

Shirley Franklin
Mayor

Benjamin R. DeCosta
Aviation General Manager

MEMORANDUM

TO: Tenants
Primary and Secondary Authorizing Agents

FROM: Richard L. Duncan, ~~OPD~~
Aviation Security Director

DATE: March 31, 2009

SUBJECT: NON-SIDA Badge Returns

The Department of Aviation Security Division would like to inform you that our weekly reports have shown an increasing amount of **non-returned NON-SIDA Badges** of individuals no longer employed. It is imperative all NON-SIDA Badges, that are no longer in use, be returned to the Department of Aviation Security Division with the appropriate paperwork. **Each NON-SIDA Badge not returned to our Division will be assessed a \$200.00 fee.** Please have all badges returned by April 10th, 2009 to avoid any fees.

If you have any questions and/or concerns, please contact a Security Division Supervisor at 404-530-6667 or via email at SecurityID@Atlanta-Airport.com. We thank you in advance for your support of the Airport Security Program.

RLD:ac

