



LAX

Los Angeles World Airports

**SECURITY & AIRPORT SAFETY
ENFORCEMENT PROGRAM**



<http://www.lawa.org/safe>



LAWA SECURITY & AIRPORT SAFETY ENFORCEMENT (SAFE) PROGRAM

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I. Introduction

The Security & Airport Safety Enforcement (SAFE) program is an awareness and enforcement program designed to promote the safety and security of the airport through the enforcement of LAX Rules and Regulations, the LAX Airport Security Program, applicable Code of Federal Regulations, State of California regulations, and City of Los Angeles regulations. The SAFE program does not limit or otherwise replace any other laws, rules or regulations.

This program is administered by the Los Angeles World Airports Airport Operations and Airport Police Divisions.

II. Responsibility

It is the responsibility of each individual tenant, sponsor, agency and/or organization that provides services at LAX to ensure that their employees are fully trained and aware of all applicable laws, regulations, procedures and programs.

It is also the responsibility of every LAWA badge holder to know the extent of their badge access, and all laws, ordinances, policies, rules and regulations, and safety & security programs at the airport. It is expected of every badge holder to faithfully carryout their duties and obligations including, but not limited to, obeying the laws, policies, procedures, and all rules and regulations set forth by LAWA and all applicable local, state and federal regulatory agencies.

III. Definitions

AMA	Aircraft Movement Area: Runways, taxiways, safety areas and other areas of an airport that aircraft use for taxing, take-off, and landing, not including apron/ramps and aircraft parking areas.
AOA	Air Operations Area: This area includes paved and unpaved areas used for the movement of aircraft, in addition to associated runways, taxiways, or aprons. Commonly refers to anything within the secured and fenced-in area of the airport.
ARCC	Airport Response Coordination Center: The primary communications and coordination center, used to provide day-to-day coordination and support for all regular and irregular operations at the airport.
ASP	Airport Security Program: A program that describes the actions to be taken to protect airlines, passengers, staff, aircraft and property against terrorist or criminal acts.
ATCT	Airport Traffic Control Tower: Building where air traffic controllers manage and direct air traffic by keeping aircraft at safe distances from each other, as they are directed for takeoff, landing, or taxi.



CTA	Central Terminal Area: The adjacent roadway and surrounding public area in front of the terminals at LAX. The area also encompasses administrative offices and parking structures found around the roadway system in front of the terminals.
FAA	Federal Aviation Administration: The FAA is the authority with powers to regulate all aspects of civil aviation within the United States. These include the construction and operation of airports, air traffic management, and the certification of personnel, airports and aircraft.
GSE	Ground Service Equipment: Aircraft pay movers, tugs, dollies, bulk carts, bag carts, belt loaders, deck loaders, and any vehicle used for servicing of aircraft or the transport of cargo, fuel, persons or equipment within the AOA.
LAWA	Los Angeles World Airports: The airport oversight and operations department for the City of Los Angeles.
LAX	Airport code to identify Los Angeles International Airport.
Public Area	Public portions of terminal buildings, including ticketing counters, satellites, concourses, and baggage claim. Also includes the Central Terminal Area’s parking facilities, roadways and adjacent buildings.
Ramp Area	Portion of the AOA used by airport tenants for servicing and loading aircraft. The ramp area is part of the Security Identification Display Area (SIDA).
Restricted Area	The Restricted Area is part of the SIDA, including but not limited to passenger and cargo loading aprons, hangar areas, runways, taxiways and vehicle service roads.
Runway	A piece of pavement on the airport surface designed for aircraft landings and takeoffs.
SAFE	Security & Airport Safety Enforcement, (SAFE) Program: An awareness and enforcement program designed to educate airport tenants and their employees about the safety and security rules of LAX. A point system is used based on the severity of a violation and is structured to hold violators accountable for safety and security-related offenses. All LAX badge holders are accountable to the standards of the SAFE Program.
Safety Area	A defined area on all sides of a runway or taxiway that is prepared or suitable for reducing the risk of damage to aircraft. This area must remain clear of any obstacles that could impede the safe path of aircraft and wingtip clearance. Safety areas at LAX may be identified by a green color painted on the pavement on either side of the taxiways.
SIDA	Security Identification Display Area: Includes any area identified in the Airport Security Program requiring each person to continuously display airport approved identification, unless under airport approved escort.
Sterile Area	Portions of public areas that reside between the security screening checkpoint and aircraft boarding areas.
Taxiway	The parts of the airfield designated for the surface maneuvering of aircraft to and from the runways and aircraft parking areas.
VSR	Vehicle Service Road: A roadway, access lane, passageway, and/or other area designated for the movement of vehicles on the AOA.



IV. Access Icons



Restricted Area Driver (RAD): Allows badge holders to drive airport approved vehicles and/or GSE on ramps and vehicle service roads. Prior to being issued, an applicant must have a valid U.S. driver's license, complete a minimum of eight (8) hours of practical day and nighttime driving with a certified trainer and pass an examination.



AOA Familiarization (AOA): For badge holders with an operational need to access designated restricted areas of the airfield; however, do not have direct contact with the ATCT. All applicants must complete a training session and receive approval by LAX Airport Operations prior to applying for the icon.



Air Traffic Control (ATC): For badge holders requiring communications with the ATCT and access to the AMA. *Must be accompanied by a RAD icon.*



Aircraft Surface Movement (ASM): For badge holders that perform aircraft tow/taxi on the AMA. Prior to being issued, an applicant must have received surface movement training sponsored by their organization and complete a training course provided by LAX Airport Operations. *Must be accompanied by a RAD icon.*



Red Custom Seals: For badge holders who have an operational need to access non-cleared flights or areas where non-cleared passengers, baggage and cargo may be present.



Black Custom Seals: For badge holders who have an operational need to work non-cleared flights/cargo however do not have direct contact with non-cleared passengers.



Aircraft Fueling: For badge holders who drive and perform in-to-aircraft fueling. Applicants requesting this icon must have received the required FAA fueling training/certification in addition to the requirements listed for the RAD icon.



Escort: For badge holders with the need to escort un-badged personnel. Applicants must attend the Airport Police authorized escort training course.



V. Citation Process

The SAFE Citation is an administrative tool used to address violations of LAX Rules and Regulations, as well as applicable local, state and federal guidelines. Citations may be issued by either LAX Airport Operations or LAX Airport Police electronically or via paper copy. If a paper copy citation is issued, the supervisor of the citation recipient must return the signed notice to the Airport Police station within 72 hours.

The SAFE Citation will include the following information:

- Date and approximate time of the offense
- Violator's name
- Name, and if applicable, call sign of issuing LAWA employee
- Applicable Rule(s) and/or Regulation(s) that may have been violated.

Processing and notification of the SAFE Citation will be completed as follows:

- a. An electronic copy of the citation will be emailed to the violator's point of contact on file for his/her employer.
- b. Any applicable information, such as recall, suspension of privileges etc., will be added to the violator's LAWA badge profile with the Security Badge Office, by the SAFE Coordinator.
- c. If a "Notice of Badge Suspension" or Training is warranted, the notice will be sent to badge holder's designated company contact.
- d. Should the badge holder wish to appeal a citation (see Section VIII), the SAFE Coordinator will process the fully completed "Request for Appeal" and will schedule a hearing within 7 days (see Section XI).



VI. PENALTIES

Point Threshold	Associated Penalties	Badge Suspension Period
Open	At the discretion of the SAFE office, badge holders may be required to complete training assigned by Airport Operations or Airport Police. Assigned training must be completed within 10 days of the "Notice of Training Required." Failure to successfully complete the training within the specified time frame will result in all LAWA badges being recalled until the training is completed.	0 days
4	Badge holders that accumulate 4 to 7 points within the last 12 months will be required to surrender their badges to the Airport Police SAFE coordinator by the designated day/time on the "Notice of Badge Suspension."	7 days
8	Badge holders that accumulate 8 to 11 points within the last 12 months will be required to surrender their badges to the Airport Police SAFE coordinator by the designated day/time on the "Notice of Badge Suspension."	30 days
12	Badge holders that accumulate 12 or more points within the last 12 months will be required to attend a mandatory hearing where the penalty will be determined.	Up to Revocation

NOTE:

1. All violations and penalties apply to the violator and all associated LAWA badges held by the violator. Any suspension or revocation will be applied to all badges issued to the violator.
2. No new badges will be issued during the suspension/revocation period.
3. Failure to surrender all badges by the designated day/time will result in the deactivation of all badges associated with the badge holder. Deactivated badge holders will be required to go through the complete badging process for all badges after the end of the suspension period.
4. Any violation may result in a mandatory SAFE hearing.
5. See section XI for badge surrender process.
6. See section XII for badge confiscations.



VII. SAFETY AND DRIVING VIOLATIONS

All violations of the Rules and Regulations carry a point value; these points will remain on the violator’s record for 12 months, for the purpose of administering penalties.

Category A - Safety and Driving Violations:

The following are examples of Category A violations of the LAX Rules and Regulations which may result in a **one (1) point** citation:

Section	Description
3.19.1	AOA - No person shall smoke cigarettes, cigars, pipes, or carry any open flames on the AOA except in designated smoking areas
5.2.8	No parking or staging of vehicles or equipment on the painted yellow-hashed pedestrian walkways
5.2.16	No smoking and use of E-cigarettes allowed
6.2.6	Aircraft parking position setup is restricted to one hour prior to flight arrival unless the gate is occupied
6.2.8	All fluid or cargo spills shall be cleaned up immediately
11.1.11.a	All vehicles & equipment shall be parked with parking brake engaged
11.2.5.a	Before operating any motor vehicle or equipment, the operator shall ensure that vehicle and or equipment is in roadworthy condition
11.4.1a	No more than five (5) baggage carts shall be towed on the AOA
11.4.1b	No more than 4 LD-3/LD-7 dollies or any other combination of equipment shall be towed on the AOA



Category B - Safety and Driving Violations:

The following are Category B violations of the LAX Rules and Regulations which may result in a **two (2) point** citation:

Section	Description
3.1.2	No person or company shall destroy, damage, or deface any Airport property, nor intentionally abandon any company or personal property
3.1.4	Any accident involving an aircraft and/or a vehicle shall be reported immediately to the Airport Response Coordination Center (ARCC) at (424) 646-5292
3.5.10	No person shall be on the AOA and/or operate a vehicle/equipment while wearing headsets/earbuds that cover, rest on, or are inserted into both ears. Approved hearing protection and hearing assistive devices are exempt
3.11.3	Plastic sheeting to cover pallets or containers shall only be used on the Air Operations Area (AOA) when completely secured by netting
3.16.3	No passenger baggage carts are allowed on escalators or moving walkways
3.22.1	No person shall place, discharge, or deposit in any manner paper, trash, rubbish, litter, or other refuse anywhere on the Airport including ramps, stairwells, jet bridges, parking areas, etc., except in proper receptacles and other places designated by LAWA
3.22.2	All wood pallets, cardboard, glass, paper products and plastic waste shall be deposited in proper recycling receptacles
3.24.1	In accordance with FAA Regulations, no person shall feed, provide habitat, or otherwise introduce or encourage factors on the Airport that attract or may attract birds or other wildlife
4.5.11	No aircraft shall be moved or towed on the airport except by a vehicle of a type recommended or approved for such purpose. Said vehicles are restricted to routes prescribed by the General Manager
4.5.16	All aircraft being taxied or towed shall proceed with navigational lights illuminated during the hours between sunset and sunrise or during periods of low visibility
4.6.6	Maintenance running of an aircraft engine at the gate is prohibited unless approved by the General Manager or designee and in compliance with the LAX noise abatement procedures. See Section 13 - Noise Abatement
4.7.3	Idle engine checks, run-ups and auxiliary power units shall be operated at minimum time required to accomplish the necessary maintenance or preflight check
5.1.3	A wheelchair attendant can push only one wheelchair at a time.
5.2.2	Speed shall be kept at five (5) mph at TBIT Interstitial Bag Room and three (3) mph for the Interline Bag Room



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5.10.4	No vehicle or equipment is allowed to park, stage, or traverse on the red-hash marked areas around the passenger boarding bridges
5.10.8	No trash or refuse from aircraft cabins is allowed on the ramp and in ramp trash bins. Trash or refuse collected from aircraft cabins shall be disposed of immediately in trash compactors
6.2.2	Do not block any wheeled fire extinguisher(s)
6.2.3	Building or breaking down of cargo on the gate area is prohibited
6.2.4	Storing of cargo, equipment, or vehicles beyond the building lease limit line is prohibited
8.4.1	Do not block, wedge, obstruct, or otherwise causing or allowing impairment of the operation of a fire assembly as listed below pursuant to the corresponding Los Angeles Municipal Code (LAMC)
9.1.1	All fueling operations shall be conducted by trained personnel per Federal Aviation Regulations (FAR) Part 139.321 (b-f)
9.1.4	All fuel servicing vehicles shall be properly bonded with the aircraft being serviced during all fueling operations
9.1.6	No fuel tanker shall be parked within 50 feet from any parked aircraft and buildings other than maintenance facilities and garages for fueling servicing tank vehicles
9.1.7	All fuel tankers shall have a clear space of no less than 10 feet when parked, stored, or repaired next to other fueling servicing vehicles, moving vehicles, or parked vehicles/equipment
9.1.17	The delivery of fuel shall at all times be under the control of the vehicle operator. Latching or fastening devices on the control units (deadman) are not permitted
9.1.18	The operator of any fueling service vehicle shall be outside the vehicle and in constant control at all times when refueling an aircraft
11.1.1.c	All operations of motor vehicles/equipment shall not be operated if constructed, equipped, or loaded in a manner that would endanger persons or property
11.1.1.k	All operations of motor vehicles/equipment shall not hinder or endanger the movement of aircraft
11.1.1.o	All occupants use seat belts when equipped while operating on Airport Vehicle Service Roads (VSR)
11.1.1.q	All vehicles/equipment shall be operated in a safe manner
11.1.2.a(1)	Vehicles shall be operated on the AOA in strict compliance with speed limits of 20 MPH on all vehicle service roads
11.1.2.a(2)	Vehicles shall be operated on the AOA in strict compliance with speed limits of 10 MPH on VSR "S"
11.1.2.a(3)	Vehicles shall be operated on the AOA in strict compliance with speed limits of 10 MPH



	on all ramp/apron areas outside the aircraft limit line
11.1.2.a(4)	Vehicles shall be operated on the AOA in strict compliance with speed limits of 3 MPH or walking speed, on all ramp/apron areas inside the aircraft limit line
11.1.2.a(5)	Speeds should never exceed a reasonable and prudent speed, consistent with existing traffic, lighting and weather conditions
11.1.3.a	No person shall use mobile devices while operating vehicles on the AOA unless using hands-free equipment
11.1.5.a(3)	All vehicles operated on the AOA shall yield the right-of-way and exercise special caution when in proximity to ... busses operating on taxiways and displaying a rotating yellow beacon when responding to an emergency
11.1.5.a(4)	Vehicles operating on roadways take precedence over all traffic in adjacent areas (ex. leaseholds, aircraft parking and loading ramps, and equipment parking areas)
11.1.9.a	Minimum safe distances shall be maintained when operating a motor vehicle in front of or behind aircraft with engines running
11.1.10.a	No vehicle shall be driven in any area between a bus and an aircraft, loading gate, or building when the area is actively being used as a walkway for passengers
11.1.11.f	No vehicle shall be stopped or parked on any taxiway, taxilane, access lane, or area marked with solid red or red hatched lines
11.5.1	The use of another company's GSE is not allowed without written agreement between the companies' authorized representatives
11.8.1	No repairing, dismantling, or servicing of vehicles and GSE in any area other than the tenant's approved leasehold is allowed
11.11.1	Pedestrian traffic is prohibited on AOA roadways and areas outside of the apron limit lines
14.2.1	Equipment washing, degreasing, etc., shall only be allowed where the effluent can be collected, treated, and properly disposed. Discharge of hazardous materials at both LAWA and tenant facilities directly emptying into the storm drain system is prohibited



Category C - Safety and Driving Violations:

The following are Category C violations of the LAX Rules and Regulations which may result in a **three (3)** point citation:

Section	Description
3.5.5	No person shall place any solids in, or pour any liquid other than water down floor drains, manholes, storm water drains, or sewer connections
4.5.1	Any non-flight crewmember who tows, taxis, or otherwise moves an aircraft on any movement area a distance of more than 1,500 feet (defined as a "Long Tow"), must successfully complete the Aircraft surface movement (ASMP) training and hold the ASMP icon on their SIDA badge
4.5.3	An escort provided by LAX Airport Operations is required when any aircraft is taxied, towed, or otherwise moved across any runway, when a non-flight crewmember is attending the controls
5.6.2	Do not block, obstruct, impede access to, tamper with, or steal equipment intended for life saving purposes (Automated External Defibrillators (AED), Panic Buttons, Emergency Phones, Emergency Stair Chairs, etc.)
11.1.1.n	All operations of motor vehicles and or equipment shall not be operated across taxilanes between terminals unless they are marked with appropriate (zipper) markings
11.1.5.a(1)	All vehicles operated on the AOA shall yield the right-of-way and exercise special caution when in proximity of aircraft which are taxiing, being towed, or otherwise moved, including their towing and guiding vehicles
11.1.5.a(2)	All vehicles operated on the AOA shall yield the right-of-way and exercise special caution when in proximity of equipment responding to emergencies (ex. ARFF, Airport Operations and Airport Police vehicles displaying a red, rotating beacon)
11.1.6.a	No pedestrians or vehicles are allowed on aircraft movement areas unless approved by LAX Airport Operations and the FAA Air Traffic Control Tower



Category D - Safety and Driving Violations:

The following are Category D violations of the LAX Rules and Regulations which may result in a **four (4)** point citation:

Section	Description
3.1.7	All persons involved in an accident, including all witnesses, shall remain at the scene of the accident, unless otherwise authorized by a LAWA representative
4.5.5	Aircraft shall not be taxied, towed, or otherwise moved on any part of the operational areas until specifically cleared to do so by the FAA ATC Tower
4.5.9	No aircraft shall be taxied, towed, or otherwise moved on the airport in a careless or negligent manner or in disregard of the rights and safety of others or without due caution and circumspection, or in a manner which endangers persons or property, and at a speed that cannot ensure complete control at all times
11.1.1.b	All operations of motor vehicles and or equipment shall not be operated in a careless or negligent manner or in a way that would endanger persons or property
11.11.2	Pedestrians on the runways and taxiways are strictly prohibited

Category E - Safety and Driving Violations:

The following are examples of Category E violations of the LAX Rules and Regulations which may result in immediate confiscation of the airport badge and a mandatory SAFE Hearing. Immediate airport badge confiscations can occur for any violation depending on the severity of the violation. Please refer to the Badge Confiscations section XI.

Section	Description
3.5.1a	All employees that operate a motor vehicle or automotive equipment on Airport property shall not consume or be under the influence of any intoxicating beverages, drugs, or narcotics while on duty; nor shall any person operate a motor vehicle, attend, or assist with any aircraft operation while under the influence of alcohol, drugs, or any controlled substance
11.1.6.c	No vehicle shall cross an active runway unless escorted by LAX Airport Operations with appropriate ATC clearances
11.3.1.a	A Restricted Area Driver icon is required to drive any vehicle or equipment on the AOA on all vehicle service roads and ramp areas outside exclusive leasehold areas
11.3.1.c	No driver shall operate a motor vehicle unless appropriately licensed



VIII. SECURITY VIOLATIONS

All violations of the Rules and Regulations carry a point value; these points will remain on the violator's record for 12 months, for the purpose of administering penalties.

Category A - Security Violations:

The following are examples of Category A violations of the LAX Rules and Regulations which may result in a **one (1) point** citation:

Section	Description
7.5.9	The badge holder is responsible for ensuring all badges are kept free from mutilation, damage or defacement

Category B - Security Violations:

The following are Category B violations of the LAX Rules and Regulations which may result in a **two (2) point** citation:

Section	Description
4.1.3	No person shall enter an aircraft without the consent of the owner or representative in-charge
7.2.8	Any badge holder shall report an activated audible alarmed door to Airport Police: (424)646-7911
7.3.3	All tenant escorts shall be documented except escorts taken through LAWA's Security Vehicle Access Posts
7.3.4	No more than one vehicle shall be escorted unless approved by General Manager or designee. All escorted vehicles shall be continuously controlled and monitored
7.3.5	All vehicles left unattended must comply with vehicle identification and access media requirements
7.3.6	No more than five persons shall be escorted by any individual unless approved by General Manager or designee. All escorted individuals shall be continuously controlled and monitored
7.3.7	All escort logs must be complete with proper information prior to conducting an escort. The escorted person must possess valid government identification. The escort logs must be readily available upon request
7.4.1	The perimeter fence shall have a ten (10) foot clear zone on the fence exterior and a five (5) foot clear area on the interior (Secured Area) of the fence. The clear zone shall



	remain free of any equipment, vehicles, and obstructions, including trees, brush and poles
7.5.5	All LAX issued Security Identification Badges shall be worn on the outer-most garment above the waist and below the neck while in the Secured Area (AOA), SIDA, or Sterile Area
7.5.8	All prohibited item logs shall be complete
7.5.10	Only company purchased and LAWA authorized prohibited items, which are essential to the operation of the business, are allowed in the sterile area

Category D - Security Violations:

The following are Category D violations of the LAX Rules and Regulations, which may result in a **four (4) point** citation:

Section	Description
3.5.2	Vandalism and graffiti are strictly prohibited
3.5.9	All persons shall comply with the lawful orders of Airport Operations and/or Airport Police
7.2.2	Any badge holder(s) who allow other persons unauthorized access on to the Secured Area, SIDA, or Sterile Area by tailgating or piggy-backing will be subject to citation and or badge confiscation
7.2.7	No badge holder responsible for activating an audible alarmed door shall leave the alarmed door unattended
7.2.10	Tenants shall be responsible for controlling access into the Secured Area (AOA), SIDA, or Sterile Area through doors located on their leasehold. Any tenants that fail to properly control access will be subject to a citation and may lose their access to the Secured Area (AOA), SIDA, or Sterile Area
7.2.11	Aircraft operators shall prevent unauthorized access to aircraft
7.3.1	All escorts shall be conducted by an authorized employee possessing a LAX issued Security Identification Badge with an appropriate escort icon
7.3.8	Any person conducting an authorized escort must be within visual line of sight, in order to monitor and control the escorted person(s). Failure to follow all escort procedures may result in revocation of escorting privileges and/or badge confiscation
7.5.2	No badge holder may circumvent, compromise, modify, interfere, deface, vandalize or cause a person to tamper, interfere with, modify or attempt to circumvent any security system
7.5.3	No badge holder may enter, exit, or access a Secured Area, SIDA, or Sterile Area without



	complying with the systems, measures or procedures regarding access control, as mandated in the ASP, and TSA Regulations
7.5.4	No badge holder may use or allow use of any airport issued access medium or identification system that authorizes the access, presence, or movement of persons or vehicles in the Secured Area, SIDA, FIS, or Sterile Area in any other manner than for what it was issued
7.5.11	Any person in possession of one's own LAX issued Security Identification badge that has been reported lost or stolen must immediately report it to the Security Badging Office. If the badge is discovered lost or stolen after business hours, the employee shall report such discovery to their immediate supervisor or manager. The immediate supervisor or manager shall contact the Airport Police immediately at (310) 646-4268
7.5.12	Any act of violence committed on LAWA property is strictly prohibited

Category E - Security Violations:

The following are examples of Category E violations of the LAX Rules and Regulations which may result in immediate confiscation of the airport badge and a mandatory SAFE Hearing. Immediate airport badge confiscations can occur for any violation depending on the severity of the violation. Please refer to the Badge Confiscations section XII.

Section	Description
3.5.1.b	Consumption, possession, use, display, transfer, distribution, sale, transportation, advertisement, marketing or growth of any controlled substance or possession of paraphernalia on LAWA property is prohibited



IX. Request for Appeal

Badge holders have the right to appeal citations via a SAFE Hearing process. In order to exercise the right to appeal, the badge holder must submit a completed “Request to Appeal” form within 7 days of the date the citation was issued.

Failure to file a completed “Request for Appeal” within 7 days of the citation will constitute a plea of “No Contest” and acceptance of having committed the violation. This will prohibit the badge holder from any further action on contesting the citation, resulting in accrual and assessment of any sanctions and/or points to be entered into the badge holder’s record associated with the citation.

Note: “Request for Appeal” can only be submitted by the badge holder listed on the citation. Hearings will not be scheduled unless a completed and substantiated “Request for Appeal” has been filed within the specified timeframe.

The “Request for Appeal” form can be found at <http://www.lawa.org/safe/>

X. Hearing Process

All hearings shall be heard before a panel of SAFE Hearing Officers. This hearing is administrative in nature and the badge holder will be given an opportunity to present any relevant extenuating circumstances.

The Hearing shall be in person at a location determined by the SAFE Coordinator. Attendance of the badge holder and his/her 2nd level supervisor or manager is mandatory. Failure to attend an appeal hearing will result in a sustained decision for the citation being challenged. With the exception of immediate badge confiscations, all penalties associated with the contested violation shall be suspended until the hearing panel has issued a written ruling.

Security related violations, where the hearing panel’s decision is a suspension of 15 days or greater, will be forwarded to the Airport Security Coordinator (ASC), or designee, for additional review and final approval. It’s the sole discretion of the ASC, or designee, to accept or overrule the recommendations made by the SAFE program hearing panel. Once the ASC, or designee, has reviewed the circumstances and has rendered a decision, that decision is final and is not appealable. The badge holder will be notified in writing, by the Airport Police SAFE coordinator of the final decision.



XI. Badge Surrender (Suspension)

When a “Notice of Badge Suspension” is warranted, the notice will be sent to badge holder’s designated company contact. The company will be responsible for immediately notifying the badge holder of the pending suspension and provide the employee with the “Notice of Badge Suspension” which will specify the procedure for surrendering all badges issued to the badge holder. Failure to surrender all badges by the designated day/time will result in the deactivation of all badges associated with the badge holder. Deactivated badge holders will be required to go through the complete badging process for all badges after the end of the suspension period.

XII. Badge Confiscation

The Airport General Manager or designee reserves the right to immediately confiscate, deactivate and/or restrict a badge holder’s LAWA issued badge in cases of gross negligence or egregious security offenses. Some examples include being under the influence of any narcotic or controlled substance on airport property, causing a significant accident resulting in substantial damage or injury, entering a movement area without proper approval, driving a vehicle on the AOA without a valid RAD icon, intentional or deliberate acts, repeated violations of the same nature, criminal acts, criminal investigations or implications of any involvement in criminal activity.

XIII. Contacts

For questions and additional information about the SAFE Program, please visit www.lawa.org/safe, contact LAX Airport Operations or Airport Police at the following contacts:

- a. SAFE Program Administrator | (424) 646-5890 | safe@lawa.org
- b. SAFE Program Airport Police Officer | (424) 646-5646 | laxpdcrimeanalysis@lawa.org
- c. Airport Police Vehicle Inspection Coordinator | (424) 646-5645
- d. LAX Security Badge Office | (424) 646-5500
- e. LAX Regulatory Compliance and Safety Office | (424) 646-5883
regulatorycompliance@lawa.org