

**AIRPORT SECURITY PROGRAMME  
TEMPLATE**

- 1. Programme Objective**
- 2. Definitions**
- 3. Current Threats to Civil Aviation**
- 4. Sources of Regulation**
  - 4.1 Legislation.
  - 4.2 National Civil Aviation Security Programme
  - 4.3 Other Legislation or Regulations
- 5. Duties and Responsibilities**
  - 5.1 Airport General Manager
  - 5.2 Airport Security Manager
  - 5.3 Police Authority
  - 5.4 Government Agencies
  - 5.5 Aircraft Operators
  - 5.6 Airport Tenants
  - 5.7 Local Government Units
  - 5.8 Other Authorities
  - 5.9 General Aviation
- 6. Airport Security Committee**
  - 6.1 Terms of Reference
  - 6.2 Membership
- 7. Communications**
- 8. Description of Airport**
  - 8.1 General
  - 8.2 Landside / Airside / Security Restricted Areas
  - 8.3 Hours of Operation
  - 8.4 Airport Operating Services
  - 8.5 Air Traffic Services
  - 8.6 Aircraft Operators
  - 8.7 General Aviation
  - 8.8 Private Organisations and Businesses
  - 8.9 Military / Para-Military Organisations

**9. Security Measures at the Airport**

- 9.1 Airport Security
- 9.2 Aircraft Security
- 9.3 Passengers and Cabin Baggage Security
- 9.4 Hold Baggage Security
- 9.5 Cargo & Mail Security
- 9.6 Aircraft Operator Mail and Stores
- 9.7 Aircraft Catering Supplies and Stores
- 9.8 Aircraft Cleaning Supplies and Stores
- 9.9 General Aviation

**10. Staff, Equipment and Quality Control**

- 10.1 Staff Recruitment
- 10.2 Security Training
- 10.3 Security Equipment
- 10.4 Quality Control

**11. Contingency Planning**

- 11.1 Threat Assessment
- 11.2 Enhanced Security Measures
- 11.3 Response to Acts of Unlawful Interference
- 11.4 Incident Reporting

**Annexes**

- A. Scale Map of Airport and Environs
- B. Detailed scale map showing landside, airside, security restricted and controlled areas with access control points
- C. Detailed map of the terminal with locations of security equipment
- D. Organisation Chart
- E. Aircraft Operators' Contact Information
- F. Private Organisations and Businesses at the Airport
- G. List of Persons Exempt from Screening
- H. Legislation relating to Carriage of Firearms and Weapons
- I. Airport Contingency Plan