9033 – VIC APPLICATION

OFFICE USE ONLY		TYPE OF VIC
VIC Number	**Sponsor ASIC Number**	☐ **Standard VIC -** Valid for up to 72 hours from time of issue.
▢▢▢▢▢▢▢	▢▢▢▢▢▢▢▢	☐ **Photo VIC –** Valid for up to 28 days.

APPLICANT DETAILS *To be completed by the applicant*

Family Name: _____   Date of Birth: ___ / ___ / ___

Given Names: _____   Gender: Male   Female

Employer: _____

Residential Address: _____

Suburb _____   State: _____   Post Code: _____

Contact Number: _____   Email: _____

REASON FOR ACCESSS *To be completed by the applicant*

You must be specific and justify your need to access each Secure Area, and the duties/works that are to be carried out.

It is an offence under section 6.38A part (3) of the Aviation Transport Security Regulations 2005, to give a false or misleading statement relating to reasons for access to a Secure Area of an Airport. ***Penalty: $2,100.00***

CONDITIONS OF ISSUE AND USE OF VIC ACKNOWLEDGEMENT

Before MAPL can issue you with a VIC, you must agree to comply with the conditions of issue and use of VIC as detailed on the reverse.

I _____ hereby:

Declare that I have read the *Conditions of Issue and Use of VIC* section, and I understand and agree to comply with these conditions.

I acknowledge that I have received card number _____. I declare that I have not been refused an ASIC, or had an ASIC cancelled, suspended or refused due to an adverse criminal record, and I have not been issued a VIC at Mackay Airport for greater than 28 days in a 12 month period.

Signed _____   Date: ___ / ___ / ___

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ASIC SPONSOR CERTIFICATION *To be completed by the ASIC holder sponsoring the visitor.*

I _____ hereby;

   a.   Declare this VIC applicant has a legitimate lawful reason to access Security Controlled Areas (Secure Areas) at Mackay Airport;

   b.   I agree to be bound by the conditions as set out below.

Signed _____ Date: ___ / ___ / ___

CONDITIONS OF ISSUE AND USE OF VIC

1. VICs are issued subject to these written conditions of issue and remain the property of Mackay Airport Pty Ltd (MAPL) at all times.
2. VICs are only issued to persons who require lawful access into Security Controlled Areas (Secure Area) at Mackay Airport. This includes All Airside and Landside Security Zones.
3. VICs may only be used in the course of the holder's approved duties in any Security Controlled Area and do not constitute an authority to enter or remain in a Security Controlled Area for any other purpose without an escort.
4. VICs are issued on a personal basis and must not be transferred or given to anyone else under any circumstances.
5. VICs have no electronic access privileges attached to them.
6. VICs are to be prominently displayed above the waist level at all times within Security Controlled Areas at Mackay Airport.
7. MAPL Authorised Officers can require you to surrender your VIC upon request for the purposes of verifying your identity and the validity of your VIC. Law enforcement officers (for example QPS, Aviation Maritime Security Inspectors or CASA Inspectors) can also require you to comply with this directive.
8. VIC holders must be supervised at all times by a Valid ASIC holder whilst in a Security Controlled Area.
9. VIC holders must leave the Security Controlled Area immediately if they are no longer supervised by a valid ASIC holder. VICs must be surrendered upon expiry, transfer or termination of present duty, or on request from MAPL.
10. It is an offence to not return your VIC to MAPL within 7 days of expiry, cancellation, or termination of approved duties.

11. You must report to MAPL within 24 hours if your VIC has been lost, stolen, damaged, or destroyed. A Statutory Declaration must be made.
12. The VIC holder acknowledges that they and their belongings/vehicle (if airside) may be subject to a search by an Authorised Officer before entering or while within a Secure Area.
13. Persons may only be issued with a VIC for a maximum of 28 days (or part thereof) per year at Mackay Airport. An ASIC must be obtained if an applicant is intending to work at or regularly visit Secure Areas of the airport exceeding this time frame.
14. If the applicant is not an employee of the Airport Operator (MAPL), the applicant represents that they have the authority of their employer to enter into this contract on behalf of themselves and their employer, and that the applicant, and their employer, has agreed to be bound by these conditions and be responsible for any breaches of these conditions by the holder of the VIC.
15. The applicant acknowledges that they may be subject to random drug and alcohol testing by CASA in accordance with CASR Part 99.
16. MKY VICs are issued at MAPL's discretion and can be refused
17. Persons engaged in a Safety Sensitive Aviation Activity (SSAA) for a period of 2 days or more within a 90 day period, are required by law under Part 99 of the Civil Aviation Safety Authority (CASA) Civil Aviation Safety Regulations (CASR) to submit a negative pre-deployment test result for the detection of drugs and alcohol. It is also a Mackay Airport site requirement that persons engaging in any activity onsite also be subjected to a drug and alcohol test. If this requirement is not met, your may be denied access on site.
18. You may be subjected to random Drug and Alcohol testing whilst onsite, in accordance with the North Queensland Airport's Drug and Alcohol Management Plan (DAMP).

DAMP SPONSOR STATEMENT *To be completed for contractors engaged by MAPL ONLY.*

Specific requirements are in place at Mackay Airport for Drug and Alcohol Management. Random testing may be undertaken by authorised persons under the North Queensland Airports (NQA) Drug and Alcohol Management Plan (DAMP) and the Civil Aviation Safety Regulations (CASR) Part 99. **If you are a contractor engaged directly by MAPL and require airside access at least 2 or more times in a 90 day period, you are required to provide confirmation of negative results for alcohol and other drug testing, in compliance with the CASR Part 99.**

I _____ hereby;

☐   Declare that I have sighted evidence of negative results of pre-deployment alcohol and other drug testing in compliance with CASR Part 99 for the VIC applicant listed on this form who may be required to operate airside.
   OR

☐   Confirm the VIC applicant was an employee, and has regularly been deployed airside, prior to 23 March 2009, and therefore does not require pre-deployment testing.

Signed _____ Date: ___ / ___ / ___

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