

Security policy on airline premises

Sociology



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Therefore, to help the organization deal with such threats, it has been decided that the backdoor shall henceforth remain closed, and all the visitors to the premises shall be using the front door, both for entry and exit. The back door had been designed to facilitate the easy exit of all the visitors to the premises, leaving the front door for entrance only. However, it has been noted that such a strategy has created an opportunity for prospective terrorists to gain unauthorized entry into the premises, through using the back door which is meant for the exit. This has necessitated the need for closure of the backdoor, to ensure that all visitors enter and leave the premises through the front door.

Procedure

Frisking

All the visitors to the premises will be frisked, and their luggage checked for any material or items that could be a security threat to the organization.

Frisking will be done at the entrance gate by the security agents placed at the entrance.

Document production

There shall be an identification procedure for all the visitors to the premises at the entrance gate, where all the visitors will be required to produce their identification documents, such as their passports, Identity Cards, or driving licenses.

Registration

After producing the documents, the visitors will be registered in the visitors' book by our staff, who will be situated at the gate. The registrations will entail the names of the visitor, the time they enter the gate, their purpose to the premises, and the department they will be visiting.

Issuance of a gate pass and visitors card

After the details of the visitor are registered, they will be required to leave their identification documents at the entrance gate, and instead will be issued with a gate pass and a visitor's card, which indicate the visitor's respective department of interest.

Clearance

After the visitors are through with their businesses on the premises, they will proceed back to the gate, where they will be cleared and their luggage as well as their identification documents given back. The time they checkout shall also be noted.

Request

All visitors are requested to cooperate since the move is not meant to inconvenience our visitors, but to ensure their security, as well as that of the organization.