



YVR GateKeeper CVMS Terminology

“Account Name” means the name that the Vendor is operating as.

“Account ID” means the identification assigned to a Vendor account in the GateKeeper system. The Account ID will always be the letters GT followed by five (5) numbers.

“Account Type” is a reporting classification used in the GateKeeper system and assigned by the Airport Authority. For example, PTB Commercial and Non-PTB Commercial.

“AdComp Portal” means the invoice and payment web-based portal used with the GateKeeper system. As per the Commercial Vehicle Operating Procedures, a valid credit card must be kept on file in the AdComp Portal for the payment of invoices.

“CGI” means Commercial General Liability insurance. Refer to the Commercial Vehicle Operating Permit Terms and Conditions for any requirements regarding CGI.

“Commercial Vehicle” means a registered vehicle that is part of the Commercial Vehicle Operator’s fleet and has its relevant information recorded in the Vendor Portal.

“Commercial Vehicle Operator” means the account holder in the Vendor Portal. Also referred to as Vendor.

“Dispatch Name” means the identification used in the GateKeeper Dispatch Portal to assign vehicles to curbside pick-up locations. In the case of all Prearranged accounts the Dispatch Name will be the License Plate Number (LPN) of the vehicle.

“Dispatch Operator” means Driver on the GateKeeper CVMS system and is the account that is assigned a Bus Bay Zone by YVR Dispatch through the eDispatch Portal.

“eDispatch Portal” means the web-based portal used by Commercial Vehicle drivers to notify YVR Dispatch when they are ready to pick up a prearranged trip. The URL for this portal is <https://yvr.gtcvms.com/GSIDispatch.eDispatch>.

“GateKeeper” means the company whom the Airport Authority has obtained the new Commercial Vehicle Management System (“CVMS”) software from.

“Legal Name” means the name that the Vendor is registered under for their PTB License and the BC Company Registrar.

“Operator Type” is a reporting classification used in the GateKeeper system to determine the type of operations a company performs at the airport. For example, Cruise Ship, Film Production, Intl Student Pick up, Limousine, Tour/Charter Group, or z-Other. This is set up the Airport Authority.



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“Prearranged Trip” means a request by the Commercial Vehicle Operator in the Vendor Portal to access the curb to pick up customers prior to the actual trip. Prearranged trips can be entered up to 60 minutes before the requested pick-up time.

“PTB License” means the license to operate provided by the Passenger Transportation Board.

“Quick Reference Guide (QRG)” means the instruction pdfs located under “Driver Operators” on <https://www.yvr.ca/en/business/work-with-yvr/driver-operators/commercial-vehicle-operators>.

“Service Type” is set by the Airport Authority. This should be set to “Prearranged.”

“Signed Commercial Vehicle Operator Permit” means Commercial Vehicle Operator Permit that has been filled out and signed by the Vendor as part of the application process. This form can be found under “Driver Operators” on <https://www.yvr.ca/en/business/work-with-yvr/driver-operators>. Submission of Signed Commercial Vehicle Operator Permit does not guarantee admission into the Commercial Vehicle Program.

“User Name” means the name used to log into the Vendor Portal and eDispatch Portal. User Name must be unique in the system. Recommended format is last name and first initial.

“Vehicle Insurance” means comprehensive automobile liability insurance. Refer to the Commercial Vehicle Operating Permit Terms and Conditions for any requirements regarding Vehicle Insurance.

“Vendor” means a Commercial Vehicle Business Operator who has submitted an account request application and has been approved to operate at YVR.

“Vendor Portal” means the web-based portal used by Vendors to manage their account, fleet, drivers, and prearranged trips. Each Vendor has access to their own account only. The URL for this portal is <https://yvr.gtcvms.com/GSIVendor>.