Regular Member Criteria – New Applicant Exception Guidelines
'BUILDING STRENGTH FROM WITHIN'

The following exception guidelines may be applied by companies applying for membership. Applicant must be compliant or meet one of the following exception guidelines at the date of application.

BUSINESS IN CANADA: The applicant must be in business in Canada for 36 months. Exceptions to the 36 months may be given if the applicant meets all other membership requirements and:

- The applicant has been a member of a foreign trade office or association for at least 36 months, or:
- The applicant has been an individual member of FIATA (or other recognized body) for at least 36 months, or:
- The applicant has been operating a business in Canada for at least 36 months and is opening /establishing a logistics enterprise

PROVISIONAL MEMBERSHIP: The applicant has not been in business for 36 months and does not meet the exception criteria listed above.

DANGEROUS GOODS COMPLIANCE: Every applicant must be responsible for meeting Transport Canada's requirements that there be trained personnel at each location where shipping of dangerous goods cargo takes place by air, ocean and/or truck. This means that each applicant must have trained staff in Canadian Transportation of Dangerous Good Regulations. No exceptions to the criteria if the location handles dangerous goods.

- If a location does not handle dangerous goods by air or ocean, at least one person at the location must have training in DG General Awareness or Dangerous Goods by Road (available on-line, on demand from CIFFA)

TRAINED STAFF: The applicant must have at least one (1) trained staff with a CIFFA Certificate or equivalent training at each location where international freight forwarding operations is conducted. Exceptions may be made if the applicant does not have CIFFA Certificate trained staff in each location with international freight forwarding operations, and the applicant meets all other membership criteria, if:

- Applicant personnel has/have successfully completed a CIFFA recognized equivalent program. Recognized equivalent programs include:
    - Accredited university or college degree/certificate/diploma programs of International Transportation or International Business which have a global supply chain component
    - FITT/CITP
    - CITT Or:
- Applicant personnel has/have successfully completed a freight forwarding or logistics apprenticeship in a CIFFA recognized foreign jurisdiction(s) Or:
- If there is no evidence of formal training provided, other evidence which demonstrates competency may be considered if:
    - Individuals have more than 10 years of practical, relevant experience in the industry (attach CV for each individual)

Effective June 17, 2026