



**VISITATION PROCEDURES FOR CIVIL AVIATION AUTHORITY
OF MALAYSIA (CAAM) FACILITIES DESIGNATED AS
PROTECTED AREAS AND PROTECTED PLACES
(KAWASAN LARANGAN DAN TEMPAT LARANGAN)**

1 Introduction

- 1.1 In accordance with national security measures and the Protected Areas and Protected Places Act 1959 [Act 298], the Civil Aviation Authority of Malaysia (CAAM) has designated specific aviation facilities as Protected Areas and Protected Places (*Kawasan Larangan Dan Tempat Larangan*). Access to these facilities is subject to strict regulations to ensure security and operational integrity.

2 Requirements

- 2.1 To maintain compliance with security protocols, the following guidelines apply:
- a) Restricted Access – Any visits shall not be allowed at the Air Traffic Control Centres (ATCCs) and Kuala Lumpur International Airport (KLIA) Control Towers. Visits are only permitted for agencies affiliated with CAAM.
 - b) Conditional Visits – Social and educational visits to other CAAM Control Tower Complexes may be permitted with prior approval from CAAM Chief Executive Officer or Deputy CEO (Operations); and
 - c) Age Requirement – All visitors must be at least 15 years old.

3 Visitor Application Process

- 3.1 To request access, visitors shall:
- a) Submit a formal request along with a completed **CAAM Visitor Request Form** to the relevant CAAM Control Tower Complex at least ten (10) days before the intended visit date.
 - b) Await formal approval before proceeding with the visit.

4 Meeting Attendees – Exemptions & Security Protocols

- 4.1 Individuals attending scheduled official meetings at CAAM Control Tower or Control Centre Complexes are exempt from the above visitor application process. However, they must adhere to the following security protocols:
- a) Pre-Registration – Details of attendees (name, identification number, vehicle type, and registration number) must be submitted to the relevant CAAM representative at least three (3) working days prior to the meeting for security clearance;
 - b) Visitor Pass – All attendees must obtain a visitor pass upon registration at the facility. It is important that these passes be visible at all times and serve to identify visitors to CAAM personnel.
 - c) Identification – All attendees must present valid identification documents during the registration process; and
 - d) Restricted Access – Meeting attendees are strictly limited to designated meeting rooms and are not permitted access to operational areas within the premises.

These measures are in place to safeguard critical aviation infrastructure and ensure compliance with national security regulations and *Act 298*. For further inquiries, please contact the relevant CAAM office before planning your visit.



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