



LIN 22/112

**Aviation Transport Security (Screening officer requirements) Determination  
(No. 2) 2022**

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I, Jason Dickie, delegate of the Secretary of the Department of Home Affairs, make this instrument under section 94A of the *Aviation Transport Security Act 2004* (the *Act*).

Dated 2 December 2022

Assistant Secretary Capability  
Partnerships, Planning and Cyber Response  
Cyber and Infrastructure Security Centre  
Department of Home Affairs

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## 1 Name

This instrument is the *Aviation Transport Security (Screening officer requirements) Determination (No. 2) 2022*.

## 2 Commencement

This instrument commences on 1 January 2023.

## 3 Revocation

*Aviation Transport Security (Screening Officer Requirements) Determination 2022 (LIN 22/072)* is revoked.

## 4 Definitions

*Note 1* Some terms used in this notice are defined in the Act, including *baggage*, *checked baggage*, *screening authority*, *screening function* and *screening officer*.

*Note 2* Some terms used in this notice are defined in the Regulations, including *ASIC* and *properly displaying*.

In this instrument:

*Act* means the *Aviation Transport Security Act 2004*.

*independent screening decision* means a decision:

- (a) made by a screening officer when exercising a specified power or a screening function; and
- (b) related to whether or not to allow a person, personal effects, carry-on baggage, checked baggage, goods or a vehicle to pass through a screening point without prompting or guidance from a supervising screening officer.

*Regulations* means the *Aviation Transport Security Regulations 2005*.

## 5 Application

This instrument determines requirements under section 94A of the Act for screening officers.

## 6 Qualifications

- (1) A screening officer must hold either of the following qualifications:
  - (a) a Certificate II in Transport Security Protection;
  - (b) a qualification that the Secretary is satisfied will enable the holder to carry out the duties of a screening officer under the Act.
- (2) Subsection (3) applies to a person who:
  - (a) before 16 January 2022—was engaged or employed as a screening officer by:
    - (i) a screening authority; or
    - (ii) a port facility operator or regulated Australian ship under the *Maritime Transport and Offshore Facilities Security Act 2003*; and
  - (b) either:
    - (i) after 15 June 2020—did not cease to be engaged or employed as a screening officer by a screening authority, port facility operator or regulated Australian ship for a continuous period of more than 24 months; or

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- (ii) after 31 December 2022—does not cease to be engaged or employed as a screening officer by a screening authority, port facility operator or regulated Australian ship for a continuous period of more than 24 months.

*Note* The Secretary may exempt a class of screening officers from any of these requirements—see Act, section 94B.

- (3) The person must hold any of the following qualifications:
  - (a) a Certificate II in Security Operations;
  - (b) a qualification that the Secretary is satisfied is equivalent to a Certificate II in Security Operations;
  - (c) a Certificate II in Transport Security Protection.

## **7 Training**

- (1) A screening officer must complete at least 40 hours of on-the-job training specific to the screening officer's role if the screening officer:
  - (a) was first engaged or employed after 30 June 2022 as a screening officer by a screening authority; or
  - (b) after 30 June 2022—ceased to be engaged or employed as a screening officer for a continuous period of more than 24 months, and was later re-engaged or re-employed as a screening officer, by:
    - (i) a screening authority; or
    - (ii) a port facility operator or regulated Australian ship under the *Maritime Transport and Offshore Facilities Security Act 2003*.
- (2) However, subsection (1) does not apply to a screening officer who was engaged or employed as a screening officer before 1 July 2022 by a port facility operator or regulated Australian ship under the *Maritime Transport and Offshore Facilities Security Act 2003*.
- (3) For section (1), on-the-job training may include the following:
  - (a) supervised practice at a screening point, preferably live;
  - (b) training on X-ray image interpretation;
  - (c) training on specific screening equipment used in the workplace;
  - (d) training on weapons and prohibited items;
  - (e) training on maintaining the integrity of sterile areas;
  - (f) training on methods and techniques for screening;
  - (g) training designed to ensure familiarity with legislation relevant to screening.

*Note* The Secretary may exempt a class of screening officers from one or more of these requirements—see Act, section 94B.

## **8 Aviation accreditation test**

- (1) The Secretary may approve a test (an *aviation accreditation test*) that the Secretary is satisfied is appropriate to test the ability of a screening officer:
  - (a) to exercise a power mentioned in Division 5 of Part 5 of the Act that may be exercised by a screening officer; and
  - (b) to perform a specified screening function.
- (2) An aviation accreditation test must be:
  - (a) administered by a person approved by the Secretary; and
  - (b) completed using the Department of Home Affairs' ICT systems.

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## 9 Testing screening officers

- (1) Before undertaking an aviation accreditation test, a screening officer must comply with sections 6 and 7.
- (2) A person engaged or employed as a screening officer after 31 December 2022 must:
  - (a) before making any independent screening decision under a power or a screening function the screening officer will exercise or perform—pass an aviation accreditation test for the power or screening function; and
  - (b) at least once every 12 months—pass an aviation accreditation test for each power and screening function the screening officer exercises or performs as a screening officer.

*Note* Not passing an aviation accreditation test will only prevent a screening officer from exercising the powers or performing the functions related to the specific test, and will not prevent a screening officer from exercising other powers or performing other functions for which the screening officer has passed the aviation accreditation tests for those other powers and functions.

- (3) A person engaged or employed as a screening officer before 1 January 2023 must pass an aviation accreditation test for each power and screening function the person will exercise or perform as screening officer:
  - (a) within 12 months after 31 December 2022; and
  - (b) at least once every 12 months after complying with paragraph (a).
- (4) However, if no aviation accreditation test relates to a particular screening function or a power that the person may use, the person must pass any aviation accreditation test before exercising the power or performing the screening function.
- (5) If a screening officer fails an aviation accreditation test related to a screening function, until the screening officer passes the aviation accreditation test, the screening officer:
  - (a) must be supervised by a screening officer who has completed and passed the aviation accreditation test; and
  - (b) must not make an independent screening decision for the screening function.
- (6) A screening officer who fails an aviation accreditation test may re-take the test at any time, but no more than 3 times in any 30-day period.

*Note* The 30-day period would commence from the date of a screening officer's first unsuccessful attempt at a specified aviation accreditation test.

*Example* If a screening officer made an unsuccessful attempt at an aviation accreditation test on 1 January 2023, a second unsuccessful attempt on 2 January 2023, and a third unsuccessful attempt on 3 January 2023, the screening officer could not undertake a further attempt at that aviation accreditation test until 1 February 2023.

## 10 Continuing professional development

- (1) A screening officer must complete at least 12 hours of continuing professional development training specific to the screening officer's role each year.
- (2) The training may include receiving training on the following:
  - (a) X-ray image interpretation software;
  - (b) upgrades to existing equipment;
  - (c) new and emerging threats, or a briefing on these;
  - (d) detection and concealment techniques.

*Note* The Secretary may exempt a class of screening officers from one or more of these requirements—see Act, section 94B.

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## **11 Aviation security identification cards**

A screening officer must:

- (a) hold an ASIC; and
- (b) properly display an ASIC at all times while on duty, or as otherwise required by the Regulations.

## **12 Uniforms**

A screening officer must wear a distinctive and recognisable uniform.

## **13 Record keeping**

- (1) A screening authority must make an electronic record of the following for each screening officer engaged or employed by the screening authority:
  - (a) the date the screening officer is engaged or employed;
  - (b) the qualifications held by the screening officer for section 6;
  - (c) the training undertaken by the screening officer for section 7;
  - (d) any training activity undertaken by the screening officer for section 10;
  - (e) the screening officer's unique individual ASIC number, the name of the issuing body that issued the ASIC and when the ASIC ceases to be in effect.
- (2) For a person to whom subsection 6(2) or 7(2) applies, the screening authority must make an electronic record of any evidence relied on to determine that that subsection applies.

*Note* This evidence can include records of qualifications held or any other information demonstrating that a person was employed or engaged by a port facility operator, regulated Australian ship, or other screening authority.

- (3) A screening authority must keep records made under subsection (1) for 2 years after the cessation of the screening officer's employment or engagement (even if the screening authority ceases to be a screening authority during that time).
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