

# POB eBROADCAST

Date: February 4, 2008  
Source: Bulk Payment for TWIC  
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## - NOTICE - Bulk Payment for TWIC (Transportation Worker Identification Credential)

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### **BULK PAYMENT FOR TWIC APPLICANTS IS AVAILABLE.**

- **How can arrangements be made for bulk payments?**  
Arrangements can be made with Lockheed Martin, Field Coordinators on a case-by-case basis for bulk payment. Employers will be required to provide a list of applicants who will be enrolled at specific enrollment centers. Bulk payments for enrollments may be done with a corporate check as a single payment and will be based on the anticipated number of enrollments at the enrollment center. The employer will be required to identify by individual, whether or not each individual qualifies for a regular fee TWIC or a reduced fee TWIC card. A reconciliation will be conducted between the Lockheed Martin representative and employer and if a refund is required, it will be processed accordingly. For more information on bulk payments, please contact, Kevin Abshire at [Kevin.w.abshire@lmco.com](mailto:Kevin.w.abshire@lmco.com).
- **What is TWIC?**  
TWIC is a common identification credential for all personnel requiring unescorted access to secure areas of MTSA-regulated facilities and vessels, and all mariners holding Coast Guard-issued credentials. **The MPA will NOT be providing escort services for non-MPA visitors. All tenants will be required to supply their own escort.** TSA will issue workers a tamper-resistant "Smart Card" containing the worker's biometric (fingerprint template) to allow for a positive link between the card itself and the individual.

● **Who needs a TWIC?**

Company, vessel, and facility security officers and personnel responsible for security duties are required to obtain a TWIC. Individuals who frequently access secure areas in the course of their employment will also need to obtain a TWIC. These populations include but are not limited to:

- Non-credentialed mariners in vessel crew
- Longshoreman
- Facility employees who work in a secure area
- Drayage truckers
- Truckers bringing/picking up cargo at a facility
- Surveyors
- Agents
- Chandlers
- Other maritime professionals
- Port chaplains

● **When and where will I be able to enroll?**

TWIC enrollment at the Port of Baltimore started on November 21, 2007.

Physical Address of Enrollment Center:  
2200 Broening Highway, Suite 220  
Baltimore, MD 21224

Hours of Operations:  
7:30 a.m. until 5:30 p.m.

To save time during enrollment, you can pre-enroll online at [www.tsa.gov/twic](http://www.tsa.gov/twic) or call 1-866-DHS-TWIC (1-866-347-8942). After pre-enrollment, an applicant must visit an Enrollment Center to complete the enrollment process and pay the enrollment fee.

● **What information will I disclose during pre-enrollment?**

- Name, Date of Birth, Address, Contact information
- Employment information
- Current Mailing Addresses
- Height, Weight, Hair and Eye Color
- City, State, Country of Birth
- Alien Registration Number (If Applicable)
- CDL and State of Application of any HME held
- Passport Number (Optional)
- Social Security Number (Optional but encouraged to reduce turnaround on Security Threat Assessment)

● **What will the enrollment process entail?**

During enrollment, applicants will be required to visit the Enrollment Center to:

- provide biographic information
- sign a disclosure form
- provide the necessary identity verification documents
- provide a complete set of fingerprints
- sit for a digital photograph
- pay the enrollment fee

## ● What documentation is required for enrollment?

### List A (Any 1 of list below)

- Unexpired U.S. Passport
- Unexpired Permanent Resident Card or Unexpired Alien Registration Receipt Card with photograph
- Unexpired Foreign Passport with one of the following:
  - I-551 Stamp;
  - Attached INS Form I-94 indicating unexpired employment authorization;
  - Unexpired Employment Authorization Document (I-766);
  - OR with one of the following Unexpired Visas: E-1, E-2, E-3, H-1B, H-1B1, L-1, O-1, TN, M-1, C-1/D
- FAST (Free and Secure Trade) Card
- Merchant Mariner Document (MMD)

### List B (need two and one must be a government-issued photo ID)

- U.S. Certificate of Citizenship (N-560, 561)
- U.S. Certificate of Naturalization (N-550 or 570)
- Driver's license or ID card issued by a State or outlying possession of the United States
- Original or certified copy of birth certificate issued by a State, county, municipal authority, or outlying possession of the United States bearing an official seal
- Voter's Registration Card
- U.S. Consular Report of Birth Abroad
- U.S. Military ID or U.S. Retired Military ID
- Military Dependent's Card
- Expired U.S. Passport
- Native American Tribal Document
- U.S. Social Security Card
- U.S. Citizen Card I-197
- U.S. Military Discharge Papers DD-214
- Department of Transportation (DOT) Medical Card
- Civil Marriage Certificate
- MML (Merchant Mariner License) bearing an official raised seal, or a certified copy

***Note: The MPA issued credential can be used as a second form of identification as identified in List B above but can not be used along with another form of State ID. For example, the MPA credential can not be used in conjunction with a Maryland State Driver's License or a Maryland State Birth Certificate.***

## ● How much will the TWIC cost?

The TWIC will cost \$132.50 and the credential is valid for five years. Workers with current, comparable background checks (MML, HME, and FAST cardholders) may pay a reduced fee of \$105.25.

## ● What are the methods of payment?

Payment must be made with credit card (Visa® or MasterCard® only), money order, or certified/cashier's check. Checks should be made payable to Lockheed Martin. An additional option has been provided through the use of company purchased pre-paid debit cards. In all cases, payment will be made at the enrollment center at the beginning of the enrollment process.

## ● What is the pre-paid debit card for the TWIC Program?

This method of payment is a prepaid Visa® card and is intended for employers who wish to purchase TWICs for their employees. They may be purchased in bulk and are redeemable at any TWIC enrollment center.

Please visit <http://www.twiccard.com> for additional information and purchasing.

● **By what date must I enroll?**

USCG will publish in the Federal Register the TWIC compliance dates for each Captain of the Port Zone (COTP). In accordance with the TWIC Final Rule, USCG will provide at least 90 days notice prior to the compliance date. In no case will the compliance date be later than September 25, 2008.

**For more information, visit the TWIC Website at [www.tsa.gov/twic](http://www.tsa.gov/twic) or call 1-866-DHS-TWIC (1-866-347-8942). Information may also be obtained by visiting the USCG Website at <http://homeport.uscg.mil> or by calling the USCG Helpdesk at 1-877-MTSA-AID (1-877-687-2243).**

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