

## **“Checklist” for Tenant Alternation Projects – Security**

### **End State of Construction**

Will the end product of this construction result in any changes to security? For example, does the job:

- Add/change/delete from the security perimeter?
- Add/change/delete doors?
- Add/change/delete security technology/equipment?

If yes, then the job will require compliance with federal and airport specific security requirements.

- a. Reference Part 1542 Airport Security for the applicable federal requirements. <http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=2940ff80be1e46634f6deadcc8f79dbe&rqn=div5&view=txt&node=49:9.1.3.5.11&idno=49>
- b. Additional Port Authority requirements and best practices may apply.
- c. Additional requirements contained in our agreements with the Transportation Security Administration (TSA) may apply.
- d. In application, identify and describe the following impacts for the following.  
Note, the local airport tenant should be able to determine this, but advise a consultation with the Port Authority Security Office for more information.  
\_\_\_\_ security perimeter  
\_\_\_\_ security doors  
\_\_\_\_ security technology/equipment

### **Staging of Construction**

Generally, construction in security areas requires advanced planning and pre-coordination with the security office at the airport to include a security plan to be approved by the Transportation Security Administration (TSA). The plan will describe how the tenant will protect the security area during construction. The plan should be submitted at least 4 weeks prior to construction start date and must be approved by TSA prior to construction.

What current physically security elements (and/or procedures) will/may be/are proposed to be altered so that this job can move forward? For example, is fence coming down; doors opened which would normally be closed; persons without ID working in areas that require ID; etc.

To answer these questions, an understanding of the current physical security elements of the area and the current procedures to access the area is required.

1. Security designations typically include: SIDA (for the Security Identification and Display Area), Sterile Area (for the area at the screening checkpoint and behind it inside a terminal), public area, non-public area, and non-public construction area.
2. For the areas designated a SIDA or Sterile Area, the requirements include and are not limited to: all personnel must display Port Authority-issued SIDA identification or be under approved escort at all times. The escort requirements include the following: documentation; continuous observation within eyesight and ability to communicate verbally at all times; are conducted for business purposes only; may only be conducted by authorized uniformed guards who have SIDA ID with escort privileges; allow no more than 5 individuals to be escorted by one uniformed guard at a time.
3. Consult the Air Terminal Rules and Regulations regarding employment of Security Services under the Security Section.