



Australian Government

Department of Infrastructure
and Regional Development

Information for Visitors to Secure Areas of Airports

What is a Visitor Identification Card (VIC)?

A VIC is an identification card that visitors must wear when they are in a secure zone of a security controlled airport.

How do I obtain a VIC?

VICs may be issued by the operator of the airport, selected airlines approved to issue VICs at the airport, or by an authorised agent of the airport or airline.

Before you may be issued a VIC, you must provide the following:

- A valid reason for entering the secure area of the airport, to be confirmed by the holder of an Aviation Security Identification Card (ASIC). This reason must be updated if it changes during your visit.
- Proof of your identity.
- A declaration that you have not been refused an ASIC, had an ASIC cancelled or one that is currently suspended, due to an adverse criminal record.
- A declaration that you have not been issued a VIC in breach of the **28 day rule** (see over).

Some VIC issuers may charge a fee for issuing a VIC.

What are my obligations as a VIC holder?

All VIC holders must be supervised by an ASIC holder and wear and display their VIC at all times while in the secure area of an airport. If you are a VIC holder and are unsupervised at any time you must leave the secure area immediately.

If your VIC has expired, been cancelled or damaged, you must return your VIC to the issuer within seven days. You are also required to return your VIC within seven days if you no longer have a need to access the secure area of an airport.

You must follow any conditions imposed on your VIC.

If you are found to breach any of your obligations as a VIC holder you may be subject to penalties of up to **\$3400**.

The 28 Day Rule

Visitors can be issued a VIC to access any secure area across a particular security controlled airport for a maximum of 28 days within a 12 month period. This is known as the **28 Day Rule**.

There is a separate 28 day limit for each airport. The number of days a VIC has been issued at one airport does not count towards the number of days you have been issued a VIC at a different airport.

Some airlines may be approved to issue VICs at certain airports. Airlines can only issue a VIC for a maximum of 28 days within a 12 month period across Australia. It does not matter which airport the VIC was issued for.

If you are issued a VIC by an airline for a particular airport, it will count towards the 28 days that you may have a VIC at that airport.

It does not matter whether an airport or airline issues you a VIC—you are still limited to a maximum of 28 days within a 12 month period at each airport.

VICs issued to government officials by the Australian Customs and Border Protection Service, to applicants and holders of ASICs, or in exceptional circumstances, do not count towards the number of days you have been issued a VIC.

If you are found to have intentionally applied for a VIC for greater than 28 days at any one airport you may be subject to a penalty of up to **\$3400**.

What if I need to access the secure area of the airport for more than 28 days in a 12 month period?

You may need to apply for an ASIC. Your employer may be able to provide information on applying for an ASIC or you can ask an ASIC Issuing Body.

Further information on the ASIC scheme is available from **<www.infrastructure.gov.au/asic>**.