

Examples of a Site Plan

AEO applicants should provide the Customs and Excise Department (C&ED) with site plans to explain their business operations.

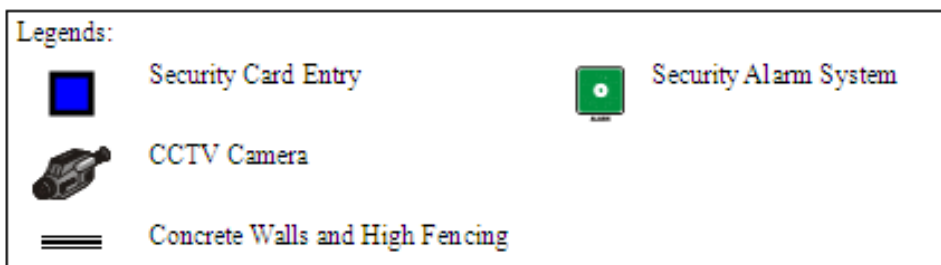
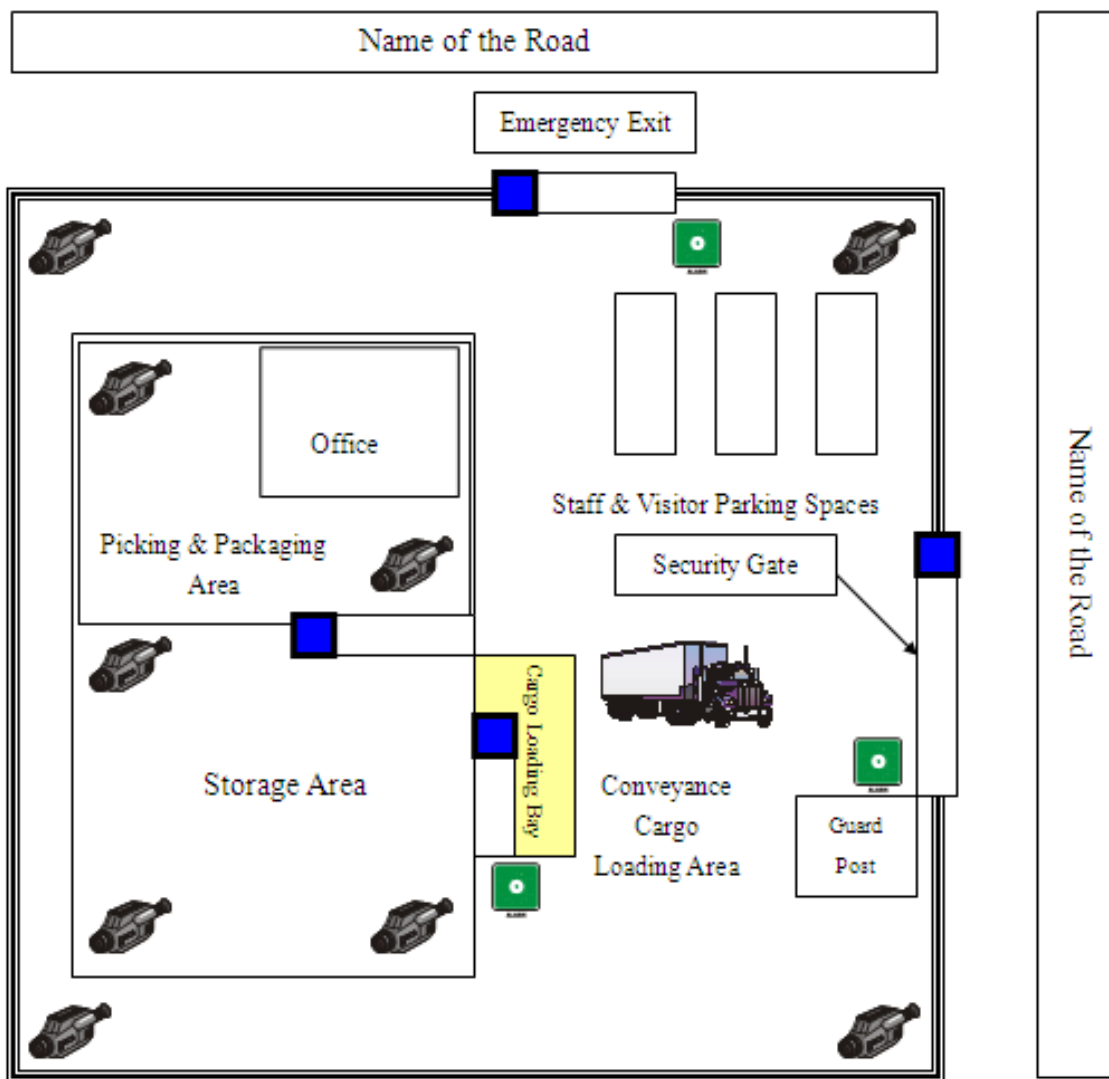
2. A site plan is a pictorial description of a company's premises where goods are manufactured / packed / consolidated / stored / loaded for delivery. It provides information such as location of structures, exterior facades, conveyance parking and goods storage / loading areas, as well as lighting and security devices equipped.

3. A site plan allows C&ED to have an overview of the surroundings of a site with focus on the floor layout showing all entrances/exits, specific areas where goods are handled, and the security features and facilities to ensure integrity of the goods throughout the supply chain under the company's custody.

4. For a company with several sites of operations such as office premises, warehouses and production plants etc., the applicant should provide a separate site plan for each site. Examples of site plans are given on the next pages for reference.

Example 1 - Site Plan of a Production Plant

Site name : _____ Date : _____
 Site address : _____



Example 2 - Site Plan of an Industrial Premises

Site name : _____ Date : _____
Site address : _____

