

## EXHIBIT A

### AIRPORT SECURITY

Employees who are required to work within the secure areas of the terminal must be able to obtain security clearances, as mandated by the Transportation Security Administration (TSA). All employees must display Airport ID, provided by the Airport at a cost of \$40, which covers the cost of fingerprinting and background checks. Contractor employees will not be allowed to work until this requirement is met. The Airport shall levy fines if IDs are lost. If an employee ends employment with the contractor, the Airport must be notified immediately and the ID must be returned. The contractor will collect airport issued IDs immediately upon employee termination.

The contractor will confirm that no employees, even those not requiring an airport issued ID, have prior felony convictions. The contractor will verify this upon employment and have this verification available for review by airport representatives.

Code of Federal Regulations 49 Part 1542 prescribes aviation security rules governing the operation of each airport regularly serving scheduled air carrier operations as well as each person who is in or entering a sterile area of the airport.

Part 1542 of 49 CFR requires the City of Portland to use the procedures included, and the facilities and equipment described, in the approved airport security program to ensure the security of the air operations area. The City of Portland is required to perform the following control functions:

- (1) Controlling access to each air operations area including methods for preventing the entry of unauthorized persons and ground vehicles.
- (2) Controlling movement of persons and ground vehicles within each air operations area including when appropriate, requirements for the display of identification.
- (3) Promptly detecting and taking action to control each penetration, or attempted penetration of an air operations area by a person whose entry is not authorized in accordance with the security program.

**Personal Identification:** The TSA approved airport security plan requires each person to continuously display airport issued or approved identification while in restricted Security Identification Display Areas (SIDA). All employees who will be working within the SIDA, the gate concourse (sterile area), or other secured areas (TSA & Airport Administration Offices) are required to be badged. Escorting of non-badged employees will not be allowed at any time.

Unescorted access allows properly identified individuals who have met the airport security requirements to work in restricted areas without a representative of the airport present. However, before such airport ID may be issued the applicant must be fingerprinted, pass a background check, complete a badge application form and the individual must successfully complete SIDA Badge Training. Employees who will require unescorted access to restricted areas must successfully complete this training prior to beginning work at the airport. Badge applications are available at the Communication Center or online at <http://www.portlandjetport.org/node/61>.

**Temporary Vehicle Identification:** Each vehicle requiring temporary access to the air operations area of the airport will be issued a temporary vehicle pass by the City of Portland. Vehicles will be restricted to non-movement areas (ramps) unless under escort by an authorized vehicle in accordance with FAR Part 139. Passes will be issued only to properly badged individuals who have successfully completed the appropriate driver training. If arranged in advance, drivers who are not badged or tested may be escorted by Airport Operations Personnel.

Temporary vehicle passes are numbered sequentially. These passes are issued by the Communication Center. When requesting a vehicle pass the contractor should provide vehicle registration as well as a certificate of insurance with the City of Portland named as additional insured. This pass should be placed on the dash of the vehicle.

**Lost or Stolen Identification:** The City of Portland is accountable to the Transportation Security Administration for all airport issued identification. Fines for lost, stolen or non-returned identification are as follows:

Personal Identification:

First reissue	- \$100
Second reissue	- \$150
Third reissue	- \$200

The City of Portland is authorized to produce, retrieve and control airport issued identification.

**Use of Perimeter Gates:** All field gates are controlled by a computerized key system. The computerized “Intellikeys” are issued to authorized, properly badged individuals by the Communication Center. Should access authority be removed for an individual possessing a key, the Communication Center should be notified immediately, the key and identification will be returned immediately after termination of access authority.

While gates are open and unsecured there must be at least one properly badged individual positioned at the gate until the gate is again secured. This individual will be responsible for ensuring that no unauthorized persons are allowed access to the air operations area. This individual is also responsible for ensuring that persons and vehicles entering the air operations area are displaying proper identification.

Persons having access authority under the Lock and Key Control Plan will be required to acknowledge by signature the policies of this plan and understand that lost keys will result in a \$50 fine.

Keys will be issued to only those persons whose official duties require access to the area beyond that point of access.