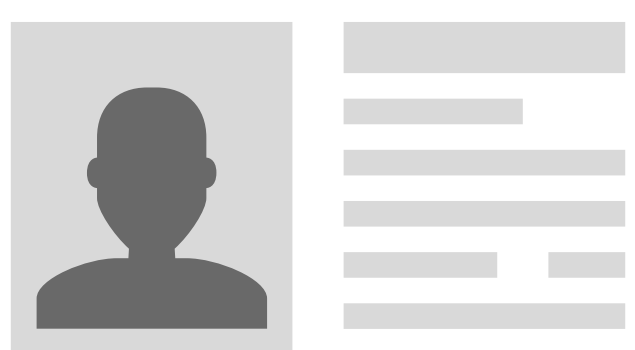


Setting up your organisation for Aviation Security on MySRS



Aviation Security

Following these steps will enable you to set up your organisation to access Aviation Security (AvSec) services on MySRS.

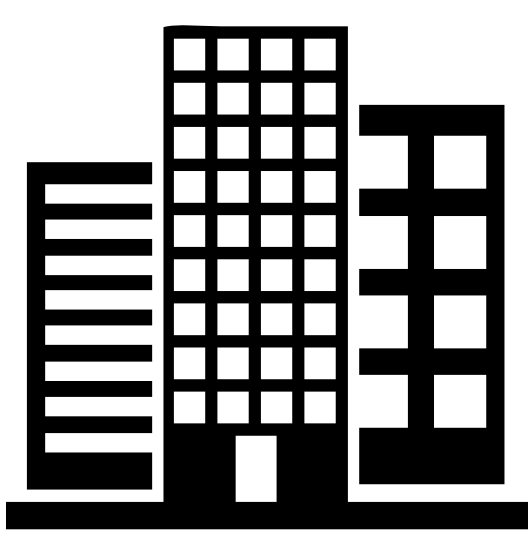


1

Create account on MySRS

Create an account for your organisation. The person who does this will be known as the administrator.

Sign up with your email address and then verify your identity. This verifies that you are who you say you are.

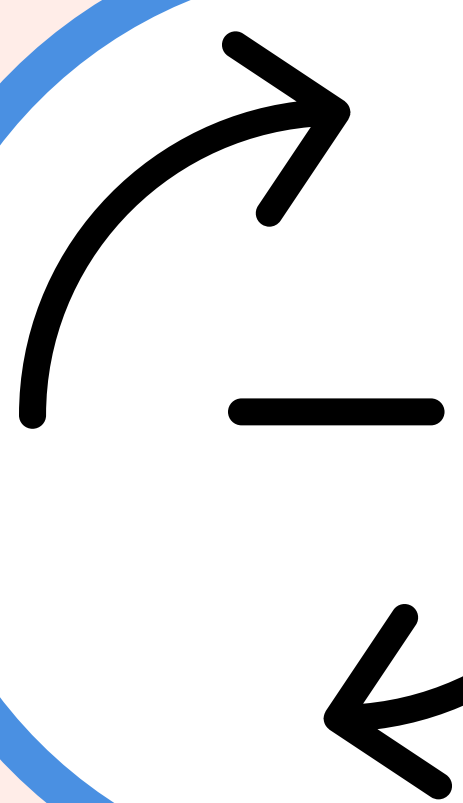


2

Verify your organisation

Provide your organisation details and confirm that you are an authorised person.

The IAA will review and verify this information.



3

Switch your profile

When the IAA has verified your organisation, you will have 2 profiles - one is your personal profile and the other is that of your organisation. You can switch between these profiles as needed.



4

Add Key People

As the administrator for the organisation, you can now add your other staff members in their specific roles (e.g. Security Manager etc.)

When you add someone to your organisation, they will then be able to switch their personal profile and the organisations profile.

Note: These staff members must create and verify their own accounts (Step 1).



Help

MySRS ("My Safety Regulation System") is the IAA's new digital platform. You will be able to access all your aviation related services on MySRS. If you need any help with MySRS, you can go to our Vimeo channel and watch the training videos, or go to iaa.mysrs.ie/help

[Click here to visit our Vimeo channel](#)