

Regulations Covering Media Activities

Japan Airport Terminal Co. Ltd.
Tokyo International Air Terminal Corporation

These regulations summarize the rules and caveats governing media coverage and activities in Terminals 1, 2 and 3 at Haneda Airport which are under the management of Japan Airport Terminal Co., Ltd. and Tokyo International Air Terminal Corporation.

Rules and Caveats Governing Media Coverage and Activities

1. For news and reporting coverage in public access areas, organizations are generally asked to first contact the pertinent departments below and wear armbands displaying their company name during their activities.

Coverage in Terminals 1 and 2

- PR and Branding Strategy Office, Japan Airport Terminal Co., Ltd.
(9:00AM to 5:30PM Mon to Thu; 9:00AM to 3:00PM Fri)
TEL : 03-5757-8030
 - Terminal 1 Disaster Prevention Center (for media coverage outside the above hours only)
TEL : 03-5757-8101
- * For those without an armband, they can be borrowed from the Terminal 1 Disaster Prevention Center.

Coverage in Terminal 3

- Corporate Planning Department, Tokyo International Air Terminal Corporation
(9:00AM to 5:30PM Mon to Fri)
TEL : 03-6428-5901 e-mail:tiat-kouhou@tiat.co.jp
 - Terminal 3 Disaster Prevention Center (for media coverage outside the above hours only)
TEL : 03-6428-0111 e-mail:bousai@tiat.co.jp
- * For those without an armband, they can be borrowed from the Terminal 3 Disaster Prevention Center.

Also, media activities conducted at any of the following locations require additional approval from the authority in charge as listed below.

- i) Security areas: Airport Security and Disaster Prevention Section, Tokyo Airport Office, Tokyo Regional Civil Aviation Bureau, Ministry of Land, Infrastructure, Transport and Tourism
- ii) Customs, Immigration or Quarantine areas: Relevant government agency
- iii) Shop or airline counters: Shop or airline in question
- iv) Inside Keikyu and Tokyo Monorail stations: Relevant railway company

2. In some cases, coverage for non-news programs and filming with a strong sales element (including SNS for commercial purposes) will not be acceptable, depending on the content and schedule. We therefore advise that you obtain permission from the airport operator first.

* Submissions and deadlines for permission.

Consultation Desks for the Above Media Activities

Coverage in Terminals 1 and 2

- PR and Branding Strategy Office, Japan Airport Terminal Co., Ltd.

(9:00AM to 5:30PM Mon to Thu; 9:00AM to 3:00PM Fri *Closed on weekends and public holidays)

TEL : 03-5757-8030

Coverage in Terminal 3

- Corporate Planning Department, Tokyo International Air Terminal Corporation

(9:00AM to 5:30PM Mon to Fri * Closed on weekends and public holidays)

TEL : 03-6428-5901 e-mail : tiat-kouhou@tiat.co.jp

3. These regulations have been established to facilitate media activities with maximum priority given to the safety and convenience of airport users. Therefore, we ask for your cooperation in observing the following prohibited items.

- (1) Filming in passenger screening and CIQ (Customs, Immigration and Quarantine) areas*;

*Except when permission is obtained from the relevant government offices, Japan Airport Terminal Co. Ltd., and Tokyo International Air Terminal Corporation.

- (2) Filming in the vicinity of escalators, elevators, stairs, and terminal entrances and exits;

- (3) Walking backwards while filming or running with equipment (wherever possible, please refrain from filming while moving);

- (4) Placing camera cables, etc. in a way that hinders airport user traffic or traffic to shops, etc.;

- (5) Occupying an area long after filming is finished;

- (6) Leaving stepladders, tripods and other equipment in the terminals;

- (7) Filming in Business Aviation Gate and entering other than the related parties**;

**Except when permission is obtained from Tokyo International Air Terminal Corporation.

4. Your organization is required to accept responsible for settling any issues arising with an individual or a business operator, including matters related to portrait rights and copyrights.

5. You are required to comply with the instructions of any of our company officers or security personnel

in the event that the safety or convenience of airport users or the operations in the passenger terminal is compromised.

6. Please use public parking facilities (P1, P2, P3, P4, P5) for equipment vehicles and staff transport.
7. Non-news media activities may be restricted during major holidays, New Year and other peak seasons or when special security precautions are in place.
8. When using passenger terminals, you are required to adhere to the Regulations Governing the Commissioning of the Tokyo International Airport Terminal Buildings (established by Japan Airport Terminal Co., Ltd.), and the Regulations Governing the Commissioning of Terminal 3 (established by Tokyo International Air Terminal Corporation).

Promulgated 29 March 2020

Revised 01 September 2020

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