

**Documents for aviation security
training**

**in accordance with No. 11.2.6 of the
Commission Implementing
Regulation (EU) 2015/1998
(unescorted access to security-
restricted areas)**

**Training (advanced training based
on No. 11.4.3 a) for persons who
have not entered the security-
restricted area for more than six
months**

1. ID rules and regulations

1. Please wear your Airport ID Card openly and visibly at all times in the security-restricted area. Vehicle ID Cards must always be displayed in a clearly visible place in the vehicle.
2. Transferring or giving ID Cards to third parties is forbidden.
3. Do not allow unauthorized persons access when using an ID Card.
4. If necessary, ID Cards must be shown for inspection if requested by an authorized person.
5. Please keep ID Cards safe against theft, loss and unauthorized use. In the event of loss, call 069 690-22222 immediately.
6. Please renew or return your ID Card in a timely manner before the end of its validity. ID Cards are the property of Fraport AG.
7. The falsification of ID Cards is forbidden (e.g., by modifying them or sticking anything to them). If the outer appearance is modified, the ID Card must be replaced.
8. If damaged, the ID Card should be replaced quickly in the Airport ID Card Service Center. This service is free of charge.
9. To prevent security breaches, persons with Visitor ID Cards must be accompanied by authorized escorts at all times.

2. Rules on handling prohibited items/tools

Taking the following items into the security-restricted area is forbidden:

- a) **Guns, firearms and other devices that discharge projectiles** — devices capable, or appearing capable, of being used to cause serious injury by discharging a projectile, including:
 - firearms of all types, such as pistols, revolvers, rifles, shotguns,
 - toy guns, replicas and imitation firearms capable of being mistaken for real weapons,
 - component parts of firearms, excluding telescopic sights,
 - compressed air and CO₂ guns, such as air, spring and pellet pistols and rifles, and ball bearing guns,
 - signal flare pistols and starter pistols,
 - bows, cross bows and arrows,
 - harpoon guns and spear guns,
 - slingshots and catapults;
- b) **Stunning devices** — devices designed specifically to stun or immobilize, including:
 - devices for shocking, such as stun guns, tasers and stun batons,
 - animal stunners and animal killers,
 - disabling and incapacitating chemicals, gases and sprays, such as mace, pepper sprays, tear gas, acid sprays and animal repellent sprays;

- c) **Explosives and incendiary substances and devices** — explosives and incendiary substances and devices capable, or appearing capable, of being used to cause serious injury or to pose a threat to the safety of aircraft, including:
- ammunition,
 - blasting caps,
 - detonators and fuses,
 - replica or imitation explosive devices,
 - mines, grenades and other pyrotechnics,
 - smoke-generating canisters and smoke-generating cartridges,
 - dynamite, gunpowder and plastic explosives;
- d) *Any other articles* that are capable of being used to cause serious injury and are not commonly used in security-restricted areas, e.g., martial arts equipment, swords, sabers, etc.

Very often, employees forget to remove pepper sprays or animal repellent sprays from their pockets or carry key rings in the shape of ammunition.

These items are not allowed in the security-restricted areas and carrying them to the checkpoint is already an administrative offense. Knives should also not be carried unless absolutely necessary.

In addition, it is important that tools or other items prohibited for passengers are always stored securely in the terminal and never left unattended so that passengers do not have access to them.

This includes:

- a) Items with sharp edges capable of being used to cause serious injury, including:
- items designed for chopping, such as axes, hatchets and cleavers,
 - ice axes and ice picks,
 - razor blades,
 - box cutters,
 - knives with blades of more than 6 cm,
 - scissors with blades of more than 6 cm as measured from the fulcrum;
- b) Workmen's tools — tools capable of being used either to cause serious injury or to threaten the safety of aircraft, including:
- crowbars,
 - drills and drill bits, including cordless portable power drills,
 - tools with a blade or a shaft of more than 6 cm capable of use as a weapon, such as screwdrivers and chisels,
 - saws, including cordless portable power saws,
 - blowtorches,
 - bolt guns and nail guns;
- c) Blunt instruments — objects capable of being used to cause serious injury when used to hit, including:
- baseball and softball bats,
 - clubs and batons

3. Participation in personnel checks

All persons working at the airport, together with all items carried and vehicles used, will be searched before being allowed access (on foot or by car) to the security-restricted area.

Any person subjected to a check is obligated to agree to and cooperate with such a check.

For this purpose, please remove all electronic items from your bags.

4. Other security regulations

- Persons in the aircraft movement areas are required to wear personal protective equipment (such as high-visibility warning vests).
- Alcohol and drugs are strictly prohibited on the entire airport grounds during working hours and before starting work.
- Smoking and naked flames are strictly prohibited in the aircraft movement areas.

Emergency numbers

For the emergency physician, rescue services and fire brigade:

069 690 112

For security:

069 690 114

Correct procedure in an emergency

- Your safety takes priority – keep calm
- Move away from the area of danger or look for a hiding place. Put your cellphone on silent mode!
- Observe the situation
- Follow the instructions of the emergency responders and make yourself known while showing that your hands are empty
- Give information to the emergency responders
 - Who: Description of perpetrator
 - What: Description of the situation
 - When: Time and time-related events
 - How: Course of events
 - Where: Description of the location
 - With what: Weapons? Explosive device?
 - Why: Any indication of motive?

Carefully closing of doors and gates

- Why should doors and gates be secured?
 - To protect property
 - To prevent attacks
 - To limit access to restricted areas (to persons with legitimate interest)
 - This also applies to office and operational areas where protection is not required by law (e.g., the airport's operational area)
- Securing doors and gates is the responsibility of the ID Card/key card holder; recourse for allowing unauthorized access
- What is not permitted:
 - Taking people through access-controlled doors and/or gates.
 - Bypassing single-entry access control systems ("piggybacking")
 - Leaving security-protected doors open during an aircraft handling process
 - Leaving/driving away before an automatic door has fully closed; risk of unauthorized entry ("tailgating")
- Use of pedestrian or vehicular access points:
 - For business purposes only
 - Supervise visitors (it's the ID Card holder's responsibility!)
 - Supervise door/gate until fully closed again (prevents "tailgating")

Recognizing and reporting unusual behavior

- Is someone staying in one place for a very long time or repeatedly visiting the same place for no apparent reason?
- Is the person's behavior suitable for the location?
- Are certain facilities or processes being specifically observed, photographed or filmed?
- Is the person openly wearing the appropriate Airport ID Card?
- Is the person asking about procedures or information that is not available to the public?
- Does the person seem unusually nervous?
- Has the person left luggage or other items unattended?
- Vehicles
 - Any signs of theft?
 - Damaged locks or windows?
 - Is a license plate missing, or has it been tampered with?
 - Traces of tampering near the ignition lock?
 - Regular parking space or drop-off area?
 - Regular parking time exceeded?
 - Vehicle not moved for a long time?
 - Proximity to buildings or crowds?

Acting prudently in case of unattended luggage

- If unattended luggage is found
 - Contact the possible owners
 - Do not touch
 - Check for visible evidence of the owner
 - Keep your distance
 - Observe surroundings and take note of any unusual features
 - Approach police officers or the protection service
 - Experts will decide if the area should be cordoned off

5. *Documentation of training*

This training must be documented by name and be filed with the respective employer for possible review.