



# MSP Signer News



## Lost Badges



EFFECTIVE AUGUST 11, 2008: Employees who lose their badge must complete SIDA training. This requirement applies to ALL badge types. Refer to the sidebar for the SIDA class schedule. A workplace poster is available.

- 1st Loss ..... \$100
- 2nd Loss ..... \$150
- 3rd Loss ..... 30-Day Suspension

## Changes in Citizenship

A signer recently expressed how honored he was to sponsor an employee and attend a U.S. citizenship ceremony. Being aware of employee status changes provides great opportunities to offer congratulations. Reminder: The Badging Office staff will need to see documentation of citizenship.

## Throw Out Old Forms

Badge Renewal & Replacement or Fingerprint and Badge Application forms dated prior to March 2007 will not be accepted.

## Updated Website

Have you visited <http://www.msppairport.com> lately?

- Click on: > Police and Badging
- > Airport Badging
- > Authorized Signer's Information



There's also a link to [security@mspmac.org](mailto:security@mspmac.org) to:

- > Request Badging Forms
- > Request Workplace Posters
- > Register for Authorized Signer Sessions

## Address Changes

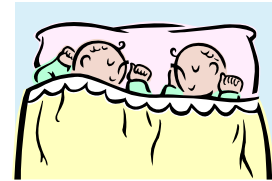
Badge holders are required to notify the Badging Office if their address changes. We need your support in keeping these current. A workplace poster is available.



## Upcoming Signer Sessions

Authorized signer sessions will be held **September 15, October 13 and November 10.** TIME: 1-2 p.m. LOCATION: Hub Building, Level 4 (SIDA training room). Refreshments will be served and parking will be validated. Register at [security@mspmac.org](mailto:security@mspmac.org).

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### BADGING BABIES

Congratulations to Rena Boyer and her husband Grey on the births of their daughter Alexandra (3 lbs. 5 oz., 16") and son Mason (2 lbs. 10 oz., 14½"). The twins were born August 12<sup>th</sup>.

### BADGING LOCATION:

Level 5 of the Hub Building between Red-Blue parking ramps

### MAILING ADDRESS:

Badging Office  
Airport Police Department  
Room LT-3255 MSP Airport  
St. Paul, MN 55111

### HOURS:

Mon-Tuesday . 7 am - 4:30 pm  
Wednesday .... 6 am - 4:30 pm  
Thurs-Friday... 7 am - 4:30 pm  
Sat. Aug 30<sup>th</sup> .. 9:30 am - 6:00 pm

### CLOSED...

Mon-Fri..... 11:30 am -12:30 pm  
Also closed weekends and all MAC-Observed Holidays  
**September 1st - Labor Day**

### FINGERPRINTING:

Tuesday ..... 7 am - 11am  
Wednesday .. 12:30 pm - 4 pm  
Thursday ..... 7 am - 11am

### SIDA TRAINING:

Tuesday ..... 1:30 pm  
Wednesday ..... 8:00 am  
Thursday ..... 1:30 pm  
Friday ..... 8:00 am

### CONTACT US:

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