



## TENANT DIRECTIVE

BWI: 303.1  
DATE: December 17, 2003  
DISTRIBUTION: D

**TITLE: Terminal Ramp Level Emergency Phones**

### **I. REFERENCES:**

- A. BWI Airport Security Program.
- B. Transportation Security Administration, Part 1542, Airport Security.
- C. BWI Airport Emergency Plan.
- D. This Directive supercedes BWI Tenant Directive 303.1, dated February 7, 2000.

### **II. DIRECTIVE STATEMENT:**

- A. The Maryland Aviation Administration (MAA) has installed emergency telephones on the outside of the terminal building at BWI Airport. The locations of the telephones are depicted in Attachment I.
- B. The emergency telephones should be utilized by personnel working on the Air Operations Area (AOA) to notify the police or fire departments of any security-related issues or emergency situations. This includes security violations, suspicious activities, fires, hazardous material spills or any incident requiring immediate attention.

### **III. OPERATING PROCEDURES:**

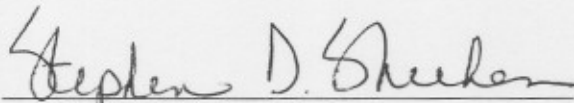
- A. When a security-related issue or emergency situation is detected on the AOA, individuals should immediately notify police or fire departments by picking up one of the emergency telephones. The caller will be automatically connected to the Airport's Consolidated Dispatch Center (CDC). The caller should provide the

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CDC with pertinent information, e.g., location, description of violation or incident, description of individuals, etc. If at all possible, it is important for the caller to remain at the scene of the incident until the appropriate action agency has responded.

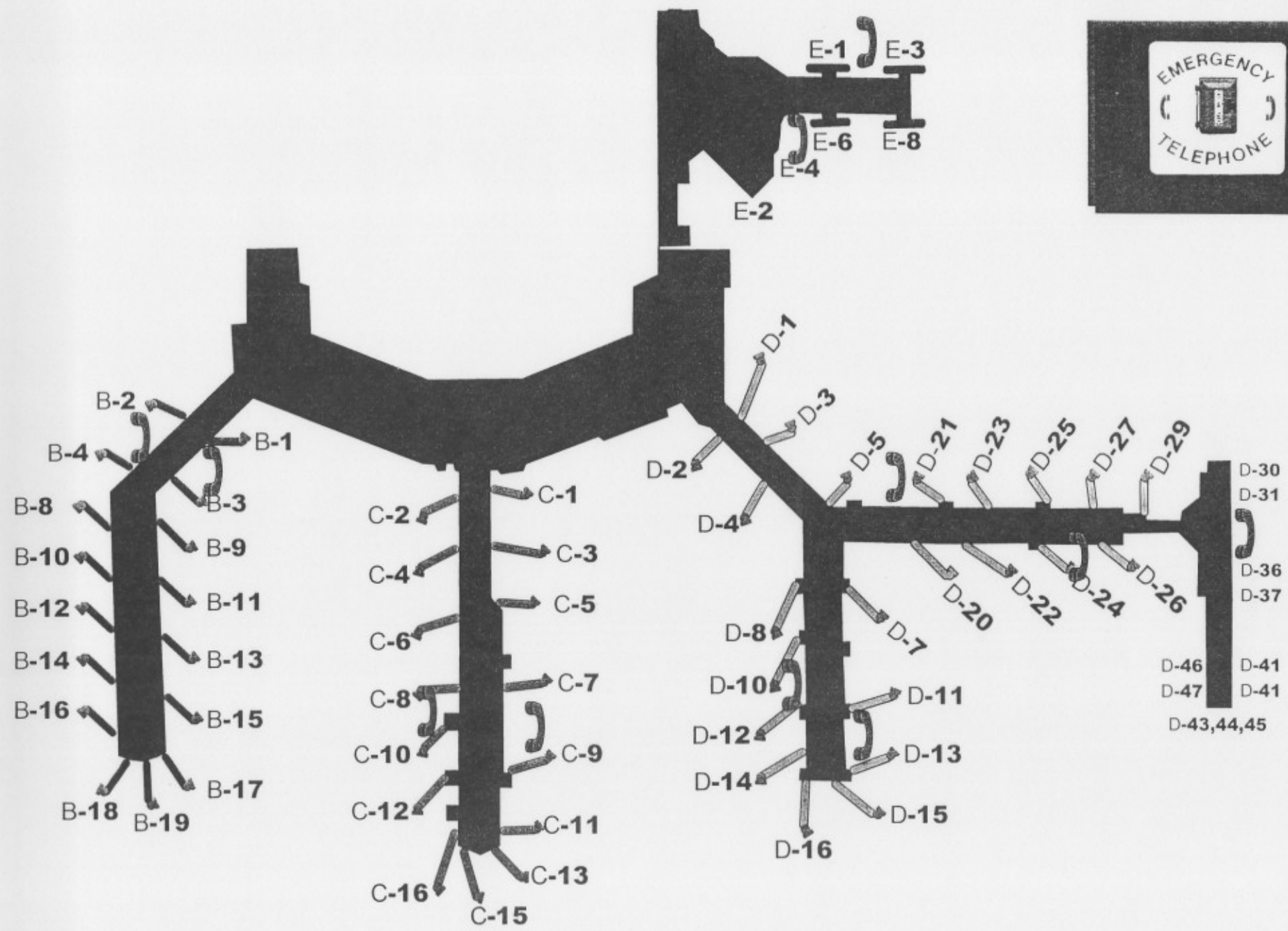
- B. The CDC will dispatch the appropriate safety or security unit(s) to the incident scene.



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Attachment

Denotes additions/changes since last revision.



ATTACHMENT 1  
TENANT DIRECTIVE 303.1  
EMERGENCY RAMP TELEPHONE LOCATIONS