

**COLUMBUS AIRPORT**  
**COLUMBUS, GEORGIA**  
**AIRPORT RULES AND REGULATIONS**  
**Appendix 1: Enforcement**  
**DRAFT**

**A. Warning Notices**

1. The Commission has incorporated a system to track violations of these ARR as well as violations of Airport agreements. A Warning Notice (see figure xxx) will be issued to any airport tenant found in violation of the ARR or tenant agreements. A copy of the Warning Notice will be completed and a copy given to the offender. The tenant must complete the corrective action portion of the form and return it to the Administrative Offices within 10 working days. Tenants are advised that Warning Notices document breaches of Agreements between the tenant and the Commission and may be used to initiate corrective actions against leaseholders.
2. Violations of Airport driving policies and security measures also carry personal consequences for all employees. Violations of airside driving policies will be handled in the following manner:

First Offense: The violator must attend remedial training conducted by Airport Public Safety Office.

Second Offense: The violator will have airside driving privileges suspended for a period specified by the Director not to exceed 90 days.

Third Offense: The violator's airside driving privileges may be further suspended or permanently revoked. To be reinstated and the employee will have to demonstrate their knowledge of airside driving to the satisfaction of the Director.

Depending on the severity of any offense, the Airport Director has the right to suspend or revoke airside-driving privileges of any person at any time.

Driving offenses are cumulative and violations will be tracked on offenses within any 24-month period. All violators receiving suspensions or revocations may appeal to the Airport Commission, whose decision shall be final.

1. Violations of the Airport Certification Manual or Airport Security Program will be handled in the following manner:

First Offense: The violator must attend remedial security or safety training conducted by the Public Safety Office. Security violators may also be subject to personal fines in accordance with TSR 1540.

Second Offense: The violator will have AOA/SIDA access privileges suspended for a period specified by the Director not to exceed 90 days. Security violators may also be subject to personal fines in accordance with TSR 1540.

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Third Offense: The violator's AOA/SIDA access privileges may be suspended for a period of six months or permanently revoked. For reinstatement, the employee will have to demonstrate their knowledge of the Airport Security Plan to the satisfaction of the Airport Director. Security violators may also be subject to personal fines in accordance with TSR 1540.

Safety and Security offenses are cumulative and violations will be tracked on offenses within any 24-month period. Violations will be tracked for any and all employment periods at the airport. For example, Violator 1 has two security violations against them while working for Tenant A. Violator leaves the employ of Tenant A for three months and returns as an employee of Tenant B. Violator 1 commits a security violation and will be subject to the consequences as a third offense.

**Depending on the severity of the security offenses, the Airport Director reserves the right to suspend or revoke AOA/SIDA access privileges of any person at any time.**

All violators receiving suspensions or revocations may appeal to the Commission, whose decision shall be final.

2. Violations of the Airport tenant or concessions agreement shall be documented and handled in accordance with said lease or concessions agreements.

#### **B. Public Safety Actions**

1. Airport Public Safety Officers (PSO) have the authority to issues citations for violations of certain rules of law.
2. Citations issued by PSO shall be settled in Muscogee County Recorder's Court.

#### **C. Agreements**

1. Persons conducting operations with the Commission will have agreements in effect for such operations.
2. Not limited to other actions described herein, the Commission has the right to enforce all terms and covenants of any executed agreement to the fullest extent to include termination for failure to meet said terms and covenants of such agreements.