
Mandate

The Contractor shall comply with and shall ensure that its Subcontractor(s) to comply with all Applicable Laws (including Transport Canada regulations) and GTAA safety and security business practices, applications, policies, procedures and requirements, as stated herein, pertaining to Work performed within a designated airport Restricted Area.

The Contractor shall, and shall ensure that its Subcontractor(s) shall, contact the GTAA Manager, Pass Permit Control Office ("PPCO") on a timely basis to coordinate and comply with the procedures for the issuance of Restricted Area Identification Cards (as defined below) and/or any other security items or permits as required to perform the Work.

Definitions

In addition to the definitions set forth in Annex C, the following terms shall have the definitions set forth as follows:

1. "Restricted Area" means an area of the Airport that is identified as an area to which access is restricted to authorized Persons.
2. "Controlled Area" means an area that may or may not be within a Restricted Area but access to which is limited to pre-determine authorized Persons.
3. "Temporary Picture Identification Card" means a card containing a photo identifying an individual who has applied for and is awaiting security clearance by Transport Canada for Restricted Area access, which may be used at the discretion of the GTAA Senior Manager, Security Infrastructures until such time as the security clearance is granted.
4. "Restricted Area Identification Card, or RAIC" means a document or other piece of identification approved or issued by or under the authority of the GTAA authorizing the holder to have access to a Restricted Area in accordance with the terms and conditions established by the GTAA in connection with the issuance of same.

GTAA Restricted Area Access Program

The decision as to Persons who may be authorized access to a Restricted Area shall be determined by the GTAA Senior Manager, Security Infrastructures or their designate. The award of the Contract by the GTAA shall not be considered, in itself, an approval permitting access to Restricted Areas.

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Where the Work is to be performed in Restricted Areas, the following procedures shall apply:

1. The Contractor shall provide to the designated GTAA PPCO representative a copy of the Contract and a corresponding formal and written statement requesting that consideration be given to the issuance of Restricted Area Identification Cards and/or any other permits as required for the performance of Work under the Contract and as substantiated by the GTAA Project Manager.
2. The Contractor shall provide to the designated GTAA PPCO representative the name(s) of senior management personnel who, for the purposes of this Contract, will be responsible for the verification of employment, as well as the control, maintenance, and return of any security items/permits issued to its employees and/or employees of its Subcontractor(s) in support of the Contract. These individuals shall be considered the authorized "Company Signing Authorities" for the purposes hereof.

The PPCO shall review all submitted documentation to determine whether, in the GTAA's sole discretion, the GTAA's safety and security requirements have been fully addressed prior to the approval of Contractor or Subcontractor access to Restricted Areas. The designated representative of the PPCO shall advise the Contractor when Restricted Area access is approved, rejected or if additional information/clarification is required.

Upon approval of Restricted Area access privileges, the Contractor shall (through its Company Signing Authority) contact the GTAA PPCO to make an appointment with the designated PPCO representative to discuss application requirements, obtain applicable GTAA application forms and provide sample signature(s) thereby accepting, on the Contractor or Subcontractor's behalf (as the case may be), the roles and responsibilities as stated by the GTAA and within the Company Signing Authority Roles and Responsibilities Form. Upon completion of the foregoing, employees of the Contractor or Subcontractor (as the case may be) may apply for Restricted Area access.

Application for Restricted Area Access

1. If the Contractor is new or has not operated in Restricted Areas for the past year, it is mandated to attend a GTAA Security Awareness Training Session. Whether the Contractor is required to attend same or not, the Contractor shall ensure that any of its Subcontractors are new to the Airport or have not operated in Restricted Areas for the past year shall attend such a training session. The Contractor acknowledges that such training is mandatory prior to issuance of any Restricted Area access item.

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2. The GTAA shall provide the Contractor's or its Subcontractors' respective designated company signing authorities with Security Awareness Training Session schedules.
 3. The Contractor shall ensure that all of its and its Subcontractors' employees who are applying for Restricted Area access shall make an appointment at the GTAA PPCO and shall complete and submit pre-established and approved documentation to the PPCO at the time of the appointment.

The Contractor shall ensure that the Transport Canada Transportation Security clearance document and any other applicable GTAA application forms, as approved by the GTAA Project Manager, shall be filled out correctly and completely by the applicant prior to attending the GTAA PPCO and shall be signed by a Company Signing Authority for verification of authenticity of the employee/applicant request.

4. Following new applicant submission of pre-established and approved application forms, the GTAA may, at its discretion, issue to the applicant a Temporary Picture Identification Card to allow for Transport Canada to conduct a review of information provided on the Transportation Security Clearance Application Form.
5. The GTAA PPCO shall notify the applicant's employer, in writing, of the approval or denial of an employee's Transportation Security Clearance application. If approved, the Contractor shall ensure that its Company Signing Authority shall provide a signed written acknowledgement of receipt of correspondence and shall provide the employee with the original document for submission to the PPCO as verification that the so named individual remains employed by the employer.

Metal Keys

To obtain a metal key which permits access to a Restricted Area or Controlled Area within any GTAA facility or an airside access controlled gate, the Contractor shall (and shall ensure that its Subcontractors shall) make the request to the GTAA Project Manager. The written request shall then be reviewed by the GTAA Senior Manager, Security Infrastructures for consideration and approval or denial.

Contractor/Subcontractor Security Responsibilities

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1. The Contractor shall, and shall ensure that its Subcontractors shall, fully complete all security and Restricted Area access identification requirements prior to commencement of the construction portion of any Work.
 2. The Contractor shall, and shall ensure that its Subcontractors shall, appoint and provide the GTAA Project Manager with the name of a senior management representative who will be the point-of-contact for all security-related construction activities and shall be responsible for ensuring that all safety and security requirements are adhered to.
 3. A Pre-Construction Security Meeting shall be conducted if Work is contemplated to be performed within Restricted Areas. The Contractor shall be required to acknowledge, in writing, acceptance of all predetermined GTAA security requirements on behalf of its employees and Subcontractors and equipment, if applicable, accessing/egressing and working within Restricted Areas.
 4. In the performance of Work and as substantiated by the GTAA Project Manager, the Senior Manager, Security Infrastructures will review and approve any displacements of security barriers resulting from Work performed on or within a Restricted Area. The Contractor shall obtain the prior written approval of any security barrier displacement prior to the commencement of the Work associated with the security barrier displacement.
 5. The GTAA shall, when applicable, coordinate the use of temporary security barriers. The Contractor shall take delivery of and return, upon cessation of need, any temporary equipment utilized in support of the performance of Work. In the event of security barrier displacement, the Contractor shall to ensure that said barriers are replaced and/or secured upon completion of each shift.
 6. The Contractor shall control, and shall ensure that its Subcontractors shall control, access to Work being performed within the Restricted Area through GTAA pre-approved access and egress points and in accordance with access control regulations and standards established by Transport Canada and GTAA Safety & Security, as amended from time to time.
 7. Where Work shall be performed outside of normal business hours, the Contractor obtains the prior written approval of the GTAA Project Manager and Senior Manager, Security Infrastructures for any required business hour extensions prior to implementation.
 8. The Contractor acknowledges and agrees that any non-compliance or violation of the terms contained within the Canadian Aviation Security Regulations or GTAA

issued practices, policies and procedures on part of the Contractor or its Subcontractors shall constitute a material default of the Contract and may (in the GTAA's sole discretion) result in the suspension of Restricted Area access privileges as well as termination of the Work or the Contract. The Contractor acknowledges and agrees that such default will not be capable of rectification and accordingly the cure provisions in the General Conditions for Contract defaults shall not apply with respect thereto (except where the GTAA specifically and explicitly elects to waive said default).

The Contractor acknowledges that it and its employees may be subject to monetary penalties issued by Transport Canada with respect to any security deficiencies or failures to comply with security regulations.

Security Guard Escorts While Operating Within Restricted Areas

The Contractor acknowledges and agrees that all of its and its Subcontractors' employees accessing Restricted Areas who are not in possession of a valid RAIC are required to be in possession of a valid Temporary Picture Card Pass and under the escort of another Person who is in possession of a valid RAIC at all times while within the Restricted Area.

Persons deemed to be qualified to act as an escort for purposes of the foregoing shall have, as a minimum, a valid permanent RAIC specific to the contracted workspace. A valid permanent RAIC-holder may escort a maximum of up to ten (10) Temporary Picture Pass Card holders and/or non-picture pass holders, provided the pass holders are in the direct line of sight and control of the valid RAIC-holder at all times while within the Restricted Area.

Contractor/Subcontractor Access to Restricted Areas

The GTAA shall in its sole discretion determine (through the GTAA Senior Manager, Security Infrastructures or its designate) the point of Restricted Area access/egress at the Pre-Construction Security Meeting. The Contractor shall ensure that its employees and its Subcontractors' employees shall not attempt to enter a Restricted Area outside of the identified access/egress points as specified by the GTAA.

As required to control site movements, the Contractor shall fully isolate construction areas by a combination of fencing, barriers, gates and posted security guard personnel as identified during the pre-construction phase. The Contractor shall maintain security barriers for the duration of the Work.

Contractor/Subcontractor Vehicle/Equipment Parking

The Contractor may make application to the GTAA Project Manager for employee parking outside of Restricted Areas. The GTAA will determine whether to approve same in its sole discretion, except where the Contract specifically and explicitly otherwise provides for same.

Vehicles or equipment that is required to be brought into the Restricted Area for the performance of Work shall not be brought into any Restricted Area without the prior notification and specific written approval of the GTAA Project Manager and the Senior Manager, Security Infrastructures.

Costs to the Contractor for Non-Return of Issued Security Items or Permits

The Contractor shall pay an administrative fee, in an amount in effect during performance of the Work, per item outstanding, as established by the GTAA for the non-return of Restricted Area Identification Cards and/or any other security items or permits provided to the Contractor or its Subcontractors.

The Contractor acknowledges that the GTAA may not be in a position to approve future Restricted Area access privileges to the Contractor where it or its Subcontractors are not in compliance with the requirement for the return of all security items or permits issued by the GTAA.