



COURSE OUTLINE: CJS450 - CUSTOMS PROCEDURES

Prepared: sbolduc

Approved: Karen Hudson - Dean

Course Code: Title	CJS450: CUSTOMS PROCEDURES	
Program Number: Name	1225: PROTECTION SECURITY	
Department:	CRIMINAL JUSTICE	
Academic Year:	2025-2026	
Course Description:	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.	
Total Credits:	4	
Hours/Week:	3	
Total Hours:	42	
Prerequisites:	There are no pre-requisites for this course.	
Corequisites:	There are no co-requisites for this course.	
Vocational Learning Outcomes (VLO's) addressed in this course:	1225 - PROTECTION SECURITY	
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.	
	Essential Employability Skills (EES) addressed in this course:	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.

Course Evaluation:

Passing Grade: 60%, C

A minimum program GPA of 2.0 or higher where program specific standards exist is required for graduation.

Course Outcomes and Learning Objectives:

Course Outcome 1	Learning Objectives for Course Outcome 1
1. Orientation/Introduction	1.1 Overview 1.2 Definitions 1.3 Roles and responsibilities
Course Outcome 2	Learning Objectives for Course Outcome 2
2. Foreign Affairs	2.1 NAFTA 2.2 Export & Import Permits 2.3 Monitor & Control Transborder Flow of Goods
Course Outcome 3	Learning Objectives for Course Outcome 3
3. Environment Canada	3.1 CITES 3.2 Exotic Species 3.3 Export & Import Controls
Course Outcome 4	Learning Objectives for Course Outcome 4
4. Health Canada	4.1 Acts & Regulations 4.2 Reduce Health & Safety Risks to Canadians
Course Outcome 5	Learning Objectives for Course Outcome 5
5. Canadian Food Inspection Agency	5.1 Traveller's Responsibilities 5.2 Permits 5.3 Fees and Services
Course Outcome 6	Learning Objectives for Course Outcome 6
6. Transport Canada	6.1 RIV Program 6.2 Importation of New and/or Used Vehicles 6.4 Requirements
Course Outcome 7	Learning Objectives for Course Outcome 7
7. Postal Procedures	7.1 Commercial Mail 7.2 Personal Mail 7.3 Allowances
Course Outcome 8	Learning Objectives for Course Outcome 8
8. Firearms Legislation	8.1 Definitions 8.2 Canada's Firearms Law 8.3 Restricted and Prohibited Firearms 8.4 Non-Resident Requirements
Course Outcome 9	Learning Objectives for Course Outcome 9
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
Course Outcome 10	Learning Objectives for Course Outcome 10
10. Enforcement Procedures	10.1 Interview Techniques 10.2 Note Taking and Reports 10.3 Courtroom Preparation 10.4 Behavioural Analysis
Course Outcome 11	Learning Objectives for Course Outcome 11
11. Personal Safety	11.1 Confrontation Management 11.2 Communication Model

Evaluation Process and Grading System:

Evaluation Type	Evaluation Weight
Assignments	20%
Attendance/Participation	10%
Presentation	10%
Tests	60%

Date:

June 17, 2025

Addendum:

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