THE CIVIL AVIATION (SECURITY) REGULATIONS, 2008

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1. The definitions in this regulation apply in these Regulations, that can be cited as the Civil Aviation (Security) Regulations, 2008:

- **air carrier** means any person who operates a commercial air service;
- **carry-on baggage** means baggage and personal belongings to which a person has or will have access on board an aircraft;
- **checked baggage** means any baggage and personal belongings in respect of which a baggage tag is issued after the baggage and personal belongings are accepted for transportation;
- **combination code** means a series of numbers or letters, or both, that is assigned by, or under the authority of, the aerodrome operator to a person, which series, when entered into mechanical or electronic equipment on or near a door, gate or other device, unlocks or releases the door, gate or other device and permits access to a restricted area;
- **Committee** means the National Civil Aviation Security Committee established by Civil Security Aviation Law (….)
- **escort officer** means:
  (a) a peace officer; and
  (b) any person authorized by the Government or any of its agencies or authorities to escort a person in custody on a flight;
- **incendiary device** means an object, other than a match or pocket lighter, that is fabricated with combustible materials and designed to cause fire damage to property or inflict burn injuries on individuals;
- **key** means a device, including a card, that is designed to allow for entry to a restricted area and is issued by, or under the authority of, the aerodrome operator to an individual;
- **personal identification code** means a series of numbers or letters, or both, that is chosen by a person or assigned by, or under the authority of, the aerodrome operator to a person, which series, when entered into or placed near mechanical or electronic equipment on or near a door, gate or other device, unlocks or releases the door, gate or other device and permits access to a restricted area;
- **restricted area access point** means a point in a security barrier at which an access control system is in place that controls access to a restricted area from a non-restricted area;
- **restricted area pass** means a document issued by or under the authority of an aerodrome operator or by an air carrier with the approval of the aerodrome operator that entitles the holder to have access to a specific restricted area during a specified period;
- **screening** means the checking, identification, observation, inspection or authorized search of persons, goods and other things in the possession or control of persons who are screened and vehicles under the care or control of persons who are screened to prevent the carrying or transport, contrary to these Regulations, of weapons, explosive substances, incendiary devices or their components or other dangerous items that could
be used to jeopardize the security of an aerodrome or aircraft;
"screening authority" means the Authority or any other person authorized by it,
responsible for screening persons, goods and other things in the possession or control of
persons who are screened and vehicles under the care or control of persons who are
screened;
"security barrier" means a physical structure or natural feature used to prevent or deter
access by unauthorized persons to a restricted area.

Application

2. (1) Parts I to IV apply to
(a) persons at an aerodrome;
(b) persons on board an aircraft;
(c) persons who provide services to an air carrier that are related to the
transportation by air of passengers or goods;
(d) persons at an area outside the boundaries of civil airports that are
designated as security restricted areas;
(e) air carriers;
(f) aerodrome operators serving air carriers;
(g) persons in charge of an area outside the boundaries of civil airports that
are designated as security restricted areas;
(h) screening authorities; and
(i) screening officers.
(2) Part IV also applies to operators of aircraft who are not air carriers.

PART II
AVIATION SECURITY
Screening of Persons, Goods, Things and Vehicles

Authorized search

3. For the purposes of the Regulations, an authorized search is a search carried out by a
screening officer during the screening of persons and goods, other things in the
possession or control of persons who are screened and vehicles under the care or control
of persons who are screened.

Screening officer: qualifications and powers

4. (1) The Authority, or any screening authority authorized by it, shall ensure that any
person who acts or will act as a screening officer or security officer to implement
the provisions of these Regulations for it or on its behalf meets the minimum
standards issued by the Authority, as amended from time to time.
(2) Any person hired by the Authority, or by any person appointed by the Authority,
to implement the provisions of these Regulations shall have the power to arrest
and detain without warrant:
(a) every person who contravenes these Regulations in his presence;
(b) every person who he has reasonable grounds to suspect of having
committed any contravention to these Regulations;
(c) every person whom he finds attempting to commit a contravention, or
clearly manifesting an intention to do so;
until he can deliver the arrested person over to the police authorities to be dealt
with in accordance with the law.
(3) Any person hired by the Authority, or by any person appointed by the Authority,
to implement the provisions of these Regulations shall have the power to seize
any permit or identification issued for the purposes of these Regulations that is
expired or forged.
Screening officer: authorized search  

5. (1) A screening officer shall not conduct an authorized search of persons, goods or other things in the possession or control of persons who are screened or vehicles under the care or control of persons who are screened unless the screening officer meets the minimum standards issued by the Authority, as amended from time to time.

(2) A screening authority shall not permit a screening officer to conduct an authorized search for it or on its behalf unless the screening officer meets the minimum standards issued by the Authority, as amended from time to time.

Screening procedures issued by Authority  

6. An air carrier shall not transport a passenger, a crew member, their carry-on baggage or other things in their possession or control or goods that shall be screened in accordance with the National Aviation Security Programme, issued by the Committee, unless the person or goods have been screened in accordance with the Screening procedures issued by the Authority.

Operator and screening procedures  

7. An aerodrome operator shall not allow a passenger, a crew member, airport staff and other non-passengers to pass through the security screening point into a restricted area unless the said persons and all items carried by them have been screened in accordance with the Screening procedures issued by the Authority; provided that:

(i) the Authority may notify a special procedure for handling Heads of States and Heads of Foreign Mission, and diplomatic pouches; and

(ii) the material that is classified by appropriate agencies of Government shall be inspected only to the extent necessary to assure the absence of weapons or dangerous articles, except that if any question regarding safety remains, said classified material shall not be admitted in the restricted area and shall not be transported by an air carrier.

Refusal to comply  

8. (1) A person who refuses to submit to an authorized search of their person or goods or other things in their possession or control, or a vehicle under their care or control when requested to do so by a screening officer shall not enter into or remain inside a restricted area.

(2) A peace officer, the manager of an aerodrome or a person acting on his behalf may use reasonable force to remove a person who fails to comply with a request under sub-regulation (1).

Circumventing screening  

9. (1) A person who shall be screened under the National Aviation Security Programme shall not circumvent a screening of their person or goods or other things in their possession or control or a vehicle under their care or control or assist another person who shall be screened in circumventing a screening of that person or goods or other things in that person's possession or control or a vehicle under that person's care or control.

(2) A person who does not need to be screened under the National Aviation Security Programme shall not assist another person who shall undergo a screening of their person or goods or other things in their possession or control or a vehicle under their care or control in circumventing screening.

Screening while in possession of weapon  

10. (1) Subject to sub-regulations (2) and (3), a person shall not submit to a screening of their person, their carry-on baggage or other things in their possession or control or a vehicle under their care or control while carrying a weapon, an explosive substance or an incendiary device.
(2) A person referred to in regulation 23, 27 or 28 may submit to a screening of their person, their carry-on baggage or other things in their possession or control or a vehicle under their care or control while carrying a weapon, a firearm or ammunition.

(3) A person referred to in sub-regulation 29(1) may submit to a screening of their person or things in their possession or control or a vehicle under their care or control while carrying an explosive substance or an incendiary device.

False declaration

11. A person who is at an aerodrome or on board an aircraft shall not falsely declare that:

(a) they are carrying a weapon, an explosive substance, an incendiary device or other dangerous item that could be used to jeopardize the security of an aerodrome or aircraft or that such an item is contained in goods or other things in their possession or control or in a vehicle under their care or control that they have tendered or are tendering for screening or transportation; or

(b) another person who is at the aerodrome or on board an aircraft is carrying a weapon, an explosive substance, an incendiary device or other dangerous item that could be used to jeopardize the security of an aerodrome or aircraft or that such an item is contained in goods or other things in that person's possession or control or in a vehicle under their care or control and is being tendered or has been tendered for screening or transportation.

Sale

12. A person shall not sell or offer for sale in a restricted area a weapon, a model or replica of a weapon, an explosive substance or an incendiary device.

Prohibition to persons - weapons

13. (1) Subject to regulation 17, sub-regulations 23(1) and 27(2) and regulation 28, and the Civil Aviation (Operation of Aircraft) Regulations, a person shall not carry, transport or have access to a weapon at an aerodrome.

(2) Subject to sub-regulations 23(2) and 27(1), and the provisions of the Civil Aviation (Operation of Aircraft) Regulations concerning the carriage of weapons, a person shall not carry or have access to a weapon on board an aircraft.

Prohibition to carriers - weapons

14. (1) Subject to sub-regulations 23(2) and 27(1), and regulation 163(4) of the Civil Aviation (Operation of Aircraft) Regulations, an air carrier shall not allow a person who is on board an aircraft to have access to a weapon.

(2) An air carrier shall not allow a person who is on board an aircraft to carry or have access to an explosive substance or an incendiary device.

Prohibition to persons – loaded firearms and explosives

15. (1) Subject to regulation 163(4) of the Civil Aviation (Operation of Aircraft) Regulations, a person shall not transport or tender for transportation by an air carrier goods that contain a loaded firearm.

(2) Subject to sub-regulation 29(3), a person shall not transport or tender for transportation by an air carrier goods that contain an explosive substance or an incendiary device.

Prohibition to carriers - loaded firearms and explosives

16. (1) Subject to regulation 163(4) of the Civil Aviation (Operation of Aircraft) Regulations, an air carrier shall not knowingly allow a person to transport goods that contain a loaded firearm.

(2) Subject to sub-regulation 29(3), an air carrier shall not knowingly allow a person to transport goods that contain an explosive substance, or an incendiary device.
17. A person may carry or have access to an unloaded firearm at an aerodrome for the purpose of transporting it by air as checked baggage or accepted cargo that is packed in accordance with the airlines instructions and complies with the provisions of the Civil Aviation (Operation of Aircraft) Regulations concerning the carriage of weapons.

18. A person may tender, to an air carrier for subsequent acceptance and transportation, baggage or cargo that contains an unloaded firearm if the person declares to the air carrier that the firearm is unloaded.

19. An air carrier may allow a person who has complied with regulation 18 to transport checked baggage or accepted cargo that contains an unloaded firearm.

20. An air carrier that transports an unloaded firearm that is contained in checked baggage or accepted cargo shall store the firearm in the aircraft so that it is not accessible to any person on board the aircraft other than crew members.
21. (1) A peace officer referred to in sub-regulation 23(2) who carries or has access to a firearm on board an aircraft shall not consume any alcoholic beverage.

   (2) An employee referred to in sub-regulation 27(1) who has access to a firearm on board an aircraft shall not consume any alcoholic beverage.

22. An air carrier shall not provide any alcoholic beverage to a person who carries or has access to a firearm on board an aircraft.

23. (1) A peace officer may carry or have access to a weapon at an aerodrome while in the performance of duties.

   (2) An air carrier may allow a peace officer to carry or have access to an unloaded firearm on board an aircraft if:
       (a) the officer, while in the performance of the officer's duties, requires access to the firearm immediately before, during or immediately after the flight;
       (b) the officer informs the air carrier, at least twenty-four hours before the aircraft leaves the aerodrome or, in an emergency as soon as possible before the departure of the flight, that a firearm will be on board;
       (c) the officer shows a representative of the air carrier identification issued by the organization employing the peace officer that consists of the peace officer's full facial picture and signature and the signature of an authorized representative of the organization employing the peace officer and completes the form used by the air carrier to authorize the carriage of firearms on board an aircraft;
       (d) the air carrier verifies the identification referred to in sub-paragraph (c) before the peace officer:
          (i) enters a restricted area from which the peace officer may board the aircraft; or
          (ii) boards the aircraft, if the aerodrome does not have a restricted area from which the peace officer may board the aircraft; and
       (e) no alcoholic beverages are served to armed individuals.

24. (1) If a peace officer needs to carry or have access to a firearm on board an aircraft, the air carrier shall, before departure, inform:
       (a) the pilot-in-command of the aircraft by means of the form referred to in regulation 23(2)(c), and his(her) seat location(s); and
       (b) subject to sub-regulation (3), the screening authority, the crew members assigned to the flight or the aircraft and any other peace officer on board the aircraft.

   (2) The screening authority shall inform all the screening officers with whom the peace officer will have contact that the peace officer is carrying or will have access to a firearm on board the aircraft.

   (3) If a peace officer who is carrying or has access to a firearm on board an aircraft is engaged in an undercover operation and requests that the air carrier not reveal the officer's presence to any person other than the pilot-in-command on board the aircraft, the air carrier shall not reveal the presence of the peace officer.

25. Subject to regulation 26, the carriage of weapons on board a Rwanda aircraft by a peace officer and other authorized personnel, acting in performance of their duties, shall not be
permitted except with the specific authorization of the Authority.

Aircraft registered outside Rwanda 26. Regulation 25 shall not apply to weapons or ammunition taken on board an aircraft registered in a country other than Rwanda if the weapons or ammunition, as the case may be, may under the law of the country in which the aircraft is registered be lawfully taken or carried on board for the purpose of ensuring the safety of the aircraft or of persons on board.

Wildlife control 27. (1) An air carrier may allow the pilot-in-command or an employee of a government department or agency that is engaged in wildlife control to have access to an unloaded firearm on board an aircraft if the firearm is necessary for survival purposes.
(2) A pilot-in-command or an employee of a government department or agency that is engaged in wildlife control may carry or have access to an unloaded firearm at an aerodrome if the firearm will be transported in accordance with sub-regulation (1).

Person other than peace officer 28. A person, other than a peace officer, who holds a licence to carry a firearm that is issued under the laws of Rwanda may carry or have access to a firearm at an aerodrome if the person is engaged:
(a) in the protection of persons or property at the aerodrome; or
(b) by the aerodrome operator for the control of animals at the aerodrome.

Permission to carry explosive 29. (1) An aerodrome operator may allow a person to carry or have access to explosive substances or incendiary devices at an aerodrome if:
(a) the explosive substances or incendiary devices are to be used at the aerodrome:
   (i) for excavation, demolition or construction;
   (ii) in fireworks displays;
   (iii) by persons operating explosives detection equipment or handling explosive detection dogs;
   (iv) by a police service; or
   (v) by military personnel; and
(b) the aerodrome operator has reasonable grounds to believe that the safety of the aerodrome and persons and aircraft at the aerodrome will not be jeopardized by the presence of the explosive substances or incendiary devices at the aerodrome.
(2) A person who is transporting explosive substances or incendiary devices or tendering them for transportation by an air carrier may have access to them at an aerodrome.
(3) A person may transport or tender for transportation by an air carrier on board an aircraft explosive substances or incendiary devices if the person notifies the air carrier before the explosive substances or incendiary devices arrive at the aerodrome.

Persons in the custody of an escort officer 30. (1) In this regulation, "organization responsible for the person in custody" does not include a person or an organization that provides escort officer services under a contract for remuneration.
(2) An air carrier shall not transport a person in the custody of an escort officer on board an aircraft unless:
(a) the organization responsible for the person in custody has provided to the
air carrier a written confirmation that the organization has assessed the pertinent facts and determined whether the person in custody is a maximum, medium or minimum risk to the safety of the air carrier and aerodrome operations and the travelling public;

(b) the air carrier and the organization responsible for escorting the person in custody have agreed on the number of escort officers necessary to escort that person, which number shall be at least:

(i) two escort officers to escort each person who is a maximum risk;
(ii) one escort officer to escort each person who is a medium risk; and
(iii) one escort officer to escort not more than two persons who are a minimum risk;

(c) the person in custody is escorted by the agreed number of escort officers;

(d) the organization responsible for the person in custody has given a written notice to the air carrier at least twenty-four hours or, in an emergency as soon as possible, before the departure of the flight, stating:

(i) the identity of the escort officer and the person in custody and the reasons why the person requires an escort;
(ii) the level of risk that the person in custody represents to the safety of the public; and
(iii) the flight on which the person in custody will be transported;

(e) the escort officer shows a representative of the air carrier identification issued by the organization responsible for the person in custody or the organization employing the escort officer that consists of the escort officer's full facial picture and signature and the signature of an authorized representative of the organization and completes the form used by the air carrier to authorize the transportation of the person in custody; and

(f) the air carrier verifies the identification required by paragraph (e) before the escort officer:

(i) enters a restricted area from which the escort officer may board the aircraft; or
(ii) boards the aircraft, if the aerodrome does not have a restricted area from which the escort officer may board the aircraft;

(g) concurrence has been obtained in advance from the other States and other operators that may be involved en-route and at the intended final destination;

(h) the escort officers are apprised of the potential danger to the safe operation of the aircraft should they take any action during an act of unlawful interference without direction from the pilot-in-command;

(i) the air carrier informed any other security personnel and passengers authorized to carry firearms on board the aircraft of the transportation of a person in custody and escort officer and their locations;

(j) the person in custody and the escort officer are boarded before all other passengers and disembarked after all other passengers have left the aircraft.

(3) An air carrier or the pilot-in-command shall refuse to accept a person in custody if, in his judgment, such acceptance may jeopardize the safety of the other passengers.

(4) An escort officer shall not escort a person in custody on board an aircraft unless the escort officer:

(a) provides the aerodrome operator with a copy of the written notice
referred to in sub-regulation (2)(d) at least twenty-four hours or, in an emergency as soon as possible, before the departure of the flight;

(b) shows a representative of the air carrier the identification referred to in sub-regulation (2)(e).

(5) An air carrier that transports a person in custody who is a maximum risk to the public shall not transport any other person in custody on board the aircraft.

(6) As far as possible, an air carrier shall assign the escort officer and the person in custody the rearmost seats in the cabin but not in a lounge area or adjacent to an exit, with the prisoner seated at the window seat.

Obligations of escort officer

31. (1) An escort officer who is a peace officer and escorts a person in custody during a flight shall:

(a) remain with the person at all times, including visits to the lavatory;
(b) immediately before boarding the aircraft, search the person in custody and their carry-on baggage for weapons, matches or other items that could be used to jeopardize flight safety;
(c) search the area surrounding the aircraft seat assigned to the person in custody for weapons or other items that could be used to jeopardize flight safety; and
(d) carry restraining devices that can be used to restrain the person, if necessary.

(2) If an escort officer who is not a peace officer escorts a person in custody, the air carrier shall, immediately before the person boards the aircraft, cause an authorized search of the person in custody and their carry-on baggage to be conducted for weapons, matches or other items that could be used to jeopardize flight safety.

(3) An escort officer who is not a peace officer and who escorts a person in custody during a flight shall:

(a) remain with the person at all times;
(b) ensure that an authorized search of the person and their carry-on baggage for weapons or other items that could be used to jeopardize flight safety is conducted before the escort officer and the person:
(i) enter a restricted area from which they may board the aircraft, or
(ii) board the aircraft, if the aerodrome does not have a restricted area from which they may board the aircraft;
(c) search the area surrounding the aircraft seat assigned to the person in custody for weapons, matches or other items that could be used to jeopardize flight safety; and
(d) carry restraining devices that can be used to restrain the person, if necessary.

Prohibition to consume alcohol

32. A person in custody and the escort officer who is escorting the person shall not consume any alcoholic beverage on board an aircraft.

Metal utensils or knife

33. An escort officer, at his discretion that shall be legally exercised, may allow the person in custody to be served food but the person in custody shall not be provided with metal utensils or a knife.

Alcohol to person in custody

34. An air carrier shall not provide any alcoholic beverage to a person in custody or to the escort officer who is escorting the person on board an aircraft.
Persons suffering from mental illness

35. An air carrier shall not transport a person suffering from a mental illness that is deemed to be a threat to the safety of a flight, unless:
   
   (a) that person is accompanied by an attendant physically capable of coping with untoward actions by that person during the flight and skilled in administering sedatives as required and authorized by an appropriate doctor; and
   
   (b) if that person requires sedation prior to departure, each portion of the flight should last no longer than the effective duration of the sedative administered.

Refusal from boarding

36. An air carrier or the pilot-in-command shall refuse to accept a person in custody if, in his judgment, such acceptance may jeopardize the safety of the other passengers.

PART III
AERODROME AND RESTRICTED AREA SECURITY

Interpretation

37. For greater certainty, nothing in this Part:
   
   (a) limits access to a restricted area by a person who is authorized by the Minister, the Authority or the Committee to carry out an inspection of the aerodrome and who presents their official credentials, bearing their name and photograph; or
   
   (b) requires a person who is authorized by the Minister, the Authority or the Committee to carry out an inspection to have a restricted area pass or other authorization issued by an aerodrome operator in order to have access to a restricted area to carry out an inspection.

Identification of restricted areas

38. (1) The operator of an aerodrome set out in areas designated as security restricted areas at civil airports and the person in charge of any other restricted area outside the boundaries of civil airports that are designated as security restricted areas in the National Aviation Security Programme shall post signs on each security barrier, in at least English, French and Ikinyarwanda, that identify each restricted area and state that entry is restricted to authorized persons.

   (2) The signs posted on each security barrier shall be no more than 150 metres apart.

   (3) Any sign that identifies a restricted area is considered to have been posted by the operator in accordance sub-regulation (1).

Control of access

39. A person shall not provide false information for the purpose of obtaining a restricted area pass, key, combination code or personal identification code or a clearance granted by the Authority.

Use in performance of duties

40. A person shall not use a restricted area pass, key, combination code or personal identification code except if he is acting in the course of his employment and if he is in possession of his pass.

Pass and authorization

41. A person shall not enter a restricted area unless a restricted area pass has been issued to the person for access to the restricted area and, if applicable, the person is subject to the security controls.

Provision or assistance of access to another person

42. A person shall not:
   
   (a) provide access to a restricted area to any other person who does not have a restricted area pass in their possession for the restricted area; or
(b) assist any other person who does not have a restricted area pass in their possession for the restricted area to enter that restricted area.

Specifications 43. (1) An aerodrome operator or a person in charge of any other restricted area mentioned in sub-regulation 38(1) shall not issue a restricted area identity card to a person unless the person:
(a) applies in writing;
(b) is sponsored in writing by their employer;
(c) has a security clearance;
(d) consents in writing to the collection, use, retention, disclosure and destruction of information for the purposes of this Part; and
(e) confirms that the information displayed on the card is correct.

(2) An aerodrome operator or a person in charge of any other restricted area mentioned in sub-regulation 38(1) shall ensure that the following information is displayed on each restricted area identity card that it issues, in addition to any other requirements deemed necessary for the security of the restricted areas:
(a) the full name of the person to whom the card is issued;
(b) the height of the person to whom the card is issued;
(c) a photograph depicting a frontal view of the face of the person to whom the card is issued;
(d) the expiry date of the card;
(e) the name of the aerodrome where the card is issued;
(f) the name of the employer of the person to whom the card is issued if that person has a single employer;
(g) the terms "multi-employer" and "employeur multiple" if the person to whom the card is issued has more than one employer;
(h) the occupation of the person to whom the card is issued if that person has a single occupation; and
(i) the terms "multi-occupation" and "emplois multiples" if the person to whom the card is issued has more than one occupation.

(3) A restricted area identity card expires no later than five years after the day on which it is issued or on the day on which the security clearance of the person to whom the card is issued expires, whichever is earlier.

(4) An employer shall not
(a) sponsor an employee who does not require ongoing access to restricted areas in the course of their employment; or
(b) knowingly sponsor an employee for more than one restricted area identity card at a time.

(5) The employer of a person to whom a restricted area identity card has been issued shall immediately notify the aerodrome operator or a person in charge of any other restricted area mentioned in sub-regulation 38(1) that issued the card if the person ceases to be an employee or no longer requires ongoing access to restricted areas in the course of his or her employment.

(6) An aerodrome operator or a person in charge of any other restricted area mentioned in sub-regulation 38(1) shall not issue more than one restricted area identity card at a time to a person.

(7) A person shall not enter or remain in a restricted area unless the restricted area pass issued to the person is visibly displayed on the person's outer clothing.

(8) A person shall not enter or remain in a restricted area with a vehicle unless the said vehicle has a permit which shall:
(a) be permanently displayed in a prominent and visible position on the vehicle; and
(b) contain, in addition to any other requirements deemed necessary for the security of the restricted areas:
   (i) the registration number of the vehicle;
   (ii) the owner/operator logo of the vehicle;
   (iii) the validity period;
   (iv) the security restricted areas for which the permit is valid;
   (v) the access gates which the vehicle is allowed to use; and
   (vi) the name of the organization to which the vehicle belongs.

(9) An aerodrome operator and the person in charge of any other restricted area referred to in sub-regulation 38(1) shall ensure that drivers of vehicles issued with restricted area vehicle permits are qualified to drive the appropriate class of vehicle and have been given instruction in all safety requirements for the operation of a vehicle airside.

(10) A peace officer, the manager of an aerodrome, the person in charge of any other restricted area outside the boundaries of civil airports that are designated as security restricted areas or a person acting on his behalf may use reasonable force to remove a person who fails to comply with this regulation.

Prohibition 44. (1) No person:
   (a) other than the aerodrome operator or the person in charge of any other restricted area mentioned in sub-regulation 38(1) or a person designated by the operator, may make a copy of a key;
   (b) may loan or give a restricted area pass or a key that was issued to one person to another person;
   (c) may alter or otherwise modify a restricted area pass or key;
   (d) may have or use a restricted area pass or a key that was issued to another person;
   (e) may use a counterfeit restricted area pass; or
   (f) may make or reproduce a copy of a restricted area pass.

(2) No person:
   (a) other than the aerodrome operator or the person in charge of any other restricted area mentioned in sub-regulation 38(1) or a person designated by the operator, may:
      (i) disclose a combination code; or
      (ii) use a combination code that was assigned to another person;
   (b) may disclose a personal identification code; or
   (c) may use another person's personal identification code.

Loss or theft 45. (1) A person to whom a restricted area pass or a key has been issued shall immediately report its loss or theft to the aerodrome operator or the person in charge of any other restricted area mentioned in sub-regulation 38(1) or the person who issued it.

(2) An employer who is informed by an employee of the loss or theft of a restricted area pass or a key shall immediately report the loss or theft to the aerodrome operator or the person in charge of any other restricted area mentioned in sub-regulation 38(1).

(3) Before replacing a lost, stolen or non-functional restricted area identity card, an aerodrome operator or a person in charge of any other restricted area mentioned in sub-regulation 38(1) shall ensure that
Key or pass in case of change or end of duties

46. (1) The holder of a restricted area pass or a key shall return it to the aerodrome operator or the person in charge of any other restricted area mentioned in sub-regulation 38(1) or the person who issued it when:

(a) the holder ceases to work at an aerodrome or in any other restricted area mentioned in sub-regulation 38(1);

(b) the holder's airport restricted area access clearance has been denied, suspended, revoked or cancelled or has expired; or

(c) the holder otherwise ceases to require access to the restricted areas for which the pass or key was issued.

(2) When a restricted area pass or a key is returned to an employer, the employer shall immediately give it to the aerodrome operator or the person in charge of any other restricted area mentioned in sub-regulation 38(1).

Key or pass to be surrendered on demand

47. A person shall surrender on demand a key or a restricted area pass in their possession to the aerodrome operator, the person in charge of any other restricted area mentioned in sub-regulation 38(1), the person who issued it, a peace officer, or the Authority.

Presentation of the pass

48. The holder of a restricted area pass who is being screened by a screening officer at a restricted area access point or at a location inside a restricted area shall, on demand, present the restricted area pass to the screening officer making the demand.

Refusal to submit to an authorized search

49. The holder of a restricted area pass who refuses to submit to an authorized search of their person or goods or other things in their possession or control or a vehicle under their care or control when requested to do so by a screening officer shall, on demand, surrender the restricted area pass to the screening officer making the demand.

Records to be kept

50. (1) The aerodrome operator and any person designated by the aerodrome operator or the person in charge of any other restricted area mentioned in sub-regulation 38(1) to issue restricted area passes or keys shall:

(a) keep at the aerodrome or at the other restricted areas mentioned in sub-regulation 38(1) updated records of the passes and keys that have been issued for use at the aerodrome or the other restricted areas mentioned in sub-regulation 38(1), respecting:

(i) restricted area identity cards and keys that have been issued;

(ii) the names of the persons to whom restricted area identity cards or keys have been issued;

(iii) the names of the persons to whom combination codes or personal identification codes have been assigned;

(iv) blank restricted area identity cards in the aerodrome operator's possession;

(v) restricted area identity cards that have been deactivated;

(vi) keys, combination codes or personal identification codes that have been cancelled, removed or taken back;

(vii) deactivated restricted area identity cards that have not been retrieved by the aerodrome operator;

(viii) restricted area identity cards that have been reported as lost or stolen; and

(b) the person applying for the replacement card is the person to whom the lost, stolen or non-functional card has been issued; and

(c) the person still has a security clearance.
(ix) steps taken to retrieve deactivated restricted area identity cards; and
(b) provide the record to the Authority or the Committee under the National Aviation Security Programme, on reasonable notice given by the Authority or the Committee under the National Aviation Security Programme.

(2) Subject to sub-regulation (3), a record respecting a restricted area identity card that has been deactivated shall be retained for a period of at least one year from the day on which the card was deactivated.

(3) A record respecting a restricted area identity card that has been reported as lost or stolen shall be retained for a period of at least one year from the card’s expiry date.

51. Escorted person

(1) A person who is being escorted in accordance with the directives issued by the Authority and the National Aviation Security Programme shall remain with the escort while in a restricted area.

(2) A person who is an escort in accordance with the directives issued by the Authority and the National Aviation Security Programme shall remain with the person being escorted while in a restricted area.

(3) The person who appoints an escort shall:
   (a) inform the escort of the requirement to remain with the person being escorted in a restricted area; and
   (b) ensure that the escort remains with the person being escorted in a restricted area.

52. Tenant

(1) A tenant at an aerodrome shall close and lock any door other than an emergency exit, gate or other device, if:
   (a) the tenant has control of and responsibility for the door, gate or other device; and
   (b) the door, gate or other device allows access between a restricted area and a non-restricted area.

(2) A tenant at an aerodrome shall institute a system, on or near an emergency exit, that prevents access by unauthorized persons to a restricted area if:
   (a) the tenant has control of and responsibility for the emergency exit; and
   (b) the emergency exit allows access between a restricted area and a non-restricted area.

53. Lock of doors and system that prevents access

(1) An aerodrome operator or a person in charge of any other restricted area mentioned in sub-regulation 38(1) shall close and lock any door other than an emergency exit, gate or other device, if:
   (a) the operator has control of and responsibility for the door, gate or other device; and
   (b) the door, gate or other device allows access between a restricted area and a non-restricted area.

(2) An aerodrome operator or a person in charge of any other restricted area mentioned in sub-regulation 38(1) shall institute a system, on or near an emergency exit, that prevents access by unauthorized persons to a restricted area if:
   (a) the operator has control of and responsibility for the emergency exit; and
   (b) the emergency exit allows access between a restricted area and a non-restricted area.
Temporary use or control  
54. Any person who has temporary use or control of a door, gate or other device that allows access between a restricted area and a non-restricted area shall prevent access to or from the restricted area by unauthorized persons.

Entering and leaving the restricted areas  
55. Unless an authorized person is controlling access between a restricted area and an unrestricted area, a person who enters or leaves the restricted area shall:
   (a) lock the door, gate or other device that allows access to or from the restricted area; and
   (b) prevent access to or from the restricted area by unauthorized persons while the door, gate or other device is open or unlocked.

Door locked  
56. A person shall not prevent a door, gate or other device, other than an emergency exit, that allows access between a restricted area and a non-restricted area from being locked.

Door opened  
57. A person shall not open any door that is designated as an emergency exit and allows access to a restricted area unless:
   (a) the emergency exit is a restricted area access point; or
   (b) there is an emergency.

Trespassing  
58. (1) Subject to sub-regulation (2), a person shall not enter or remain in any part of an aerodrome that is not a public area or in any part of a restricted area mentioned in sub-regulation 38(1) if the person has been given notice orally, in writing or by a sign that trespassing is prohibited or that entry is limited to authorized persons.
   (2) An aerodrome operator or a tenant at an aerodrome who has the use of, or is responsible for a part of an aerodrome that is not a public area may allow a person to enter or remain in that part of the aerodrome if:
      (a) the area is not a restricted area; and
      (b) the safety of the aerodrome, persons at the aerodrome and aircraft is not jeopardized.

PART IV
RESPONSE TO THREATS, INFORMATION REPORTING, TESTS, DETENTION OF AIRCRAFT AND PENALTIES

Carrier’s assessment: threats to aircraft  
59. (1) An air carrier that is made aware of a threat against an aircraft or a flight shall immediately determine whether there is a specific threat that jeopardizes the security of the aircraft or flight.
   (2) An operator of an aircraft, other than an air carrier, who is made aware of a threat against an aircraft or a flight, shall immediately determine whether the threat jeopardizes the security of the aircraft or flight.

Carrier’s necessary measures – threats to aircraft  
60. (1) An air carrier that determines that there is a specific threat that jeopardizes the security of an aircraft or flight shall immediately take all of the measures necessary to ensure the safety of the aircraft and the passengers and crew on board the aircraft, including:
   (a) informing the pilot-in-command, the crew members assigned to the aircraft or flight, the aerodrome operator and the appropriate police service of the nature of the threat;
   (b) if the aircraft is on the ground, moving it to a place of safety at the aerodrome according to the directions of the aerodrome operator; and
(c) inspecting the aircraft and causing an authorized search of the passengers and goods on board the aircraft to be conducted, unless the inspection and search are likely to jeopardize the safety of the passengers and crew members.

(2) An operator of an aircraft, other than an air carrier, who determines that there is a threat that jeopardizes the security of an aircraft or flight shall immediately take all of the measures necessary to ensure the safety of the aircraft and the passengers and crew on board the aircraft, including:
   (a) informing the pilot-in-command, the crew members assigned to the aircraft or flight, the aerodrome operator and the appropriate police service of the nature of the threat;
   (b) if the aircraft is on the ground, moving it to a place of safety at the aerodrome according to the directions of the aerodrome operator; and
   (c) inspecting the aircraft and causing a search of the passengers and goods on board the aircraft, unless the inspection and search are likely to jeopardize the safety of the passengers and crew members.

(3) If the aircraft is on the ground, the pilot-in-command shall comply with any direction given by the aerodrome operator under sub-regulation (1)(b) or (2)(b) or a member of the appropriate police service, unless complying with the direction is likely to jeopardize the safety of the passengers and crew members.

Carrier’s assessment: threats to facility

61. (1) An air carrier that is made aware of a threat against a facility or part of an aerodrome under its control shall immediately determine whether there is a specific threat that jeopardizes the security of the facility or part of the aerodrome.

(2) An operator of an aircraft, other than an air carrier, that is made aware of a threat against a facility or part of an aerodrome under its control shall immediately determine whether the threat jeopardizes the security of the facility or part of the aerodrome.

Carrier’s necessary measures – threats to facility

62. (1) An air carrier that determines that there is a specific threat that jeopardizes the security of a facility or part of an aerodrome under its control shall immediately take all of the measures necessary to ensure the safety of the facility or part of the aerodrome and persons at the facility or aerodrome, including informing the aerodrome operator and the appropriate police service of the threat.

(2) An operator of an aircraft, other than an air carrier, that determines that a threat jeopardizes the security of a facility or part of an aerodrome under its control shall immediately take all of the measures necessary to ensure the safety of the facility or aerodrome and persons at the facility or aerodrome, including informing the aerodrome operator and the appropriate police service of the threat.

Aerodrome operator’s assessment

63. An aerodrome operator who is made aware of a threat against a facility or part of the aerodrome under its control shall immediately determine whether there is a specific threat that jeopardizes the security of the facility or part of the aerodrome.

Aerodrome operator’s necessary measures

64. An aerodrome operator who determines that there is a specific threat that jeopardizes the security of the aerodrome shall immediately take all of the measures necessary to ensure the safety of the aerodrome and persons at the aerodrome, including informing the appropriate police service of the nature of the threat, in accordance with the directives and the National Aviation Security Programme issued by the Committee.
65. An aerodrome operator who is made aware of a threat against a facility or part of the aerodrome that is under the control of a person carrying on any activity at the aerodrome, other than the aerodrome operator, shall immediately:
   (a) notify the person of the nature of the threat; and
   (b) determine whether there is a specific threat that jeopardizes the security of the aerodrome.

66. When a screening authority or any other person carrying on any activity at an aerodrome is made aware of a threat against the aerodrome, they shall:
   (a) immediately notify the aerodrome operator of the nature of the threat; and
   (b) assist the aerodrome operator in determining whether there is a specific threat that jeopardizes the security of the aerodrome.

67. If it is determined under sub-regulation 65(b) or 66(b) that there is a specific threat that jeopardizes the security of the aerodrome, the aerodrome operator shall immediately take all of the measures necessary to ensure the safety of the aerodrome and persons at the aerodrome, including informing the appropriate police service of the nature of the threat.

68. (1) An air carrier shall immediately notify the Authority when the following incidents occur, namely:
   (a) the hijacking or attempted hijacking of an aircraft;
   (b) the discovery, on board an aircraft, of a weapon, other than an unloaded firearm allowed under sub-regulations 23(2) and 27(1);
   (c) the discovery, on board an aircraft, of an explosive substance or an incendiary device, other than an explosive substance or incendiary device allowed on board the aircraft under sub-regulation 29(3);
   (d) an explosion on an aircraft, unless the explosion is known to be the result of an accident;
   (e) a specific threat against an aircraft, a flight or a facility or part of an aerodrome under its control; or
   (f) an aviation security incident that involves a peace officer in any part of an aerodrome under the air carrier's control.

   (2) An air carrier shall immediately notify the aerodrome operator when a weapon other than a firearm allowed under regulation 17, sub-regulation 23(1) or 27(2) or regulation 28 is detected in any part of the aerodrome under its control.

69. An aerodrome operator or a person in charge of any other restricted area mentioned in sub-regulation 38(1) shall immediately notify the Authority when the following incidents occur, namely:
   (a) the discovery, at the aerodrome, of a weapon, other than an unloaded firearm allowed under regulation 17, sub-regulations 23(1) and 27(2) and regulation 28;
   (b) the discovery, at the aerodrome, of an explosive substance or an incendiary device, other than an explosive substance or incendiary device allowed under sub-regulations 29(1) and (2);
   (c) an explosion at the aerodrome, unless the explosion is known to be the result of an accident, excavation, demolition, construction or the use of fireworks displays;
   (d) a specific threat against the aerodrome; or
   (e) an aviation security incident that involves a peace officer anywhere at the
aerodrome other than areas under an air carrier's control.

70. (1) A screening authority shall immediately notify the appropriate air carrier, the aerodrome operator, the appropriate police service and, if the screening authority is a person authorized by the Authority, the Authority if any of the following is detected at a restricted area access point or any other part of an aerodrome where screening of persons, carry-on baggage or other things in their possession or control, or vehicles under their care and control, is conducted:

(a) a weapon, other than a weapon allowed under sub-regulation 23(1) or a firearm allowed under sub-regulation 23(2) or sub-regulation 27 or 28;
(b) an explosive substance, other than
   (i) ammunition carried by a person allowed to carry or have access to a weapon or firearm under sub-regulation 23, 27 or 28; or
   (ii) an explosive substance allowed under sub-regulation 29(1); or
(c) an incendiary device, other than an incendiary device allowed under sub-regulation 29(1).

(2) A screening authority shall immediately notify the appropriate air carrier, the aerodrome operator, the appropriate police service and, if the screening authority is a person authorized by the Authority, the Authority when any of the following is detected in checked baggage:

(a) a loaded firearm;
(b) an explosive substance, other than ammunition; or
(c) an incendiary device.

(3) A screening authority shall immediately notify the appropriate air carrier, the aerodrome operator and, if the screening authority is a person authorized by the Authority, the Authority of any other aviation security incident that involves a peace officer at a restricted area access point or in any other part of an aerodrome where it conducts screening.

71. An air carrier shall provide to the Authority, on reasonable notice given by the Authority, written or electronic records or other information relevant to the security of its operations, including:

(a) information concerning the method of implementing the security measures that apply to the air carrier; and
(b) a description of the nature of operations related to a particular flight and the services provided in respect of the flight.

72. Persons who provide services to an air carrier and persons who provide a service related to the transportation of accepted cargo or mail by air, shall provide to the Authority, on reasonable notice given by the Authority, written or electronic records or other information relevant to the security of the air carrier's operations, including:

(a) information concerning the method of implementing the security measures that apply to those persons; and
(b) a description of the nature of the operations related to a particular flight and the services provided in respect of the flight.

73. A screening authority, when it is a person authorized by the Authority, shall provide to the Authority, on reasonable notice given by the Authority, written or electronic records or other information relevant to the security of its screening operations, including:

(a) information concerning the method of implementing the security measures that apply to that person; and
(b) a description of the nature of the screening operations related to a particular flight or at a particular aerodrome.

74. (1) The Authority shall provide to the National Civil Aviation Security Committee, on reasonable notice given by the National Civil Aviation Security Committee, written or electronic records or other information concerning the implementation of the security measures under any Act dealing with aviation security, the Act that established the Authority and these Regulations.

(2) For the purpose of enabling the National Civil Aviation Security Committee to review the implementation of security measures, the Committee may authorize any person in writing to inspect any aircraft registered or operating in Rwanda at a time when it is in Rwanda, or any aerodrome in Rwanda and may, for the purpose of carrying out that inspection, and on production of his credentials if required—

(a) enter that aircraft and detain it for as long as may be necessary to carry out that inspection; or

(b) enter any building or works in the aerodrome or enter upon any land in the aerodrome.

(3) An authorized officer carrying out an inspection under sub-regulation (2) may—

(a) require the operator of an aircraft, the manager of an aerodrome or any employee of the Authority to furnish him with such information as he may consider necessary for the purpose for which the inspection is being carried out;

(b) subject any property found by him on that aircraft to such tests as he may consider necessary for the purpose for which the inspection is being carried out; or

(c) subject that aerodrome or any property found in it to such tests as he may consider necessary for the purpose for which the inspection is being carried out.

(4) An authorized person may use such force as may be necessary for the purpose of entering any aircraft, building or works, or upon any land.

(5) Any person who—

(a) willfully obstructs or impedes a person acting in the exercise of a power conferred on him by this regulation;

(b) fails, without reasonable excuse, to comply with the requirement imposed on him by sub-regulation 3(a); or

(c) being required to furnish any information required of him under this regulation, makes any statement which he knows or has reason to believe to be false in a material particular, shall be guilty of an offence and shall be liable on conviction to imprisonment for a maximum of five (5) years.

75. (1) The aerodrome operator shall keep at the aerodrome a current scale map of the aerodrome that identifies the restricted areas, security barriers and restricted area access points.

(2) The aerodrome operator shall provide to the Authority, on reasonable notice given by the Authority, written or electronic records or other information relevant to the security of the aerodrome, including:

(a) information concerning the method of implementing the security measures that apply to the aerodrome operator under the Civil Aviation (Aerodrome) Regulations and the National Aviation Security Programme; and
(b) a copy of the scale map referred to in sub-regulation (1).

(3) The aerodrome operator shall provide to the Authority written notice of any new commercial air service that is to begin at the air terminal building.

Detention

76. Any person authorized to enforce the Civil Aviation (Security) Regulations shall be an authorized person for the purposes of regulation 17 of the Introduction to the Civil Aviation Regulations.

Inspection testing and exercises

77. An aerodrome operator shall carry out periodic inspections and audits of aviation security measures to determine that the terms and provisions of approved security programmes are being correctly applied.

Testing

78. An aerodrome operator shall ensure that various components of the practical implementation of aviation security measures, including equipment, personnel and procedures are tested regularly in order to monitor the effectiveness of the security measures in place.

Exercises

79. An aerodrome operator shall ensure that exercises, designed to test aviation security measures shall be developed and carried out to determine the effectiveness of procedures and contingency plans and for the management of response to acts of unlawful interference.

Penalties

80. (1) If any provision of these Regulations, orders, notices or proclamations made thereunder is contravened in relation to an aircraft, the operator of that aircraft and the pilot in command, if the operator or, the pilot in command is not the person who contravened that provision shall, without prejudice to the liability of any other person under these Regulations for that contravention, be deemed for the purposes of the following provisions of this regulation to have contravened that provision unless he proves that the contravention occurred without his consent or connivance and that he exercised all due diligence to prevent the contravention.

(2) If any provision of these Regulations, orders, notices or proclamations made thereunder is contravened in relation to an aerodrome or a restricted area referred to in sub-regulation 38(1), the operator of that aerodrome or restricted area shall, without prejudice to the liability of any other person under these Regulations for that contravention, be deemed for the purposes of the following provisions of this regulation to have contravened that provision unless he proves that the contravention occurred without his consent or connivance and that he exercised all due diligence to prevent the contravention.

(3) Unless a specific penalty is established otherwise in these Regulations, a person who contravenes to any provision of these Regulations shall be guilty of an offence and shall on conviction be liable to a fine not exceeding ten million (10,000,000) francs or to imprisonment for a term not exceeding five (5) years, or to both.

(4) Where a person is convicted of an offence under these Regulations, the court may, in addition to any other punishment it may impose, make an order:

(a) where the person is the holder of a Rwanda aviation document or is the owner or operator of any aircraft, airport or other facility in respect of which a Rwanda aviation document was issued, prohibiting the person from doing any act or thing authorized by the document at all times while
the document is in force or for such period or at such times and places as may be specified in the order; or

(b) prohibiting the person from operating an aircraft or providing services essential to the operation of an aircraft for such period or at such times and places as may be specified in the order.

The President of the Republic
KAGAME Paul
(sé)

The Prime Minister
MAKUZA Bernard
(sé)

The Minister of Infrastructure
BIHIRE Linda
(sé)

The Minister of Finance and Economic Planning
MUSONI James
(sé)

Minister of Defence
General GATSINZI Marcel
(sé)

The Minister of Internal Security
Sheikh HARERIMANA MUSSA Fazil
(sé)

The Minister of Public Service and Labour
MUREKEZI Anastase
(sé)

Seen and sealed with the Seal of the Republic:

Minister of Justice/
Attorney General
KARUGARAMA Tharcisse
(sé)