

OBJECTIVE To promote safe operations in the Secured, SIDA, AOA and Sterile Areas of Orlando International Airport through a policy that, among other things, requires access control and security screening.

DEFINITIONS **Security Identification Display Area (SIDA):** A portion of an airport specified in the airport security program, in which security measures specified in 49 CFR Part 1542 are carried out. This area includes the Secured Area and may include other areas of the airport.

Air Operations Area (AOA): Any area on the airfield that an aircraft can operate. More specifically, the AOA includes, but is not limited to, aircraft movement areas, aircraft parking areas, loading ramps, safety areas and other adjacent areas not separated by adequate security measures.

Secured Area: Any area of the airport where passenger aircraft enplane or deplane passengers. It also includes any location where passenger baggage is sorted and loaded onto passenger aircraft and any adjacent areas not separated by adequate security measures.

Sterile Area: The Sterile Area is the area of the terminal beyond the TSA security screening and airport employee screening lanes, up to, but not including the jet way doors.

METHODS, TRAINING, AND TESTING Any person or vehicle in the SIDA/Sterile/AOA must have access authorization or be under proper escort.

Upon approval of a person's SIDA/Sterile/AOA Access Authorization request, the person must satisfactorily complete the applicable SIDA/Sterile/Driver training course(s).

Upon successful completion of the SIDA/Sterile training course, the access authorization will be added to the person's Orlando International Airport access control identification media (MCO Badge) by Access Control.

SECURITY SCREENING All vehicles and persons requiring access to the Secured Area must be properly processed through a security screening checkpoint unless they are exempt.

Entry or attempted entry into the SIDA/Sterile/AOA constitutes consent to search a person's body, property and vehicle.

No deadly or dangerous articles or weapons are authorized unless pre-approved by the Director of Security.

Persons may be exempt from this policy as a result of the individual's job responsibilities. Individual exemption from this policy is reviewed by the Director of Security and approved by the Chief Executive Officer, in his sole discretion.

**INDIVIDUAL
ACCOUNTABILITY**

Approved and authorized persons exempt from this policy must complete the Request for Employee Screening Exemption Form 730.01.1.

All individuals who have been issued an MCO Badge must comply with this policy, and all security procedures (e.g., proper escort, display, and challenge requirements).

VIOLATIONS

Any person who violates the procedures for security screening, or for improperly accessing or operating in the SIDA/Sterile/AOA, will be subject to a Security Violation. Those procedures are described or specified in applicable regulations and policies, and in information provided in training to those with access to that area. Penalties for security violations are as follows:

1st Security Violation within the five (5) years prior to the date of that violation:

- a. MCO Badge confiscated for at least five (5) calendar days.
- b. At least a five (5) calendar-day suspension of access to the SIDA/Sterile/AOA.
- c. MCO Badge, SIDA/Sterile/AOA access will not be reinstated prior to the person successfully completing the applicable SIDA/Sterile training course.
- d. Regarding a, b, and c above, a letter is sent to the person's employer or, for Aviation Authority employees, to the Human Resources Department.
- e. Any deviation regarding a, b, c, and d above shall be documented and approved by the Director of Security, and submitted through the Chief of Operations and approved by the Chief Executive Officer, in their sole discretion.
- f. The person's MCO Badge, SIDA/Sterile/AOA access may be permanently revoked, as recommended by the Director of Security and approved by the Chief Executive Officer, in their sole discretion.

2nd Security Violation within the five (5) years prior to the date of that violation:

- a. MCO Badge confiscated for at least ten (10) calendar days.
- b. At least a ten (10) calendar-day suspension of access to the SIDA/Sterile/AOA.

- c. MCO Badge, SIDA/Sterile/AOA access will not be reinstated prior to the person successfully completing the applicable SIDA/Sterile training course.
- d. Regarding a, b and c above, a letter is sent to the person's employer or, for Aviation Authority employees, to the Human Resources Department.
- e. Any deviation regarding a, b, c, and d above shall be documented and approved by the Director of Security and submitted through the Chief of Operations and approved by the Chief Executive Officer, in their sole discretion.
- f. The person's MCO Badge, SIDA/Sterile/AOA access may be permanently revoked, as recommended by the Director of Security and approved by the Chief Executive Officer, in their sole discretion.

3rd Security Violation within the five (5) years prior to the date of that violation:

- a. Permanent revocation of MCO Badge and access to the SIDA/Sterile/AOA.
- b. Any deviation regarding a. above must be recommended by the Director of Security and submitted through the Chief of Operations and approved by the Chief Executive Officer, in their sole discretion.

FORMS

Request for Employee Screening Exemption Form, 730.01.1

**APPROVAL AND
UPDATE HISTORY**

Last Approval

Aviation Authority Board: August 20, 2014
Chief Executive Officer: April 13, 2021

Supersedes

All Previous

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