

ID/ACCESS CONTROL OFFICE

NEWSLETTER AUGUST 2022



Do you need help? Call us!

949-252-5250

Did you know ?

Applicants must clear their CHRC and STA before the Authorized Signer can schedule them for any ID classes. The ID/Access Control Office checks to see if applicants have cleared before they get scheduled for the badging classes.

Applicants that are scheduled but not cleared, will be removed from badging appointment schedule.

Adding or Deleting The Non-Movement Area Driving Privilege

Onboarding a new employee is the best time to add a privilege(s). If you missed that window, please contact the ID/Access Control Office, and we can assist you with adding or deleting any privilege(s).

When registering an employee for the Non-Movement Driving Class, please verify that the employee has an operational need for the Non-Movement Area driving privilege.

General Aviation Tenants (Yellow Badge) do not attend the Non-Movement Driving Class but must take the JWA General Aviation driving quiz before getting their badge printed.

Escort Privilege

The Escort Privilege can only be assigned to employees who have a work-related (“operational”) need to escort non-SNA badged employees for work purposes.

An example of an operational need would be a terminal concessionaire employee who escorts a contracted technician to repair kitchen appliances. If an employee has the Escort Privilege, they must maintain positive control of the person(s) they are escorting at all times.

Positive control means the SNA badged employee providing the escort must 1) be able to see the person(s) they are escorting, and 2) be in close proximity to the person(s) they are escorting to verbally communicate with them.

