



GOOD NEWS... BADGE NEWS

June - August 2026
Volume 28, Issue 3

Just Ask!

In this issue:

- ✦ Just Ask!
- ✦ Off-Duty Use Prohibited
- ✦ Did You Report It?
- ✦ Stay Alert!
- ✦ Jetway Doors
- ✦ Did You Do a Name Check?
- ✦ Airport Gates
- ✦ Did You Know?

All Airport employees are required to challenge those individuals not displaying an Airport ID Badge while in a security-sensitive area or whose badge does not have the proper access color for the area. This includes your coworkers and employees in uniform where their ID Badge is not visibly displayed. Challenging is a shared responsibility that helps to keep our Airport safe. If you see an individual without a DTW Photo ID Badge, remember SCC—STOP, CHALLENGE, CALL.

- ✓ STOP the individual.
- ✓ CHALLENGE them by requesting to see their Airport ID Badge.
- ✓ CALL the Airport Response Center (ARC) if they are unable or unwilling to produce a valid Airport ID Badge.

Should the individual refuse to stay in the area during the challenge, do not attempt to apprehend or detain them. Immediately report the incident to the Airport Police and monitor the individual by providing the location of travel and a description of the person.



Failure to challenge is a violation and subject to an Administrative Penalty. **Just ask!**

Off-Duty Use Prohibited

Security Office
Phone (734) 942-3606
Fax (734) 942-3814
Security@wcaa.us

31399 East Service Dr.
Bldg. 610
Detroit, MI 48242

Office Hours:
Monday – Friday
8:30am-4:00pm
Wednesday open at 7am
(Closed 12pm - 12:30pm daily)

Closed on Upcoming Holidays:
June 19—Juneteenth
July 3—Independence Day
(observed)

**Airport Response Center
(ARC) available 24/7
(734) 942-5304/5**

All DTW Security forms,
rules and procedures are
available on our [website](#).



Your DTW Security ID Badge is issued to support your job functions and responsibilities at the Airport and should **only** be used for official business purposes.

Utilizing your ID Badge for personal or off-duty use is strictly prohibited and will result in an Administrative Penalty.

REMINDER: If you plan to fly out after working a shift, you **must** exit the sterile area and submit to passenger screening.

Did You Report It?

Each badge-holder is responsible for securing doors at DTW. Not only can open and unattended doors be expensive violations, but most importantly, they pose serious Security risks to the Airport. Airport Security strongly suggests physically guiding doors closed to ensure its closure.



There are various reasons why a door may not close properly on its own. Wind, air pressure, obstructions, snow and ice, and other maintenance issues can cause doors to remain ajar. If you notice that an access point is not securing properly, remain at the door and report the issue directly to the Airport Response Center (ARC) using the number on the back of your badge. Be sure to follow any instructions they offer until the door can be properly secured.

Help keep the Airport safe and immediately report any door maintenance issues to the ARC.

GOOD NEWS...BADGE NEWS CONT'D

Stay Alert!

if you
SEE | **SAY**
something | something®

REPORT SUSPICIOUS ACTIVITY

Call **Local Law Enforcement** or
9-1-1 in case of emergency

We often go through our days with a routine. Whether it's driving to work, running errands, or calling loved ones. It's not difficult to become distracted with these daily, repetitious behaviors. But as you go through your day, if you **see something** that doesn't seem quite right, **say something!** Protecting the Airport, passengers, and employees is a community effort and we must count on each other by staying alert and reporting suspicious activity to the Airport Response Center (ARC). By doing so, you can help protect one of the nation's largest airports. Even if you think that your observation is not important, it could be a piece of a much larger puzzle. Play an active role and remember -

**"If You See Something,
Say Something!"**

Dial 911 or
Call the Airport Response Center @
734-942-5304



Jetway Doors

Before going through access points, you must first swipe your badge at the card reader and be authorized. This includes open doors for boarding or deplaning. It is the gate agent's responsibility to ensure that everyone that enters the jetway is authorized by the Security Access Control System or is an authorized crew member.

Remember, jetways lead to aircraft and the AOA and should only be entered by those with authorized access.



Did You Do a Name Check?



No individual may be escorted without first clearing the required name-check by the intended escort. Be sure to visit the Escort Name Check Portal at <https://apps.metroairport.com/EscortNameCheck> and enter the legal name of the individual you plan to escort, as indicated on their Government ID. Name checks are valid for one day.

A few rules must be followed to ensure that an escort is done properly:

- ⇒ The individual being escorted must have an operational need to access security sensitive areas of the Airport.
- ⇒ A name check must be conducted on the individual within 24 hours of escorting. [The Name Check Portal](#) is available on our website 24/7.
- ⇒ The escort must remain in full visual and verbal control of the escorted at all times while in the security-sensitive area. Failure to remain with the escorted individual is a violation and will result in an administrative penalty.
- ⇒ You may 'hand-off' an individual you are escorting, provided that:
 - ⇒ The new escort knowingly accepts responsibility for the person, and
 - ⇒ The new escort has the Escort Authority designation on their badge.
- ⇒ Challenge anyone who is not displaying a DTW Badge. If they are being escorted, the escort will vouch that they are responsible.

Airport Gates

Microwave Gates - Microwave gates allow access from tenant ramps onto the airfield and are used instead of physical gates or barriers. They are designated by signage and pavement markings.



Microwave gates require card reader use before entering the airfield. Everyone in the vehicle (unless under escort) must use their Airport Photo ID Badge in the card reader before accessing the airfield. The driver is ultimately responsible for confirming access eligibility through card reader authorization and an audible alert.

Automatic Gates - Vehicle checkpoints are equipped with card readers and automatic gates. These readers function in the same manner as card readers in the terminals.

Once the gate opens fully, proceed through. Stop and verify that no other vehicles or pedestrians follow you through the gate. You must wait until the gate has closed completely before leaving the gate.



If the gate fails to close behind you, remain in the area to ensure that no unauthorized vehicles or individuals gain access and contact Airport Security to report the issue.

Did You Know?

Did you know that you can access Badging forms, conduct an Escort Name Check and make a Badging appointment by visiting our webpage? Just click on [this link](#) to see for yourself!

If you have a question that the page cannot answer for you, you can always contact the Credentials Office at (734) 942-3606 during normal business hours or the Airport Response Center 24/7 at (734) 942-5304.