

ISSUE COVER LETTER

COVER LETTER TO SUPPORT CREW / OPERATOR ACCESS INTO LCY CRITICAL PART

Please find attached the written declaration in accordance with the regulations.

An identification card of crew members employed by Community air carrier and airport identification card may only be issued to a person who has an operational need and has successfully completed a background check in accordance with the section above.

Any authorised crew passes processed through London City Airport shall be checked before a person is granted access to Airside/Critical Part to ensure that it is valid and corresponds to the holder and agreed Air carrier/Airline.

London City Airport must be promptly notified of any updates to the identification card, including changes in its design, format or appearance. Failure to notify London City Airport of any updates will result in denied entry to security restricted areas.

This agreement may be changed as directed by the Department for Transport policy. The declaration will support records kept between the Airline and London City Airport.

The authorised person signing the attached declaration fully understands the terms and conditions shown on the attached declaration before signing and sending a copy back to London City Airport to be added to our records.

I hope this provides clarification on all instructions which must be followed and upheld.

For more information, please contact me. The details are provided below

Email: tacos@londoncityairport.com

London City Airport

Training and Compliance