*Office of the Chief Security Officer*

## SECURITY MANAGERS BULLETIN #2017-05

TO:        Issuing Officers – John F. Kennedy International Airport

DATE:      November 9, 2017

SUBJECT:   **MODIFICATION OF FINGERPRINT PROCEDURES: FBI RAP BACK PROGRAM ENROLLMENT AND 2-YEAR RECURRENT CHRC PHASE-OUT**

### BACKGROUND:

The Port Authority of New York & New Jersey (PANYNJ) has begun enrolling eligible Airport Security ID Card holders into a continuous, real time fingerprint-based vetting program called Rap Back. This program was launched in cooperation with the Federal Bureau of Investigation (FBI) and the Transportation Security Administration (TSA), and shares live updates to the airport operator for information pertaining to new arrests, court proceedings, record modifications, and warrants. Enrollment is completed at the time of initial fingerprinting for new applicants, and upon resubmission of electronically-stored fingerprints for current card holders at the airport.

As the level of vetting provided by this service extends above and beyond the two-year recurrent Criminal History Records Check (CHRC) process, the PANYNJ is modifying its existing fingerprint procedures at John F. Kennedy International Airport (JFK) to improve efficiency in the Security ID Office and for its credentialing process as a whole.

### PROCEDURES:

All active Airport Security ID Card holders at JFK who were physically fingerprinted, or had their fingerprints electronically resubmitted, by the Port Authority **on or after 06/30/2016** have been enrolled in the Rap Back program. Pursuant to this, the following provisions apply to each applicable card holder:
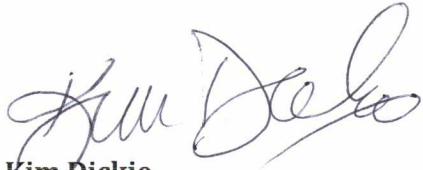
1. **2-Year Recurrent CHRC Phase-Out:** Employees will not require the generation of a new Criminal History Records Check (CHRC) every two (2) years, and need not remit payment for additional/future fingerprint fees accordingly
2. **Transferring Employers:** Any employee transferring employment from one company to another on the airport will not require fingerprinting/resubmission of electronic fingerprints, nor must they provide any payment for such
3. **Adding a Second/Third Employer:** Any employee who gains employment with a second or third company on the airport will not require fingerprinting/resubmission of electronic fingerprints, nor must they provide any applicable payment. The additional employer(s) will complete this transaction through the submission of a standard Port Authority Airport ID Card application (PA Form 3253) only

All active JFK ID Card holders who were physically fingerprinted, or had their fingerprints electronically resubmitted, by the Port Authority before 6/30/2016 will be enrolled into the Rap Back program and have the above provisions apply upon their next fingerprint resubmission pursuant to the 2-year CHRC process. All new applicants for an Airport Security ID Card at JFK who are physically fingerprinted on or after the date of this bulletin will be enrolled in the Rap Back program, and the above provisions will apply to them going forward.

Please note: Domestic Air Carriers as defined in Title 49 Code of Federal Regulations 1544, who conduct their own fingerprinting and certify the results to the airport, are exempt from these procedures as the airport cannot create an enrollment for applicable employees. Law Enforcement Officers (LEOs) and other Federal, State, and local government employees who are not fingerprinted by our office due to the conditions of their employment are also exempt from these procedures.

**POINT OF CONTACT**:
For all questions related to this bulletin, please contact Christopher Kaddo, Senior Security Coordinator, by emailing CAKADDO@PANYNJ.GOV.

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