



Advisory # 2018-A-068

**Subject: Access to Transborder Areas in Terminals 1 and 3**

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**Date:** 2018-12-05

Please be advised that we continue to have challenges with employee compliance regarding the use of their Restricted Area Identification Card (RAIC), particularly in the Transborder Areas. This lack of compliance is resulting in an increased number of Customs Breaches, which is negatively impacting Airport Operations.

As a consequence of the continued non-compliance with the Terms and Conditions of the Restricted Area Identification Card (RAIC) including anti-piggybacking protocols, please be reminded of the following:

**Access to the Transborder areas of Terminal 1 and Terminal 3 are restricted to only those personnel with a direct need and right to be in the area while performing their duties. Accessing the Transborder area for any purpose other than performing the duties prescribed by your employer are in contravention of the Terms and Conditions of your RAIC and will result in its immediate seizure by the Greater Toronto Airports Authority (GTAA).**

Examples include but are not limited to:

- Accessing the Transborder area for the purposes of meeting family or friends who are travelling.
- Allowing passengers or other airport employees to access or egress from the Transborder area on your keycard swipe (Piggybacking). Passengers are not permitted to follow an employee through doors. In the case of employees entering and exiting

the Transborder area, the door must be secured between each individual employee access/egress.

- Accessing the Transborder area for buying coffee or meals when your work does not require you to be in a passenger-facing area.

Employees who have had their RAICs seized by the GTAA will be required to attend a meeting with the GTAA Manager, Security Operations and Investigations along with your employer prior to the reissuance of your RAIC. Furthermore, the GTAA will be increasing its inspections and patrols of these areas to ensure 100% compliance with this advisory.

Please refer to and familiarize yourself with the Terms and Conditions of your Restricted Area Identification Card (RAIC):

[https://www.torontopearson.com/uploadedFiles/B2B/Content/Existing\\_Business/PPCO/Restricted%20Area%20Identity%20Card%20Terms%20and%20Conditions%20Nov%2022%202014%20final%20\(2\).pdf](https://www.torontopearson.com/uploadedFiles/B2B/Content/Existing_Business/PPCO/Restricted%20Area%20Identity%20Card%20Terms%20and%20Conditions%20Nov%2022%202014%20final%20(2).pdf)

This is a matter of critical importance to the ongoing performance and operations of the airport. Thank you for your attention and commitment to the proper use of the RAIC at Toronto Pearson.