

Visitor Information: FAA William J. Hughes Technical Center (WJHTC)

General: All visitors **must** check in at Gate 18 (special FPAW Attendee) or at the FAA Security Operations/Visitor Center (see Fall 2024 FPAW Meeting Driving and Entry/Exit Info document), and then shall be transported by the FAA Shuttle Bus or escorted by a Tech Center employee. Visitors must be sponsored by an FAA employee (Starr McGettigan), have a sanctioned reason for the visit (attending FPAW), produce current government-issued photo identification that has an expiration date, sign in on a visitor's log, be under continuous escort by personnel possessing valid FAA ID media, and properly display an FAA visitor badge while at the facility. Escorts will be provided for FPAW attendees when needed. Once escorted to the auditorium, FPAW attendees may use the atrium area just outside, where there is seating for sidebar conversations or taking calls, without escort.

Bathrooms: Restrooms are located near the auditorium, with no escort required.

Wi Fi: FAA security does not allow for blanket Wi Fi access. Each attendee has been registered for an individual guest access account. Attendees should receive emails provided Wi Fi access information starting on Monday, Oct 28th. Access information will be sent to the email address used to register for the meeting. If you do not receive an email by Tuesday morning, please notify Starr McGettigan at Starr.McGettigan@faa.gov.

Food and Drink: The FAA Technical Center has a cafeteria which is open from 7am – 1pm. The cafeteria only accepts credit cards for purchases over \$10. The FAA Technical Center also has vending machines which accept cash or card.

Merch: Jill Miller, who works at the WJHTC and will be an FPAW attendee, is also a Board Member of the daycare center located at the Tech Center. To help support the daycare center, the Board operates a store within the WJHTC that has FAA and Tech Center Merchandise. Jill has passed along the timing of FPAW lunch breaks, and the store is scheduled to be open Tuesday, Wednesday and Thursday at lunch so as folks walk by, they have the option to drop in and check it out. In addition, Jill has advised that if any FPAW attendees desire access to the store when it is not open, she can always go grab the key and help them out. She has even made sure that all their new inventory was delivered and available in time for the FPAW meeting. So, help Jill and the little ones out and grab some cool FAA and WJHTC merch while at the Fall 2024 FPAW Meeting!

