Airside Access Changes

Presentation to JAC members
with airside access 30 June 2022

Agenda

- Derek Fage - Jersey Aero Club - Deputy Chairman
  - Background, Options, Way Forward, and Process
- Robin MacRae – Ports of Jersey – Airport Director
  - Opening Statement & Presentation
- Maria Le Tiec– Ports of Jersey – Head of Passenger Services and Security
  - Available for Q&A
- Q&A

Airside Access Changes - Background

- The DCA and POJL reviewed security access in line with the requirements imposed on the Airport by the Office of the Director of Civil Aviation (POJL will cover this further in their presentation)

- On 3 May 2022 the JAC was instructed by the DCA to cease allowing members airside access outside the hours of Synergy Operation when the desk was manned (08:30-18:00)

- The JAC have had a number of meetings with POJL on how we can become compliant with the new requirements being imposed and get airside access back to members for airport opening hours

- A summary of options considered follows

Option A – Demarcated Area (DA)
Using JAC membership card and system

- Pros
  - Less formality for members
- Cons
  - Access control required from DA to Security Restricted Area (SRA)
  - Additional due-diligence / security screening for airside pass holders
  - Defining the DA (including signage/markings)
  - Access into and out of DA for ATF/ARFFS/CIASL etc
  - Trained access control personnel need to be fully security cleared
  - DCA must approved and take to DfT
  - Still required POJL oversight, whilst providing significantly more club responsibility
  - Reduction in aerodrome security overall
  - Out of hours still an issue as airside access needs pass verification by either extending desk hours or using CCTV with a remote operator (POJL cannot do this with club systems)
  - Significant additional cost to club
  - Less flexibility for members than now (and out of hours access still an issue)

Option B – POJL AIC System – SRA
Using JAC membership card and system for building access

- Pros
  - Compliant – remains SRA
  - One compliant system – all personnel have the same security checks including GSAT
  - All docs and checks securely maintained within ID Gateway (GDPR)
  - POJL Security – standard ops and SOPs
  - Current Aerodrome security level maintained (SRA)
  - Trained Access Control Personnel security checked
  - No issues with POJL oversight
  - Lower ongoing costs of systems and access control out of hours personnel
- Cons
  - AIC costs (approx £80) every 5 years
  - Less flexibility for members than now (but out of hours access available)

Option C – JAC Membership Cards – SRA
Using JAC membership card and system for building and airside access

- Pros
  - Card system already in use
  - Current security area remains (SRA)
- Cons
  - Currently not compliant – background checks insufficient
  - Club systems subject to POJL oversight and audit (and potentially CAA/DfT audit)
  - Access control can only be conducted by trained staff (such as Synergy during desk hours)
  - Access control out of Synergy hours responsibility of JAC – POJL not trained on JAC systems and cannot provide this
  - Need to either extend desk hours or implement CCTV system with remote trained staff
  - Significant additional cost to club
  - Less flexibility for members than now (and outside hours access still an issue)

Option D – Hybrid JAC and POJL system – SRA

Using JAC membership card and system for building and airside access in hours, and POJL AIC and system out of hours

- Pros
  - Card JAC system already in use in hours
  - Current security area remains (SRA)
  - POJL AIC system with remote CCTV verification out of hours
- Cons
  - Currently JAC not compliant – background checks insufficient
  - Club systems subject to POJL oversight and audit (and potentially CAA/DfT audit)
  - Access control can only be conducted by trained staff (such as Synergy during desk hours)
  - JAC members will need different cards and background checks for access depending on hour of day
  - Duplicaiton of costs and processes and security checks
  - Less flexibility for members than now

The way forward – POJL AIC System

- Following consideration of the options including ongoing club costs (including additional staffing), ongoing management and responsibilities the only cost-effective and compliant method of access is to move to use the POJL Access Control System

- This should not be regarded as an 'Airport Security Access Point' for general use

- It is still the 'JAC Airside Access Point', where the JAC have agreed with POJL that POJL can carry out the required access control using JAC sponsored Airport Identification Cards (AICs)

Overview of Future Airside Access Process

- Membership still required – cards will provide access to flying room out of hours
- Airside Access will be provided based on 30 mins before and 30 mins after AIP hours (so 06:30 – 22:00 in the summer)
- POJL Airside Access Cards (AICs) will be sponsored by JAC
- Airside Access Requirements
  - Valid pass to be verified for member (Synergy in hours, POJL CCTV out of hours)
  - Each pass holder must present their pass
  - Visitors / passengers need to be logged on JAC website in advance
    - PC will be available in flying room for logging if required
- Returning Landside will remain similar to current, but use POJL AIC card
- Members are responsible for visitors / passengers and must keep them in sight at all times

POJ AIC Issue Requirements

- Proof of ID (Passport or Drivers License)

- Criminal Record Check (Disclosure Scotland) within 10 weeks (£25)

- Employment/Education/Training and any gaps > 28 days over the previous 5 years

- A security interview form

- An Accreditation Check (carried out by UK government) (£10)

- A GSAT (£9.12) *JAC will manage this process and pay for these on initial transfer of current airside members*

- *POJL have agreed to waive the £40 AIC card issue fee on initial transfer of current members*

POJ AIC Issue Process

- This is being tested and finalised with JAC specific supporting processes
- Sponsor process in progress (should complete next week)
- Confirmation of existing AIC pass holder process being finalized with POJL
  - Need legitimate reason and pass issued for correct requirements
  - POJL work ID pass is not appropriate as it is effectively an abuse of pass
  - It is expected that JAL and Gamma issued cards for pilots will be able to be 'added' to JAC Door group
- JAC plan to send out details of process to airside members who want to start the process next week
  - Should members want to start their disclosure Scotland check now to save time (takes approx 10 days) then that can be done for members without a JAL or Gamma AIC

POJ AIC Migration Process

- This is also being finalized with POJL
- It is expected that we can run dual systems for a period of time until the POJL AIC systems fully installed
- Once AICs are issued and POJL AIC system in process, then airside access out of hours will be available again
- We are looking at how to 'manage' the process when POJL system goes live whilst members wait for their AICs to be issued
  - No member with a current valid membership card with airside access will be denied airside access during their AIC application process if there are any delays
- JAC will provide regular progress updates to members with airside access
- Target complete migration by 1 October, but out of hours as soon as system available

Questions

- Q&A Session will be after Ports of Jersey Presentation