



# STERILE AREA UNESCORTED ACCESS BADGE MEDIA APPLICATION

**APPLICANT SECTION: PLEASE PRINT/TYPE – PRESS FIRMLY**

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Name \_\_\_\_\_  
 (Full Legal Name) (Full Legal Name) (Full Legal Name)

Name(s) Previously Used: \_\_\_\_\_ Place of Birth \_\_\_\_\_ Citizenship \_\_\_\_\_  
 (State) (Country)

Height \_\_\_\_\_ Weight \_\_\_\_\_ Hair \_\_\_\_\_ Eyes: \_\_\_\_\_ Race: \_\_\_\_\_ Gender: \_\_\_\_\_

Home Street Mailing Address \_\_\_\_\_ Apt/Unit \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email Address: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

Are you/Have you been badged with any other entity at this airport: If so who and what is/are the badge number(s): \_\_\_\_\_

**APPLICANT SIGNATURE AREA**

The information I have provided 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 can be punished by fine or imprisonment or both. (See Section 1001 of Title 18 of the United States Code). Misrepresentations, omissions, falsifications, or violation of any rule/regulation of the TSA or Colorado Springs Airport may be grounds for immediate revocation of the Colorado Springs Airport ID Badge/Access Media.

My signature also signifies that I do not have a disqualifying criminal offense per TSA Rules and Regulations 1542.209 and/or 1544.229 for unescorted access. I understand that I am obligated to disclose to the Airport Operator within 24 hours if I am convicted of any disqualifying criminal offense that occurs while I have unescorted authority. The Colorado Springs Airport participates in the Federal TSA/FBI Rap Back program and all applicants may be subject to future background investigations by Federal, State, or other local judicial or law enforcement agencies.

I authorize the Social Security Administration to release my Social Security Number and full name to the Transportation Security Administration, Intelligence and Analysis (IA), Attention: Aviation Programs (TSA-10)/Aviation Worker Program, 601 South 12<sup>th</sup> 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.

I have read, understand, and agree to abide by the Rules and Regulations that are attached to, or printed on the back of this application.

**“STERILE AREA” AGREEMENT**

1. I will only access the Sterile Area through the TSA Security Checkpoint.
2. I realize that this badge is COS Airport property and part of the COS Airport Security program. If I am no longer going to work for the employer/company listed below, then I must turn in my badge or be subject to a lost/unreturned badge fee.
3. I cannot pass into the Sterile Area or receive into the Sterile area any item that has not been inspected by a Law Enforcement Officer or Airport Operations staff. These items must be in their original sealed packaging. Any items that are opened must either go through the Security Checkpoint or not be taken into the sterile area.
4. If my badge is I lost, I must report it to Airport Operations immediately. The phone number is550-1918.
5. In order to receive a replacement badge (after paying the lost badge fee) I must bring with me to my scheduled appointment; a new badge application signed by an appropriate signature authority, and acceptable ID's per the Airport's Acceptable ID/Documents List.
6. I have been given a copy of this list of rules that I will abide by in addition to the rules on the back of the badge application.

**“ESCORTING” AGREEMENT**

I agree to abide by all Airport and TSA regulations regarding the escorting of individuals without unescorted access in any restricted area of the airport. I agree to not escort individuals that will be working in the AOA, Sterile, or SIDA without prior permission from Airport Operations. In addition, I agree to escort five or less persons and remain in positive control of all persons while they are under my escort and all other requirements as covered in my Escort training.

**TITLE VI**

The City of Colorado Springs (“City”), which controls, owns, operates, maintains the Colorado Springs Municipal Airport (“Colorado Springs Airport”) with the power to grant rights and privileges with respect thereto, assures that no person shall on the grounds or race, color, national origin, sex or creed as provided by Title VI of Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 and Section 520 of the Airport and Airway Improvement Act of 1982 be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. I understand that at any time I may ask for, and shall receive, a copy of my rights under Title VI and how to process a title VI complaint from the Colorado Springs Airport.

Applicant Signature \_\_\_\_\_ Date Of Birth \_\_\_\_\_

Social Security Number and Full Name \_\_\_\_\_

**EMPLOYER SECTION: PLEASE PRINT/TYPE – PRESS FIRMLY (DO NOT PRE-SIGN)**

Employer/Company Name \_\_\_\_\_ Phone \_\_\_\_\_

By my signature I certify the applicant is in compliance with all regulations, and should be badged under my signature/entity. I certify that all records from my entity (if applicable) will be maintained while this employee has access to the Sterile Area of the Colorado Springs Airport. I certify there is a specific need for this employee to have unescorted access authority to the Sterile Area.

Have you completed Signatory Authority Training in the last year? Yes No (circle one) Date Training Last Completed: \_\_\_\_\_

I certify that this applicant requires the following endorsements in order to perform his/her duties:

Escorting

Approved Signatory Authority Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_ Title \_\_\_\_\_  
(The Employer must report any of their employees' unreturned, lost, or stolen Airport ID Badges. DO NOT SIGN BLANK APPLICATIONS.)

**AIRPORT OPERATIONS USE ONLY**

Badge Type: 14 Date Issued: \_\_\_\_\_ Date Expires \_\_\_\_\_ Badge Media # \_\_\_\_\_

Issued By \_\_\_\_\_ Date Lost \_\_\_\_\_ Date Terminated Badge Received \_\_\_\_\_ Date Record Destruction \_\_\_\_\_

ASC Review \_\_\_\_\_

Update eLearning Portal for Inactive Users

DO NOT FOLD, BEND, OR MUTILATE

RESTRICTED AREA IDENTIFICATION BADGE/ACCESS MEDIA  
RULES AND REGULATIONS

1. It is not permissible, under any circumstances, to permit another person to use your Airport-Issued ID Badge/Access Media.
2. The ID Badge must be worn and properly displayed at all times while in the Security Identification Display Area (SIDA) or any other secured area. Proper display within the SIDA must be on the outermost garment, at or above the waist. Outside of the SIDA, Airport-Issued ID must be readily available and produced when challenged. Individuals who have been issued a COS ID badge may not be escorted under any circumstances.
3. Badge holders shall not tamper with or mutilate the ID Badge/Access Media in any manner. Lost/stolen Airport ID Badge/Access Media shall be reported immediately to Airport Operations. A replacement fee will be charged for any lost/stolen or damaged ID Badge/Access Media.
4. Any authorized representative of the Colorado Springs Airport may inspect the Airport-Issued ID Badge/Access Media to verify personal identification.
5. Badge holders must safeguard ID Badge/Access Media and keep issuance information confidential. Badge holders shall access only the areas to which they are authorized.
6. Badge holders must return all Airport-issued ID Badge/Access Media to Airport Operations upon termination of their employment at the Airport or their need for the Badge; on or before the expiration date of the Badge; or upon request by Airport management. **Failure to return any Airport-issued ID Badge/Access Media may result in fees being assessed against the Badge holder according to the current fee list in effect at that time. Individuals who fail to pay fees assessed by the Airport for lost/unreturned Badges may be turned over to collections.**
7. Badge holders are responsible for challenging any individual who is not properly displaying an Airport-issued or approved badge. Any person who is not properly displaying or who cannot produce a valid Airport identification badge must be immediately reported to Airport Police and/or Airport Operations.
8. Badge holders will not block or leave doors or gates open that could provide unauthorized individuals access to the SIDA/Restricted Areas.
9. Badge holders will not allow unauthorized individuals or vehicles into the SIDA/Restricted Areas.
10. Badge holders will not bypass the security system or provide access for unauthorized individuals.
11. The Airport-issued ID Badge/Access Media remains the property of the Colorado Springs Airport at all times.
12. Each badge holder must present his or her ID at each proximity card reader before accessing the SIDA. Only one badge holder may proceed per door cycle. (No piggybacking).
13. All badge holders are required to disclose within 24 hours any convictions of the specific crimes listed in CFR Part 49 Sections 1542.209 and 1544.229. Individuals are subject to civil penalty if they do not self-disclose such convictions. This authority is covered under Title 49 United States Code, Section 46301, and allows for a civil penalty up to \$1,100.
14. Badge holders shall not escort without signed authorization.
15. Badge holder shall not utilize badge to bypass TSA checkpoint when flying as a passenger through the Colorado Springs Airport.
16. SCREENING NOTICE: Any employee holding a credential granting access to a Security Identification Display Area may be screened at any time while gaining access to, working in, or leaving a Security Identification Display Area.
17. Badge holders are subject to search of their person and property and seizure of illegal or prohibited items upon entrance of the Secured areas of the Colorado Springs Airport.
18. U.S. Citizens applying for SIDA ID media must provide their SSN. Non-U.S. Citizens applying for SIDA ID media must provide their SSN, if issued by U.S. Social Security Administration.
19. By signing this application, you acknowledge your security responsibilities under 49 CFR 1540.105(a). No person may:
  - Tamper or interfere with, compromise, modify, attempt to circumvent, or cause a person to tamper or interfere with, compromise, modify, or attempt to circumvent any security system, measure, or procedure implemented under this subchapter.
  - Enter, or be present within, a secured area, AOA, SIDA or sterile area without complying with the systems, measures, or procedures being applied to control access to, or presence or movement in, such areas.
  - Use, allow to be used, or cause to be used, any airport-issued or airport-approved access medium or identification medium that authorizes the access, presence, or movement of persons or vehicles in secured areas, AOA's, or SIDA's in any other manner than that for which it was issued by the appropriate authority under this subchapter.

**The Privacy Act of 1974**

5 U.S.C. § 552a(e)(3)

Privacy Act Notice

**Authority:** 6 U.S.C. § 1140, 46 U.S.C. § 70105; 49 U.S.C. §§ 106, 114, 5103a, 40103(b)(3), 40113, 44903, 44935-44936, 44939, and 46105; the Implementing Recommendations of the 9/11 Commission Act of 2007, § 1520 (121 Stat. 444, Public Law 110-53, August 3, 2007); FAA Reauthorization Act of 2018, §1934(c) (132 Stat. 3186, Public Law 115-254, Oct 5, 2018), and Executive Order 9397 (November 22, 1943), as amended.

**Purpose:** The Department of Homeland Security (DHS) will use the information to conduct a security threat assessment. If applicable, your fingerprints and associated information will be provided to the Federal Bureau of Investigation (FBI) for the purpose of comparing your fingerprints to other fingerprints in the FBI's Next Generation Identification (NGI) system or its successor systems including civil, criminal, and latent fingerprint repositories. The FBI may retain your fingerprints and associated information in NGI after the completion of this application and, while retained, your fingerprints may continue to be compared against other fingerprints submitted to or retained by NGI. DHS will also transmit your fingerprints for enrollment into US-VISIT Automated Biometrics Identification System (IDENT).

DHS will also maintain a national, centralized revocation database of individuals who have had airport or aircraft operator-issued identification media revoked for noncompliance with aviation security requirements. DHS has established a process to allow an individual whose name is mistakenly entered into the database to correct the record and have the individual's name expunged from the database. If an individual who is listed in the centralized database wishes to pursue expungement due to mistaken identity, the individual must send an email to TSA at

[Aviation.workers@tsa.dhs.gov](mailto:Aviation.workers@tsa.dhs.gov).

**Routine Uses:** In addition to those disclosures generally permitted under 5 U.S.C. § 552a(b) of the Privacy Act, all or a portion of the records or information contained in this system may be disclosed outside DHS as a routine use pursuant to 5 U.S.C. § 552a(b)(3) including 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 TSA system of records notice (SORN) DHS/TSA 002, Transportation Security Threat Assessment System. For as long as your fingerprints and associated information are retained in NGI, your information may be disclosed pursuant to your consent or without your consent as permitted by the Privacy Act of 1974 and all applicable Routine Uses as may be published at any time in the Federal Register, including the Routine Uses for the NGI system and the FBI's Blanket Routine Uses.

**Disclosure:** Pursuant to § 1934(c) of the FAA Reauthorization Act of 2018, TSA is required to collect your SSN on applications for Secure Identification Display Area (SIDA) credentials. For SIDA applications, failure to provide this information will result in denial of a credential. For other aviation credentials, although furnishing your SSN is voluntary, if you do not provide the information requested, DHS may be unable to complete your security threat assessment.

Applicant Initials \_\_\_\_\_