



## PORT MORESBY INTERNATIONAL AIRPORT (PMIA)

### APPLICATION FOR AVIATION SECURITY IDENTIFICATION CARD (ASIC)

#### 1. DETAILS OF APPLICATION

Surname: \_\_\_\_\_ First Name \_\_\_\_\_

Village/Town: \_\_\_\_\_ Sub-District /City: \_\_\_\_\_ Province / Country: \_\_\_\_\_

Currently Residing at: \_\_\_\_\_ Section: \_\_\_\_\_ Lot: \_\_\_\_\_ Town/City: \_\_\_\_\_

Distinguishing Marks (if any): \_\_\_\_\_ Colour of hair: \_\_\_\_\_ Height: \_\_\_\_\_

Colour of Eyes \_\_\_\_\_ Date of Birth Day \_\_\_\_\_ Month \_\_\_\_\_ Year \_\_\_\_\_

Criminal Offence (if any) \_\_\_\_\_ Traffic Offence (if any) \_\_\_\_\_

**Police back ground checks Certificate** (Please attach it with the application) **Applicant Signature:** \_\_\_\_\_

#### 2. EMPLOYER'S INFORMATION

Company Name: \_\_\_\_\_ Type of Activity/Operations: \_\_\_\_\_

Company Address: \_\_\_\_\_ Applicants Duties Responsibilities: \_\_\_\_\_

Office phone no: \_\_\_\_\_ Mobile no: \_\_\_\_\_

Tick Areas Applied for (SRA) [  ]

Number of visits to Security Restricted Areas per week \_\_\_\_\_ Authorizing Officer \_\_\_\_\_

Type of Application: (1) INITIAL ISSUE [  ] (2) RENEWAL [  ] REPLACEMENT, LOST or STOLEN: [  ]

Please tick appropriate box. Lost or Stolen Card application MUST include a Police Crime Report and a completed Statutory Declaration form.

**NOTE:** If any information is found to be incorrect the application will not be processed.

#### 3. NAC OFFICIAL USE ONLY

Date application received: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

NAC Finance (Collector of Public Monies) CPM Receipt No: \_\_\_\_\_

RECOMMEND: [  ] ID Centre Staff Signature: \_\_\_\_\_ Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

APPROVED: [  ] NOT APPROVED: [  ] Manager Aviation Security Signature: \_\_\_\_\_ Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

(Expiry Date – Month and Year: \_\_\_\_\_)

**NOTE: It is important that applicants read and understand the Aviation Security Identification Card requirements before completing the form.**

## TERMS & CONDITIONS

*(Read Terms and Conditions before completing the application)*

1. All applications must be approved by the Aviation Security Manager or GM PMIA.
2. ID card is issued on **MONDAY** to **FRIDAY** each week between the hours of 0900 hours of am and 1500 pm.
3. Payment must be made to NAC Finance after the application is approved by the Manager (AVSEC) or GM (PMIA).
4. Application for each ID card is required.
5. ***Payment Schedule***

<b><i>ASIC Initial/Renewal</i></b>	<b><i>K250.00</i></b>
<b><i>ASIC with PROXY</i></b>	<b><i>K300.00</i></b>
<b><i>Lost Stolen or Damaged (ASIC)</i></b>	<b><i>K250.00</i></b>
<b><i>Lost Stolen or Damaged (ASIC with Proxy)</i></b>	<b><i>K300.00</i></b>

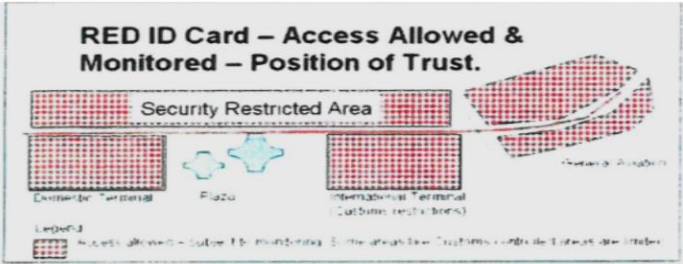
## AVIATION SECURITY IDENTIFICATION CARD GUIDE

1. Issued red ID Card, remains the property of National Airports Corporation and maybe withdrawn anytime by the Manager Aviation Security (AVSEC)
2. Red **ID Card** is issued to persons having unescorted access to the Security Restricted Areas.
3. The **ID Card** is issued for the performance of official duties and business only.
4. The **ID Card** is not transferrable and shall be surrendered to the issuing authority on the expiry or upon completion of the task at the following location;  
a) **The NAC ID Centre** (Port Moresby International Airport Domestic Terminal Level 1).
5. The holder shall comply with any reasonable instruction given by an Aviation Security Officer or Authorized officer of the National Airports Corporation.
6. The **ID Card** shall be worn above the waist on the outer garment at all times whilst at airside or landside in the security restricted prohibited or sterile areas.
7. The **ID Card** is renewable upon expiry at the location shown at paragraph 5 (a) above.
8. Unauthorized possession, use retention, alternation, destruction or transfer of ID card can attract penalty under CAA Regulations.
9. ID card holder shall immediately report in writing the loss of his/her ID card to the issuing authority for loss of **Red ASIC Card**, and must also include a police crime report and a completed statutory declaration form.
10. Individuals, who continue to lose **ID Cards**, are advised that consideration will be given for denial of future **ID Card** issuance.

### ACKNOWLEDGEMENT

I have read and understood the conditions under which the **ID Card** will be issued to me.

**RED ID Card – Access Allowed & Monitored – Position of Trust.**



Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

