



GHANA CIVIL AVIATION AUTHORITY

SECURITY INSTRUCTION

SI/GEN/01/2020

17TH MARCH 2020

SUBJECT: REVIEW OF ENHANCED SCREENING PROCEDURES TO THE AIRSIDE OF AERODROMES IN GHANA

PURSUANT to the powers conferred on the Director-General by section 9(2) of the Ghana Civil Aviation Act, 2004, ACT 678, the following Security Instruction shall be applied and enforced for all persons accessing the airside, sterile areas and security restricted areas of all aerodromes in the Republic of Ghana and shall come into force on 18th March 2020 at 00:00 UTC:

(1)

- i. All persons, including employees and other authorised persons, shall undergo one hundred percent (100%) manual screening before accessing the airside and other sterile areas.
- ii. All persons, flight crew and transit passengers, travelling on domestic, regional or international flights shall undergo one hundred percent (100%) manual screening before accessing the airside and other sterile areas.
- iii. All aircraft loaders, employees of catering firms, cleaning companies, aircraft refuelling companies and other allied aviation service providers, shall undergo one hundred percent (100%) manual screening before accessing the airside and the other sterile areas.
- iv. The manual screening specified in sub clauses (i), (ii) and (iii) shall be in addition to screening by means of technical screening equipment, where such technical screening equipment are provided.
- v. All Air Operators, ground handling firms, catering firms, fuel companies, cleaning companies and other allied aviation service providers which offer service on the airside or other security restricted areas, shall provide the Airport Security Coordinator and the Director, Aviation Security of the Ghana Airport Company Limited, or their authorised representatives, with a daily roster specifying their employees authorised to have access to the airside or other restricted areas.
- vi. All Air Operators, aviation security service providers and the Aerodrome Operator shall heighten procedures for screening passengers on all flights prior to boarding.
- vii. It shall be the duty of the security personnel of the Aerodrome Operator (AVSEC) to provide escort to all shipment of cargo, passenger luggage, catering supplies and any other shipment after screening and inspection until loaded on the aircraft.

- (2)
- i. All passengers departing from aerodromes in the Republic of Ghana shall have their footwear screened by Aviation Security personnel or such other personnel authorised by the Ghana Civil Aviation Authority.
 - ii. All persons, including employees and other authorised persons, shall be required to remove their footwear for inspection and screening through the X-Ray scanner.
- (3)
- i. Ambassadors, Heads of Foreign Missions and their immediate family members shall be exempt from the requirement for one hundred percent (100%) manual screening as well as the requirement for the screening of footwear for regional and international travel.
 - ii. Ambassadors, Heads of Foreign Missions and their immediate family members shall submit for inspection, appropriate from the proof of diplomatic status, failing which the exemptions provided in this Instruction shall not apply.
- (4)
- i. Notwithstanding Clause (1) (i) (ii) and (iv) herein, until otherwise directed by the Ghana Civil Aviation Authority, one hundred percent (100%) manual screening shall only be conducted on persons who trigger the Walk-Through Metal Detector when passing through.
 - ii. Notwithstanding Clauses (2)(i) and (ii), until otherwise directed by the Ghana Civil Aviation Authority, only persons with thick soled shoes and boots shall be required to remove their footwear for screening unless the Walk-Through Metal Detector is triggered in which instance the said person shall be required to remove the shoe for further screening.
- (5) No exemptions to the provisions of the National Civil Aviation Security Programme, the Ghana Civil Aviation Act, the Ghana Civil Aviation (Aerodromes) or (Security) Directives, Circulars or Instructions issued by the Director-General, shall be issued by any person or the Aerodrome Operator without the approval in writing of the Director-General.
- (6) These Instructions revise as appropriate the provisions of the National Civil Aviation Security Programme.
- (7) These Instructions hereby revoke the following:
- i. Security Directive SD/GACL/09/01 issued on 29th September 2009 and published in Gazette No 91 on Friday 30th October 2009;
 - ii. Security Directive SD/GACL/10/01 issued on 22nd January 2010 and published in Gazette No 10 on Friday 12th February 2010;

- iii. Security Directive SD/ GEN/10/02 issued on 1st March 2010 and published in Gazette No 16 on Friday 12th March 2010; and
- iv. Security Directive SD/02/15 issued on 6th July 2015 and published in Gazette No. 65 of Wednesday 8th July 2015.

SIGNED
ING. SIMON ALLOTEY
DIRECTOR-GENERAL