

**NOTICE TO ARLANDA SERVICE CENTER
ON SECURITY MANAGER AND ADMINISTRATOR**

The chief executive/department manager at a company/authority shall designate him/herself or another high-ranking person with a mandate to make decisions as security manager. This person has overall responsibility for security matters and is entitled to apply for visitor rights, checks of public records and authorisation documents. A security administrator is entitled to apply for visitor rights, checks of public records and authorisation documents after this task is delegated by the security manager. All administrators must complete the mandatory Safety/Security training course available at www.arlanda.net with a passing score before their application can be processed.

A Security manager and security administrator becomes a subscriber to Stockholm-Arlanda Airport Regulations and Airport Information series. For more information visit www.arlanda.net.

Company name: _____ Department: _____

Address: _____

Security manager

Name: _____ Date of birth: _____

Telephone: _____ Mobile phone: _____ Fax: _____

E-mail: _____

Signature: _____

Security administrator

Name: _____ Date of birth: _____

Telephone: _____ Mobile phone: _____ Fax: _____

E-mail: _____

Signature: _____

Security administrator

Name: _____ Date of birth: _____

Telephone: _____ Mobile phone: _____ Fax: _____

E-mail: _____

Signature: _____

Signature of the company's chief executive /department manager

Name: _____ Name in block letters: _____

Date: _____ Telephone: _____ Fax: _____

Send to: Swedavia, Arlanda Service Center, 190 45 Stockholm-Arlanda.

Fax: 010-109 66 99 mail: servicecenter.arn@swedavia.se