



Monroe Regional Airport ID Badge Application

Monroe Regional Airport
5400 Operations Rd, Room 200
Monroe, LA 71203
(318)329-2460

PRIVACY ACT NOTICE:

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

Purpose: The Department of Homeland Security (DHS) will use this information to conduct a Security Threat Assessment (STA) on Airport employees and other personnel or applicants who work in or have unescorted access to the AOA, secured area, sterile area, SIDA or any other area which the Airport has issued a personnel identification media.

Routine Uses: The information will be used by and disclosed to DHS personnel and contractors or other agents who need the information to assist in activities related to aviation security. Additionally, DHS may share the information with facility operators, law enforcement or other government agencies as necessary to respond to potential or actual threats to transportation security, or pursuant to its published Privacy Act system of records notice.

Disclosure: Furnishing this information is voluntary. However, failure to furnish the requested information may delay or prevent the completion of your Security Threat Assessment, which may prevent your access to the AOA, secured area, sterile area, SIDA or other area or purpose for which personnel identification media are issued.

LEGIBLY PRINT INFORMATION BELOW:

Name

Employer

Position

----- DO NOT WRITE BELOW THIS LINE -----

BADGE STATUS				<input type="checkbox"/> New <input type="checkbox"/> Renewal <input type="checkbox"/> Lost/Stolen/Broken (#___) <input type="checkbox"/> NOT ISSUED			
Badge #:		Expiration:		Issue Date:		Return Date:	
Badge Type: <input type="checkbox"/> AOA (Green) <input type="checkbox"/> SIDA (Purple) <input type="checkbox"/> Contractor (Aqua) <input type="checkbox"/> GA (Maroon) Non-Sida <input type="checkbox"/> Employee Parking Only (White)				Returned Id: <input type="checkbox"/> Yes <input type="checkbox"/> No Returned ID #: _____			
Access Type (check all that apply): <input type="checkbox"/> AOA <input type="checkbox"/> SIDA <input type="checkbox"/> Secured <input type="checkbox"/> Sterile <input type="checkbox"/> Public				Paid/Billed: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> No Charge <input type="checkbox"/> Billed			
STA Status: Date Submitted: ___ / ___ / ___ Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No ___ / ___ / ___		Fingerprint Status (if applicable): Date Submitted: ___ / ___ / ___ <input type="checkbox"/> Cleared <input type="checkbox"/> Not Cleared TSCFP _____		Escort Granted: <input type="checkbox"/> Yes <input type="checkbox"/> No		Training Required: <input type="checkbox"/> SIDA: ___ / ___ / ___ <input type="checkbox"/> Driver: ___ / ___ / ___ <input type="checkbox"/> AOA: ___ / ___ / ___	
Reviewer Initials:				Date:			

Pursuant to Federal Aviation Regulation 1542.209, to qualify for an Airport ID access card, the applicant must meet the following criteria:

- Complete the Monroe Regional Airport ID Card application.
- Pay all applicable application fees (ID, CHRC, Lost ID, etc.).
- Present a primary AND secondary of the following forms of ID:

Primary:

- U.S. State Driver's License
- Government Issued ID Card
- Passport
- Concealed Weapon Permit
- Federal ID Card
- Original Birth Certificate with visible seal accompanied by a picture ID.

Secondary:

- Social Security Card
- Voter's Registration Card
- Temporary Driver's License issued by another State Government
- Temporary ID Card issued by U.S. Government
- Other non-photo government issued ID Cards. (FAA Certificates, License, Permits, etc.)
- Social Security Card
- Original or Certified copy of original birth certificate with seal
- Naturalization Certificate
- Alien Registration, Refugee Travel Document and Reentry Permit must be accompanied by Employment Authorization document.
- Photo ID Card issued by applicants employer

- If the applicant has been convicted or found not guilty by reason of insanity of any of the following criminal offenses within the last 10 years, the applicant will be disqualified from obtaining an Airport ID card.

Disqualifying Offenses:

1. Forgery of certificates, false marking of aircraft, and other aircraft registration violation; 49 U.S.C. 46306.
2. Interference with air navigation; 49 U.S.C. 46308.
3. Improper transportation of a hazardous material; 49 U.S.C. 46312.
4. Aircraft piracy; 49 U.S.C. 46502.
5. Interference with flight crew members or flight attendants; 49 U.S.C. 46504.
6. Commission of certain crimes aboard aircraft in flight; 49 U.S.C. 46506.
7. Carrying a weapon or explosive aboard aircraft; 49 U.S.C. 46505.
8. Conveying false information and threats; 49 U.S.C. 46507.
9. Aircraft piracy outside the special aircraft jurisdiction of the United States; 49 U.S.C. 46502(b).
10. Lighting violations involving transporting controlled substances; 49 U.S.C. 46315.
11. 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.
12. Destruction of an aircraft or aircraft facility; 18 U.S.C. 32.
13. Murder.
14. Assault with intent to murder.
15. Espionage.
16. Sedition.
17. Kidnapping or hostage taking.
18. Treason.
19. Rape or aggravated sexual abuse.
20. Unlawful possession, use, sale, distribution, or manufacture of an explosive or weapon.
21. Extortion.
22. Armed or felony unarmed robbery.
23. Distribution of, or intent to distribute, a controlled substance.
24. Felony arson.
25. Felony involving a threat.
26. Felony involving—
 - a. Willful destruction of property;
 - b. Importation or manufacture of a controlled substance;
 - c. Burglary;
 - d. Theft;
 - e. Dishonesty, fraud, or misrepresentation;
 - f. Possession or distribution of stolen property;
 - g. Aggravated assault;
 - h. Bribery; or
 - i. Illegal possession of a controlled substance punishable by a maximum term of imprisonment of more than 1 year.
27. Violence at international airports; 18 U.S.C. 37.
28. Conspiracy or attempt to commit any of the criminal acts listed in this section.

"I have read and understand the requirements for obtaining an Airport ID card. I also understand that prior to the issuance of an Airport ID card, an access investigation shall be conducted which may include a fingerprint Criminal History Records Check and Security Threat Assessment. I understand the Monroe Regional Airport along with the Monroe Police Department or the City of Monroe reserves the right to revoke the authorization of individuals with security identification badges where such actions are determined to be in the best interest of Airport Security.

I swear and affirm that within the last ten years, I have not been convicted or found not guilty by reason of insanity for any of the disqualifying offenses. I also understand that under Federal Regulations 49 CFR 1542.209 (l), I must inform the Monroe Regional Airport within 24 hours if I am convicted or found not guilty by reason of insanity of any of the above criminal offenses while I have unescorted access authority."

Signature:

X

Date:

SECTION I – APPLICANT INFORMATION (Please Print Legibly)

1. LAST NAME:		2. FIRST NAME:		3. MIDDLE NAME:		4. SSN:	
5. DATE OF BIRTH:		6. COUNTRY OF BIRTH:		7. COUNTRY OF CITIZENSHIP:		8. ALIAS AND/OR MAIDEN NAME:	
9. HOME ADDRESS (PHYSICAL ADDRESS ONLY; NO PO BOX):				10. CITY:		11. STATE:	12. ZIP CODE:
13. PRIMARY PHONE (HOME OR CELL):		14. WORK PHONE:		15. DRIVERS LICENSE (ST / NUMBER):		16. PLACE OF BIRTH (CITY, STATE)	
17. EMAIL ADDRESS (OPTIONAL):							
18. GENDER: <input type="checkbox"/> M <input type="checkbox"/> F	19. HEIGHT:		20. WEIGHT:		21. HAIR COLOR:		22. EYE COLOR:
23. RACE: <input type="checkbox"/> WHITE <input type="checkbox"/> BLACK <input type="checkbox"/> LATINO <input type="checkbox"/> ASIAN <input type="checkbox"/> OTHER: _____							
IF NUMBERS 6 OR 7 IS A COUNTRY OTHER THAN THE UNITED STATES OF AMERICA, PLEASE FILL IN THE APPLICABLE REQUIRED INFORMATION BELOW IN NUMBERS 24 – 29 AND PROVIDE PASSPORT & I-94:							
24. ALIEN REGISTRATION NO:			25. NON-IMMIGRANT VISA NO:			26. I-94 FORM NO:	
27. DS-1350 CERTIFICATION OF BIRTH ABROAD:			28. PASSPORT NO:			29. PASSPORT COUNTRY:	
30. CERTIFICATION: <p>“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 or imprisonment or both. (See U.S.C. Title 18 § 1001.)</p> <p>I further acknowledge that I understand and agree to abide by the security regulations and policies set forth by the Monroe Regional Airport. I understand that failure to do so on my part may result in temporary or permanent revocation of my Airport ID badge or legal action against me under C.F.R. 1542.</p> <p>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 22202.</p> <p>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.”</p>							

31. X _____ <div style="text-align: center; margin-top: 5px;">SIGNATURE</div>	32. _____ <div style="text-align: center; margin-top: 5px;">DATE</div>
33. _____ <div style="text-align: center; margin-top: 5px;">PRINTED NAME</div>	

SECTION II – AUTHORIZED SIGNATORY/EMPLOYER/SPONSOR (New Applicants Only)

34. SPONSOR COMPANY NAME:		
35. CERTIFICATION: <p>“I certify that upon the employee/contractor’s separation of service or loss of the Airport ID badge, it is my responsibility to notify the Monroe Regional Airport Badging Office as soon as possible, not to exceed 24 hours. After normal operating hours, I shall contact the Monroe Airport Police (318-329-2471).</p> <p>I certify that I have verified the above applicant’s information in accordance with Federal Aviation Regulation 1542 and my company agrees to be financially responsible for the cost of the Criminal History Records Check of this applicant, should it be required.</p> <p>My company will reimburse the Monroe Regional Airport for any FAA or TSA fines levied against the Monroe Regional Airport which are caused by the failure of the applicant to adhere to the Monroe Regional Airport Certification Manual or Airport Security Program.”</p>		
36. REQUESTED ACCESS (check all that apply): <input type="checkbox"/> AOA <input type="checkbox"/> SIDA <input type="checkbox"/> Secured <input type="checkbox"/> Contractor <input type="checkbox"/> Public		37. ESCORT REQUESTED: <input type="checkbox"/> Y <input type="checkbox"/> N
38. AUTHORIZED SIGNATURE:		39. PRINTED NAME:
40. DATE:		