

LIST OF ACCEPTABLE DOCUMENTS

Documents that establish both identity and employment eligibility

1. Unexpired or Expired U.S. Passport
2. Certificates of U.S. Citizenship (USCIS Form N-560 or N-661)
3. Certificate Naturalization (USCIS Form N-550 or N-570)
4. Unexpired foreign passport with I-551 stamp or attached Form I-94 indicating unexpired employment authorization
5. Permanent Resident Card or Alien Registration Receipt Card with photograph (USCIS Form I-151 or I-551)
6. Unexpired Temporary Resident Card (USCIS Form I-688)
7. Unexpired Employment Authorization Card (USCIS Form I-668A)
8. Unexpired Reentry Permit (USCIS Form I-327)
9. Unexpired Refugee Travel Document (USCIS Form I-571)
10. Unexpired Employment Authorization Document issued by USCIS that contains a photograph

OR

Documents that Establish Identity		Documents that Establish Employment Eligibility
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 2. ID card issued by Federal, State, or local government agency or entity provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address 3. School ID with a photograph 4. Voter's registration card 5. U.S. Military card or draft record 6. Military dependent's ID card 7. U.S. Coast Guard merchant Mariner Card 8. Native American tribal document 9. Driver's license issued by a Canadian government authority	AND	1. Social Security card issued by the Social Security Administration (other than a card stating it is not valid for employment) 2. Certification of Birth Abroad issued by the Department of State (Form FS-545 or Form DS-1350) 3. Original or certified copy of a birth certificate issued by a State, county, municipal authority or outlying possession of the United States bearing an official seal 4. Native American tribal document 5. U.S. Citizen ID Card (USCIS Form I-197) 6. ID Card for use of Resident Citizen in the United States (USCIS Form I-179)
For persons under age 18 who are unable to present a document listed above 10. School record or report card 11. Clinic, doctor, or hospital record 12. Daycare or nursery school record		7. Unexpired employment authorization document issued by USCIS (other than those listed in the table above)

WARNING:

After execution, some documents in this package contain sensitive security information which is controlled under 49 CFR Part 1542 (Airport Security) and 49 CFR Part 1520 (Protection of Sensitive Security Information). This material may not be released without written permission.

For authorized procedures you may contact the Mammoth Yosemite Airport's Airport Security Coordinator at 760-914-0065

Unauthorized release of any sensitive security material may result in a civil penalty, or other action, by the Airport Operator and/or the Transportation Security Administration.

PRIVACY ACT STATEMENT

Authority: 49 U.S.C title 114, & 44936 authorized the collection of this information.

Purpose: The Department of Homeland Security (DHS) will use the biographical information to conduct a security threat assessment to evaluate your eligibility for the program to which you are applying. Your fingerprints and associated information/biometrics 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 system including civil, criminal, and latent fingerprint repositories). The FBI may retain your fingerprints and associated information/biometrics in NGI after the completion of this application and, while retained, your fingerprints may continue to be compared against the other fingerprints submitted to or retained by NGI. DHS will also transmit the fingerprints for enrollment into the US-VISIT's 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's records to ensure the validity of your name and SSN.

Routine Uses: This information may be shared 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 Transportation Security Threat Assessment System (T-STAS), DHS/TSA 002. For as long as your fingerprints and associated information/biometrics 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: Furnishing this information (including your SSN) is voluntary; however, if you do not provide your SSN or any other information requested, DHS may be unable to complete your application for identification media.

SOCIAL SECURITY INFORMATION

Your Social Security Number is used by the Transportation Security Administration (TSA) as part of a monthly Security Threat Assessment conducted at the airport for all persons with unescorted access to the Air Operations Area (AOA), including the Secure Area portion of the AOA.

(Check one) or (Initial below)

_____ I authorize the Social Security Administration to release my Social Security Number and full name to the Transportation Security Administration, Office of Transportation, Office of Transportation Threat Assessment and Credentialing (TTAC), Attention: Aviation Programs (TSA-10)/Aviation Worker Program, 601 South 12th Street, Arlington, VA 20598.

_____ I am the individual to whom the information applies and want this information released to verify that my Social Security Number (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 refuse to submit my Social Security Number and understand that doing so may delay or prevent completion of a Security Threat Assessment which is required for me to obtain an Airport ID Badge and Airport Access Card according to Federal regulations.

SSN and Full Name: _____

Date of Birth: _____

Signature: _____

Date: _____

AOA ID BADGE & VEHICLE ACCESS CARD APPLICATION

Access Card Number: _____ Badge Number: _____

Badge Holder's Reason for Access to AOA (Airport Operating Area):

Hangar Owner/Hangar Number: _____

Fire/Police/Medical Vehicle Access: _____

Tie Down/Based Aircraft: _____

Reason for Access: Hangar Owner _____ Owner Family _____ Owner Employee _____ Tenant _____

APPLICANT INFORMATION:

Last Name: _____ First Name: _____ Middle Name: _____

Other Names (A.K.A): _____

Social Security Number (Optional): _____

Date of Birth: _____

Height: _____ Weight: _____ Eye Color: _____ Hair Color: _____ Gender: F / M

Email Address: _____

Employer: _____ Work Address: _____

City: _____ State: _____ Zip: _____

Home Address: _____

City: _____ State: _____ Zip: _____

Work Phone: _____ Home Phone: _____

Place of Birth: _____ Country of Citizenship: _____

Passport Country: _____ Passport Number: _____

Alien Registration Number: _____ Non-Immigrant Visa Number: _____

APPLICANT CERTIFICATIONS:

- I hereby certify that I have been provided a copy of the form "Privacy Act Statement".
- I hereby certify that I have been provided a copy of the form "Social Security Information".
- "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".
- 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)

Applicant Signature _____ Date _____



AOA ESCORT RULES

It is the responsibility of individuals issued an Identification Badge to know the following:

- The Air Operations Area (AOA) is defined as the area (paved and unpaved) within the airport perimeter fencing inclusive of the runway, taxiway, ramps, hangars, parking aprons, aircraft parking or tie down areas, and dirt mediums.
- The Secure Area is immediately in front of the commercial terminal and separated from the general aviation ramp by a double red line. The baggage make-up area is also part of the Secure Area.
- The Sterile Area is the holding room inside of the terminal building.
- Always accompany your visitor(s).
- Escort only as many visitors as may be properly controlled.
- Be able to always see your visitor(s).
- Ensure that your visitor(s) can hear any instructions given to them at all times.
- Always keep your visitor(s) in proximity and under your control.
- Only let the visitor go where you are allowed access.
- If you are driving on the ramp, you must be in the same vehicle as your visitor.
- Visitors found on the AOA without proper escort will be asked to leave.
- Airport staff will contact law enforcement if they suspect criminal activity or require assistance.
- If required, law enforcement can be summoned by dialing “9-1-1” or contacting Airport staff at 760-965-3620.

Escort Affidavit: I, the undersigned, acknowledge and understand my responsibilities as a Mammoth Yosemite Airport AOA ID Badge holder who is being allowed unescorted access to the AOA.

Name (printed): _____

Signature: _____ Date: _____



CHALLENGE PROCEDURES

It is the responsibility of the individuals issued a Mammoth Yosemite Airport Identification Badge to know the following:

- The Air Operations Area (AOA) is defined as the area (paved or unpaved) within the airport perimeter fencing inclusive of the runway, taxiways, ramps, hangars, parking aprons, aircraft parking or tie down areas, and dirt medians.
- The Secure Area is defined as the baggage make-up area and the area immediately in front of the commercial terminal building is demarked by a double red line.
- The Sterile Area is defined as the holding room in the terminal building.
- The Security Identification Display Area (SIDA) is defined as:
- To “challenge” an individual on the AOA or Secure Area is to ask an individual to produce their ID Badge and determine their authority to be present on the AOA or Secure Area.
- All individuals issued an ID Badge must be familiar with and practice challenge procedures.
- Immediately report to Airport staff any individual in the AOA or Secure Area who cannot produce an ID badge request.
- Any Airport ID Badge found to be expired, altered, or not matching the suspect individual will be confiscated by Airport staff and that person asked to leave the AOA or Secure Area.
- Airport ID Badge holders are required to challenge and/or report persons who may be exhibiting suspicious behavior.
- You cannot escort individuals into the AOA or Secure Area who have been issued an ID Badge but are not in possession of it.
- Airport staff will investigate all unidentified persons, unidentified vehicles, persons unable to produce an ID Badge, or suspicious activity within the Secure Area or the AOA. Airport staff can be contacted by calling 760-965-3620.
- If you suspect criminal activity or required assistance contact Airport staff who will summon law enforcement; or, if warranted, you may contact law enforcement directly by dialing 9-1-1.
- All aviation workers should be aware of possible “insider threats” and report any suspicious behavior of other aviation workers.
- Airport staff will report to TSA those incidents involving actions taken in connection with 49 CFR Part 1542 requirements for investigation and possible civil penalty action which involved the Secure Area or AOA.
- All aviation workers understand that they are subject to random searches of any items they bring into the Secure or Sterile Areas including backpacks.
- Aviation workers, even with the proper security badge, should be “challenged” by you if you have any suspicions that they seem out of place or are acting suspiciously.

Challenge Affidavit: I, the undersigned, acknowledge and understand my responsibility as a Mammoth Yosemite Airport ID Badge holder who is being allowed unescorted access to the SIDA, Secure Area, Sterile Area, or AOA.

Name (printed): _____

Signature: _____ Date: _____



VEHICLE ACCEESS AND RAMP DRIVING PRIVILEGES

The Air Operations Area (AOA) is defined as the area (paved and unpaved) within the airport perimeter fencing inclusive of the runway, taxiway, tamps, hangars, parking aprons, aircraft parking or tie down areas, and dirt medians.

Issuance of an AOA Vehicle Access Card

Individuals eligible for an AOA Vehicle Access Card are:

- Own a hangar
- Own an aircraft based at the airport
- Work at the airport and require access to the AOA for your job duties
- Have a contract with or provide services for the Airport or Hangar Owners which require access to the AOA
- Provide public safety services (police, fire, etc.)
- Having current insurance on their automobile

AOA Driving Privileges

It is the responsibility of all people to be issued an AOA Vehicle Access Card to know the applicable rules.

- Every person wishing to operate a vehicle on the AOA shall obtain the approval of the Airport Manager and/or the Airport Security Coordinator prior to operating a vehicle on the AOA.
- Vehicles (motorized and un-motorized) are permitted on the AOA for access to hangars, aircraft, or to provide services for airport tentmates. Joy riding anywhere on the AOA is not permitted.
- All vehicles must come to a complete stop to block the gate, whether entering or existing the ramp, to ensure that no vehicle is able to drive past your vehicle onto the airport ramp. Before proceeding the gate must be closed. If the gate is not closing, call Airport staff at 760-965-3620 or Hot Creek Aviation at [760-924-9127](tel:760-924-9127).
- Do not allow another car to follow you through the gate (“piggyback”) or use your card to allow another vehicle to enter the AOA.
- Do not hinder or obstruct the movement of aircraft and always yield the right of way to aircraft.
- Report any accident involving a vehicle to the Airport Manager or Airport Security Coordinator.
- Report unauthorized vehicles on the AOA to the Airport Manger or Airport Security Coordinator.
- Drive at 5 MPH in aircraft movement areas.
- Do not drive between moving or parked aircraft.
- Do not park within 20 feet of an aircraft.
- Do not park or leave vehicles unattended on any portion of the AOA.
- Unattended vehicles are subject to search by Airport staff.
- Unattended vehicles will be towed at the owner’s expense.
- The Airport is not liable for damages to vehicles removed from the AOA.
- All vehicles driving on the ramp must be insured.
- Report unattended vehicles on the AOA to the Airport Manager or Airport Security Coordinator.
- Non-compliance will result in revocation of AOA driving privileges and cancellation of AOA Vehicle Access Card.

Ramp Driving Privileges Affidavit: I, the undersigned, acknowledge and understand my responsibility as a Mammoth Yosemite Airport AOA Vehicle Access Card holder who is being allowed driving privileges on the AOA.

Name (printed): _____ Signature _____ Date _____