

MSP Airport Badging – Acronyms & Common Terms

Areas of the airport:

- Security Checkpoints: point of entry for all travelers and for employees being screened to enter the sterile area of the airport; manned by TSA.
- Sterile area: the area beyond the TSA security checkpoints, including the airport mall and concourses.
- AOA (Air Operations Area) SIDA (Secure Identification Display Area): all areas inside the fence line, paved and unpaved, used for landing, takeoff, or surface maneuvering of aircraft.
- Secured Area SIDA: the most secured area within the AOA SIDA, including ramp areas around the terminals where baggage is being loaded and unloaded from aircraft, cargo areas, tug-drive, and roof.

Badge Types:

- Non-SIDA Badge (blue badge): Issued to employees needing access through security checkpoints as well as additional areas such as the loading dock and/or a door, closet, or elevator in the sterile area of the airport.
- AOA-SIDA Badge (Red badge): issued to employees working in the AOA SIDA. Badges must be displayed. SIDA training required.
- Secured Area SIDA Badge (yellow badge): issued to employees working in the secured area SIDA. Badges must be displayed, SIDA training required.

Acronyms:

- APD: Airport Police Department
- CHRC: Criminal history record check (part of badge clearance process)
- MAC: Metropolitan Airports Commission (owns/operates MSP and 6 regional airports)
- MSP: Minneapolis-St Paul International Airport
- STA: Security Threat Assessment (part of badge clearance process)
- TSA: Transportation Security Administration
- CBP: Customs and Border Protection

SEALS:

- Cart seal: for employees driving carts in the sterile area of the airport. A cart seal is applied to badge after completion of cart training.
- Customs Seal: employees working in either the customs area or within the perimeter of an international aircraft. Customs seals are applied to badges after approval of seal by CBP.
- Escort seal: allows a badge holder the ability to bring an unbadged individual or lower-level badged employee into secured areas of the airport for work-related purposes.

Miscellaneous terms:

- Concourse pass: allows an un-badged individual access to the passenger areas of the airport for work-related purposes. The pass holder will be screened at a checkpoint and is then able to move about the passenger areas of the airport without an escort. A concourse pass may be issued up to 7 times in a lifetime.
- Signer: Authorized signatories for a company who have completed Authorized Signer training, and are current in all requirements for signatories
- Deadfile: Prior to a badge being issued to an individual deadfile is the removal of their application from the badging process.
- Terminate: when an employee is no longer employed by a company, including retirements.
- Leave of Absence (LOA): when an employee is out on an extended leave due to military or health reasons, or an extended vacation.

- Suspension: an employee awaiting disposition from the police, court system, or company HR and is unable to work until the situation has been resolved
- Not-badged: when the applicant is removed from the badging process, not-badged will appear in the portal.
- Signer Portal: website for authorized signers to view employee records, check badge swipes, send badge applications, deactivate and reactivate badges, update employee addresses, etc.
- Applicant Portal: website for applicants to complete their badge application via a link that was sent to them from their authorized signer.
- SIDA Class: required for all AOA and SIDA badge holders as well as for all Authorized Signers. May also be assigned to non-SIDA badge holders following a security violation
- Interpretive SIDA: allows a company to send an interpreter with an employee to ensure understanding of the SIDA training. Interpreter must be a SIDA badged employee and session must be scheduled in advance by apdlearncenter@mspmacc.org
- MyMSPConnect: not to be confused with the signer portal, this website is a treasure trove of information for all things related to badging. Your first source of information!