



## AUTHORIZED SIGNATORY TRAINING & AGREEMENT

Each company / agency / organization requiring unescorted access authority is required to designate an Authorized Signatory to serve as the company representative and liaison between the company, its employees, and Juneau International Airport.

### **As an Authorized Signatory, you are required to abide by the following:**

- I will attest that a specific need exists for providing the individual applicant with the requested unescorted access authority, and the individual applicant acknowledges and understands their security responsibilities listed below:

#### **§ 1540.105 Security responsibilities of employees and other persons.**

(a) No person may:

- (1) Tamper or interfere with, compromise, modify, attempt to circumvent, or cause a person to tamper or interfere with, compromise, modify, or attempt to circumvent any security system, measure, or procedure implemented under this subchapter.
- (2) Enter, or be present within, a secured area, AOA, SIDA or sterile area without complying with the systems, measures, or procedures being applied to control access to, or presence or movement in, such areas.
- (3) Use, allow to be used, or cause to be used, any airport-issued or airport-approved access medium or identification medium that authorizes the access, presence, or movement of persons or vehicles in secured areas, AOA's, or SIDA's in any other manner than that for which it was issued by the appropriate authority under this subchapter.

- I will request and maintain only the appropriate access levels and driving privileges for employees of the company
- I will only request airfield driving endorsements for individuals with a need for vehicular access to the airfield at JNU
- I will instruct applicants to provide the appropriate and valid forms of identification and documentation for fingerprinting, badge issuance and badge renewal
- I will certify that I have reviewed all applications in AirBadge for accuracy, the applicant has demonstrated a need for the requested access level, and I have approved JNU International Airport to fingerprint and/or badge my employee and bill my company for the appropriate fees (if applicable)
- I will ensure company applicants are trained on, understand, and remain compliant with, applicable TSA regulations, the Rules and Regulations governing the JNU Airport Security Program.
- I will **IMMEDIATELY** contact the JNU Airport Police at **907 321-3802** for access revocation when:

***Employee is separated from the company*** (Termination or Voluntary)

***Badge is lost or unaccounted for***

***Disclosure of a disqualifying criminal offense*** (Pursuant to 49 CFR §1542.209 (d) and listed below\*\*)

***Unexcused absence of employee***

***Badge access is to be temporarily revoked***

- I will ensure that all revoked badges are **RETURNED** to the JNU Airport Badging Office or JNU Airport Police within 24hrs! A Dropbox is available outside the badging office.
- I will respond to Airport Security and TSA audits and requests for information within the assigned time frame

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**My printed name and signature below is my certification that I have been informed of the above expectations placed on me as an Authorized Signatory at JNU, and I agree to comply with these requirements. I further acknowledge and understand I must complete annual recurrent Authorized Signatory training upon badge renewal and ensure that my contact information remains current, at all times, with the JNU Airport Badging Office**

_____ Print full legal name	_____ Authorized Signatory Signature
_____ Company Name	_____ Badge type and number
_____ Primary Contact Number	_____ Annual Date of Training

**49 CFR § 1542.209 Fingerprint-based criminal history records checks (CHRC). \*\***

**(d) Disqualifying criminal offenses.** An individual has a disqualifying criminal offense if the individual has been convicted, or found not guilty of by reason of insanity, of any of the disqualifying crimes listed in this [paragraph \(d\)](#) in any jurisdiction during the 10 years before the date of the individual's application for unescorted access authority, or while the individual has unescorted access authority. The disqualifying criminal offenses are as follows—

- (1) Forgery of certificates, false marking of aircraft, and other aircraft registration violation; [49 U.S.C. 46306](#).
- (2) Interference with air navigation; [49 U.S.C. 46308](#).
- (3) Improper transportation of a hazardous material; [49 U.S.C. 46312](#).
- (4) Aircraft piracy; [49 U.S.C. 46502](#).
- (5) Interference with flight crew members or flight attendants; [49 U.S.C. 46504](#).
- (6) Commission of certain crimes aboard aircraft in flight; [49 U.S.C. 46506](#).
- (7) Carrying a weapon or explosive aboard aircraft; [49 U.S.C. 46505](#).
- (8) Conveying false information and threats; [49 U.S.C. 46507](#).
- (9) Aircraft piracy outside the special aircraft jurisdiction of the United States; [49 U.S.C. 46502\(b\)](#).
- (10) Lighting violations involving transporting controlled substances; [49 U.S.C. 46315](#).
- (11) Unlawful entry into an aircraft or airport area that serves air carriers or foreign air carriers contrary to established security requirements; [49 U.S.C. 46314](#).
- (12) Destruction of an aircraft or aircraft facility; [18 U.S.C. 32](#).
- (13) Murder.
- (14) Assault with intent to murder.
- (15) Espionage.
- (16) Sedition.
- (17) Kidnapping or hostage taking.
- (18) Treason.
- (19) Rape or aggravated sexual abuse.
- (20) Unlawful possession, use, sale, distribution, or manufacture of an explosive or weapon.
- (21) Extortion.
- (22) Armed or felony unarmed robbery.
- (23) Distribution of, or intent to distribute, a controlled substance.
- (24) Felony arson.
- (25) Felony involving a threat.
- (26) Felony involving—
  - (i) Willful destruction of property;
  - (ii) Importation or manufacture of a controlled substance;
  - (iii) Burglary;
  - (iv) Theft;
  - (v) Dishonesty, fraud, or misrepresentation;
  - (vi) Possession or distribution of stolen property;
  - (vii) Aggravated assault;
  - (viii) Bribery; or
  - (ix) Illegal possession of a controlled substance punishable by a maximum term of imprisonment of more than 1 year.
- (27) Violence at international airports; [18 U.S.C. 37](#).
- (28) Conspiracy or attempt to commit any of the criminal acts listed in this [paragraph \(d\)](#).