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| U.S. DEPARTMENT OF<br>HOMELAND SECURITY<br>TRANSPORTATION<br>SECURITY<br>ADMINISTRATION | Recordkeeping Requirements | OMB No. 1652-0003<br>Exp: 04/30/2024 |
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| <b>Who must comply?</b>                                       | Aircraft Operators, Private Charter Operators, and Twelve-Five Charter Operators.                                                                                                                                                                                                                                                                              |
| <b>What is this collection about?</b>                         | This information collection requires aircraft operators, private charter operators, and twelve-five charter operators to maintain records demonstrating compliance with all statutes, regulations, directives, orders, and security programs that apply to the operations of Aircraft operators, private charter operators, and twelve-five charter operators. |
| <b>Where do I find the requirements for this information?</b> | Title 49 CFR, § 1544.3; § 1544.103.                                                                                                                                                                                                                                                                                                                            |
| <b>When must information be submitted to the TSA?</b>         | Information must be submitted to TSA upon request or during a review of compliance with the program requirements through routine onsite inspections, assessments, and tests.                                                                                                                                                                                   |
| <b>How is the information submitted?</b>                      | The information must be submitted in accordance with the regulations. Aircraft operators, private charter operators or twelve-five charter operators may submit information to a TSA representative during a review of compliance or to their designated official.                                                                                             |
| <b>What happens when complete information is received?</b>    | TSA will determine compliance with the program requirements through routine onsite inspections, assessments, and tests by examining the records submitted by the aircraft operators, private charter operators or twelve-five charter operators.                                                                                                               |
| <b>For additional information, contact--</b>                  | For additional information, aircraft operators, private charter operators or twelve-five charter operators should contact their designated official.                                                                                                                                                                                                           |

**Paperwork Reduction Act Statement:**

An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. Transportation Security Administration estimates that the average hour burden for the training recordkeeping collection is 24 hours per year. You may submit any comments concerning the accuracy of this burden estimate or any suggestions for reducing the burden to: TSA-11, Attention: PRA 1652-0003 601 South 12th Street, Arlington, VA 20598. The control number for this collection is OMB Control No. 1652-0003, which expires 8/31/2019.