RE: TWIC (TRANSPORTATION WORKER IDENTIFICATION CREDENTIAL)

Infineum’s Bayway Chemical Plant has been designated as a Maritime Transportation Security Act (MTSA) regulated facility by the Transportation Security Administration. Effective September 1, 2008, access to the Chemical Plant will be limited to individuals that possess a TWIC card. Since your company provides us with services and/or indirect materials that are delivered directly to this location, anyone acting on your behalf will need to possess a TWIC card to gain access to the Chemical Plant. The attached documents from the TSA outline what is required in detail. We strongly recommend you start the process now to ensure that services and/or deliveries of indirect materials to the Chemical Plant are not disrupted due to non-compliance.

TWIC card will be issued to individual applicants, not to a company entity. Infineum will not reimburse contractors or the employees for the cost of the TWIC card, or any other associated costs.

If you have any questions, please do not hesitate to contact your Infineum Procurement representative or visit the TSA at www.tsa.gov/twic.

Your prompt attention to this matter is greatly appreciated.

Very truly yours,

[Signature]
Yliana Chacon-Forte
Americas Indirects & Services
Procurement Leader
What is TWIC?
TWIC is a common identification credential for all personnel requiring unescorted access to secure areas of MTSA-regulated facilities and vessels, and all mariners holding Coast Guard-issued credentials. Individuals who meet TWIC eligibility requirements will be issued a tamper-resistant credential containing the worker's biometric (fingerprint template) to allow for a positive link between the card and the individual. (homeport.uscg.mil)

Who must get a TWIC?
Coast Guard-credentialed merchant mariners, port facility employees, long shore workers, truck drivers, and others requiring unescorted access to secure areas of maritime facilities and vessels regulated by MTSA are required to get a TWIC. (homeport.uscg.mil)

When will I be required to have a TWIC?
All workers who require unescorted access to secure areas of maritime facilities and vessels and all U.S. credentialed mariners are required to have a TWIC.
Where do I go for 'official' TWIC enrollment information and services?
TWIC information and resources are available on the official TWIC Program website (www.tsa.gov/twic) and through the TWIC help desk (1-866-DHS-TWIC), at no additional cost to the enrollment fee.
Can contractors apply for a TWIC if they anticipate bidding on or receiving a contract that would require unescorted access to secure areas of MTSA-regulated vessels or facilities?
Contractors (or individuals who are not direct employees of a port owner or operator, but rather are 'contract' employees) can apply for a TWIC as long as they meet the TWIC eligibility requirements and, at a minimum, are expecting to pursue contracts at MTSA-regulated vessels and facilities where the owners or operators have determined a need for unescorted access in secure areas. If circumstances change and the individual no longer meet certain conditions, they are required to surrender their TWIC.

Who can I contact to get more information on TWIC?
Web site: www.tsa.gov/twic
TWIC Program Help Desk: 1-866-DHS-TWIC (1-866-347-8942) Monday through Friday from 8 a.m. - 10 p.m. Eastern.
Please visit homeport.uscg.mil/twic for answers relating to Coast Guard enforcement and TWIC implementation.
Owners/operators/FSOs/VSOs/CSOs are encouraged to seek guidance directly from their local Captain of the Port TWIC action officer.

Required Documentation for U.S. Citizens – Transportation Worker Identification Credential (TWIC) Enrollment *As November 23, 2010*
http://www.tsa.gov/assets/pdf/approved_twic_identification_docs.pdf

U. S. Citizens (or U.S. Nationals) born inside the United States
If you are a citizen of the United States (or its outlying possessions) and you were born inside the United States (or its outlying possessions), you must provide one document from column A or two documents from column B. If you present two documents from column B, at least one of them must be a government-issued photo ID, such as a state-issued driver’s license, military ID card, or state identification card.
Note: U.S. Mariners who hold or intend to apply for U.S. Coast Guard issued-credentials should note that they may be required to provide the Coast Guard with copies of additional proof of nationality and/or citizenship. Information on this can be found at http://www.uscg.mil/nmc/faq/general_requirements.asp.
List A – one document
• Unexpired U. S. passport book or passport card
• Unexpired Merchant Mariner Document (MMD)
• Unexpired Free and Secure Trade (FAST) Card
• Unexpired NEXUS Card
• Unexpired Secure Electronic Network for Travelers Rapid Inspection (SENTRI) Card
• Unexpired United States Enhanced Driver’s License (EDL)
• Unexpired Enhanced Tribal Card (ETC)

List B – two documents (with one of the two being a government-issued photo ID)
• Unexpired driver’s license issued by a State or outlying possession of the United States
• Unexpired ID card issued by a State or outlying possession of the United States. Must include a State or State agency seal or logo (such as state port authority ID or State University ID)
• Original or certified copy of birth certificate issued by a State, county, municipal authority, or outlying possession of the United States bearing an official seal
• Voter’s registration card
• U. S. military ID card or U. S. retired military ID
• U. S. military dependent’s card
• Expired U. S. passport (within 12 months of expiration)
• Native American tribal document (with photo)
• U. S. social security card
• U. S. military discharge papers (DD-214)
• Department of Transportation (DOT) medical card

Required Documentation for U.S. Citizens – Transportation Worker Identification Credential (TWIC) Enrollment
*As November 23, 2010*
• U.S. civil marriage certificate
• Unexpired Merchant Mariner License (MML) bearing an official raised seal, or a certified copy
• Unexpired Department of Homeland Security (DHS) / Transportation Security Administration (TSA) Transportation Worker Identification Credential (TWIC)
• Unexpired Merchant Mariner Credential (MMC)

Required Documentation for U.S. Citizens – Transportation Worker Identification Credential (TWIC) Enrollment
*As November 23, 2010*

U. S. Citizens (or U.S. Nationals) born outside the United States
If you are a citizen of the United States (or its outlying possession) but you were born outside the United States (or its outlying possessions), you must provide one document from column A or two documents from column B. If you present two documents from column B, at least one of them must be a government-issued photo ID, such as driver’s license issued by a State or outlying possession of the United States, military ID card, or identification card issued by a State or outlying possession of the United States. One of the documents you provide must demonstrate that you are a citizen of the United States.

Note: U.S. Mariners who hold or intend to apply for U.S. Coast Guard issued-credentials should note that they may be required to provide the Coast Guard with copies of additional proof of nationality and/or citizenship. Information on this can be found at http://www.uscg.mil/nmc/faq/general_requirements.asp.

List A – one document
• Unexpired U. S. passport book or passport card – demonstrates U. S. citizenship
• Unexpired Merchant Mariner Document (MMD) – demonstrates U. S. citizenship if indicated on the MMD
• Unexpired Free and Secure Trade (FAST) Card – demonstrates U. S. citizenship
• Unexpired NEXUS Card – demonstrates U. S. citizenship
• Unexpired Secure Electronic Network for Travelers Rapid Inspection (SENTRI) Card – demonstrates U. S. citizenship
• Unexpired United States Enhanced Driver’s License (EDL) – demonstrates U. S. citizenship
• Unexpired Enhanced Tribal Card (ETC) – demonstrates U. S. citizenship
List B – two documents (with one of the two being a government-issued photo ID, and one must demonstrate U.S. citizenship).

- U.S. Certificate of Citizenship (N-560 or 561) – demonstrates U.S. citizenship
- U.S. Certificate of Naturalization (N-550 or 570) – demonstrates U.S. citizenship
- U.S. Citizen Identification Card (I-179 or I-197) – demonstrates U.S. citizenship
- Expired U.S. passport (within 12 months of expiration) – demonstrates U.S. citizenship
- Certification of Report of Birth Abroad (DS-1350 or FS-545) – demonstrates U.S. citizenship
- Unexpired driver’s license issued by a State or outlying possession of the United States

Required Documentation for U.S. Citizens – Transportation Worker Identification Credential (TWIC) Enrollment *As November 23, 2010*

- Unexpired ID card issued by a State or outlying possession of the United States. Must include a State or State agency seal or logo (such as state port authority ID or State University ID).
- Voter's registration card
- U.S. military ID card or U.S. retired military ID
- U.S. military dependent's card
- Native American tribal document (with photo)
- U.S. social security card
- U.S. military discharge papers (DD-214)
- Department of Transportation (DOT) medical card
- U.S. civil marriage certificate
- Unexpired Merchant Mariner License (MML) bearing an official raised seal, or a certified copy
- Unexpired Department of Homeland Security (DHS) / Transportation Security Administration (TSA) Transportation Worker Identification Credential (TWIC)
- Unexpired Merchant Mariner Credential (MMC)