

8 July, 2013

Airport Standards Division (Security Section)
Civil Aviation Department Headquarters
1 Tung Fai Road, Hong Kong International Airport
Lantau

Dear Sir / Madam,

Re: New Regulated Agent Security Program

In connection with the letter dated 27 February, 2013 "New Regulated Agent Regime's Requirements from 15 July 2013", we are now providing our update Regulated Agent Security Program for your record.

We have appointed Alliance Knowledge Management Limited to handle all issues regarding captioned subject. After consulting to our consultant we have following procedure to implement the new RAR requirements.

Regulated Agent Security Program

After consulting to our consultant we have following procedure to implement the new RAR requirements. Our management reviews our air operation activities and designed new arrangements to fit the new requirements, those information reflected on attached new REGULATED AGENT SECURITY PROGRAM. We also contacting our business partner (Shippers, co-loaders and contractors) regarding to the new requirements.

We will prepare an "Internal Security Procedure for RA" to strengthen the communication internally and clearer the responsibilities for different operation procedures which targeted to be completed by 3 months.

Training Requirement

We appointed Alliance Knowledge Management Limited as our internal trainer and we will arrange our staff to attend their Professional Level Up Training - Security Awareness Training within 3 months.

Internal Audit

Alliance Knowledge Management Limited will perform internal audit within 6 months. The results of each self-assessment shall be maintained for 3 years and be available for the announced and unannounced inspections by Civil Aviation Department.

Enclosed please find the RA Security Programme and required documents for your record.

If you have any queries, please feel free to contact me or Ms. Gloria Fung of Alliance Knowledge Management Limited at 2331 8775.

For and on behalf of
ALL-THE-WAY EXPRESS LIMITED

Authorized Signature and Co. Chop

LEE CHI PING
MANAGER

Encl.