

OPERATIONAL DIRECTIVE NO. 02-03
Effective: April 23, 2002

**SUBJECT: SECURITY FOR CARGO WAREHOUSES, HANGAR BUILDINGS,
AND SHOP/STORAGE FACILITIES AT MIAMI INTERNATIONAL AIRPORT**

PURPOSE: To enhance security policies for accessing the Air Operations Area (AOA) from cargo warehouses, hangar buildings, and shop/storage facilities.

I. AUTHORITY:

- A. [Code of Federal Regulations, Part 107](#) - Airport Security, No. 16245 (43 FR 60792 et al.)

[Section 107.13 - Security of Air Operations Area, and 107-14, Access Control System.](#)

- B. [Chapter 25, Aviation Department Rules and Regulations, Section 25-7.5 - Protection of Leased Areas states:](#)

(a) No Airport tenant under whose control are any vehicle or personnel gates, doors or any other means of ingress and egress to or from the AOA or SIDA area at Miami International Airport or at any other County Airport which has a fenced, secured AOA, shall fail to keep the same secured or controlled at all times to prevent the access of unauthorized persons to the AOA. Airport tenants shall be responsible for control and prevention of unauthorized access to the AOA or the leasehold areas of other tenants from the tenant's leased premises.

(b) No airport tenant under whose control are any vehicle or personnel gates, doors or any other means of ingress and egress to or from the AOA or a SIDA area at Miami International Airport shall fail at all times to have in effect a positive access control program. In no event shall tenant-controlled keys, lock combinations, or the like be allowed off the leased premises without such tenant's knowledge and consent.

(c) The internal security of leased areas at the Airport shall remain the sole responsibility of the lessee.

II. POLICY:

- A. Upon occupancy of a cargo warehouse, hangar building or shop/storage facility, the leaseholder, tenant or user shall assume full responsibility for compliance with Federal and local security requirements and shall be liable for all fines and penalties resulting from failure to perform or abide by them.
- B. In order to control AOA access from the above-mentioned facilities, leaseholders, tenants, and users must comply with one of the following security measures, which are in addition to the mandates in federal regulations and in Chapter 25 of the County Code:
 - 1. Use a combination of security guards, designated employees/representatives, along with roll-down doors and scissors-type gates with a lock and key at AOA entrances.
 - a. Always have an appropriate number of security guards or designated employees/representatives at openings with access to the AOA when actively moving cargo or any other materials. These designated individuals shall verify the identity of employees by matching the employee's photo identification badge with the employee thus controlling access to the AOA at all times.
 - b. At times when the facility is open but not moving cargo or other materials, the roll-down doors may be open but the scissors type gates must be closed and key-locked.
 - c. Only employees with MDAD photo identification badges will be given a key. Employees must sign receipt for the key. If a key is lost or not returned, the lock must be changed. Locks and keys must be audited every six months or as directed under the MDAD's Lock and Key Program.
 - 2. Install an inside interior fence with a card reader in all of the facilities mentioned in this OD to control access from landside into the controlled section of the facility.
 - 3. Designate an appropriate number of 24-hour security guards or designated employees/representatives to be positioned at openings with access to the AOA to verify the identity of employees by matching the employee's photo identification badge with the employee. These employees must be provided with the necessary

communications equipment, in working condition, to be able to immediately call for assistance of Police, guards or security personnel.

4. Emergency egress/fire exit doors shall maintain appropriate panic hardware in accordance with life safety codes and shall not restrain egress.
- C. The security measures set forth herein must be in place within 30 days after the effective date of this Operational Directive (OD).
 - D. The security measures selected from those established in this document must be incorporated into the facility occupant's Corporate Security Plan and provided to the Aviation Department as soon as they are in place.

III. EFFECTIVE DATE:

This OD shall become effective 15 days after the filing/recording thereof with the Clerk of the Circuit Court as Clerk of the County Commission. This OD shall remain in effect until revoked or modified.

IV. AMENDMENTS:

The Department reserves the right to amend ODs at any time and from time to time and copies of such amendments will be mailed to all affected parties who register with the Aviation Department.

V. SEVERABILITY:

If any court of competent jurisdiction determines that a provision in this OD is illegal or void, the remainder of this OD shall continue in full force and effect.

REVOCATION: None.

CROSS REFERENCE: None.

(Original signed)

Angela Gittens, Aviation Director

Date: April 4, 2002