

Welcome to Manchester • Boston Regional Airport
Important Information – please read before your first workday

Your first day at MHT can be pretty overwhelming. To assist you, here are a couple of “day one” security reminders:

- 1) Security is of paramount importance to you, your co-workers and our customers. As an airport badge holder, you have a mutually shared security responsibility as part of our security team.
- 2) If you See Something that looks suspicious, don’t wait, call the Airport Communications Center immediately so that your observations may be investigated.
- 3) Please add our Airport Communications Center to your cell phone to expedite common inquiries or emergency calls:

Airport Non-Emergency: (603) 624-6539

Airport Emergency: (603) 628-6222

- 4) Please ensure that you fully understand the required daily first entry requirement at MHT. If you don’t, ask someone in the Airport Communications Center or Security Office. Non-compliance, knowingly or unknowingly, could lead to a badge suspension.

Worker Entry Checkpoint – located at the northend of the terminal, just within the loading dock area.

- ✓ Required entry point for airport workers who work in the Secure and/or Sterile Areas.
- ✓ Checkpoint is open 24/7, regardless of the presence of inspection personnel.
- ✓ First Entry/First Badge Use of a workday must be through the Worker Entry Checkpoint Door.
- ✓ Please try to limit items brought into work to expedite the inspection process.
- ✓ If you leave the terminal area or go to a parking lot, an additional inspection at the Worker Entry Checkpoint is required.



We wish you a long successful career at MHT!
Thanks for your support!

PMM 10/18