

Guidance for Airport Operators Designating Known Suppliers of Airport Supplies

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Designation of known suppliers

Introduction

This document has been developed with UK airport operators to provide good practice guidance for the designation and on-going oversight of known suppliers of airport supplies. It is provided to help airport operators develop their own procedures for these designations and is not intended to restrict airport operators from applying different approaches where they wish. Ultimately, the airport operator must specify its designation procedures as part of its security programme.

Nothing in this document should be seen as contradicting or over-riding the requirements set out in the NASP. Whilst the CAA will seek to refresh this document promptly in line with regulatory changes, you should always refer to the latest NASP / EU regulations and ensure that any changes to the requirements set out in regulation are reflected in your operating procedures as soon as practicable and by any specified implementation date(s). Where relevant, cross-references to the EU regulations have been included as endnotes.

Definitions

Airport supplies are “all items intended to be sold, used or made available for any purpose or activity in the security restricted area of airports, other than ‘items carried by persons other than passengers’”¹. This can include, but is not limited to, building materials (e.g. aggregates, concrete, asphalt), bulk liquids (e.g. aviation fuel, de-icer), construction and maintenance materials, items for sale, etc. Supplies are considered to be airport supplies “from the time that they are identifiable as supplies to be sold, used or made available in security restricted areas of airports”².

Insecure supplies are any supplies that have not come from a known supplier or have not been subject to screening. Insecure supplies cannot be allowed into the SRA unless they are being escorted.

Known suppliers of airport supplies are “a supplier whose procedures meet common security rules and standards sufficient to allow delivery of airport supplies to security restricted areas”³.

¹ Definition from EU 185/2010 (as amended by EU 1116/2013) 9.0.2 (a)

² Definition from EU 185/2010 9.0.3

³ Definition from EU 185/2010 9.0.2 (b)

Responsible person is the person at the known supplier's site who is responsible for security. He or she should have the authority to put in place security controls, will be held accountable for any deficiencies in these controls, will investigate breaches of security and will act as the main point of liaison for airport security officials.

Secure supplies are those supplies that have either come from a known supplier or have been subject to screening (either on entry to the SRA or after entry and escort).

Validation of a supplier is the process through which an airport operator satisfies itself that the supplier can be designated a known supplier.

The designation process

Each airport operator is responsible for designating the suppliers it wants as known suppliers. The airport operator may approach a supplier and suggest that it seeks designation, or the supplier may approach the airport operator requesting designation.

To become a known supplier, the airport operator must be satisfied that the supplier meets the EU and UK requirements set out in the NASP. This is done through a validation of the supplier and can be completed in one of two ways:

1. **Designation including a site visit** – in this case, all secure supplies that arrive from the known supplier can be accepted without any further need for screening.
2. **Designation without a site visit** – in this case a proportion of the supplies that arrive from the known supplier must be selected for screening before being allowed into the CPSRA.

In both cases, known supplier status only applies to the supplies being delivered to the airport – the vehicle carrying the supplies, along with the driver and any passengers are still subject to the standard screening requirements for entry to the CPSRA.

Summary of the designation process

The following table summarises the recommended designation process; further details on each are provided in the subsequent section.

What	Who
<p>Step 1 – potential known supplier is identified. We recommend that the airport operator has a standard package of documents that explains the requirements and obligations of being a known supplier, the standards that will need to be maintained, and the designation process that will be followed.</p>	<p>Supplier & airport operator</p>

What	Who
Step 2 – potential known supplier develops their security programme. A template for the security programme is included as appendix A but this is not meant to be followed slavishly – it is provided as an example of the information that should normally be included in a security programme and other formats / approaches are acceptable. Ultimately, it is for the airport operator to assess and accept (or refuse) the security programme.	Supplier
Step 3 – potential known supplier submits its application to the airport operator. At the minimum, this needs to include the security programme and a signed “Declaration of commitments – known supplier of airport supplies” to the airport operator. Other documents may be required at the discretion of the airport operator.	Supplier
Step 4 – validation of security programme. The airport operator reviews the security programme for relevance and completeness against the requirements set out in EU 185/2010, 9.1.4. This is a desk-based process.	Airport operator
Step 5 – validation of the security measures on-site (optional). The airport operator visits the supplier’s site to review the implementation of the security programme that was submitted. This is to check that there are no deficiencies in the implementation of the security programme. <i>This step is optional and, as noted previously, the airport operator may choose to designate a known supplier without this step (but doing so triggers the need for some deliveries from the known supplier to be screened on entry to the SRA).</i>	Airport operator
Step 6 – designation of the known supplier. If all previous steps have been completed successfully, the airport operator may designate the supplier as a known supplier.	Airport operator

Details of the designation process

The designation process must be set out in the airport security programme⁴ and will be subject to review and monitoring by CAA Aviation Security Compliance Auditors⁵.

In line with the EU regulations, the person who completes validations in step 4 (and 5 if used) must have been appointed and trained for this purpose⁶. We recommend that a list of all appointed persons is included in the airport’s security programme or operating procedures. To meet the requirement for training, the person must hold current certification as an Aviation Security Manager.

⁴ Requirement in EU 185/2010 (as amended by EU 687/2014) 9.1.3.6

⁵ Requirement in EU 185/2010 (as amended by EU 687/2014) 9.1.3.7

⁶ Requirement in EU 185/2010 (as amended by EU 687/2014) 9.1.3.4

Other steps in the designation process may be undertaken by other personnel (e.g. support / admin staff) as appropriate.

Step 1

We recommend that the standard package of documents provided to prospective known suppliers should include:

- An outline of the process that the airport operator is applying.
- Details of the standards required under the NASP (i.e. the requirements for known suppliers set out in the amended / current versions of chapters 9 of EU 185/2010, Commission Decision C(2010)774 and the SCD).
- Details of any additional local rules or requirements being applied by the airport operator (e.g. an obligation on the supplier to notify the airport operator of any CAA inspection activity that occurs).
- An outline of what the security programme needs to include (see the example template at appendix A).
- A blank copy of the declaration of commitments for the supplier to complete⁷ (see the example at appendix B - note that this is adapted from the EU baseline to include the job title and contact details of the signatory as part of the sign-off block).

Step 2

The supplier prepares their security programme, setting out the physical security measures it will be applying and the related operating procedures. This should include detailing how the supplier will check supplies for prohibited articles and protect these supplies from interference once they have been made secure.

The security programme should:

- Be an official company document (e.g. it should clearly define the name of the company and include the company logo) that sets out clearly the protocols and procedures of the supplier when handling known supplies.
- List the type(s) of airport supplies that it covers and provide enough detail to give an understanding of the company's business and processes for anyone with no knowledge of the supplier's operation.
- Set out the system / procedures that the supplier will use to identify any potential deficiencies and rectify them. Rectification may include having to re-apply security controls to supplies where security may have been breached. As an airport operator, you will want to consider what mechanism(s) the supplier has in place, and how information about this will be fed back to you.

⁷ Declaration of commitments in EU 185/2010 Attachment 9-A (as amended by EU 173/2012 & EU 1116/2013).

- Include an undertaking to notify the airport operator of any CAA inspections that occur. Normally, any inspection will involve the CAA contacting you to determine your current known suppliers and consequently you should be aware of any planned inspection activity. But in the case of a known supplier that is designated for multiple airports, or where the CAA may make an unannounced inspection, an inspection could occur without any prior warning.

The security programme may include drawings, diagrams or maps to assist in understanding the site and any processes that are followed. The template included at appendix A is not mandatory – it is provided as an example of what a known supplier security programme could include but airport operators are free to specify their own format and content as appropriate.

With respect to the security training for staff working at the suppliers site, this may be covered separately (e.g. in the training records), or set out in the security programme. As a general principle, the CAA is keen to ensure that only relevant people receive relevant training and so within the boundaries defined in the regulations, we recommend that airport operators work with their potential known suppliers to establish precisely who needs what training. In many cases the regulations and training syllabus will provide enough detail and a suitable structure but this may not always be the case. At the minimum, training will be needed for: drivers transporting known supplies; the person in the company / entity responsible for security; and those who directly apply security controls to the supplies (e.g. screeners). For those who have access to known supplies, the nature of the access and the nature of the supplies should be considered in order to assess whether the access provides the potential for the person to interfere with the supplies - whilst in many cases these people will need training in general security awareness, this may not always be appropriate or necessary.

Step 3

Along with the security programme, the supplier must at the minimum provide a signed declaration of commitments⁸. Any other documents requested by the airport operator should be submitted at the same time.

Step 4

This is the first part of the supplier validation and it must always be completed.

EU 185/2010 9.1.4⁹ sets out the security controls to be applied by a known supplier. These comprise:

1. appointing a person responsible for security in the company;

⁸ Requirement in EU 185/2010 (as amended by EU 687/2014) 9.1.3.2

⁹ As amended by EU 173/2012.

2. ensuring that persons with access to airport supplies receive general security awareness training in accordance with point EU 185/2010 11.2.7 before being given access to these supplies;
3. preventing unauthorised access to the premises and airport supplies;
4. reasonably ensuring that no prohibited articles are concealed in airport supplies;
5. applying tamper-evident seals to, or physically protecting, all vehicles and / or containers that transport airport supplies (this element doesn't apply during airside transportation).

Airport operators will need to consider how the supplier's security programme addresses these requirements and whether what is set out in the programme will be sufficient to discharge their obligations¹⁰.

If problems / deficiencies are identified with the security programme, these should be addressed with the supplier before proceeding any further with the designation process.

At the end of this step, the airport operator should be satisfied that the security programme is relevant, complete and comprehensive and that the measures set out therein will, if implemented properly, be sufficiently effective so as to manage risk to an acceptable level.

Step 5

This is the second part of the supplier validation but it only applies where the airport operator chooses to undertake a site visit.

- Where the airport operator chooses to undertake a site visit, this should include confirming that the physical security measures and the security procedures set out in the security programme are in place and operating effectively and that there are no obvious gaps in the measures and procedures being applied. At the end of this step, the airport operator must be satisfied that the supplier's security programme reviewed at step 4 is being implemented without deficiencies¹¹.
- To support compliance monitoring activities, there should be an auditable trail that shows the result of the site visit. This could be in the form of emails, a completed site visit checklist, an annotated copy of the supplier's security programme or a report of the visit and its findings. If problems are identified during the site visit, these should always be recorded and where relevant the result of any re-visit should clearly indicate whether these problems have been suitably addressed.

¹⁰ Requirement in EU 185/2010 (as amended by EU 687/2014) 9.1.3.3 (a)

¹¹ Requirement in EU 185/2010 (as amended by EU 687/2014) 9.1.3.3 (b)

- If you choose to use a checklist to support a site visit, see EU185/2010 chapter 6, Attachment 6-C for an example that could be adapted. It is likely that not all entries will apply in all cases and it may not be an exhaustive list of what needs to be included. As a general principle, the site visit is seeking to validate the security programme that was submitted by the supplier so only those sections of a checklist that relate to the measures / procedures included in the supplier's security programme should be used.
- These site visits must be repeated every 2 years¹².

Where the airport operator chooses not to undertake a site visit, this step is skipped but in its place a proportion of the supplies received at the airport from the known supplier must be checked. These checks must include verifying that the person delivering the supplies has been properly trained; verifying that the delivery is properly secured; and screening the supplies as if they were insecure supplies. These checks must be carried out in an unpredictable manner and occur at least once every three months or, where the supplier delivers less than once a month, on 20% of the supplier's deliveries¹³. In effect, by screening a proportion of the deliveries received and confirming that the supplies do not contain any prohibited articles, the airport operator is satisfying itself that suitable security measures have been applied to the supplies by the supplier and during transit.

Step 6

Once the airport operator is content that the supplier has prepared a suitable security programme (and that it is being applied effectively to their business if step 5 is included), the supplier can be designated as a known supplier. This should be done in writing by the airport operator, including whether or not the designation included a site visit and any additional measures, procedures or restrictions that the airport operator is applying to the known supplier (e.g. limited times for deliveries to be accepted, specific access points that must always be used for deliveries, any documentation that delivery drivers must carry with them, etc.).

Details of the known supplier must be recorded, including the expiry date of their designation¹⁴. We recommend that each airport operator maintains a list of the current designated known suppliers and their expiration dates as part of their security programme.

You must also retain the signed declaration of commitments, a copy of the security programme (as validated in step 4), and any reports recording the implementation of the security programme (e.g. the result of the site visit at step 5; or details of the screening of deliveries where there was no site visit). This material must be retained for at least 6 months after the expiry of the known supplier's designation¹⁵.

¹² Requirement in EU 185/2010 (as amended by EU 687/2014) 9.1.3.5 (a)

¹³ Requirement in EU 185/2010 (as amended by EU 687/2014) 9.1.3.5 (b)

¹⁴ Requirement in EU 185/2010 (as amended by EU 687/2014) 9.1.3.7 (a)

¹⁵ Requirement in EU 185/2010 (as amended by EU 687/2014) 9.1.3.7 (b)

In line with the EU regulations, validations must be repeated at least every 2 years¹⁶.

Designating a known supplier that is already designated by another airport

Under the EU regulations, an airport operator may accept the validations required at step 4 (and 5 if applicable) where these have been completed by another airport operator¹⁷. This should remove the need for a supplier to complete multiple validation procedures for multiple airports but note that this remains at the discretion of the airport operator and there is no obligation in the regulations for one airport operator to accept the validation carried out by another. The regulations only require that any record of the validation by one airport operator must be made available to another and we recommend that the letter outlined in step 6 be used by the supplier for this purpose.

Withdrawal of Known Supplier Status

If at any time an airport operator is no longer satisfied that a known supplier is applying its security controls effectively, or that it is otherwise failing to meet its obligations for security, known supplier status must be withdrawn¹⁸.

Whilst the CAA does not routinely inspect known suppliers, it retains the right to do so and may undertake inspections as part of its obligations to monitor the implementation of the NASP.

¹⁶ Requirement in EU 185/2010 (as amended by EU 687/2014) 9.1.3.4

¹⁷ EU 185/2010 (as amended by EU 687/2014) 9.1.3.4

¹⁸ Requirement in EU 185/2010 (as amended by EU 687/2014) 9.1.3.3

APPENDIX A

Template Known Supplier Security Programme

Note that in this template, text in a normal font sets out the context of what needs to be addressed in a section whilst text *in italics* sets out examples of specific points that a security programme may need to cover.

Many elements of this template provide for detailing who has access to the site / supplies. These should normally be covered in general terms rather than listing individual names and as far as possible the programme should be written so that it does not need to be amended every time a member of staff changes. The exception to this principle is the responsible person whose name and contact details should always be included and current.

Introduction

This should set the scene and describe the business / operation. It may include:

- *Location of the site.*
- *The scale of the operation (e.g. approximately how many staff are involved).*
- *The type(s) of service(s) provided and type(s) of airport supplies handled.*
- *What service is provided and to whom.*
- *Details of any current DfT / CAA approval for screening (if applicable).*
- *A brief overview of product process applied.*

Person responsible for security

The company must appoint a person, usually a manager, who will be responsible within the organisation for the security of airport supplies. This person is known as the “responsible person”.

The responsible person must be accountable for the security procedures in place to ensure compliance with this security programme, the requirements of EU and UK legislation (as set out in the UK NASP) and any additional requirements for the airport operator designating the supplier.

The responsible person must also be accountable for the supplier’s compliance with this Security Programme, including training, audit and investigations.

The security programme should include the following details of the responsible person:

- *Name.*
- *Job title.*
- *Contact details.*

Note that the responsible person should sign the declaration of commitments, accepting responsibility for the points noted.

Employment checks and training

Those involved with airport supplies will need either a pre-employment check or a background check and relevant training (these checks are set out in EU regulation are detailed in the UK Regs.).

The Appointed Person will need either a current DfT Security Manager's qualification (formerly known as a "Level 3" qualification) or a current Known Supplier of Airport Supplies Managers' qualification.

All other persons with access to the Airport Supplies (at any point through the supply process), must have valid and current training in line with the DfT Airport Supplies Security Training syllabus (note that training under the Ground Security Operative and Supervisor syllabus is also acceptable but this is intended for the personnel working at airports and not off-airport at a known supplier's site). This may include: staff involved in the known supplier process; drivers; supervisors; other managers; and, depending on site configuration, persons with casual access to the known supplies such as office staff and visitors.

All training must be provided by a DfT certified instructor and will need to be refreshed according to the requirements set out in the relevant syllabus (in the case of the Airport Supplies syllabus, this is at least every 24 months).

The security programme should at the minimum confirm that training will be to the relevant standards and state where the training records and related information are held. Between the security programme and the training records, the following information should be covered:

- *Details of the person / company responsible for delivering training*
- *Details of the person responsible for holding and administering training records to ensure staff receive timely recurrent training*
- *Details of the process used by training administrator to ensure training is up to date.*

This may be most effectively covered in a table that sets out details of all staff with access to Airport Supplies, their role, training received and date of completion. The following table is an example of good practice in this area:

Name	Role	Training Received	Date of Training
Fred Bloggs	Driver	General Security Awareness (EU185 11.2.7)	21/11/14

Prevent unauthorised access to the premises and airport supplies.

This is about access control to the site and adequate protection of the supplies. The security programme should cover:

Site

- *Describe in detail location of premises, including, where necessary, environmental risks such as theft / crime rates.*
- *Describe construction of building: walls, doors, windows, loading bays.*
- *Highlight key process locations (e.g. on a drawing).*
- *Describe access control infrastructure and process to the building; include any identification process in place detailing how they are issued, to whom and why, and where they give access to.*
- *Describe the process for allowing visitors access to the site and specifically any protected / secure areas.*
- *Confirm who has access to the site (general terms rather than individual names).*
- *Any other relevant points.*

Supplies

- *Describe construction of the Airport Supplies storage area.*
- *Highlight internal Airport Supplies storage locations on drawing.*
- *Highlight Airport Supplies routes within the building.*
- *Describe access control infrastructure and process to the Airport Supplies.*
- *Confirm who has access to Airport Supplies (general terms rather than individual names).*
- *Describe the process for visitor access.*
- *Any other relevant points.*

Bulk liquid vehicles / bowsers - a number of Known Suppliers use vehicles to transport bulk liquids. As the tank compartment of the vehicle cannot be searched, additional

protection ought to be applied to the tank to ensure nothing can be introduced when the vehicle is unattended. In such cases, the security programme should:

- *Describe where the bulk liquid vehicles are parked when unattended outside of the CPSRA.*
- *Describe the process used for protecting the tank compartment (e.g. uniquely numbered tamper evident seals on the tank fill point caps or lockable tank fill point caps) when unattended outside the CPSRA.*
- *Describe what checks are carried out on the tank fill point caps before bringing the vehicle back into service.*

Receiving Deliveries

The security programme should:

- *Describe how supplies are initially received by the Company, and by whom, e.g.:*
 - *Cross checking delivery notes.*
 - *Confirming the delivery is expected / from one of your current suppliers.*
 - *If relevant, detail how the supplies are transported to the Company (e.g. other safety or supply-chain security controls that may be applied).*
- *Describe how the supplies are offloaded and by whom (general terms rather than individual names).*
- *Detail who has access to the supplies during the receiving process.*
- *Describe how the supplies are stored.*
- *Confirm any security checks done at this stage.*

Ensure that no prohibited articles are concealed in airport supplies

Where possible, all Airport Supplies must be visually examined as a minimum to ensure that no Prohibited Articles are concealed. If other controls are applied (e.g. screening), details should be provided here.

The security programme should:

- *Describe the process in place to ensure that no Prohibited Articles are present in the supplies.*
- *Detail who undertakes these checks (general terms rather than individual names).*
- *Confirm if there is a supervisor present during this check and their role.*
- *Describe when the security process is applied to the supplies.*

- *Describe how the supplies are kept secure once the security controls have been applied.*

Protect all vehicles and / or containers that transport airport supplies

Preparing a vehicle for a delivery

Screened Airport Supplies will be loaded into pre-screened vehicles. The load compartment of the vehicle must be checked prior to loading to ensure that no prohibited articles or persons are present within the load compartment. The screened vehicle will be protected by an appropriately trained person until the supplies have been loaded and delivered into the Critical Part. The security programme should:

- *Confirm how the vehicle load compartment is checked, by whom, when and how it is protected.*
- *Describe how the supplies are loaded onto the screened vehicle and by whom.*
- *Describe how the supplies are kept secure during the vehicle loading process.*

Making a secure delivery

This should include how the delivery vehicle will be secured (such as locks, tamper evident seals TIR cords, etc.).

If a vehicle is to be sealed using uniquely numbered tamper evident seals, these need to be stored and issued securely. The relevant seal number should be written on the delivery docket and the approved signatory will sign the delivery docket to confirm that security controls have been applied and that the vehicle has been loaded securely. The security programme should:

- *Confirm how and where seals are stored.*
- *Confirm how the seals are issued, who has access, who issues them, what records are kept to account for each seal (general terms rather than individual names).*
- *Provide an example of seals used.*
- *Provide a list of authorised signatories.*
- *Provide a list of vehicles used for deliveries: VRN, make and model.*
- *Provide an example copy of the delivery note that will show items on the delivery; seal number and authorised signature.*

Where supplies will be escorted, the Authorised Signatory should sign the delivery docket to confirm that security controls have been applied and the vehicle observed and escorted from the time of loading to the arrival at the CPSRA.

The vehicle should not be left unattended at any time and must be kept in direct line of sight by the escort. The vehicle should not make any unauthorised stops en route and the driver should have a process to report any unusual activity or occurrences en route. If the driver believes the vehicle or its load has been interfered with en route, he or she should either advise airport security (with the supplies then being deemed insecure) or return to base for security controls to be re-applied before a fresh delivery attempt. The security programme should:

- *Describe how the vehicle is transported securely from the load location to the CP.*
- *Describe the route taken (usually in general terms rather than listing precise route details).*
- *Provide for a list of authorised signatories (this list may be separate from the programme).*
- *Provide for a list of vehicles used for deliveries including VRN, make and model (this list may be separate from the programme).*
- *Provide an example copy of the delivery docket that will show items on the delivery and an authorised signature.*
- *Describe instructions for what will happen should the vehicle or Airport Supplies carried be compromised.*

If a company other than the Known Supplier will be used to transport the Airport Supplies, the programme should provide for this, including how the Known Supplier will ensure that the contractor complies with these requirements, what checks are undertaken to ensure compliance and how the airport operator will be informed.

Quality assurance

It is essential that the supplier takes responsibility for the security controls applied to the Airport Supplies. Details of the supplier's quality assurance programme may need to be agreed with the airport operator and the following points may be wanted in the security programme:

- *Describe what quality assurance programme is in place to ensure compliance of:*
 - *Access controls to building and Airport Supplies.*
 - *Security Controls applies to Airport Supplies.*
 - *Vehicle search and sealing.*
 - *Training Records.*
- *Describe how this information will be shared with the airport operator.*

Actions to take in case of a serious breach

A serious breach is any occurrence that impacts on the processes described in the Security Programme. This may include: failure to apply some or all controls described in the Programme, unauthorised access; discovery of a prohibited article; staff without current training; unprotected vehicles; or a vehicle compromised in transit.

The Security Programme should include the process for details of any serious breach to be reported to the airport operator. Any serious breach should be reported verbally immediately and followed up by a written report to the within 24 hours. The security programme should include:

- *Details of the internal escalation process.*
- *Details of the investigation and rectification process.*
- *Details of the reporting process and how this is communicated to appropriate staff.*

APPENDIX B

Declaration of Commitments – Known Supplier of Airport Supplies

In accordance with Regulation (EC) No 300/2008 on common rules in the field of civil aviation security and its implementing acts,

I declare that,

- [name of company] will
 - (a) appoint a person responsible for security in the company; and
 - (b) ensure that persons with access to airport supplies receive general security awareness training in accordance with point 11.2.7 of the Annex to Regulation (EU) No 185/2010 before being given access to these supplies. In addition, ensure that persons implementing screening of airport supplies receive training according to point 11.2.3.3 of the Annex to Regulation (EU) No 185/2010 and persons implementing other security controls in respect of airport supplies receive training according to point 11.2.3.10 of the Annex to Regulation (EU) No 185/2010; and
 - (c) prevent unauthorised access to its premises and airport supplies; and
 - (d) reasonably ensure that no prohibited articles are concealed in airport supplies; and
 - (e) apply tamper-evident seals to, or physically protect, all vehicles and/or containers that transport airport supplies (this point will not apply during airside transportation).

When using another company that is not a known supplier to the airport operator for transporting supplies, [name of company] will ensure that all security controls listed above are adhered to,

- in order to ensure compliance, [name of company] will cooperate fully with all inspections, as required, and provide access to all documents, as requested by inspectors,
- [name of company] will inform [the airport operator] of any serious security breaches and of any suspicious circumstances which may be relevant to airport supplies, in particular any attempt to conceal prohibited articles in supplies,
- [name of company] will ensure that all relevant staff receive training in accordance with Chapter 11 of the Annex to Regulation (EU) No 185/2010 and are aware of their security responsibilities, and
- [name of company] will inform [the airport operator] if:
 - (a) it ceases trading; or
 - (b) it can no longer meet the requirements of the relevant EU legislation.

I shall accept full responsibility for this declaration.

Legal representative

Name:

Job title:

Date:

Contact details:

Signature: