

#### Guide for Circulating Specimen Travel Documents

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### Specimen distribution

- Why is it important?
- · When to do it
- How to do it
- ICAO guidance





### Why is it important?

What Document 9303 says....

'To maintain document security and integrity, periodic reviews and any resulting revisions of document design should be conducted'

'It is recommended that a State launching a new design of MRTD inform all other States of the details of the new MRTD'....





INTERNATIONAL CIVIL AVIATION ORGANIZATION



# Key benefits

- Benefits for citizen
  - receiving State has prior knowledge and can facilitate border crossing of traveller
- Benefits receiving State
  - recognises document to facilitate border crossing
  - better able to identify false documents
  - has tool to conduct forensic analysis of false document

#### When to do it

- Before a new document design is launched
  - to give receiving State time to disseminate the information
- When any design is updated with new security features
  - this is equally important as the launch of a whole new design
- When a variant is released
  - sometimes not all types are updated on day 1
- When issuing process is changed
  - if output of new passport printer is different



#### How to do it

- Depends upon the nature of the change
- Generally by distribution of personalised specimens
- Information leaflet
- Can be by letter if only a minor change



#### **Format**

- Advisory letter is minimum
- Personalised specimen document is best practice
  - needs to be representative of process
  - guidance leaflet is desirable
  - address all variants (incl. diplomatic, ETDs,etc)
  - ePassport certificates if appropriate



# Who should receive specimens?

- Every State or typical receiving States as appropriate
- Border authorities are primary target
- Reader manufacturers is good practice, especially if **ePassport**
- Reference database producers (PRADO, Edison, Keesing and Regula)



# What should the receiving State do?

- Depends upon the size of the State
  - ensure Border Control authorities are aware at all points of entry
  - simple as send to one location
  - produce detailed guidance and share on intranet for multiple locations
  - inform police/after entry authorities
  - update automated border control templates



# ICAO guidance document

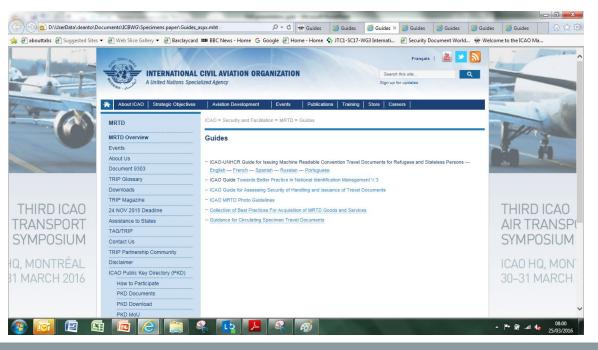






#### CAO SECURITY & FACILITATION NO COUNTRY LEFT BEHIND

### Where can it be found?





### Who produced it?

- Produced by Infrastructure and Capacity Building Working Group (ICBWG) of ICAO
- Written by a team of experts from several countries representing States, ISO and industry



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