



## COURSE OUTLINE: CJS450 - CUSTOMS PROCEDURES

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Approved: Martha Irwin, Chair, Community Services and Interdisciplinary Studies

<b>Course Code: Title</b>	CJS450: CUSTOMS PROCEDURES	
<b>Program Number: Name</b>	1225: PROTECTION SECURITY	
<b>Department:</b>	CRIMINAL JUSTICE	
<b>Semesters/Terms:</b>	19W	
<b>Course Description:</b>	The Customs Brokering course has now been combined into the Customs Procedures course. The Customs procedures course stays the same, but an extra module has been added to introduce some of the material that was in the Customs Brokering course. Module 12 will contain an overview of the Customs commercial operation and procedures. The Student will be able to develop an understanding of the import process, the release function and accounting procedures. The course will help the student understand topics such as compliance verification, enforcement procedures, refunds, appeals and agency initiatives. The student will also be able to prepare and complete various commercial documentations.	
<b>Total Credits:</b>	4	
<b>Hours/Week:</b>	3	
<b>Total Hours:</b>	45	
<b>Prerequisites:</b>	There are no pre-requisites for this course.	
<b>Corequisites:</b>	There are no co-requisites for this course.	
<b>Vocational Learning Outcomes (VLO's) addressed in this course:</b>	<b>1225 - PROTECTION SECURITY</b>	
Please refer to program web page for a complete listing of program outcomes where applicable.	VLO 1 Work in compliance with established standards and relevant legislation in the protection, security and investigation fields.	
	VLO 2 Make decisions in a timely, effective and legally defensible manner to uphold protection and security.	
	VLO 3 Carry out delegated duties and responsibilities in compliance with organizational policies and procedures.	
	VLO 6 Prevent and resolve crisis, conflict and emergency situations by applying effective techniques.	
	VLO 7 Conduct and/or contribute to investigations by collecting, preserving and presenting admissible evidence.	
	VLO 8 Monitor, evaluate and accurately document behaviours, situations and events.	
	<b>Essential Employability Skills (EES) addressed in this course:</b>	EES 1 Communicate clearly, concisely and correctly in the written, spoken, and visual form that fulfills the purpose and meets the needs of the audience.
	EES 3 Execute mathematical operations accurately.	
EES 4 Apply a systematic approach to solve problems.		
EES 6 Locate, select, organize, and document information using appropriate technology and information systems.		
EES 7 Analyze, evaluate, and apply relevant information from a variety of sources.		
EES 10 Manage the use of time and other resources to complete projects.		



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**General Education Themes:** Civic Life

**Course Evaluation:** Passing Grade: 60%,

**Course Outcomes and Learning Objectives:**

<b>Course Outcome 1</b>	<b>Learning Objectives for Course Outcome 1</b>
1. Orientation/Introduction	1.1 Overview 1.2 Definitions 1.3 Roles and responsibilities
<b>Course Outcome 2</b>	<b>Learning Objectives for Course Outcome 2</b>
2. Foreign Affairs	2.1 NAFTA 2.2 Export & Import Permits 2.3 Monitor & Control Transborder Flow of Goods
<b>Course Outcome 3</b>	<b>Learning Objectives for Course Outcome 3</b>
3. Environment Canada	3.1 CITES 3.2 Exotic Species 3.3 Export & Import Controls
<b>Course Outcome 4</b>	<b>Learning Objectives for Course Outcome 4</b>
4. Health Canada	4.1 Acts & Regulations 4.2 Reduce Health & Safety Risks to Canadians
<b>Course Outcome 5</b>	<b>Learning Objectives for Course Outcome 5</b>
5. Canadian Food Inspection Agency	5.1 Traveller's Responsibilities 5.2 Permits 5.3 Fees and Services
<b>Course Outcome 6</b>	<b>Learning Objectives for Course Outcome 6</b>
6. Transport Canada	6.1 RIV Program 6.2 Importation of New and/or Used Vehicles 6.4 Requirements
<b>Course Outcome 7</b>	<b>Learning Objectives for Course Outcome 7</b>
7. Postal Procedures	7.1 Commercial Mail 7.2 Personal Mail 7.3 Allowances
<b>Course Outcome 8</b>	<b>Learning Objectives for Course Outcome 8</b>
8. Firearms Legislation	8.1 Definitions 8.2 Canada's Firearms Law 8.3 Restricted and Prohibited Firearms 8.4 Non-Resident Requirements
<b>Course Outcome 9</b>	<b>Learning Objectives for Course Outcome 9</b>
9. Officer Powers	9.1 Customs Act and Criminal Code 9.2 Bill C-18 9.3 Impaired Driving Offences 9.4 Outstanding Warrants 9.5 Possession of Stolen Property 9.6 Abductions
<b>Course Outcome 10</b>	<b>Learning Objectives for Course Outcome 10</b>
10. Enforcement	10.1 Interview Techniques

	Procedures	10.2 Note Taking and Reports 10.3 Courtroom Preparation 10.4 Behavioural Analysis
	<b>Course Outcome 11</b>	<b>Learning Objectives for Course Outcome 11</b>
	11. Personal Safety	11.1 Confrontation Management 11.2 Communication Model

**Evaluation Process and Grading System:**

Evaluation Type	Evaluation Weight	Course Outcome Assessed
Test 2	35%	
Test 1	35%	
Test 3	30%	

**Date:**

July 27, 2018

Please refer to the course outline addendum on the Learning Management System for further information.