



Transportation  
Security  
Administration



# Transportation Worker Identification Credential Program

## Revised 8.5X11 Banners

September 13, 2007

**TWIC IS COMING**

# TWIC is Coming!

(Transportation Worker Identification Credential)

**Working Together to Ensure the Safety of Our Nation's Ports**

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## **TWIC ENROLLMENT AT THE PORT OF \_\_\_\_\_ WILL BEGIN \_\_\_\_\_**

### **What is TWIC?**

TWIC is a common identification credential for all personnel requiring unescorted access to secure areas of MTSA-regulated facilities and vessels, and all mariners holding Coast Guard-issued credentials. TSA will issue workers a tamper-resistant "Smart Card" containing the worker's biometric (fingerprint template) to allow for a positive link between the card itself and the individual.

### **Who needs a TWIC?**

Company, vessel, and facility security officers and personnel responsible for security duties are required to obtain a TWIC. Individuals who frequently access secure areas in the course of their employment will also need to obtain a TWIC. These populations include but are not limited to:

- |   |                   |
|---|-------------------|
| -Non-credentialed mariners in vessel crew         | -Longshoreman     |
| -Facility employees who work in a secure area     | -Drayage truckers |
| -Truckers bringing/picking up cargo at a facility | -Surveyors        |
| -Agents   | -Chandlers        |
| -Other maritime professionals                     | -Port chaplains   |

### **What are secure areas?**

A secure area is defined as the area on board a vessel, at a facility or outer continental shelf facility over which the owner/operator has implemented security measures for access control in accordance with a Coast Guard approved security plan. It does not include passenger access areas, employee access areas, or public access areas.

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*For more information, visit the TWIC Website at [www.tsa.gov/twic](http://www.tsa.gov/twic)  
or call 1-866-347-TWIC (8942)*



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### Who needs a TWIC?

The following individuals **must** obtain a TWIC:

- 1) All credentialed U.S. merchant mariners with active credentials. This includes all persons holding a Coast Guard-issued Merchant Mariner License, Merchant Mariner Document, or Certificate of Registry;
- 2) Anyone allowed unescorted access to secure areas of U.S.-flagged vessels, facilities, and Outer Continental Shelf (OCS) facilities subject to 22 CFR Parts 104, 105, and 106 respectively;
- 3) A vessel pilot;
- 4) All individuals working aboard towing vessels that push, pull or haul alongside tank vessels



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## What will the enrollment process entail?

During enrollment, applicants will be required to visit the Enrollment Center to:

- provide biographic information
- sign a disclosure form
- provide the necessary identity verification documents
- provide a complete set of fingerprints
- sit for a digital photograph
- pay the enrollment fee

## What documentation is required for enrollment?

Applicants **must** provide the appropriate documents in order to verify their identity. They must provide one document from list A or two from list B:

### List A (Any 1 of list below)

- Unexpired U.S. Passport
- Unexpired Permanent Resident Card or Unexpired Alien Registration Receipt Card with photograph
- Unexpired Foreign Passport with one of the following:
  - I-551 Stamp;
  - Attached INS Form I-94 indicating unexpired employment authorization;
  - Unexpired Employment Authorization Document (I-766);
  - OR with one of the following Unexpired Visas: E-1, E-2, E-3, H-1B, H-1B1, L-1, O-1, TN, M-1, C-1/D
- FAST (Free and Secure Trade) Card
- Merchant Mariner Document (MMD)

### List B (need two and one must be a government-issued photo ID)

- U.S. Certificate of Citizenship (N-560, 561)
- U.S. Certificate of Naturalization (N-550 or 570)
- Driver's license or ID card issued by a State or outlying possession of the United States
- Original or certified copy of birth certificate issued by a State, county, municipal authority, or outlying possession of the United States bearing an official seal
- Voter's Registration Card
- U.S. Consular Report of Birth Abroad
- U.S. Military ID or U.S. Retired Military ID
- Military Dependent's Card
- Expired U.S. Passport
- Native American Tribal Document
- U.S. Social Security Card
- U.S. Citizen Card I-197
- U.S. Military Discharge Papers DD-214
- Department of Transportation (DOT) Medical Card
- Civil Marriage Certificate
- MML (Merchant Mariner License) bearing an official raised seal, or a certified copy

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### ● **How much will the TWIC cost?**

The TWIC will cost \$132.50. The credential is valid for five years. Workers with current, comparable background checks (MML, HME, and FAST cardholders) may pay a reduced fee of \$105.25. The TWIC fee is payable by Credit Card, Money Order or Certified Check.

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## What can disqualify me from getting a TWIC?

**-Criminal:** An individual is wanted for any crime, under indictment for one of the disqualifying offenses, or has been convicted or incarcerated for those disqualifying felonies within prescribed time periods.

**-Immigration:** An individual does not meet the immigration status requirements

**-Security Threat:** An individual is identified as having a connection to terrorist activity.

If an applicant does not meet the qualification standards, then they have the opportunity to participate in the TWIC appeal and waiver process. See [www.tsa.gov/twic](http://www.tsa.gov/twic) for more information.

## What are the Permanent Disqualifying Offenses?

1. Espionage or conspiracy to commit espionage
  2. Sedition or conspiracy to commit sedition
  3. Treason or conspiracy to commit treason
  4. A federal crime of terrorism (18 U.S.C. 2332(g)) or comparable State law
  5. A crime involving a TSI (transportation security incident). Note: A transportation security incident is a security incident resulting in a significant loss of life, environmental damage, transportation system disruption, or economic disruption in a particular area. The term "economic disruption" does not include a work stoppage or other employee-related action not related to terrorism and resulting from an employer-employee dispute.
  6. Improper transportation of a hazardous material under 49 U.S.C. 5124 or a comparable state law
  7. Unlawful possession, use, sale, distribution, manufacture, purchase...or dealing in an explosive or explosive device
  8. Murder
  9. Threat or maliciously conveying false information knowing the same to be false, concerning the deliverance, placement, or detonation of an explosive or other lethal device in or against a place of public use, a state or government facility, a public transportation system, or an infrastructure facility
  10. Certain RICO (Racketeer influenced and Corrupt Organizations) Act violations where one of the predicate acts consists of one of the permanently disqualifying crimes
- Attempt to commit the crimes in items (1)-(4)
  - Conspiracy or attempt to commit the crimes in items (5)-(10)
  - Convictions for (1)-(4) are not eligible for a waiver.

## What are the Interim Disqualifying Offenses?

Conviction within 7 years, or release from incarceration within 5 years of application, and indictments or warrants associated with the crimes listed below until released:

- Unlawful possession, use, sale, manufacture, purchase, distribution...or dealing in a firearm or other weapon
- Extortion
- Dishonesty, fraud, or misrepresentation, including identity fraud and money laundering (except welfare fraud and passing bad checks)
- Bribery
- Smuggling
- Immigration violations
- Distribution, possession w/ intent to distribute, or importation of a controlled substance
- Arson
- Kidnapping or hostage taking
- Rape or aggravated sexual abuse
- Assault with intent to kill
- Robbery
- Fraudulent entry into a seaport
- Lesser violations of the RICO (Racketeer Influenced and Corrupt Organizations) Act
- Conspiracy or attempt to commit crimes listed on this page

**TWIC IS HERE**





# TWIC is Here

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**Continue to Ensure the Safety of the Nation's Ports  
by Pre-Enrolling Now!**

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## **TWIC PRE-ENROLLMENT AT THE PORT OF \_\_\_\_\_ WILL BEGIN \_\_\_\_\_**

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### ● **What will pre-enrollment entail?**

Pre-enrollment allows an applicant to provide the necessary biographic information required for enrollment; to select an Enrollment Center where they will complete enrollment, and to schedule an appointment for enrollment.

### ● **What information will I disclose during pre-enrollment?**

- Name, Date of Birth, Address, Contact information
- Employment information
- Current Mailing Addresses
- Height, Weight, Hair and Eye Color
- City, State, Country of Birth
- Alien Registration Number (If Applicable)
- CDL and State of Application of any HME held
- Passport Number (Optional)
- Social Security Number (Optional but encouraged to reduce turnaround on Security Threat Assessment)

### ● **When and where will I be able to pre-enroll?**

To save time during enrollment, you can pre-enroll online at [www.tsa.gov/twic](http://www.tsa.gov/twic) or call 1-866-347-8942 (TWIC). After pre-enrollment, an applicant must visit an Enrollment Center to complete the enrollment process and pay the enrollment fee.

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Enrollment Started on \_\_\_\_\_

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## When and where will I be able to enroll?

TWIC enrollment at the Port of [\_\_\_\_\_] started on [\_\_\_\_\_].

Physical Address of Enrollment Center:

Hours of Operation:

**To schedule an appointment and save time during enrollment, you can still pre-enroll online at [www.tsa.gov/twic](http://www.tsa.gov/twic) or call 1-866-347-8942 (TWIC).**

## What will the enrollment process entail?

During enrollment, applicants will be required to visit the enrollment center to:

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## What does the Security Threat Assessment involve?

The security threat assessment involves the following components:

- Finger print-based criminal history check
- Intelligence-related check to identify potential ties to terrorism
- Immigration status

**For a complete list of disqualifying crimes and offenses, please visit**

**[www.tsa.gov/twic](http://www.tsa.gov/twic)**

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### ● By what date must I enroll?

USCG will publish in the Federal Register the TWIC compliance dates for each Captain of the Port Zone (COTP). In accordance with the TWIC Final Rule, USCG will provide at least 90 days notice prior to the compliance date. In no case will the compliance date be later than September 25, 2008. The dates for the initial enrollment periods can be found on the current TWIC schedule available on the TWIC website.

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