



PENTICTON AIRPORT

Security Awareness Program



Transport
Canada

Transports
Canada

Canada 

Introduction

The Penticton Regional Airport Security Awareness program has been created to provide information to airport stakeholders on airport security requirements.

This program must be successfully completed by all people that require a Restricted Area Pass (RAP) at Penticton Airport. All other airport stakeholders are encouraged to complete this program as well.

Note: *Those employees that hold a valid Restricted Area Identity Card (RAIC) from another Canadian airport are exempt from module 1. Please provide a copy of your RAIC with your application.*

Program Modules

This program has two modules. The first is an online national security awareness module and the second is the information contained in this document and is specific to the Penticton Regional Airport.

Module 1 – National Airport Security Awareness

The National module describes the processes that are generic to all Canadian commercial airports. As some of this information is related to airports with the RAIC system not all information may be of direct relevance but is good to understand.

Click on the link below to complete the National Awareness Module. There is a quiz at the end, and you must provide proof of successful completion with your RAP (Restricted Area Pass) application.

https://www.bapexam.ca/modules/NATIONAL_EN_FINAL/index.html

Module 2 - Local Airport Security Awareness

This module describes the security system and process here at Penticton Airport. Read through the information and gain a good understanding as you may be asked to verbally explain some of the processes when requesting your Restricted Area Pass.

Penticton Regional Airport is a Class 3 Airport under the Aviation Security Regulations. As such it is governed by specific regulations that are commensurate with the size and complexity of the airport operation and threat against an airport of this size.

Penticton Airport Security Policy Statement

Penticton Airport is committed to keeping its airport safe and secure and worthy of public confidence. The overall objective is to improve security awareness and reduce the security risk to a manageable level.

Penticton Airport strives to promote an elevated level of security for its clients, employees, and stakeholders by developing a culture of security vigilance and awareness.

Penticton Airport is committed to being a leader in security and to continually improve security through the following objectives:

- Promoting a culture of security, vigilance, and awareness.
- Enhancing cooperation and collaboration with our security partners.
- Implementing effective processes and procedures that meet national and international standards and complying with all applicable legislative and regulatory requirements.
- Reviewing all security incidents and breaches including implementation of corrective actions and lessons learned, and,
- Communicating and informing the airport community regarding security issues.

Penticton Airport Security Personnel acknowledge that aviation security is a fundamental priority to the operation of Penticton Airport and will conduct their Security Roles in accordance with the Penticton Airport Security Program Manual.

Penticton Airport is committed to ensuring security is a priority in airport operations and continual improvement of security practices.



Simon Barbour, Airport Manager, Penticton Airport

Purpose of the Airport Security Program

An airport security program builds capacity to respond to emerging or unforeseen aviation security threats and risks by:

- Improving aviation security awareness and understanding of aerodrome-related security roles and responsibilities within an organization.
- Encouraging and coordinating the sharing of aviation security information both inside and outside the organization, when and where appropriate; and
- Engaging the entire organization to be more involved and proactive in the management, coordination, integration, and continuous improvement of security, training, awareness, and preparedness.

Regulatory Requirements

The following is a list of regulations pertaining to aviation security:

- ICAO (International Civil Aviation Organization) Annex 17.
- Aeronautics Act Part 1, Section 4.7.
- Canadian Aviation Security Regulations 2012 Part 6,
- Aerodrome Security Measures Part 3

Documents of Entitlement

The following is a list of documents of entitlement to enter Restricted Areas at the Penticton Regional Airport:

- Restricted Area Pass (RAP) (White)
- Temporary RAP – Used when RAP is lost, forgotten and must be signed out and returned daily. (Blue)
- Visitor Pass – Must be escorted by a RAP holder (Orange)
- Boarding Pass issued by the airline.
- Passenger Escort form issued by the airline.
- Identification presented by a uniformed member of the Canadian Armed Forces.
- Identification presented by a peace officer (RCMP (Royal Canadian Mounted Police), CBSA (Canada Border Services Agency), CSIS (Canadian Security Intelligence Service))

Access Passes

There are three types of Access Passes for the airport, a Restricted Area Pass (RAP) or a Temporary RAP which allows the holder access to areas of the apron and terminal based on their requirement and a Visitor Pass which always requires an escort by a valid RAP or Temporary RAP holder. See examples that follow.

RAPs are issued only to those employees that have a demonstrated need and right to enter the airport Sterile Area and/or Restricted Area and have received Transport Canada Security Clearance.



Restricted Area Pass



Temporary Pass



Visitor Pass

****PASSES MUST ALWAYS BE DISPLAYED WHEN WITHIN THE RESTRICTED AREA****

Airport Familiarization

Restricted Area

The area outlined in red below is the Restricted Area. Only those employees with a RAP and Need and Right may enter this area. Airline and Security staff must monitor passengers when traversing between aircraft and terminal/terminal and aircraft.



Indicators and Reporting Procedures

In the event that suspicious activity is witnessed:

- Unusual activity around any aircraft.
- Unattended baggage.
- Vehicles parked for extended periods of time in areas surrounding airport property.
- Unlocked gates and holes in the fence line.
- Unfamiliar people in restricted/sterile areas without a RAP.
- Someone asking unusual questions or taking unusual interest in something.

Report the information to security, do not attempt to handle the situation on your own or put yourself at risk. When you witness suspicious activity use the following rules:

- Report
- Observe
- Record

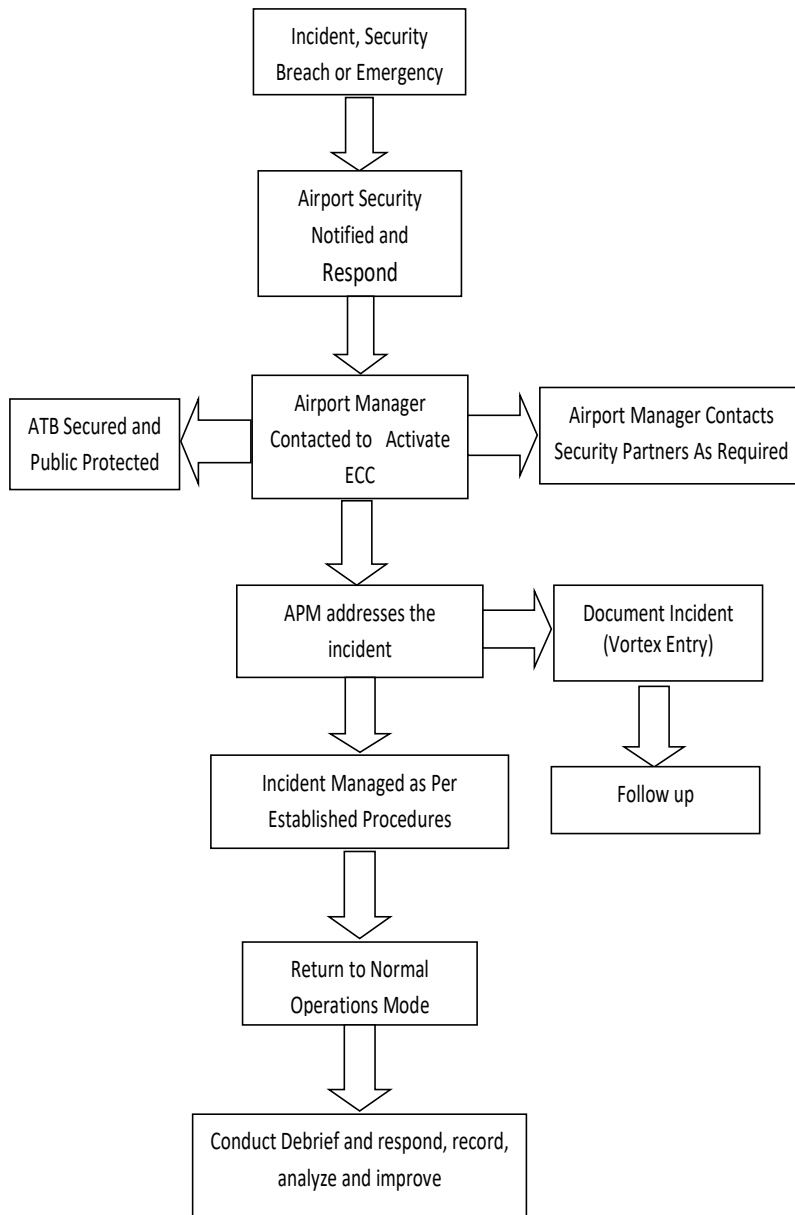
Responsibility to Aviation Security

The Penticton Regional Airport's responsibility to aviation security is to support in a way that is comprehensive, integrated, coordinated and risk based. It is comprised of elements, such as policies, processes, procedures, and practices that are focused on security preparedness, detection, prevention, response, and recovery to safeguard civil aviation against acts of unlawful interference.

Every airport employee has a responsibility to report unusual activity anywhere on or immediately around the airport. Airport Employees that hold a RAP are expected to observe and challenge and report anyone in the restricted area that does not have a document of entitlement.

Procedures for Responding

The following process details the response to security incidents and breaches. Penticton Regional Airport monitors the response and effectiveness of stakeholders in mitigating risks.



Conclusion

As an employee, tenant, or contractor at YYF, or as someone who requires access inside the airport perimeter fence in the course of your employment, you have an obligation and responsibility to meet the regulated and local security requirements of our airport.

This makes you an integral part of the YYF Security Team. You are relied upon to be familiar with the normal operations and layout of your workplace and to function as an extra set of eyes and ears around the airport and our property.

**Please watch for and report security threats
and weaknesses immediately when you see
them.**



**See something.
Say something.**