Notes From The...

LAX Security Badge Office

AIRPORT POLICE DIVISION

NEWSLETTER



UPCOMING CLOSURES

JANUARY 2017

The SBO will be fully closed for the following holidays:

Monday, January 16, 2017 in observance of Martin Luther King , Jr. Day We will re-open for business on Tuesday, January 17th at 7:00 a.m.

> SBO will be closed Friday, January 13, 2017 Friday, January 27, 2017

LAX Security Badge Office

7333 World Way West Los Angeles, CA 90045

Hours of Operation

Monday—Thursday...7:00 a.m.—6:00 p.m. 1st Friday.....CLOSED 2nd Friday......7:00 a.m.—6:00 p.m. Saturday & Sunday......CLOSED

Fingerprinting Schedule

Monday - Friday To schedule a fingerprint appointment, please visit our website at: **sbo.lawa.org**

Badging Schedule

Monday - Friday To schedule a badging appointment, please visit our website at: **sbo.lawa.org**

Certified Trainer Class

Class held every Wednesday at 8:00 a.m. For reservations please contact your Security Badge Office Coordinator

New Authorized Signer Class

Class held every Wednesday at 10:00 a.m. For reservations please contact your Security Badge Office Coordinator

Authorized Signer Refresher Course

Classes held every Tuesday and Thursday at 11:00 a.m. To schedule a reservation, please email: sbotraining@lawa.org

<u>Driver's Test</u>

Mon, Tues, Thurs & 2nd Friday at 8:00 a.m. Wednesday at 2:00 p.m. To schedule a driver's test appointment, please visit our website at: **sbo.lawa.org**

<u>To Reach Us</u>

Telephone: (424) 646-5500 Email: BadgeOffice@lawa.org

LAX Concessions Re-badging

TEAL to TAN RE-BADGING

• January 1, 2017: Teal Terminal ID cards will lose their access at LAX.

Teal Concessions ID card holders will not be allowed through screening at any terminal. They will be allowed to keep their teal concessions ID and return to their company to obtain a rebadge application for processing at the Badge Office. No fingerprinting will be necessary to replace the badge at this time.

• *February 1, 2017*: Teal Terminal ID cards will be **CONFISCATED** if presented at LAX. Applicants will be required to restart the badging process regardless of expiration date by making fingerprint appointment, fingerprinting, clearing fingerprints, making badge appointment and finally badging. NO EXCEPTIONS

WHITE to ORANGE RE-BADGING

• White Badges holders will begin the Rebadge process on 1/13/17.

• Rebadge appointments will open early January for WHITE Security Badge holders. Appointment will be available: Friday January 13, 2017 Friday January 20, 2017

May the New Year bring you greater heights of success and prosperity.



We here at the SBO wish you all a safe and happy holiday season, and look forward to a prosperous 2017!

RESTRICTED AREA DRIVER EXAM

LAX Airport Operations, Office of Regulatory Compliance, is updating their Restricted Area Driver Examination. Effective January 1, 2017 a new exam will be administered. A new study guide for the exam will be posted on the website.

Some of those changes include:

- Updated Aircraft Fueling Rules and Regulations.
- Speed limits on all Vehicle Service Roads, unless otherwise posted, is now 20 mph, remains 10 mph on Terminal Ramp areas and taxi lanes.
- Added definition and description of the AOA Safety Areas.
- Removal of the requirement to contact Airport Operations (ARCC) for AOA vehicle escorts.
- Updated Aircraft Fueling Rules and Regulations.
- RACCI Icon will now be known as AOL Familiarization Icon.

Damaged Badges

Employees with damaged badges must replace them immediately. Authorized signers are required to complete a "Damaged Badge Form" and send the applicant to the Badge Office as soon as possible.

Security Team

Though the holiday season has come to a close, we need to continue to be aware of our surroundings. As we continue to service an increasing large number of passengers traveling through the airport, it is imperative to be on the lookout for any suspicious activity. As a badge holder, you are part of the LAX Security Team.

You are most familiar with your surroundings and know when something is wrong. To report suspicious activity, packages left unattended, or a suspicious individual, call LAX Airport Police immediately at (310) 646-7911.