



Date:	August 27, 2013
То:	Behavior Detection Officer (BDO) SDF. Louisville. Kentucky
From:	Transportation Security Manager BDO SDF, Louisville, Kentucky
Subject:	Letter of Guidance and Direction - TDC Conduct
ER Case N	lumber: ((5)(6)
every Trar ability, all and bearin On August as the Beh Louisville I operator a printed o step aside  You BDO printed ele b)(6)	ccessful operation of TSA Security Screening depends upon asportation Security Officer carrying out; to the best of their assigned security screening functions, training requirements, g all associated responsibilities.  23, 2013, at approximately 0545 hours, while performing duties avior Detection Officer (BDO) at the Checkpoint located at SDF (Y, you BDO) (15) observed Travel Document Checker (TDC) refuse checkpoint entry to a passenger that had copy of an electronic boarding pass and ask the passenger to and try to pull up his electronic boarding pass.  (b)(6) suggested that the passenger take a picture of his extronic boarding pass and return to TDC operator (15)(6). The passenger followed your instructions and was able to a with screening.
asked the passenger STSO (19)(6)	your partner, reported this to Supervisory tion Security Officer (STSO) (b)(6) who intervened and passenger to bring up his electronic boarding pass. When the was unable to use the link to produce the code to be scanned informed him that he would need to go to the ticket counterpaper boarding pass.
	approached STSO (616) between lanes three and four and at a photo of an unacceptable boarding pass was acceptable

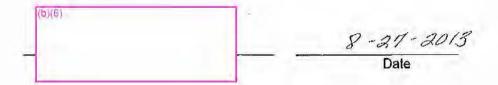
because it was on an electronic device per TDC Standard Operating Procedures (SOP) of which you had lust reviewed at the STSO podlum. You continued debating until STSO stated this conversation is over and walked away. Later in the shift you again approached STSO and stated that it was not your intention to upset or challenge him and again wanted to debate the issue. STSO [D)(6) instructed you to stick to BDO duties and to direct questions about the screening process to screening personnel.

You are decertified from performing duties as a Travel Document Checker until remediation training is completed. I want your efforts to be directed in reviewing all travel documents for proper identification and markings as outlined in the TDC SOP, Rev 1, change 2, dated September 12, 2012. I want you to ensure that you exercise caution and attention to detail when checking all TDC documents. You will refrain from suggesting loopholes in the SOP to passengers. While as you said the SOP did not state a passenger could not take a photo of their boarding pass and scan it. I believe the reasonable person test applies. Therefore, if the printed electronic boarding pass is unacceptable per the SOP, a photo of that same printed electronic boarding pass is also unacceptable even though it is on an electronic device?

We are tasked with ensuring the safety of the travelling public and to follow the SOP in our screening operations, deviation or disregard will not be tolerated. You made a poor decision in suggesting that a passenger take a photo of his unacceptable printed electronic boarding pass at TDC screening, placing the traveling public at risk. You made another poor decision in debating the bases of that decision with a STSO at the checkpoint, adversely affecting the efficiency of checkpoint screening. Transportation Security Administration (TSA) employees are responsible for responding promptly to and fully complying with directions and instructions received from their supervisor or other management officials and nothing less will be accepted. You can expect to be reevaluated in the near future. A recurrence of these failures will result in your placement in a Performance Improvement Plan.

This memorandum is not a formal disciplinary action and is not grievable through the agency grievance procedures. It will not be placed in your official personnel file. However, I will retain a copy of this memorandum indefinitely in the event that it is necessary to demonstrate that you have had an interest based discussion and are being placed on notice regarding this type of performance.

I am available to help you if you need guidance on this matter. Additionally, if you need assistance in dealing with any personal matters, the Employee Assistance Program (EAP) is available to provide confidential counseling services. EAP can be reached by calling 1-800-222-0364.



Please sign the receipt of acknowledgement below. Your signature does not indicate agreement with this action; it only represents that you received this notice on the date signed.

## Acknowledgement of Receipt - Letter of Guidance and Direction

I have received a copy of this Letter of Guidance and Direction on the date indicated below.

fused to sign
witnessed
d that he had
stood this line
son to since it
(10)(4)
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### BDO STATEMENT OF OBSERVATION Location: U.S. Department of Homeland Security SDF CHECKPOINT Transportation Security Administration I, (b)(6) make the following statement in an effort to fully cooperate with TSA and Department investigations as outlined in TSA MD 100.73-5. This includes providing truthful, accurate, and complete information in response to matters of official interest and providing a written statement if requested to do so. No promises or threats have been made and no pressure or cocreion of any kind was used against me. I make this statement with full knowledge that it may be used in any TSA. administrative proceeding. On the morning of Friday August 23th, 2013 my partner Behavior Detection Officer (BDO) and I BDO observed two gentlemen travelling together in line before the Travel Document Checker (TDC). There were 2 TDCs working, (b)(6) and (b)(6) passenger went to (b)(6) and his travelling companion went to to start the screening process and show there identification and travel documents. The TDC was equipped with a fully operational Boarding Pass Scanning System (BPSS). Both passengers had printed paper travel documents. Specifically, the passengers printed out electronic boarding passes, which included QR codes for each of the individual passengers. (D)(6) checked one passenger's travel documents and identification while (b)(6 checked the travel documents and identification of the other passenger. (b)(b) allowed the passenger to proceed to the next phase of the screening process while (6)(6) did not, The passenger that (6)(6) was checking stepped away from the TDC in attempts to pull up the electronically stored boarding pass on his Smart phone. I suggested the passenger take a picture of his printed boarding pass return to (b)(5) at the BPSS. (b)(6) asked the passenger to display the barcode on his mobile device and ensured the mobile device backlight was turned on. The barcode was displayed over the BPSS scanner. The barcode validated the BPSS with a green light and displayed the individual's name and flight information. TDC [D)(5) compared the name on the BPSS display to the name on the ID to confirm the information matched and verified the ID using the procedures in TDC SOP Section 3.2.1. TDC (D)(5) then allowed the passenger to proceed to the next step of the screening process. Mary Blanton was visibly upset about the situation and notified Supervisor Transportation Security Officer (STSO) immediately.

NOT COMPLETED WILL FINISH MONDAY AUGUST 26th, 2013. Per Debra McDonald

I have read this entire statement consisting of NOT COMPLETED page(s). I have been given the opportunity to make additions, deletions, or corrections. I have initialed each page and all corrections. I verify that the above statement is true and accurate.

Prepared on:

August 23, 2013

Signatu

SENSITIVE SECURITY INFORMATION

WARNING: This record contains sensitive security information that is controlled under 49 CFR Parts 15 and 1520, No part of this record may be disclosed to persons without a valid "uced to know" as defined in 49 CFR Parts 15 and 1520, except with the written permission of the Administrator of the Transportation Security Administration or the Secretary of Transportation. Unauthorized release may result in vivil penalties or other action, For U.S. Government agencies, public disclosure governed by 5 USC 552 and 49 CFR Parts 15 and 1520. (NOTE: This form may contain SSI when filled in -- SDF Rev 4/16/09,

> SDF Statement Rev 10/13/09

# BDO STATEMENT OF OBSERVATION

U.S. Department of Homeland Security Transportation Security Administration

# Location: SDF CHECKPOINT

	viding truthful, accurate, if requested to do so. No	
Behavior Detection Officer (BDO)  together in line before the Travel Document Content of the India operational Boarding Pass Scanning System (Specifically, the passengers printed out electroindividual passengers (b)(6)  checked the travel documents and ide to proceed to the next phase of the screening process with a green light and displayed the independence of the light was turned on. The barcode of BPSS with a green light and displayed the independence of the next step of the screening proceed to the next step of the screening proceed to the name on the BPSS display to the ID using the procedures in TDC SOP Sect proceed to the next step of the screening proceed in the screening proceed in the next step of the screening proceed in the screening proceed in the next step of the screening proceed in the screening proceed i	and I BDO (b)(6) Checker (TDC). There and his travelling compine and travel document BPSS). Both passenge onic boarding passes, we passenger's travel documentification of the othe process while (b)(6) TDC in attempts to price a picture of his prine or to display the barcockes displayed over the ividual's name and flice name on the ID to exist the state of the state o	were 2 TDCs working, (b)(6) and (b)(6)  anion went to (b)(6) to start the  ans. The TDC was equipped with a fully  ers had printed paper travel documents.  which included QR codes for each of the  ocuments and identification while Joesph  er passenger. (b)(6) allowed the passenger  did not, The passenger that Joseph  will up the electronically stored boarding pass of  the docarding pass return to (b)(6) at  de on his mobile device and ensured the mobile  e BPSS scanner. The barcode validated the  ight information. TDC (b)(6)  onfirm the information matched and verified  then allowed the passenger to  interact with the TDC or give them direction  ant the situation and notified Supervisor  D(b)(6) if she had read the TDC SOP section  not, (b)(6) became physically involve  ille he re-checked their boarding passes and  TSO (b) throughout the course of the day after  Later in the shift BDO (b)(6) was having  a brief conversation with STSO (b)(1)  casually and professionally while showing  Before my shift ended, I spoke with STSO  throughout throughout throughout  throughout  throughout  throughout  throughout  throughout  throughout  throughout  throughout  throughout  throughout  throughout  throughout  throughout  throughout  throughout  throughout
I have read this entire statement consisting of NOT COM or corrections. I have initialed each page and all corrections.  Prepared on: August 26, 2013	ons. I verify that the above	e been given the opportunity to make additions, deletions to statement is true and accurate.
SENSI WARNING: This record contains sensitive security inform disclosed to persons without a valid "meed to know" as defin of the Transportation Security Administration or the Secret For U.S. Government agencies, public	TIVE SECURITY INFORM lation that is controlled unde ed in 49 CFR Parts 15 and 1: ary of Transportation. Upon	et 49 CFR Parts 15 and 1520. No part of this record may be 1520, except with the written permission of the Administrate uthorized release may result in civil penalties or other action SC 552 and 49 CFR Parts 15 and 1520,

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**Boarding Pass** 

SDF → DFW



Save ....

Gale

Boarding Time 5:45A Flight AA1839 Seat (b)

Departing at 6:15 AM (EDT)

GROUP

2

2h Om

Friday, August 23, 2013

Record Locator: (b)(6)

Frequent Flyer Number: (b)(6)

Inflight Services: (c)

### TSO STATEMENT OF OBSERVATION Location: SDF U.S. Department of Homeland Security Transportation Security Administration I, STSO (b)(6) , make the following statement in an effort to fully cooperate with TSA and Department investigations as outlined in TSA MD 1000.73-5. This includes providing truthful, accurate, and complete information in response to matters of official interest and providing a written statement if requested to do so. No promises or threats have been made and no pressure or coercion of any kind was used against me. I make this statement with full knowledge that it may be used in any TSA administrative proceeding. On the morning of Friday August 23, on or around 0545, I was called to the TDC position by BDO she handed me a printed out electronic boarding pass and asked me if it was acceptable. I told her that the electronic boarding passes were only accepted on the mobile device. She informed me that TSO (b)(6) accepted the printout at the TDC position. I asked the passenger to show me his boarding pass on his mobile device. The device was scanned and he was cleared. I asked TSO if he cleared the passenger with the printed electronic ticket and he said yes. I informed him that they were only accepted on the electronic device. He stated that he didn't know, but he wouldn't let it happen again. At the same time another passenger approached TDC#2 and presented a printed electronic boarding pass to TSO (b)(5) TSO (6) told the passenger that the printed Electronic ticket was not acceptable and he needed to step to the side and bring the electronic pass up on his phone. A few minuted later the passenger told TSO that he had it. He scanned his phone and was cleared. BDO (b)(5) approached me and told me that the passenger had taken a photo of his paper ticket and used the photo to scan, I stopped the passenger and told him I needed him to bring up his electronic code on his electronic device. He was unable to use the link to produce the code to scan, I informed him that he needed to go back to the ticket counter to get a paper boarding pass, BDO (10)(6) asked me why him taking the picture of the paper document wasn't acceptable? I informed BDO that the boarding pass needs to be stored in the device by the correct link, not by a picture taken of a paper boarding pass at the TDC location. He continued to try and debate the validity of the photo being used as a means to get through the TDC position. I told him that the conversation was over and then went back to my position at the Supervisors podium. I then informed TSM [10](6) about the situation. I was later approached by TSO (2015) and he told me that he might have overheard BDO [6] tell the passenger to just take a picture of the paper pass and use that, but he was unsure because he was focusing on other passengers at the time. About an hour later I was approached by BDO 10 (6) He wanted to try and explain why he thought the picture was acceptable. I asked him if he told the passenger to take a picture of the paper document and use it? He replied that he did. I told him it was best if he just stick to his (b)(6) duties and to direct questions about the screening process to screening personel. I have read this entire statement consisting of \_1\_ page(s). I have been given the opportunity to make additions, deletions, or corrections. I have initialed each page and all corrections. I verify that the above statement is true and accurate. (b)(6) Signature: Prepared on: WARNING: This record contains sensitive security information that is controlled under 49 CFR Parts 15 and 1520. No part of this record may be

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#### BDO STATEMENT OF OBSERVATION

U.S. Department of Homeland Security Transportation Security Administration Location:

SDF Checkpoint

I, <u>BDO</u> make the following statement in an effort to fully cooperate with TSA and Department investigations as outlined in TSA MD 100.73-5. This includes providing truthful, accurate, and complete information in response to matters of official interest and providing a written statement if requested to do so. No promises or threats have been made and no pressure or coercion of any kind was used against me. I make this statement with full knowledge that it may be used in any TSA administrative proceeding.

On Friday morning, August 23,2013 at approximately 0600 (give or take a few minutes), I was conducting Screening Passengers by Observation Techniques (SPOT) at the security checkpoint with Behavior Detection Officer (BDO) (5)(6) when Transportation Security Officer (TSO) showed me a printed boarding pass that was actually just a printed QR Code from an electronic boarding pass. TSO (b)(6) asked me if that was acceptable and I told him that the new change in the SOP says that it has to be on the electronic device. The passenger told me that his travel companion had the same paper boarding pass but that he had gotten through with it. I walked over to the divesting table on lane 4 and saw the printed QR code paper on top of the passengers' jacket. I asked the passenger if he minded if I looked at it and he gave it to me. After looking at the document, I noticed that there was only a red mark on the date of the document and that there were no identifying numbers. I asked him who had checked his ticket and ID and he pointed to TSO (10)(6) informed the passenger that I would need to call the Supervisory Transportation Security Officer (STSO) to verify that that boarding pass would be valid for travel. I called STSO (5)(6) informed him of the paper QR Code boarding passes. STSO to came to lane 4 to look at the paper boarding pass and informed the passenger that the electronic hoarding pass had to indeed be on an electronic device. I then told BDO what STSO in had told me. The second passenger then presented TSO(b)(6) with an 'electronic' boarding pass on his cell phone. I asked BDO [bit5] if the passenger had managed to find the electronic boarding pass in his phone and he answered that the passenger had just taken a picture of the actual paper boarding pass. I said that I didn't think that it would be valid because it has to be an actual electronic pass sent to the electronic device from the airline. I then asked STSO [6] If a photo taken from the paper boarding pass would be allowed and he said that it would not be allowed and that the passenger needed to go to the ticket couter to get a boarding pass printed if he couldn't find the actual link in his phone. I again told BDO (b)(6) this and went to the podium to look at the TDC SOP to see how it reads. After looking at the SOP, BDO came to tell me that the SOP doesn't specify how the boarding pass has to get to the electronic device, but only that it has to be on the electronic device. At this time, STSO had finished dealing with the passengers: one was able to bring up the 'link' for his electronic boarding pass, but the other passenger had to go back to the ticket counter to get a printed boarding pass. BDO ( approached STSO [DIE] and told him that the boarding pass was okay that was on the phone, He told him that he went to look at the SOP and that the SOP doesn't specify that the electronic boarding pass has to come from a link sent from the airline. STSO (b)(6) told BDO (b)(6) that it was not acceptable because the passenger took a picture of the printed OR Code boarding pass with his phone and that it was not a truly authentic electronic document. STSO tale said that we don't kow how the boarding pass got on the phone since he couldn't bring up a link to show us.

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			ne conversation between BDO (b) (6) and STSO (9). This and 4 and resulted in STSO (b) (6) trying to end the
			with the argument that it was a 'good boarding pass'. A as a sportation Security Manager (TSM)
she was passir	ng by the checkpoint.	He wante	d to talk to her concerning the TDC SOP and the boarding
pass situation. to persuade TS			n between them but later I asked BDO (b)(6) if he was able. BDO (b) said that there was really not a his way or a
			you have the opportunity to think outside the box and that
it was okay to	make the call to acco	ept a photo	of a boarding pass because it will scan correctly and that
			P. He also advised me that when they wrote the SOP, that
			front of them there for it really wasn't all inclusive. This is to the attention of the manager and they send it to
			that it was an issue that had to do with the checkpoint and
that I believe t	hat the best thing to	do was to	call the supervisor and let them handle it. I told him that it
would certainl	y not be a decision the	hat I would	I be willing to make.
Y atau in the m	aming STSO b	ed nome to	TDC to help another TSO who had a question with a
boarding pass.	As he was walking	away. STS	O to lesp another 130 who had a question with a
			enger's cell phone but that BDO (b)(6) had told him that
			icture of it and it will scan green'. STSO 💯 🛮 also told me
			versation was taking place out on the floor and that after
			senger to 'just take a picture of it', that BDO had ass the security measures to get past TDC. I advised STSO
			at he had already spoke with TSM [016] concerning it.
him handle it l decisions or ac certified and th	because he was the o Ivisories concerning	ne running checkpoin clear pass	a time like this it is best to call for the Supervisor and let to the checkpoint. I said that it is not our place to make a star of the same of the sa
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additions, dele		I have in	2 page(s). I have been given the opportunity to make itialed each page and all corrections. I verify that the
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1520. No part of Parts 15 and 152 Administration action. For U.S.	f this record may be di 20, except with the wri or the Secretary of Tra	sclosed to p tten permis nsportation , public disc	ty information that is controlled under 49 CFR Parts 15 and persons without a valid "need to know" as defined in 49 CFR sion of the Administrator of the Transportation Security.  Unauthorized release may result in civil penalties or other closure governed by 5 USC 552 and 49 CFR Parts 15 and 1520.  1 SDF Rev 4/16/09.
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····			Pg 2 of 2
			SDF Statement Rev 10/13/09

U.S. Depar	tment of Homeland Security tion Security Administration
truthful, accurate, and written statement if re coercion of any kind	, make the following statement in an effort to fully cooperate with investigations as outlined in TSA MD 1000.73-5. This includes providing a complete information in response to matters of official interest and providing a equested to do so. No promises or threats have been made and no pressure or was used against me. I make this statement with full knowledge that it may be innistrative proceeding.
	113 at approximately 0600 I was returning to the checkpoint from the ADMIN.  1 by Behavior Detection Officer (BDO) just after I passed the TDC area
to ask me a hypotheti	if I was the SSI Coordinator and I confirmed that I was. BDO then went on cal question about the Electronic Boarding passes and the SOP concerns he had considered a Electronic Boarding pass.
	about five (5) minutes and then I told him I would mult it over and try to get back questions as to who to contact to get SOP clarifications, i.e.
	e checkpoint Supervisory Transportation Security Officer (STSO) who was not today, came to the office to speak to me.
overstepped his bound described to me in de-	nat he had an issue at TDC that involved BDO and that the officer had ds and should not be interfering with the checkpoint procedures. STSO (b)(5) tail what had transpired and that he wasn't really sure whether or not BDO (b)(6) or that he could take a snapshot of the boarding pass in question on his phone and
	he was writing a statement and he said no because he wasn't sure that BDO bassenger to take the snapshot.
	that I was under the impression that this was an actual hypothetical question only we had our discussion. No action was taken,
office at the checkpoint to get an action compl	ly 0930 Transportation Security Manager (TSM)(b)(6) came to the TSM nt and asked if I had gotten her message. I told her no that I had been busy trying leted. She stated that she had called on my cell and I told her I hadn't received d at my phone and it was dead. I immediately put it on the charger.
	asked me what I knew about BDO I told her to hold on and I requested to the office to discuss the incident with TSM (b)(6)

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d (b)(6) ) whose shift e	three of us led to us needing statements from all par- ded at 0900. This will be taken care of tomorrow w	hen they return.
6) TSM (b)(6)	sure that he writes his statement and collect the othe was given the boarding pass in question and that w	
nversation.	•	
	(b)(G)	
	(b)(G)	,
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1	(b)(G)	

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TSO STATEMENT OF OBSERVATION U.S. Department of Homeland Security Transportation Security Administration	Location: SDF
I, make the following statement and Department investigations as outlined in TSA MD 1000, accurate, and complete information in response to matters of statement if requested to do so. No promises or threats have be any kind was used against me. I make this statement with full TSA administrative proceeding.	official interest and providing a written been made and no pressure or coercion of
On the morning of Friday August 23, on or around 0600 I was passenger approached me with a paper copy of an electric box that I couldn't accept this and he would need to bring it up o counter and get a hard copy. He informed his buddy had the notified the Podium for supervisor. As he begain looking for processing other passengers. He then presented his I-Phone scanned it and verified the passengers name and allowed him	parding pass. Texplained to the passenger on his phone or go back to the ticket same thing and had just cleared TDC. I or his electronic boarding pass I begain with the electric boarding pass. I
I have read this entire statement consisting of _1_ page(s). make additions, deletions, or corrections. I have initialed each the above statement is true and accurate.  Prepared on:	I have been given the opportunity to th page and all corrections. I verify that
WARNING: This record contains sensitive security information that is controlled und disclosed to persons without a valid "need to know" as defined in 49 CFR Parts Administrator of the Transportation Security Administration or the Secretary of T	15 and 1520, except with the written permission of the

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STATEMENT U.S. Department of Homelan Transportation Security Ada	nd Security	Location: Louisville Int'l Airport (SDF)
I, (b)(5) may be used in any administrative or rep		e this statement with full knowledge that it e proceeding.
then used the electronic reader to scan the the green message screen on the reader a him entry into the screening checkpoint.	he paper QR which against the passenge . Shortly thereafter, we did not possess P	information. I verified his drivers license, was accepted. I then verified the name on ers drivers licences and proceeded to grant Supervisor (b)(6) approached me and PreCheck. I later then read the TDC SOP
I have read this entire statement consisting additions, deletions, or corrections. I have above statement is true and accurate.  Prepared on: 8 - 2	we initialed each pa	
disclosed to persons without a valid "need to know" Administrator of the Transportation Security Admin penalties or other action, For U.S. Government agencies	" as defined in 49 CFR Pari distration or the Secretary of	tder 49 CFR Paris 15 and 1520. No part of this record may be is 15 and 1520, except with the written permission of the f Transportation. Unauthorized release may result in civit d by 5 USC 552 and 49 CFR Parts 15 and 1520. (NOTE: This

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