

রেজিস্টার্ড নং ডি এ-১

বাংলাদেশ



গেজেট

অতিরিক্ত সংখ্যা

কর্তৃপক্ষ কর্তৃক প্রকাশিত

বৃহস্পতিবার, সেপ্টেম্বর ৩, ২০২৬

[অর্থের বিনিময়ে জারীকৃত নোটিশ]

Government of the People's Republic of Bangladesh

Ministry of Civil Aviation and Tourism

NOTIFICATION

Date: 05 Bhadra, 1433 BS/ 20 August, 2026 AD

S.R.O. No-305-law/2026.—In exercise of the powers conferred by section 47, read with, section 14 of the Civil Aviation Act, 2017 (Act No.18 of 2017) and section 32 of the Civil Aviation Authority Act, 2017 (Act No. 3 of 2017) the Government is pleased to make the following Air Navigation Order (ANO), namely:—

1. Short Title and Commencement

- 1.1 This Air Navigation Order (ANO) may be called the Air Navigation Order (ANO) on Aviation Security.
- 1.2 This ANO shall come into force from the date of publication in the official Gazette.

2. Purpose of the ANO

The purpose of the ANO is to outline aviation security responsibilities and requirements for all the concerned stakeholders including passengers and members of the general public for the effective

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implementation of aviation security functions in the People's Republic of Bangladesh in line with the Civil Aviation Authority Act, 2017, Civil Aviation Act, 2017, Civil Aviation Rules, 1984 and National Civil Aviation Security Programme (NCASP) with a view to safeguarding civil aviation against acts of unlawful interference and to provide a safe travelling environment for the passengers. This ANO is issued to give effect to the Standards and Recommended Practices (SARPs) contained in Annex 17 to the convention on International Civil Aviation and applicable international norms and practices issued by International Civil Aviation Organization (ICAO).

3. **Applicability of the ANO**

3.1 This ANO shall be applicable for the following entities and individuals:

3.1.1 CAAB airports and aerodrome operators;

3.1.2 Any private entity engaged in operation and maintenance of passenger or cargo terminal or other installations of CAAB airport;

3.1.3 Any aircraft operator issued AOC under applicable ANO of the Civil Aviation Authority of Bangladesh;

3.1.4 Foreign aircraft operators operating to and from any airports in Bangladesh;

3.1.5 Any person or enterprise conducting air transport business or airport business within the airside areas and/or security restricted areas and/or controlled areas of any airport in Bangladesh;

3.1.6 Any person or enterprise who offers goods for transport by air;

3.1.7 Any person or enterprise who offers goods to sell and consume within the airside areas and/or security restricted areas and/or controlled areas of an airport;

3.1.8 Any person or entity who provides aviation security training;

3.1.9 Any person or entity implementing aviation security measures;

3.1.10 Any passenger or person in or within the vicinity of an airport; and

3.1.11 Any passenger on board an aircraft.

3.2 This ANO shall not apply to military aircraft or to any military airports or airports under the control of Armed Forces unless the context requires otherwise.

4. **Abbreviations and Acronyms**

ACP-Airport Contingency Plan

ANO-Air Navigation Order

AOC-Air Operator Certificate

AOSP-Aircraft Operator Security Programme

ASC-Airport Security Committee

ASP-Airport Security Programme

ATM-Air Traffic Management

ATS-Air Traffic Services

ATSP- Air Traffic Service Provider

ATSSP-Air Traffic Services Security Programme

AVSEC-Aviation Security

BMA-Baggage Make up Area

CAAB-Civil Aviation Authority of Bangladesh

CAR-Civil Aviation Rule

COMAT-Company Material

COMAIL-Company Mail

CTO-Cargo Terminal Operator

GA-General Aviation

GAOSP-General Aviation Operator Security Programme

GHSP- Ground Handling Service Provider

IATA-International Air Transport Association
ICAO-International Civil Aviation Organization
IFSO-In-flight Security Officer
LAGs-Liquids, Aerosols and Gels
LEO-Law Enforcement Officer
MANPADS-Man-portable Air Defence Systems
MoCAT- Ministry of Civil Aviation and Tourism
NASI- National Aviation Security Inspector
NCASC-National Civil Aviation Security Committee
NCASP-National Civil Aviation Security Programme
NCASTP-National Civil Aviation Security Training Programme or Policy
NQCP-National Civil Aviation Security Quality Control Programme
OJT-On Job Training
PIC- Pilot-in-Command
QC-Quality Control
SARPs-Standards and Recommended Practices
SOP-Standard Operating Procedure
SRA-Security Restricted Area
SSP-Supplementary Station Procedure
STEB-Security Tamper-Evident Bag
ToR-Terms of Reference
VIP-Very Important Person

5. Definitions

Following terms when used in this ANO have the meanings assigned to them. Any term used hereunder but not defined shall have the same meaning as given in Civil Aviation Authority Act, 2017 and Civil Aviation Act, 2017 and relevant Annexes of the ICAO.

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- (1) **“Accompanied hold baggage”** means baggage which is accepted for carriage in the hold of an aircraft and which is checked in by the passenger who is on board.
 - (2) **“Acts of unlawful interference”** means acts or attempted acts such as to jeopardize the safety of civil aviation, including but not limited to:
 - (a) Unlawful seizure of aircraft;
 - (b) Destruction of an aircraft in service;
 - (c) Hostage-taking on board aircraft or on aerodromes;
 - (d) Forcible intrusion on board an aircraft, at an airport or on the premises of an aeronautical facility;
 - (e) Introduction on board an aircraft or at an airport of a weapon or hazardous device or material intended for criminal purposes;
 - (f) Use of an aircraft in service for the purpose of causing death, serious bodily injury, or serious damage to property or the environment; and
 - (g) Communication of false information such as to jeopardize the safety of an aircraft in flight or on the ground, of passengers, crew, ground personnel or the general public, at an airport or on the premises of a civil aviation facility.
 - (3) **“Aircraft”** means any machine that can derive support in the atmosphere from the reactions of the air other than the reactions of the air against the earth’s surface.
 - (4) **“Aircraft in flight”** means an aircraft from the moment when all its external doors are closed following embarkation until the moment when such doors are opened for disembarkation.

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- (5) **“Aircraft in service”** means a parked aircraft which is under surveillance sufficient to detect unauthorized access.
- (6) **“Aircraft maintenance area”** means all the ground space and facilities provided for aircraft maintenance. This includes aprons, hangars, buildings and workshops, vehicle parks and roads associated therewith. Such an area is normally designated as a security restricted area.
- (7) **“Aircraft not in service”** means an aircraft that is either parked for a period of more than 12 (twelve) hours or is not under surveillance sufficient to detect unauthorized access.
- (8) **“Aircraft Operator or Air operator”** means any person or organization which is, directly or indirectly, or by itself or by lease or under any other arrangement, engaged in commercial air transportation and operation.
- (9) **“Aircraft operators’ documents”** means air waybills and consignment notes, passenger tickets and boarding passes, bank and agent settlement plan documents, excess baggage tickets, miscellaneous charges orders, damage and irregularity reports, baggage and cargo labels, timetables, and weight and balance documents for use by aircraft operators.
- (10) **“Aircraft security check”** means an inspection of the interior of an aircraft to which passengers may have had access and an inspection of the hold for the purposes of discovering suspicious objects, weapons, explosives or other dangerous devices, articles and substances.
- (11) **“Aircraft security search”** means a thorough inspection of the interior and exterior of the aircraft for the purpose of discovering suspicious objects, weapons, explosives, or other dangerous devices, articles, or substances.

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- (12) **“Aircraft stand”** means a designated area on an apron intended to be used for parking an aircraft.
- (13) **“Airport”** means any area in a Member State which is open for commercial aircraft operations.
- (14) **“Airport operator”** means any airport operator under the Civil Aviation Authority of Bangladesh.
- (15) **“Airside”** means the movement area of an airport, adjacent terrain and buildings or portions thereof, access to which is controlled.
- (16) **“Appropriate authority for aviation security”** means the Civil Aviation authority of Bangladesh (CAAB) to be responsible for the development, implementation, and maintenance of the national civil aviation security programme.
- (17) **“Apron”** means a defined area, on a land aerodrome, intended to accommodate aircraft for the purpose of loading or unloading passengers, mail or cargo, fueling, parking, or maintenance.
- (18) **“Apron passenger vehicle”** means any vehicle used to convey passengers between aircraft and passenger buildings.
- (19) **“Aviation Security”** means safeguarding Civil Aviation against acts of unlawful interference. This objective is achieved by a combination of measures and human and material resources.
- (20) **“Background check”** means a check of a person’s identity and previous experience, including criminal history and any other security related information relevant for assessing the person’s suitability, in accordance with national legislation.

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- (21) **“Baggage”** means personal property of passengers or crew carried in the cabin or in the hold of an aircraft by agreement with the operator.
- (22) **“Baggage container”** means a receptacle in which baggage is loaded for conveyance in an aircraft.
- (23) **“Baggage sorting area”** means space in which departure baggage is sorted into flight loads.
- (24) **“Baggage storage area”** means space in which checked or hold baggage is stored pending transport to aircraft and space in which mishandled baggage may be held until forwarded, claimed, or otherwise disposed of.
- (25) **“Behaviour detection”** means within an aviation security environment, the application of techniques involving the recognition of behavioural characteristics, including but not limited to physiological or gestural signs indicative of anomalous behaviour, to identify persons who may pose a threat to civil aviation.
- (26) **“Cargo”** means any property carried on an aircraft other than mail, stores and accompanied or mishandled baggage.
- (27) **“Cargo area”** means all the ground space and facilities provided for cargo handlings. It includes aprons, cargo buildings and warehouses, vehicle parks and roads associated therewith.
- (28) **“Cargo building”** means a building through which cargo passes between air and ground transport and in which processing facilities are located, or in which cargo is stored pending transfer to air or ground transport.
- (29) **“Catering stores”** means all items, other than catering supplies, associated with passenger in-flight services, for

example newspapers, magazines, headphones, audio and video tapes, pillows and blankets, and amenity kits.

- (30) **“Catering supplies”** means food, beverages, other dry stores and associated equipment used on board an aircraft.
- (31) **“Certification”** means a formal evaluation and confirmation by or on behalf of the appropriate authority for aviation security that a person possesses the necessary competencies to perform assigned functions to an acceptable level as defined by the appropriate authority.
- (32) **“Check-in”** means the process of reporting to an aircraft operator for acceptance onto a particular flight.
- (33) **“Check-in position”** means the location of facilities at which check-in is carried out.
- (34) **“Commercial air transport operation”** means an aircraft operation involving the transport of passengers, cargo or mail for remuneration or hire. (For the purposes of this ANO, the term ‘aircraft operator’ will be used instead of ‘commercial air transport operator’.)
- (35) **“Contingency plan”** means a proactive plan to include measures and procedures addressing various threat levels, risk assessments and the associated security measures to be implemented, designed to anticipate and mitigate events as well as prepare all concerned parties having roles and responsibilities in the event of an actual act of unlawful interference. A contingency plan sets forth incremental security measures that may be elevated as the threat increases. It may be a stand-alone plan or included as part of a Crisis Management Plan.

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- (36) **“Controlled area”** means a controlled area is any area, not identified as an SRA that requires controlled access to gain entry to that area.
- (37) **“Crew member”** means a person assigned by an Aircraft Operator to perform duty on an aircraft during a flight duty period.
- (38) **“Crisis management”** means contingency measures implemented in response to increased threat levels as well as the implementation of measures and procedures in response to the emergencies to include acts of unlawful interference.
- (39) **“Dangerous goods”** means articles or substances which are capable of posing a risk to health, safety, property, or the environment and which are shown in the list of dangerous goods in the Technical Instructions or which are classified according to those instructions.
- (40) **“Deportee”** means a person who had legally been admitted to a State by its authorities or who had entered a State illegally, and who at some later time is formally ordered by the competent authorities to leave that State.
- (41) **“Diplomatic pouch or bag”** means a shipping container having diplomatic immunity from search or seizure when accompanied by the required official documentation.
- (42) **“Direct transit area”** means a special area established in an international airport, approved by the public authorities concerned and placed under their direct supervision or control, where passengers can stay during transit or transfer without applying for entry to the State.
- (43) **“Disruptive passenger”** means a passenger who fails to respect the rules of conduct at an airport or on board an aircraft or to follow the instructions of the airport staff or

crew members and thereby disturbs the good order and discipline.

- (44) **“Emergency plan”** means a plan setting forth the procedures for coordinating the response of different aerodrome agencies or services and of those agencies in the surrounding community that could be of assistance in responding to an emergency.
- (45) **“Explosive detection system (EDS)”** means a technology system or combination of different technologies which has the ability to detect, and so to indicate by means of an alarm, explosive material contained in baggage or other articles, irrespective of the material from which the bag is made.
- (46) **“Explosive substance”** means a solid or liquid substance (or a mixture of substances) which is in itself capable, by chemical reaction, of producing gas at such a temperature and pressure and at such a speed as to cause damage to the surroundings. Included are pyrotechnic substances even when they do not evolve gases. A substance which is not itself an explosive but which can form an explosive atmosphere of gas, vapour or dust, is not included.
- (47) **“Facilitation”** means the efficient management of the necessary control process, with the objective of expediting the clearance of persons or goods and preventing unnecessary operational delays.
- (48) **“General aviation operation”** means an aircraft operation other than a commercial air transport operation or an aerial work operation.
- (49) **“High-risk cargo or mail”** means cargo or mail which is deemed to pose a threat to civil aviation as a result of specific

intelligence; or shows anomalies or signs of tampering which give rise to suspicion.

(50) **“Human factors”** means the application of scientific knowledge about the abilities, characteristics, and limitations of human beings to the design of equipment, systems and environments in which they function, and tasks they perform

(51) **“Identification cards”** means Permit system.

(52) **“Inadmissible person”** means a person who is or will be refused admission to a State by its authorities. Note: Such a person normally has to be transported back to their State of departure, or to any other State where the persons are admissible, by the aircraft operator on which they arrived.

(53) **“In-flight security officer”** means a person who is authorized by the government of the State of the Operator and the government of the State of Registration to be deployed on an aircraft with the purpose of protecting that aircraft and its occupants against acts of unlawful interference. This excludes persons employed to provide exclusive personal protection for one or more specific people travelling on the aircraft, such as personal bodyguards.

(54) **“Integrated or consolidated cargo”** means a consignment of multiple packages which has been originated by more than one person, each of whom has made an agreement for carriage by air with another person other than a scheduled aircraft operator.

(55) **“Interline baggage”** means the baggage of passengers subjected to transfer from the aircraft of one operator to the aircraft of another operator in the course of their journey.

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- (56) **“International airport”** means any airport designated by the of ICAO in whose territory it is situated as an airport of entry and departure for international air traffic, where the formalities incident to customs, immigration, public health, animal and plant quarantine and similar procedures are carried out.
- (57) **“Known consignor”** means a consignor who originates cargo or mail for its own account and whose procedures meet common security rules and standards sufficient to allow the carriage of cargo or mail on any aircraft.
- (58) **“Landside”** means those parts of an airport, adjacent terrain and buildings or portions thereof that are not airside and controlled area.
- (59) **“Mail”** means all postal items tendered by and intended for delivery to designated postal operators to operate the postal service in accordance with the Universal Postal Union Acts.
- (60) **“Mishandled baggage”** means baggage involuntarily, or inadvertently, separated from passengers or crew.
- (61) **“Movement area”** means the part of an aerodrome to be used for the take-off, landing and taxiing of aircraft, consisting of the maneuvering area and the apron(s).
- (62) **“Narcotics control”** means measures to control the illicit movement of narcotics and psychotropic substances by air.
- (63) **“Non-restricted area”** means the area of an airport to which the public has access or to which access is otherwise unrestricted.
- (64) **“Off-airport processing facilities”** means a passenger or cargo transport link terminal at an urban population center at which processing facilities are provided.

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- (65) **“Passenger area”** means all the ground space and facilities provided for passenger processing, including aprons, passenger buildings, vehicle parks and roads.
- (66) **“Permit system”** means a system consisting of cards or other documentation issued to individual persons employed at airports or who otherwise have a need for authorized access to an airport, airside, or security restricted area. Its purpose is to identify the individuals and facilitate access. Vehicle permits are issued and used for similar purposes to allow vehicular access. Permits are sometimes referred to as airport identification cards or passes.
- (67) **“Person with disabilities”** means any person whose mobility is reduced due to a physical incapacity (sensory or locomotors), an intellectual deficiency, age, illness or any other cause or disability when using air transport and whose situation needs special attention and the adaptation to the person’s needs of the services made available to all passengers.
- (68) **“Pilot-in-command”** means the pilot designated by the operator, or in the case of general aviation, the owner, as being in command and charged with the safe conduct of a flight.
- (69) **“prohibited or Restricted articles”** means articles which are, in the specific context of aviation security, defined as those articles, devices or substances which may be used to commit an act of unlawful interference against civil aviation or which may endanger the safety of the aircraft and its occupants, or installations, or the public.

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- (70) **“Sabotage”** means an act or omission, intended to cause malicious or wanton destruction of property, endangering or resulting in unlawful interference with civil aviation and its facilities.
- (71) **“Screening”** means the application of technical or other means which are intended to identify and/or detect weapons, explosives or other dangerous devices, articles or substances which may be used to commit an act of unlawful interference.
- (72) **“Security audit”** means an in-depth compliance examination of all aspects of the implementation of the national civil aviation security programme.
- (73) **“Security checks for LAGs and STEBs”** means visual checks or security controls, performed by security employees, for signs of interference, in particular, tampering with seals, theft and the introduction of potentially dangerous devices, articles or substances. The checks should be made at the first point of entry on the airside and should be made on all supplies of LAGs and STEBs to establish that they have been protected, that there is no evidence or suspicion of tampering, and that the necessary documentation is in order.
- (74) **“Security control”** means a way by which the introduction of weapons, explosives, or other dangerous devices, articles or substances which may be used to commit an act of unlawful interference can be prevented.
- (75) **“Security Culture”** means a set of security-related norms, values, attitudes and assumptions that are inherent in the daily operation of an organization and are reflected in the actions and behaviours of all entities and personnel within the organization.

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- (76) **“Security equipment”** means the devices of a specialized nature for use, individually or as part of a system, in the prevention or detection of acts of unlawful interference with civil aviation and its facilities.
- (77) **“Security exercise”** means a full-scale security exercise is a simulated act of unlawful interference with the objective of ensuring the adequacy of a contingency plan to cope with different types of emergencies. A partial security exercise is a simulated act of unlawful interference with the objective of ensuring the adequacy of the response to individual participating agencies and components of the contingency plan, such as the communications system.
- (78) **“Security inspection”** means an announced or unannounced examination of the effectiveness of the implementation of specific security measures.
- (79) **“Security investigation”** means an inquiry into and any security incident, act or attempted act of unlawful interference against civil aviation and/or any alleged or suspected instance of non-compliance with a state’s national Civil Aviation Security programme of other legal and/or regulatory requirements pertaining to civil aviation security.
- (80) **“Security programme”** means written measures adopted to safeguard international civil aviation against acts of unlawful interference.
- (81) **“Security restricted area”** means those areas of the airside of an airport which are identified as priority risk areas where in addition to access control, other security controls are applied.

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- (82) **“Security tamper-evident bags (STEBs)”** means the specially designed bags that should only be used for the sale of LAGs by airport outlets or on board an aircraft.
- (83) **“Security test”** means a covert or overt trial of an aviation security measure which simulates an attempt to commit an unlawful act.
- (84) **“Sensitive Aviation Security Information”** means the information that, if accessed by or disclosed to unauthorized persons, could create or be used to exploit a vulnerability or facilitate an act of unlawful interference against civil aviation.
- (85) **“Service panel”** means aircraft external access point used for providing aircraft services including water, lavatories and ground electrical outlets, and other service compartments that have external clip-down panels.
- (86) **“State of registry”** means the State on whose register the aircraft is entered.
- (87) **“State of the operator”** means the State in which the operator’s principal place of business is located or, if there is no such place of business, the operator’s permanent residence.
- (88) **“Sterile area”** means the area between any passenger inspection or screening checkpoint and aircraft, into which access is strictly controlled (see also security restricted area.)
- (89) **“Stores (Supplies)”**
- a) **“For consumption”** means goods, whether or not sold, intended for consumption by the passengers and the crew on board an aircraft, and goods necessary for the operation and maintenance of the aircraft, including fuel and lubricants.

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- b) **“To be taken away”** means goods for sale to passengers and crew of an aircraft with a view to being landed.
- (90) **“For consumption”** means goods, whether or not sold, intended for consumption by the passengers and the crew on board an aircraft, and goods necessary for the operation and maintenance of the aircraft, including fuel and lubricants.
- (91) **“To be taken away”** means goods for sale to passengers and crew of an aircraft with a view to being landed.
- (92) **“Terminal”** means the main building or group of buildings where the processing of commercial passengers and cargo, and the boarding of aircraft occurs.
- (93) **“Terminal Operator or Cargo Terminal Operator”** means any private entity engaged in operation and maintenance of passenger or cargo terminal or other installations of CAAB airport.
- (94) **“Transfer cargo and mail”** means cargo and mail departing on an aircraft other than that on which it arrived.
- (95) **“Transfer passengers and baggage”** means passengers and their cabin baggage that arrive on one aircraft and depart on a different aircraft.
- (96) **“Transit cargo and mail”** means cargo and mail departing on the same aircraft as that on which it arrived.
- (97) **“Transit passengers and baggage”** means passengers and their cabin baggage that arrive and depart on the same aircraft.
- (98) **“Travel document”** means a passport or other official document of identity issued by a State or organization which may be used by the rightful holder for international travel.

- (99) **“Unaccompanied baggage”** means the baggage that is transported as cargo and may or may not be carried on the same aircraft with the person to whom it belongs.
- (100) **“Unclaimed baggage”** means the baggage that arrives at an airport and is not picked up or claimed by a passenger.
- (101) **“Unidentified baggage”** means the baggage at an airport, with or without a baggage tag, which is not picked up by or identified with a passenger.
- (102) **“Unpredictability”** means the person implementation of security measures in order to increase their deterrent effect and their efficiency, by applying them at irregular frequencies, different locations and/or with varying means, in accordance with a defined framework.
- (103) **“Unruly passengers”** means the persons who commit, on board a civil aircraft, from the moment when the aircraft door is closed prior to take-off to the moment when it is reopened after landing, an act of:
- (a) Assault, intimidation, menace or willful recklessness which endangers good order or the safety of property or persons;
 - (b) Assault, intimidation, menace or interference with a crew member in the performance of duties or which lessens the ability to perform duties;
 - (c) Willful recklessness or damage to an aircraft, its equipment, or attendant structures and equipment such as to endanger good order and the safety of the aircraft or its occupants;

- (d) Communication of information which is known to be false, thereby endangering the safety of an aircraft in flight; and
- (e) Disobedience of lawful commands or instructions for safe, orderly or efficient operations.

6. Regulatory Framework and the National Civil Aviation Security System

- 6.1 Civil Aviation Authority Act 2017 and Sections 13, 14 and 17 of the Civil Aviation Act 2017 contain provisions for the establishment of the Civil Aviation Authority of Bangladesh (CAAB) as the regulatory and oversight authority for aviation security and empower it to develop, oversee and enforce the implementation of aviation security policies and requirements consistent with Annex 17 Standards.
- 6.2 The People's Republic of Bangladesh has designated the Civil Aviation Authority of Bangladesh (CAAB) as the Appropriate Authority for civil aviation security within the People's Republic of Bangladesh and specified this designation to ICAO. The Chairman, CAAB is the Chief Executive of the Authority.

7. Security Functions and Responsibilities of CAAB Aviation Security Division

CAAB Aviation Security Division, on behalf of the Appropriate Authority, shall be responsible for discharging the aviation security related responsibilities of the Appropriate Authority as necessary with the approval of the Chairman, CAAB.

8. National Civil Aviation Security Programme (NCASP)

- 8.1 A written NCASP shall be maintained along with documentary evidence of the approval process of the NCASP. The NCASP shall constitute the blueprint for developing and implementing a civil aviation security system. The programme may comprise a single document or a series of regulations describing the methods for implementing the SARPs of Annex 17 and the relevant portions of other Annexes. If multiple documents are used, a cross-reference table shall be established, to facilitate the use of all relevant documents so that the pertinent sections and policies of the NCASP can be easily located.
- 8.2 CAAB Aviation Security Division, on behalf of the Appropriate Authority, shall develop, implement and maintain a written National Civil Aviation Security Programme (NCASP).
- 8.3 Tasks shall be clearly defined and allocated, and activities shall be effectively coordinated among departments, agencies and other organizations of the Government including airport operator and aircraft operators and any other regulated entities concerned with, or responsible for the implementation of any aspect of the NCASP.
- 8.4 The NCASP shall accurately reflect or reference all current aviation security policies and requirements in effect in the People's Republic of Bangladesh and all Annex 17 Standards that it is consistent with the current status of aviation security in the People's Republic of Bangladesh.
- 8.5 A written version of the appropriate parts of the NCASP and/or relevant information or guidelines shall be disseminated to the airport operators and aircraft operators and air traffic service providers operating in the People's Republic of Bangladesh and other entities concerned on a need-to-know basis to enable them to

meet the requirements of the national civil aviation security programme.

- 8.6 The effectiveness of the NCASP shall be reviewed and maintained, including constantly reviewing the level of threat to civil aviation within the People's Republic of Bangladesh, re-evaluating security measures and procedures following an act of unlawful interference, or change to threat level, and taking any action necessary to remedy weaknesses to prevent recurrence.

9. **International Cooperation**

- 9.1 Appropriate consultation shall be done with other States when requesting additional security measures for a specific flight(s).
- 9.2 CAAB Aviation Security Division shall be responsible for ensuring appropriate consultation with other States when requesting additional security measures for a specific flight(s) operated from such States as per the process outlined in the NCASP.
- 9.3 Requests from other Contracting States for additional security measures in respect of a specific flight(s) by aircraft operators of such other States shall be met, as far as may be practicable.
- 9.4 CAAB Aviation Security Division shall be responsible for handling requests from other Contracting States for additional security measures as per the process outlined in the NCASP.
- 9.5 Cooperation, as necessary, shall be done with other States in the development and exchange of information concerning NCASPs, NCASTPs and NQCPs.
- 9.6 CAAB Aviation Security Division shall be responsible for dealing with requests from other States related to the development and

exchange of information concerning NCASPs, NCASTPs and NQCPs as per the procedure outlined in the NCASP.

- 9.7 CAAB Aviation Security Division shall be responsible for dealing with requests in regard to the sharing of threat information that applies to the aviation security interests of other Contracting States as per the procedure outlined in the NCASP.

10. Aviation Security Organizational Structure and Resources

- 10.1 CAAB shall establish an organizational structure for aviation security that has sufficient personnel to meet its obligations related to the effective regulation and oversight of all aviation security activities in Bangladesh.

- 10.2 CAAB shall ensure that the organizational structure, human resources (technical and others), regulatory tools or documentation and finances are sufficient for it to meet its national and international obligations.

- 10.3 Supporting resources and facilities required by the aviation security services shall be available at each airport serving civil aviation.

- 10.4 Necessary resources to be made available by the CAAB for the aviation security services at each airport shall include but not limited to the following:

10.4.1 Sufficient qualified human resource;

10.4.2 Sufficient technical resources for entities involved, including screening equipment, vehicles, appropriate testing equipment, communications equipment, etc.;

10.4.3 Sufficient financial resources for the effective implementation of all necessary security measures and

10.4.4 Sufficient administrative resources for entities involved, including administrative staff, documentation, offices, computers, etc.

10.5 CAAB Aviation Security Division, on behalf of the Appropriate Authority, shall be responsible for determining the staffing needs and filling the required post on an ongoing process with the approval of the Ministry of Civil Aviation and Tourism to acquire the ability to accomplish all regulatory and oversight activities.

10.6 Chairman, CAAB shall devise a career progression plan for aviation security personnel to attract and retain qualified and experienced technical personnel within its administration and provide its national aviation security inspectors conditions of service and remuneration consistent with their education, aviation security knowledge and experience comparable to those personnel of the operator whose activities they inspect and supervise.

10.7 CAAB Aviation Security Division, on behalf of the Appropriate Authority, shall develop a comprehensive plan for supporting resources including human, technical equipment/tools, finance, infrastructures and facilities so that they can be made available in a timely manner for the regulatory body and at each airport serving civil aviation to ensure the smooth and compliant conduct of the aviation security oversight functions and operational services at airports. Such a plan shall be developed to forecast requirements for at least five-year basis and its implementation shall be reviewed every 2 (two) years to ensure continuity.

11. National Civil Aviation Security Committee (NCASC) Functions

11.1 The Chairman shall, on the direction of the Government, establish a National Civil Aviation Security Committee (NCASC) for the

purpose of coordinating security activities among the departments, agencies and other organizations of the Government, airport operator and aircraft operators and other entities concerned with or responsible for the implementation of various aspects of the national civil aviation security programme.

- 11.2 The National Civil Aviation Security Committee constituted by the Government and published in the official Gazette shall continue as the National Civil Aviation Security Committee. Any change in the terms of reference and composition of the NCASC shall also be done as and when necessary, by the government through the official gazette.

12. Functions and Responsibilities of the Various Entities within the Aviation Security System

- 12.1 Salient functions and responsibilities of the various entities within the aviation security system are defined in this ANO. NCASP shall be referred to for detailed functions and responsibilities of the various entities within the aviation security system.

- 12.2 No entity shall outsource any security services for the implementation of relevant elements of the NCASP without the approval of CAAB Aviation Security Division. Such entities shall periodically verify that the implementation of security measures is in compliance with the entity's security programme approved by CAAB.

13. Filling difference with ICAO between Annex 17 Standards and National Aviation Security Regulations, Practices and Procedures

The Chairman, CAAB shall establish a procedure through Civil Aviation Order (CAO) issued for filling difference with ICAO between

Annex 17 Standards and National Aviation Security Regulations, Practices and Procedures.

14. Updating or Amendment of National Aviation Security Regulations and Procedure

The Chairman, CAAB shall establish a procedure through Civil Aviation Order (CAO) for updating or amendment of National Aviation Security Regulations and Procedure.

15. Security Functions or Responsibilities of Airport Operator

15.1 Each airport serving civil aviation shall establish, implement and maintain a written ASP appropriate to meet the requirements of the NCASP.

15.2 Airport operator shall submit their ASPs to CAAB Aviation Security Division for approval from the Chairman, CAAB.

15.3 A periodic review, as and when required but not less than once in every 2 (two) years, of ASPs, including for the amendment and approval of ASPs shall be conducted. Review elements of the requirement for the amendment and approval of ASPs shall include:

15.3.1 Coordination with all relevant stakeholders concerned;

15.3.2 Review and endorsement by the ASC; and

15.3.3 Formal approval by the appropriate authority of any amended ASPs.

15.4 The requirement shall provide for:

15.4.1 Conducting a review of ASPs through an established checklist; and

15.4.2 Distribution of copies of relevant portions of the ASP to all aircraft operators operating from the airport and other relevant airport level stakeholders.

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- 15.5 Airport Executive Director or Director or Manager shall act as the aviation security authority of each airport serving civil aviation in the People's Republic of Bangladesh. The roles and responsibilities of Airport Executive Director or Director or Manager shall be outlined in NCASP.
- 15.6 Airport security authority shall designate Director or Deputy Director or Assistant Director or Security officer in-charge of aviation security in line with the approved organogram of an airport for coordinating the implementation of security controls. The duties and responsibilities of the designated individual shall include, at a minimum:
- 15.6.1 Developing and maintaining the ASP to ensure compliance with the NCASP;
- 15.6.2 Liaising with airport-level aviation security stakeholders, including aircraft operators providing service from the airport; and
- 15.6.3 Supervising and coordinating the application of all approved security controls, measures and procedures at the airport level.
- 15.7 The functions and responsibilities of all relevant airport-level aviation security stakeholders having specific responsibilities shall be clearly defined in the ASP confirming that there is no conflict of responsibilities. CAAB Aviation Security Division shall ensure the requirement is fulfilled during approval of ASPs.
- 15.8 An Airport Security Committee (ASC) at each airport serving civil aviation shall be established to assist the coordinating authority in its role in conformity with the requirements specified in the ASP and in the NCASP. The ASC Terms of Reference (ToR) shall be outlined in the NCASP.

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- 15.9 The ASC membership shall be defined by the airport Executive Director or Director or Manager with representatives from all agencies and entities charged with assisting, providing or holding aviation security responsibilities including non-governmental aviation security stakeholders and foreign aircraft operators providing service from the airport.
- 15.10 The ASC shall be chaired by the Executive Director or Director or Manager of each respective airport. The airport Executive Director or Director or Manager shall be the authority for convening routine or emergency meeting and setting the frequency of meetings but that shall not be less than once a month. Minutes of each meeting shall be submitted to Member (Security), CAAB and to each committee member.
- 15.11 ASP shall provide for the terms of reference of the ASC, including the composition of its membership, in compliance with the NCASP.
- 15.12 Airport operator shall establish a formalized channel of communications to respond to requests for information on aviation security from the news media via a designated officer to avoid spreading of inaccurate and false information that might jeopardize the operational activities of an airport. The designated officer shall obtain approval from the Chairman before releasing information to the news or electronic media.
- 15.13 Any private entity engaged in operation and maintenance of passenger or cargo terminal or other installations of CAAB airport shall be responsible for implementation of security measures outlined in this ANO and/or NCASP consistent with their operation.

16. Security Functions or Responsibilities of Air Traffic Services Provider

16.1 Air Traffic Management (ATM) Division, CAAB shall be responsible for establishing and maintaining an Air Traffic Services Security Programme (ATSSP) and meeting other requirements as outlined in the NCASP.

16.2 Air Traffic Management (ATM) Division, CAAB shall submit ATSSP to CAAB Aviation Security Division for approval from the Chairman, CAAB.

17. Security Functions or Responsibilities of Airport Concessionaires and Retailers

17.1 Airport operator shall ensure that airport concessionaires and retailers adhere to the security functions and responsibilities outlined in the NCASP.

17.2 Airport concessionaires and retailers shall abide by the aviation security related instructions and circulars issued by CAAB and airport operator time to time.

18. Security Function or Responsibilities of Airport Catering Service Provider

18.1 Any company which provides an in-flight supply for the operator of any aircraft operator shall ensure that catering, stores and supplies intended for carriage on commercial flights are subjected to appropriate security controls, which may include a supply chain security process or screening and thereafter protected until loaded onto the aircraft.

18.2 Catering service provider shall develop and implement a catering security programme in line with the guidelines outlined in the NCASP.

18.3 Catering service providers shall submit their catering security programme to CAAB Aviation Security Division for approval from the Chairman, CAAB.

18.4 A catering company whose purpose is the provision of in-flight catering and supplies at any airports within the People's Republic of Bangladesh shall be authorized to do so only when their security programme is approved.

19. Security Functions or Responsibilities of Aircraft Operators

19.1 National commercial air transport operators providing service from the People's Republic of Bangladesh shall establish, implement and maintain a written Aircraft Operator Security Programme (AOSP) that meets the requirements of the national civil aviation security programme.

19.2 National aircraft operators shall submit their AOSPs to CAAB Aviation Security Division for approval from the Chairman, CAAB.

19.3 National aircraft operators engaged or wish to be engaged in commercial air transport operations in the People's Republic of Bangladesh shall appoint a Security Manager who shall maintain necessary liaison with CAAB Aviation Security Division for issues related to aviation security. The operators shall abide by all other requirements outlined in the NCASP.

19.4 National aircraft operators shall be authorized to commence or continue their commercial air transport operation only when their station facilities including security arrangements are found satisfactory through inspection carried out by national inspectors, their AOSPs are approved or renewed by the CAAB Aviation Security Division. Submission of AOSP shall not authorize an

aircraft operator to implement it until it is duly approved or renewed and a written approval is obtained from CAAB Aviation Security Division.

- 19.5 Foreign aircraft operators providing service to and from the People's Republic of Bangladesh shall establish, implement and maintain written Supplementary Station Procedures (SSP) that meet the requirements of the NCASP.
- 19.6 A model SSP or Template shall be provided by CAAB Aviation Security Division to the foreign aircraft operators for submitting their SSP to CAAB Aviation Security Division for approval. They shall also submit their AOSP to CAAB Aviation Security Division that is duly approved by their State of Registry.
- 19.7 Foreign aircraft operators shall appoint or designate a qualified and trained Aviation Security Manager or officer having local knowledge of aviation security and the name and contact details of the Security Manager or Officer shall be included in the SSP. The Security Manager shall maintain liaison with CAAB Aviation Security Division for issues related to aviation security. The Foreign air carriers shall abide by all other requirements outlined in the NCASP.
- 19.8 Foreign aircraft operators shall be authorized to commence or continue their commercial air transport operation from the People's Republic of Bangladesh when they submit their AOSP duly authorized by their State of Registry to the CAAB Aviation Security Division and their SSP is approved or renewed by the CAAB authority as per the procedure outlined in the NCASP. Submission of SSP shall not authorize a foreign aircraft operator to implement it until it is duly approved or renewed and a written approval is obtained from CAAB Aviation Security Division.

20. Aircraft Security Measures

- 20.1 The movement of persons and vehicles to and from aircraft shall be supervised in SRAs in order to prevent unauthorized access to aircraft.
- 20.2 Aircraft operators shall be responsible for supervising the movement of persons and vehicles in SRAs to and from aircraft in order to prevent unauthorized access to aircraft.
- 20.3 Aircraft operator shall monitor their aircraft in SRA while aircraft undergo preparation for service, maintenance, cleaning, etc.
- 20.4 Aircraft operator shall require its personnel (Aircraft crew, ground staff and maintenance personnel, or any authorized personnel) servicing aircraft to challenge any unauthorized or unrecognized person approaching or attempting to gain access to an aircraft and confirm their legitimacy. Unauthorized persons shall be reported to superiors or aviation security personnel of an airport or law enforcement officer.
- 20.5 If there is no air bridge and passengers are required to walk or take a shuttle service to an aircraft, aircraft operators shall implement procedures to ensure that only authorized persons and screened passengers are allowed to board the aircraft as per the procedure outlined in the NCASP.
- 20.6 Aircraft under maintenance, when left unattended by authorized personnel, or not in operation, shall be protected as per the guidelines outlined in the NCASP.
- 20.7 Aircraft security checks or searches of originating aircraft shall be performed based upon a security risk assessment carried out by the CAAB.
- 20.8 Aircraft operators shall be responsible for conducting aircraft security checks and searches of originating aircraft.

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- 20.9 In the event that the integrity of an aircraft post search or check is jeopardized, the aircraft shall be subject to a full aircraft search prior to departure.
- 20.10 Aircraft operator shall ensure that an aircraft security check or search of originating aircraft is performed as per the guidelines of the NCASP.
- 20.11 An aircraft subject to a security check or search shall be protected from unauthorized interference, from the time the aircraft check or search has commenced, until the aircraft departs.
- 20.12 Aircraft operator shall ensure that an aircraft subject to a security check or search is protected from unauthorized interference, from the time the aircraft check or search has commenced, until the aircraft departs.
- 20.13 Aircraft operator shall ensure that access to aircraft is controlled from the start of the aircraft security check until doors are closed prior to push-back as per the guidelines outlined in the NCASP.
- 20.14 Measures shall be taken to ensure that any items left behind by passengers disembarking from transit flights are removed from the aircraft or otherwise dealt with appropriately before the departure of the aircraft.
- 20.15 Aircraft operators shall ensure that any items left behind by passengers disembarking from transit flights or during turnaround of flights are removed from the aircraft or otherwise dealt with appropriately before departure of the aircraft as per the guidelines outlined in the NCASP.
- 20.16 Aircraft operators registered in the People's Republic of Bangladesh shall take appropriate measures to ensure that

- during a flight unauthorized persons are prevented from entering the flight crew compartment-
- 20.17 Aircraft operators shall detail security measures for protection of their aircraft in their Aircraft Operator Security Programme (AOSP) or Supplementary Station Procedure (SSP) in accordance with the guidelines of this ANO and NCASP.
- 20.18 Appropriate measures on the ground or operational procedures shall be established to mitigate possible attacks against aircraft using MANPADS and other weapons representing a similar threat to aircraft at or near an airport in accordance with a risk assessment carried out by CAAB.
- 20.19 Aircraft operators shall develop procedures for the carriage of potentially disruptive passengers who are obliged to travel because they have been the subject of judicial or administrative proceedings in accordance with the requirements established in the NCASP.
- 20.20 CAAB Aviation Security Division shall establish requirements for air operators and other relevant entities for the carriage of potentially disruptive passengers who are obliged to travel because they have been the subject of judicial or administrative proceedings. Relevant government entity(s) and aircraft operators shall be responsible for implementing measures related to the carriage of potentially disruptive passengers who are obliged to travel because they have been the subject of judicial or administrative proceedings as per the guidelines outlined in the NCASP.
- 20.21 Aircraft operators providing service from The People's Republic of Bangladesh shall include in their AOSPs or SSPs measures and procedures to ensure safety on board their aircraft when

passengers who are obliged to travel because they have been the subject of judicial or administrative proceedings are to be carried.

- 20.22 The aircraft operator and the PIC shall be informed when passengers are obliged to travel because they have been the subject of judicial or administrative proceedings, in order for appropriate security controls to be applied as per the guideline outlined in the NCASP.

21. Carriage of Weapon on Board Aircraft

- 21.1 The carriage of weapons on board aircraft by LEOs and other authorized persons acting in the performance of their duties shall require special authorization in accordance with the laws of the People's Republic of Bangladesh and the PIC shall be notified as to the number of armed persons and their seat location.
- 21.2 Request for the carriage of weapons in aircraft cabin by LEOs and other authorized persons acting in the performance of their duties shall be reviewed and approved by the appropriate agency as per the law of the People's Republic of Bangladesh. The final approval will be provided by Chairman, CAAB.
- 21.3 A policy shall in consultation with the government be established for considering requests by any other State to allow the travel of armed personnel, including IFSOs, on board aircraft of operators of the requesting State.
- 21.4 CAAB Aviation Security Division shall establish a policy for considering requests by any other State to allow the travel of armed personnel, including IFSOs, on board aircraft of operators of the requesting State as per the guidance outlined in the NCASP. Only after agreement by all States involved shall such travel be allowed.

21.5 The carriage of weapons and ammunition by passengers outside of the aircraft cabin shall be allowed provided they:

21.5.1 Identify themselves to the security staff at the entrance of the terminal of an airport;

21.5.2 Produce all pertinent documentation like a firearm license or permit, export or import permit and present written documentation authorizing transportation of weapons from competent national authority; and

21.5.3 Sign a written declaration that they are aware of and accept the conditions under which the firearm and ammunition are to be transported.

21.6 A policy shall be established in the NCASP to ensure that the carriage of weapons other than in the cabin of the aircraft is allowed only when an authorized and duly qualified person has determined that they are not loaded, if applicable, and then only if stowed in a place inaccessible to any person during flight time.

22. Dealing with Disruptive Passenger

22.1 Disruptive passenger is one who fails to respect the rules of conduct at an airport or on board an aircraft or to follow the instructions of the airport staff or crew members and thereby disturbs the good order and discipline at an airport or on board the aircraft.

22.2 The threat posed by a disruptive passenger are defined as follows:

22.2.1 Level 1 – disruptive behaviour, including suspicious or verbally threatening behaviour;

22.2.2 Level 2 – physically abusive behaviour;

22.2.3 Level 3 – life-threatening behaviour; and

22.2.4 Level 4 – attempted or actual breach of the flight crew compartment.

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- 22.3 Aircraft and airport operators shall develop a policy for detecting and preventing potential incidents of disruptive passenger behaviour, and for effectively managing such incidents if they do arise, either on the ground or on board an aircraft and include the policy in their AOSP or SSP or ASP
- 22.4 Aircraft operator's check-in staff shall report unacceptable situation to their ground supervisor before completing the check-in process, and refusing to proceed with check-in until there is an improvement in the passenger's condition.
- 22.5 Aviation security supervisors of an airport operator shall remain vigilant to identify any disruptive passenger whose behavior suggests that the passenger is unfit to fly and report the passenger to the aircraft operator's ground supervisor for necessary action.
- 22.6 Following a decision to refuse to allow a passenger to check-in because of his or her apparent intoxication:
- 22.6.1 The decision should be entered into the individual's passenger name record, or travel booking data; and
- 22.6.2 Arrangements may be made by the aircraft operator for a future flight, subject to an acceptable reassessment of the passenger's condition at the time of departure, as well as the possible imposition of other conditions at the aircraft operator's discretion.
- 22.7 A passenger's unfitness for flight, which may be demonstrated by aggressiveness, abusive conduct, intoxication or defiance, such as by smoking where prohibited, may not be recognizable until he or she arrives at a boarding gate. The passenger's condition may have changed after check-in due to factors such as alcohol consumption at terminal bars and restaurants, annoyance triggered by the security screening process or personal matters.

22.8 The following procedures should be carried out by the aircraft operator when a passenger is denied boarding at a gate because of concerns about his or her behaviour:

22.8.1 The passenger's hold baggage should be offloaded and returned to the passenger;

22.8.2 Any duty-free merchandise should be reported to customs;

22.8.3 The passenger should be escorted to the landside of the terminal by aircraft operator, or security services, or local law enforcement personnel;

22.8.4 The cabin service manager of the flight concerned should be informed of the decision to deny boarding; and

22.8.5 The passenger's name should be removed from the passenger manifest of the flight concerned and the information passed to the relevant entities.

22.9 If a passenger is refused travel at a check-in counter or boarding gate due to disruptive behaviour, a disruptive passenger ground incident report form should be completed by the aircraft operator and necessary action shall be taken accordingly.

22.10 If a passenger's disruptive behaviour is of a serious nature, assistance of the law enforcement agency(s) of an airport should be sought by the aircraft operator's representative or aviation security supervisor to decide whether or not to prosecute the passenger after considering the evidence.

23. Security Functions or Responsibilities of General Aviation (GA) Operators

23.1 GA Operators shall develop and implement a written GAOSP that meets the requirements of the NCASP.

- 23.2 GA Operators shall submit their GAOSP to CAAB Aviation Security Division for approval from the Chairman, CAAB.
- 23.3 GA Operators shall appoint a Security Manager or Officer for oversight of the security issues related to their operation and for maintaining necessary liaison with CAAB Aviation security Division.
- 23.4 Helicopter Operators carrying passengers from helipads located outside any CAAB airport shall ensure that the passengers and their baggage are screened and no prohibited item is carried on their persons and baggage. Captain of the helicopter shall sign a certificate confirming that the passengers and their baggage are screened and the certificate shall be retained for a minimum period of 60 (sixty) days from the conduct of the flight for oversight and investigation purposes when necessary.
- 23.5 GA operators shall be authorized to commence or continue their operation when their GAOSP is approved or renewed by the CAAB authority.

24. The Threat to Civil Aviation and Risk Assessment Issues

- 24.1 The level and nature of threat to civil aviation within the territory of the People's Republic of Bangladesh and airspace above it shall be kept under constant review.
- 24.2 Chairman, CAAB shall establish a mechanism to ensure that the level and nature of threat, including new and emerging, to civil aviation within the territory and airspace above the People's Republic of Bangladesh are constantly reviewed as part of the national and local risk-management processes.

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- 24.3 A regular security risk assessment shall be conducted for civil aviation with a view to adjusting relevant elements of the security measures established in the NCASP.
- 24.4 Relevant information sharing, as appropriate, shall be done with relevant airport operators, aircraft operators, ATSPs or other entities concerned, in a practical and timely manner, to assist them to conduct effective security risk assessments relating to their operations.
- 24.5 CAAB Aviation Security Division shall share, as appropriate, with relevant airport operators, aircraft operators, ATSPs or other entities concerned, in a practical and timely manner, relevant information to assist them to conduct effective security risk assessments relating to their operations.
- 24.6 There shall be no formal differentiation in measures designed to safeguard against acts of unlawful interference between international and domestic operations in terms of applicable security measures under the NCASP. If situation demands differentiation in security measures between international and domestic operations, it shall be based on risk assessment.
- 24.7 The Chairman shall establish and implement procedures which will be outlined in the NCASP to share with other Contracting States threat information that applies to the aviation security interests of those States, to the extent practicable.
- 24.8 CAAB Aviation Security Division shall establish and implement policies and procedures to adjust relevant elements of its national civil aviation security programme based upon a security risk assessment carried out by CAAB.

- 24.9 Chairman, CAAB shall be responsible for determining different threat levels and recommend for security measures appropriate to mitigate the threat.
- 24.10 Airport operator shall display signage of the appropriate threat level when the threat level is higher than normal and inform applicable security measures to the aircraft operators, passengers, staff, general public and all stakeholders.

25. Cyber security Measures for Civil Aviation

- 25.1 Sensitive aviation security information shall be appropriately protected.
- 25.2 CAAB Aviation Security Division shall be the designated office responsible for handling, sharing and disposing of sensitive aviation security information on behalf of appropriate authority.
- 25.3 Airport operators, aircraft operators, air traffic service providers and other concerned entities shall designate individual(s) responsible for handling, sharing and disposing of sensitive aviation security information on their behalf.
- 25.4 Protection and handling of security information shared by other Contracting States, or security information that affects the security interests of other Contracting States shall be ensured.
- 25.5 CAAB Aviation Security Division shall be responsible for handling, sharing and disposing of security information shared by other Contracting States, or security information that affects the security interests of other Contracting States, to ensure that inappropriate use or disclosure of such information is avoided.
- 25.6 Critical information and communications technology systems and data used for civil aviation purposes shall be identified and measures to protect them from unlawful interference shall be

developed and implemented as appropriate in accordance with a risk assessment.

25.7 Airport operators, aircraft operators, air traffic service providers, catering operators, ground handling service providers and concerned government agencies shall identify their critical information systems and data used for civil aviation purposes and in accordance with a risk assessment, develop and implement, as appropriate, measures to protect them from cyber threats including incident reporting as per the guidance outlined in the NCASP.

25.8 CAAB Aviation Security Division, through oversight activities, shall ensure that operators or entities identify their critical information and communications technology systems and data used for civil aviation purposes and, in accordance with a risk assessment, develop and implement, as appropriate, measures to protect them from unlawful interference and cyber threats.

26. Aviation Security Quality Control Activities

26.1 A National Civil Aviation Security Quality Control Programme (NQCP) shall be developed, implemented and maintained to determine compliance with and validate the effectiveness of the NCASP.

26.2 Chairman, CAAB shall develop and maintain a National Civil Aviation Security Quality Control Programme (NQCP).

26.3 CAAB Aviation Security Division shall arrange for the conduct of security audits, tests and inspections on a regular basis, to verify compliance with the national civil aviation security programme and to provide for the rapid and effective rectification of any deficiencies.

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- 26.4 Implementation of security measures shall regularly be subjected to verification of compliance with the NCASP in accordance with a risk assessment. CAAB Aviation Security Oversight and Enforcement Section shall be responsible for conducting quality control activities (security audits, inspections and tests), determining the priorities and frequency of national quality control activities covering all regulated entities based on a risk assessment by establishing and maintaining an annual schedule of quality control activities, preserving an aviation security database of all findings and analyzing quality control data.
- 26.5 CAAB Aviation Security Oversight and Enforcement Section shall act as the designated independent entity as responsible for the management, setting of priorities and management of the NQCP. The Section shall work independently from service provider under the direct supervision of Member (Security), CAAB.
- 26.6 The NQCP shall provide a framework for the effective implementation of national quality control activities by accurately addressing or referencing items and providing sufficient provisions for their effective implementation as outlined in the NCASP.
- 26.7 CAAB Aviation Security Oversight and Enforcement Section shall ensure that all persons who carry out audits, inspections and tests are appropriately trained and qualified in accordance with the National Civil Aviation Security Programme (NCASP) before undertaking such duties.
- 26.8 Chairman, CAAB shall ensure that the personnel carrying out security audits, tests, and inspections are afforded the necessary authority to obtain information to carry out these tasks and to enforce corrective actions.

26.9 CAAB Aviation Security Oversight and Enforcement Section shall supplement the NQCP by establishing a confidential reporting system for analyzing security information provided by the sources such as passengers, crew and ground personnel.

26.10 CAAB Aviation Security Oversight and Enforcement Section shall establish a process to record and analyze the results of the NQCP, to contribute to the effective development and implementation of the national civil aviation security programme, including identifying the causes and patterns of non-compliance and verifying that corrective actions have been implemented and sustained.

27. Authority of National Aviation Security Inspector

27.1 A national aviation security inspector is a person who is satisfactorily trained as per the requirements of NQCP to be able to independently conduct aviation security quality control activities e.g. audit, inspection and test (both covert and overt including the carriage of test pieces) and who is authorized by the Chairman, CAAB in writing to undertake such activities.

27.2 National aviation security inspectors shall have the following enforcement powers:

27.2.1 Issue notices of deficiencies and/or recommendations, as appropriate;

27.2.2 Enforce corrective actions, including immediate rectification of any deficiencies, and/or apply enforcement measures; and

27.2.3 Enforce all relevant national aviation security requirements.

27.3 National aviation security inspectors shall have unrestricted and unlimited access to aircraft, aviation facilities, aviation

documentation and information for the performance of their functions and duties as outlined below:

- 27.3.1 Enter and inspect any part of any airport in Bangladesh or any land, facility or building at any airport in Bangladesh or any land outside the airport used by businesses that operate at the airport or is connected with an airport or aircraft operator or other entities responsible for implementing security measures;
- 27.3.2 Enter and inspect any aircraft operating in the State for the purpose of evaluating any security procedure;
- 27.3.3 Inspect and test the effectiveness of security measures and procedures and performance of security screening equipment;
- 27.3.4 Require an aircraft operator, airport operator, or other entities involved in the implementation of aviation security measures or occupier of land outside the airport used for business purposes connected with the airport to provide information relevant to any audit, inspection, test or investigation;
- 27.3.5 Obtain access to relevant security documentation and records;
- 27.3.6 Interview any person for the purpose of assessing the standard of security or the implementation of security procedures; and
- 27.3.7 Take into an airport, airside area or any designated security restricted area, and use any equipment necessary to carry out their duties, including radios, cameras, recording devices (both audio and video) and specially authorized

prohibited articles, such as replica weapons or simulated explosive devices.

27.4 No person shall restrict, or limit the access anywhere, to perform the functions at the time of inspection and examination of records and instruments

28. Official Credentials for National Aviation Security Inspectors

CAAB Aviation Security Division shall establish official credentials approved by Chairman, CAAB for national aviation security inspectors to facilitate their access to aerodrome facilities, aircraft, and documentation when carrying out inspections and enforcement duties. Such credentials should include reference to empowering legislation, including any delegated enforcement action against non-compliance with national aviation security policies and requirements.

29. Scope of QC Activities

Scope of the QC activities shall be outlined in the NCASP and NQCP.

30. Minimum Frequency of QC Activities

30.1 The frequency of Quality Control (QC) activities shall be determined primarily based upon a risk assessment, ensuring that higher-risk entities and operations are subject to more frequent oversight. The following minimum frequencies shall, however, be maintained:

30.1.1 Audit of international airports - at least once every 3 (three) years;

30.1.2 Audit of domestic airports - at least once every 5 (five) years;

30.1.3 Audit of national aircraft operators - at least once every 3 (three) years;

- 30.1.4 Inspection of Station status of national aircraft operators operating in different stations outside Bangladesh - at least once every 4 (four) years;
- 30.1.5 Minimum frequency of the audit and inspection of national aircraft operator's stations outside Bangladesh may be changed by the Chairman, CAAB as and when deemed necessary;
- 30.2 If the frequency of QC activities based upon a risk assessment exceeds the minimum frequency, then the frequency determined by the risk assessment shall be applied.
- 30.3 The risk-based approach shall be applied to all other QC activities, including but not limited to inspections and security tests, in accordance with the methodology outlined in the NQCP.

31. Notification of QC Activities and Cooperation from Concerned Entity

- 31.1 Notification of QC activities, when appropriate, shall be given as per the guideline outlined in the NQCP.
- 31.2 The concerned entity shall provide necessary cooperation to the Authority's national aviation security inspectors for the conduct of the QC activities.

32. Conduct of the QC Activities

QC activities shall be performed by national aviation security national aviation security inspectors following the methodologies and checklists outlined in the NQCP and as per the schedule of QC activities developed by the CAAB Aviation Security Oversight and Enforcement Section that is approved by the Chairman, CAAB.

33. Training requirement for National Aviation Security Inspector

A training policy or programme for national aviation security inspectors shall be established by CAAB Aviation Security Division. The content of the training policy/programme for national aviation security inspectors shall provide for detailed requirements and durations of initial training, OJT, recurrent training, technical training and training in the conduct of covert tests as outlined in the NQCP and NCASTP.

34. Aviation Security Training Requirements

34.1 A National Civil Aviation Security Training Policy (NCASTP) shall be developed and implemented for personnel of all entities involved with or responsible for the implementation of various aspects of the national civil aviation security programme.

34.2 CAAB Aviation Security Division, on behalf Chairman, CAAB, shall develop and implement a national civil aviation security training policy (NCASTP) for personnel of all entities concerned with or responsible for the implementation of various aspects of the NCASP.

34.3 NCASTP shall be developed as per the guideline outlined in the NCASP.

34.4 The NCASTP shall be designed to ensure the effectiveness of the national civil aviation security programme. The programme shall apply to and explain training requirements for all personnel involved with or responsible for the implementation of various aspects of NCASP in sufficient detail.

34.5 A designated office or entity at the national airport or entity level shall be responsible for ensuring that records of training of security personnel are kept up to date either manually or electronically.

- 34.6 Personnel of all entities involved with or responsible for the implementation of various aspects of the NCASP shall receive initial and recurrent security awareness training to be ensured by the concerned entity.

35. Certification Requirements of Aviation Security Instructors and Screeners

- 35.1 Any person delivering aviation security training under the NCASTP shall require to be certified as an “Aviation Security Instructor” by the Civil Aviation Authority of Bangladesh.
- 35.2 The CAAB Aviation Security Division shall develop and implement an instructor certification system that ensures that instructors are qualified in the applicable subject matters in accordance with the national civil aviation security programme.
- 35.3 Any person carrying out screening operations shall be required to be certified “Screener” by the Civil Aviation Authority of Bangladesh.
- 35.4 The CAAB Aviation Security Division shall develop and implement a screener certification system that ensures the performance standards of screeners are consistently and reliably achieved.

36. Responsibilities of Regulated Entities in respect of Aviation Security Training

- 36.1 All entities shall develop and implement aviation security training programmes for their personnel with responsibilities under the NCASP.
- 36.2 Entities shall ensure that their personnel performing aviation security activity meet the established requirement in NCASTP before they are allowed to conduct the relevant activity.

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- 36.3 Concerned entity shall ensure compliance with the training requirements of their personnel as per NCASTP.
- 36.4 The entity training programme shall address at a minimum –
- 36.4.1 The declared objectives and training policy;
 - 36.4.2 Responsibility for conducting training courses;
 - 36.4.3 Initial and recurrent training with required duration and frequency;
 - 36.4.4 Provision for formal OJT programme;
 - 36.4.5 Administrative information related to the selection of candidate;
 - 36.4.6 Requirements for assessment of knowledge and competencies to be acquired and maintained following initial and recurrent training, a curriculum outline, detailed syllabi, for the courses and requirements for maintenance of training records; and
 - 36.4.7 Any other requirements outlined in the NCASP.
- 36.5 The knowledge and competencies of entity personnel during initial and recurrent training including minimum pass mark shall be subjected to assessment for written and practical exam by approved training organization or entity authorized by CAAB to provide such training.
- 36.6 The entity training programme shall be submitted to CAAB Aviation Security Division for necessary approval either as a standalone policy or as a part of their security programme.
- 36.7 Entity or person shall not impart or conduct aviation security training unless they are qualified to do so as per the provisions of NCASP, NCASTP, orders and instructions issued in this regard time to time and authorized by CAAB.

37. Airport Design and Planning Requirements

- 37.1 A policy shall be established by the Appropriate Authority to ensure that airport design requirements, including architectural and infrastructure-related requirements necessary for the implementation of the security measures in the NCASP are integrated into the design and construction of new facilities and alterations to existing facilities at the airports serving civil aviation.
- 37.2 Aviation security requirements relating to architectural and infrastructure necessary for the compliant implementation of security measures in the NCASP shall be integrated into the design and construction of new facilities and alterations to existing facilities at airports.
- 37.3 The Chairman, CAAB shall be responsible at the national level for making the final determination for the incorporation of security considerations into the design, planning and construction of new facilities and alterations to existing facilities at airports serving civil aviation.

38. Policy for Airport Design and Planning Requirement

- 38.1 The Chairman, CAAB shall ensure that the CAAB Aviation Security Division is engaged from the beginning of the planning and design stage of a new facilities and alterations to existing facility at airports to ensure that aviation security aspects are taken into consideration.
- 38.2 The entity(s) engaged in planning, design and construction of the facilities shall be responsible to obtain technical suggestions or recommendations and/or inclusion of aviation security expert(s) from CAAB Aviation Security Division from the planning and

design stages. During the construction phase of the facility, the airport operator through forming a committee including an aviation security representative shall ensure that recommendations made by CAAB Aviation Security Division are taken into consideration for overseeing the construction of new facility and alteration of existing facility following the process outlined in the NCASP.

39. Security Measures for Protection of Airport and its Facilities

- 39.1 Airport operator shall designate airport areas into Landside, Controlled, Airside, and Security Restricted Areas (SRA).
- 39.2 Enhanced SRA or Critical Parts of SRA shall be established as and when applicable.
- 39.3 Airport operator shall ensure appropriate security measures in accordance with guidelines contained in the NCASP to protect their airports from Acts of Unlawful Interference.
- 39.4 Airport operator shall identify, demarcate, and show these areas in Airport Security Programme (ASP) using maps.

40. Landside Security Measures

- 40.1 Landside are those parts of an airport, adjacent terrain and buildings and portions thereof that are not airside and controlled area.
- 40.2 Landside areas of an airport shall be identified.
- 40.3 Airport operator shall identify landside areas based on the guidelines given in the NCASP.
- 40.4 Security measures for landside areas shall be established to mitigate the risk of and to prevent possible acts of unlawful interference in accordance with risk assessments carried out by airport operator.

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- 40.5 Appropriate responsibilities for landside security shall be identified in the NCASP describing the functions and responsibilities of the various entities for landside security and including the identification of entities responsible for coordination the implementation of landside security measures taking into consideration that there is no conflict of responsibilities.
- 40.6 Coordination of landside security measures between relevant departments, agencies, other organizations of the People's Republic of Bangladesh, and other entities shall be ensured at the national level. Issues relevant to landside security shall be discussed or coordinated at the NCASC or appropriate national level.
- 40.7 Coordination of landside security measures between relevant departments, agencies, other organizations of the People's Republic of Bangladesh, and other entities shall be ensured at the airport level. Issues relevant to landside security shall be discussed or coordinated at ASC level. Airport operator shall seek the guidance from CAAB Headquarters for resolution of any issue, if required, CAAB may refer the issue to NCASC.
- 40.8 Airport operator shall develop and maintain a SOP on Landside Security in coordination with all relevant entities responsible for landside security describing the specific responsibilities of each entity and the landside security measures taking into consideration the guidelines outlined in the NCASP including the command-and-control aspect to mitigate possible acts of unlawful interference. The SOP shall be approved by CAAB or NCASC as applicable.
- 40.9 No vehicle shall be parked or left unattended on any airport driveway, access road, terminal frontage road, or circulation lane, except for the purpose of picking up or dropping off passengers unless exempted.

- 40.10 Airport operator shall take appropriate measures, display signage on the driveway and make public announcement to avoid congregation of visitors and general people on the driveway.

41. Perimeter Wall or Fence of an Airport

- 41.1 Airport operator shall establish and maintain perimeter wall to deter unauthorized access, delay intrusion and to detect intrusion of unauthorized persons and vehicles to SRA and airside as per the guidelines provided in the NCASP. Adequate warning signage shall be placed around the perimeter wall to make the general public aware of the restricted area and consequences of unauthorized access and intrusion.

42. Access Control to Different Parts of an Airport

- 42.1 Access to controlled areas, airside, SRA and Enhanced SRA shall be controlled to prevent unauthorized entry by persons and vehicles. Airport operator or authorized entity shall be responsible for establishing access control to such areas as per the provisions of this ANO and NCASP.
- 42.2 All individuals, including flight crew, must successfully complete a background check before being issued airport pass (national airport pass, national inspectors authorization card, aircraft accident investigators airport pass, crew member airport pass and airport security pass) for unescorted access to security-restricted areas, unless exempted.

43. Controlled Area Security Measures

- 43.1 A controlled area is any area, not identified as airside or SRA that requires controlled access to gain entry to that area

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- 43.2 Airport operator or authorized entity shall protect Controlled Areas through an appropriate level of physical barriers and control methods to prevent unauthorized entry. Any physical barriers demarcating controlled areas shall be maintained in good working condition.
- 43.3 Access to controlled area shall only be granted to authorized persons. The authorization may include valid boarding pass and/or government issued travel documents or a valid airport pass or valid air tickets or any other documents issued by the authorized entity.
- 43.4 Airport operator shall grant passengers, staff and other person's access to controlled areas after verification of valid boarding pass and/or government issued travel documents or a valid airport pass.
- 43.5 Passengers shall present their valid boarding pass and/or government issued travel documents to the security personnel on duty for getting access to the controlled area of an airport.
- 43.6 Staff and other personnel shall present valid airport pass/visitor pass for getting access to the controlled area of an airport.
- 43.7 Security screening requirements for controlled areas shall be determined by the airport operator or concerned entity based on risk assessment and included in their ASP or entity security programme. The security screening requirements for controlled areas may also be specified in the NCASP or determined by the Chairman, CAAB through instructions issued as and when necessary.

44. Airside and Security Restricted Area (SRA) Security Measures

- 44.1 Airside is the movement area of an airport, adjacent terrain and buildings or portions thereof.

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- 44.2 SRA are those areas of the airside of an airport which are identified as priority risk areas (e.g. the ramp. Baggage make-up areas etc.) where in addition to access control other security controls are applied.
- 44.3 SRAs shall be established at each airport serving civil aviation based upon a security risk assessment. A security risk assessment will not necessarily be required if the airport operator has defined all areas within airport's perimeter and relevant areas of the terminal and facilities as an SRA
- 44.4 Airport operator shall be responsible for the establishment of SRAs at each airport serving civil aviation as per the guidelines outlined in the NCASP.
- 44.5 The access to airside and SRA at airports serving civil aviation shall be controlled in order to prevent unauthorized entry.
- 44.6 Airport operator shall be responsible for establishing access controls to airside and SRA at airports serving civil aviation.
- 44.7 Airport operator shall only authorize access to airside and SRA if persons and vehicles have an operational need or other legitimate reason to be there. Guided tours of the airport escorted by authorized persons shall be considered to have a legitimate reason.
- 44.8 Access to airside and SRA shall be granted only after verification of identity and authorization at designated checkpoints.
- 44.9 Staff and other persons shall present valid airport pass and vehicles shall display valid airport pass for getting entry into airside and SRA and shall display such passes while inside airside and SRA.
- 44.10 International passengers shall present valid boarding pass and travel documents and domestic passenger shall present valid boarding pass for getting access to airside or SRA of an airport.
- 44.11 Airport operator shall ensure that access into SRA is strictly limited to bona fide passengers in possession of a valid boarding

pass and legitimate travel documents that have been accepted for travel on an aircraft.

- 44.12 Employees including crew members on duty at the airport shall be in possession of valid airport pass for getting access to airside or SRA of an airport and
- 44.13 Visitors shall be in possession of an appropriate airport visitor pass and escorted by an employee in possession of an airport identification pass valid for the SRA.
- 44.14 All passengers, persons, baggage and items carried with them and vehicles, except for those exempted from security screening shall be security screened before entry is allowed to airside and SRA.
- 44.15 The movement of persons and vehicles to and from aircraft shall be supervised in airside and SRAs to prevent unauthorized access to aircraft.
- 44.16 Airport operator shall conduct surveillance, patrols, and other physical controls to identify suspicious activities, detect vulnerabilities that may be exploited and deter acts of unlawful interference in airside and SRA of an airport.
- 44.17 Aircraft operator shall ensure that the movement of persons and vehicles to and from the aircraft is supervised in SRAs in order to prevent unauthorized access to aircraft. Any unauthorized person in the footprint of an aircraft shall be challenged by the aircraft operator's employee and reported to airport operator.
- 44.18 Persons who are in SRA or airside shall wear their airport pass in a visible manner at chest height, facing forward, on outer clothing and upon request shall present their authorization (when applicable) for security control.

54. Airport Identification System for Personnel

45.1 An identification system shall be established and implemented in respect of persons in order to prevent unauthorized access to controlled area, airside areas and SRAs. Airport personnel identification system shall include provisions for:

45.1.1 Airport personnel identification passes to be issued only to those persons with an operational need or other legitimate reason to be in controlled area, airside areas and SRAs;

45.1.2 Identity and authorization to be verified at designated checkpoints before access is allowed to controlled area, airside areas and SRAs;

45.1.3 All staff in designated areas to display an airport personnel identification pass;

45.1.4 Design specifications for airport personnel identification passes, including authorized airside or SRA zones; and

45.1.5 Periodic updating of security features and/or design of airport personnel identification passes.

45.2 Airport personnel identification system shall be established by CAAB Aviation Security Division and implemented by airport operator. CAAB Aviation Security Division and Airport operator's Pass Offices shall be responsible for the issuance of various types of airport personnel identification passes.

46. Airport Identification System for Vehicles

46.1 An identification system shall be established and implemented in respect of vehicles in order to prevent unauthorized access to airside areas and SRAs. The vehicle identification system shall include provisions for:

- 46.1.1 Vehicle passes to be issued only to those vehicles with an operational need or other legitimate reason to be in airside areas and SRAs;
 - 46.1.2 Vehicle authorization to be verified at designated checkpoints before access is allowed to airside areas and SRAs;
 - 46.1.3 All vehicle passes to be affixed to and permanently displayed on the front of the vehicle while in designated areas;
 - 46.1.4 Design specifications for vehicle passes, including authorized access gates and airside or SRA zones; and
 - 46.1.5 Periodic renewal of vehicle passes.
- 46.2 Airport identification system for vehicle shall be established by CAAB Aviation Security Division and implemented by airport operator.

47. Background Checks

- 47.1 Background checks shall be completed in respect of persons implementing security controls, persons with unescorted access to SRAs, and persons with access to sensitive aviation security information prior to their taking up these duties or accessing such areas or information. Requirement for background checks shall be detailed in the NCASP.
- 47.2 Recurrent background checks shall be applied to persons implementing security controls, persons with unescorted access to SRAs, and persons with access to sensitive aviation security information at intervals specified in the NCASP.
- 47.3 Special Branch of Bangladesh Police is responsible for the conduct of background checks.

- 47.4 All concerned entity(s) shall ensure that initial and recurrent background checks are completed in respect of persons implementing security controls, persons with unescorted access to SRAs, and persons with access to sensitive aviation security information prior to their taking up these duties or accessing such areas or information.

48. Use of Airport Pass

- 48.1 Airport operator shall be responsible for the verification of identity and authorization of persons and vehicles at designated access control checkpoints before access is allowed to airside areas and SRAs.
- 48.2 Airport pass holders shall be required to present their passes in designated checkpoints of an airport for obtaining access to SRA or airside of an airport. Vehicles shall be required to display their passes at a suitable location on the front windscreen for obtaining access to SRA and airside.
- 48.3 Holders of Airport identification passes shall be required to present their passes or authorization upon request as and when required by the airport security personnel or National Aviation Security Inspectors.
- 48.4 Holders of Airport Identification Pass shall be required to undergo General Security Awareness Training to be aware of the compliant use of passes including actions in case of a lost or stolen pass and the areas for which their passes are valid for.
- 48.5 Passes shall be used only for the designated areas for which they are authorized. Passes are not transferable to another person.
- 48.6 Any persons found unsuitable by any background check shall be immediately denied them of the ability to implement security

controls, unescorted access to SRAs, and access to sensitive aviation security information by the concerned entity(s).

- 48.7 Airport operator shall keep track of lost, stolen or otherwise unaccountable pass and maintain a hardcopy or online database of STOP LIST at every access control checkpoint to prevent unauthorized access to any part of the airport with a lost, stolen or otherwise unaccountable pass.

49. Screening of Persons other than Passengers (Staff) and Items Carried

- 49.1 Persons other than passengers (Staff) together with items they carry shall be screened prior to entry into airport airside and SRAs.
- 49.2 Airport operator shall be responsible for the screening of persons other than passengers, together with items carried, prior to entry into airport airside and SRAs as per the guidelines outlined in the NCASP.
- 49.3 Appropriate screening methods shall be used as per the guidelines given in NCASP that are capable of detecting the presence of explosives and explosive devices carried by staff on their persons or in their items carried. Such screening methods shall either be applied continuously or in an unpredictable manner. Screening procedures outlined in the NCASP and ASP shall be followed.
- 49.4 Staff shall be required to maintain an orderly queue and divestment procedure at a security screening checkpoint as per the requirements of the NCASP.
- 49.5 Staff shall not carry any prohibited article inside controlled, airside and SRA of an airport other than the tools of trade duly authorized by the Airport operator. Airport operator shall maintain a list of prohibited items based on a risk assessment that may be allowed to be taken inside controlled, airside and SRA by the construction, maintenance and other persons.

50. Vehicle Screening Security Measures

- 50.1 Vehicles being granted access to SRAs, together with items contained within them, shall be screened or subjected to other appropriate security controls.
- 50.2 Airport operator shall be responsible for the implementation of screening or other appropriate security controls for vehicles being granted access to SRAs, together with items contained within them as per the guideline outlined in the NCASP.
- 50.3 Vehicle permit shall not be transferable from one vehicle to another.

51. Passenger and Cabin Baggage Screening and Security Measures

- 51.1 Originating passengers and their cabin baggage shall be screened prior to boarding an aircraft departing from an SRA.
- 51.2 Airport operator shall ensure that originating passengers and their cabin baggage, except for those exempted from security screening, are security screened prior to boarding an aircraft departing from a security restricted area of an airport.
- 51.3 Transfer passengers and their cabin baggage shall be screened prior to boarding an aircraft.
- 51.4 Airport operator shall ensure that transfer passengers and their cabin baggage shall be screened prior to boarding.
- 51.5 Passengers and their cabin baggage shall be protected from unauthorized interference, from the point of screening, until they board their aircraft. In the event of a mix of screened and unscreened persons, the sterile area shall be cleared and searched, departing passengers and their cabin baggage shall be rescreened before boarding the aircraft by airport operator and the full cabin search of aircraft concerned shall be done by

aircraft operator, should any departing passenger have had access to an aircraft after the occurrence of the mix.

- 51.6 Measures shall be established at an airport for transit operations to protect transit passengers and their cabin baggage from unauthorized interference, and to protect the integrity of the security of the airport of transit.
- 51.7 Airport operator shall be responsible for establishing measures at an airport for transit operations to protect transit passengers and their cabin baggage from unauthorized interference, and to protect the integrity of the security of the airport of transit.
- 51.8 Appropriate screening methods capable of detecting the presence of explosives and explosive devices carried by passengers on their persons or in cabin baggage are used for screening as outlined in the NCASP.
- 51.9 Passengers shall be required to maintain an orderly queue and divestment procedure at a security screening checkpoint as per the requirements of the NCASP or ASP.
- 51.10 All passengers shall present their boarding passes and valid travel documents to the security staff on duty.
- 51.11 Passengers shall be allowed to carry all LAG (Liquid, Aerosol and Gel) items in containers with a capacity not greater than 100 (one hundred) ml each (or the equivalent in other volumetric measurements, e.g. fluid ounces). Any LAG carried in a container larger than 100 ml shall not to be accepted, even if the container is only part-filled. LAG shall be placed in a transparent re-sealable plastic bag of a maximum capacity not exceeding 1 (one) liter. The LAG must fit comfortably within the transparent plastic bag and this shall be completely closed. Each person other than passenger is permitted to carry only one

transparent re-sealable plastic LAG bag of a maximum capacity not exceeding 1 liter. Passengers shall present their LAG bags separately for screening through the x-ray. Exemptions on LAGs are outlined in the NCASP.

- 51.12 Any articles detected during screening that are defined as prohibited articles or that give reasonable cause for concern shall be confiscated from passengers by security staff on duty at a screening checkpoint.
- 51.13 Items of significant value confiscated at a screening checkpoint shall be handled and disposed of including the provision of returning them to the passenger where possible by airport operator following an established procedure. A record of all such items and their disposal shall be maintained by the Airport operator for any investigation purpose.
- 51.14 Passengers requiring special handling, including passengers carrying high-value material, passengers with reduced mobility, passengers with medical implants (pacemakers etc.) and handicapped passengers, may be screened in an area out of view of other passengers in accordance with the screening methods outlined in the NCASP.
- 51.15 Airport operator shall use announcements, signs or videos in and around security checkpoints to boost passenger awareness of the screening procedures and requirements.
- 51.16 Passengers shall abide by the screening requirements and shall cooperate with duty personnel to ensure safety of passengers and aircraft. They shall undergo a security search of their person, allow their cabin and hold baggage to be searched or screened in accordance with the provisions of NCASP and ASP.

- 51.17 Passengers who refuse to undergo a security search of their person and do not allow their cabin and hold baggage to be screened or searched or inspected as per the provisions of NCASP and ASP, they shall not be allowed to board an aircraft and their cabin and hold baggage shall be denied passage.

52. Hold Baggage Screening and Security Measures

- 52.1 Originating hold baggage shall be screened prior to being loaded onto an aircraft departing from an SRA.
- 52.2 Airport operator shall be responsible for the screening of originating hold baggage.
- 52.3 Transfer hold baggage shall be screened prior to being loaded onto an aircraft.
- 52.4 Airport operator shall be responsible for screening transfer hold baggage.
- 52.5 All hold baggage to be carried on an aircraft shall be protected from unauthorized interference, from the point it is screened or accepted into the care of the aircraft operator, whichever is earlier, until departure of the aircraft on which it is to be carried.
- 52.6 Aircraft operators and airport operator shall protect hold baggage from unauthorized interference. Aircraft operators shall ensure that hold baggage is accepted only from ticketed passengers and only by a responsible agent or authorized representative of the operator. Airport operator shall ensure that screened hold baggage is protected from unauthorized interference from the point at which it is screened until it is accepted into the custody of the aircraft operator or their agent for loading. Upon acceptance of the baggage at the Baggage Make up Area (BMA), the aircraft operator shall take all necessary steps to protect the baggage until the departure of the aircraft.

- 52.7 Ticketed passengers shall personally present their hold baggage to the aircraft operator's check-in agent so that security status of the hold baggage can be ascertained. Passengers shall not carry prohibited items that are not authorized to be carried in their hold baggage.
- 52.8 Hold baggage shall be authorized for carriage.
- 52.9 Aircraft operators shall authorize hold baggage for carriage on their aircraft as per the procedure outlined in the NCASP.
- 52.10 Person or baggage reconciliation shall be implemented.
- 52.11 Aircraft operators shall be responsible for implementing hold baggage reconciliation as per the guidelines outlined in the NCASP.
- 52.12 Guidance outlined in the NCASP in respect of screening and protection of originating, transfer and transit hold baggage shall be adhered to by airport operators and aircraft operators.
- 52.13 Airport operator shall make public announcements in regular intervals to boost passengers' awareness so that they do not leave their baggage unattended in airport premises. Airport operator shall take possession of any baggage that is left unattended and when the owner of the baggage cannot be identified. The baggage shall be dealt with the procedures outlined in the NCASP or ASP.

53. Cargo and Mail Security Measures

- 53.1 Cargo and mail, prior to their being loaded onto a passenger aircraft or all-cargo aircraft at any airport in Bangladesh shall be screened using an appropriate method or methods, taking into account the nature of the consignment.
- 53.2 The Airport operator or CAAB approved entity shall be responsible for screening of cargo prior to their being loaded onto an aircraft.
- 53.3 A secure supply chain security process shall be established at each airport. The process shall include:

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- 53.3.1 Approval of air cargo security programme of those entities involved in supply chain security process which may include Airport operator, Aircraft operator, Ground Handling Service Providers (GHSP), Cargo Terminal Operator and other CAAB approved entity;
 - 53.3.2 Maintenance of a secured facility for handling and storage of screened air cargo and mail;
 - 53.3.3 Personnel security that includes screening and access control of persons conducting screening and/or have unescorted access to secured cargo. The personnel must have undergone background checks and security awareness training in accordance with NCASP;
 - 53.3.4 Appropriate training requirements for employees and authorized representatives within the secure supply chain in accordance with NCASP and NCASTP;
 - 53.3.5 Screening using appropriate method outlined in the NCASP;
 - 53.3.6 Protection of secured cargo from the point of screening until departure of the aircraft as per NCASP;
 - 53.3.7 Chain of custody measures to maintain the integrity of secure cargo and mail as they move through the supply chain;
 - 53.3.8 Conduct of oversight activities by CAAB Aviation Security Oversight and Enforcement Section;
 - 53.3.9 Internal quality assurance of all regulated entities;
 - 53.4 All entities involved in secure supply chain process shall submit their air cargo security programme to CAAB Aviation Security Division for approval from the Chairman, CAAB.
 - 53.5 The following entities are involved in supply chain security process in Bangladesh:

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- 53.5.1 CAAB airport operator;
 - 53.5.2 Ground handling service provider;
 - 53.5.3 Aircraft operators;
 - 53.5.4 Cargo terminal operator if applicable; and
 - 53.3.5 Other CAAB approved entity.
- 53.6 Cargo and mail to be carried on an aircraft shall be protected from unauthorized interference, from the point screening or other security controls are applied, until departure of the aircraft.
- 53.7 The Airport operator shall control access to cargo facility and conduct screening of personnel entering the facility to protect the secure cargo and mail from unauthorized interference. Ground Handling Service Providers (GHSP) or Aircraft operator or Cargo Terminal Operator or other CAAB approved entity shall be responsible for protecting cargo and mail to be carried on an aircraft from unauthorized interference until departure of the aircraft.
- 53.8 High-risk cargo or mail shall be subjected to enhanced security measures.
- 53.9 Airport operator or Ground Handling Service Providers shall be responsible for the identification of high-risk cargo and mail and enhanced security measures to high-risk cargo and mail shall be applied by CAAB airport operator or CAAB authorized entity, prior to their being loaded onto an aircraft.
- 53.10 Cargo and mail that have been confirmed and accounted for shall be issued with a security status, either in an electronic format or in writing, to accompany the cargo and mail throughout the secure supply chain.
- 53.11 Airport operator shall be responsible for the issuance of a security status for cargo and mail that have been confirmed and accounted for with the application of screening or other security controls.

- 53.12 Transfer cargo and mail shall be subjected to appropriate security controls prior to their being loaded onto an aircraft departing from the People's Republic of Bangladesh.
- 53.13 Airport operator or CAAB approved entity shall be responsible for the application of security controls to transfer cargo and mail.
- 53.14 Aircraft operators shall not accept cargo or mail for carriage on an aircraft, unless the application of screening or other security control has been confirmed and accounted for by CAAB airport operators authorized by the appropriate authority to confirm and account for the application of screening for cargo or mail. CAAB airport operators shall have documented security measures approved by the appropriate authority and shall be subjected to oversight by CAAB Aviation Security Oversight and Enforcement Section to confirm the implementation of required security measures.
- 53.15 Detailed requirements and guidance outlined in the NCASP in respect of screening and protection of originating and transfer cargo and mail shall be adhered to by Airport operator, Aircraft operator, Ground Handling Service Providers (GHSP), Cargo Terminal Operator and other CAAB approved entity.

54. Security Measures for In-flight Supplies

- 54.1 Catering, stores and supplies, collectively referred to as “in-flight supplies”, shall mean all items intended to be taken on board an aircraft for use, consumption or purchase by passengers or crew during a flight, other than cabin baggage; items carried by persons other than passengers; COMAT (Company Material) and COMAIL (Company Mail, Catering, stores and supplies intended for carriage on commercial flights shall be subjected to appropriate

- security controls, which may include a supply chain security process or screening, and thereafter protected until loaded onto the aircraft.
- 54.2 Approved In-flight supplies providers or catering companies that provide in-flight supplies for the operator of any aircraft registered or operating in the People's Republic of Bangladesh shall ensure that catering, stores and supplies intended for carriage on commercial flights are subjected to appropriate security controls, which may include a supply chain security process or screening and thereafter protected until loaded onto the aircraft.
- 54.3 Airport operator shall ensure that unsecure catering, stores and supplies intended for carriage on commercial flights are screened before they are allowed to enter SRA and concerned aircraft operator shall be responsible for the protection of in-flight supplies until loaded onto the aircraft.
- 54.4 CAAB Aviation Security Division shall be responsible for the management, approval and oversight of regulated suppliers and/or known suppliers if a supply chain process is established.
- 54.5 Catering company or Airport operator shall ensure that the means or method employed when screening in-flight supplies shall take into consideration the nature of the supplies and shall be of a standard sufficient to reasonably ensure that no prohibited articles are concealed in the supplies.
- 54.6 In-flight supplies provider or catering company shall develop and implement a security programme in line with the guidelines outlined in the NCASP.
- 54.7 In-flight supplies provider or catering company shall submit their security programme to CAAB Aviation Security Division for approval from the Chairman, CAAB.

- 54.8 In-flight supplies provider or catering company shall appoint a security officer who will remain responsible for ensuring security of in-flight supplies.

55. Security Measures for Merchandise and Supplies (Airport Supplies)

- 55.1 Merchandise and supplies introduced into SRAs shall be screened.
- 55.2 Airport operator shall be responsible for screening merchandise and supplies introduced into SRAs.
- 55.3 Airport operator shall be responsible for the application of appropriate security controls to any goods introduced into controlled area of an airport.

56. Security Measures for Temporary Storage of Screened In-flight Supplies

- 56.1 Aircraft operator shall protect screened In-flight supplies from the point they are screened until loaded on to the aircraft.
- 56.2 If the screened In-flight supplies are stored or temporarily held at any place or facility within the SRA before loading on to the aircraft, the integrity of the screened In-flight supplies shall be maintained to prevent unauthorized interference in accordance with the guidelines outlined in the NCASP.

57. Security Responsibilities for Ground Handling Service Providers (GHSP)

- 57.1 Ground Handling Service Providers (GHSP) shall obtain operational security clearance permit from CAAB Aviation Security Division prior to commencing their operation.
- 57.2 GHSP shall develop and maintain their security programmes consistent with their operations as per the guideline outlined in the NCASP.
- 57.3 GHSP shall submit their security programme to CAAB Aviation Security Division for approval from the Chairman, CAAB.

58. Contingency Plan

- 58.1 Contingency plans shall be developed and resources made available to safeguard civil aviation against acts of unlawful interference.
- 58.2 Airport operator shall develop and maintain an Airport Contingency Plan to deal with any act of unlawful interferences and such contingency plan shall be tested on a regular basis as per the guidelines outlined in the NCASP.
- 58.3 Airport operator shall submit their contingency plan as an annex to the ASP or as a standalone programme to CAAB Aviation Security Division for approval from the Chairman, CAAB.

59. Contravention and penalty thereof

A contravention of this ANO shall be treated as an offence punishable under the Civil Aviation Act, 2017 (Act No. 18 of 2017).

By Order of the
Civil Aviation Authority of Bangladesh
Air Vice Marshal Md Mostafa Mahmood Siddiq
Chairman
Civil Aviation Authority of Bangladesh.