



# Port Security Advisory (6-09)(Rev 1)

Subject: **Procedures for Obtaining a Name-Based Terrorism Check For Security Personnel Operating in High Risk Waters (HRW) In Accordance With Port Security Advisory (PSA) 05-09 (Rev 1)**

This PSA is revised to reflect the updated point of contact for the submittal of security personnel information.

## 1. OVERVIEW

This document outlines procedures for submitting names of contracted security personnel who are not eligible for a TWIC. Those individuals who are eligible for a TWIC must obtain one prior to employment.

## 2. GATHERING INFORMATION

The following information will be necessary to conduct the name-based check:

- Legal Name (Last, First, Middle, Suffix)
- Date of Birth (Month Day Year (no spaces; 12121970))
- Gender
- Place of birth
- Citizenship
- Any known aliases
- Current street address

## 3. INITIAL SUBMISSION OF INFORMATION

a. Information gathered must be contained in a spreadsheet and submitted to the Coast Guard. To do this, go to the main Homeport web site, and follow the path:

Missions>Domestic Vessels>Domestic Vessel Policy> Name Based Terrorist Check

b. Download the spreadsheet, fill in the required information and forward to COMDT (CG-544) via email to [HQS-TWIC-HQ@uscg.mil](mailto:HQS-TWIC-HQ@uscg.mil) and copy to LCDR Gregory Callaghan, [gregory.a.callaghan@uscg.mil](mailto:gregory.a.callaghan@uscg.mil).

c. After receiving the information, COMDT (CG-544) will compile lists and transmit them to TSA who in turn will conduct the name-based terrorism check. TSA will determine whether or not an individual poses or is suspected of posing a security threat and report positive results to the Coast Guard. A positive result indicates that the name may match a name on one of the watch lists.

## 4. RESULTS OF INITIAL TERRORIST CHECK

- a. TSA will communicate a positive threat assessment to the Coast Guard which will result in that person being barred from providing security on a U.S. flagged vessel. The Coast Guard will notify the relevant vessel owner/operator of positive results utilizing the contact information provided during the submission process.
- b. The estimated turn-around time is 3-4 business days.
- c. All personnel already performing security duties as of the date of this PSA will continue to have access to the vessel while the assessment is being performed. For security personnel not already performing security duties, results of the name based check must be received prior to commencing security duties aboard U.S. flagged vessels in high risk waters (HRW).



5. CONTRACT SECURITY PERSONNEL NO LONGER WORKING IN HRW
  - a. If no further work is contemplated by the member, the relevant CSO and VSO should notify the Coast Guard in order for their name(s) to be removed from the list of approved personnel upon completion of duties (end of contract) as contracted security personnel aboard U.S. flagged vessels in HRW.
  - b. Send information to COMDT (CG-544) utilizing the email addresses listed in section 3.b of this Port Security Advisory.
  
6. THE CONDITIONS OF ENTRY APPLICABLE TO VESSELS OUTLINED IN PORT SECURITY ADVISORY 03-10-REMAIN IN EFFECT.