



**Transportation
Security
Administration**

**Passenger Civil Aviation Security Fees (September 11th Security Fees
(AY)) Quarterly Reports Airline POC Designation**

INSTRUCTIONS: Airline carriers are to use this form to designate an individual as point-of-contact (POC) for activities related to the quarterly reporting of September 11th Security Fees to the U.S. Department of Homeland Security, Transportation Security Administration (TSA), Office of Revenue. TSA recognizes the POC as the carrier's authority to assign or approve individuals who are permitted to report on the carrier's behalf. The POC will also be responsible for managing the reporting carrier's user accounts to access the web based September 11th Security Fee Reporting Application to include immediately requesting removal of user account privileges as appropriate. Please fax completed forms to the Office of Revenue at (571) 227-2904.

POC Information

Name (Last, First, M.I.)	Title or Department
Email Address	
Telephone Number	Fax Number
Mailing Address:	
Carrier Name and DOT/IATA Code:	

Scope of Authorization: Subject to the limitations that follow, the POC is authorized to grant individuals access to the TSA September 11th Security Fee Reporting Application to submit quarterly security fee reports for the carrier named above. This authorization contains no implied authorization to access any other computer system of the U.S. Government, and will be revoked on separation, retirement, reassignment of duties, change of organization or when determined by the Information Security Officer to be in the best interest of the Government.

WARNING: Only Authorized Users May Use These Systems. To protect these systems from unauthorized use and to ensure that these systems are functioning properly, system administrators monitor these systems. Individuals using these systems without authority, or in excess of their authority, are subject to having all of their activities on these systems monitored and recorded by system personnel. In the course of monitoring individuals improperly using these systems, or in the course of system maintenance, the activities of authorized users may also be monitored. Anyone using these systems expressly consents to such monitoring and is advised that if such monitoring reveals possible evidence of criminal activity, management may authorize system personnel to provide the evidence of such monitoring to law enforcement officials.

Airline Representative Approving Official Signature

Date