

REQUEST FOR COMMENTS  
TWIC Disclosure and Certification Form

10/8/09

**The TWIC Program would appreciate for consideration in the upcoming revision of the TWIC Disclosure and Certification Form.** As you are aware, all applicants are required to complete this form during the enrollment process. The content covered by the Form is *required* by either the TWIC regulation or other Federal Government policy. Given the seriousness of it, we continue to look for ways to make it user-friendly, easy to understand, and to make language accommodations.

General themes for the type of input requested, with representative questions are as follows:

- *Formatting/structure of the form*
  - Is it well organized? Is it legible on line, as well as printed out? Are the check boxes clear?, etc.
- *Concise/easy to understand wording*
  - Are the statements easy to understand? What, if any, further explanation is required?, etc.
- *Accuracy/completeness*
  - What, if anything, is stated incorrectly? What, if anything, is missing?, etc.
- *Language translation (currently this form is translated into 13 languages, which are: English, Spanish, Simplified Chinese, Vietnamese, Khmer, Punjabi, Hindi, Urdu, Filipino/Tagalog, Russian, Korean, Farsi, Arabic)*
  - What, if any, languages are missing from this list? What, if any, languages from this list are not required?, etc.

**Please provide your input by Friday, October 23, 2009.** We will review this input and work with the appropriate groups within TSA/DHS to consider it for the next version. Similar to what was done with the previous revision, we will likely ask for volunteers (from this group) to work closely with us through this process, as well as to assist in 'user testing.'

Send comments to Cristin Finkel at [Cristin.Finkel@dhs.gov](mailto:Cristin.Finkel@dhs.gov).