



**Regional Seminar on MRTDs, Biometrics
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**HANDLING AND ISSUANCE OF TRAVEL DOCUMENTS
ASSESSING SECURITY USING THE ICAO GUIDE**

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Introduction

- Background to the Guide
- Guide outline in brief
- Why have an assessment?
- Independent or in-house assessment?
- Carrying out an assessment
 - Chapter
- Outcomes

Background to the Guide

- Economic, environmental and political drivers
- Fraudsters look for weak spots in any system
- Travel document fraud is responding to more sophisticated travel document security features
- Weak issuance systems can significantly devalue good quality travel documents
- Guide developed by ICAO to respond to this threat

The Guide in Brief (1)

- Two Parts

Part 1

- Explains reason for the guide
- Contains 12 chapters on individual areas relating to the handling and issuance of travel documents
- Best practice/recommended practices
- Also contains links to other useful reference material – some of it Government produced

The Guide in Brief (2)

Part 2

- Assessor's Excel worksheet
- Each of the 12 chapters is assessed for compliance
- Assessment also involves level of risk score – low, medium, high
- Automatic calculation of risk score to identify where highest vulnerabilities exist

Assessment Areas

- 12 specific areas are assessed:
 - Travel Document issuing Authority
 - Application Processes
 - Entitlement Processes
 - Treatment of Materials and Blank Books
 - Personalization and Delivery
 - Document Security
 - Facilities Security
 - IT Security
 - Protecting and Promoting Personnel and Agency Integrity
 - Lost and Stolen Travel Documents
 - Overseas Issuance
 - National and International Stakeholders

Why Have an Assessment?

- As part of overall border and travel document assessment
- As part of visa relaxation/imposition process
- As part of a scoping study

In-House or Independent?

- Degree of assessor's experience
- Bias
- Level of assurance required

Carrying Out The Assessment

- Government commitment
- Carrying out the assessment
- Site visits
- Using the ICAO assessment guide/tool

Example: Chapter 3

- Chapter 3: Entitlement Process
 - First applications vs. renewals
 - Applications for children
 - Documentary Evidence
 - Document Authenticity
 - Other Means of identifying Applicants
 - Travel restrictions
 - Action When Anomalies are detected

Summary

- ICAO guide and tool responds to increasing need
- Assessment is not a test!
- Preparation and planning essential
- Report should not only highlight weaknesses but offer possible solutions

THANK YOU

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