

Exhibit G

Airport Badging

January 2003

This exhibit includes information regarding:

- Employee/Project Identification Badge for work in ALL airport areas
- Getting employees badged when working in secured areas
- Law Enforcement Officer (LEO) Escort

EMPLOYEE/PROJECT IDENTIFICATION BADGE FOR WORK IN ALL AIRPORT AREAS

Refer to [Exhibit G1](#)

WORKING IN SECURED AREAS

- Getting the Badge: To be badged for work necessary in secured areas at Mineta San Jose International Airport, the following brief steps should be followed.
 1. Consult with your Airport Project Coordinator to determine the Construction Projects Restricted Access requirements. He/she will provide badging information at that time.
 2. Review the type of badge required to fulfill your specific access needs.
 3. Complete appropriate forms for badge style selected:
 - Fingerprint (F/P) Application and Certification
 - F/P Personal Data
 - Contractor Information Input Form
 4. Contractor is advised to review [Exhibit G2 Information of the Disqualifying Crimes](#) for individuals. The Disqualifying Crime Form with 49 CFR Part 1500-2 is to be completed at the badging office.
 5. Submit completed documents to the Airport Project Coordinator for review.
 6. The badge applicant must bring the application to the Badging office at which point they will be fingerprinted if required.
 7. Badge applications and submittal of fingerprints shall be submitted at least 2 days prior to registering for SIDA training.
 8. If required, register with the Training Center for SIDA instruction and Ramp Drivers test. For Movement Area training contact Operations - Airside Superintendent
 9. After successful completion of SIDA training and an approval of your fingerprints from the Badging Office, you may obtain your SIDA badge. Be prepared to show two forms of ID with one being a government issued photo.
- “Escort Required” Badges: Any requests for Escort Required badges must go through the Property Manager or Project Coordinator, not the Airport’s MOD. Plan ahead.
- At Job Completion: Upon completion of construction project or end of employment, the badge(s) shall be returned to your Airport Project Coordinator.

LAW ENFORCEMENT OFFICER ESCORT

Refer to [Exhibit G3](#)