

AVIATION SECURITY

WHOLE BODY IMAGER

STANDARD OPERATING PROCEDURES



Transportation
Security
Administration

Transportation Security Administration (TSA) personnel and contractors must use and implement these standard operating procedures in carrying out their functions related to security screening of individuals, accessible property and checked baggage. Nothing in these procedures is intended to create any substantive or procedural rights, privileges, or benefits enforceable in any administrative, civil, or criminal matter by prospective or actual witnesses or parties. See *United States v. Caceres*, 440 U.S. 741 (1979).

~~SENSITIVE SECURITY INFORMATION~~

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Transportation Security Administration

Instructor Guide – Lesson Plan Advanced Imaging Technology (L3 ProVision SC-100) Secondary Position Overview

Objective: To provide Transportation Security Officers (TSO) at the checkpoint with the knowledge, skills and ability to understand and operate the L3 ProVision SC-100 Advanced Imaging Technology (AIT) unit in the secondary position.

Length: 1.0 hour.

Participants: Maximum recommended class size of 8, with an instructor/participant ratio of 1:4.

Instructional Methods: Lecture, PowerPoint, Group Exercise, Discussion

Classroom Requirements: Room should be configured in a classroom style.

Instructor Equipment: Laptop, Projector, Screen, Instructor Guide

Participant Equipment: Participant Guide, Pen/Pencil, Name Tents

Structure: The following lesson plan is divided into two columns. Column one contains copies of the PowerPoint slides. Column two contains the corresponding information related to the slide. The information is in an outline form. The intent of the format is to provide instructor guidance; it should not be read verbatim. This section will also include any notes and/or warnings that the instructor may need to emphasize.


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Lesson Objectives

By the end of this lesson, participants will be able to:

- Understand the purpose of Advanced Imaging Technology (AIT) screening
- Identify the types of AIT that TSA uses
- Discuss the requirements to function as an AIT TSO
- Identify TSO roles for AIT operations
- Discuss signage and documentation requirements
- Address privacy concerns of individuals
- Identify eligibility requirements for AIT screening



(slide 2)

Lesson Objectives

At the end of this lesson, participants will be able to:

- Understand the purpose of AIT screening
- Identify the types of AIT that TSA uses
- Discuss the requirements to function as an AIT TSO
- Identify TSO roles for AIT operations
- Discuss signage and documentation requirements
- Address privacy concerns of individuals
- Identify eligibility requirements for AIT screening

Course Schedule




(slide 3)

Schedule

Note: Review the course schedule. Ensure that all questions are answered.

Course Requirements

To function as an AIT TSO, the following must be completed:

- One hour simulator training (prerequisite)
- Classroom Training
- Labs
- Simulator Training
- Job Knowledge Test (JKT)
- Image Analysis Test
- On-the-Job Training (OJT)



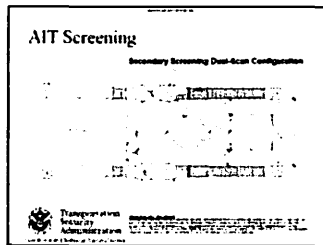
(slide 4)

Course Requirements

To function as an AIT TSO the following must be completed:

- Complete at least one hour of simulator training at home airport (prerequisite). This prerequisite is waived for TSOs who have already been an Image Operator (IO) - such as through OEM training, Secondary Position pilot, or 2nd Generation Operational Test and Evaluation.
- Classroom Training
- Labs
- Simulator Training
- Job Knowledge Test
- Image Analysis Test
- On-the-Job Training

Note: Participation in the lab is mandatory; however, the decision to be scanned by the AIT is purely voluntary. Anyone who does not wish to be scanned must reserve their final decision until after the Image Analysis lesson, but will be required to make a decision after that lesson so that airport staff may find others to volunteer as individuals eligible to pass through the AIT.



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AIT Screening

This course will cover AIT in the Secondary Screening Dual-Scan configuration.

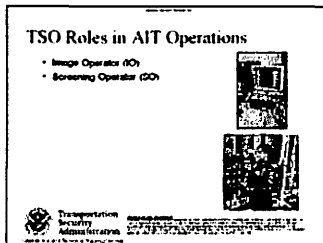
With AIT in the Secondary Screening Dual-Scan configuration, the AIT unit is used to clear individuals requiring additional screening. When AIT units are deployed in a Dual-Scan screening operation, the unit will be used as an additional screening technology. The AIT unit must be used to clear

(b)(3):49 U.S.C. § 114(r)

Ⓢ Note: Eligibility for AIT screening will be discussed later.

Ⓢ Note: Point out the location of the AIT Unit and the WTMD on the configuration drawing on the slide.

(b)(3):49 U.S.C. § 114(r)



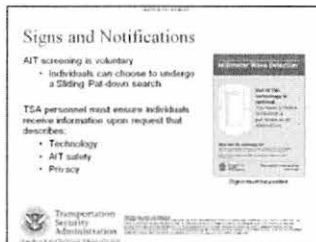
(slide 14)

TSO Roles in AIT Operations

There are two major TSO roles in Secondary Screening Dual-Scan AIT operations:

- Image Operator (IO)
 - Reviews AIT images for anomalies
 - Communicates threat category to the Screening Operator (SO)
- Screening Operator (SO)
 - Operates the scanner

Ⓢ Note: Only introduce the AIT roles. Detailed information on the roles and responsibilities will be covered in the Configuration lesson.



(slide 15)

Signs and Notification

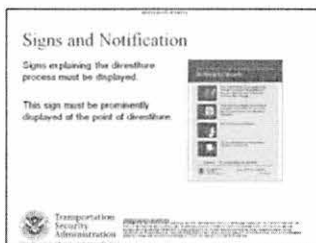
AIT screening is voluntary. Individuals have the choice to undergo a Sliding Pat-down search which is an alternate screening procedure that is equivalent to AIT screening.

TSA personnel must ensure that individuals receive information upon request that describes the technology and addresses common questions about AIT safety and privacy considerations.

Signs must be posted explaining that AIT screening is voluntary and that individuals may elect to receive a Sliding Pat-down instead of AIT screening. This sign must be placed at the point of divestiture to provide adequate notice to individuals before they enter the AIT Unit.

Unless asked, the TSO must not verbally inform individuals of the option to decline AIT screening. Signage notifies the individual of screening options.

Q: How would you describe the Imaging Technology to a individual?
A: Answers will vary. Should include the AIT unit is safe, and it uses non-ionizing radio waves to scan individuals.



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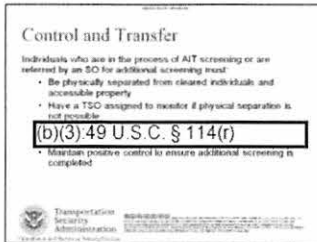
Signs and Notifications

Signs explaining the divestiture process for the AIT unit must be displayed.

This sign must be prominently displayed at the point of divestiture to provide adequate notice to individuals before they enter the screening location.

(b)(3).49 U.S.C. § 114(r)

Note: It is strongly recommended that individuals divest their belts.



(slide 21)

Control and Transfer of Individuals

Individuals who are in the process of AIT screening or are referred by an SO for additional screening must be physically separated from cleared individuals and all accessible property to prevent the passing of prohibited items.

If physical separation is not possible, a TSO must be assigned to monitor and control the individual's access to cleared individuals and accessible property.

(b)(3)49 U.S.C. § 114(r)

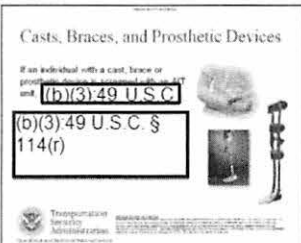


(slide 22)

Eligible Individuals

Individuals who are capable of assuming and holding the AIT stance for the five to seven second duration of the scan and who are capable of standing unassisted for the duration of the screening process are eligible for AIT screening.

This includes individuals with casts, braces, prosthetics or assistive devices who indicate they are capable of completing the process.

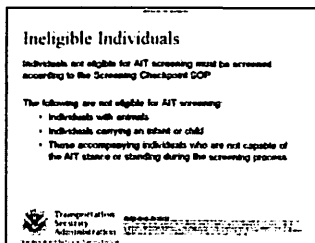


(slide 23)

Casts, Braces, and Prosthetic Devices

If an individual with a cast, brace or prosthetic device is screened with an AIT unit, (b)(3)49 U.S.C. § 114(r)

(b)(3)49 U.S.C. § 114(r)



(slide 24)

Ineligible Individuals

Individuals who are not eligible for AIT screening must be screened in accordance with the Screening Checkpoint SOP. The following are not eligible for AIT screening:

- Individuals with accompanying animals
- Individuals carrying a child or infant
- Individuals who are not capable of holding the AIT stance for the five to seven second duration of the scan and who are not capable of standing unassisted for the duration of the screening process
- Those accompanying individuals who are not capable of assuming the AIT stance and standing unassisted during screening

Lesson Objectives

- Participants should now be able to:
- Understand the purpose of AIT screening
 - Identify the types of AIT that TSA uses
 - Discuss the requirements to function as an AIT TSO
 - Identify TSO roles for AIT operations
 - Discuss signage and documentation requirements
 - Address privacy concerns of individuals
 - Identify eligibility requirements for AIT screening



(slide 25)

Lesson Objectives

Participants should now be able to:

- Understand the purpose of AIT screening
- Identify the types of AIT that TSA uses
- Discuss the requirements to function as an AIT TSO
- Identify TSO roles for AIT operations
- Discuss signage and documentation requirements
- Address privacy concerns of individuals
- Identify eligibility requirements for AIT screening

Note: Explain the learning objectives for the course through a series of open-ended questions and additional explanation such as:

Q: Why are we conducting AIT screening?

A: Because it allows the TSO to detect both metallic and nonmetallic threats. This includes ceramic weapons, explosives and fluids. Also, the AIT provides a way to visually screen individuals.

Q: What are the two types of AIT that TSA uses?

A: Backscatter X-ray and Millimeter Wave

Q: What are the requirements for becoming an AIT operator?

A: Complete the classroom training, labs, simulator training, Job Knowledge Test, OJT and the AIT Image Analysis test.

Q: What do you think some of the responsibilities of the AIT TSO are?

A: Operate the scanner, direct individuals and analyze images.

Q: Why do you think signage for AIT is important?

A: It helps the traveling public understand the procedures and technology that they are going to experience.

Q: If an individual is concerned about privacy, how would you respond?

A: Answers will vary. The image viewing unit cannot store images. Our policy is that no one is allowed to see the image and the individual.



Transportation Security Administration

Instructor Guide – Lesson Plan Advanced Imaging Technology L3 ProVision SC-100 Secondary Position Pat-down Procedures

Objective: To provide the Transportation Security Officers (TSO) with the policies and procedures

(b)(3)49 U.S.C. § 114(r)

(b)(3)49 U.S.C. § 114(r)

Length: 1 hour

Participants: Maximum recommended class size of 8, with an instructor/participant ratio of 1:4.

Instructional Methods: Lecture, PowerPoint, Discussion

Classroom Requirements: Room should be configured in a classroom style.

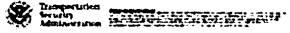
Instructor Equipment: Laptop, Projector, Screen, Instructor Guide, Gloves

Participant Equipment: Participant Guide, Gloves, Pen/Pencil

Structure: The following lesson plan is divided into two columns. Column one contains copies of the PowerPoint slides. Column two contains the corresponding information related to the slide. The information is in an outline form. The intent of the format is to provide instructor guidance; it should not be read verbatim. This section will also include any notes and/or warnings that the instructor may need to emphasize.

Advanced Imaging Technology AIT
L3 ProVision SC-100 Secondary Position
Pat-Down Procedures
(b)(3):49
U.S.C. § 114
(r)

Developed by the Operational and Technical Training Division



(slide 1)


Advanced Imaging Technology (AIT) Pat-down Procedures

This lesson focuses (b)(3):49 U.S.C. § 114(r)
 (b)(3):49 U.S.C. § 114(r)
 (b)(3):49 U.S.C. § 114(r)

Ⓢ Note: Ensure gloves are available for participants to use during the practical exercises.

Lesson Objectives

By the end of this lesson, participants will be able to:
 (b)(3):49 U.S.C. § 114(r)




(slide 2)

Lesson Objectives

By the end of this lesson, participants will be able to:

(b)(3):49 U.S.C. § 114(r)

Pat-down Searches
 (b)(3):49 U.S.C. § 114(r)



(slide 3)

Pat-down Searches

(b)(3):49 U.S.C. § 114(r)



Transportation Security Administration

Instructor Guide – Lesson Plan Advanced Imaging Technology (L3 ProVision SC-100) Secondary Position Configuration

Objective: To provide Transportation Security Officers (TSO), at the screening checkpoint, with the roles and functions which support Advanced Imaging Technology in the Secondary Screening Dual-Scan configuration.

Length: 1 hour

Participants: Maximum recommended class size of 8, with an instructor/Participant ratio of 1:4.

Instructional Methods: Lecture, PowerPoint, Discussion

Classroom Requirements: Room should be configured in a classroom style.

Instructor Equipment: Laptop, Projector, Screen, and Instructor Guide

Participant Equipment: Participant Guide, Pen/Pencil

Structure: The following lesson plan is divided into two columns. Column one contains copies of the PowerPoint slides. Column two contains the corresponding information related to the slide. The information is in an outline form. The intent of the format is to provide instructor guidance; it should not be read verbatim. This section will also include any notes and/or warnings that the instructor may need to emphasize.

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(slide 1)

Advanced Imaging Technology Configuration

During this lesson, we will go through the importance of the roles and functions which support Advanced Imaging Technology (AIT) in the Secondary Screening Dual-Scan configuration. The discussion will focus on the importance of the individual roles as well as the overall individual flow in the AIT screening process. General roles, functions and procedures for the supporting positions were covered in the Overview lesson.



(slide 2)

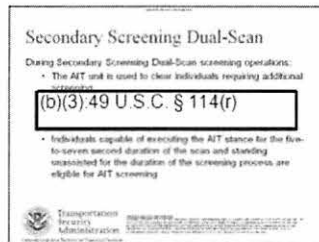
Lesson Objectives

By the end of this lesson, participants will be able to:

- Explain the AIT screening process in the Secondary Screening Dual-Scan configuration
- Understand the roles and responsibilities of the personnel supporting AIT equipped checkpoints
- Demonstrate understanding of individual flow through the AIT screening process in scenario-based activities

Note: Explain the learning objectives for the course through a series of statements and additional explanations such as:

- This training is designed to provide information on the Secondary Screening Dual-Scan configuration. We may discuss procedures which differ from those used when operating AIT unit in other configurations
- Throughout the course we will discuss and clearly define the roles and responsibilities of the TSO positions which support AIT operations
- We will conduct a few activities during this session



(slide 3)

AIT Secondary Screening Dual-Scan Configuration

During Secondary Screening Dual-Scan screening operations:

- The AIT unit is used to clear individuals requiring additional screening

(b)(3) 49 U.S.C. § 114(r)

- Individuals capable of executing the AIT stances for the five to seven second duration of the scans and standing unassisted for the duration of the screening process are eligible for AIT screening

Note: Lead the Participants through the following points using open-ended questions and clarifications such as:

Q: If an eligible individual declines AIT Screening, what type of screening do they receive?

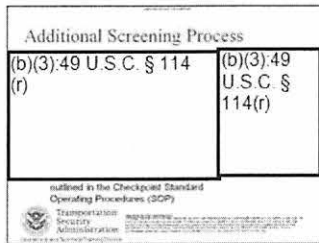
(b)(3) 49 U.S.C. § 114(r)

Q: What are some examples of individuals who may not be eligible for AIT screening?

A: *PWDs or Children who cannot hold the stance for the five to seven second duration.*

Q: If an individual is not eligible for AIT screening what type of screening do they receive?

A: *They are screened in accordance with the Checkpoint SOP.*



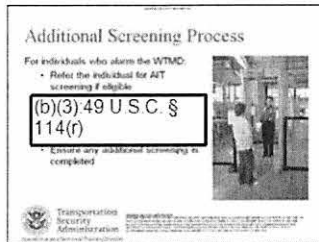
(slide 4)

Additional Screening Process

(b)(3):49 U.S.C. § 114(r)

- Proceed with additional screening as outlined in the Screening Checkpoint SOP

(b)(3):49 U.S.C. § 114(r)



(slide 5)

Additional Screening Process

For individuals who alarm the WTMD:

- Refer the individual for AIT screening if eligible

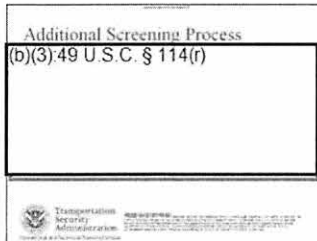
(b)(3):49 U.S.C. § 114(r)

- Ensure any additional screening required is completed

① **Note:** Ask the following question:

Q: What would be an example of additional screening that might be required?

A: Answers will vary, should include additional screening of accessible property.



(Slide 6)

Additional Screening Process

(b)(3):49 U.S.C. § 114(r)



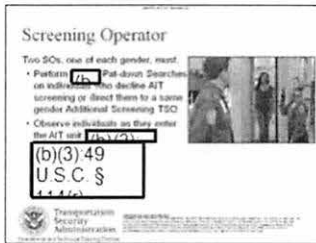
(slide 7)

AIT - Roles

The following are positions which specifically affect the AIT operation:

- Image Operator (IO)
- Screening Officer (SO)

Note: Each of these positions perform vital functions which contribute to the overall success of the AIT process. We will discuss the functions and each associated role.



(slide 9)

Screening Operator

The SO's role for the Secondary Screening Dual-Scan configuration differs only slightly from that of other configurations. The following points become more important when the AIT unit is in this configuration.

Two SOs (one of each gender) must:

- Perform (b)(3).49 Pat-Down Searches on individuals who decline AIT screening or direct them to a same gender Additional Screening TSO
- Observe individuals as they enter the AIT unit (b)(3).49 U.S.C. § 114(r)

Note: Discuss SO responsibilities specific to the Secondary Screening Dual-Scan configuration using open ended questions such as:

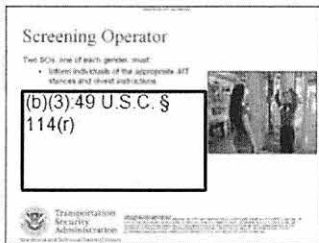
Q: What happens to an individual who declines AIT screening?

A: (b)(3).49 (b) (3).49 U.S.C. § 114(r) on individuals who decline AIT screening or direct them to a same gender Additional Screening TSO.

By remaining vigilant and observant, an SO will positively affect the screening process by adding a layer of security and assisting with non-divestiture (b)(3).49 U.S.C. §

(b)(3).49 U.S.C. § 114(r)

(b)(3).49 U.S.C. § 114(r)

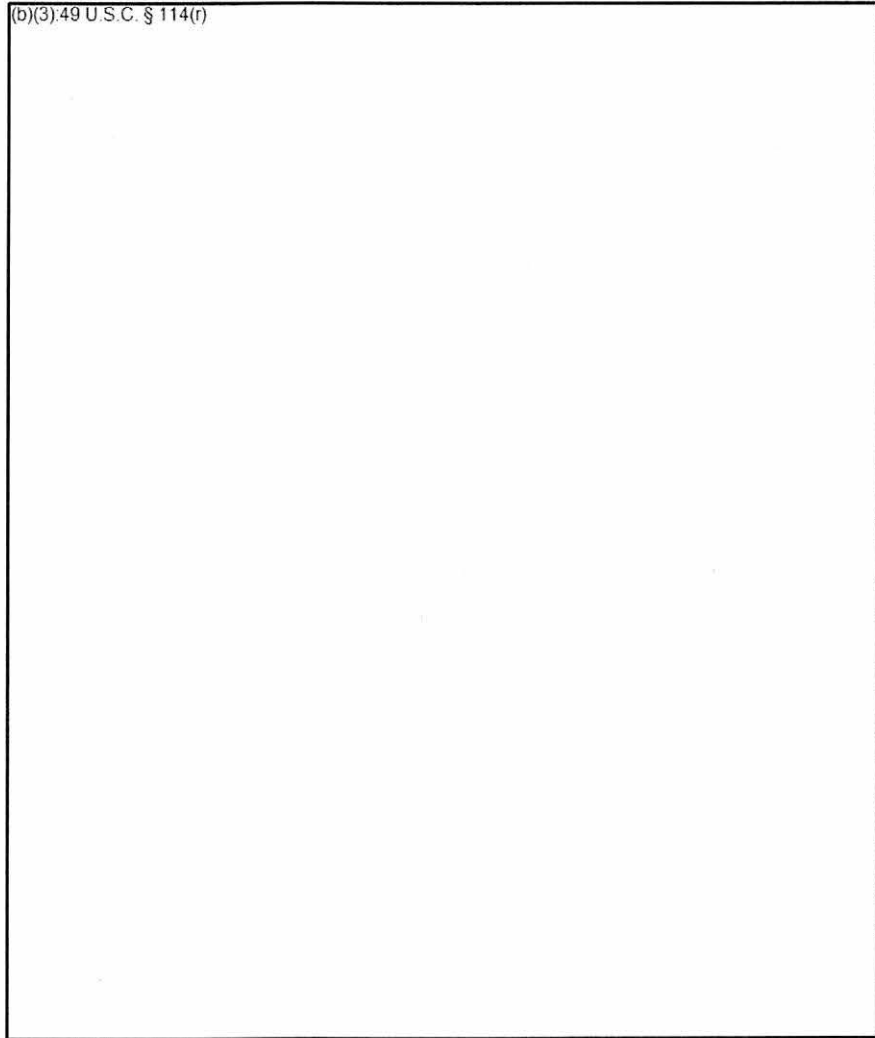


(slide 10)

Screening Operator

Two SOs, one of each gender, must:

- Inform individuals of the appropriate AIT stances and divest instructions




Procedures Activity - Review

What is the procedure for:

- Individual with an animal
- Individual declines AIT screening

(b)(3):49 U.S.C. § 114
(r)



Transportation Security Administration

(slide 20)

Procedures Activity – Review

What is the procedure for:

- Individual with an animal
- Individual declines AIT screening

(b)(3):49 U.S.C. § 114(r)



(slide 21)

Lesson Objectives

Participants should now be able to:

- Explain the AIT screening process in the Secondary Screening (b)(3) 49 U.S.C. § 114(r) configuration
- Understand the roles and responsibilities of the personnel supporting AIT equipped checkpoints
- Explain the purpose and importance of divesting with regard to successful AIT screening
- Demonstrate understanding of individual flow through the AIT screening process in scenario-based activities

① **Note:** Review the learning objectives for the course through a series of open-ended questions and additional explanation such as:

Q: How do you think the AIT screening process differs from checkpoint screening with just the WTMD?

A: *Answers will vary. Core content should include that AIT screening provides (b)(3) 49 U.S.C. § 114(r)*

(b)(3) 49 U.S.C. § 114(r) is more important.

(b)(3) 49 U.S.C. § 114(r)

(b)(3) 49 U.S.C. § 114(r)

(b)(3) 49 U.S.C. § 114(r)

(b)(3) 49 U.S.C. § 114(r)

(b)(3) 49 U.S.C. § 114(r)

Q: This configuration will make use of existing as well as new positions to support its operation. Can anyone tell me some of the existing positions which will probably continue to function within this configuration?

A: *WTMD Operator, Additional Screening TSOs.*