| 4. Other (please list): | |

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SECTION V: PROCEDURES

If your company has a document which covers the following information and you are comfortable sharing that document with us for purposes of award evaluation only, you may submit it in lieu of the following. All documents will be treated as proprietary and confidential.

| | | | | | |
|--|--|--|--|--|--|
| 1. Describe company's routine security procedures (indicating effective date of current procedures): | | | | | |
| | | | | | |
| 2. Describe company's procedures to handle security problems: | | | | | |
| | | | | | |
| 3. Describe company's procedures to handle problem employees: | | | | | |
| | | | | | |
| 4. Other related procedures: | <table border="1"><tr><td data-bbox="501 1411 1542 1465"></td></tr><tr><td data-bbox="501 1465 1542 1520"></td></tr><tr><td data-bbox="501 1520 1542 1575"></td></tr><tr><td data-bbox="501 1575 1542 1625"></td></tr></table> | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| 5. Equipment and Technology Used (who selects and maintains?) | <table border="1"><tr><td data-bbox="501 1661 1542 1736"></td></tr><tr><td data-bbox="501 1736 1542 1812"></td></tr><tr><td data-bbox="501 1812 1542 1887"></td></tr><tr><td data-bbox="501 1887 1542 1950"></td></tr></table> | | | | |
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| | | | | | | | | | |
|---|---|--|-----------------------|--|----------------------|--|-----------|--|-----------------------|
| <p>6. Who monitors progress and evaluates result of security program, i.e., of the plan, implementation, technology, training, etc.?</p> | | | | | | | | | |
| | | | | | | | | | |
| <p>7. How is the security program's effectiveness monitored and evaluated; i.e., of the plan, implementation, technology, training, etc.?</p> | | | | | | | | | |
| | | | | | | | | | |
| <p>8. Are security posters displayed appropriately at company's facilities? How often are the posters changed?</p> | | | | | | | | | |
| | | | | | | | | | |
| <p>9. What poster sources are used? (check as applicable)</p> | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;"></td> <td style="width: 25%; text-align: center;">Developed In-House</td> <td style="width: 25%;"></td> <td style="width: 25%; text-align: center;">Insurance Carrier(s)</td> </tr> <tr> <td></td> <td style="text-align: center;">ATA's TSC</td> <td></td> <td style="text-align: center;">Outside Vendor (list)</td> </tr> </table> | | Developed In-House | | Insurance Carrier(s) | | ATA's TSC | | Outside Vendor (list) |
| | Developed In-House | | Insurance Carrier(s) | | | | | | |
| | ATA's TSC | | Outside Vendor (list) | | | | | | |
| | | | | | | | | | |
| <p>10. Are security oriented letters or messages posted or distributed? (describe)</p> | | | | | | | | | |

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SECTION VI: OTHER FACTORS

Describe company's driver/employee incentive and recognition programs that encourage good, sound security practices, both awareness and response.

| | |
|--------------------------------|--|
| (a) Nature of Rewards given: | |
| (b) Basis of Award(s): | |
| (c) Other Kinds of Incentives: | |

SECTION VII: EXPERIENCE

How good a security program is can often be measured by how successful it is at managing security issues. Please report the following:

A. Security Improvement Record

| 2019 Cargo Theft Ratio | | | | | |
|------------------------|--|--|--|--|--|
| Yr. | | | | | |
| Ratio | | | | | |
| 2018 Cargo Theft Ratio | | | | | |
| Yr. | | | | | |
| Ratio | | | | | |

B. Experience

| 2019 Experience | |
|---|--|
| # of Cargo Theft Incidents | |
| # of Cargo Theft Full Loads Recovered | |
| # of Cargo Theft Partial Loads Recovered | |
| \$ Value of Cargo Stolen | |
| \$ Value of Stolen Cargo Recovered | |
| # of Tractors Stolen | |

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| | |
|--|--|
| # of Stolen Tractors Recovered | |
| # of Trailers Stolen | |
| # of Stolen Trailers Recovered | |
| # of Workplace Violence Incidences | |
| # of Emergencies Handled by Security Dept. | |
| # of Suspicious Activities Reported and Responded to by Security Department | |
| # of Security Audits Passed | |

SECTION VIII: SUCCESS STORIES

Provide at least one success story and describe how it was accomplished.

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VERIFICATION FORM

**This Entry Form
is submitted on
behalf of:**

Company

**This Entry Form
is submitted by:**

Signature

Name/Title: _____

Company/City, State: _____

Telephone/Fax/E-mail: _____

**This Entry Form
is endorsed by:**

Signature

Name of Senior
Company Official/Title: _____

Company/City, State: _____

Telephone/Fax/E-mail: _____

The above named individuals attest that all information contained in this Entry Form is representative of the security program(s) of the above named company and is true and accurate or represents the best available estimates; and that all supporting documentation represents materials currently in use to protect company employees, property, trucks and cargo through appropriate security procedures.

By signing above, the above-named individuals grant complete and full authority to the Transportation Security Council of the American Trucking Associations to investigate the records of the company's security operation for the sole purpose of validating the information provided. The results of such investigation shall be held in confidence.

It is further agreed that the Company, if selected for the Award, will have a company representative attend the Safety, Security & Human Resources National Conference & Exhibition to receive his/her recognition during the awards reception and banquet.

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- * This prestigious award recognizes each year the company with the most effective and successful security program in the trucking industry.
- * Competition is open to all members of ATA and/or Transportation Security Council who are in good standing.
- * Entry deadline is **December 4, 2020**.
- * Complete instructions are included in this brochure. Be sure to keep a copy of the completed Entry Form and supporting documentation before sending.
- * Return completed Entry Form Binder (marked “Confidential”) to:

Jacob Pierce, Executive Director
ATA Transportation Security Council
950 N. Glebe Road, Suite 210
Arlington, VA 22203
Email: JPierce@trucking.org

NOTE: This prestigious award is presented only if the ATA TSC receives the requisite number of qualifying submissions in the year being judged.