Security Procedures from the Aviation Security Division

Concourse Passes Involving Prohibited Items



1) Unbadged contractors who need to enter the Sterile Area to perform equipment repairs with 'tools of the trade' must obtain a Concourse Pass.

2) Contractor and an Airport badged employee from the sponsor tenant must meet on the Public side of the Checkpoint. *No escort authority is required as long as the contractor remains in the passenger area of the Sterile Area.*

3) Badged employee will conduct a visual inspection of the tools to ensure that are all necessary for the job and that there are no additional prohibited items.

4) Badged employee will present the tools to the Checkpoint employee and go through the TSA screening process.

5) Contractor will present Concourse Pass and be screened into the Sterile Area.

6) Badged employee must maintain control of the tools by monitoring the work the entire time.

7) After completion of the job, badged employee must ensure that all tools brought into the Sterile Area leave with the contractor.

These procedures put the responsibility for the tools on the Airport badged employee. It also removes the complication of requiring an 'Escort' authority. However, any company that utilizes the same contractor on a regular basis should request they go through the badging process. This will minimize the impact on the Sterile Area company for these operations.