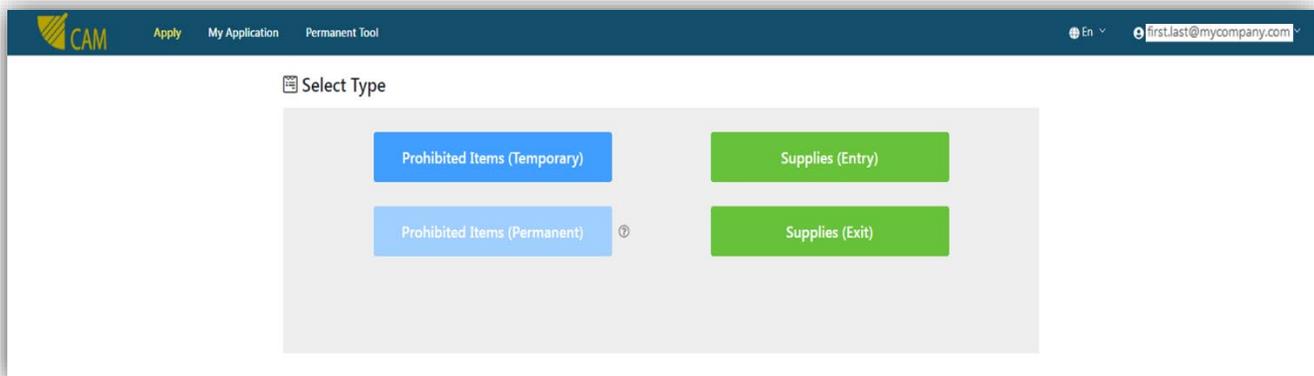


This brochure will provide you with step-by-step instructions on how to submit applications for accessing Airport Security Restricted Areas with Prohibited Items and Airport Supplies. Please follow these instructions carefully for a smooth application process.

INSTRUCTIONS

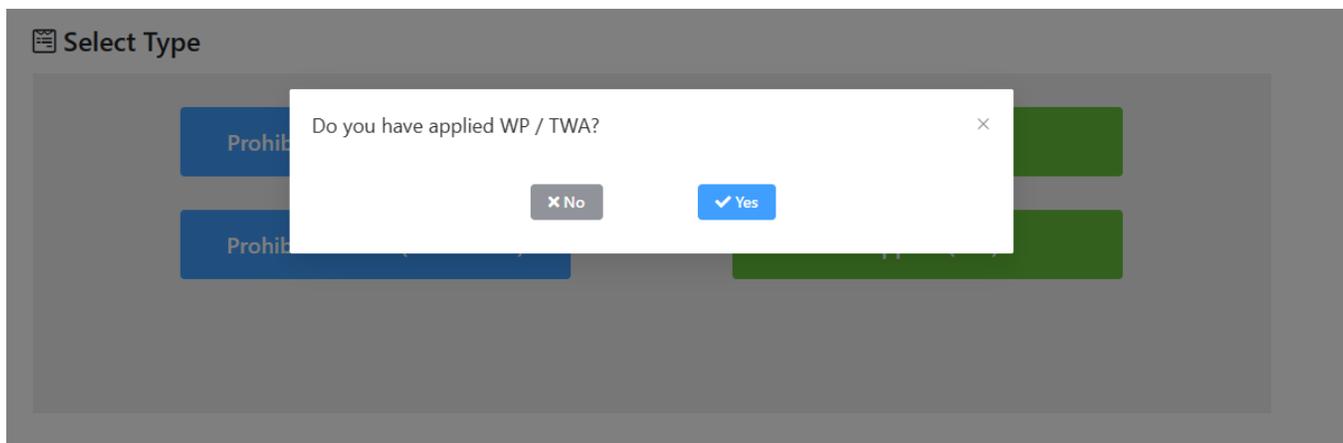
Step 1: Choose Airport Supplies or Prohibited Items Option

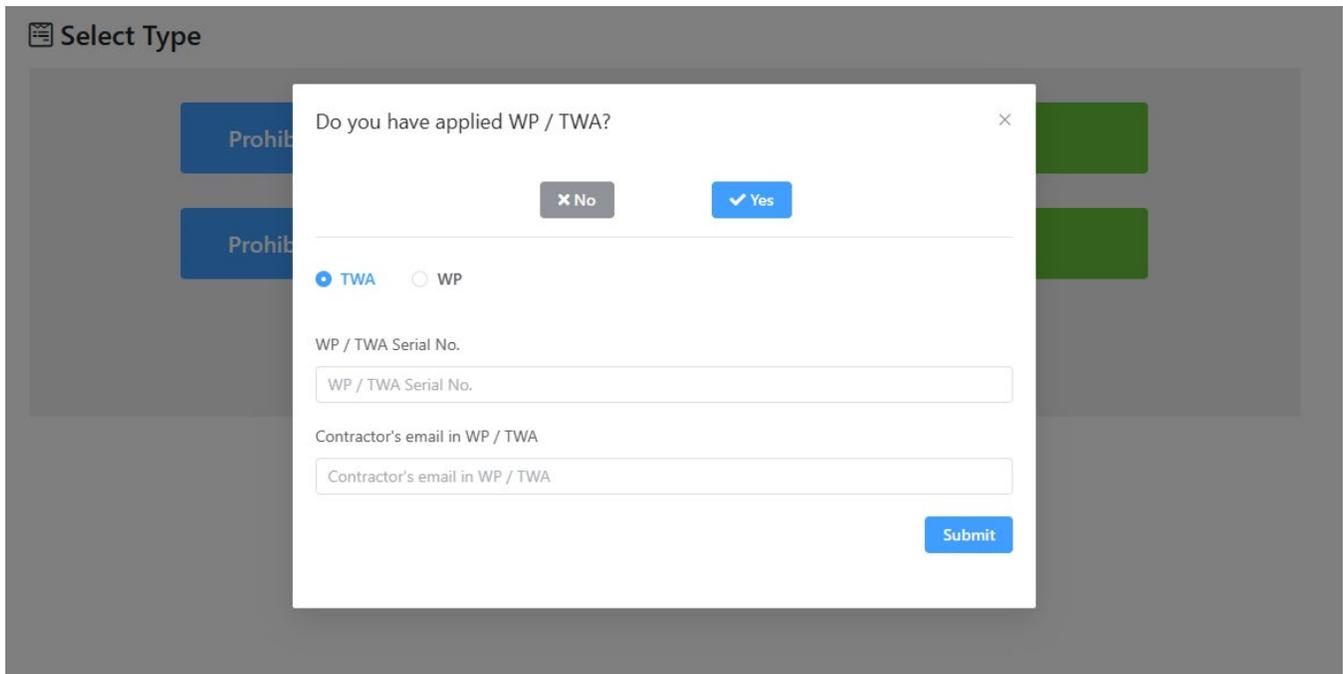
- ✚ Look for the Option you want;
- ✚ Click on the button you need to proceed.



Step 2: Answer whether you have applied for the WP / TWA

- ✚ If “NO”, go to step 5
- ✚ If “YES”, fill in the details (WP/ TWA Serial No. and contractor’s email in WP/TWA)





The screenshot shows a web interface with a 'Select Type' section. A modal dialog box is open, asking 'Do you have applied WP / TWA?'. The dialog has two buttons: 'X No' and '✓ Yes'. Below the question, there are two radio buttons: 'TWA' (selected) and 'WP'. There are two text input fields: 'WP / TWA Serial No.' and 'Contractor's email in WP / TWA'. A 'Submit' button is located at the bottom right of the dialog.

Step 3: Fill out the Required Fields and Upload Photos (Photo(s) only for PI)

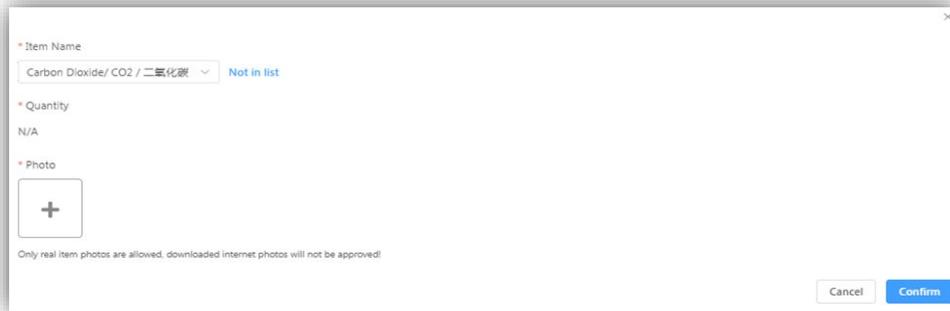
- ✚ You will be presented with a form to complete;
- ✚ Fill in the required fields;
- ✚ To insert new items or Import previously record click on the “Insert” or “Import” button;



The screenshot shows a horizontal bar with two buttons: a green '+ Insert' button and a blue 'Import' button. Below the buttons, there is a small text label: '* Click on the item to make modifications'. On the right side, there is a 'Total: 0' indicator.

- ✚ To upload photos
 - i. Click on the "photo" button and select the files from your device;

Non Passenger Prohibited Items & Supplies Application Instructions



* Item Name
Carbon Dioxide/ CO2 / 二氧化碳 Not in list

* Quantity
N/A

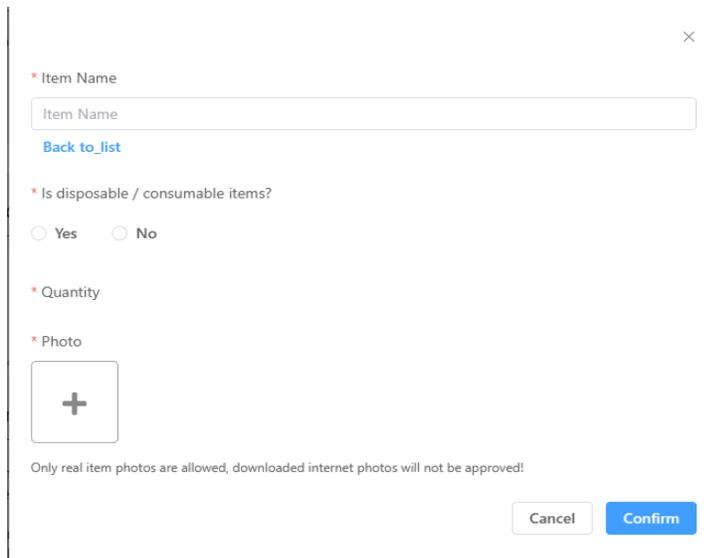
* Photo


Only real item photos are allowed, downloaded internet photos will not be approved!

Cancel Confirm

- ii. Internet photos will NOT be accepted, and application will be rejected;

Remark: If the item name does not have the option you want to select, please click the “not in list” button and fill in the item you want to apply for in the field.



* Item Name
 Back to list

* Is disposable / consumable items?
 Yes No

* Quantity

* Photo


Only real item photos are allowed, downloaded internet photos will not be approved!

Cancel Confirm

-  Take your time to ensure accurate and complete information before proceeding.

Step 4: Verify the Information

-  Before submitting, carefully review all the information you have provided;
-  Double-check that you have completed all the mandatory fields;
-  Read the Terms and Conditions section and confirm it;
-  Insert the verification code;
-  Click the “Submit” button.

Terms and condition

I. I declare that the information provided by me is true to the best of my knowledge. I understand that the making of a false or misleading information in this application may result in rejection of the application or further disciplinary action considered necessary by the Macau International Airport

II. I undertake to be responsible for:

a. carriage of the Prohibited Items approved;

b. custody and control of these Prohibited Items while they are in my possession, stored or in use inside the Airport Security Restricted Area(s); and

Confirm the terms and condition

Verification Code

Step 5: Approval or Rejection

- ✚ After submitting, you will receive an email confirming the successful submission;
- ✚ Your application will be reviewed and approved/rejected within 48 hours;
- ✚ Once approved an email attaching the approval form (with QR code) will sent to you, if reject, an email indicating the reject reason.

Non Passenger Prohibited Items & Supplies Application Instructions

Step 6: Present the approved NPPI and/ Supplies form at security checkpoint when you enter or exit the Security Restricted Area. For supplies, please be reminded that entry and exit application shall be applied separately.

Sample of NPPI Form – Entry and Exit

NON-PASSENGER PROHIBITED ITEMS DECLARATION FORM	
REFERENCE NUMBER:	 Scan Here
Company Name:	
Reason for use:	
Vehicle Plate Number(s) if entry/exit via PG1 and/or PG2:	
Usage Location:	
Expected Date of Entry and Exit:	
Application has Non-Reusable / Disposable / Consumable Items: No	
Approved by SEM on behalf of ADR on:	
Remark:	
APPLICANT DECLARATION OF RESPONSIBILITY	
<p>I declare that the information provided by me is true to the best of my knowledge. I understand that the making of a false or misleading information in this application may result in rejection of the application or further disciplinary action considered necessary by the Macau International Airport.</p> <p>I, 本人聲明本人所提供的資料為本人所知及為真實無誤。本人明白，如果在此表格作出虛假或誤導性陳述可能導致申請被拒絕或澳門國際機場認為必要的進一步紀律處分。</p> <p>II. I understand that I am required to present the approved QR code to the Airport Private Security Company (SEMAG) when I bring the airport supplies into or out of the airport security restricted area.</p> <p>II. 本人知悉攜帶機場供品進入或離開機場保安限制區時，須向機場保安公司 (SEMAG) 出示本人申請的二維碼。</p> <p>III. I am aware that this is my responsibility to confirm with the Airport Private Security Company (SEMAG) at the security checkpoint that the number of airport supplies carried by me bring into or out of the airport security restricted area has been correctly calculated by SEMAG.</p> <p>III. 本人知悉有責任在保安檢查點向機場保安公司 (SEMAG) 確認本人攜帶進入或離開機場保安限制區的機場供品數量已被 SEMAG 正確計算。</p> <p>IV. I understand that airport supplies must be properly stored or placed within the airport security restricted area.</p> <p>IV. 本人知悉在機場保安限制區內須妥善儲存或放置機場供品。</p> <p>V. I undertake to immediately notify the Airport Supervisor (Mobile: +853 66633057), Airport Private Security Company (SEMAG) Duty Supervisor (Mobile: +853 66600699) immediately if any of the Prohibited Items is found misplaced, lost, stolen or unlawfully tampered with.</p> <p>V. 本人承諾如發現任何禁帶物品被錯誤放置、遺失、被竊或非法破壞，將立即通知機場主任 (手機: +853 66633057)、機場保安公司 (SEMAG) 值班主任 (手機: +853 66600699)。</p> <p>VI. I undertake to present my application QR code to Airport Private Security Company (SEMAG) when removing Prohibited Items from the Airport Security Restricted Area(s) when leaving the Airport Security Restricted Area(s) upon completion of usage according to approved application dates.</p> <p>VI. 本人承諾在離開保安限制區時將申請碼交回機場保安公司 (SEMAG) 或其授權機場保安限制區內向機場保安公司 (SEMAG) 出示本人申請的二維碼。</p> <p>VII. I understand that in case of failure or negligence to conform with the abovementioned and/or other related security rules and requirements in force, I shall be held responsible for the closure, evacuation, search and sterilization of the entire affected Security Restricted Area, acts of unlawful interference with aviation, aircraft delays etc., and subsequent costs of the disruption to Air Operators and/or other entities. I shall be held responsible for the closure, evacuation, search and sterilization of the entire affected Security Restricted Area, acts of unlawful interference with aviation, aircraft delays etc., and subsequent costs of the disruption to Air Operators and/or other entities.</p> <p>VII. 本人明白如未能嚴格遵守上述和其他相關有效的保安規則和要求，本人將負責對受影響的保安限制區的關閉、疏散、搜查和消毒。對航空的非法干擾行為、飛機延誤等，以及由此對航空公司和其他實體造成的運作中斷所帶來的費用。</p>	

Sample of Supplies form - Entry

AIRPORT SUPPLIES SRA DELIVERY FORM	
REFERENCE NUMBER:	 Scan Here
Company Name:	
Vehicle Plate Number(s): NIL	
Estimated Entry Schedule:	
Application has Non-Reusable / Disposable / Consumable Items:	
Approved by SEM on behalf of ADR on:	
Remark: NIL	
APPLICANT DECLARATION OF RESPONSIBILITY	
<p>I declare that the information provided by me is true to the best of my knowledge. I understand that the making of a false or misleading information in this application may result in rejection of the application or further disciplinary action considered necessary by the Macau International Airport.</p> <p>I, 本人聲明本人所提供的資料為本人所知及為真實無誤。本人明白，如果在此表格作出虛假或誤導性陳述可能導致申請被拒絕或澳門國際機場認為必要的進一步紀律處分。</p> <p>II. I understand that I am required to present the approved QR code to the Airport Private Security Company (SEMAG) when I bring the airport supplies into or out of the airport security restricted area.</p> <p>II. 本人知悉攜帶機場供品進入或離開機場保安限制區時，須向機場保安公司 (SEMAG) 出示本人申請的二維碼。</p> <p>III. I am aware that this is my responsibility to confirm with the Airport Private Security Company (SEMAG) at the security checkpoint that the number of airport supplies carried by me bring into or out of the airport security restricted area has been correctly calculated by SEMAG.</p> <p>III. 本人知悉有責任在保安檢查點向機場保安公司 (SEMAG) 確認本人攜帶進入或離開機場保安限制區的機場供品數量已被 SEMAG 正確計算。</p> <p>IV. I understand that airport supplies must be properly stored or placed within the airport security restricted area.</p> <p>IV. 本人知悉在機場保安限制區內須妥善儲存或放置機場供品。</p> <p>V. I undertake to immediately notify the Airport Supervisor (Mobile: +853 66633057), Airport Private Security Company (SEMAG) Duty Supervisor (Mobile: +853 66600699) immediately if any irregularities are detected in the airport security restricted area.</p> <p>V. 本人承諾如知機場保安限制區內發現任何異常情況，將立即通知機場主任 (手機: +853 66633057)、機場保安公司 (SEMAG) 值班主任 (手機: +853 66600699)。</p> <p>VI. I understand that in case of failure or negligence to conform with the abovementioned and/or other related security rules and requirements in force, I shall be held responsible for the closure, evacuation, search and sterilization of the entire affected Security Restricted Area, acts of unlawful interference with aviation, aircraft delays etc., and subsequent costs of the disruption to Air Operators and/or other entities. I shall be held responsible for the closure, evacuation, search and sterilization of the entire affected Security Restricted Area, acts of unlawful interference with aviation, aircraft delays etc., and subsequent costs of the disruption to Air Operators and/or other entities.</p> <p>VI. 本人明白如未能嚴格遵守上述和其他相關有效的保安規則和要求，本人將負責對受影響的保安限制區的關閉、疏散、搜查和消毒。對航空的非法干擾行為、飛機延誤等，以及由此對航空公司和其他實體造成的運作中斷所帶來的費用。</p>	

Sample of Supplies form - Exit

AIRPORT SUPPLIES SRA DELIVERY FORM	
REFERENCE NUMBER:	 Scan Here
Company Name:	
Vehicle Plate Number(s): NIL	
Estimated Exit Schedule:	
Application has Non-Reusable / Disposable / Consumable Items:	
Approved by SEM on behalf of ADR on:	
Remark: NIL	
APPLICANT DECLARATION OF RESPONSIBILITY	
<p>I declare that the information provided by me is true to the best of my knowledge. I understand that the making of a false or misleading information in this application may result in rejection of the application or further disciplinary action considered necessary by the Macau International Airport.</p> <p>I, 本人聲明本人所提供的資料為本人所知及為真實無誤。本人明白，如果在此表格作出虛假或誤導性陳述可能導致申請被拒絕或澳門國際機場認為必要的進一步紀律處分。</p> <p>II. I understand that I am required to present the approved QR code to the Airport Private Security Company (SEMAG) when I bring the airport supplies into or out of the airport security restricted area.</p> <p>II. 本人知悉攜帶機場供品進入或離開機場保安限制區時，須向機場保安公司 (SEMAG) 出示本人申請的二維碼。</p> <p>III. I am aware that this is my responsibility to confirm with the Airport Private Security Company (SEMAG) at the security checkpoint that the number of airport supplies carried by me bring into or out of the airport security restricted area has been correctly calculated by SEMAG.</p> <p>III. 本人知悉有責任在保安檢查點向機場保安公司 (SEMAG) 確認本人攜帶進入或離開機場保安限制區的機場供品數量已被 SEMAG 正確計算。</p> <p>IV. I understand that airport supplies must be properly stored or placed within the airport security restricted area.</p> <p>IV. 本人知悉在機場保安限制區內須妥善儲存或放置機場供品。</p> <p>V. I undertake to immediately notify the Airport Supervisor (Mobile: +853 66633057), Airport Private Security Company (SEMAG) Duty Supervisor (Mobile: +853 66600699) immediately if any irregularities are detected in the airport security restricted area.</p> <p>V. 本人承諾如知機場保安限制區內發現任何異常情況，將立即通知機場主任 (手機: +853 66633057)、機場保安公司 (SEMAG) 值班主任 (手機: +853 66600699)。</p> <p>VI. I understand that in case of failure or negligence to conform with the abovementioned and/or other related security rules and requirements in force, I shall be held responsible for the closure, evacuation, search and sterilization of the entire affected Security Restricted Area, acts of unlawful interference with aviation, aircraft delays etc., and subsequent costs of the disruption to Air Operators and/or other entities. I shall be held responsible for the closure, evacuation, search and sterilization of the entire affected Security Restricted Area, acts of unlawful interference with aviation, aircraft delays etc., and subsequent costs of the disruption to Air Operators and/or other entities.</p> <p>VI. 本人明白如未能嚴格遵守上述和其他相關有效的保安規則和要求，本人將負責對受影響的保安限制區的關閉、疏散、搜查和消毒。對航空的非法干擾行為、飛機延誤等，以及由此對航空公司和其他實體造成的運作中斷所帶來的費用。</p>	



Non Passenger Prohibited Items & Supplies Application Instructions

Remark: If vehicle(s) need to enter Gate1, Gate4A or Gate5A, the approved form must also be presented to SEMAC.

If you have any enquiry, please contact CAM-AOD Security Office at sectools@macau-airport.com.

Things to be care of:

- Need to present an approved QR code to the Private Airport Security Company (SEMAC) when you bring Airport Prohibited Items and/or Supplies into or out of the airport security restricted area
- Airport Prohibited Items and/or Supplies must be properly stored or placed within the airport security restricted area.
- Confirm with the Airport Private Security Company (SEMAC) at the security checkpoint that the number of Airport Prohibited Items and/or Supplies bring into or out of the airport security restricted area has been correctly counted by SEMAC.
- Notify Airport Supervisor and Airport Private Security Company (SEMAC) Duty Supervisor immediately if any irregularities are detected in the airport security restricted area.