



IMPORTANT DCA ACCESS INFORMATION

(Document 1 of 2 – General Information)

1. Operators are encouraged to begin the approval and slot acquisition process for DCA flights as far in advance as possible. The FAA allows slot applications up to 72 hours in advance of requested slot time.
2. The **FAA approved slot time** for DCA is **tentative** pending issuance of a **flight authorization** from TSA. An operator is not approved for flights into DCA without a TSA flight authorization.
3. The Pilot in Command (PIC) for flights into and out of DCA is designated as the in-flight security coordinator (ISC). The ISC will assist TSA personnel during inspection of the aircraft during screening.
4. Interference or non-compliance with any TSA screening function (people, aircraft or cargo) may result in cancellation of the TSA flight authorization.
5. All flights from gateway airports into DCA are to be non-stop. Any intermediate stop will void the operator's flight authorization. The flight authorization process must begin again and a new request for an FAA slot must be made. This will result in a new flight authorization request and a new 24 hour requirement.
6. Once a crew/passenger manifest has been cleared and a flight authorization issued no additional passengers, crew, or ASOs may be added. TSA screeners will match crew and passengers on the aircraft with the list of approved individuals on the flight authorization during screening at the gateway FBO.
7. All crew and passengers must have a valid/current government issued photo identification on their person to be allowed on the aircraft. Absence of approved individuals indicated on the flight manifest will not adversely affect the flight authorization or the slot time. However, no additions are authorized.
8. The Prohibited Items List applies in its entirety. It can be found at http://www.tsa.gov/public/interapp/editorial/editorial_1012.xml. Operators should ensure that the crew, passengers, and the aircraft are in compliance with this requirement.
9. The FAA has very limited flexibility in the operation of the slot time program at DCA. Operators should plan for sufficient time to meet slot times considering screening and other requirements.
10. Operators are cautioned that all cargo and baggage is subject to search. Sealed cargo is not recommended as screeners will be required to open these containers for evaluation.
11. Additionally, operators should plan accordingly to ensure sufficient screening time is allotted when large numbers of passengers or baggage require screening. Initially, operators should plan to allow 1-2 hours for screening.
TSA will begin accepting operator and FBO applications on August 18, 2005.
12. TSA will begin accepting flight authorization requests from **approved** operators on October 15, 2005.