



United States Department of the Interior

OFFICE OF THE SECRETARY

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To: Bureau Chief Finance Officers
Bureau Directors for Administration

From: Daniel L. Fletcher 
Director, Office of Financial Management

Subject: Secure Flight Requirements

Attached is information regarding the Transportation Security Administration's (TSA) efforts regarding implementation of the Intelligence Reform and Terrorism Prevention Act of 2004 (IRTPA) which required the Department of Homeland Security to assume responsibility for the comparison of passenger information to the Selectee and No Fly Lists and to utilize all appropriate records in the consolidated and integrated watch list that the Federal Government maintains. This responsibility previously was managed by the individual air carriers.

Timelines

- May 15, 2009: Domestic airlines are required to request and provide full name for all passengers
- August 15, 2009: Domestic airlines are required to request all Secure Flight Passenger Data
- October 31, 2009: All airlines are required to request and provide full Secure Flight Passenger Data

All Interior employees should review their Govtrip profiles and ensure that the names listed on the profile matches the name on their government issued identification. Govtrip does not have full middle name field capabilities as yet; therefore, a middle name initial will be sufficient. Here are some examples of things employees should look for during the review of their profile:

- If you have a nick name as your first name in your Govtrip profile and it does not match your full first name on your id, change the profile.
- If you have a hyphenated last name on your id and it does not exist on your Govtrip profile, change the profile name to reflect the hyphenated last name.

Additional information regarding these changes is available on the attachment.

If you have any questions, please contact Robert Smith (Robert_Smith@ios.doi.gov) on 202-208-5684

Attachment

Secure Flight Program

Background

Section 4012(a) of the Intelligence Reform and Terrorism Prevention Act of 2004 (IRTPA) required the Department of Homeland Security to assume responsibility for the comparison of passenger information to the Selectee and No Fly Lists from air carriers and to utilize all appropriate records in the consolidated and integrated watch list that the Federal Government maintains. The final report of the National Commission on Terrorist Attacks upon the United States (9/11 Commission Report) recommended that the watch list matching function ". . . be performed by Transportation Security Administration (TSA) and it should utilize the larger set of watch lists maintained by the Federal Government."

TSA announced the final rule to implement the Secure Flight program on October 22, 2008. The final rule went into effect on December 29, 2008. Under the program, TSA receives passenger and certain non-traveler information from aircraft operators. TSA transmits boarding pass printing results based on watch list matching results back to aircraft operators.

Program Requirements

The Secure Flight Program requires that the airlines collect from travelers the following passenger data:

- Full name (as shown on the government-issued identification the traveler plans to use at the airport)
- Date of birth
- Gender

The airlines are required to send this information to TSA for a match check against the various government maintained No Fly lists. If TSA finds no match for the travelers name to one of the Watch lists, the airlines will be given a positive validation that the traveler may be issued a boarding pass. If the travelers name is found to match against one of the names on the Selectee or No Fly (Watch) lists, the traveler will not be issued a boarding pass until additional validation is done to ensure that the traveler is not on one of the lists.

At the airport, the processes that presently exist will continue. Airline personnel will continue to check the identification of travelers who check baggage for matching against their boarding pass. TSA personnel will continue to check identifications of all travelers against names listed on boarding passes prior to security screening for access to airport gates. If the travelers name on their boarding pass does not match the name on their government issued identification, they will have to contact airline personnel to have the name on their ticketed reservation changed to reflect the name on their identification. This new name will be submitted to TSA for a match check prior to a new boarding pass being issued.

Travelers will not be turned away by the airline and told to leave if the name on their boarding pass is not exactly the same as the name on their Government issued id. The traveler may have to go through additional steps to ensure the name shown on their Government ID is communicated to TSA, for match check validation, by the airline. Once the airline receives the okay from TSA to issue the boarding pass they will do so with the proper name, as shown on the id. This process may take time to perform and may cause the traveler to miss their flight if they have not arrived at the airport several hours prior to their flights departure.

The TSA has stated that in the near future the program will be lenient in its review of middle names, if they exist. If the name provided to the airlines has a middle initial, instead of a full middle name and the government id has a full middle name shown, as long as the first initial of the full middle name matches the middle initial that is provided the passenger will be allowed to board without further review as long as there is no match on the Watch lists.

Timelines

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Department Procedures

The Departments TMC (SATO) and ETS (Govtrip) providers will provide the required data to the airlines for all Interior travelers. Northrop Grumman will release a modification to the Govtrip program in July 2009, to capture the required passenger data from new and existing fields on an employees' profile.

All Interior employees should review their Govtrip profiles and ensure that the names listed on the profile matches the name on their government issued identification. Govtrip does not have full middle name field capabilities as yet; therefore, a middle name initial will be sufficient. Here are some examples of things employees should look for during the review of their profile:

- If you have a nick name as your first name in your Govtrip profile and it does not match your full first name on your id, change the profile.
- If you have a hyphenated last name on your id and it does not exist on your Govtrip profile, change the profile name to reflect the hyphenated last name.

After July 11, 2009, employees will be notified once again that they should review their Govtrip profile to ensure that their full name (full middle name field should exist), date of birth and their sex (male or female) are shown as on their Government identification.

The airlines have stated that they will also verify the name data reported to TSA with the name data on the passengers frequent flyer account; if the names do not match, the passenger may not be credited for the miles they fly. Employees should contact their airline frequent flyer programs and verify that the names are correct as listed on the government id.

Employees should ensure that the name on their government issued travel charge card is the same as the name on their Government issued id, as well. Having a different name on your charge card may cause a situation where a travelers tickets are not issued.

Definitions

Government issued id - A Government issued id is any identification issued by Federal State or Foreign Government that has the persons; full name, date of birth, and sex (male or female) shown on it. Examples of these are as follows:

- U.S. passport
- U.S. passport card
- DHS "Trusted Traveler" cards (NEXUS, SENTRI, FAST)
- U.S. Military ID (active duty or retired military and their dependents)
- Permanent Resident Card
- Border Crossing Card
- DHS-designated enhanced driver's license
- Driver's Licenses or other state photo identity cards issued by Department of Motor Vehicles (or equivalent) that meets REAL ID benchmarks (All states are currently in compliance)
- A Native American Tribal Photo ID
- An airline or airport-issued ID (if issued under a TSA-approved security plan)
- A foreign government-issued passport
- Canadian provincial driver's license or Indian and Northern Affairs Canada (INAC) card

Transportation Worker Identification Credential (TWIC)

Watch lists – Any of the lists maintained by the Federal Government of individuals identified as possible threats.