



## REDMOND MUNICIPAL AIRPORT (RDM) Secured & Sterile Area ID Application

### **THIS PAGE FOR APPLICANT TO KEEP**

Identification badges issued by Redmond Municipal Airport (RDM) are, and remain, property of the Airport. Badges must be returned immediately, the same day, under the following conditions:

- Upon separation of employment (for any reason)
- When job function no longer requires an Airport-issued identification badge
- Upon demand of the Airport
- Upon conviction of any of the disqualifying crimes listed in the application
- Upon expiration of "right to work" identification/documents. (For example, if a visa authorizing employment has expired).

Badges that are lost, stolen, or otherwise unaccounted for must be **immediately** reported by phone notification 541-504-3083 and in writing to [lostbadge@flyrdm.com](mailto:lostbadge@flyrdm.com),

Access to the Secured and/or Sterile Area is granted after undergoing a Federal Bureau of Investigation (FBI) fingerprint based Criminal History Records Check (CHRC), with results indicating no disqualifying offenses and the Transportation Security Administration (TSA) Security Threat Analysis (STA) has deemed a favorable response.

If favorable results are received, the applicant will be contacted to attend a security training class to learn the responsibilities regarding privileged access to restricted areas of the Airport.

If a Criminal History Records Check (CHRC) was performed by RDM with disqualifying results, a copy will be provided if requested by the applicant in writing within 30 days for corrective purposes. If you have questions about the results of this CHRC, please contact Nicole Jurgensen, Airport Security Coordinator at 541-504-3081 or mail to Redmond Municipal Airport 2522 SE Jessie Butler Circle, #17, Redmond, OR 97756, attention Nicole Jurgensen.

## **To schedule an Application Processing Appointment**

please send email request to [RDMID@flyrdm.com](mailto:RDMID@flyrdm.com)

Your I-9 ID documents will be reviewed, photo taken, fingerprints and completed application collected.



**REDMOND MUNICIPAL AIRPORT (RDM)  
Secured & Sterile Area ID  
Initial Application**

**AIRPORT USE - Date Received** \_\_\_\_\_

**INSTRUCTIONS: TYPE or Write NEATLY**

\_\_\_\_\_  
**Last Name (Sr. Jr. I II) Legal First Name Full Middle Name**

**REQUIRED - Social Security Number** \_\_\_\_\_

**LIST ALL - NICK NAMES / FORMER NAMES / ALIAS:**

\_\_\_\_\_  
LAST NAME FIRST NAME MIDDLE NAME

\_\_\_\_\_  
LAST NAME FIRST NAME MIDDLE NAME

\_\_\_\_\_  
LAST NAME FIRST NAME MIDDLE NAME

**Mailing Address** \_\_\_\_\_

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

**Main Phone** \_\_\_\_\_ **Alternate phone** \_\_\_\_\_

**Your Email Address** \_\_\_\_\_

**Date of Birth** \_\_\_\_\_ **State & City of Birth** \_\_\_\_\_

**CITIZENSHIP COUNTRY** \_\_\_\_\_ **Gender**  Male  Female

**Race**  Asian  Black  White  Latino  Native American  Other

**Eye Color** \_\_\_\_\_ **Hair Color** \_\_\_\_\_ **Height** \_\_\_\_\_ **Weight** \_\_\_\_\_

**Employer / Company Name** \_\_\_\_\_

**Manager or Supervisor Name** \_\_\_\_\_

**Emergency Contact Name** \_\_\_\_\_ **Relationship:** \_\_\_\_\_

**Main Phone** \_\_\_\_\_ **Alternate Phone** \_\_\_\_\_

##### 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, as amended.

**Purpose:** The Department of Homeland Security (DHS) will use the biographical information to conduct a security threat assessment. 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 the fingerprints for enrollment into the US-VISIT 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 records to ensure the validity of the information.

**Routine Uses:** In addition to those disclosures general permitted under 5 U.S.C. 522a(b) of the Privacy Act, all or 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. 522a(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 may 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.

"The information I have provided is true, complete, and correct to the best of my knowledge and belief and 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)."

"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.

Signature: \_\_\_\_\_

Date of Birth: \_\_\_\_\_  
Month / Day / Year

"SSN and Full Name printed:

\_\_\_\_\_ "

# REDMOND MUNICIPAL AIRPORT (RDM)

## Code of Federal Regulation (CFR)

### PART 1540—CIVIL AVIATION SECURITY: GENERAL RULES

#### Subpart B—Responsibilities of Passengers and Other Individuals and Persons

§1540.105 Security responsibilities of employees and other persons.

(a) No person may:

- (1) 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.
- (2) Enter, or be present within, a secured area, Airport Operations Area (AOA), Security Identification Display Area (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.
- (3) 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, Airport Operations Area AOA's, or Security Identification Display Area SIDA's in any other manner than that for which it was issued by the appropriate authority under this subchapter.

I attest, as an applicant for a RDM issued ID, key(s), and/or electronic access device, that I acknowledge my security responsibilities under the above CFR, 49 CFR 1540.105(a).

Signature \_\_\_\_\_

Name (print legibly) \_\_\_\_\_

Date \_\_\_\_\_

# Criminal History Record Check - CHRC

## Each box must be individually marked

Have you been convicted or found not guilty by reason of insanity of any of the following in the past ten (10) years?

**YES**    **NO**

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

I understand my signature below reflects that I do not have a disqualifying criminal offense. Federal Regulations under 49 CFR 1542.209 (1) imposes a continuing obligation to disclose to the airport operator within 24 hours if you have been convicted of any disqualifying criminal offense that occurs while you have unescorted access authority. 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 section 1001 of Title 18 United States Code.)

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name (print legibly) \_\_\_\_\_

# LISTS OF ACCEPTABLE DOCUMENTS - Documents must be UNEXPIRED

ONE selection from List A

**OR** a combination of ONE from List B **AND** ONE from List C.

**LIST A ONE ID ONLY    OR    ONE ID FROM LIST B AND ONE ID FROM LIST C**

<b>LIST A</b> Documents that Establish Both Identity and Employment Authorization	OR	<b>LIST B</b> Documents that Establish Identity	<b>LIST C</b> Documents that Establish Employment Authorization
<ol style="list-style-type: none"> <li>1. U.S. Passport or U.S. Passport Card</li> <li>2. Permanent Resident Card or Alien Registration Receipt Card (Form I-551)</li> <li>3. Foreign passport that contains a temporary I-551 stamp or temporary I-551 printed notation on a machine-readable immigrant visa</li> <li>4. Employment Authorization Document that contains a photograph (Form I-766)</li> <li>5. For a nonimmigrant alien authorized to work for a specific employer because of his or her status:               <ol style="list-style-type: none"> <li>a. Foreign passport; and</li> <li>b. Form I-94 or Form I-94A that has the following:                   <ol style="list-style-type: none"> <li>(1) The same name as the passport; and</li> <li>(2) An endorsement of the alien's nonimmigrant status as long as that period of endorsement has not yet expired and the proposed employment is not in conflict with any restrictions or limitations identified on the form.</li> </ol> </li> </ol> </li> <li>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</li> </ol>	AND	<ol style="list-style-type: none"> <li>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</li> <li>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</li> <li>3. School ID card with a photograph</li> <li>4. Voter's registration card</li> <li>5. U.S. Military card or draft record</li> <li>6. Military dependent's ID card</li> <li>7. U.S. Coast Guard Merchant Mariner Card</li> <li>8. Native American tribal document</li> <li>9. Driver's license issued by a Canadian government authority</li> </ol> <p style="text-align: center;"><b>For persons under age 18 who are unable to present a document listed above:</b></p> <ol style="list-style-type: none"> <li>10. School record or report card</li> <li>11. Clinic, doctor, or hospital record</li> <li>12. Day-care or nursery school record</li> </ol>	<ol style="list-style-type: none"> <li>1. A Social Security Account Number card, unless the card includes one of the following restrictions:               <ol style="list-style-type: none"> <li>(1) NOT VALID FOR EMPLOYMENT</li> <li>(2) VALID FOR WORK ONLY WITH INS AUTHORIZATION</li> <li>(3) VALID FOR WORK ONLY WITH DHS AUTHORIZATION</li> </ol> </li> <li>2. Certification of Birth Abroad issued by the Department of State (Form FS-545)</li> <li>3. Certification of Report of Birth issued by the Department of State (Form DS-1350)</li> <li>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</li> <li>5. Native American tribal document</li> <li>6. U.S. Citizen ID Card (Form I-197)</li> <li>7. Identification Card for Use of Resident Citizen in the United States (Form I-179)</li> <li>8. Employment authorization document issued by the Department of Homeland Security</li> </ol>

**\*\*\* NOTE:**

**CONCEAL CARRY LICENSE / PERMIT is NOT an acceptable I-9 ID**