AIRDAT Passport

Company Admin Guide

January 2024

Head to **https://passport-akl.airdat.org/** **> Click Login**

Auckland Airport

Login to Passport

AIC

[Enter your AIC here]

Password

[Enter your password here]

Forgot password or AIC? Click here to reset

[Log in]

Don't have an account? [👤+ Register]

AIC
Use the AIC number on your ADP permit or use the 'Forgot AIC' function to have the AIC on your profile emailed to you

Existing profile/Forgot Password
If we set up your profile, use the password reset option, when logging in the first time

New user
Use the Register to create a new profile

Having trouble logging in?   ✕

Sorry you're having problems, to help us help you, please select from one of the following options:

Forgot password   Forgot AIC

AIC

[Enter your AIC here...]

[Cancel]   [Submit]

Password reset steps
Enter your AIC
Enter your new password

Step 2 — Company details   Step 3 — About you

Auckland Airport

Password*
Please select a new password that is at least 8 characters in length.

[Create a password...]   [🔒 Generate password]

Confirm password*

[Confirm your password...]

[Next →]

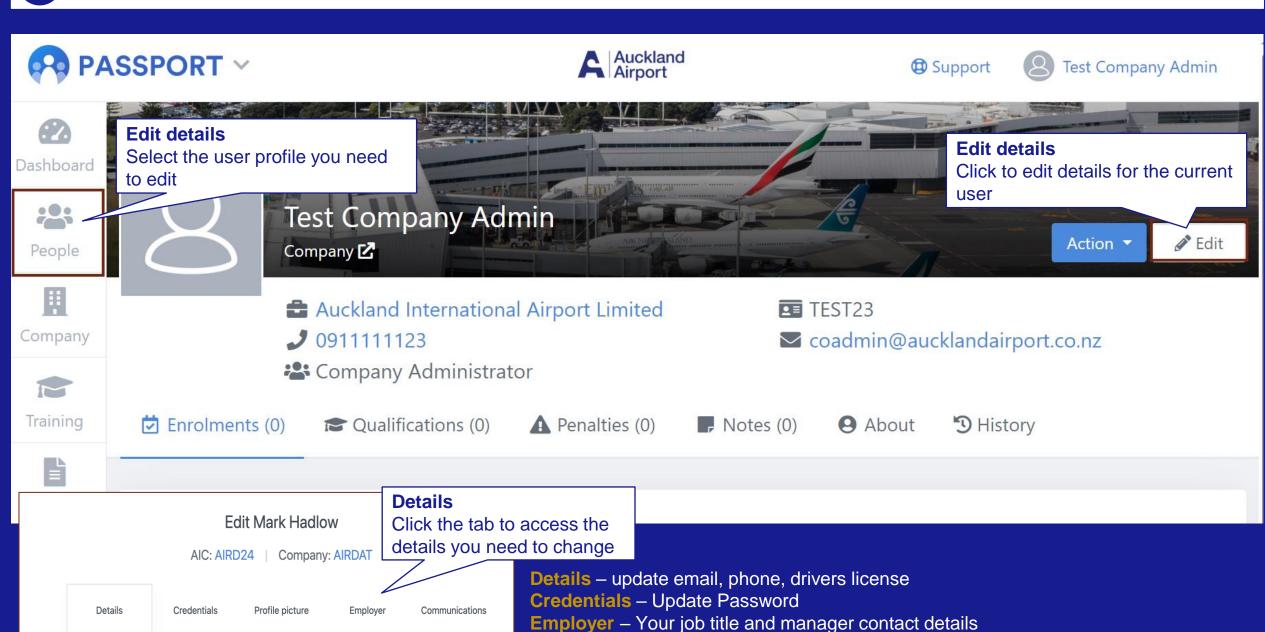Already have an account?   [Login]

If you experience issues trying to login or register to AIRDAT Passport, please contact the ADP Office on adp@aucklandairport.co.nz

Navigation Toolbar

Access a range of support articles or email AIRDAT directly.

View/edit profile

PASSPORT

Auckland Airport

⊕ Support

👤 Mark Hadlow

Dashboard

Training

Mark Hadlow
Support

Action ▾

Edit details
Make a booking

🧳 AIRDAT
📞 0456677889900

📇 AIRD24
✉ mark@airdat.org

📅 Enrolments (0)   🎓 Qualifications (0)   ⚠ Penalties (0)   📋 Notes (0)   👤 About   🕓 History

No enrolments found

This user has no enrolments against their profile.

Click here to add one.

Click here to view current enrolments/booking

Click here to view current penalties

Click here to make a course booking

③ Edit Profile

PASSPORT ⌄

A Auckland Airport

⊕ Support   👤 Test Company Admin

Dashboard

People

Company

Training

Edit details
Select the user profile you need to edit

Edit details
Click to edit details for the current user

Test Company Admin
Company 🔗

Action ▾   ✏️ Edit

💼 Auckland International Airport Limited   📇 TEST23

📞 0911111123   ✉️ coadmin@aucklandairport.co.nz

👥 Company Administrator

☑️ Enrolments (0)   🎓 Qualifications (0)   ⚠️ Penalties (0)   📓 Notes (0)   👤 About   🕐 History

Edit Mark Hadlow

AIC: AIRD24 | Company: AIRDAT

Details
Click the tab to access the details you need to change

Details   Credentials   Profile picture   Employer   Communications

Details – update email, phone, drivers license
Credentials – Update Password
Employer – Your job title and manager contact details
Communications – Determine which communications you want to receive

4 Application help

- For business process enquiries, such as if you are unsure of what information you need to provide or unsure of how to make a course booking, please contact Auckland airport at the ADP Office via email adp@aucklandairport.co.nz Or by phone on 09 255 9071

- For technical issues, such as the website is down, please contact 'AIRDAT' directly using the 'support' button, located at the top right of the AIRDAT website.

- All general enquiries please contact Auckland Airport at the ADP Office via email adp@aucklandairport.co.nz Or by phone on 09 255 9071