

Supporting ICAO Declaration of Year of Security Culture (YOSC) 2021

Proposals By FAAN, NIGERIA (29/12/2020)

SN	Suggested Programme	Focus/Target Groups	Expected Outcome	Tools	Remark	Action Office
1.	Workshop/Seminar/Symposium: Awareness	Aviation /Airport Correspondents, Journalists	Media Professionals in civil aviation takes ownership of promoting security culture in the industry bearing in mind our core values of Safety, Security, Facilitation, Customer experience in a Healthy and comfortable environment. Basic Appreciation of Aviation Security roles, duties, responsibility & challenges to a level that supports industry balance, honest reportage, and enhance positive media coverage and support for aviation security.	Instructor-led Classroom Interface or virtual series Airport/Journalists Interactive session/Colloquium	Twice in a year.	<ul style="list-style-type: none"> · DASS · Training · Corporate Affairs
		CEOs/Top Management officials of Airlines, Handlers, Concessionaires, Fuelling Companies, Terminal Operators, Hangars/FBOs	Demonstrable leadership becomes a core value of top management staff in every organization (executive ownership). Provide top/senior managers an appreciation of their leadership responsibility in driving security within their various organizations in relation to	Seminar Sessions led by Industry Experts within and outside the Nigerian Aviation shores	1½ hours Virtual Session - Twice in a year	<ul style="list-style-type: none"> · MD/CE · DASS · Training · Corporate Affairs · RGMs/AMs

			<p>the aviation security.</p> <p>Offer them detailed threat briefings to maintain and enhance their understanding and appreciation of the current threat to civil aviation.</p>			
		<p>Heads & Deputy Heads of Core ASC Agencies – <i>NPF, MAC, NIS, NCS, NAQS, etc.</i></p>	<p>Officers and operatives of various security agencies synergizes for improved security at airports out of mutual respect and understanding.</p> <p>Training on specific roles of Security Agencies as provided in and by the NCASP, ASP, FAL committees.</p> <p>Encourage interagency collaboration, knowledge and intelligence sharing; Professionalism.</p> <p>Emphasize expected support to civil aviation and customer service culture.</p>	<p>Symposium outside airport security committee meeting.</p> <p>Joint ASTC led Training to build teamwork, synergy and collaboration</p>	<p>2-hours Virtual Sessions - Every Six (6) Months</p>	<ul style="list-style-type: none"> · DASS · Training · RGMs/AMs · ACoS
		<p>Managers and Supervisors of Private Airline Security serving at airports – <i>WestPort, Pathfinders, ALML, etc.</i></p>	<p>Understanding their roles in the security network at airports to provide the support required in the effective implementation of the ASP and Facilitation provisions.]</p>	<p>Joint seminar sessions with key FAAN & NCAA AVSEC</p>	<p>Once in a Quarter</p>	<ul style="list-style-type: none"> · DASS · Training · RGMs/AMs · ACoS
		<p>Air Traffic Controllers/ASMs/</p>	<p>Every staff of the airspace sector takes responsibility</p>	<p>Invite experts and veterans from the</p>	<p>Once in a Quarter</p>	<ul style="list-style-type: none"> · FAAN-MD · NAMA -MD

		NAMA	<p>for aviation security, the operational differences notwithstanding.</p> <p>Enhance understanding of the important roles of Air Traffic Control Duty officers, Airspace Operations and Communication Managers & Supervisors in Aviation Security with reference to Annex 17, and related Annexes and documents.</p> <p>Smoothing of work relations between NAMA & FAAN operatives at Airports, in the interest of security.</p>	airspace and airport sectors to lead interactive seminar sections		<ul style="list-style-type: none"> · DASS · Training · RGMs/AMs · ASMs · ACoS · HOD OPS · HOD Safety
2.	Policy & Process Articulation	FAAN Directorates/ Departments	<p>Each directorate prioritizes and implements security in a structured manner. Encourage and assist the various FAAN directorates/departments to identify the major elements of security in their day-to-day activities/operations and develop security policies and set objectives that would guide their operatives/staff.</p> <p>Provide every staff with security awareness training tailored to the various directorates' security policy/programmes and the overall AVSECFAL Policy &</p>	Using a team of knowledgeable and experienced AVSEC officials, DASS to work with each directorate/departm ent to identify security issues, threats and vulnerabilities inherent in their operations in order to develop and implement effective Security Policies & procedures at the directorate levels.	Continuous	<ul style="list-style-type: none"> · FAAN-MD · DASS · GM Corp. Affairs · GM Customer Service · OPS/FAL · ALL Directors

			<p>objective of FAAN.</p>	<p>directorates to publish and disseminate security policies and objectives to encourage compliance.</p> <p>Where required, conduct directorate-specific security awareness training in collaboration with each directorate.</p>		
		Commercial Ventures in and around airport Terminals	<p>Every business at the Airport promotes security culture in a systematic way. Assist and encourage the various segments of commercial ventures at the airports to identify threats and vulnerabilities associated with their operations at the Airport, including the security impact of their operations on the Airport.</p> <p>Based on identified issues, encourage them to develop and document security policies and procedures to be implemented in a comfortable environment.</p>	<p>Pro-bono security consultation/ security audit of businesses at airport</p> <p>From audits, suggest corrective actions and develop realistic security policy and objectives</p> <p>ASTC to develop customized training packages to enhance process</p>	Continuous	<ul style="list-style-type: none"> · DASS · DCBD · DAO · CS & LA · GM Training RGMs/AMs · ACoS · HOD Commercial · HOD OPS · HOD Safety · TMs

			<p>Encourage airport businesses to train their staff on their security policies and submit same to respective ACoS.</p> <p>Submission of Airport-related security programme/policy to be mandatory prior to space allocation or approval.</p> <p>FAAN/DASS to develop a model outline/template for security policy/plan to be used by commercial entities at FAAN Airports</p>	<p>and organizational security of registered businesses at all airports.</p> <p>DCBD & Legal to make part of requirement for business and space approval.</p> <p>Standards & Compliance Department to coordinate creation of template with relevant departments</p>		
		<p>Aviation Public Sector Stakeholders – <i>NAMA, NIMET, Port Health, etc.</i></p>	<p>Liaise with and assist key Public Sector stakeholders to develop security programme for the protection of their facilities and aviation installations, including the management of their security service providers.</p> <p>Encourage these stakeholders to train staff and 3rd party providers its security policies and programme, in addition to demanding accountabilities</p>	<p>Pro-bono security audits to these stakeholders to provide recommendations on corrective actions and to develop security programme to ensure a structured approach to managing security issues in a manner that the experience would be desired by all stakeholders.</p>	<p>Continuous</p>	<ul style="list-style-type: none"> · DASS · GM Training RGMs · Airspace Mgr · NIMET Mgr · Head of Port Health · ACoS

				ASTC to develop customized training programmes to meet security needs of stakeholders, their staff, facilities and operations		
3.	Enhance Security Reporting System	Entire Airport Community – <i>Public & Private</i>	<p>All staff, stakeholders and airport users can easily report security incidents, breaches and observations.</p> <p>FAAN to create and deploy a secured internet portal to encourage ease of reporting breaches, incidents and other significant observation, similar to the PEBEC system. Such portal should protect the confidentiality of the report and the identity of the person reporting. This can be complemented with dedicated 3-numb or emails or telephone lines (e.g. 911) dedicated to reporting of security observations at the Airport.</p> <p>Train the airport community on the proper use of portal and complementary security lines.</p> <p>Develop and implement a</p>	<p>Collaboration between FAAN DASS & ICT to run a functional portal for security report by the airport community and users.</p> <p>Provide leaflets and other forms of awareness, including demonstrations on the use of the</p>	Continuous	<ul style="list-style-type: none"> · DASS · DAO · GM Training · GM-ICT · GM Customer Service (ASQ) · RGMs/AMs · ACoS

			reward system to encourage active reporting.	portal. Present periodic recognition and awards during security events.		
4.	Community Relations	Surrounding Host Communities	<p>An army of community residents and their leadership who are fully aware and who take ownership for the sustenance of airport security interests.</p> <p>Improved awareness on means of communication and security incident reporting.</p>	<p>Routine instructor-led training of community-selected participants from airport host communities to enhance collaboration and intelligence gathering.</p> <p>Regular interactive sessions between Host Communities and Airport Managements.</p>	At least twice in a year	<ul style="list-style-type: none"> · DASS · RGMs/AMs · ACoS · HOD OPS · HOD Safety · HOD Customer Service · TMs
5.	Security Communication	Airport Community	Improve security culture and its knowledge base through a strong readership.	Secure a permanent section in FAAN's NewsTrack, and possibly in NAMA, NCAA Newsletters/Bulletins where the community can look forward to regular informative security articles.	Continuous	<ul style="list-style-type: none"> DASS DAO GM Training RGMs/AM ACoS
6.	Structured Security	Airport Community	Each worker at the airport exhibits a high-level of	Conduct of mandatory security	Minimum, once in a	<ul style="list-style-type: none"> · RGMs/AMs · ACoS · HOD OPS

	Awareness Programme		vigilance with capacity to identify and report abnormal situations.	awareness trainings at Airports funded by each airport Management	year. 3-day Awareness Programme already available	· HOD Safety · HOD Customer Service · TMs
7.	Signage, Posters & Announcements	Airport Community	Each member of the airport community knows what to do in every regular or emergency security scenarios.	Posters, banners, and other signage are strategically placed in and around car parks, terminal buildings, ramps, etc to provide information, direction and guidance on security issues. Strong and effective collaboration between AVSEC and Operations Announcement Rooms for regular/periodic security broadcasts at airports.	Continuous	DAO DES RGMs/AMs ACoS HOD OPS HOD Safety Duty Officers
8.	Increase in Number of AVSEC Instructors.	AVSEC Professionals	Availability of sufficient and adequate ratio/number of competent trainers to drive security awareness and security culture programmes at any given points in time.	FAAN to identify and develop competent instructors through training and certification with	Continuous	DASS DHRA

				the state.		
9.	Functional Training Schedule/Programme and Background Checks.	FAAN AVSEC staff	<p>AVSEC officials who are sufficiently reliable, knowledgeable, adequately skilled, and with the capacities to consistently exceed the requirements for the implementation of airport security measures and standards in line with ICAO Annex 17, the NCASP and the ASPs.</p> <p>Exceeding the national requirements regarding the number of AVSEC officials with requisite certifications, e.g. Screeners' Certification, etc.</p>	<p>Budgetary Provisions for the training of AVSEC personnel irrespective of cadre</p> <p>Provision of funding for the various standard AVSEC trainings at ASTC</p> <p>Mandatory & continuous professional training and development. Encourage AVSEC personnel irrespective of cadre, section or perceived prejudices to participate in ASTC Programmes through FAAN sponsorships</p> <p>Conduct of Criminal Records History Checks (CRHCs) and other forms of background checks at least, every two (2) years.</p>	Continuous & Systematic.	DFA DASS DAO DHRA GM Training RGMs/AMs

		<p>All Airport Staff Requiring unescorted access into Restricted Areas of the Airport</p>	<p>Demonstrable Vigilance, Cooperation, right attitude and Security Consciousness by all categories of airport workers who have unescorted access into airport restricted areas.</p>	<p>Background checks on staff, to be conducted every 2years by all operators, concessionaires and Businesses in addition to Criminal History Records Check (CHRC) by the Nigeria Police as a non-negotiable standard for the issuance of airport permits.</p> <p>Mandatory attendance of ODC briefing at first issuance and annually during ODC renewal.</p> <p>Mandatory Security Awareness Training for personnel of MDAs, & concessionaires as pre-requisite to rent renewal.</p>	<p>Continuous</p>	<p>DASS DCBD DAO GM Training RGMs/AMs</p>
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KEY

MD/CE – Managing Director/Chief Executive

DASS	–	Director, Aviation Security services
DCBD	–	Director, Commercial and Business Development
·DES	-	Director of Engineering services
·DFA	–	Director of Finance and Accounts
·DAO	–	Director of Airport Operations
·DHR&A	–	Director, Human Resource and Administration
·CS & LA	–	Company Secretary/Legal Adviser
·GM	–	General Manager
·RGM	–	Regional General Manager
·AM	–	Airport Manager
·ACoS	–	Airport Chief of Security
·HOD	–	Head of Department
·TM	–	Terminal Manager
·FAAN	-	Federal Airports Authority of Nigeria
·NCAA	-	Nigeria Civil Aviation Authority
·NAMA	-	Nigeria Airspace Management Agency
·NIMET	-	Nigeria Metrological Agency
·OPS/FAL	-	Operations/Facilitation
·ASQ	-	Airport Service Quality
·MGR	-	Manager