

APPLICATION FOR RAIC OR ID BADGE

THIS FORM MUST BE FILLED OUT ELECTRONICALLY – HAND WRITTEN FORMS WILL NOT BE ACCEPTED

REQUESTING OFFICER					
As a Requesting Officer for my organization, I request that the Calgary Airport Authority issue a RAIC, Temp or ID Badge of the type indicated to this applicant. On behalf of my organization, I accept responsibility for the RAIC, Temp or ID Badge issued and commit to pay all fees levied by the Calgary Airport Authority for loss or misuse.					
NAME			POSITION		
EMPLOYER		CONTRACTED BY		DEPARTMENT, DIVISION OR CONTRACTOR NAME	
EMPLOYER ADDRESS (Street or Box number)					
CITY		PROVINCE	POSTAL CODE	BUSINESS PHONE (Include area code)	
RAIC REQUESTED FOR (Check only boxes that apply) <input type="checkbox"/> RAIC <input type="checkbox"/> Aircrew <input type="checkbox"/> ID Badge (Pre-Security Only)				NEW APPLICATIONS ONLY SECURITY CONTROL REQUESTED <input type="checkbox"/> Escort Required <input type="checkbox"/> Search Required	
DATE OF APPLICATION (YYYY-MM-DD)		EMPLOYER SIGNATURE		CONTRACTOR SIGNATURE	
APPLICANT					
SURNAME		GIVEN NAMES		BIRTH DATE (YYYY-MM-DD)	
HEIGHT (Mandatory)	WEIGHT (Mandatory)	EYE COLOUR (At time of application)		HAIR COLOUR (At time of application)	
HOME ADDRESS (Street or Box number)			CITY	PROVINCE	
POSTAL CODE		PERSONAL PHONE (Include area code)			
EMAIL ADDRESS		OCCUPATION			
APPLICANT'S CONSENT AND CERTIFICATION					
<p>For the purpose of this application for a Restricted Area Identity Card (RAIC) I consent to the collection and storage of the personal information on this application form. I understand that the information will be stored in the RAIC and Access Control computer systems of Calgary International Airport, and that I may obtain a copy of the stored information upon request. NOTE: The Pass Office destroys this form once the information is entered into the computer systems.</p> <p>I consent to the collection of the personal information that will be displayed on the RAIC, and the fingerprint and iris images that will be used to create the biometric template that will be stored on the RAIC. NOTE: The Pass Office does not retain any fingerprints or iris images; the biometric template created from these images is only stored on the RAIC card.</p> <p>I consent to the disclosure to the Canadian Air Transport Security Authority (CATSA) of the templates that will be stored on the RAIC.</p> <p>I certify that all the information set out by me in this application, including any supporting documentation, is true and correct to the best of my knowledge and belief.</p>					
APPLICANT'S SIGNATURE _____			DATE _____		
<p>NOTE: Consent may be given only by an individual who has reached the age of majority. Where an applicant is a minor, the signature of a parent, guardian or tutor is mandatory on both this form and the receipt form at the Pass Office. The parent, guardian or tutor who signs the consent must be in attendance at the Pass Office while this application is being processed. Photo ID will be required.</p>					

INTRODUCTION

Security is one of the Calgary Airport Authority's key values. The Authority will ensure that all decisions about the airport take into account the potential impact on security. All managers, with either Calgary Airport Authority or companies located at YYC, are directly responsible for implementing this policy within their business areas and for adherence by their staff. It is the responsibility of each and every employee at YYC to adhere to this policy.

POLICY

YYC is committed to being a leader in both physical and electronic security and to continually improve security through the following objectives:

- Enhancing cooperation and collaboration with our security partners
- Promoting a culture of security vigilance and awareness
- Using risk management principals to guide an appropriate response to security threats
- Implementing effective processes and procedures that meet national and international standards
- Complying with all applicable regulatory requirements
- Ensuring that all persons employed at YYC or requiring access to the aerodrome receive the appropriate security awareness and training
- Ensuring that correct and adequate equipment and facilities are in place to maintain security
- Establishing processes to eliminate or minimize security risk to people, aircraft or property
- Reviewing all security incidents and breaches, including implementation of corrective actions and lessons learned
- Communicating with and informing the wider airport community of issues regarding security
- Achieving these objectives requires that everyone at the airport fully understands their security responsibilities and their commitment to fostering a proactive security culture

NAME	SIGNATURE	DATE (YYYY-MM-DD)