

Onslow Airport - Access Application



PART 1 – TO BE COMPLETED BY APPLICANT

SECTION A – APPLICANT DETAILS

Surname:	Give Name/s:		
Street Address:			
Suburb:	State:	Postcode:	
Contact Phone Number :	Email address:		
Date of Birth:	Gender:	Male	Female
Driver's License No.	Expiry Date:		
Alternative ID (If no Driver's License)	Document type (i.e. Passport):		
	Document Number:		
Employer name:	Contact number:		
Employer contact Person:	Email:		
Contacts Position:			
Do you have a valid ASIC card?	No	Yes	
If so..... ASIC no:	Expiry Date:		
<i>If you do not have a valid ASIC you will be required to apply for a Visitors card (VIC) by completing the below section.</i>			

SECTION B - VIC DETAILS

N/A

I declare;	
(i)	I have not been refused and ASIC; or
(ii)	I have not had and ASIC suspended or cancelled because I had adverse criminal record; or
(iii)	I have not been issued a VIC for more than 28 days in 12 months
Signature:	Date:
<i>Whilst in a secure area you must be supervised by an ASIC holder</i>	
ASIC sponsor name:	

SECTION C – ACCESS REQUIRED

Access is required for zones:	Baggage Makeup areas	Apron Areas
	Runway & Taxiways	Airside – Terminal Building Areas
	All Airside Areas	Other:

Reason for Access:

You must be specific in this section; please justify your need for access by stating actions and duties to be carried out.

TERMS & CONDITIONS

By signing this applications you understand and accept the following

- Before you can access airside you may be required to complete a number of safety and security inductions/training modules or certifications. The induction program will vary depending on your role and purpose at the airport.
- Onslow Airport is committed to maintaining a safe and healthy environment. Poor practice, substandard work and poor equipment will not be tolerated.
- Airside access may be revoked at any time by Airport Management if any procedures, rules or regulations are breached.
- Contractors shall comply with CASA requirement for a Drug and Alcohol Management Plan (DAMP) when working airside. Contractors shall either have a compliant DAMP or adopt the Onslow Airport DAMP.
- Onslow Airport maintains a policy of ZERO tolerance to substance abuse (both drugs and alcohol) whilst working on SoA sites. Onslow Airport reserves the right to administer random drug and alcohol testing of all contractors and their workers.
- ASIC or VIC card must be worn at all times

SECTION D – APPLICANT CERTIFICATION

I, _____ hereby:

Print Name

- (i) I Confirm that I have read and understood the Onslow Airport Access terms and Conditions and agree to be bounded by them
- (ii) I understand that my airside access can be revoked at the discretion of Airport Management at any time
- (iii) I certify I have a valid reason to access a secure area of the airport
- (iv) Certify that the details contained in this application are true and correct and understand I must contact Onslow Airport Management immediately if any of the information changes.

Signed:

Date:

Office Use Only

Applicant Name:

Date:

Induction required	No	Yes	Date: Completed	Conducted by:			
ASIC sighted & copied			Yes	No	N/A		
VIC required			Yes	No	N/A		
Driver's License sighted & details recorded			Yes	No	N/A		
Alternative ID sighted & recorded			Yes	No	N/A		
Security Awareness Certificate completed			Yes	No	N/A		
Drug & Alcohol screening results received			Yes	No	N/A		
DAMP Training Completed			Yes	No	N/A		
Airside Driving Application Certification			Yes	No	N/A		
Authority to drive airside	Yes	No	Airside Driving	Category	1	2	3

NOTE: This form cannot be closed out or filed until all the tick boxes have been addressed

ACCESS CANCELLED

Airside Access Cancelled

Date:

Employment Ceased

ASIC Not Valid

Breach of Airport Operations

If airside access is cancelled due to breach of airport operations attach reporting documentation.

COMMENTS