

ACCESS CARD APPLICATION FORM

Proof of valid ASIC required for access to Security Restricted and Controlled areas – all other areas require Govt Issued photo identification.

The Access cardholder must have completed the online Site Induction, and any other relevant Mackay Airport inductions.

Conditions of Issue

- The Access Card is issued subject to these written conditions of issue and remains the property of Mackay Airport Pty Ltd (MAPL) at all times.
- For access to Security Restricted and Controlled Areas of Mackay Airport the applicant must provide proof that they hold a valid ASIC.
- The Access Card is to be worn at all times whilst within the Security Restricted and Controlled Areas of Mackay Airport, together with the valid ASIC prominently displayed, above waist level. It is to be available for checking at any time by an authorised Airport Officer. Penalties apply for refusal.
- The Access Card is to be surrendered on expiry, transfer or termination of present duty, or on request from MAPL.
- The Access Card is issued on a personal basis and must not be transferred or given to anyone else under any circumstances.
- Lost, stolen or damaged Access Cards must be reported to MAPL within 24 hours of the loss, theft or damage becoming apparent.
 Statutory Declaration providing details of the loss, theft or damage must be completed and forwarded to MAPL within 7 days.
- The card may only be used in the course of the holder's approved duties in the Security Restricted and Controlled Areas and it does
 not constitute an authority to enter or remain in a restricted or controlled area for any other purpose. Penalties apply for card
 misuse.
- The applicant acknowledges that the holder of a card and the holder's belongings and vehicle may be subject to a search by an authorised Airport Officer before entering or while within a designated area.
- If the applicant is not an employee of the Airport Operator, the applicant represents that he or she has the authority of his or her employer to enter into this contract on behalf of both himself or herself and his or her employer, and that the applicant, as well as his or her employer, has agreed to be bound by the above conditions of issue and be responsible for any breaches of the conditions of issue by the holder of the card.
- Incorrect use of the Access Card or access provision will result in the immediate suspension and withdrawal of the Access Card and access privileges. MAPL will determine the period of that suspension, having regard to the way it was misused.
- When not in use this card must be stored in a secure location.
- The applicant acknowledges that he/she is subject to random drug and alcohol testing by CASA in accordance with CASR 99.

I,, (Print Full Name)	of acknowledge (Company/Business/Organisation)			
receipt of ACCESS CARD No. which remains the property of Mackay Airport Pty Ltd and is on loan to me only whilst I am employed in my current capacity.				
I have read, understand and accept these Conditions of Issue.				
SIGNATURE:	DATE:			
Personal Details of Applicant: Phone Contact No.				
Current Address				



FOR ISSUING OFFICER ONLY	/ :-			
Access required				
Access provided				
Approved by				
For Security Restricted and Controlled Area Access – ASIC No.				
(ASIC must be current and valid)		Expiry of ASIC		
		AUS or MKY	(circle whichever applicable)	
For Landside Area Access –	Photo ID No.			
	Expiry of ID			
	Type of ID	<u>.</u>		
Type of ID required for Landside Area Access - passport, drivers licence, or proof of age card (or other government issued document with both photo and signature) – must be current and valid. On-line Inductions completed – Mackay Airport Site Induction: Date				
Other relevant Inductions:	Name	Da	ate	
	Name	Date		
Issued Card No.	Issued by:	Date:	Expiry	
ID photocopied	Entered in Register			
Other comments:				