



CIVIL AVIATION SAFETY AUTHORITY OF PNG

PNG

Civil Aviation Rules Part 108

Air Operator Security Programme

Effective 1 February 2018

DESCRIPTION

Part 108 prescribes the security requirements for air operators performing regular air transport passenger services with aircraft certificated for 10 or more passenger seats from and within Papua New Guinea.

This Part requires such operators, as a part of the certification under Part 119 (holders of an airline air operator certificate) and Part 129 (holders of a foreign air operator certificate) to prepare and adopt an air operator security programme covering the specific security requirements set out in the rule.

The security requirements for international air operations are consistent with ICAO Standards and Recommended Practices (SARPs).

Bulletin

This Part first came into force on 1 January 2004 and now incorporates the following amendments:

Amendment	Effective Date
Amendment 1	1 January 2011
Amendment 2	1 May 2016
Amendment 3	1 February 2018

Summary of amendments

Amendment 2:
(Docket 16/108/01)

Rule 108.55 (b) (3) & (9) is amended; new provision is inserted into Rule 108.55(c)(3) on screening; new provision is inserted into Rule 108.55(h), Rule 108.59 is amended to included further requirements for training of personnel, new Rule 108.60 is inserted to include requirement for records, new Rule 108.63 is inserted to include further requirement for screening, new Rule 108.63 is inserted on responsibilities of an AOC holder in respect to air operator security programme, new Subpart C on Transition Provisions inserted.

Amendment 3:
(Docket17/CAR/108/04)

New sub-paragraphs 108.59(a)(1) (i – viii), inserted to align PNG requirements with ICAO Annex 6 standard and bring more clarity to the air operators in the design of their air operator security training programmes.

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Subpart A — General

108.1 Purpose

This Part prescribes rules governing the air operator security programme required by Part 119 and Part 129.

108.3 Definitions

In this Part, unless the context otherwise requires—

Domestic air operator means an air operator who conducts regular air operations within Papua New Guinea.

International air operator means an air operator who conducts regular air operations to or from Papua New Guinea.

Subpart B — Air Operator Security Programme Requirements

108.51 Air operator security programme

Each air operator security programme shall contain—

- (1) where any work relating to compliance with this Part is intended to be contracted out to any other organisation, the contractual provisions by which the applicant for an air operator certificate or a foreign air operator certificate ensures that any such contractor or other agent complies with the requirements of the applicant's air operator security programme; and
- (2) details of the person responsible for training personnel in accordance with the procedures required by 108.59; and
- (3) details of the procedures required by—
 - (i) 108.53 regarding domestic security requirements; and
 - (ii) 108.55 regarding international security requirements; and
 - (iii) 108.57 regarding the clearance of aircraft flights; and
 - (iv) 108.59 regarding the training of personnel; and
 - (v) 108.61 regarding incident notification and reporting.

108.53 Security requirements – domestic air operator

(a) Each air operator security programme for a domestic air operator shall have security procedures for flights within PNG to safeguard passengers, crew, ground personnel, aircraft, and facilities, against acts of unlawful interference.

(b) The security procedures required under (a), shall detail the means by which—

- (1) the requirements of 91.9 are complied with, regarding the carriage of firearms on board an aircraft; and
- (2) danger to the air operator's passengers, crew, and ground personnel in the event of a hijacking, bomb threat, or any other threat of unlawful interference is minimised; and

- (3) access to unattended aircraft is controlled at all times to prevent unlawful interference with such aircraft; and
 - (4) access to security areas or security enhanced areas of security designated aerodromes and operational areas at other aerodromes within PNG, through the air operator's facilities or any other access used by the air operator for passengers, personnel, baggage, cargo, freight, or aircraft supplies is controlled; and
 - (5) cargo, courier, and express parcels and mail intended for carriage on an aircraft are to be subjected to appropriate security controls to prevent the introduction of any weapon, substance, or other device which may be used to commit an act of unlawful interference; and
 - (6) the safe conduct of any flight is to be achieved and the pilot-in-command notified, where one or more persons on board are potentially disruptive passengers required to travel on that aircraft because they are in legal custody, or subject to other judicial or administrative proceedings, whether or not they are required to be escorted; and
 - (7) the air operator and the pilot-in-command are to assess the risk and decide whether a passenger's baggage that is on board an aircraft is to be carried on the flight if the passenger has failed to board the aircraft; and
 - (8) before boarding an air operator's aircraft, every passenger, crew member, and the carry-on baggage of the passengers and crew members is screened in accordance with rule 108.63 if the Director requires screening in order to prevent a weapon, explosive, or other dangerous device, article or substance that may be used to commit an act of unlawful interference being taken onto the air operator's aircraft; and
 - (9) before being loaded onto an air operator's aircraft, all baggage that is not carry-on baggage is screened in accordance with rule 108.63 if the Director requires screening in order to prevent a weapon, explosive, or other dangerous device, article or substance that may be used to commit an act of unlawful interference being loaded onto the air operator's aircraft; and
 - (10) temporary security measures will be implemented to upgrade the security of the air operator's services if the Director finds or suspects an increased level of security risk to a person on an aircraft, or to an aircraft or an aerodrome and requires the additional security measures for a domestic operation; and
 - (11) an unauthorised person is prevented from entering the flight crew compartment of the air operator's aircraft during flight.
- (c) The procedures required by paragraph (b)(6) shall include procedures to ensure, in relation to the carriage of any person in legal custody on a regular air transport passenger service, that—
- (1) the person is escorted; and
 - (2) the escort confirms that the person is not carrying any item that may be used as a weapon; and
 - (3) the escort is equipped with adequate devices for restraining the person; and
 - (4) the pilot-in-command and senior flight attendant, if carried, are notified of the location of, and the security arrangements for, the person; and

- (5) alcoholic beverages are not served to the person or their escort; and
- (6) metal utensils are not provided for the person's use; and
- (7) the person is not seated in a seat or seat row next to an emergency exit; and
- (8) the person is seated appropriately to ensure safe conduct of the flight is achieved; and
- (9) no more than one person in custody is carried on an aircraft with a certificated seating capacity of less than 20 seats and no more than one additional person in custody is carried for every additional 25 seats of certificated seating capacity.

108.55 Security requirements – international air operator

(a) Each air operator security programme for an international air operator shall have security procedures for flights within, to, or from Papua New Guinea to safeguard passengers, crew, ground personnel, aircraft, and facilities, against acts of unlawful interference.

(b) The security procedures required under (a), shall detail the means by which—

- (1) the requirements of 91.9 are complied with, regarding the carriage of firearms on board an aircraft; and
- (2) danger to the air operator's passengers, crew, and ground personnel in the event of a hijacking, bomb threat, or any other threat of unlawful interference is minimised; and
- (3) action to be taken to relocate the bomb or suspicious object to the least-risk bomb location specific to the aircraft following an in-flight search; and
- (4) access to unattended aircraft is controlled at all times to prevent unlawful interference with such aircraft; and
- (5) access to security areas or security enhanced area of designated aerodromes and operational areas at other aerodromes within PNG, through the air operator's facilities or any other access used by the air operator for passengers, personnel, baggage, cargo, freight, or aircraft supplies is controlled; and
- (6) temporary security measures are implemented to upgrade the security of the air operator's services within and from Papua New Guinea if the Director finds or suspects an increased level of security risk to any person on an aircraft, or to an aircraft or aerodrome and requires additional security measures; and
- (7) subject to paragraph (c), appropriate security controls are applied to baggage, cargo, courier parcels and mail intended for carriage on the air operator's aircraft; and
- (8) the safe conduct of a flight is to achieved and the pilot-in-command notified, if one or more persons on board are potentially disruptive passengers who are required to travel on that aircraft because they are in lawful custody, or subject to other judicial or administrative proceedings, whether or not they are required to be escorted; and
- (9) carry on items left in the cabin by a passenger disembarking from a transit flight are removed from the aircraft or otherwise dealt with in an appropriate manner before the flight departs unless-
 - (i) the passenger screening process of the flight's originating State is acceptable to the Director; or

- (ii) the flight is making an unscheduled stop; and
 - (10) appropriate security controls are applied to cargo, baggage, mail, aircraft supplies, catering supplies, stores, and other air operator's supplies which are moved within an aerodrome for carriage on the air operator's aircraft; and
 - (11) every consignment of a package that is not cargo or mail but is intended for carriage on an air operator's aircraft, (whether unaccompanied or using commercial courier services) is screened; and
 - (12) before boarding an air operator's aircraft, every passenger, crew member, and the carry-on baggage of the passengers and crew members is screened in accordance with rule 108.63 in order to prevent a weapon, explosive, or other dangerous article or substance that may be used to commit an act of unlawful interference being taken onto the air operator's aircraft; and
 - (13) baggage from a passenger who is not on the aircraft is prevented from being carried unless the baggage is authorised as required under paragraph (17); and
 - (14) pre-flight checks of originating aircraft are undertaken, including procedures for discovering any suspicious object or anomaly that can conceal a weapon, explosive, or any other dangerous article or substance that may be used to commit an act of unlawful interference; and
 - (15) security control is provided for baggage from the point where it is checked in until it is placed on board the air operator's aircraft, if the baggage is for carriage on a passenger flight and has originated from a place other than an airport check-in counter; and
 - (16) before being loaded onto an air operator's aircraft, every item of baggage that is not carry-on baggage is screened in accordance with rule 108.63 in order to prevent a weapon, explosive, or other dangerous article or substance that may be used to commit an act of unlawful interference being loaded onto the air operator's aircraft; and
 - (17) only baggage that is authorised by the air operator is carried; and
 - (18) an unauthorised person is prevented from entering the flight crew compartment of the air operator's aircraft during flight.
- (c) An air operator must not allow cargo or mail to be loaded onto an aircraft carrying passengers unless—
- (1) the cargo or mail is received from a regulated air cargo agent and the consignment of cargo or mail is—
 - (i) accompanied by a declaration of security issued by the regulated air cargo agent; and
 - (ii) checked by the air operator to ensure that the consignment has not been tampered with; or
 - (2) if the air operator accepts the cargo or mail from a person who is not a regulated air cargo agent, the cargo or mail is subjected to appropriate security controls, in accordance with paragraph (d); or

- (3) Notwithstanding paragraphs (1) and (2), if the Minister or the Director requires the cargo or mail to be screened, the cargo or mail must be screened in accordance with the requirement and has been maintained in a secure state.

(d) If the air operator is to accept cargo or mail from a person who is not a regulated air cargo agent, the air operator must establish appropriate facilities and procedures that are equivalent to those required under the following rules to ensure that the security controls required in paragraph (c)(2) meet the requirements of Part 109:

- (1) rule 109.53 (Facility requirements):
- (2) rule 109.55 (Cargo and mail security control procedures):
- (3) rule 109.57 (Screening procedures):
- (4) rule 109.59 (Authorisation procedures):
- (5) rule 109.61 (Procedures and register for a known customer):
- (6) rule 109.63 (Training of personnel):
- (7) rule 109.65 (Cargo security incidents):
- (8) rule 109.67 (Records).

(e) Details of the facilities and procedures required under paragraph (d) must be included in the air operator's security programme required under rule 108.65, Part 119 or Part 129.

(f) The procedures required by paragraph (b)(7) must include procedures to ensure that, in relation to the carriage of a person in lawful custody on a regular air transport passenger service,—

- (1) the person is escorted; and
- (2) the escort confirms that the person is not carrying any item that may be used as a weapon; and
- (3) the escort is equipped with adequate devices for restraining the person; and
- (4) the pilot-in-command and senior flight attendant are notified of the location of, and the security arrangements for, the person; and
- (5) alcoholic beverages are not served to the person or the person's escort; and
- (6) metal utensils are not provided for the person's use; and
- (7) the person is not seated in a seat or seat row next to an emergency exit; and
- (8) the person is seated appropriately to ensure safe conduct of the flight is achieved; and

- (9) no more than one person in custody is carried on an aircraft with a certificated passenger seating capacity of 20 seats or less and no more than one additional person in custody is carried for each additional 25 seats of certificated passenger seating capacity.

(g) If a domestic air operator undertakes passenger or baggage check-in on behalf of an international air operator, or for transshipment onto an international regular air transport passenger service, the international air operator must ensure that the domestic air operator complies with the international air operator's security programme.

(h) Paragraph (b)(16) does not apply to international transfer and transit baggage, unless the Minister or Director requires such baggage to be screened.

- (1) The requirements of paragraph (c)(1) and (2) do not apply to—
- (i) diplomatic mail that is carried in a diplomatic bag that is externally marked to identify its character and is accompanied by signed documentation from an official of the dispatching diplomatic agency; or
 - (ii) international transfer and transit cargo or mail.

108.57 Security clearance of flights

Each air operator security programme shall have a procedure to ensure that the security programme applicable to the flight is complied with before an aircraft is permitted to depart on that flight.

108.59 Training of personnel

- (a) Each air operator security programme shall have a procedure to ensure that—
- (1) crew members act in the most appropriate manner to minimise the consequences of acts of unlawful interference; and must include the following elements:
- (i) crew determination of the seriousness of any occurrence; and
 - (ii) crew communication and coordination; and
 - (iii) appropriate self-defense responses by the crew; and
 - (iv) use of non-lethal protective devices by crew members; and
 - (v) crew understanding of behavior of terrorists so as to facilitate their own ability to cope with hijacker behavior and passenger responses; and
 - (vi) live situational training exercises regarding various threat conditions; and
 - (vii) flight crew compartment procedures to protect the aeroplane; and
 - (viii) aeroplane search procedures and guidance on least bomb-risk locations where practicable; and
- (2) personnel tasked with security procedures detailed in the security programme are sufficiently trained to competently apply preventative measures and techniques in relation to passengers, baggage, cargo, mail, equipment, stores and supplies intended for carriage on an aircraft, so that they contribute to the prevention of unlawful interference; and

- (3) all other personnel employed in the maintenance and servicing of the aircraft have a basic awareness of air operator and aviation security.
 - (4) the training is conducted in a structured and coordinated manner by a person authorised by the air operator; and
 - (5) every person who is required to be trained undertakes the recurrent training segment of the training programme at an interval of not more than 3 years.
- (b) The procedures required by paragraph (a) must contain-
- (1) applicable segments for initial training and recurrent training; and
 - (2) knowledge testing or competency assessment as appropriate for the training conducted; and
 - (3) syllabi for each applicable security control function.

108.60 Records

An air operator security programme must have procedures for identifying, collecting, indexing, storing, maintaining and disposing of the records that are necessary to provide an accurate record for every person who is required to be trained under rule 108.59, including details of:

- (1) each segment of training that is undertaken; and
- (2) knowledge testing or competency assessment as appropriate for the training conducted.

108.61 Incident notification

Each air operator security programme shall have a procedure for notification of, and providing details about, any security incident involving the air operator's aircraft to the Director in accordance with Part 12.

108.63 Screening

The screening of passengers, crew members, and baggage as required by rules 108.53 and 1208.55 must be conducted –

- (1) in the case of aircraft operating from or within Papua New Guinea, or under the direct supervision of , the Aviation Security Service, or the holder an aviation security service certificate issued in accordance with Part 140; and
- (2) in the case of a Papua New Guinea registered aircraft operating from aerodromes outside Papua New Guinea, by an organisation authorised by the appropriate authority of the state of departure to conduct screening.

108.65 Air operator security programme

(a) A holder of a air operator certificate issued under Part 119 and required to established a security programme under rule 119.69 must establish, implement and maintain a written air operator security programme that meets the relevant requirements of this Part.

- (b) The security programme required by paragraph (a) must –
- (1) identify the person or persons in Papua New Guinea who are responsible for compliance with this Part; and
 - (2) specify responsibilities of the person or persons referred to in paragraph (1), including the matters for which that person or persons would deal directly with the Director on behalf of the air operator certificate holder.

- (c) A holder of an air operator certificate under paragraph (a) must-
- (1) ensure that the security programme is amended so as to remain a current description of the holder's operations to, from, or within Papua New Guinea; and
 - (2) ensure that each amendment made to the holder's security programme meets the applicable requirements of this Part and complies with the amendment procedures contained in the security programme.
- (d) A holder of an air operator certificate under paragraph (a) must notify the Director in writing within 7 days of a change to any of the following:
- (1) The holders security programme:
 - (2) The person or persons referred to in paragraph (b):
 - (3) The responsibilities of the person or persons referred to in paragraph (b).

Subpart C – Transition Provisions

108.101 Transition

Transition provisions detailed in Part 20 apply to this Part.