



AOA Application

Barkley Regional Airport
Badge Application Form Instruction Sheet
Please follow the instructions below when filling out this form.

Please fill this application out on your computer or hand write in block letters. If you do not have a computer, you may come to Barkley Regional Airport and we will assist you.

Fill in all the blanks within the application. If a field does not apply to you, please put N/A in that field. When you have completed this application save it.

To save Please follow instructions below:

Click FILE in the upper left corner of your screen. Then scroll down to save and click Save. Then rename your file as your name. Look to see where your file is going to be saved so you know where to find it later. Then click save on the pop up window.

DO NOT SIGN THE APPLICATION. The application will be signed at the badging office when you come in to do your photo for your badge.

You do not need to fill in the signatory block unless you have completed the required signatory training.

SOME BADGE APPLICANTS WILL HAVE TO GO THROUGH DRIVERS TRAINING WITH THE DIRECTOR OF AIRFIELD BEFORE YOUR BADGE WILL BE ISSUED.

After you have saved the application go into your email and attach the completed application to an email and send it to carol@flybarkley.com

CONTACT THE BADGING OFFICE 2 - 3 DAYS AFTER COMPLETING THE APPLICATION PROCESS TO SET UP APPOINTMENT TO RETRIEVE YOUR BADGE.

Again, you will sign your application when you come in for your photo for your badge.

Badging hours Vary Monday – Sunday. For an appointment contact the Badging Office at carol@flybarkley.com or call (270)744-0521.

Please note: There is an only 30 day time frame to retrieve your badge from the time your application is approved. After 30 days, YOUR APPLICATION WILL BE REVOKED and 30 day waiting period commences before you can reapply for a badge.



AOA Application

All information is to be typed. If certain data is not applicable, enter "NA" in the space provided.
SSN and Date of Birth are required.

Name:			Date of Birth:						
Last	First	Middle							
Current Address:			SSN:						
Street									
City		State	Zip	Phone #					
Aliases (AKA) / Maiden Name			<input type="checkbox"/>	Male	<input type="checkbox"/>	Female			
Height:		Weight:		Eyes:		Hair:		Race:	
Employer:									
Signatory Printed Name:									
Signatory Signature			Signatory Email			Applicant Email			
Place of Birth:									
City			State/Province			Country			
Citizenship:			Country Issuing Passport:						
Passport #			Alien Registration #						
Certificate of Birth Abroad:									
This section to be completed by Airport Authority Staff.									
Date of Fingerprint/CHRC Clearance:					Findings:				
					Findings By:				
Date of STA/Background Clearance:					Findings:				
					Findings By:				
ID Badge Issue Date:			Badge #		Issuing T/A:				
					CAC				
Badge Authorized Areas:					Badge Expiration Date:				
					12/31/				



AOA Application

Badge Issuance Tasking Checklist

- 1) Collect and transmit the biographical and biometric information used in the CHRC/STA

Carol Creason

Name of T/A

Date

Signature of T/A

- 2) Authorize the issuance of Identification Media

Carol Creason

Name of T/A

Date

Signature of T/A



AOA Application

Fingerprint Application – Disqualifying Criminal Offenses

Below is a list of Disqualifying Criminal Offenses for Unescorted Access to Security Identification Display Areas (SIDA) at Barkley Regional Airport.

Disqualifying Criminal Offenses: An individual has a disqualifying criminal offense if the individual has been convicted, or found not guilty by reason of insanity, or any of the disqualifying crimes listed below in any jurisdiction during the 10 years before the date of the individual's application for unescorted access authority, or while the individual has unescorted access authority. The disqualifying criminal offenses are as follows:

- 1) Forgery of certificates, false marking of aircraft, and other aircraft registration violations, 49 U. S. C. 46306
- 2) Interference with air navigation, 49 U. S. C. 46308
- 3) Improper transportation of hazardous material, 49 U. S. C. 46312
- 4) Aircraft Piracy, 49 U. S. C. 46502
- 5) Interference with flight crew members or flight attendants, 49 U. S. C. 46504
- 6) Commission of certain crimes aboard aircraft in flight, 49 U. S. C. 46506
- 7) Carrying a weapon or explosive aboard aircraft, 49 U. S. C. 46505
- 8) Conveying false information and threats, 49 U. S. C. 46507
- 9) Aircraft piracy outside the special aircraft jurisdiction of the United States, 49 U. S. C. 46502(b)
- 10) Lighting violations involving transporting controlled substances, 49 U. S. C. 46315
- 11) 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
- 12) Destruction of an aircraft or aircraft facility, 18 U. S. C. 32
- 13) Murder
- 14) Assault with intent to murder
- 15) Espionage
- 16) Sedition
- 17) Kidnapping or hostage taking
- 18) Treason
- 19) Rape or aggravated sexual abuse
- 20) Unlawful possession, use, sale, distribution, or manufacture of an explosive weapon
- 21) Extortion
- 22) Armed or felony unarmed robbery
- 23) Distribution of, or intent to distribute, a controlled substance
- 24) Felony arson
- 25) A felony involving a threat
- 26) Felony involving:
 - i) Willful destruction of property;
 - ii) Importation or manufacture of a controlled substance;
 - iii) Burglary;
 - iv) Theft;
 - v) Dishonesty, fraud, or misrepresentation;
 - vi) Possession or distribution of stolen property;
 - vii) Aggravated assault;
 - viii) Bribery; or
 - ix) Illegal possession of a controlled substance punishable by a maximum term of imprisonment of more than one year
- 27) Violence at international airports, 18 U. S. C. 37
- 28) Conspiracy or attempt to commit any of the aforementioned criminal acts

AOA Application

TSA PRIVACY ACT STATEMENT

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.

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.



AOA Application

CERTIFICATIONS

Federal regulations under 49 CFR 1542.209(l) impose a continuing obligation for you to disclose to the airport operator within 24 hours if **YOU** are convicted of any disqualifying criminal offense that occurs while you have unescorted access authority.

"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 a fine, imprisonment, or both." (See section 1001 of Title 18 United States Code).

By signing below, I consent to the performance of warrants check and any other background verifications or actions taken by the Barkley Regional Airport Authority in accordance with TSA and Airport requirements governing identification badges.

I agree to notify the Airport within 24 hours if I am convicted, or found not guilty by reason of insanity, of any of the disqualifying crimes listed and will return my badge. **Initials X**

Signature _____ **Date** _____

Release of Information

"I authorize the Social Security Administration to release my Social Security Number and full name to the Transportation Security Administration, Enrollments Services and Vetting Programs, Attention: Vetting Programs (TSA-10)/Aviation Worker Program, 6595 Springfield Center Drive, Springfield, VA 20598-6010"

"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 representations 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:** _____

SSN and Full Name: _____



AOA Application

AIRPORT SECURITY ID BADGE ISSUANCE (AOA)

The undersigned agrees to comply with all Airport, FAA, and Transportation Security Administration regulations pertaining with being issued and displaying and Airport Authority ID badge for the purpose of gaining unescorted access to and working within areas identified by the Airport Authority as an Airport Operations Area (AOA). I understand and agree that:

- 1) I must visibly display my SIDA ID badge on my outer clothing between my waist in my neck while in any secure or SIDA area of the airport.
- 2) I will not permit any un-badged/unauthorized person or vehicle to enter a secure or SIDA area of the airport.
- 3) I will immediately report any un-badged/unauthorized person or vehicle I see in a secure or SIDA area to an Airport Authority Law Enforcement Officer, Airport Administration, or to my supervisor.
- 4) I will escort any unbadged personnel that require business within the SIDA area and keep them within a controlled range for the duration of their entry into the SIDA area.
- 5) Airport law enforcement may be contacted at (270) 744-0521 EXT 140 or by calling (270) 744-0521 and speaking to the Airport Administration Office.
- 6) I will not discuss SSI which is Sensitive Security Information which includes personal information, security incidents, and/or airport security measures with anyone without a need to know basis.
- 7) I will not allow a person or cause a person to circumvent any airport security measure. If I observe any activity which violates an airport security measure, I will contact the Airport Security Coordinator's at (270) 559-4849 or (270) 559-7242.
- 8) I will immediately report to Airport Security if my ID badge is lost or stolen. I agree to pay a \$30 fee to the Airport Authority for a replacement ID badge.
- 9) Should my ID badge become damaged, I will notify the Director of Airport Security and request a replacement ID badge at no charge. I am aware I must turn in my damaged ID badge before I can be issued a replacement.
- 10) I understand and agree that my failure to comply with these assurances as well as Airport Authority, FAA, and Transportation Security Administration security regulations will result in my ID badge being revoked and my secure area/SIDA access privileges being terminated.
- 11) I will not drive or walk away from an opened gate/door and will stay with the gate/door until it is closed/secure.
- 12) When traveling as a passenger, I must access aircraft via TSA checkpoint and stay in the sterile gate area prior to boarding

By signing below, I agree to comply with the **Barkley Regional Badge Issuance Assurances** as well as agree to the **Release of Information and Privacy Act Notice**. I Give my consent for Barkley Regional Airport Authority or its employees to run or use any information necessary for me to be cleared for the proper background checks to be issued an airport ID Badge. I agree that all the information I have provided is true and accurate to the best of my knowledge and understand that any false information may result in criminal charges or failure for me to be issued my Barkley Regional Airport Identification Media.

Applicant's Printed Name

Applicant's Employer

Applicant's Signature

Date

Type text here

Issued ID Badge Number

ID Issuer's Signature

LISTS OF ACCEPTABLE DOCUMENTS

All documents containing an expiration date must be unexpired.

* Documents extended by the issuing authority are considered unexpired.

Employees may present one selection from List A or a combination of one selection from List B and one selection from List C.

Examples of many of these documents appear in the Handbook for Employers (M-274).

LIST A Documents that Establish Both Identity and Employment Authorization	OR	LIST B Documents that Establish Identity	AND LIST C Documents that Establish Employment Authorization
<ol style="list-style-type: none"> 1. U.S. Passport or U.S. Passport Card 2. Permanent Resident Card or Alien Registration Receipt Card (Form I-551) 3. Foreign passport that contains a temporary I-551 stamp or temporary I-551 printed notation on a machine-readable immigrant visa 4. Employment Authorization Document that contains a photograph (Form I-766) 5. For an individual temporarily authorized to work for a specific employer because of his or her status or parole: <ol style="list-style-type: none"> a. Foreign passport; and b. Form I-94 or Form I-94A that has the following: <ol style="list-style-type: none"> (1) The same name as the passport; and (2) An endorsement of the individual's status or parole 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. 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 		<ol style="list-style-type: none"> 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 agencies or entities, provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address 3. School ID card 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 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. Day-care or nursery school record 	<ol style="list-style-type: none"> 1. A Social Security Account Number card, unless the card includes one of the following restrictions: <ol style="list-style-type: none"> (1) NOT VALID FOR EMPLOYMENT (2) VALID FOR WORK ONLY WITH INS AUTHORIZATION (3) VALID FOR WORK ONLY WITH DHS AUTHORIZATION 2. Certification of report of birth issued by the Department of State (Forms DS-1350, FS-545, FS-240) 3. Original or certified copy of birth certificate issued by a State, county, municipal authority, or territory of the United States bearing an official seal 4. Native American tribal document 5. U.S. Citizen ID Card (Form I-197) 6. Identification Card for Use of Resident Citizen in the United States (Form I-179) 7. Employment authorization document issued by the Department of Homeland Security For examples, see Section 7 and Section 13 of the M-274 on uscis.gov/i-9-central. The Form I-766, Employment Authorization Document, is a List A, Item Number 4. document, not a List C document.
Acceptable Receipts May be presented in lieu of a document listed above for a temporary period. For receipt validity dates, see the M-274.			
<ul style="list-style-type: none"> • Receipt for a replacement of a lost, stolen, or damaged List A document. • Form I-94 issued to a lawful permanent resident that contains an I-551 stamp and a photograph of the individual. • Form I-94 with "RE" notation or refugee stamp issued to a refugee. 	OR	Receipt for a replacement of a lost, stolen, or damaged List B document.	Receipt for a replacement of a lost, stolen, or damaged List C document.

*Refer to the Employment Authorization Extensions page on [I-9 Central](#) for more information.