

U.S. Department of Homeland Security

Office of Transportation Threat Assessment and Credentialing  
Arlington, VA 22202



Transportation  
Security  
Administration

[Date]

Mr. John Doe  
12345 Anywhere Lane  
Midtown, VA 22202

Re: Initial Determination of Threat Assessment (IDTA)

Dear Mr. Doe:

The Transportation Security Administration (TSA) conducted a security threat assessment pursuant to your application for a Transportation Worker Identification Credential (TWIC). The regulations regarding security threat assessments may be found at Title 49, Code of Federal Regulations (C.F.R.), Section 1572, a copy of which may be located on TSA's website, [www.tsa.gov](http://www.tsa.gov).

This Initial Determination of Threat Assessment (IDTA) contains information regarding the basis for TSA's determination and provides directions to respond to and challenge the determination. The IDTA is not a final determination, and you have the option to file an appeal or waiver, seek the materials TSA used as the basis for the initial determination, or file for a time extension to allow for additional time to respond or to gather additional materials for your response.

TSA will not authorize issuance of a TWIC card if TSA determines that an individual does not meet the security threat assessment standards described in Title 49, C.F.R., Section 1572.5. This letter serves as TSA's initial determination that you pose or are suspected of posing a security threat and may not be eligible for a TWIC card at this time.

**BASIS FOR INITIAL DETERMINATION OF THREAT ASSESSMENT**

After an initial review of certain records, TSA has determined or suspects that you may pose a security threat because:

You do not meet the immigration status requirements described in Title 49, C.F.R., Section 1572.105. On your application you indicated you were born in [insert Country], however, TSA was unable to verify your immigration status from the information you provided.

You do not meet the immigration status requirements described in Title 49, C.F.R., Section 1572.105. On your application you did not list your complete place of birth, to include

city and state, therefore, TSA has been unable to verify your immigration/citizenship status in the United States.

You do not meet the immigration status requirements described in Title 49, C.F.R., Section 1572.105. On your application you indicated you were born in the United States, however, other records available to TSA indicate that you may have been born in [insert Country]. TSA has been unable to verify your immigration/citizenship status in the United States based on the information reviewed.

Your immigration status in the United States and your authorization for unrestricted employment may preclude you from receiving a TWIC card. You may submit any evidence or information regarding your legal status in the United States and your authorization for unrestricted employment to TSA that you believe should be considered in reviewing the basis for the security threat assessment. For example, you may submit a copy of your latest immigration document, such as a duplicate of your Permanent Resident Card (Form I-551), Employment Authorization (Form I-776), or Naturalization Certificate. While providing TSA with this additional information is not mandatory, your failure to do so may limit TSA's ability to fully and completely review this matter.

Before TSA makes a final determination in this matter, you may seek releasable materials upon which this initial determination of threat assessment is based or submit an appeal. If you are an alien under temporary protected status, as described in Title 49, C.F.R., Section 1572.105, you may also request a waiver. For information on how to do any of the foregoing, please refer to the enclosure provided with this letter.

**If you do not challenge this determination, seek releasable materials, or seek an extension of time to challenge this determination, TSA's security threat assessment will automatically become final 60 days after the date of service of this letter and you will not be permitted to obtain a TWIC card.**

#### INSTRUCTIONS TO SEND CORRESPONDENCE TO TSA

All correspondence to TSA should have the TSA TWIC Request Cover Sheet attached to the front of your correspondence. This cover sheet can be found at the end of this letter and includes your full name and mailing address. Please change any information on this cover sheet that is incorrect. You should check one of the request boxes on this cover sheet and attach it to the front of your correspondence.

Correspondence must be mailed to:

Transportation Security Administration  
TSA TWIC Processing Center  
P.O. Box 8118  
Fredericksburg, VA 22404-8118

You are not required to obtain an attorney to seek releasable documents, dispute this initial determination, or request an appeal and/or time extension, but may do so at your own expense.

Sincerely,

Russell Roberts  
Deputy Director, Aviation & Analysis  
Office of Transportation Threat Assessment and  
Credentialing

Enclosure