

"Keep Orlando a safe city by reducing crime and maintaining livable neighborhoods."

ORLANDO POLICE DEPARTMENT POLICY AND PROCEDURE

**1118.4, ORLANDO INTERNATIONAL AIRPORT/
ORLANDO EXECUTIVE AIRPORT**

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POLICY:

This policy establishes procedures for officers not assigned to or unfamiliar with the operations of the Orlando International Airport (OIA) and the Orlando Executive Airport (OEA). This policy will ensure proper action from responding officers in cases of emergency and need for traffic access at the airports.

PROCEDURES:

1. ORLANDO INTERNATIONAL AIRPORT (OIA)

1.1 RESPONSIBILITY AND AUTHORITY

Responsibility and authority for law enforcement at the Orlando International Airport (OIA) will reside with the Airport Division. Security responsibilities are shared with numerous civilian organizations and the Greater Orlando Aviation Authority (GOAA).

1.2 AIRPORT OPERATIONS

Airport operations are divided into three areas: a non-secure area to which the general public has access; a secure area that allows the general public access only after a search is conducted; and the Air Operations Area, which is a secure area where the general public is not allowed.

1.2.1 NON-SECURE AREA

The non-secure area is the main terminal building up to the security checkpoints. Access is allowed to the general public without the requirement of submission to electronic searches. This area includes all ticket counters, rental car counters, and baggage claim areas.

1.2.2 SECURE AREA

The secure area is beyond the checkpoints, which gives access to the gates for the boarding of passengers onto aircraft. Escorts of certified law enforcement personnel beyond the checkpoints will be done in accordance with current FAA regulations. Any law enforcement officer seeking armed access should come to the OPD airport office located adjacent to the TSA checkpoint for Gates 1-59.

1.2.3 AIR OPERATIONS AREA (AOA)

The Air Operations Area is closed to the general public. This is the portion of the airport designed and used for landing, taking off, surface maneuvering and parking of airplanes. Only those individuals with a valid airport identification badge are allowed access. Any individual who does not have an airport identification badge must be escorted. This includes any law enforcement officer.

Access to the AOA may be gained at numerous gates and checkpoints along the perimeter of the airport property. Only those officers with the proper airport credentials are granted access. Per Federal Aviation Regulations, only officers who display a valid airport identification badge, or are under airport-approved escort, will be allowed in the AOA. At no time

will an officer under escort be out of sight of his escort officer/vehicle. An officer under escort, operating a motor vehicle, will take into account that aircraft have the right-of-way at all times. This includes responding to emergencies.

1.3 RESPONSE FOR POLICE ASSISTANCE

Should an officer be summoned for assistance at OIA, the responding unit will contact Airport Communications on the airport patrol channel. The responding unit will be directed to the location and/or gate. Should the officer be directed to enter a secure area of the property, an escort will be provided. Should the officer be directed into a secure area of the terminal building, an escort will be provided at all times.

2. ORLANDO EXECUTIVE AIRPORT (OEA)

2.1 RESPONSIBILITY AND AUTHORITY

Responsibility and authority for law enforcement at the Orlando Executive Airport (OEA) will reside with the North Patrol Division.

Responsibility and authority for traffic access to the Orlando Executive Airport (OEA) are shared among the responding police unit, Communications Division, and the Control Tower/Flight Service Station.

2.2 PROCEDURES FOR TRAFFIC ACCESS

Officers may drive their police vehicles onto the Air Operations Area at OEA's ramps and roadways unescorted. GOAA has given their approval for OPD vehicles to enter the Air Operations Area unescorted. To access the gates, contact the OEA Operations Supervisor at 407.579.5088.

The gates are numbered and listed on the attached map (Appendix A). The two best gates to use are E-1 (Humphries Avenue and Fairgreen Street) for access to the north portion of the airport and E-9 (Amelia Street) for access to the west ramp. When the police vehicle approaches the gate, enter the gate code into the keypad. The gate will open completely in about five seconds. The gate will automatically close about five seconds after you drive through. **Wait until the gate has closed completely before proceeding to your destination. No one is permitted to "piggyback" another vehicle through the gate unless an emergency condition exists.** To exit, drive up to the sensor and the gate will open. After proceeding through the gate, once again stop and wait until the gate has completely closed before leaving the gate area.

Gates E5 and E7 are privately owned and are not accessible.

GOAA requests that the following conditions are adhered to while driving in the Air Operations Area:

- a. All police vehicles must yield the right-of-way to taxiing aircraft without exception.
- b. Officers shall not drive on any taxi lanes, taxiways, or runways without an airport operations escort.
- c. Officers shall use the utmost care while driving on the ramp, and speeds shall not exceed 10 mph.
- d. During hours of darkness, vehicles shall dim their headlights for taxiing aircraft.
- e. Vehicles under escort or cleared by the tower onto a taxiway or runway must use their emergency lights.

In "non-movement" areas (i.e., ramp, parking apron and hanger facilities), aircraft and vehicles move about without tower restrictions. Drivers must make visual contact with all traffic in these areas. Aircraft always have the right-of-way.

In "movement" areas (taxiways and runways), the tower controls all ground and air traffic. These areas are normally marked with blue lights. Vehicles should always be under escort by airport operations, even during emergencies.

The point of contact at OEA during business hours is the Airport Director 407.896.9171. The Operations Supervisor on duty can be reached on their mobile telephone (407.579.5088 or 407.222.3284) 24 hours a day to arrange for an escort if requested. (Should difficulty be encountered reaching any of the above numbers, the OIA Communications Center dispatch serves as a backup. They may be reached at 407.825.2065.) In addition, supervisors are encouraged to contact Operations to schedule an airport orientation for their squad.

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APPENDIX A

