

03 – Creative

Hong Kong International Airport Extranet Website

The Extranet website is serving as an informational hub for HKIA operational staff and business partners from the airport committee, to support and connect those users for effective and seamless communication.



Our Creative Approach

Maintain High-Standard Operation

Elevated Brand Design

Elevate current brand image and design that is distinctive and unique to HKIA

Modular

By using share point work concept, most of the modules can be rearranged and composed based on the content

Maintainable

Provide detailed guidelines to maintain consistency of all images, iconography and content

Easy Access

Ensuring that the interface has elements that are easy to access, understand, and to use



Lato

Bold

Medium

Regular

Light

Aa

Aa

Aa

Aa



Media Center



file-search



home



News & Events



Help



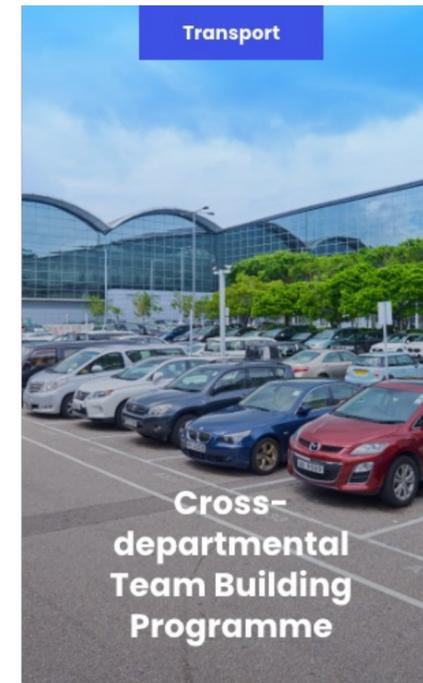
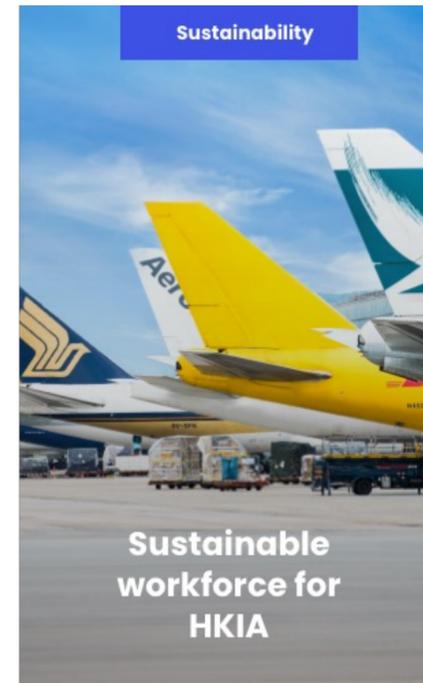
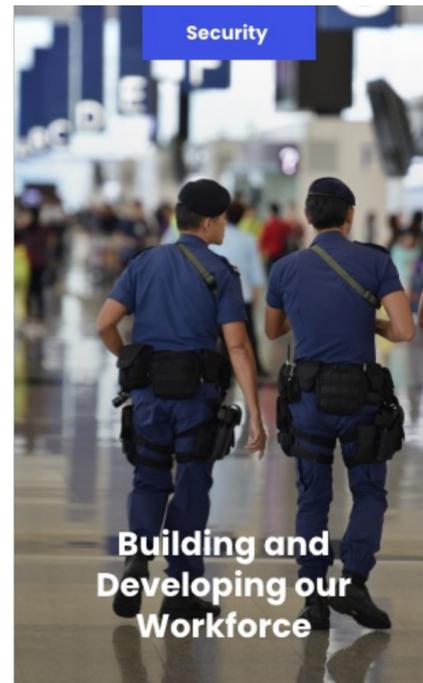
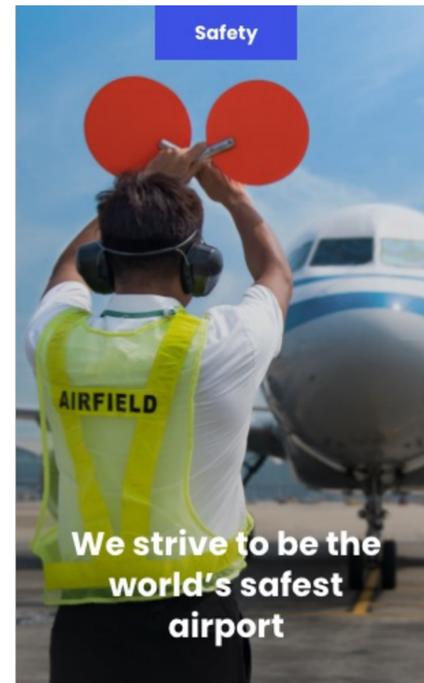
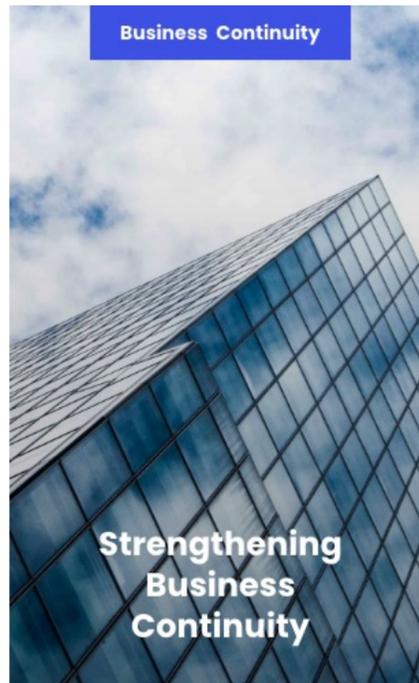
Procedure & Manual



Permit Application



Form & Application



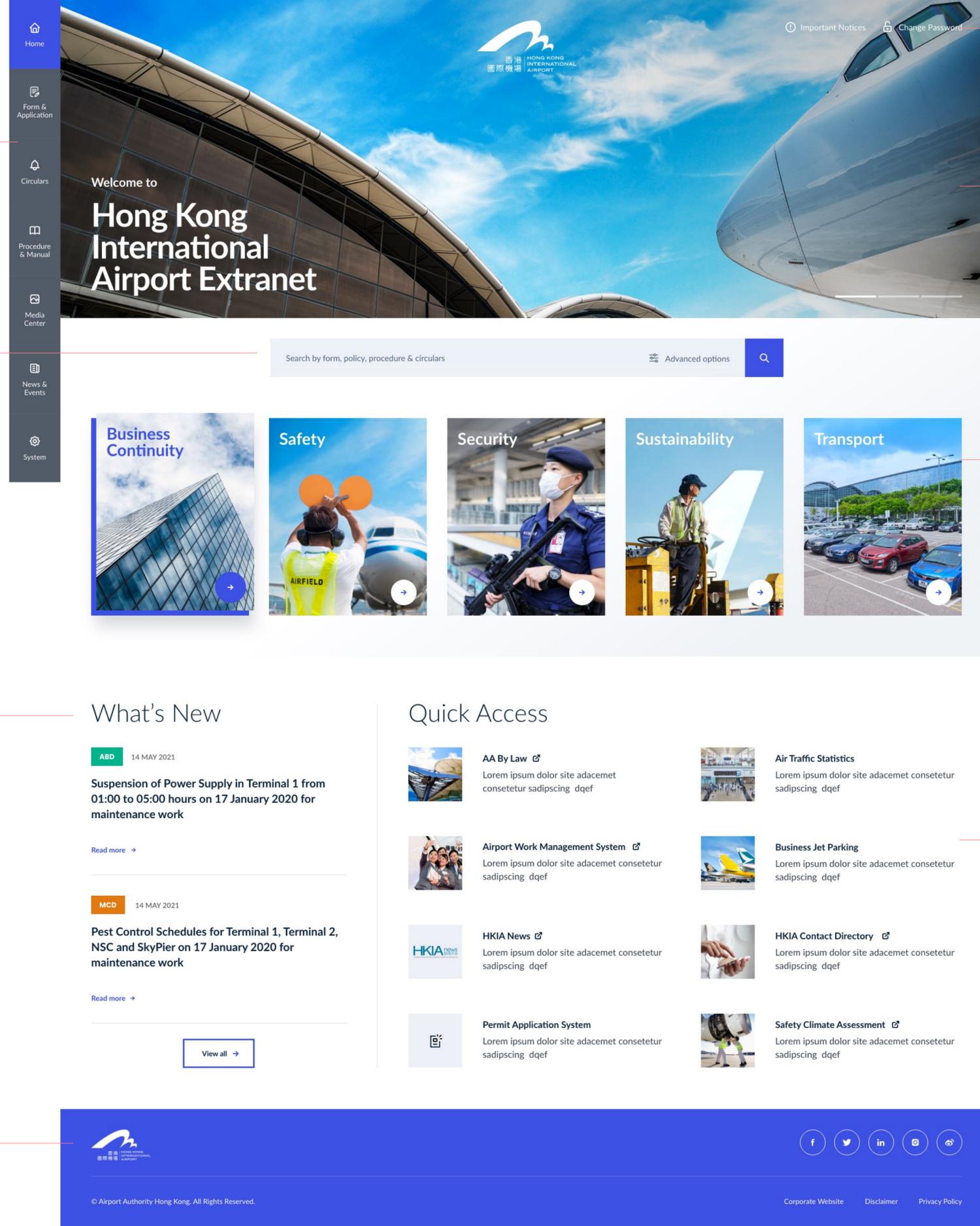
Homepage overview

Main Navigation

Site Search

What's New

Footer



Notice / change PW

Key Visual

Section

Quick Access

Homepage

Main Navigation

This will be sticky throughout the extranet website to allow users quick access to different section of the extranet

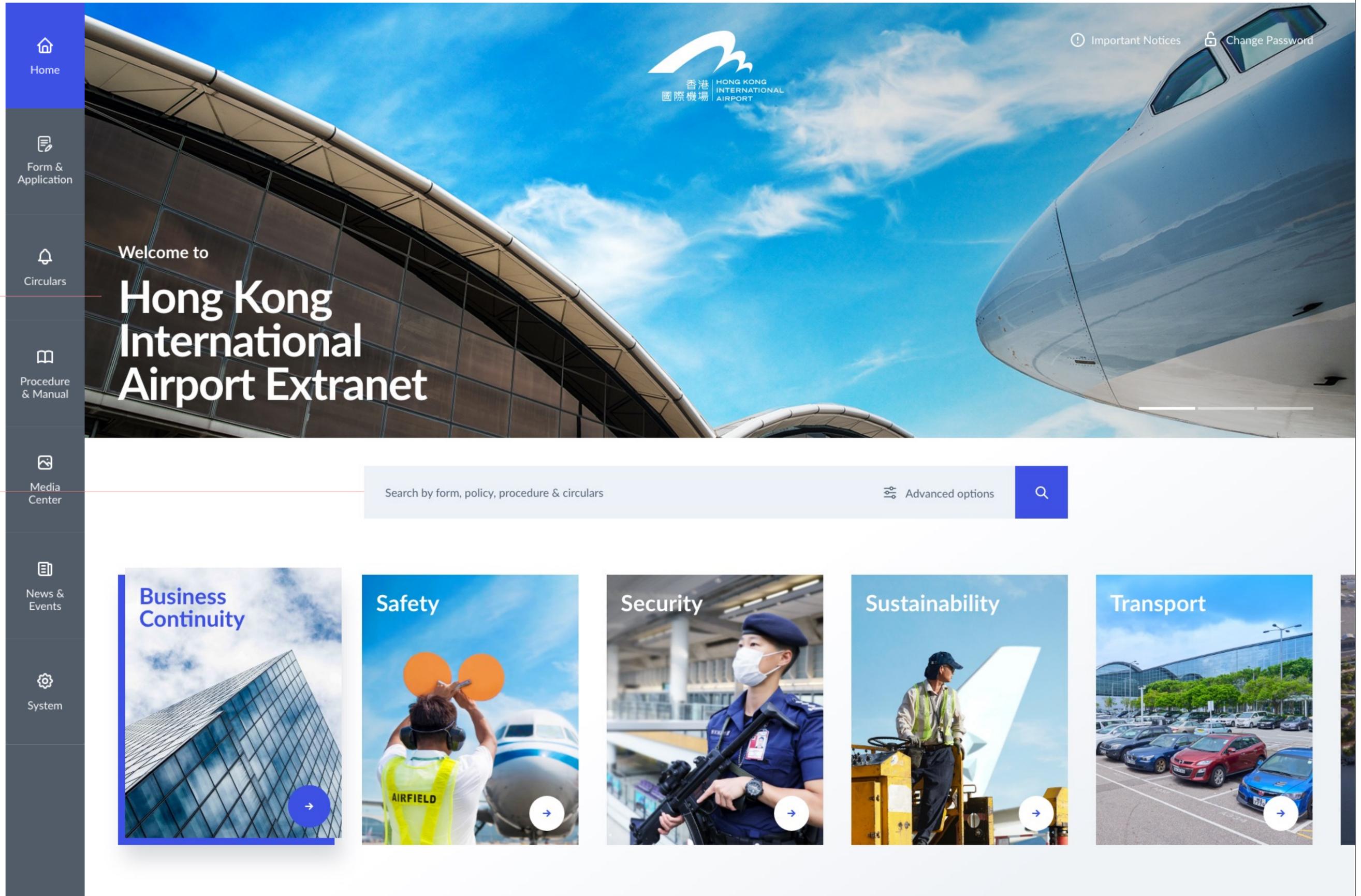
Key Visual

A carousel to feature the latest HKIA information

Site Search

Section

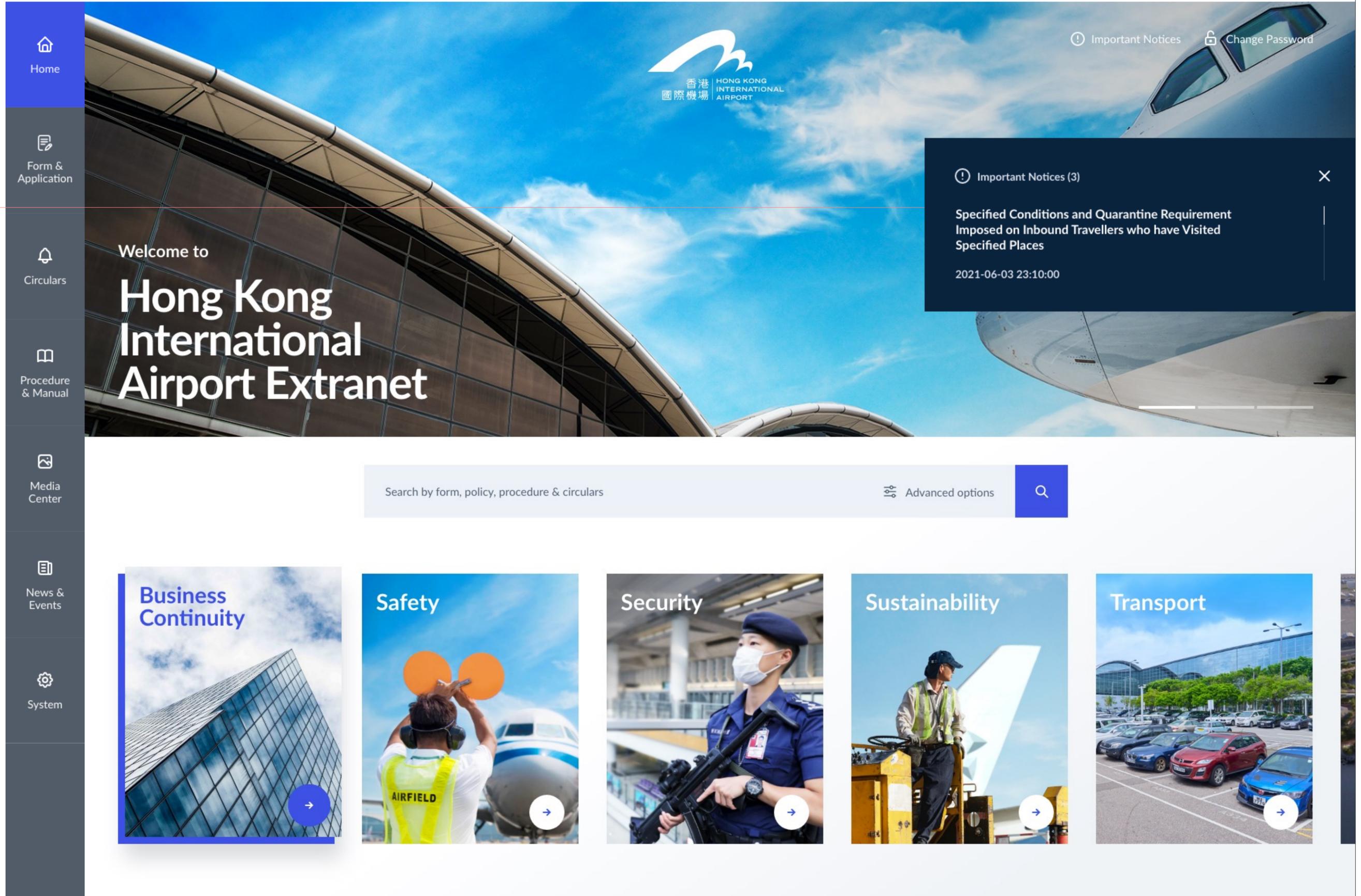
A scrollable slider to showcase different sections within the extranet with clear, meaningful visuals (in alphabetical order.)



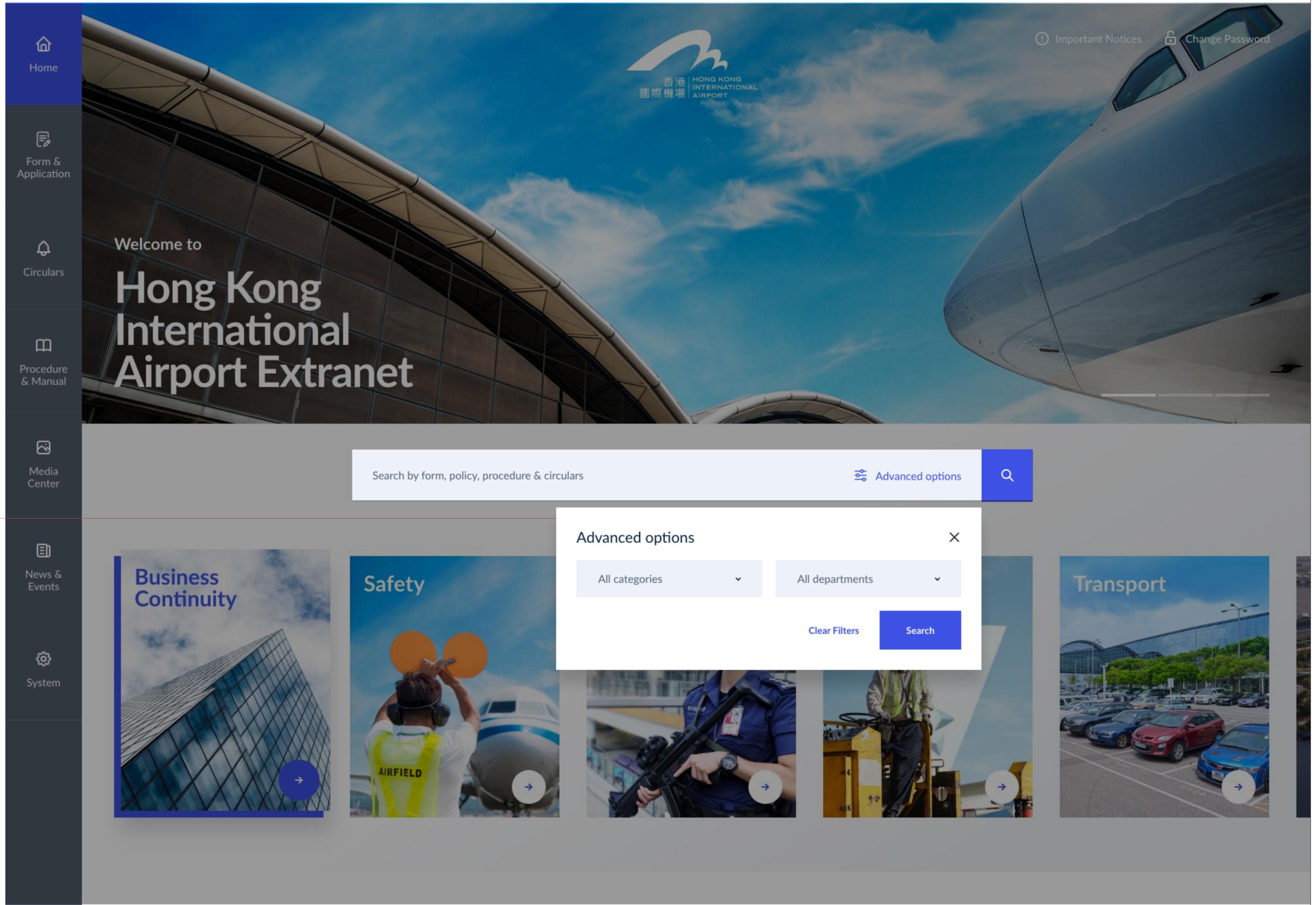
Homepage

Important notices

A collapsible notice bar will auto appear when there are new notifications or important notices.



Homepage



Advanced options

Allow users to advance search by different categories and departments.



-  Home
-  Form & Application
-  Circulars
-  Procedure & Manual
-  Media Center
-  News & Events
-  System

What's New

Latest news with department tag and date information

What's New

ABD 14 MAY 2021

Suspension of Power Supply in Terminal 1 from 01:00 to 05:00 hours on 17 January 2020 for maintenance work

[Read more →](#)

MCD 14 MAY 2021

Pest Control Schedules for Terminal 1, Terminal 2, NSC and SkyPier on 17 January 2020 for maintenance work

[Read more →](#)

[View all →](#)

Quick Access



AA By Law

Lorem ipsum dolor site adacemet consetetur sadipscing dqef



Air Traffic Statistics

Lorem ipsum dolor site adacemet consetetur sadipscing dqef



Airport Work Management System

Lorem ipsum dolor site adacemet consetetur sadipscing dqef



Business Jet Parking

Lorem ipsum dolor site adacemet consetetur sadipscing dqef



HKIA News

Lorem ipsum dolor site adacemet consetetur sadipscing dqef



HKIA Contact Directory

Lorem ipsum dolor site adacemet consetetur sadipscing dqef



Permit Application System

Lorem ipsum dolor site adacemet consetetur sadipscing dqef



Safety Climate Assessment

Lorem ipsum dolor site adacemet consetetur sadipscing dqef



Safety Overview

Main Navigation

Notice / change PW

Introduction

Promotion

Trainings Programme

Safety Alerts

Useful Documents

References Links

Media Gallery

Safety

Home

Breadcrumb

Form & Application

Introduction

Circulars

Introduction module which engages user (with image)

Procedure & Manual

Media Center

News & Events

System



Search by form, policy, procedure & circulars

Advanced options

Search

Important Notices

Change Password

Homepage | Safety

Safety

We strive to be the world's safest airport and are committed to creating an injury-free workplace.

At Hong Kong International Airport, safety has long been at the heart of our business. We strive to be the world's safest airport and are committed to creating an injury-free workplace.

[Discover](#) ↓



Promotion



Safety

Advanced options

Search is still accessible on all pages. This allow users to advance search by different categories and departments.

The screenshot displays the website's interface. At the top left is the Hong Kong International Airport logo. A search bar contains the text "Search by form, policy, procedure & circulars". To its right are links for "Advanced options" and "Search". Further right are "Important Notices" and "Change Password". A vertical navigation menu on the left includes "Home", "Form & Application", "Circulars", "Procedure & Manual", "Media Center", and "News & Events". The main content area features a large blue banner with the text "Safety We strive to be the world's safest airport and are committed to creating an injury-free workplace." Below this is a "Discover" link. An "Advanced options" popup is open, showing filters for "All categories" and "All departments", along with "Clear Filters" and "Search" buttons. The bottom section is titled "Promotion" and contains four images of airport operations.

Promotion

Promotion Section with clear title and description to let users understand what content they will be taken to if they click on that particular CTA

Promotion



HKIA Safety Campaign 2019

Lorem ipsum dolor site adacemet consetetur sadipscing dqef

[Read more →](#)



HKIA Safety Campaign 2018

Lorem ipsum dolor site adacemet consetetur sadipscing dqef

[Read more →](#)



HKIA Safety Campaign 2017

Lorem ipsum dolor site adacemet consetetur sadipscing dqef

[Read more →](#)



HKIA Safety Campaign 2016

Lorem ipsum dolor site adacemet consetetur sadipscing dqef

[Read more →](#)

[View all Promotion →](#)

Trainings Programme



HKIA Safety Trainings Programme 2020



Safety Programme 2021



Fire Safety Programme 2019-2020



Fire Safety Programme 2018-2019

Trainings Programme

Training programmes section to showcase featured content. Users are shown clear title and brief introduction of programme to ensure clear guidance of content.

Trainings Programme



HKIA Safety Trainings Programme 2020

At Hong Kong International Airport, safety has long been at the heart of our business. We strive to be the world's safest airport and are committed to creating an injury-free workplace.

[Read more →](#)



Safety Programme 2021



Fire Safety Programme 2019-2020



Fire Safety Programme 2018-2019



HKIARaCE Programme 2018-2019

[View all Programme →](#)

Safety Alerts

14 MAY 2021

Safety Alert on Aircraft Ground Incident (AGI) related to Aircraft Loading Bridge (ALB)

14 MAY 2021

Safety Alert on Aircraft Ground Incident (AGI) related to Aircraft Loading Bridge (ALB)

Useful Documents

DOC

Fire Hazard Report Form

[Download](#) [Copy Link](#)

XLS

Ramp Safety Handbook

[Download](#) [Copy Link](#)

XLS

Nomination Form

[Download](#) [Copy Link](#)

Safety

Safety Alerts

One column design layout to showcase most recent Safety Alerts, Users can also view all alerts.

Useful Documents

The useful documents sections with type icon, download and copy link function. Users can see clear icons to know what the file type is as well as be able to download and share the document quickly.

The screenshot displays the user interface for the Safety section of the Hong Kong International Airport website. At the top, there is a search bar with the text "Search by form, policy, procedure & circulars" and a search icon. To the right of the search bar are links for "Advanced options", "Important Notices", and "Change Password". The main content area is divided into several sections: "Home", "Form & Application", "Circulars", "Procedure & Manual", "Media Center", "News & Events", and "System". The "Safety Alerts" section features a list of alerts, each with a date (14 MAY 2021) and a title: "Safety Alert on Aircraft Ground Incident (AGI) related to Aircraft Loading Bridge (ALB)". The "Useful Documents" section displays a grid of document cards, each with a file type icon (DOC or XLS), a title (e.g., "Fire Hazard Report Form", "Ramp Safety Handbook", "Nomination Form", "Risk Assessment", "Contractor Safety Handbook", "Fire Hazard Report Form"), and "Download" and "Copy Link" buttons. The "Media Gallery" section is partially visible at the bottom, showing image thumbnails with expand icons.

- Home
- Form & Application
- Circulars
- Procedure & Manual
- Media Center
- News & Events
- System

Media Gallery

Media gallery section with clear visuals and title to inform users of what Media content they wish to view. Users can also view all Media if they wish to see older content.

Media Gallery



Fire Safety Programme 2019-2020



Ramp Safety Handbook



Risk Assessment



Ramp Safety Handbook



Risk Assessment

[View all Media →](#)

References Links

[AVPP fee and EV charge rebate claim form \(Apr 2021\)](#)

[Safety Role Model Election Form](#)

Safety (media detail)

Home

HONG KONG INTERNATIONAL AIRPORT

Search by form, policy, procedure & circulars

Advanced options

Search

Important Notices

Change Password

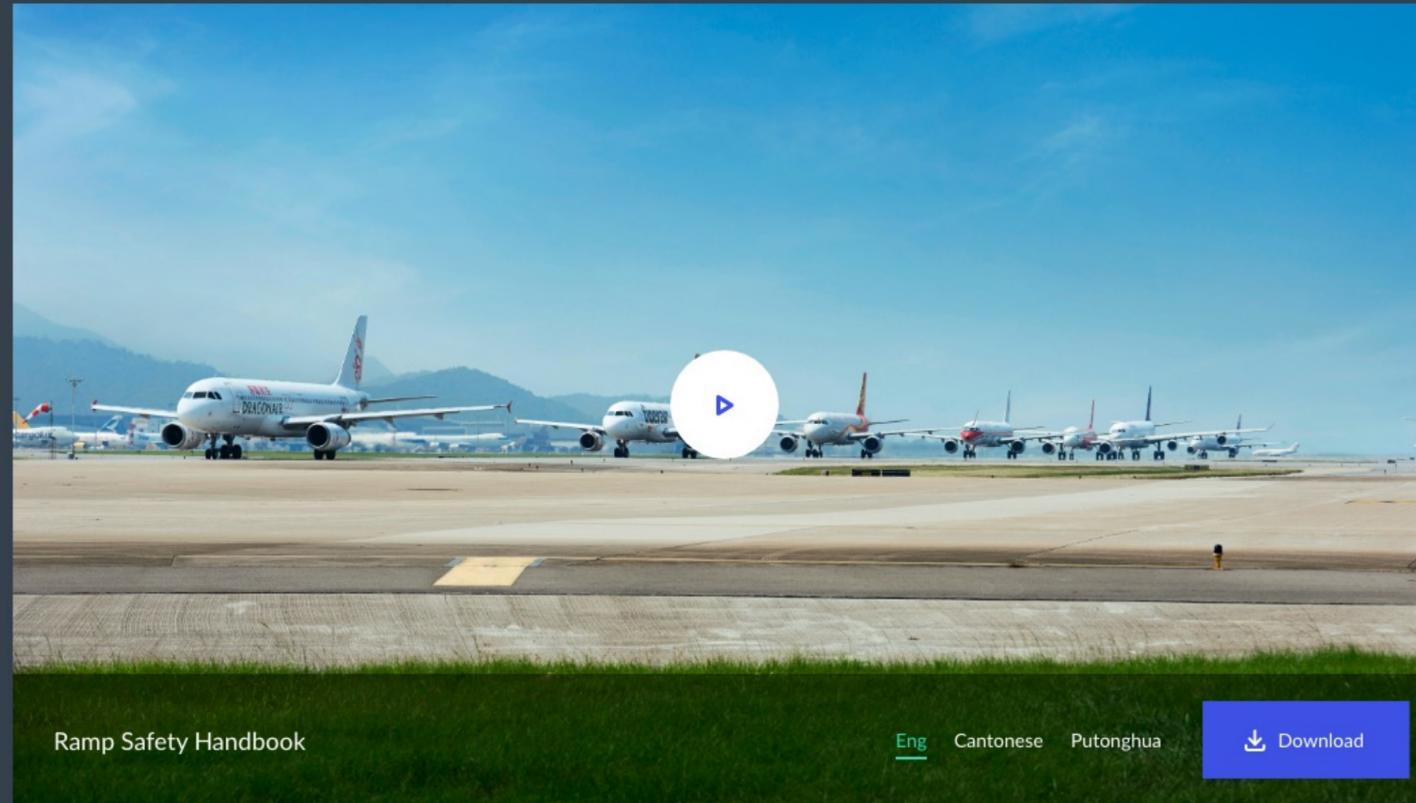
Name of the Media

Ramp Safety Handbook | 01 of 15



Next / Prev Media

User can quickly go to the next or previous media content.



Media Thumbnail

User can quickly scroll through the thumbnails.



References Links

[AVPP fee and EV charge rebate claim form \(Apr 2021\)](#)

[Safety Role Model Election Form](#)

Safety (Media Details)

- Home
- Form & Application
- Circulars
- Procedure & Manual
- Media Center
- News & Events
- System

References Links

2-column display of Reference links for users to access.



Search by form, policy, procedure & circulars

Advanced options

Search

Important Notices

Change Password



Fire Safety Programme 2019-2020



Ramp Safety Handbook



Risk Assessment



Ramp Safety Handbook



Risk Assessment

View all Media →

References Links

[AVPP fee and EV charge rebate claim form \(Apr 2021\)](#) →

[Safety Role Model Election Form](#) →

[AVL Initial & AVL Renewal online applications](#) →

[Mock Paper for Airside Driving Examination](#) →



Form & Application Overview

- Home
- Form & Application
- Circulars
- Procedure & Manual
- Media Center
- News & Events
- System



Search by form, policy, procedure & circulars

Advanced options

Search

Important Notices

Change Password

Form & Application

Search for form & application in Department Type Date [Reset filter](#)

Filter reset

Form & Application | Safety

Name	Department	Date		
Safety Role Model Election Form	ABU	19 Mar, 2021	Download	Copy Link
Mock Paper for Airside Driving Examination	AIC	19 Mar, 2021	Download	Copy Link
AVL Initial & AVL Renewal online applications				Copy Link
AVPP fee and EV charge rebate claim form (Apr 2021)	BD	19 Mar, 2021	Download	Copy Link
Safety Role Model Election Form	CPD	19 Mar, 2021	Download	Copy Link
Mock Paper for Airside Driving Examination	CSD	19 Mar, 2021	Download	Copy Link
AVL Initial & AVL Renewal online applications	HR	19 Mar, 2021	Download	Copy Link
AVPP fee and EV charge rebate claim form (Apr 2021)	HR	19 Mar, 2021	Download	Copy Link
Safety Role Model Election Form ↗	HR	19 Mar, 2021	Download	Copy Link
Mock Paper for Airside Driving Examination ↗	PSU	19 Mar, 2021	Download	Copy Link
AVL Initial & AVL Renewal online applications	PAD	19 Mar, 2021	Download	Copy Link
AVPP fee and EV charge rebate claim form (Apr 2021)	SSEPS	19 Mar, 2021	Download	Copy Link

Download file and copy link function

Document with different file icons, type and date.

pagination

← 1 2 3 →





Home

Form & Application

Search filter

Enable user filter document by department/ file type and update date

Circulars

Procedure & Manual

Icons

Documents with different file type icons, and date.

Media Center

News & Events

System

Form & Application

Search for form & application in

Department Type Date

[Reset filter](#)

Name	Department	Date		
Safety Role Model Election Form	ABU	19 Mar, 2021	Download	Copy Link
Mock Paper for Airside Driving Examination	AIC	19 Mar, 2021	Download	Copy Link
AVL Initial & AVL Renewal online applications				Copy Link
AVPP fee and EV charge rebate claim form (Apr 2021)	BD	19 Mar, 2021	Download	Copy Link
Safety Role Model Election Form	CPD	19 Mar, 2021	Download	Copy Link
Mock Paper for Airside Driving Examination	CSD	19 Mar, 2021	Download	Copy Link
AVL Initial & AVL Renewal online applications	HR	19 Mar, 2021	Download	Copy Link
AVPP fee and EV charge rebate claim form (Apr 2021)	HR	19 Mar, 2021	Download	Copy Link
Safety Role Model Election Form ↗	HR	19 Mar, 2021	Download	Copy Link
Mock Paper for Airside Driving Examination ↗	PSU	19 Mar, 2021	Download	Copy Link
AVI Initial & AVI Renewal online applications	PAD	19 Mar, 2021	Download	Copy Link

- Home
- Form & Application
- Circulars
- Procedure & Manual
- Media Center
- News & Events
- System



Search by form, policy, procedure & circulars

Advanced options

Search

Important Notices

Change Password

	AVL Initial & AVL Renewal online applications				Download	Copy Link
	AVPP fee and EV charge rebate claim form (Apr 2021)	BD	19 Mar, 2021		Download	Copy Link
	Safety Role Model Election Form	CPD	19 Mar, 2021		Download	Copy Link
	Mock Paper for Airside Driving Examination	CSD	19 Mar, 2021		Download	Copy Link
	AVL Initial & AVL Renewal online applications	HR	19 Mar, 2021		Download	Copy Link
	AVPP fee and EV charge rebate claim form (Apr 2021)	HR	19 Mar, 2021		Download	Copy Link
	Safety Role Model Election Form ↗	HR	19 Mar, 2021		Download	Copy Link
	Mock Paper for Airside Driving Examination ↗	PSU	19 Mar, 2021		Download	Copy Link
	AVL Initial & AVL Renewal online applications	PAD	19 Mar, 2021		Download	Copy Link
	AVPP fee and EV charge rebate claim form (Apr 2021)	SSEPS	19 Mar, 2021		Download	Copy Link

pagination

← 1 2 3 →



AA-IT SDM Overview

Main Navigation

1st Tab menu

2nd tab menu

Page update date

The screenshot shows the AA-IT SDM website interface. At the top, there is a search bar and navigation links for Home, Form & Application, Circulars, Procedure & Manual, Media Center, News & Events, and System. The main content area features a blue header with the title "Defined methodology for system delivery cycle" and a brief introduction. Below this is a 1st tab menu with options: Overview, Development Cases, Deliverable Templates/Checklist, and Safety & Security. The main content includes sections for the Purpose of the System Delivery Methodology (SDM), Organisation of the AA System Delivery Methodology, and a diagram of the AAIT SDM framework. A 2nd tab menu is active, showing "Related SDM Standards & Procedures" with a grid of document cards, each with a "Read more" link. At the bottom, there is a footer with the Airport Authority Hong Kong logo, social media icons, and copyright information.

Introduction
Without image

Content module
With image

Documents module



Home

Breadcrumb

← Homepage | AA-IT SDM



Form & Application



Circulars

Introduction

Introduction module which engages users (without image)



Procedure & Manual

1st Tab menu



Media Center



News & Events



System

Text Link

AA-IT SDM

Defined methodology for system delivery cycle

This web site aims to introduce the defined methodology for [system delivery cycle](#) in Information Technology Unit of Airport Authority (AA-IT). It provides all related templates to facilitate external suppliers/vendors in submitting a proposal for and/or participating in a AA-IT delivery project.

[Discover](#) ↓

Overview

Development Cases

Deliverable Templates/Checklist

Safety & Security

Purpose of the System Delivery Methodology (SDM)

The SDM is defined for IT Unit to deliver high quality IT systems. It aims to provide a practical framework for adaption of the process for different project natures in AA environment.

Organisation of the AA System Delivery Methodology

The [SDM Framework \(ITP-026\)](#) provides an overall view of the system delivery methodology, the related glossary and references.. Three major categories of delivery projects were identified and three [Development Cases \(DC\)](#) have been defined accordingly for each particular type of project as listed below:

- [Acquisition of integrated solution and/or COTS package with customisation](#)
- [In-house development/enhancement works](#)
- [Infrastructure implementation](#)

References and links are built throughout the site and documents to quickly access the AA-IT defined procedures, forms, and templates. To have an overall view of the documentation requirements and the responsibility matrix, expected content of the key deliverables, please refer to the Summary View of





This web page aims to provide a collection of documents and videos in relation to Safety & Security that should be conform by the IT Contractors.

Safety

Airport Security

Information Security

Airport Security

Procedures

Airport Restricted Area Permit (version 2006)

Video in Cantonese

[Read more →](#)

Airport Security Awareness (version 2006)

Video in Cantonese

[Read more →](#)

Airport Security Awareness Workshop

Presentation

[Read more →](#)

Airport Security Declaration of Restricted Articles Procedure

[Read more →](#)

[Attachment A →](#)

[Attachment B →](#)

Notice to Airport staff & Contractors, Ban on the Carriage and Use of Knives or Bladed Items at Hong Kong International Airport

[Read more →](#)

[Attachment A →](#)

Security Alert

Breaches of airport security involving AA employees

Duty Free Items

Security Screening of Food & Beverage Items on Entry to the Enhanced Security Restricted

2nd Tab menu

A sticky tab menu that allow users quick access to different sub-section within the page.

Documents module

A documents module with clear CTA buttons. Titles and clear presentation of any attachments associated with the titles are presented



Search by form, policy, procedure & circulars

Advanced options

Search

Important Notices

Change Password

Home

Form & Application

Circulars

Procedure & Manual

Media Center

News & Events

System

Safety

Airport Security

Information Security

Breaches of airport security involving AA employees

[Read more →](#)

Duty Free Items

[Read more →](#)

Security Screening of Food & Beverage Items on Entry to the Enhanced Security Restricted Area

[Read more →](#)

Response to Threats & Suspicious Items

Response to Bomb Threats and Suspicious Items

[Read more →](#)

Response to Bomb Threats and Suspicious Items

[Read more →](#)

Response to Items Suspected to contain Anthrax

[Read more →](#)

Handling a Bomb Warning

[Read more →](#)

Forms

Restricted Article - Declaration Form

[Read more →](#)

Last updated on: 5 Feb 2015 by Polly Leung

2nd Tab menu

A sticky tab menu that allow users quick access to different sections within the page.

Page last updated date



Extranet Version 2

Home V2 Overview

Main Navigation

Site Search



Welcome to
Hong Kong International Airport Extranet

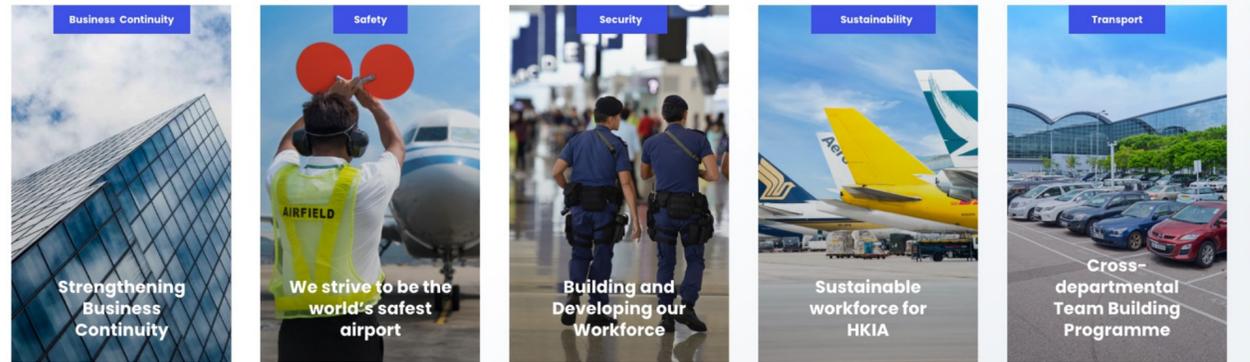
Discover →

Search the extranet | Category



Notice / change PW

Key Visual



Section

What's New

What's New

ABD 14 MAY 2021
Suspension of Power Supply in Terminal 1 from 01:00 to 05:00 hours on 17 January 2020 for maintenance work

Read more →

MCD 14 MAY 2021
Pest Control Schedules for Terminal 1, Terminal 2, NSC and SkyPier on 17 January 2020 for maintenance work

Read more →

View all →

Quick Access

AA By Law ↗
Lorem ipsum dolor site adacemet consetetur sadipscing dquef

Air Traffic Statistics
Lorem ipsum dolor site adacemet consetetur sadipscing dquef

Airport Work Management System ↗
Lorem ipsum dolor site adacemet consetetur sadipscing dquef

Business Jet Parking
Lorem ipsum dolor site adacemet consetetur sadipscing dquef

HKIA News ↗
Lorem ipsum dolor site adacemet consetetur sadipscing dquef

HKIA Contact Directory ↗
Lorem ipsum dolor site adacemet consetetur sadipscing dquef

Permit Application System
Lorem ipsum dolor site adacemet consetetur sadipscing dquef

Safety Climate Assessment ↗
Lorem ipsum dolor site adacemet consetetur sadipscing dquef

Quick Access

Footer



Home V2

Main Navigation

This will be sticky throughout the extranet to allow users quick access to different sections within the extranet

Key Visual

A carousel to feature latest HKIA information. In this version images is squared and the title is presented on the left hand side.

Site Search

Section

A scrollable slider to showcase different sections with clear meaningful visuals in alphabetical order.

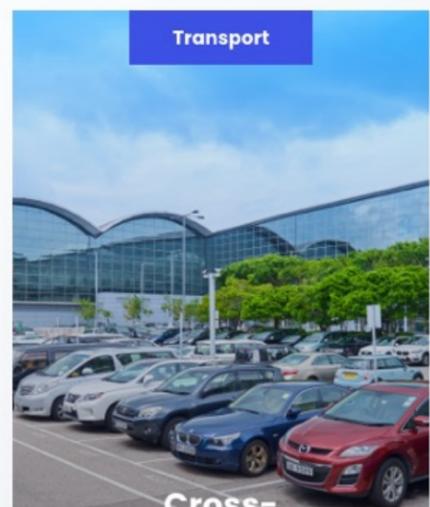
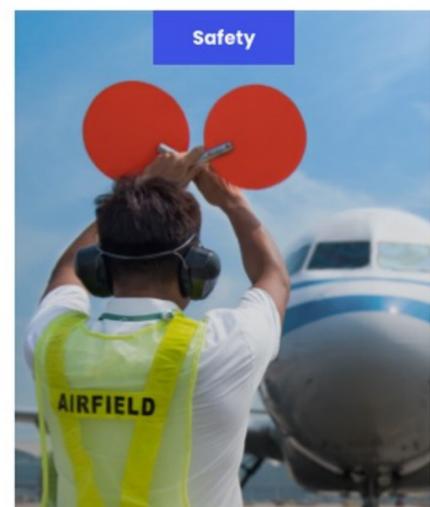
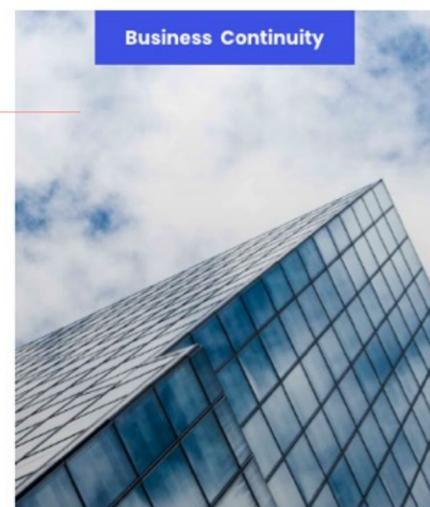
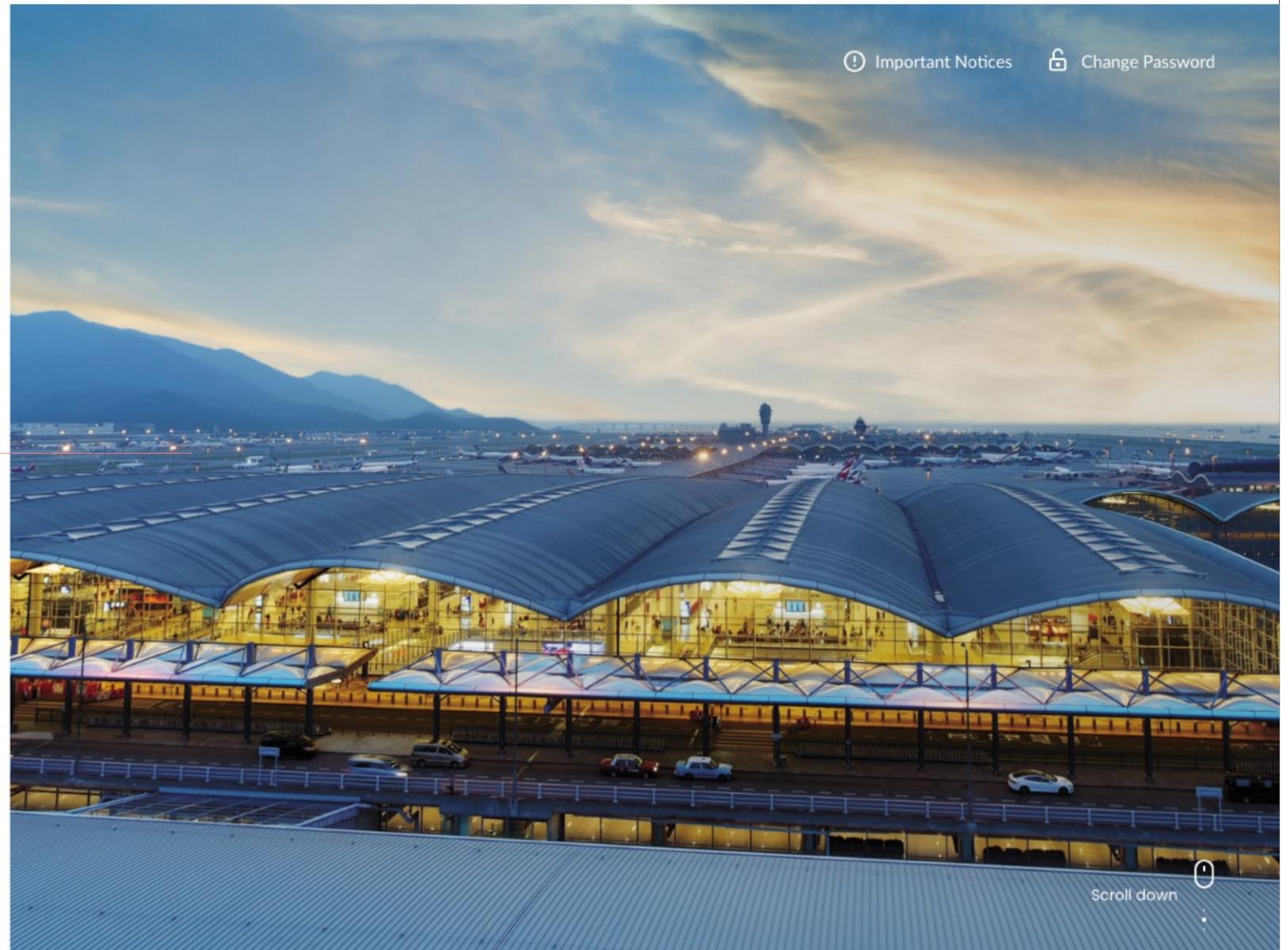
- Home
- Form & Application
- Circulars
- Procedure & Manual
- Media Center
- News & Events
- System



Welcome to Hong Kong International Airport Extranet

Discover →

Search the extranet | Category ▾



Home V2

- Home
- Form & Application
- Circulars
- Procedure & Manual
- Media Center
- News & Events
- System

Section

A scrollable slider to showcase different sections with clear, engaging, meaningful visuals in alphabetical order.



Search by form, policy, procedure & circulars

Advanced options

Search

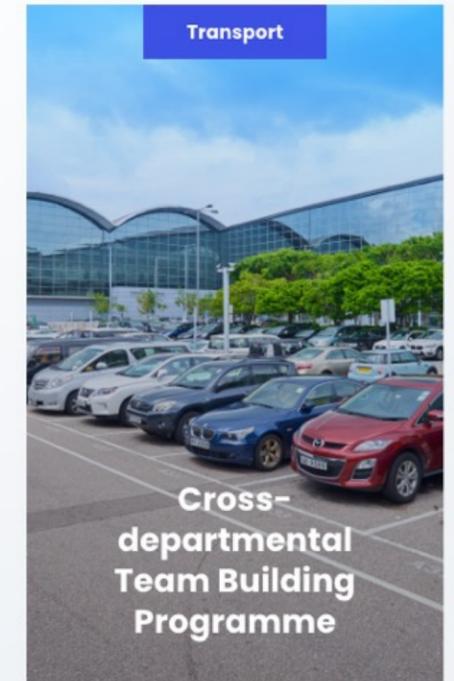
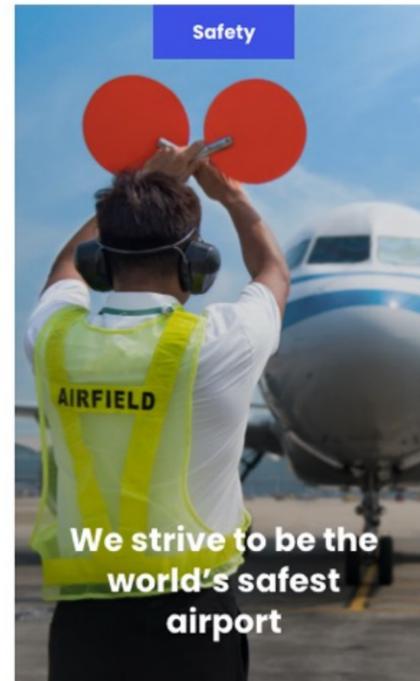
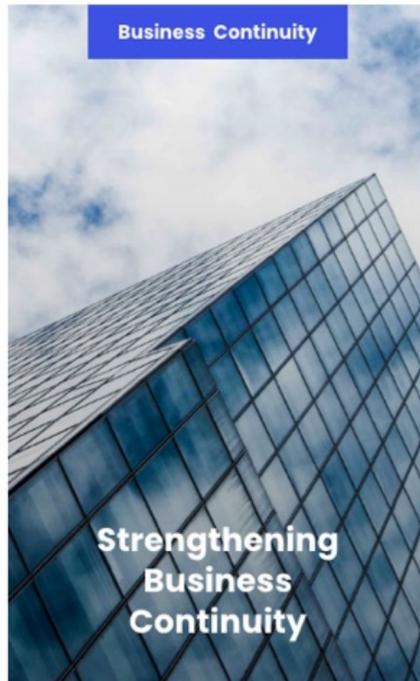
Important Notices

Change Password

Discover →

Search the extranet

Category



What's New

ABD 14 MAY 2021

Suspension of Power Supply in Terminal 1 from 01:00 to 05:00 hours on 17 January 2020 for

Quick Access



AA By Law

Lorem ipsum dolor site adacemet consetetur sadipscing dqef



Air Traffic Statistics

Lorem ipsum dolor site adacemet consetetur sadipscing dqef



Search by form, policy, procedure & circulars

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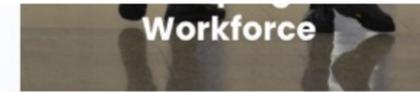
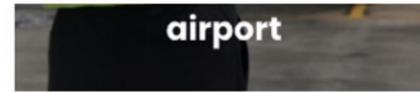
System

What's New

Latest news with department tag and date

Quick Access

Allow users to quickly access selected sections (in alphabetical order.)



What's New

ABD 14 MAY 2021

Suspension of Power Supply in Terminal 1 from 01:00 to 05:00 hours on 17 January 2020 for maintenance work

[Read more](#) →

MCD 14 MAY 2021

Pest Control Schedules for Terminal 1, Terminal 2, NSC and SkyPier on 17 January 2020 for maintenance work

[Read more](#) →

[View all](#) →

Quick Access



AA By Law

Lorem ipsum dolor site adacemet consetetur sadipscing dqef



Airport Work Management System

Lorem ipsum dolor site adacemet consetetur sadipscing dqef



HKIA News

Lorem ipsum dolor site adacemet consetetur sadipscing dqef



Permit Application System

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Air Traffic Statistics

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Business Jet Parking

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HKIA Contact Directory

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Safety Climate Assessment

Lorem ipsum dolor site adacemet consetetur sadipscing dqef

