



Melbourne International Airport Police Department Security Badge Application –AOA RESTRICTED Area

Prior to issuance of an Airport Security Identification Media the U.S. Department of Transportation and the Transportation Security Administration requires that all individuals that request unescorted access to the Air Operations Area (AOA) must submit to and pass a fingerprint-based Criminal History Records Check (CHRC) and a Security Threat Assessment (STA) in compliance with 49 CFR 1542. Federal Aviation Administration requires all individuals attend Ramp Driving Training and renewal training every 24 months pursuant to Title 14 CFR 139.

APPLICANT SECTION

Name of Applicant – Last, First, Middle			Date of Birth	Race	Sex
List any other names you have ever been known by (Aliases, Maiden, Married, etc.)			Height	Weight	Hair
Home Address – Street, City, State and Zip Code			E-mail Address		
Home Phone Number		Cell Phone Number		Business Phone Number	
Country of Birth	Country of Citizenship	Alien Registration Number <i>(For Non-US Resident Only)</i>	Name of Employer & Title of Applicant		Hangar #
The information I have provided on this application is true, complete, and correct to the best of my knowledge and belief and is provided in good faith. I understand that a knowing and willful false statement on this application can be punished by fine, imprisonment, or both. (See Section 1001 of Title 18 of the United States Code.) I release MAA from liability whatsoever in connection with the CHRC with regards to my request for the issuance of a security identification badge. By signing below, Applicant certifies that he/she has read, understands, and will comply with the Secure Area Badge Regulations attached.					
Applicant Signature				Date	

PRIVACY ACT NOTICE ATTACHED

BADGE SPONSOR SECTION

By signing below, the Badge Sponsor certifies that in accordance with 14 CFR 1542.201, fingerprints will be submitted and the applicant has been briefed on the regulations pertaining to the Melbourne Airport Authority Identification Security Badge System and applicable regulations.	
Badge Sponsor Signature	Date
Comments, including access levels, escorting privileges:	

BADGE OFFICE USE ONLY

Issue Date	Color	Badge #	Encoded Card #	Employer Code	Expiration Date	Pin #	Ramp/Ground Date
Airport Security Coordinator Signature					Date		

CRIMINAL HISTORY AFFIDAVIT CERTIFICATION

Please Read the Following Information Carefully. Indicate below if you have ever plead guilty or nolo-contendere (“no contest”) to, had an adjudication withheld, been found not guilty by reason of insanity, or been convicted of a misdemeanor or felony (including convictions as a result of a court marshal while in the Military) to any one of the disqualifying crimes listed below in the last 10 years. A conviction for any offense (even a misdemeanor offense) listed in the CHRC statute and regulations acts to disqualify an individual from unescorted access authority.

YES NO

- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Forgery of certificates, false marking of aircraft, and other aircraft registration violation; 49 U.S.C. 46306. |
| <input type="checkbox"/> | <input type="checkbox"/> | Interference with air navigation; 49 U.S.C. 46308. |
| <input type="checkbox"/> | <input type="checkbox"/> | Improper transportation of a hazardous material; 49 U.S.C. 46312. |
| <input type="checkbox"/> | <input type="checkbox"/> | Aircraft piracy; 49 U.S.C. 46502. |
| <input type="checkbox"/> | <input type="checkbox"/> | Interference with flight crew members or flight attendants; 49 U.S.C. 46504. |
| <input type="checkbox"/> | <input type="checkbox"/> | Commission of certain crimes aboard aircraft in flight; 49 U.S.C. 46506. |
| <input type="checkbox"/> | <input type="checkbox"/> | Carrying a weapon or explosive aboard aircraft; 49 U.S.C. 46505. |
| <input type="checkbox"/> | <input type="checkbox"/> | Conveying false information and threats; 49 U.S.C. 46507. |
| <input type="checkbox"/> | <input type="checkbox"/> | Aircraft piracy outside the special aircraft jurisdiction of the United States; 49 U.S.C. 46502(b). |
| <input type="checkbox"/> | <input type="checkbox"/> | Lighting violations involving transporting controlled substances; 49 U.S.C. 46315. |
| <input type="checkbox"/> | <input type="checkbox"/> | Unlawful entry into an aircraft or airport area that serves air carriers or foreign air carriers contrary to established security requirements; 49 U.S.C. 46314. |
| <input type="checkbox"/> | <input type="checkbox"/> | Destruction of an aircraft or aircraft facility; 18 U.S.C. 32. |
| <input type="checkbox"/> | <input type="checkbox"/> | Murder. |
| <input type="checkbox"/> | <input type="checkbox"/> | Assault with intent to murder |
| <input type="checkbox"/> | <input type="checkbox"/> | Espionage |
| <input type="checkbox"/> | <input type="checkbox"/> | Sedition [rebellion against the government] |
| <input type="checkbox"/> | <input type="checkbox"/> | Kidnapping or hostage taking |
| <input type="checkbox"/> | <input type="checkbox"/> | Treason |
| <input type="checkbox"/> | <input type="checkbox"/> | Rape or aggravated sexual abuse |
| <input type="checkbox"/> | <input type="checkbox"/> | Unlawful possession, use, sale, distribution, or manufacture of an explosive or weapon |
| <input type="checkbox"/> | <input type="checkbox"/> | Extortion |
| <input type="checkbox"/> | <input type="checkbox"/> | Armed or felony unarmed robbery. |
| <input type="checkbox"/> | <input type="checkbox"/> | Distribution of, or intent to distribute, a controlled substance |
| <input type="checkbox"/> | <input type="checkbox"/> | Felony arson |
| <input type="checkbox"/> | <input type="checkbox"/> | Felony involving a threat. |
| | | Felony involving— |
| <input type="checkbox"/> | <input type="checkbox"/> | Willful destruction of property |
| <input type="checkbox"/> | <input type="checkbox"/> | Importation or manufacture of a controlled substance |
| <input type="checkbox"/> | <input type="checkbox"/> | Burglary |
| <input type="checkbox"/> | <input type="checkbox"/> | Theft |
| <input type="checkbox"/> | <input type="checkbox"/> | Dishonesty, fraud, or misrepresentation |
| <input type="checkbox"/> | <input type="checkbox"/> | Possession or distribution of stolen property |
| <input type="checkbox"/> | <input type="checkbox"/> | Aggravated assault |
| <input type="checkbox"/> | <input type="checkbox"/> | Bribery; or |
| <input type="checkbox"/> | <input type="checkbox"/> | Illegal possession of a controlled substance punishable by a maximum term of imprisonment of more than 1 year. |
| <input type="checkbox"/> | <input type="checkbox"/> | Violence at international airports; 18 U.S.C. 37. |
| <input type="checkbox"/> | <input type="checkbox"/> | Conspiracy or attempt to commit any of the aforementioned criminal acts |

I have read and understand the list of disqualifying criminal offenses and I certify that I do not have a disqualifying criminal offense. I understand that Federal regulations under 49 CFR 1542.209 (l) impose a continuing obligation to disclose to the airport operator within 24 hours if I am convicted of any disqualifying criminal offense that occurs while I have unescorted access authority. A copy of the criminal record received will be provided to me, if requested by me in writing to the Airport Security Coordinator, Melbourne Airport Police Department, One Air Terminal Parkway, Melbourne, Florida 32901.

Print Name _____

Signature _____ **Date** _____



SOCIAL SECURITY ADMINISTRATION VERIFICATION

I authorize the Social Security Administration to release my Social Security Number and full name to the Transportation Security Administration, Office of Transportation Threat Assessment and Credentialing (TTAC), Attention: Aviation Programs (TSA-19)/Aviation Worker Program, 601 South 12th Street, Arlington, VA 20598.

I am the individual to whom the information applies and want this information released to verify that my SSN is correct. I know that if I make any representation that I know is false to obtain information from Social Security records, I could be punished by a fine or imprisonment or both.

Signature: _____ Date of Birth: _____

SSN and Full Name: _____

PRIVACY ACT NOTICE

Authority: 49 U.S.C. §§114, 44936 authorizes the collection of this information.

Purpose: The Department of Homeland Security (DHS) will use the biographical information to conduct a security threat assessment and will forward any fingerprint information to the Federal Bureau of Investigation to conduct a criminal history records check of individuals who are applying for, or who hold, an airport-issued identification media or who are applying to become a Trusted Agent of the airport operator. DHS will also transmit the fingerprints for enrollment into the US-VISIT's Automated Biometrics Identification System (IDENT). If you provide your Social Security Number (SSN), DHS may provide your name and SSN to the Social Security Administration (SSA) to compare that information against SSA's records to ensure the validity of your name and SSN.

Routine Uses: This information may be shared with third parties during the course of a security threat assessment, employment investigation, or adjudication of a waiver or appeal request to the extent necessary to obtain information pertinent to the assessment, investigation, or adjudication of your application or in accordance with the routine uses identified in the Transportation Security Threat Assessment System (T-STAS), DHS/TSA 002.

Disclosure: Furnishing this information (including your SSN) is voluntary; however, if you do not provide your SSN or any other information requested, DHS may be unable to complete your application for identification media.

I acknowledge that I am aware that the collection of information is required for the above reasons and I have received a copy of the DHS Privacy Act Notice.

I acknowledge receipt and have read the "Melbourne International Airport Security Badge Rules and Regulations" from the Melbourne Airport Police Department Badge Office.

Printed Name _____ Date _____

Signature _____

REQUIRED IDENTIFICATION TO ESTABLISH IDENTITY AND CITIZENSHIP STATUS

ALL applicants must submit 1) proof of identity and 2) citizenship status and/or legal employment status. To meet those requirements the following is required; **1 document from list A is acceptable OR 1 document from list B AND 1 document from list C.** All documents must be original and unexpired.

<u>LIST A</u> Documents that Establish Both Identity and Employment Authorization	<u>LIST B</u> Documents that Establish Identity	<u>LIST C</u> Documents that Establish Employment Authorization
<ol style="list-style-type: none"> 1. US Passport or US Passport Card 2. Permanent Resident Card or Alien Registration Receipt Card (Form I-551) 3. Foreign passport that contains a temporary I-551 stamp or temporary I-551 printed notation on a machine-readable immigrant visa 4. Employment Authorization Document that contains a photograph (Form I-766) 5. In the case of a nonimmigrant alien authorized to work for a specific employer incident to status, a foreign passport with Form I-94 or Form I-94A bearing the same name as the passport and containing an endorsement of the alien's nonimmigrant status, as long as the period of endorsement has not yet expired and the proposed employment is not in conflict with any restrictions or limitations identified on the form 6. Passport from the Federated States of Micronesia (FSM) or the Republic of the Marshall Islands (RMI) with Form I-94 or Form I-94A indicating nonimmigrant admission under the Compact of Free Association Between the United States and the FSM or RMI 	<ol style="list-style-type: none"> 1. Driver's license or ID card issued by a State or outlying possession of the United States provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address 2. ID card issued by federal, state or local government agencies or entities, provided it contains a photograph or information such as name, date of birth, gender, height, eye color and address 3. School ID card with a photograph 4. Voter's registration card 5. US Military card or draft record 6. Military dependant's ID card 7. US Coast Guard Merchant Mariner card 8. Native American tribal document 9. Driver's license issued by a Canadian government authority <p style="text-align: center;">For persons under age 18 who are unable to present a document listed above:</p> <ol style="list-style-type: none"> 10. School record or report card 11. Clinic, doctor, or hospital record 12. Day-care or nursery school record 	<ol style="list-style-type: none"> 1. Social Security Account Number card other than one that specifies on the face that the issuance of the card does not authorize employment in the United States 2. Certification of Birth Abroad issued by the Department of State (Form FS-545) 3. Certification of Report of Birth issued by the Department of State (Form DS-1350) 4. Original or certified copy of birth certificate issued by a State, county, municipal authority, or territory of the United States bearing an official seal 5. Native American tribal document 6. US Citizen ID card (Form I-197) 7. Identification Card for Use of Resident Citizen in the United States (Form I-179) 8. Employment authorization document issued by the Department of Homeland Security

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MELBOURNE INTERNATIONAL AIRPORT SECURITY BADGE RULES AND REGULATIONS

1. All persons in the AOA portion of the Airport will be required to display on their persons, at all times, the proper Airport issued security identification badge. The security identification badge will be displayed on the upper portion of the body on the outer garment so as to be clearly visible.
2. It is not permissible, under any circumstances, to use another person's security identification badge or to allow another person to use your security identification badge.
3. Each person must enter AOA and SIDA/Secure Area using their own security identification badge. Multiple persons entering an automated access point on a single entry transaction is PROHIBITED. All badge holders shall wait until the door or gate is fully closed before leaving the area.
4. Security identification badge holders operating motorized equipment on airport property or Ramp/AOA Areas will ensure that all vehicles and passenger gates are locked or must be attended at all times. Personnel monitoring gates are responsible to ensure persons utilizing these gates are in compliance with MAA and TSA Regulations.
5. Un-badged individuals may have access provided they are escorted by a properly badged person that is authorized to access that area. The escort must maintain constant visible and audible contact with the person(s) under escort.
6. Mutilation or alteration of any security identification badges, access keys, and parking placards will invalidate these items, and are no way transferable or to be duplicated.
7. Airport security identification badges, access keys, and parking placards remain the property of the Melbourne Airport Authority and must be surrendered upon demand or returned to the Airport Authority upon the individual's termination of employment or work assignment at the Melbourne International Airport.
8. All lost, stolen, or otherwise not properly returned security identification badges or keys must be promptly reported to the badge sponsor and thereafter to the Airport Security Coordinator or his designee at the Melbourne Airport Police Department in writing.
9. Failure to return any security identification badges or control access keys will subject you to a fine of \$100.00 for each item not returned, lost, misplaced or stolen. Applicants hereby authorizes their badge sponsor to invoice them in the amount of \$100 or deduct \$100.00 from applicant's wages for any such badge and/or key not promptly returned upon signing the badge application.
10. All security badge holders will renew their issued Airport identification security badge before the expiration date which is listed on the front of the badge.
11. It is the responsibility of each security identification badge holder to challenge any individual not displaying an Airport issued security identification badge while on Airport property.

Challenge procedures are:

- Approach the un-badged individual in a non-threatening and helpful manner and inquire as to the reasons why the un-badged individual is within the secure area portion of the Airport.
 - When an un-badged individual cannot produce an Airport security identification badge, the individual conducting the challenge must escort the person out of the secure area and report this incident to a Melbourne Airport Police Officer for further investigation.
 - If an authorized individual cannot approach an un-badged person for safety reasons, the authorized individual must keep close surveillance of the un-badged person and immediately contact a Melbourne Airport Police Officer to report the incident.
 - 24 hour Melbourne Airport Police emergency notification number is **321-288-0147**, which is located on the back of the security identification badge.
12. The Melbourne Airport Authority reserves the right to refuse or revoke authorization of any individual for Airport identification security badges where such action is determined to be in the best interest of Melbourne Airport security.
 13. Applicants must obtain their security badge within 30 days of employment or occupancy at the Melbourne International Airport.
 14. Individuals accessing or present within the sterile area, secured area, SIDA, AOA or boarding aircraft are subject to search by TSA of his or her person and accessible property pursuant to Title 49 USC §44903.