



MSP Signer News



Old Apps To Be Tossed

New 4-page fingerprint applications and badge renewal forms that incorporate the latest TSA security requirements are now available. Small quantities will be mailed or delivered to companies this week. Sterile Area tenants are encouraged to come to the Badging Office to pick up their supply. Off-airport companies who would like larger quantities can email their request to badging@mspmacc.org.

Changes in Signer Requirements

Watch your email or mail for the new TSA requirements for authorized signers:

**MANDATORY FOR NEW & RETURNING SIGNERS EFFECTIVE APRIL 9, 2009
AND FOR EXISTING SIGNERS BY DECEMBER 31, 2009**

- Attend Annual Authorized Signer Training
- Attend Security (SIDA) Training
- Pass Background Checks
 - Fingerprint-Based Criminal History Record Check (CHRC)
 - Security Threat Assessment (STA)

MANDATORY FOR PRIMARY CONTACTS EFFECTIVE IMMEDIATELY

- You will be sent the authorized signer information currently on file for your company. Upon receipt, the list must be immediately audited for accuracy and reduced to only the number of signers absolutely needed.
- Review all contact data and update where needed.
- Companies having only one signer are required to add an additional signer.

Warning!

It is CRITICAL that employees renew their badges early! The new TSA requirements have caused hardship for renewing employees who do not have their required documents. It can take **weeks** to replace a social security card, renew an expired Employment Authorization card or obtain proof of citizenship for citizens born abroad. Applicants without documents will be turned away.

BE PROACTIVE:

- Send reminders to every employee to ensure they are prepared for badge renewal and have the required credentials.
- Encourage employees to **RENEW EARLY** up to 30 days prior to their expiration date.

Upcoming Signer Sessions

The next signer sessions will be held on **April 13th, April 27th and May 11th**. TIME: 1-2 p.m. LOCATION: Hub Building, Level 4 (SIDA training room). Parking in the ramp will be validated. To register, email: security@mspmacc.org.

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**SHAWN
CHAMBERLAIN**

Lieutenant Chamberlain is MSP's Alternate Airport Security Coordinator. He manages the Airport Police Department's counter-terrorism and EOD canine units, assessment and security testing, behavior detection and other security-related projects. He also assists in managing CCTV projects and contracted security services for the field gates.

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

BADGING HOURS:

Mon & Tue ... 7 am - 4:30 pm
Wednesday .. 6 am - 4:30 pm
Thursday 7 am - 4:30 pm
Friday 7 am - 4:30 pm

CLOSED...

Mon-Fri ... 11:30 am -12:30 pm
Also closed on weekends and MAC-observed Holidays

GOOD FRIDAY APR 10th

FINGERPRINTING:

Tue & Thurs 7 am - 11am
Wed 12:30 pm - 4 pm

SIDA TRAINING:

Tue & Thurs 1:30 pm
Wed & Fri 8:00 am

CONTACT US:

Phone 612-467-0623
Fax 612-467-0988
Email ... badging@mspmacc.org