



Multi-Employer Notification Form

Pursuant to the provisions of the Canadian Aviation Security Regulations (CASRs), the holder of a Restricted Area Identity Card (RAIC) may only use their document of entitlement at an aerodrome if they are acting in the course of their employment. A RAIC is issued to an individual if they are sponsored and supported by an approved employer at the aerodrome.

The Ottawa International Airport Authority allows for holders of a RAIC to be sponsored and approved by multiple employers. Permission to obtain a multi-employer RAIC is not required, however any employer that has sponsored a RAIC holder, must be notified of the intention to add additional employers on that RAIC holders profile. The information below must be completed and signed prior to the Pass Control Office issuing a multi-employer RAIC.

Please note that working for a company not listed on your RAIC, is contrary to the CASRs and the terms and conditions of access at the Ottawa Airport. Those found in violation may face, fines, suspension or permanent termination of their access privileges.

APPLICANT	
INDIVIDUAL NAME	
DATE OF NOTIFICATION	RAIC NUMBER
CURRENT EMPLOYER(S)	
This is to notify of my secondary employment at the Ottawa International Airport.	
ADDITIONAL EMPLOYER	
POSITION	START DATE
DUTIES	
SIGNING AUTHORITY	
I hereby acknowledge that the above noted individual is seeking multi-employer RAIC status.	
COMPANY	SIGNING AUTHORITY NAME
SIGNATURE	DATE