Winnipeg Richardson International Airport

PRIVACY DISCLOSURE

The Winnipeg Airports Authority Inc. (WAA) and WASCO/ByES respect your privacy. The information you provide us in the documents below will be used by WAA and required partners to assess possible employment and security access. Safeguards are in place to protect your personal information. WAA will not use or disclose personal information for any purpose other than those for which it was collected, except as required by law, or with consent. Personal information is retained only as long as necessary for the fulfillment of the purposes for which it was collected, or as required by law. All information is destroyed five years after cancellation of a file.

APPLICANT INFORMATION	
Name of Applicant	
I permit the Winnipeg Airports Authority Inc., ByWA, and the listed organizations to use my personal information for the reasons stated.	
Signature of Applicant	Date

APPLICATION / FORM	DISCLOSURE	USE
Application for Transportation Security Clearance (a.k.a “Long Form”)	Transport Canada	Allows Transport Canada to retrieve information about the applicant.
Addendum to Transport Canada Application for Restricted Airport Access.	Transport Canada	Informs Transport Canada of any missing information from the Application for Security Clearance.
Restricted Area Identification Card (RAIC) Application (a.k.a “Short Form”)	Transport Canada	Provides WAA and Transport Canada with additional or updated information; i.e.; address, name change, employer.
Canada Pass Application	WAA	Allows WAA to track all Canada Passes.
Key/Keycard/Door Request	WAA	Allows the Pass Office to grant the applicant with a need and right to areas within the airport campus
Airside Vehicle Operator’s Permit (AVOP) Application & Renewal	WAA	Allows WAA to assess the applicant’s need and right for an AVOP.
Airside Vehicle Registration Permit	WAA	Allows WAA to track all airside vehicles.
Airport Parking Application	WAA	Allows WAA to track and control employee parking lot access.
Company Requesting Officer Appointment Certificate	WAA	Allows WAA to track and assign company representatives the responsibility of employee passes, keys, parking, access, CASAP, etc.

Airport Pass Office
Departures Level 2
2080 - 1970 Wellington Ave.

Phone: 204.987.9410
Fax: 204.987.9411
Email: PassClerk@waa.ca

WINNIPEG RICHARDSON INTERNATIONAL AIRPORT