

Security and awareness guide

I Zero Operations



Western
Sydney
International
Airport

Glossary

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Glossary

AAO	Active Armed Offender
ACC	Access Control Card
AEP	Airport Emergency Plan
ABF	Australian Border Force
AFP	Australian Federal Police
AOCC	Airport Operations Control Centre
ARFFS	Aviation Rescue and Fire Fighting Service (ARFFS)
ASIC	Aviation Security Identification Card
ATSA	Aviation Transport Security Act 2004
ATSR	Aviation Transport Security Regulations 2005
CISC	Cyber and Infrastructure Security Centre
RFS	Rural Fire Service
SOPs	Standard Operating Procedures
SRA	Security Restricted Area
TSP	Transport Security Program
VIC	Visitor Identification Card
WSI	Western Sydney International

Introduction and mission statement

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An abstract graphic consisting of numerous thin, orange lines of varying lengths and orientations. These lines are clustered together, forming a shape that resembles a stylized, elongated 'C' or a curved arrow pointing towards the bottom right. The lines are set against a solid purple background.



‘Our collective purpose is to ensure our people, passengers and our community get home safe. Every action and measure taken - no matter how small’

Western Sydney International (Nancy-Bird Walton) Airport (WSI) is the future of aviation in Sydney, and it will eventually become the primary gateway to the rest of Australia and the world. Our reputation relies on all of us operating to the highest standards of behaviour every day and creating a safe and secure airport environment for everyone.

Welcome to the start of your journey in airport security awareness, accountability, and responsibility. This security awareness guide provides clarity on the expected behaviours and safety requirements for every individual working at WSI.

Our collective purpose is to ensure our people, passengers and our community get home safe. Every action and measure taken - no matter how small - plays a part in maintaining a high standard of security at our new airport.

Championing a safety-first mindset and being alert, proactive and speaking up is how we ensure WSI is a safe, reliable and customer centric airport.

Your vigilance and timely response could prevent a potential security breach or incident.

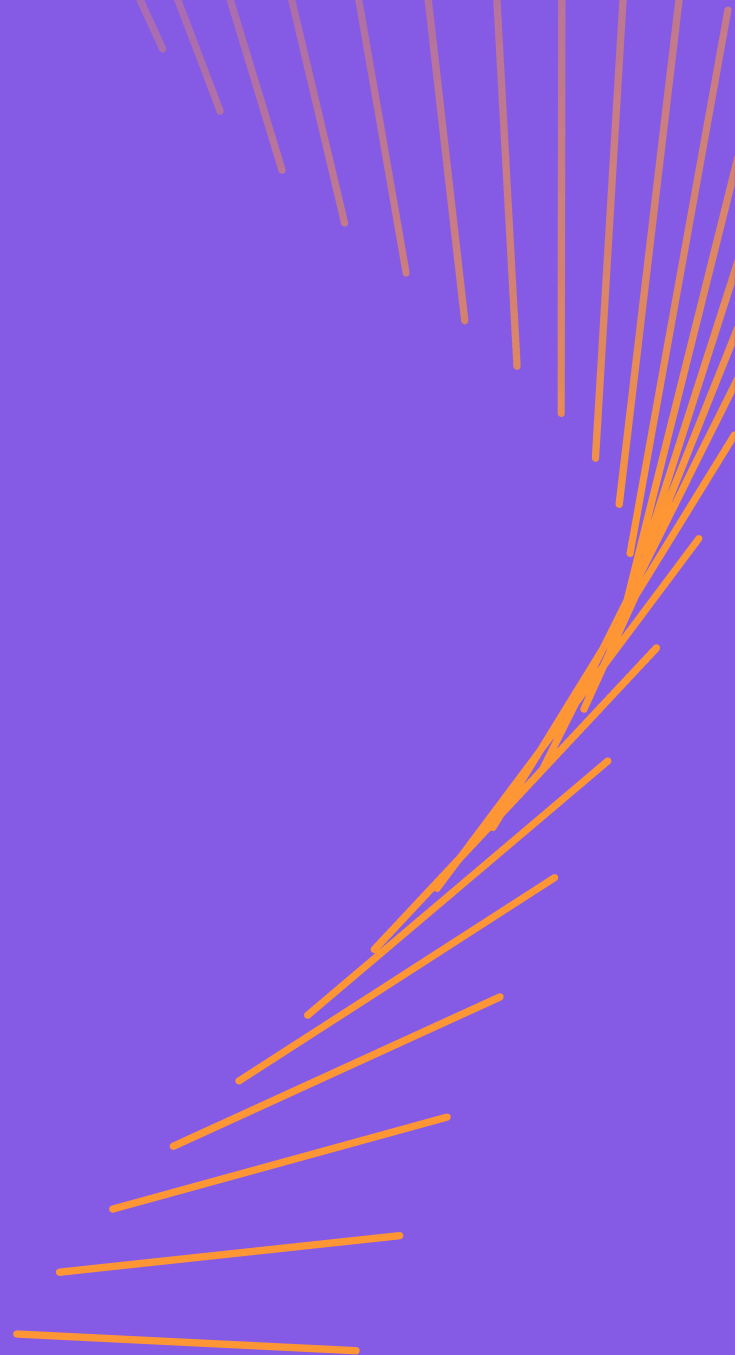
Thank you for your commitment and active role in ensuring security is always front of mind.

A handwritten signature in black ink, appearing to read 'Simon Hickey', enclosed within a simple, hand-drawn oval border.

Simon Hickey
Chief Executive Officer

Managing security at WSI

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At Western Sydney International Airport (WSI), security is a shared responsibility. By working together, we can ensure the safety and security of WSI for everyone. The commitment we have to security at WSI upholds the trust placed in us by millions of people who use our airport each year.

At WSI we are lucky enough to have the support and be working with a wide group of state and federal agencies and emergency services, some of which are listed below.

Western Sydney International Airport (WSI)

The operator of WSI is responsible for the overall safety and security of the airport precinct, which includes, but is not limited to.

- The development and implementation of the Transport Security Program for WSI.
- Implementation and maintenance of security infrastructure.
- Development and implementation of all security policies and emergency response procedures
- Ensure adequacy of consultation with airport stakeholders on all security related matters.

- Implementation and maintenance of security screening, and general security measures.

NSW Police

The role of NSW Police is to provide community policing, which includes responding to reports of criminal activity or suspicious acts, including acts of unlawful interference to aviation.

During Zero Operations, the NSW Police will respond to all emergencies at WSI, and upon activation of the Aerodrome Emergency Plan they will assume command and control.

The NSW Police works in collaboration the AFP and airport community to ensure the security of WSI.

Response Emergency Agencies (NSW Ambulance, Fire and Rescue NSW, etc.)

Responding emergency agencies that will provide a support response to WSI in the event of an emergency or security incident or threat, include::

- NSW Ambulance
- Fire and Rescue NSW
- NSW Rural Fire Service

If you need emergency assistance, please contact the WSI emergency line +61 2 4762 9999 and/or triple zero (000) to ensure a coordinated response.

Security provider

WSI engages a private security service provider, who are responsible for providing security officers to perform a range of protective and screening security services.

Airport Service Providers (Lessees/Tenants)

Airport Service Providers at WSI have security considerations applicable within their lease/tenancy.

They are to ensure their employees/contractors are familiar with all current aviation security requirements as advised by WSI. Typical security requirements include, but are not limited to:

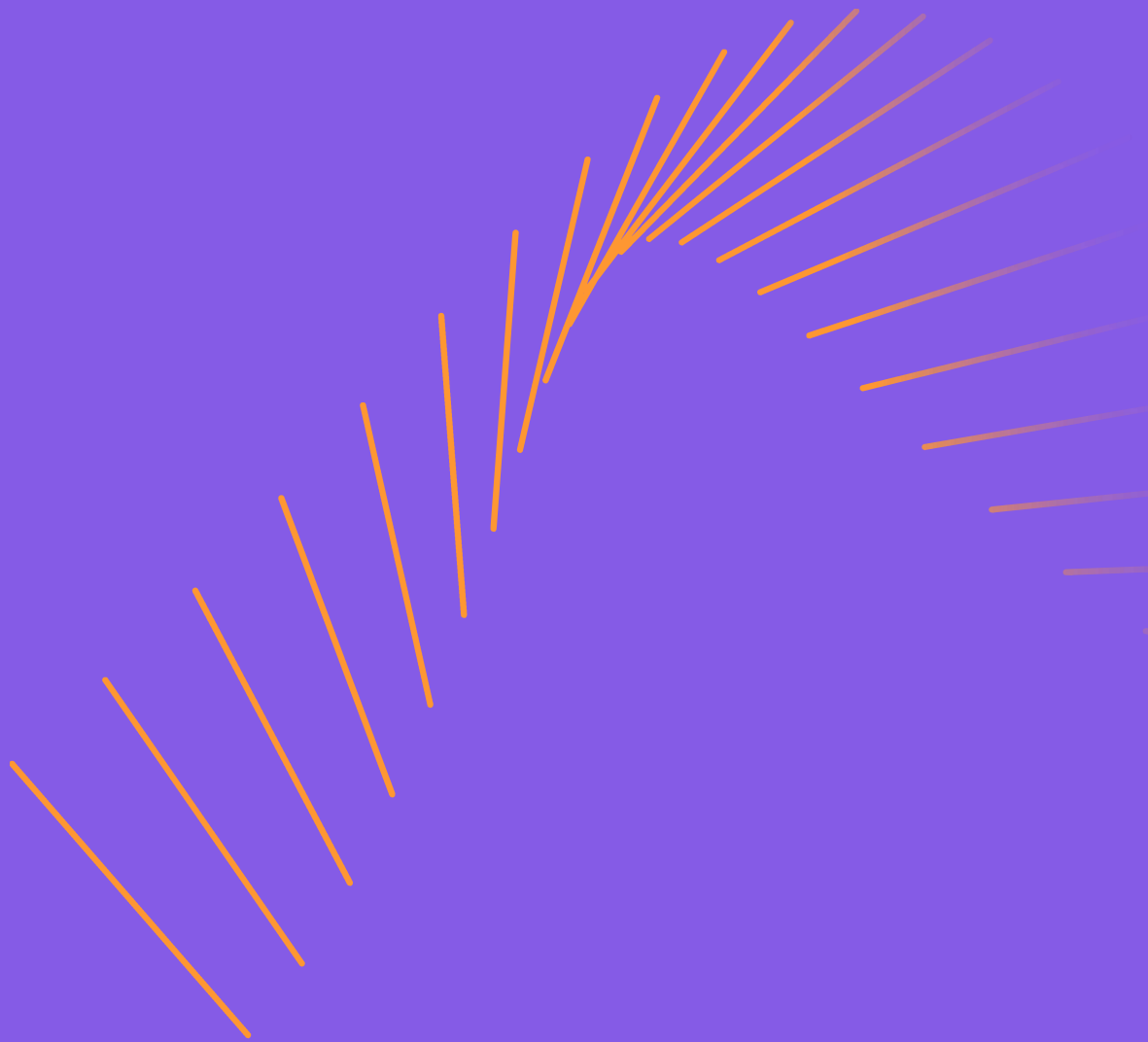
- The Provider must ensure unauthorised access to secured areas of WSI cannot occur via the leased area.
- Display of a valid ASIC or VIC is required in all leased areas designated to be airside.
- All access gates and doors are required to be secured unless under the direct control of a valid ASIC holder.
- Being alert to and report any suspicious actions and/or security incidents to the WSI Security team immediately.

The Public

The public plays a vital role in the safety and security of WSI.

WSI encourages everyone either working or travelling through the airport to report any safety or security matter. It is also important that whilst you are visiting or moving through the airport that you comply with all regulatory provisions brought to your attention by WSI staff either through announcements, signage, or conversations.

Security cards



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Access Control Card (ACC)

WSI is responsible for issuing access control into secure areas in accordance with regulatory and operational requirements.

Access control privileges will be issued to either your valid access control card, landside terminal card or corporate card.

Your employer will be responsible for the initiating your request for access control privileges at WSI.

To be eligible for a WSI access cards, you must agree and adhere to the following conditions of use, as well as those identified in the terms and conditions of your access card.

- Complete applicable training and induction.
- For Red and Grey Access Control Card, provide evidence of having completed ASIC Job Ready Background Check, or equivalent (actual ASIC or ASIC exemption by Home Affairs).
- Display the card on outer clothing, above the waist and on the front side of the body. The card must be clearly visible.
- Do not allow anyone else to use your access card or access privileges.
- Do not use another employee's access card or access privileges.

Your access control privileges will be set in line with your card expiry, contracted duration or expiry of your mandatory training. Upon approaching the expiry date, you must reapply for the relevant access privileges.

Your access control privileges are not transferrable. If your card is found in the possession of another person, the card will be confiscated by an Authorised Officer, and penalties will apply following an investigation.

It is the responsibility of the cardholder to either return the card or change privileges in line with their operational requirement.

Applying and renewing an access control card

The WSI Service Centre manages the application and issuing process for all WSI access control cards.

To obtain an access card you must have an operational requirement for frequent and unsupervised access to WSI.

The applicant is responsible for ensuring that their access control card is renewed in an adequate timeframe ahead of its expiry. You will not be able to access secured areas of WSI with an expired access control card.

Lost or Stolen access card

You must notify the WSI service centre immediately if your card is lost, stolen or destroyed. You will not be able to access secured areas of WSI with an expired access control card.

Visitor Identification Card (VIC)

Visitor Identification Cards (VICs) are issued to visitors who require access to secure areas of WSI for work related purposes. During their visit they **must** always be supervised by an Access Control Card holders.



Security access control



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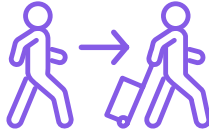
Access controlled doors and privileges

Upon the issuance of your access control privileges you will be allowed access to the certain doors throughout the airport site. Please note that these access privileges will depend on the operational requirements of your role.

Please also note that certain access privileges will not be allocated unless you have the relevant Access Control Card that corresponds to the area in which you need access to.

Whilst moving through the airport site you have the responsibility to the following.

- Ensuring all access-controlled doors are secured once you pass through them.
- If you see any access-controlled door or gates propped open, close it immediately and report it.
- Only access doors where you have a duty and an operational need to do so.



Tailgating

Tailgating occurs when someone follows you through an access-controlled point without using their own access card to gain entry.

At WSI we do not allow tailgating as it creates security vulnerabilities.

If you notice it occurring, please question the behaviour, if you are not comfortable to do so, then report it to the AOCC.

The only exception is if you are supervising a VIC holder (a visitor). In this case, you should swipe your access card and allow the VIC holder to move through the access point and then ensure the door is closed behind you.



Forcing and closing doors and gates

Always ensure doors and gates are secured once you pass through them. If left opened and unattended, this creates a security vulnerability and may allow unauthorised entry into secure areas.

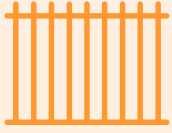
If your access card does not authorise access to a door or gate, do not force your way through that entry point, this includes through the use of any emergency door release device (break glass), unless in the event of an emergency. Forcing doors may result in disciplinary action, such as the loss of access privileges.

‘If your access card does not authorise access to a door or gate, do not force your way through that entry point’

Physical safety measures

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A series of thin, orange lines of varying lengths and orientations, fanning out from the left side of the page towards the bottom right corner, creating a dynamic, abstract graphic element.



Fence clearances and maintenance

The boundary of the WSI airport site is protected by security fencing.

Damaged fences create vulnerabilities and allow easy access to security zones or secure areas at WSI.

If you observe a suspicious activity around the boundary, a person breaching a security fence, inflicting damage or existing damage, please contact the AOCC.



Securing doors

WSI access-controlled doors are equipped with an alarm which will indicate when a door has been forced open, is left open too long or not secured correctly.

When moving through WSI, you are responsible for ensuring that the door/s you have accessed are secured upon passing through them.

You must not interfere with the normal operation of the doors, which includes propping, holding it opened or forcing the door.



CCTV

CCTV surveillance is used at WSI and is extensively incorporated across the airport site. CCTV footage is to monitor security, support operations and investigation purposes.

The use of CCTV will enable us to monitor the airport and aim to:

- Assist in the prevention and detection of crime.
- Assist with the possible identification of offenders.
- Assist in ensuring a fast and effective response to aviation security related incidents.
- Assist in the efficient operation of the airport.





Active Armed Offender (AAO)

An active armed offender is deemed as someone who is attempting to kill and injure as many people as possible within the shortest period of time and will generally target places with the greatest number of people in close proximity, i.e. crowded places, making WSI a possible target.

If faced with such a scenario of an AAO, the following guidelines have been developed by the Australia-New Zealand Counter Terrorism Committee should be followed.

Escape: If it is safe to do so, find an exit and evacuate.

Hide: If it is unsafe to evacuate, find a secure place to hide and shelter in place until advised otherwise.

Tell: If it is safe to do so, call the AOCC emergency line and 000 and relay as much information as possible. Be mindful that you may be asked to stay on the line to give updates as required by the operator.

In the event of an AAO, the AFP will be the combat agency.



Unattended or suspicious items and vehicles

Unattended or suspicious items can pose a security threat to WSI. It is the responsibility of all airport users to be alert and aware of any unattended or suspicious items.

If you identify an unattended or suspicious item, please adhere to the following.

- **Do not** approach the item.
- **Do not** open, touch or move the item.
- **Do not** put yourself at risk. Contact the AOCC.

Unattended or suspicious items should only be approached by the WSI Operations team, security contractor or Law Enforcement agencies.

Like unattended or suspicious items, unattended or suspicious vehicles also pose a security threat to WSI.

Some indicators of a suspicious vehicle include:

- Vehicles that are left for extended periods of time.
- The owner cannot be located, or their actions are deemed suspicious.
- The public or airport employees become concerned.
- No keys in the ignition and vehicle locks appeared tampered with.

If you notice a suspicious or unattended vehicle, call the AOCC.

‘It is the responsibility of all airport users to be alert and aware of any unattended or suspicious items’

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