


GROUND TRANSPORTATION DRIVER REQUIREMENTS AND BACKGROUND CHECKS POLICY

POLICY NO. 2017 – PS01	DEPARTMENT: PUBLIC SAFETY	
APPROVED BY: CAA BOARD	EFFECTIVE DATE: UPDATED:	BOARD APPROVAL DATE: PAGES: 4

PURPOSE

The policy is a result of a continued effort by the Connecticut Airport Authority to implement a higher standard of safety and background checks for vehicle operators who have access to the Bradley International Airport restricted curbsides/passenger pick-up locations and who will have access to other transportation terminals in the future.

POLICY

Requires ground transportation businesses, contracted and approved to conduct business at Bradley International Airport and/or any property owned and operated by the Connecticut Airport Authority, perform on all drivers/operators of a ground transportation vehicle with restricted or commercial access, a criminal background check, federal No Fly Selectee check, and State of Connecticut motor vehicle requirements check.

Definitions:

1. Ground Transportation Business – Any contracted and approved legal business operating a ground transportation vehicle within Connecticut Airport Authority restricted or commercial areas.
2. Ground Transportation Vehicle – Any motor vehicle used for the transportation of persons from restricted or commercial areas regardless of whether a fee or fare is collected, which includes, but is not limited to; Airport/Off-Airport Parking Shuttle Busses/vehicles, Hotel Shuttle Busses/vehicles, Rental Car Shuttle Busses/vehicles, Limousines, taxis.
3. Ground Transportation Driver/Operator - All drivers/operators of a ground transportation vehicle with restricted or commercial access, as defined by the Connecticut Airport Authority.
4. Restricted/Commercial Areas – Any area with restricted or commercial access as defined by the Connecticut Airport Authority used for the ground transportation of persons/picking up and dropping off of persons, within any property owned and/or operated by the Connecticut Airport Authority or at Bradley International Airport.

Procedures:

A driver/operator for a ground transportation vehicle shall be required to demonstrate the information set forth in this policy, and no driver/applicant will be allowed to operate a ground transportation vehicle for a ground transportation business operating at any property owned and/or operated by the Connecticut Airport Authority or at Bradley International Airport if all such information cannot be demonstrated to the Connecticut Airport Authority's satisfaction.

- A) The driver/operator must not be an individual required to register pursuant to the State of Connecticut sex offender registration, or its successor.
- B) The driver/operator must have a current valid motor vehicle license issued by his or her State of residence with all required endorsements.
- C) The driver/operator must successfully comply with the criminal history background check requirements set forth in this policy.
- D) The driver/operator must successfully comply with a Federal No Fly Selectee check.

Criminal History Background Check Requirement:

Any driver/operator operating a ground transportation vehicle or who has the ability to provide ground transportation service to Bradley International Airport, by working for a ground transportation business that picks up or drops off passengers at such airport's restricted or commercial areas within any property owned and/or operated by the Connecticut Airport Authority, shall be required to obtain a criminal history background check demonstrating that the applicant meets the requirements set forth in this policy. That such criminal history check will be conducted and completed through the drivers'/operators' employer.

- A) The driver/applicant must submit to and successfully complete a criminal history background check in the manner directed and permitted by State of Connecticut Statute through the appropriate governmental agency empowered to provide the results of such background check or through an independent third-party agency.
- B) The Connecticut Airport Authority may investigate any information relevant to such background check, determine the accuracy of any information, require a driver/applicant to provide additional information, and take any other action necessary to determine the results of such background check and make a determination under this policy. Submission of an application under this policy constitutes the applicant's consent to such background check and any associated investigative efforts by the Connecticut Airport Authority.
- C) No driver/applicant shall be allowed to operate for any ground transportation business, if such background check for the driver/applicant demonstrates that the driver/applicant has a disqualifying criminal offense as described in this policy.

Disqualifying Criminal Offenses:

A driver/applicant has a disqualifying criminal offense if the driver/applicant has been convicted, or found not guilty due to reason of insanity, of any of the disqualifying crimes listed in this policy, or of a conspiracy or attempt to commit any such crime, in any jurisdiction within the a (10) year period of such disposition, proceeding this policy and/or the date of the driver's/operator's application.

The disqualifying criminal offenses are as follows:

- (1) Forgery of certificates, false marking of aircraft, and other aircraft registration violation
- (2) Interference with air navigation
- (3) Improper transportation of a hazardous material
- (4) Aircraft piracy

- (5) Interference with flight crew members or flight attendants
- (6) Commission of certain crimes aboard aircraft in flight
- (7) Carrying a weapon or explosive aboard aircraft
- (8) Conveying false information and threats
- (9) Aircraft piracy outside the special aircraft jurisdiction of the United States
- (10) Lighting violations involving transporting controlled substances
- (11) Unlawful entry into an aircraft or airport area that serves air carriers or foreign air carriers contrary to established security requirements
- (12) Destruction of an aircraft or aircraft facility
- (13) Murder
- (14) Assault with intent to murder
- (15) Espionage
- (16) Sedition
- (17) Kidnapping or hostage taking
- (18) Treason
- (19) Rape or aggravated sexual abuse
- (20) Unlawful possession, use, sale, distribution or manufacture of an explosive or weapon or weapon of mass destruction
- (21) Extortion
- (22) Armed or felony unarmed robbery
- (23) Distribution of or intent to distribute a controlled substance
- (24) Felony arson
- (25) Felony involving a threat
- (26) Felony involving-
 - i Willful destruction of property
 - ii Importation or manufacture of a controlled substance
 - iii Burglary
 - iv Theft
 - v Dishonesty, fraud or misrepresentation
 - vi Possession or distribution of stolen property
 - vii Aggravated assault
 - viii Bribery
 - ix Illegal possession of a controlled substance punishable by a maximum term of imprisonment of more than 1 year
- (27) Violence at International airports
- (28) Conspiracy or attempt to commit any of the criminal acts listed above

Security Federal No Fly Selectee Check:

Any driver/operator operating a ground transportation vehicle or who has the ability to provide ground transportation service to Bradley International Airport, by working for a ground transportation business that picks up or drops off passengers at such airport's restricted or commercial areas within any property owned and/or operated by the Connecticut Airport Authority, shall be required to successfully complete a Security Federal No Fly Selectee check. After the initial federal No Fly check, Ground Transportation drivers/operators will be checked against the federal No Fly Selectee list on a daily or continuous bases while they continue to access defined restricted or commercial areas of Bradley International Airport.

- A) The driver/applicant must submit to and successfully complete a Federal No Fly check through the Connecticut Airport Authority, directed and permitted by Department of Public Safety, Office of Airport Security.

- B) No driver/applicant shall be allowed to operate at Bradley International Airport for any ground transportation business contracted through the Connecticut Airport Authority with access to restricted or commercial areas, if such Federal No Fly check for the driver/applicant demonstrates that the driver/applicant is present on such list, as described in this policy.
- C) Ground Transportation businesses shall supply the Connecticut Airport Authority, Department of Public Safety, Office of Airport Security a complete list of drivers/operators accessing Bradley International Airport and/or any property owned and operated by the Connecticut Airport Authority for the purpose of routinely checking against the federal No Fly list. This list will be updated by the Ground Transportation Business as drivers/operators no longer require access to restricted or commercial areas or new applicants/drivers/operators require such access, or as defined by the Connecticut Airport Authority.

Security Audits:

The Connecticut Airport Authority, Department of Public Safety, Office of Airport Security will conduct routine inspections/audits of ground transportation businesses as defined, for certification of compliance with this policy.

- A) Routine and/or random inspections of ground transportation vehicle drivers'/operators' accessing restricted or commercial areas against the certified driver/operator list provided by the ground transportation business.
- B) Routine and/or random, inspections of documents, upon request, showing compliance of a successfully completed criminal background check of ground transportation vehicle drivers'/operators' accessing restricted or commercial areas.