



CIVIL AVIATION SAFETY AND SECURITY OVERSIGHT AGENCY

CHECKLIST

CAA: CL-OPS057
June 2017

AVIATION SECURITY MANUAL EVALUATION CHECKLIST

Name of Operator:
Date of Evaluation:
Type of Operation:
Inspector(s): /
Assessment Code: S=Satisfactory; U = Unsatisfactory; N/C= Not Checked; N/A= Not Applicable

Item	Assessment			
	S	U	N/C	N/A
OVERALL MANUAL PRESENTATION				
1 Bound in a secure form (not loose)?				
2 Exterior of binder clearly indicates manual content?				
3 Table of contents?				
4 Distribution List				
5 Revision Instructions adequate?				
6 List of effective pages provided and correct?				
7 List of revision/ Amendment page				
8 A description of security policies and procedures for handling and reporting crime on board such as unlawful interference, sabotage, bomb threats, and hijacking.				
9 Security instructions and guidance of a non-confidential nature which shall include the authority and responsibilities of operations personnel.				
10 Security training programme has been established				
a) Security of the flight crew compartment				
b) Aircraft search procedure checklist				
c) Determination of the seriousness of any occurrences				
d) Crew communication and coordination				
e) Use of authorized non-lethal protective devices assigned to crew members				

f) Understanding of behaviour of terrorists				
g) Live situational training exercises regarding various threat conditions				
h) Post-flight concerns for the crew.				
11 Procedures to enable cabin crew to discreetly communicate to flight crew in the event of suspicious activity or security breaches in the passenger cabin. Recurrent training				
12 Procedures to enable cabin crew to discreetly communicate to flight crew in the event of suspicious activity or security breaches in the passenger cabin				
13 Procedures in relation to the flight crew compartments access.				
14 Procedures in relation to a bomb threat or warnings, when the aircraft is on the ground or in flight.				
15 Developed a procedure checklist for searching a bomb and/or inspecting an aircraft for concealed weapons, explosives and other dangerous devices.				
16 Procedures required for the carriage of persons subjected to judicial or administrative proceedings				
17 Security Programme- measures, procedures and practices to be followed by the operator to protect passengers, crew, ground personnel, aircraft and facilities from acts of unlawful interference.				
18 Procedures to ensure the security of the flight crew compartment?				
19 Information to pilot in command of armed or unarmed escort persons, the individuals whom they are escorting and their seat locations in the aircraft.				
20 All cargo and mail intended for carriage on passenger commercial flights shall be subjected to appropriate security controls by aircraft operators and regulated agents before being placed on board an aircraft.				
21 Procedures for acceptance of cargo consignments, courier and express parcels or mail for carriage on passenger flights, and security accountability by a regulated agent, or the consignments are subjected to security controls to meet the appropriate security requirements.				

Comments:

Recommendations
Name of Inspector_____ Signature_____
Date_____