

VIA E-MAIL



March 11, 2015

Mr. Edward Hasbrouck
The Identity Project
1736 Franklin Street
9th Floor
Oakland, CA 94612

Re: Freedom of Information Act Request – Interim Response
Tracking Number: 15-FOI-00021

Dear Mr. Hasbrouck:

We are further responding to your October 29, 2014 request for information made under the Freedom of Information Act (FOIA), which was received via e-mail by Amtrak's FOIA Office on the same date.

Your request seeks the records described below:

- (1) Any records of policies, procedures, technical specifications, contracts (including agency appointment agreements), or directives to staff, contractors, or agents pertaining to transfers of data about Amtrak passengers or customers to the Department of Homeland Security (DHS), any DHS component including US Customs and Border Protection (USCBP), the Canadian Border Services Agency (CBSA), any other Canadian government agency, or any other foreign government, or the subsequent handling or use of such data, including without limitation Advanced Passenger Information (API) and any personally identifiable data obtained or derived from the ARROW reservation system.
- (2) Any records pertaining to the legal basis for such data transfers, including any e-mail messages pertaining to this subject within or between Amtrak, Amtrak agents, Amtrak contractors, and any third party or parties.
- (3) Any records of policies, procedures, technical specifications, contracts (including agency appointment agreements), or directives to staff, contractors, or agents (including without limitation travel agencies and agents authorized to sell Amtrak tickets, and other ARROW users) regarding disclosures to be made concerning transfers of data about Amtrak passengers or customers to government agencies including DHS.
- (4) Any records of policies, procedures, reports, or directives to staff, contractors, or agents (including without limitation travel agencies and agents authorized to sell Amtrak tickets, and other ARROW users) regarding compliance with the Personal Information Protection and Electronic Documents Act (PIPEDA) of Canada, including handling of requests for records or other requests or complaints made pursuant to PIPEDA and any disclosures to be made to passengers or customers.
- (5) Any e-mail messages within or between Amtrak and Amtrak agents, Amtrak contractors, and any third party or parties containing any of the text strings "Personal Information Protection and Electronic Documents Act", "PIPEDA", or "Privacy Commissioner of Canada".

Mr. Edward Hasbrouck
March 11, 201
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- (6) Any electronic file in which any of the above records are included.
- (7) All metadata pertaining to any such file, such as file system information indicating the creation data, modification date, etc.

Per our recent telephone conversation, you were advised that we were in the process of still searching for records responsive to your request and that we were also prepared to provide you with an interim response. Accordingly, we are releasing in part the attached records (30 pages), which have been determined to be responsive to your request. You may anticipate another response in approximately 2 weeks.

The names and personal identifying information of Amtrak employees have been redacted from the above-referenced records pursuant to exemption 6 of the FOIA on the basis that disclosure would constitute a clearly unwarranted invasion of the personal privacy of these individuals. In weighing the public interest, it was determined that there was no public interest in disclosing this information.

Pursuant to Amtrak's FOIA regulations (49 CFR 701.10), if you wish to appeal the decision to withhold the above-mentioned information, you may file an appeal with Eleanor D. Acheson, Executive Vice President, Chief Legal Officer, General Counsel and Corporate Secretary, within thirty days (30) of the date of this letter, specifying the relevant facts and the basis for your appeal. Your appeal may be sent to Ms. Acheson at the above address. The President and CEO of Amtrak have delegated authority to the General Counsel and Corporate Secretary for the rules and compliance to the FOIA. If choose to appeal, you may wait until after you have been provided with the final response.

If you have any questions regarding the processing of your request, please feel free to contact me at (202) 906-3741 or via e-mail at Hawkins@amtrak.com.

Sincerely,

A handwritten signature in dark ink, appearing to read "Sharron Hawkins", written over a horizontal line.

Sharron Hawkins
Lead FOIA Specialist

Attachments



U.S. Customs and
Border Protection

MAY 3 2004

Exemption 6

CMP 2-OFO:BSF:PO:AIR TB

[REDACTED]
[REDACTED] Police Legal Services
15 S. Poplar St.
Wilmington, DE 19801

Dear [REDACTED]

The U.S. Customs and Border Protection (CBP) and AMTRAK have been in discussions, dating back to July 1993, as to alternative methods for submitting passenger and crew manifests as part of your CBP processing when you enter the United States from Canada. Currently, AMTRAK faxes paper manifests to the CBP Ports of Entry prior to arrival. If the manifests have not been submitted in advance, the inspectors must physically call in passenger information to be run against our law enforcement databases. This as you may know, can cause a delay to the processing of AMTRAK trains.

CBP would again like to extend AMTRAK the opportunity to participate in the Advance Passenger Information System (APIS) program. Commercial air carriers began voluntarily participating in the APIS program in 1989. The APIS system allows commercial carriers to transmit electronic passenger and crewmember manifests prior to arrival and departure from the United States. CBP will then process these manifests through our law enforcement database called the Interagency Border Inspection System. Manifests of up to 5,000 names can be processed within minutes. This allows CBP officers to quickly make risk assessments of your AMTRAK trains. As you can see, your voluntary participation to automate the manifest process will serve to facilitate the clearance of your passengers and crewmembers.

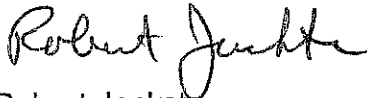
In addition, CBP has had discussions with AMTRAK regarding the vetting of all crewmembers assigned to the Canadian Border routes. This is a one-time vetting of your crewmembers to provide assurances to both CBP and AMTRAK that there are no AMTRAK crewmembers that pose a security risk to rail transportation, it's travelers, and the United States. These crew member names would be processed in the same manner as the passenger and crewmember manifests described above.

Finally, the Enhanced Border Security and Visa Reform Act 2002, mandates the commercial air and sea industry to provide passenger and crewmember manifests electronically through the APIS system. Although these mandates do not currently

extend to land modes of transportation, such as rail, the law does include a requirement that the government assess the feasibility of expanding the requirements to land transportation. If it is determined that rail should be included in this mandate, AMTRAK would be in the position to shape what those particular requirements would be.

This is an opportunity for AMTRAK to be in the forefront of passenger security by participating in a program that has been deemed necessary for security in the air and sea environment. I would like to thank you for your support of the Department of Homeland Security's national security measures to improve transportation security. If you have questions or concerns, please feel free to contact me directly at (202) 927-0530, or have a member of your staff contact Mr. Ken Sava, Director, Passenger Operations, at (202) 927-6417.

Sincerely,

A handwritten signature in black ink, appearing to read "Robert Jacksta". The signature is fluid and cursive, with the first name "Robert" being more legible than the last name "Jacksta".

Robert Jacksta
Executive Director, Border Security and Facilitation
Office of Field Operations

LEXSTAT 49 U.S.C. 24709

UNITED STATES CODE SERVICE
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*** CURRENT THROUGH P.L. 108-204, APPROVED 3/02/04 ***
*** WITH A GAP OF 108-203 ***

TITLE 49. TRANSPORTATION
SUBTITLE V. RAIL PROGRAMS
PART C. PASSENGER TRANSPORTATION
CHAPTER 247. AMTRAK ROUTE SYSTEM

GO TO CODE ARCHIVE DIRECTORY FOR THIS JURISDICTION

49 USCS § 24709 (2004)

§ 24709. International transportation

Amtrak may develop and operate international intercity rail passenger transportation between the United States and Canada and between the United States and Mexico. The Secretary of the Treasury and the Attorney General, in cooperation with Amtrak, shall maintain, consistent with the effective enforcement of the immigration and customs laws, en route customs inspection and immigration procedures for international intercity rail passenger transportation that will--

- (1) be convenient for passengers; and
- (2) result in the quickest possible international intercity rail passenger transportation.

HISTORY: (July 5, 1994, P.L. 103-272, § 1(e), 108 Stat. 929.)

HISTORY; ANCILLARY LAWS AND DIRECTIVES

Prior law and revision:

Revised Section Source (USCS) Source (Statutes at Large)

24709..... 45:545(e)(7) (less Oct. 30, 1970, Pub. L.
words between 91-518, 84 Stat. 1327, Sec.
parentheses). 305(e)(7) (less words
between parentheses); added
Nov. 3, 1973, Pub. L. 93-146,
Sec. 6, 87 Stat. 551.
45:545(i). Oct. 30, 1970, Pub. L. 91-518,
84 Stat. 1327, Sec. 305(i);
added Oct. 28, 1974, Pub. L.
93-496, Sec. 4, 88 Stat.
1527; restated May 26, 1975,
Pub. L. 94-25, Sec. 3, 89
Stat. 90; Sept. 29, 1979,

PROJECT SUMMARY	Project Name	Project Number
	Amtrak and U.S. Customs & Border Protection Information Interface	20059602

Requesting Dept / Division – Police & Security		Responsible Dept / Division – Police & Security	
A. J. Broadbent, Sr. Dept. Head	Date	A. J. Broadbent, Sr. Dept. Head	Date
William Crosbie Executive Committee Member	Date	William Crosbie Executive Committee Member	Date

Project Manager
Annette Irons – Amtrak Police Department Manager Support Operations

Investment Type

Mandatory: ☐ Legal ☐ 3rd Party Committed
 State of Good Repair: ☐ Safety ☐ Life Cycle Replacement ☐ Major Asset Renewal or Replacement
 Strategic Investment: ☒ Upgrade or Expansion

Location <input checked="" type="checkbox"/> Northeast <input type="checkbox"/> West	Category <input type="checkbox"/> Fleet <input type="checkbox"/> Infrastructure <input type="checkbox"/> Facilities <input checked="" type="checkbox"/> Technology	Service Type <input type="checkbox"/> Spine <input type="checkbox"/> Long Distance
<input type="checkbox"/> South <input type="checkbox"/> Central	<input type="checkbox"/> Partnership <input type="checkbox"/> Life Safety <input type="checkbox"/> Environmental <input type="checkbox"/> Other	<input type="checkbox"/> Corridors <input checked="" type="checkbox"/> System

Funding Request:

Capital Project Request by Funding Source

(\$thousands)	FY04 and prior	FY05	FY06	FY07	FY08	FY09	Total FY05-09
General Capital		120	183				303
State and Local							0
Special Federal Grant							0
Project-related operating costs ("PRJ")							0
Other							0
Total Request	0	120	183	0	0	0	303

Specify State/Local Sources Contributing:

Specify Other Sources:

Scope (Purpose /Project Details)

Information pertaining to passengers and crewmembers on Amtrak trains traveling across the U.S./Canadian border is required by the U.S. Department of Homeland Security (DHS). In an effort to cooperate and assist the DHS in its efforts to enforce immigration and customs laws and identify persons who may present a risk to the security of the U.S. or Amtrak, an enhanced collection of passenger and crew personal data is necessary. In addition, to effectively share this information with U.S. Customs & Border Protection (CBP), an automated interface between the CBP's Advanced Passenger Information System (APIS) and Amtrak's reservation system (ARROW) is required. To achieve this endeavor extensive programming by Amtrak Technologies to multiple Amtrak systems is needed.

Passenger Information Component

The purpose of this component is to establish a mechanism to convey customs-related passenger information from ARROW to APIS. This component will involve initial programming that will require enhanced personal data collection of border traveling passengers, which will consist of: last/first name, date of birth, country of citizenship, gender, personal identification document type (i.e., passport, visa, alien registration), ID number, country/state that issued ID, and available address/telephone number information. In addition, further programming to the following Amtrak train travel booking channels: RailRes, STARS, GDS Interface (Travel Agent System), MTI (Amtrak Vacations), and Group Ticketing is required to ensure that the additional data is collected. Also, additional programming to the ARROW system to allow interface with APIS will be done.

Crew Information Component

The purpose of this component is to establish a mechanism to convey customs-related crew information from Amtrak's crew systems via the ARROW to APIS. Initial programming to automatically collect personal crew data (i.e., last/first name, date of birth, and gender) from either the Amtrak labor management system or the Amtrak HRD SAP system and store in the ARROW crew information database will be required. In addition further programming to the ARROW crew database system to allow

PROJECT SUMMARY	Project Name Amtrak and U.S. Customs & Border Protection Information Interface	Project Number 20059602
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interface with APIS is also required.

Schedule

PASSENGER INFORMATION COMPONENT - PHASES 1 & 2 FOR FY05 - \$120,000 (Additional \$22K Covered by AT)

Phase 1 of program to be complete by June 2005 - Total Cost \$26,000

Phase 2 of program to be complete by September 2005 - Total Cost \$94,000

CREW INFORMATION and GROUP BOOKING COMPONENTS - PHASES 3, 4, & 5 FOR FY06 - \$183,000

Phase 3 of program (ARROW Crew Information Collection, Format Manifest, Automated Transmission to APIS) to be complete by March 2006 - Total cost \$99,000

Phase 4 of program (ARROW Train Designation for Border Crossing, Last Station Designation, Automated Transmission to APIS) to be complete by June 2006 - Total cost \$34,000

Phase 5 of program (Improve Group PNR data collection for Border Crossing, Develop daily audit check utility for group data in ARROW) to be complete by September 2006 - Total Cost \$50,000

FY06 SPEND PLAN:

1st Quarter - \$70,000

2nd Quarter - \$70,000

3rd Quarter - \$43,000

Capital Workforce Requirements **

Internal personnel resources: Amtrak Technologies and Amtrak Police Department

Amtrak Technologies Workforce Programming Hours:

Phase 1: 350 Hours

Phase 2: 1,800 Hours

Phase 3: 1,232 Hours

Phase 4: 419 Hours

Phase 5: 670 Hours

Justification (Include IRR, NPV)

Enhanced information sharing between Amtrak and the CBP will improve Amtrak's security and lend to national security efforts with the transportation industry. At this time, passenger information provided to the CBP is given in manifest format, where CBP agents must first manually input the data into their APIS system before any type of review/query can be done against their law enforcement database. This delay can result in late detection of suspected terrorists traveling on Amtrak trains, which may prevent an effective CBP interception and ultimately place an additional security risk to Amtrak. With the implementation of this information interface, Amtrak will not only demonstrate its commitment to the safety and security of its passengers but also add to the continuing effort to improve overall security at Amtrak.

ROI:

Amtrak trains entering the US and processed at the border by CBP incur an average 87-minute delay. Cursory cost analysis of solely on-board crew labor (Engineer, Conductor, Asst. Conductor, Lead Service Attendant) and fuel (4 gal/hr) expense resulting from the delay is approximately \$215 per train (crew turns, trip length, overtime, or other factors that could affect the costs or potential savings were not considered). Amtrak schedules three trains per day (Blaine, WA; Niagara Falls, NY; and Rouses' Point, NY), totaling 1,095 train delays at the border for an annual cost of \$235,425. Due to the information interface between APIS and ARROW, a 50% reduction in the border delay can produce and estimate ROI starting in FY07 of \$117,750.

Alternatives Considered

Maintain the existing ineffective process of sharing information with the CBP through last minute manual hardcopy submission. This alternative fails to attend to known potential security risks that can easily be addressed and reduced by Amtrak.

PROJECT SUMMARY	Project Name Amtrak and U.S. Customs & Border Protection Information Interface	Project Number 20059602
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Operating Budget Impacts **

Benefits from Project:

Benefits cannot be easily quantified, as primary benefit is reducing terrorist threat, and thereby saving lives (not able to put value on life). However, by enhancing security in this component of rail travel, Amtrak is reducing the probability of a security-related disaster that results in Amtrak incurring extensive response and recovery costs. In addition, (see above ROI) this program will shorten the amount of time required by CBP to process the train and ultimately reduce train delays at the border; thereby, lowering the passenger wait time (reducing passenger expense with travelling on board train) and train idle time (reducing equipment operating expense and crew wage expense).

Ongoing support costs once the project is completed:

N/A – All maintenance/support costs for the ARROW reservation system are covered by Amtrak Technologies' annual operating budget. Any specific support for this program component of ARROW would already be included in AT's annual projected maintenance costs.

Performance Measurement Strategy:

Project performance will be measured by Amtrak Technologies' proposed programming/implementation schedule.

Impacts of Deferral

Project deferral will impact Amtrak's efforts to appropriately respond to current security concerns and demonstrate its public commitment to increasing the safety and security of its passengers, employees, and public patrons.

Amtrak Reservations System Passenger
Information Project

ASIZSECR

SCOPE AND HIGH LEVEL SIZING

DOCUMENT

Prepared By:



Exemption 6

Date:

March 10, 2004

Version:

2

AMTRAK ASDM - System Development Methodology

Exemption 6

Revisions

Note: When making revisions to the document select 'revisions' from the tools option of Word to highlight changes for clarification when reviewing the document.

Description of Change	Revision Date	Section Changed	Submitted By
Original Sizing document	1/29/2004	All	[REDACTED]
Added DIS components for storing info in C1	2/9/2004	Various	[REDACTED]
Revise for clarity	03/10/2004	All	[REDACTED]

AMTRAK ASDM - System Development Methodology

SCOPE & HIGH LEVEL SIZING DOCUMENT SIGN OFF

Attach copies of all electronic approvals received for this document in Appendix A

APPROVALS	
Project Sponsor: [REDACTED]	Date:
Comments:	
Business Project Director: [REDACTED]	Date:
Comments:	
Arrow Project Director: [REDACTED]	Date:
Comments:	
Arrow Project Manager: [REDACTED]	Date:
Comments:	

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SCOPE AND HIGH LEVEL SIZING DOCUMENT

1. Requirements Overview

Capture and maintain customer information associated with Amtrak passengers making reservations that cross Canadian border. Customer information includes name, address, phone number, date of birth, country of citizenship, passport number, Visa number, and/or driver's license number provided at the time of creating the reservation.

Restrict access to view the country of citizenship, passport number, Visa number, and/or driver's license number to authorized personnel – primarily in the Amtrak Police Department.

Associate the customer data to the customer's travel itinerary information, allowing access to current and historical travel itinerary with Amtrak.

Provide a method to the Amtrak Police so that they can retrieve or search historical or current Border Crossing PNRs in the Arrow system. This method will not need intervention from the AT department to produce Border Crossing reports.

The 5PID entry for holding passenger identification information will be activated as a required field for ticketing Border Crossing trains. This data will be available to the Amtrak Police for investigation purposes within a few minutes of the ticketing transaction

Display of 5PID information contained in the PNR will be restricted to a limited set of authorized duty codes for passenger privacy and security purposes.

The existing Police GUI, currently used for the Watchlist database, will be enhanced to have a separate function to search the Border Crossing PNRs or review specific Border Crossing PNRs. This Police system has the capability to print or email Border Crossing reports.

These enhancements will provide a real-time list of ticketed cross border train PNRs.

Any changes to the requirements may necessitate further analysis and possible updating of this document, in particular of the high level sizing estimates.

2. One Time – Flat File – June 01, 2003 - November 30, 2003

Provide a one time flat file in the format specified by the Department of Homeland Security containing the names, addresses and phone numbers of customers with border crossing itinerary between June 01 and November 30, 2003. Note this file has already been provided and no cost estimate is included in this document.

3. Project Deliverables

3.1 Arrow - 5PID

Arrow will require that passenger identification information be input for each passenger traveling on a cross border trains prior to ticketing.

All PNRs containing cross border trains will be queued to the Amtrak Police Cross Border queue at ticketing time.

See Appendix A for 5PID input example.

See Appendix B for 5PID output example.

3.2 AAPI/XAAPI - 5PID

The AAPI/XAAPI interfaces to RailRes/STARS need to support 5PID entry(add, modify, delete) and decomposition in PNR display.

QPNR support for Police Database to include 5PID field data in RetrievePnrRS

XAAPI support for other systems such as Internet Booking system - additional sizing to include the 5PID functionality. (CreateBookingRQ)

This does not include development cost that will be required of those distribution channels.

3.3 RailRes/STARS - 5PID

Support a 5PID screen under function key 'Remarks' in RailRes and STARS, to accept ID type, ID #, optional 2 character state or country code, passenger association # and optional freeform text. Support capability to modify and delete PID fields.

3.4 RailRes/STARS - Group Desk - 5DOB and 5PID

Support 5DOB and 5PID when inputting individual names for cross border group PNRs.

Enhance the passenger screen under function key 'Group Info' in RailRes, to accept ID type, ID #, optional 2 character state or country code, passenger association # and optional freeform text. Support capability to modify and delete PID fields.

Enhance the passenger screen under function key 'Group Info' in RailRes, to accept Date of birth and country of citizenship and optional freeform text. Support capability to modify and delete DOB fields.

3.5 Internet - 5PID

The Internet Booking system will require the passenger to input 5PID information for cross border travel. This information will be gathered at the same time the passenger date of birth and country of citizenship are input.

As the Internet Booking system is currently being completely rewritten, implementing any changes prior to first quarter 2005 will not be possible. There are two options to handle Internet cross border Ticket by Mail (TBM) bookings:

- 1. An exception period can be provided until such time that they are ready to implement this enhancement. This will allow them to continue to book cross border ticket by mail bookings.*
- 2. Arrow would return an error message when the Internet system tried to book cross border ticket by mail books. The internet system would then present a message referring the customer to call center to complete their ticket by mail transaction.*

3.6 Travel Agent (GDS) Interface in Arrow - 5PID

Travel Agencies make bookings in Amtrak through intermediate systems called GDS' (Global Distribution Systems). The GDS participants will need to supply all of the new information required to create a 5PID element. This information is required in addition to the current DOB data. GDS PNRs and history displays will be modified to support the new information format. GDS ticketing will enforce the same restrictions as Arrow ticketing for Cross Border trains. This involves costs incurred by the GDS systems to provide this information, and costs for Arrow to interpret it and store it in the PNR.

3.7 Amtrak Police GUI

3.7.1 Retrieval of all ticketed Cross Border trains.

These would be retrieved by the Watchlist process and would be stored in the database as Border Crossing PNRs. This queue should be monitored at the same interval as the Watchlist batch queue.

3.7.2 Border Crossing Report Functionality

The Police would have a separate function from their Police PNR GUI that could provide reports which could be printed or emailed with the following functionality:

The following reports are initial recommendations, if additional PNR information needs to be contained in the report or if additional reports are needed, such as search by board city, etc, those can also be done.

3.7.2.1 Search for a specific name for a specific date range. This would return either:

- List of matches which would be sorted by date and train
See Appendix C for List Report example.

Include PNR data:

- Passenger name
- PNR locator
- Address (if any)
- Phone (if any)
- 5DOB information
- 5PID information

- Specific match which would include all PNR data.
See Appendix D for Specific Match Report example.

3.7.2.2 Search for a specific 5PID for a specific date range.

- List of matches which would be sorted by date and train
See Appendix C for List Report example.

Include PNR data:

- Passenger name
- PNR locator
- Address (if any)
- Phone (if any)
- 5DOB information
- 5PID information

- Specific match which would include all PNR data.
See Appendix D for Specific Match Report example.

3.7.2.3 Provide a report of all passengers traveling cross border for a specific date range:

- Sorted by date and train
See Appendix C for List Report example.

Include PNR data:

- Passenger name
- PNR locator
- Address (if any)
- Phone (if any)
- 5DOB information
- 5PID information

4. Project Assumptions

- There is nothing to prevent an agent from entering '5PIDNone' to get around entering ID info.
- The agent (i.e. Call Center, Internet, etc.) may enter passenger identification information without actually viewing the form of identification.
- VRU does not handle Border Crossing reservations.
- Quick Ticketing is not allowed for Cross Border trains.
- 5DOB is not supported for Quick Ticketing
- 5PID will not be supported for Quick Ticketing
- Group PNRs were not previously included in the Border Crossing Project. Currently, Group PNRs are manually ticketed therefore Group PNRs can not be systemically enforced. A training effort will be needed to ensure compliance.
- Multiple 5PID fields may be entered for one passenger. This gives the agent the opportunity to provided more information incase the passenger is providing unusual forms of identification.
- Any e-commerce channel which does ticketing transactions, including ticket by mail, will need to provide the 5PID information.
- Infants will not require a passenger identification (5PID). Infants are listed as appended text with the adult passenger. (2 years and under)
- Children listed as a passenger name field will be required to have a 5PID. If the child does not have identification the agent may select the 5PIDNONE and add text stating that the passenger is a minor child.
- MTI does not ticket through Arrow, therefore, their use of the 5PID or 5DOB can not be systematically enforced. However, a decision could be made to add restrictions to the (7TKT) ticketing protect option. If this enhancement was needed the sizing would need to be adjusted.
- 5PID will only be required for Border Crossing PNRs.
- There is no requirement for STARS to popup the 5PID screen when the agent selects 'Ticketing'. 5PID will be an input screen like 5DOB under Remarks, that agents have to select, and will not automatically popup on Ticketing.
- RailRes and STARS are not required to support a separate border crossing/PID Manifest display.

AMTRAK ASDM – System Development Methodology

- There is no requirement to enforce minimum two characters first name (in the name field entry), for border crossing PNR's.
- RailRes and STARS should not support security agent (duty code LE) 'random checks/indicator' control related Arrow entries
- Book Tickets will not support 5DOB, 5PID as these are manually written by the agent.
- MultiRide fares are not used for cross border travel.
- There are no changes anticipated for the GD5 System.
- Teletype processing will be modified to support the additional data from the GDS participants. Exact format of this data from the GDS has not yet been defined.
- Teletype in processing will build the necessary Arrow data and call the PD package. PD will do all validation of the data, and return errors to the Teletype In package.
- Teletype processing will support add and delete of the Passenger related data.
- Teletype processing will return correctly formatted errors for incorrect data.
- GDS PNR displays will be modified to support the display of the 5PID information.
- GDS History displays will be modified to support display of the 5PID information in history.
- GDS Ticketing will continue to use the current cross border utility to identify PNRs with missing or incorrect data. PD will make changes to this utility, and GDS Ticketing will be modified to check for additional error responses.
- No Estimate is being requested from the GDS participants at this time.
- GDS Participants will require 90 days notice.
- AAPI assumes that actions to add, modify, delete 5PID items on the PNR is implemented in Arrow.
- AAPI assumes that Arrow will be able to set a fixed position of the 5PID output fields.
- Current Amtrak Police GUI used for the Watchlist application will be modified to support this project. Main screen will have two options:
 - Watchlist processing
 - Border Crossing processing
- Client application will refresh the screen at the same interval as currently supported for Watchlist flow.
- Arrow will include the Identification ID and ID Number in a name associated 5-field in the current daily PNR input.

AMTRAK ASDM – System Development Methodology

5. Project Issues and Risks

Risk Assessment Matrix.

Risk Area	Potential Impact (Include H,M, L)	Probability of Occurrence (H, M, L)
Change of scope or functionality	As the end user is not only the Amtrak Police, but also agencies outside of Amtrak, the possibility exists to alter the requirements to meet their needs also.	M

6. High Level Dependencies

Confirmation of requirements from Amtrak Police.

7. Hardware Requirements

No additional hardware is required.

Exemption 6

8. Project Organization

Project Position	Name	Area of Responsibility	e-mail address	Phone Number
Project Sponsor				
Business Product Manager				
Project Director				
Project Manager				
Lead Programmer				
Test Coordinator				
Other managers				

9. Staffing Assumptions

- 1-2 TPF resource
- 1 RailRes/STARS resource
- 1 GUI resource

AMTRAK ASDM - System Development Methodology

10. Business Areas Impacted

Exemption 6

Business Area/ Business System	Impact (Y/N)	User Representative	Comments
Train Operations	N		
Station Operations	N		
Amtrak Vacation	Y		Estimate TBD
Audit/Control	N		
Carlton (Loyalty)	N		
Commissary	N		
CRM	N		
Finance	N		
GDS	Y		
ITSC	Y		
Mail and Express	N		
Marketing	N		
On Board Services	N		
Outside Vendors	N		
Reservation Sales	Y		
Revenue Management	N		
SBU's	N		
Intercity	N		
NEC	N		
Western	N		
State Agencies	N		
Tariff	N		
Call Center MIS			
Other External Systems (specify)			

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11. Application / System Areas Impacted

It is especially important that any potentially impacted groups are made aware of the potential impact as early in the process as possible. Pay special attention to any screen format changes or error message changes that might impact other distribution channels.

ARROW Application Area	Technical Impact (Y or N)	User Impact (Y or N)	Area Representative	Comments
AAA/Sine	N			
Availability	N			
End Transaction	N			
Inventory	N			
Schedules	N			
Nightly FM	N			
PNR	N			
Fares and Pricing	N			
Ticketing	Y	Y	Greg Behun	
ARROW Application Area	Technical Impact (Y or N)	User Impact (Y or N)	Area Representative	Comments
Seat Assignment	N			
Manifest	N			
OMS	N			
Mail and Express	N			
Security	N			
Cash Management	N			
Station Operations	N			
Queues	Y	N		
ARROW Systems Area	Technical Impact (Y or N)	User Impact (Y or N)	Area Representative	Comments
TPFAR	N			
Recoup	N			
TPFDF Tables	N			
Communications	N			
Message Switching	N			
Vendor Software impacted or needed	Technical Impact (Y or N)	User Impact (Y or N)	Area Representative	COMMENTS
System and Distribution Channel Interface Areas	Technical Impact (Y or N)	User Impact (Y or N)	Area Representative	COMMENTS
BIS	N			

DIS	N			
Data Warehouse	N			
DB2	N			
GDS	Y			
MTI/GVG	Y			Estimate TBD
QuikTrak	N			
Internet	Y			An exception can be provided to the Internet until they are able to meet this requirement. Their cost has not been included in this sizing.
ETV	N			They can add the functionality if they choose to support Ticket by mail.
VRU	N			
Handheld	N			
CTI	N			
Police GUI	Y	Y		
AAPI	Y			
RailRes/STARS	Y			
QTMS	N			
Western Folder	N			

12. High Level Estimates

12.1 Total Project Estimates

12.1.1 Arrow Estimates

Arrow totals (all Arrow areas):

Estimate	Check One	Estimated Hours	Estimated Cost
Less than 100 Hours \$0 - \$8,000			
Between 100 – 500 Hours \$8,000 - \$40,000	X	390	\$31,200
Between 500 – 1000 Hours \$40,000 - \$80,000			
Between 1000 – 2000 Hours \$80,000 - \$160,000			
Between 2000 – 4000 Hours \$160,000 - \$320,000			
Over 4000 Over \$320,000			

12.1.2 RailRes/Stars

RailRes/Stars totals:

Estimate	Check One	Estimated Hours	Estimated Cost
Less than 100 Hours \$0 - \$8,000	X	72	\$5,760.00
Between 100 – 500 Hours \$8,000 - \$40,000			
Between 500 – 1000 Hours \$40,000 - \$80,000			
Between 1000 – 2000 Hours \$80,000 - \$160,000			
Between 2000 – 4000 Hours \$160,000 - \$320,000			
Over 4000 Over \$320,000			

12.1.3 RailRes Group Desk

RailRes/Stars totals:

Estimate	Check One	Estimated Hours	Estimated Cost
Less than 100 Hours \$0 - \$8,000	X	72	\$5,760.00
Between 100 – 500 Hours \$8,000 - \$40,000			
Between 500 – 1000 Hours \$40,000 - \$80,000			
Between 1000 – 2000 Hours \$80,000 - \$160,000			
Between 2000 – 4000 Hours \$160,000 - \$320,000			
Over 4000 Over \$320,000			

12.1.4 AAPI Estimates

AAPI totals:

Estimate	Check One	Estimated Hours	Estimated Cost
Less than 100 Hours \$0 - \$8,000			
Between 100 – 500 Hours \$8,000 - \$40,000	X	260	\$20,800.00
Between 500 – 1000 Hours \$40,000 - \$80,000			
Between 1000 – 2000 Hours \$80,000 - \$160,000			
Between 2000 – 4000 Hours \$160,000 - \$320,000			
Over 4000 Over \$320,000			

12.1.5 Police GUI

Add additional boxes as required.

Estimate	Check One	Estimated Hours	Estimated Cost
Less than 100 Hours \$0 - \$8,000	X	80	\$6,400.00
Between 100 – 500 Hours \$8,000 - \$40,000			
Between 500 – 1000 Hours \$40,000 - \$80,000			
Between 1000 – 2000 Hours \$80,000 - \$160,000			
Between 2000 – 4000 Hours \$160,000 - \$320,000			
Over 4000 Over \$320,000			

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12.1.6 Overall Project Estimates

If areas outside of Arrow, BIS and DIS are impacted, estimates for those areas must be included in the summary table below.

The following distribution channels have been included in this estimate:

Distribution Channel	Impacted ? Y/N	Hours Estimate	Cost Estimate
Arrow	Y	390	\$31,200.00
AAPI/XML	Y	260	\$20,800.00
RailRes/STARS	Y	72	\$5,760.00
RailRes Group Desk	Y	72	\$5,760.00
VRU	N		
QuikTrak	N		
ASAP	N		
Internet	Y		\$60,000.00
DIS	N		
Data Warehouse	N		
BIS	N		
MTI	Y		TBD
Mail & Express	N		
e-Travel	**		
GDS	Y		See GDS note
Police GUI	Y	80	\$6,400.00
Total			\$129,920.00

- estimate
(can be an input
result - prompt
to user)

** e-Travel can make enhancements for the SPID if they want to book Border Crossing Ticket By Mail (TBM). This can be decided during the design phase.

GDS Note:

The work on the GDS side has not been sized. Since this is a security mandate, they will absorb any cost on their side.

12.2 Estimate of hours to Detailed Sizing phase completion

80 Hours.

12.3 Hardware Costs

No additional hardware is required.

AMTRAK ASDM - System Development Methodology

13. Appendix A - 5PID Input

```
5PID ii (nn) ddd...d /Pxxx (<CR>)
(ttt...t+)
```

Where:

5	Primary action code
PID	5-Field data type (PID - Passenger ID)
ii	Type of ID offered
	DL - Driver's License (requires State Code)
	ST - State Issued ID (requires State Code)
	PP - Passport (requires Country Code)
	PV - Passport Visa (requires Country Code)
	GV - Government ID
	MI - Military ID
	OT - Other form of ID
	NONE - No ID
nn	2-character State- or Country Code; optional
ddd...d	ID number or data (MAX 50-CHARS)
/P	delimiter for Passenger Association Number
xxx	Passenger Association Number (MAX 3 DIGITS)
<CR>	Carriage Return for additional text; optional
ttt...t	Additional freeform text; optional (MAX 61-CHARS, 3 LINES)

```
5PIDDL CO 1234567890/P1
```

```
5PIDPP ZA PU1234-A456EE-C056790/P27
```

```
5PIDGV USMC12DE58741WIRTH/P132
US MARINES RANK COLNEL
```

```
5PIDOT AMERICAN UNIVERSITY ID 111-222-3333
THIS IS
A
STUDENT ID
```

```
5PIDNONE/P75
```

14. Appendix B -- 5PID Output Display Example

HOLD LIMIT MAY CHANGE AFTER PRICING

RESV # HL 15APR CTC-NONE **NONE**

-01@ SMITH/A

-02@ SMITH/B

-03@ SMITH/C

-04@ SMITH/D

-05@ SMITH/E

-06@ SMITH/F

-07@ SMITH/G

-08@ SMITH/H

1 190 C WAS-NYP 300A MO 15APR 641A 15APR U HK8

ND 3 FLD

5001@ PAX ID - DLTX11333456/P1

5002@ STDC654321/P2

5003@ PPUS9999955555/P3

5004@ PVPT555555444/P4

5005@ GV54657687/P5

POLICE OFFICER CITY OF NEW YORK

5006@ MI22233344455/P6

NAVY

5007@ OT151515/P7

SENIOR CITIZEN AARP CARD

5008@ OT888877777/P7

SENIOR CITIZEN MEDICAL CARD

5009@ NONE/P8

CHILD TRAVELING WITH PARENT

SENIOR CITIZEN NO ID

15. Appendix C – List Report Example (Generated from APD GUI)

List of matches which would be sorted by date and train

Include PNR data:

- Passenger name
- PNR locator
- Address (if any)
- Phone (if any)
- 5DOB information
- 5PID information

BORDER CROSSING LIST REPORT

Report Date: Friday, January 16, 2004 12:34:09PM

<u>First Name</u>	<u>Last Name</u>	<u>PNR #</u>	<u>DOB-CC</u>	<u>ID</u>	<u>Address</u>	<u>Telephone</u>
John	Smith	04555F	04APR1962-US	DL-12345678	303 12 th Street Small, TN 12345	812-123-1234 502-321-3214
Jane	Doe	030303	11MAR1951-PT	PP-8765444	10 Red Road Bethesda, MD 12345	800-555-1212

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16. Appendix D – Specific Match Report Example (Generated from APD GUI)

PNR DETAIL REPORT

Report Date: Friday, January 16, 2004 12:34:09PM

PNR NUMBER: 031234

PNR CREATE DATE 09/16/2003

Passengers

<u>First Name</u>	<u>Last Name</u>	<u>DOB</u>	<u>CC</u>	<u>ID Type</u>	<u>ID Nbr</u>	<u>Comment</u>
John	Smith	04APR1962	US	DL	12345678	

<u>Form of Payment</u>	<u>Number</u>	<u>Exp. Date</u>	<u>Telephone No.</u>	<u>Ext.</u>	<u>Location</u>
American Express	371234123412342	04/04	812-123-1234 502-321-3214	654	Home Business

Billing Address
303 12th Street
Small, TN 12345

<u>Train</u>	<u>Origin Station</u>	<u>Destination Station</u>	<u>Departs</u>	<u>Arrives</u>
851	New York Penn (NYP)	Montreal (MTR)	12/25/03 09:50AM	12/25/03 01:45PM

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17. Appendix E – Approximate system volumes for cross boarder travel

Booking Channel	Number PNRs Created	Percentage of PNRs Created
Amtrak Vacations - MTI	221	2%
Internet Total	2563	29%
GDS	852	10%
Amtrak Booked	5062	59%
Total	8698	100%

Internet	Number PNRs Created	Percentage of PNRs Created
Internet Advance Payment (APP)	1406	55%
Internet Ticket by Mail (TBM)	1157	45%
Total Internet	2563	100%

Group PNRs

Group PNRs represent about 1.3% of the total cross border PNRs.

18. Appendix F - Verification of Sign Off

Attach copies of any electronic memos submitted as signoff for this document.