



KINGDOM OF BAHRAIN
Ministry of Transportation
and Telecommunications

CIVIL AVIATION PUBLICATION (CAP)- 112 SUBMISSION OF AIRCRAFT OPERATOR SECURITY PROGRAMME - FOREIGN AIRLINES

ASSD-CAP-112 (Issue -1, Rev.0, November' 2021)

GUIDANCE MATERIAL

Page intentionally left blank



Ministry of Transportation & Telecommunication
Aviation Safety & Security Directorate

**TECHNICAL INSTRUCTION & GUIDELINES (TIGS) SUBMISSION OF AIRCRAFT OPERATOR
SECURITY PROGRAMME-FOREIGN AIRLINES**

GUIDANCE MATERIAL

Doc No: ASSD-CAP-112

Page 1 of 22

Issue: 01 Rev: 0

Date: 10th Nov'2021

DOCUMENT CHANGE RECORD

The following table records the complete history of the successive editions of the present document.

Issue	Date	Reason for Change	Pages Affected
0	7 th July'2019	1 st draft for comment	All
0	6 th Oct'2019	2 nd Draft review	All
0	17 th Mar'2021	3 rd Draft after adjustment	All
01	25 th Oct'2021	Final	All



Ministry of Transportation & Telecommunication
Aviation Safety & Security Directorate

**TECHNICAL INSTRUCTION & GUIDELINES (TIGS) SUBMISSION OF AIRCRAFT OPERATOR
SECURITY PROGRAMME- FOREIGN AIRLINES**

GUIDANCE MATERIAL

Doc No: ASSD-CAP-112

Page 3 of 22

Issue: 01 Rev: 0

Date: 10th Nov'2021

COPYRIGHT

This document is a part of the National Civil Aviation Security Programme and the property of Bahrain Civil Aviation Affairs. It contains Technical Instruction & Guidelines (TIGS) for aircraft operators pertaining to acceptable format of Security Programme as per the legislative mandates and regulations of the Kingdom of Bahrain.

To request any information/permission, please contact:

Bahrain Civil Aviation Affairs

Aviation Safety & Security Directorate

Kingdom of Bahrain

P.O. Box 586.

Manama

E-mail: avsec.caa@mtt.gov.bh

Visit us: www.mtt.gov.bh



Ministry of Transportation & Telecommunication
Aviation Safety & Security Directorate

**TECHNICAL INSTRUCTION & GUIDELINES (TIGS) SUBMISSION OF AIRCRAFT OPERATOR
SECURITY PROGRAMME- FOREIGN AIRLINES**

GUIDANCE MATERIAL

Doc No: ASSD-CAP-112

Page 4 of 22

Issue: 01

Rev: 0

Date: 10th Nov'2021

CONTENTS

DOCUMENT CHANGE RECORD	1
RECORD OF AMENDMENTS	2
COPYRIGHT	3
1. SCOPE	5
2. INTRODUCTION	5
3. LEGAL MANDATES OF THE KINGDOM OF BAHRAIN	6
4. AOSP FORMAT	7
5. LOCAL STATION SECURITY OPERATING PROCEDURE (LSSOP)	8
6. AOSP MODEL OUTLINE	9
7. MODIFICATION TO OPERATIONAL PARTICULARS AFFECTING SECURITY	9
8. AVIATION SAFETY & SECURITY DIRECTORATE, BCAA	9
9. SUBMISSION	10
10. FOLLOW UP	11
ATTACHMENT 1	13
MODEL OUTLINE	14
PART 1 – MANDATORY TEXT	14
PART 2 – AIRLINE SPECIFIC INFORMATION	17
ATTACHMENT 2	21
ATTACHMENT 3	22



Ministry of Transportation & Telecommunication
Aviation Safety & Security Directorate

**TECHNICAL INSTRUCTION & GUIDELINES (TIGS) SUBMISSION OF AIRCRAFT OPERATOR
SECURITY PROGRAMME- FOREIGN AIRLINES**

GUIDANCE MATERIAL

Doc No: ASSD-CAP-112

Page 5 of 22

Issue: 01

Rev: 0

Date: 10th Nov'2021

1. SCOPE

1.1. This guidance material has been developed by the Aviation Safety & Security Directorate (ASSD) of the Bahrain Civil Aviation Affairs under the ambit of Ministry of Transportation & Telecommunications to render assistance to Foreign Aircraft Operators to prepare, submit and maintain their respective Aircraft Operator Security Programme (AOSP) and or any associated Local Station Security Operating Procedures (LSSOP) for operations to Bahrain International Airport.

2. INTRODUCTION

2.1 The Bahrain Civil Aviation Affairs under Ministry of Transportation & Telecommunications is the designated "Appropriate Authority" for the Kingdom of Bahrain, designated as such by Article 5 & 32 of the Civil Aviation Law No. 14 of 2013 and is responsible for issuance and maintenance of the National Civil Aviation Security Programme (NCASP) of Bahrain.

2.2 The NCASP and Civil Aviation Regulations-002 (CAR-002) empower the Undersecretary of the Bahrain Civil Aviation Affairs with the authority to necessitate foreign aircraft operators to submit for acceptance a written AOSP.

2.3 The AOSP must specify the international best practices and procedures to be followed by the operator to protect passengers, crew members, ground personnel, aircraft and facilities from acts of unlawful interference based on standards and recommended practices of the host state of the operator.



Ministry of Transportation & Telecommunication
Aviation Safety & Security Directorate

**TECHNICAL INSTRUCTION & GUIDELINES (TIGS) SUBMISSION OF AIRCRAFT OPERATOR
SECURITY PROGRAMME- FOREIGN AIRLINES**

GUIDANCE MATERIAL

Doc No: ASSD-CAP-112

Page 6 of 22

Issue: 01

Rev: 0

Date: 10th Nov'2021

3. LEGAL MANDATES OF THE KINGDOM OF BAHRAIN

- 3.1. In pursuance to Article 14, Part III of CAR-002 of the Bahrain Civil Aviation Affairs mandate all Bahrain and foreign registered aircraft operators operating into and from the Kingdom of Bahrain to establish, implement and maintain a written aircraft operator security programme that meets the requirements of the State's NCASP and must be submitted to the Air Transport Directorate, Bahrain Civil Affairs for approval or acceptance by the Aviation Safety & Security Directorate. This activity must be carried out before the aircraft operator is granted permission to operate scheduled commercial operations within the Kingdom of Bahrain.
- 3.2. The AOSP shall meet the requirements of the Civil Aviation Regulations-002 and must be submitted to the Aviation Safety & Security Directorate, Bahrain Civil Aviation Affairs at least sixty (60) calendar days before the intended date of operations.
- 3.3. Section 4.6 of the NCASP of Bahrain necessitates all aircraft operator foreign or otherwise providing international services from the Kingdom of Bahrain specifically from Bahrain International Airport to submit a written copy of the operator's Aircraft Operator Security Programme.
- 3.4. Operators are encouraged to align their respective AOSP with BIA Airport Security Programme, which could be in the form of Local Station Security Operating Procedure (LSSOP) for operations specifically applicable to Bahrain which should also be submitted to Aviation Safety & Security Directorate (ASSD) for acceptance through Air Transport Directorate, BCAA.
- 3.5. Article 14, subsection (g) of CAR-002 of the Bahrain Civil Aviation requires all air carriers to notify the Aviation Safety & Security Directorate, Bahrain Civil Aviation Affairs and seek approval should there be any substantial change in the accepted Security Programme and or in Local SOP that could bring about an impact on the standard of security applied.



Ministry of Transportation & Telecommunication
Aviation Safety & Security Directorate

**TECHNICAL INSTRUCTION & GUIDELINES (TIGS) SUBMISSION OF AIRCRAFT OPERATOR
SECURITY PROGRAMME- FOREIGN AIRLINES**

GUIDANCE MATERIAL

Doc No: ASSD-CAP-112

Page 7 of 22

Issue: 01

Rev: 0

Date: 10th Nov'2021

3.6. The acceptance should be done before application of any security measure and or procedure, which could either be additional measure(s) or having some variation to the existing protocol, is only applicable after notification followed by acceptance. Failure to comply may render the airline liable resulting in penalties and infringement notices as applicable which would be in direct contravention of the existing regulations.

Note: The submission of an Aircraft Operator Security Programme does not necessarily satisfy all security mandates and other air transport regulatory requirements of the Kingdom of Bahrain. It is pertinent that aircraft operators must ensure that all other relevant approvals are sought from Air Transport Directorate, BCAA. Please refer to the Ministry of Transportation & Telecommunications website – <http://www.fps.gov.bh/fps/> for further details.

4. AOSP FORMAT

The Aviation Safety & Security Directorate, Bahrain Civil Aviation Affairs accept two types of AOSP format:

4.1. An AOSP approved by either the Appropriate Authority of the state of origin of the Aircraft Operator or the relevant Appropriate Authority of the state of registration accompanied by a Security Declaration for compliance with local security measures. A Local Station Security Operating Procedure (LSSOP) enumerating the local security measures and a declaration to adhere to the same duly signed by the local representative/Accountable manager and the accountable Security Manager of the aircraft operators which could be in the form of a stand-alone document, or form part of the AOSP as an annex or chapter.

Or;

4.2. An AOSP approved by the aircraft operators relevant Appropriate Authority regardless of state of operation or state of registry which incorporates specific information captured in the main body of the AOSP pertinent to Bahrain, either in one part or detailed in relevant chapters throughout the AOSP.



Ministry of Transportation & Telecommunication
Aviation Safety & Security Directorate

**TECHNICAL INSTRUCTION & GUIDELINES (TIGS) SUBMISSION OF AIRCRAFT OPERATOR
SECURITY PROGRAMME- FOREIGN AIRLINES**

GUIDANCE MATERIAL

Doc No: ASSD-CAP-112

Page 8 of 22

Issue: 01 Rev: 0

Date: 10th Nov'2021

5. LOCAL STATION SECURITY OPERATING PROCEDURE (LSSOP)

- 5.1. The Aviation Security framework of the Kingdom of Bahrain may vary marginally with the mandates required and implemented by other ICAO member states. However, the inherent principle of international civil aviation security with the objective to assure the protection and safety of passengers, crew, ground personnel, the general public, aircraft and facilities of an airport serving civil aviation, against acts of unlawful interference perpetrated on the ground or in flight, is held in high regard.
- 5.2. Bahrain Specific Measures are the security measures exclusively involving Bahrain international airport or the Local Station Security Operating Procedure (LSSOP) serves as the aircraft operator's key repository for all operational factors specifically involving aviation security measures and particularly pertinent to Bahrain International Airport.
- 5.3. If the aircraft operator's host state aviation security requirements or AOSP are not equivalent to those mandated in Bahrain's National Civil Aviation Security Programme, suitable compensatory measures should be defined in the Local Station Security Operating Procedure (LSSOP).
- 5.4. Furthermore, if the airline applies additional security measures to their Bahrain Operations, over and above what is required by the Kingdom of Bahrain's AVSEC regime, then these should also be clearly described in the Local Station Security Operating Procedure (LSSOP).
- 5.5. It is a fundamental requirement that the Aircraft Operator Security Programme and Local Station Security Operating Procedure (LSSOP) adequately describe the airline's specific operations to and from Bahrain International Airport. The Aviation Safety & Security Directorate, BCAA shall not accept generic documentation, pertaining to security or otherwise, which does not address the airline's specific operating circumstances to and from the Kingdom of Bahrain. Additionally, the Aviation Safety & Security Directorate, BCAA cannot accept an AOSP



Ministry of Transportation & Telecommunication
Aviation Safety & Security Directorate

**TECHNICAL INSTRUCTION & GUIDELINES (TIGS) SUBMISSION OF AIRCRAFT OPERATOR
SECURITY PROGRAMME- FOREIGN AIRLINES**

GUIDANCE MATERIAL

Doc No: ASSD-CAP-112

Page 9 of 22

Issue: 01

Rev: 0

Date: 10th Nov'2021

that solely describes the aircraft operator's operations and associated legislation in their state of registry or the state of AOC.

5.6. Further guidance regarding the required Local Station Security Operating Procedure (LSSOP) content is detailed in Attachment 1

6. AOSP MODEL OUTLINE

Appendix B of this document describes the manner and format which Kingdom of Bahrain and foreign carrier AOSP's shall be produced, which is in line with Attachment 2 of ICAO Doc 8973 (Restricted).

7. MODIFICATION TO OPERATIONAL PARTICULARS AFFECTING SECURITY

7.1. The measures detailed in the AOSP and or LSSOP must reflect the actual operational practices employed by the airline in Bahrain including correct and up to date contact details for the aircraft operator.

7.2. It is the aircraft operator's responsibility to ensure that the AOSP and LSSOP remain current, and the Aviation Safety & Security Directorate, BCAA are provided with up to date contact details.

7.3. The above quoted is mandatory requirement under Annex 2, section 2.2.3 of the national Civil Aviation Security Programme of the Kingdom of Bahrain, enabling the operator to be in compliance with the local procedures and to maintain an efficient and effective method of communication with Aviation Safety & Security Directorate, BCAA, in case of threat information dissemination.

8. AVIATION SAFETY & SECURITY DIRECTORATE, BCAA

8.1. The Air Transport Directorate, Ministry of Transportation and Telecommunications has established a secure channel of information sharing regarding the State of Bahrain's aviation security requirements. Emails in both Arabic or English is acceptable to aid stakeholders in



Ministry of Transportation & Telecommunication
Aviation Safety & Security Directorate

**TECHNICAL INSTRUCTION & GUIDELINES (TIGS) SUBMISSION OF AIRCRAFT OPERATOR
SECURITY PROGRAMME- FOREIGN AIRLINES**

GUIDANCE MATERIAL

Doc No: ASSD-CAP-112

Page 10 of 22

Issue: 01

Rev: 0

Date: 10th Nov'2021

developing and maintaining their AOSP and LOCAL STATION SECURITY OPERATING PROCEDURE (LSSOP) and assist airlines in complying with Bahrain aviation security requirements.

9. SUBMISSION

9.1. Aircraft Operators planning to operate to Bahrain International Airport must contact with the Air Transport Directorate, Ministry of Transportation and Telecommunications via email to Air Transport Directorate Scheduling section to Schedule@mtt.gov.bh and express the intention to operate while submitting the respective AOSP and respective Local Station Security Operating Procedure (LSSOP). Ensure completion of the prerequisites as per the FPS application portal before the programme is ready for submission.

Electronic submission link: <http://www.fps.gov.bh/fps/>

9.2. Aircraft operator should read all the information contained on the website and ensure that the AOSP and Local Station Security Operating Procedure (LSSOP) comply with the aviation security requirements of the Kingdom of Bahrain.

9.3. Once the AOSP and Local Station Security Operating Procedure (LSSOP) are ready for submission to the Air Transport Directorate, Ministry of Transportation and Telecommunications, please email the documents (in either Microsoft Word or PDF format) with CC to avsec.caa@mtt.gov.bh

9.4. For any other queries regarding Aviation Security please send e-mails to: avsec.caa@mtt.gov.bh

9.5. If either of the submitted documents is password protected, please arrange to provide the password in a separate email. Please note the Aviation Safety & Security Directorate; BCAA no longer accepts hard copy AOSPs. Alternatively, a softcopy of the same document in a CD/DVD Rom is also acceptable.



Ministry of Transportation & Telecommunication
Aviation Safety & Security Directorate

**TECHNICAL INSTRUCTION & GUIDELINES (TIGS) SUBMISSION OF AIRCRAFT OPERATOR
SECURITY PROGRAMME- FOREIGN AIRLINES**

GUIDANCE MATERIAL

Doc No: ASSD-CAP-112

Page 11 of 22

Issue: 01

Rev: 0

Date: 10th Nov'2021

- 9.6. Submissions if delivered in person (preferably on a CD/DVD or in a USB) must be with a cover letter addressed to The Director, Aviation Safety and Security, P.O. 586, Civil Aviation Affairs, Ministry of Transportation & Telecommunication, Bahrain.
- 9.7. After submission, the aircraft operator or the designated representative will receive a response from the Air Transport Directorate, Ministry of Transportation and Telecommunications confirming the receipt. The AOSP and Local Station Security Operating Procedure (LSSOP) will then be allocated to authorised personnel of the Aviation Safety & Security Directorate, BCAA for further assessment.
- 9.8. Once the Aviation Safety & Security Directorate, BCAA assessment phase is completed, authorised personnel will contact the Air Transport Directorate, Ministry of Transportation and Telecommunications and either confirm the approval of the AOSP and LSSOP stating that the said document meets the Kingdom of Bahrain requirements and can be accepted, or request additional information or alterations/amendments, as applicable, to be made.
- 9.9. After the AOSP and LSSOP are accepted, the Air Transport Directorate, Ministry of Transportation and Telecommunications shall receive a Memo of acceptance from the Director of the Aviation Safety & Security Directorate, BCAA.

10. FOLLOW UP

- 10.1. Alternatively, if the AOSP and LSSOP are initially not accepted by the Aviation Safety & Security Directorate, BCAA, the aircraft operator shall be advised to supply additional information or make alternations before the Aviation Safety & Security Directorate, BCAA can accept them. This may be because the existing AOSP and Local Station Security Operating Procedure (LSSOP) are not yet compliant with the requirements of the Kingdom of Bahrain, or may require additional



Ministry of Transportation & Telecommunication
Aviation Safety & Security Directorate

**TECHNICAL INSTRUCTION & GUIDELINES (TIGS) SUBMISSION OF AIRCRAFT OPERATOR
SECURITY PROGRAMME- FOREIGN AIRLINES**

GUIDANCE MATERIAL

Doc No: ASSD-CAP-112

Page 12 of 22

Issue: 01

Rev: 0

Date: 10th Nov'2021

information to enable the Aviation Safety & Security Directorate, BCAA to make further evaluation with regards to compliance.

10.2. It is very important that the changes or additions are made promptly to the document namely the AOSP and Local Station Security Operating Procedure (LSSOP) to be returned to the Aviation Safety & Security Directorate, BCAA for re-assessment enabling the process to be streamlined and thereby avoiding potential delays to the aircraft operators planned operations to Bahrain International Airport.

10.3. Air Transport Directorate, Ministry of Transportation and Telecommunications shall inform the following entities once the aircraft operator has complied with the requirements of all necessary per-approval stages and is clear to operate to the Kingdom of Bahrain:

- a) Director-Airport Police Directorate, Ministry of Interior.
- b) Director-Security, Bahrain Airport Company.
- c) Manager- Security Department, Bahrain Airport Services.



Ministry of Transportation & Telecommunication
Aviation Safety & Security Directorate

**TECHNICAL INSTRUCTION & GUIDELINES (TIGS) SUBMISSION OF AIRCRAFT OPERATOR
SECURITY PROGRAMME- FOREIGN AIRLINES**

GUIDANCE MATERIAL

Doc No: ASSD-CAP-112

Page 13 of 22

Issue: 01

Rev: 0

Date: 10th Nov'2021

ATTACHMENT 1

LOCAL STATION SECURITY OPERATING PROCEDURE (LSSOP)

OBJECTIVE

Aircraft Operators are required under article 14 of Civil Aviation Regulations-002 and section 4.6 of Bahrain's National Civil Aviation Security Programme shall submit a written aircraft security programme for approval with Local Station Security Operating Procedure (LSSOP) to the Ministry of Transportation & Telecommunications, Aviation Safety & Security Directorate (ASSD) for acceptance.

The Local Station Security Operating Procedure (LSSOP) Model Outline has been prepared to assist foreign carriers in developing, submitting and maintaining their respective station security supplement as a Standard Operating Procedure for Bahrain operations. This prescribes the content foreign air carriers must include in their LSSOP.

In order for the LSSOP to be compliant with Bahrain requirements and subsequently accepted by the Aviation Safety & Security Directorate, BCAA, all sections of this Model Outline must be adequately addressed by the aircraft operator in their respective LSSOP.

LOCAL STATION SECURITY OPERATING PROCEDURE (LSSOP)-MODEL OUTLINE

The Local Station Security Operating Procedure (LSSOP) Model Outline consists of two parts:

- A. **PART 1** - Sections 1 to 8 lists the standard text that must be included within the LSSOP. This standard text covers components of Bahrain's aviation security framework that is not under the direct control or authority of foreign carriers. The text from sections 1 to 8 should be copied into the



Ministry of Transportation & Telecommunication
Aviation Safety & Security Directorate

**TECHNICAL INSTRUCTION & GUIDELINES (TIGS) SUBMISSION OF AIRCRAFT OPERATOR
SECURITY PROGRAMME- FOREIGN AIRLINES**

GUIDANCE MATERIAL

Doc No: ASSD-CAP-112

Page 14 of 22

Issue: 01

Rev: 0

Date: 10th Nov'2021

foreign carriers Local Station Security Operating Procedure (LSSOP), with the aircraft operator's name inserted where prompted with (Airline).

- B. **PART 2** - Sections 9 to 20 are specific to each individual airline. Each item must be addressed with sufficient detail, ensuring all applicable components of the airline's aviation security policy and procedures are defined and covered.

MODEL OUTLINE

PART 1 – MANDATORY TEXT

1. Appropriate Authority – Kingdom of Bahrain

The Bahrain Civil Aviation Affairs (BCAA) under the Ministry of Transportation & Telecommunications is designated as the Appropriate Authority for aviation security in Bahrain.

2. National Civil Aviation Security Programme (NCASP)

The Aviation Safety & Security Directorate of BCAA has established the National Civil Aviation Security Programme (NCASP). The Bahrain NCASP is given legal force by virtue of its promulgation into Law through Article No. 5 of the Civil Aviation Regulations - 02, which is empowered by Articles 32 of Civil Aviation Law No. 14 of 2013.

(Airline) will comply with the mandates of Bahrain's NCASP and other legislative requirements.

3. Aircraft Operator Security Programme

As required by Article 14 of the CAR-02, (Airline) has submitted an Aircraft Operator Security Programme to the Aviation Safety & Security Directorate, BCAA, for acceptance (Airline) shall comply with all the requirements detailed in our AOSP and LSSOP for Bahrain operations.



Ministry of Transportation & Telecommunication
Aviation Safety & Security Directorate

**TECHNICAL INSTRUCTION & GUIDELINES (TIGS) SUBMISSION OF AIRCRAFT OPERATOR
SECURITY PROGRAMME- FOREIGN AIRLINES**

GUIDANCE MATERIAL

Doc No: ASSD-CAP-112

Page 15 of 22

Issue: 01

Rev: 0

Date: 10th Nov'2021

(Airline) shall maintain a complete copy of the BCAA accepted Aircraft Operator Security Programme at Bahrain, either with the security focal point or with the designated agency of the airline or with the Ground handling Agency's Security Representative.

(Airline) will notify the Aviation Safety & Security Directorate, BCAA in the event there are any operational changes affecting our flights to and from Bahrain and where necessary, including change of local accountable Manager, amend the AOSP and LSSOP.

4. Passenger, staff and crew screening

(Airline) does not conduct passenger, staff or crew screening functions within the Kingdom of Bahrain. The Ministry of Interior is responsible for all passenger, staff and crew screening functions. Passengers, staff and crew are all screened to the same standard. All staff who access secure or restricted areas at Bahrain International Airport are screened and must be in possession of and display a valid Airport Identification Pass after undergoing local General Security Awareness Training.

(Airline) will comply with all passengers, staff and crew screening measures and procedures implemented at Bahrain International Airport.

5. Hold Baggage screening

(Airline) does not conduct Hold Baggage Screening (HBS) functions in Bahrain. The Ministry of Interior is responsible for all HBS functions at Bahrain International Airport.

(Airline) will comply with all HBS measures and procedures in the Kingdom of Bahrain.



Ministry of Transportation & Telecommunication
Aviation Safety & Security Directorate

**TECHNICAL INSTRUCTION & GUIDELINES (TIGS) SUBMISSION OF AIRCRAFT OPERATOR
SECURITY PROGRAMME- FOREIGN AIRLINES**

GUIDANCE MATERIAL

Doc No: ASSD-CAP-112

Page 16 of 22

Issue: 01

Rev: 0

Date: 10th Nov'2021

6. Physical Security Measures and Access controls

(Airline) does not control or operate any secure airport facilities or Tenant Restricted Areas in Bahrain International Airport. Access to Security Restricted Areas (SRA) of Bahrain International Airport and areas designated as airside, facilities and Tenant Restricted Areas (TRA) is the responsibility of the Ministry of Interior Police, Bahrain Civil Aviation Affairs and in some cases the tenant with overlapping access control measures.

(Airline) will comply with all access control measures and procedures. Crew will either display valid Crew Member Certificate issued by the Appropriate Authority of the state of the aircraft Operator or company identification card or both, when accessing security restricted areas of Bahrain International Airport.

7. Security of cargo

All air cargo accepted for shipment from Bahrain by (Airline) is screened by the Bahrain Airport Services upon acceptance. This includes all packages and items that make up the consignment.

(Airline) will comply with all cargo screening measures and procedures in Bahrain.

Or;

(Airline) does not uplift cargo from Bahrain

8. Catering

(Airline) contracts the services of the Bahrain Airport Services - Catering (BAS) for the provision of catering services in Bahrain. BAS Security is responsible for security measures and procedures within their facility.

Or;

(Airline) does not uplift catering stores from Bahrain



Ministry of Transportation & Telecommunication
Aviation Safety & Security Directorate

**TECHNICAL INSTRUCTION & GUIDELINES (TIGS) SUBMISSION OF AIRCRAFT OPERATOR
SECURITY PROGRAMME- FOREIGN AIRLINES**

GUIDANCE MATERIAL

Doc No: ASSD-CAP-112

Page 17 of 22

Issue: 01

Rev: 0

Date: 10th Nov'2021

PART 2 – AIRLINE SPECIFIC INFORMATION

9. General description of aircraft operator's Bahrain operations:

The number of weekly flights to Bahrain based on Air Transport Directorate, BCAA approval and agreement, factoring in seasonal schedules/chartered operations:

- a) Codeshare arrangements (If applicable)
- b) Aircraft type/s operated to Bahrain
- c) Routes (destinations) operated from Bahrain
- d) Catering provider in Bahrain (If applicable)
- e) Ground Handling Agent (GHA) in Bahrain
- f) Contact information:

10. Local Bahrain contact information:

The designated person(s)/agency responsible for the aircraft operator's Bahrain operations:

- a) Mobile phone number:
- b) Office number:
- c) Fax number:
- d) Email address:
- e) Office address:
- f) Alternative 24-hour contact number and email address:
- g) Home state contact information:
- h) The designated airline Security Manager (or equivalent)
- i) Mobile phone number:
- j) Office number:
- k) Fax number:
- l) Email address:
- m) Office address:



Ministry of Transportation & Telecommunication
Aviation Safety & Security Directorate

**TECHNICAL INSTRUCTION & GUIDELINES (TIGS) SUBMISSION OF AIRCRAFT OPERATOR
SECURITY PROGRAMME- FOREIGN AIRLINES**

GUIDANCE MATERIAL

Doc No: ASSD-CAP-112

Page 18 of 22

Issue: 01

Rev: 0

Date: 10th Nov'2021

11. Check in

Describe the measures and procedures for:

- a) Identification of passengers, passport and visa verification
- b) Security questioning and or passenger risk assessment
- c) Communication of restrictions regarding prohibited and restricted articles in carry on and checked baggage
- d) Communication of LAGs restrictions
- e) Drunk, disorderly or unruly passengers during check in/refusal procedures
- f) Crew check in (if applicable)
- g) Carriage of firearms and ammunition in checked baggage
- h) Passenger boarding

12. Describe the measures and procedures for:

- a) Identification/cross verification of passengers during boarding
- b) Passenger and baggage reconciliation
- c) Authorizing and accounting for Hold Baggage
- d) Baggage identification and offload procedures
- e) Please include a sample copy of the Baggage Security Declaration if used in Bahrain as per the aircraft operator's Security Programme.

13. Catering acceptance

Describe the security measures and procedures for acceptance of catering stores at the aircraft in Bahrain.

14. Aircraft Security

Describe the measures and procedures for:

- a) Aircraft security searches and checks



Ministry of Transportation & Telecommunication
Aviation Safety & Security Directorate

**TECHNICAL INSTRUCTION & GUIDELINES (TIGS) SUBMISSION OF AIRCRAFT OPERATOR
SECURITY PROGRAMME- FOREIGN AIRLINES**

GUIDANCE MATERIAL

Doc No: ASSD-CAP-112

Page 19 of 22

Issue: 01

Rev: 0

Date: 10th Nov'2021

- b) Aircraft access control measures and responsible staff/entity
- c) Measures related to unattended aircraft in Bahrain (If applicable)
- d) Security procedures for transit passengers in Bahrain (If applicable)
- e) Carriage of diplomatic mail and pouches
- f) Deployment of inflight security officers and armed escorts/guards.
- g) Handling of suspicious or unruly passenger behaviour before departure from Bahrain

15. In-flight Security

Describe the measures and procedures for:

- a) Measures related to drunk, disorderly or unruly passengers in flight.
- b) Disengagement techniques (if used)
- c) Use of passenger restraint (please ensure to provide sample images of the same with mechanism duly expounded)

16. Inflight Security Officers (IFSO) and Special Category Passengers

Describe the measures and procedures for:

- a) The deployment of Inflight Security Officers (IFSO) or armed escorts/guards.

[The aircraft operator shall be required to submit a declaration in writing to the Aviation Safety & Security Directorate of Bahrain Civil Aviation Affairs, elaborating in detail regarding the procedure of storage and handover of weapons to the Customs Directorate – Arrivals Bahrain International Airport under the supervision of Airport Police Directorate (MOI).]

- b) Inadmissible and deportee passengers
- c) Passengers under administrative control



Ministry of Transportation & Telecommunication
Aviation Safety & Security Directorate

**TECHNICAL INSTRUCTION & GUIDELINES (TIGS) SUBMISSION OF AIRCRAFT OPERATOR
SECURITY PROGRAMME- FOREIGN AIRLINES**

GUIDANCE MATERIAL

Doc No: ASSD-CAP-112

Page 20 of 22

Issue: 01

Rev: 0

Date: 10th Nov'2021

17. Staff security training

- a) Provision of security training to staff employed by the airline.
- b) Provision of specific training regarding the airline's security procedures for contracted staff (Handling Agent's personnel)

18. Incident Reporting

Describe the process for reporting aviation security incidents and adherence to the reporting mechanisms of BAC-Security Department and Aviation Safety & Security Directorate, BCAA.

19. Additional Security Measures

Clearly describe any additional security measures or procedures that are applied to the aircraft operator's Bahrain operations and the legal basis for it. If the same is mandated by the Appropriate Authority of the state of the Operator or registry, a copy of the directive must be attached with the application for the submission of the AOSP or LSSOP.



Ministry of Transportation & Telecommunication
Aviation Safety & Security Directorate

**TECHNICAL INSTRUCTION & GUIDELINES (TIGS) SUBMISSION OF AIRCRAFT OPERATOR
SECURITY PROGRAMME- FOREIGN AIRLINES**

GUIDANCE MATERIAL

Doc No: ASSD-CAP-112

Page 21 of 22

Issue: 01

Rev: 0

Date: 10th Nov'2021

ATTACHMENT 2

LOCAL STATION SECURITY OPERATING PROCEDURE (LSSOP) – Checklist

(For Aircraft Operator's Security Accountable Personnel Use Only)

Serial No.	Topics	Page No. s
MODEL OUTLINE – MANDATORY TEXT		
1.	Appropriate Authority	
2.	National Civil Aviation Security Programme (NCASP)	
3.	Airline Operator Security Programme	
4.	Passenger, staff and crew screening	
5.	Hold Baggage screening	
6.	Physical Security Measures and Access controls	
7.	Security of cargo	
8.	Catering	
AIRLINE SPECIFIC INFORMATION		
9.	General description of aircraft operator's Bahrain operations:	
10.	Local Bahrain contact information:	
11.	Check in	
12.	Describe the measures and procedures for:	
13.	Catering acceptance	
14.	Aircraft Security	
15.	In-flight Security	
16.	Inflight Security Officers and Special Category Passengers	
17.	Staff security training	
18.	Incident Reporting	
19.	Additional Security Measures	



Ministry of Transportation & Telecommunication
Aviation Safety & Security Directorate

**TECHNICAL INSTRUCTION & GUIDELINES (TIGS) SUBMISSION OF AIRCRAFT OPERATOR
SECURITY PROGRAMME- FOREIGN AIRLINES**

GUIDANCE MATERIAL

Doc No: ASSD-CAP-112

Page 22 of 22

Issue: 01 Rev: 0

Date: 10th Nov'2021

ATTACHMENT 3

STATION SECURITY DECLARATION

I hereby declare on behalf of (Airline) that (Airline) shall abide and adhere to the mandates stipulated in the National Civil Aviation Security Programme (NCASP) of Bahrain and implement the requirements of Airport Security Programme as per the guidelines provided while not disclosing any confidential information pertaining to operational and technical data in a way detrimental to BIA, to any source without prior permission from the Appropriate Authority.

(Airline) further declares to abide by the protection of Security Sensitive Information and procedures pertaining to the storage and carriage of weapons by the In-Flight Security officers be kept confidential.

Signature with date: _____

Name of the Accountable Manager: _____

Designation within the (Airline)