

Winnipeg Richardson International Airport

Provision for Use Temporary Pass

All Temporary Pass holders are to abide by the following:

- 1) When entering a **restricted area** at an ATAP, be sure to submit for non-passenger screening (NPS) prior to approaching the ATAP. As a temporary pass holder **screening is mandatory**. You must also be under the escort of a valid RAIC holder.
 - a) After going through the screening process call for security at the ATAP intercom.
 - b) Present your temporary pass and proximity card to security when they arrive.
 - c) Security will confirm who your escort is and will check your temporary pass against their list. They no longer need to record the information from your pass or the escort's information.
 - d) Security will swipe your proximity card on the ATAP's card reader.
 - e) Once done, you and your escort will be permitted to proceed through the ATAP.

- 2) When entering the **sterile passenger area** from the public area an escort is not required. Access is as follows:
 - a) Enter either through the NPS-T location at ATAP 2106 or Pre-Board Screening.
 - b) As a temporary pass holder **screening is mandatory**.
 - c) If entering through the ATAP, **after being screened**, press the intercom button at the ATAP entrance door and request security attend.
 - d) When the guard attends, they will check your temporary pass against their list and swipe your proximity card on the ATAP's card reader. The recording of information from the temporary pass will no longer be necessary.
 - e) Security will assist in getting you through the ATAP.
 - f) If tools are being brought in, a tool list must be completed prior to entry. Security will assist with this process as well.

Once inside either the sterile passenger area or restricted area, the following applies:

- 3) When leaving the **sterile passenger area to enter a restricted area**:
Note: This applies if you go from the level 2 passenger area to:
 - The Apron from a boarding bridge,
 - The baggage area,
 - Anywhere in the commuter corridor (including all ground position gates and offices),
 - Other restricted areas on Levels 0, 1 & 3.
 - a) Upon leaving the **sterile passenger area**, you **must** be with an escort who is a valid RAIC holder. **Leaving the sterile passenger area without an escort is considered a security infraction.**

When going from a **restricted area to the sterile passenger area**, you can work unescorted once you enter the sterile passenger area. The escort no longer needs to remain with you.