



**TAG/MRTD/21**

# **International Civil Aviation Organization**

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**TECHNICAL ADVISORY GROUP**

**ON**

**MACHINE READABLE TRAVEL DOCUMENTS**

**TWENTY-FIRST MEETING**

**Montréal, 10 to 12 December 2012**

**REPORT**

**LETTER OF TRANSMITTAL**

To: Chairperson, Air Transport Committee

From: Chairperson, Technical Advisory Group on Machine Readable Travel Documents

I have the honour to submit herewith the Report of the Twenty-first Meeting of the ICAO Technical Advisory Group on Machine Readable Travel Documents, which was held in Montréal from 10 to 12 December 2012.



Annette Offenberger  
Chairperson

12 December 2012

**INTERNATIONAL CIVIL AVIATION ORGANIZATION**

**TECHNICAL ADVISORY GROUP**

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**1. INTRODUCTION**

1.1 **General.** The Twenty-first Meeting of the Technical Advisory Group on Machine Readable Travel Documents (TAG/MRTD) was held at ICAO Headquarters, Montréal, Canada, from 10 to 12 December 2012. Mr. Antonino Bardaro, Vice-Chairman of the Air Transport Committee (ATC), opened the meeting and welcomed the participants. The Vice-Chairman expressed great satisfaction with the on-going work of the TAG/MRTD and its working groups and acknowledged the role of government and International Organization for Standardization (ISO) experts in the New Technologies Working Group (NTWG), as well as recognized the work of the Capacity Building Working Group (ICBWG) in supporting the Secretariat with the Communication Plan for the November 2015 deadline and the emerging Compliance Programme. The Vice-Chairman of the ATC highlighted the importance of this meeting that provided an opportunity to fine-tune the draft MRTD Strategy.

1.2 The meeting was opened in the presence of Mr. Boubacar Djibo, Director, Air Transport Bureau; Mr. David Tiedge, Chief, Implementation Support and Development (ISD)-Security Section; and Mr. Steven Berti, Chief, Aviation Security and Facilitation Policy (SFP) Section.

1.3 **Attendance.** The meeting was attended by 29 members and advisers of the TAG, as well as 7 observers from 6 Member States and 10 observers from 5 international organizations. The attendance list is set out in Appendix A.

1.4 **Officers and Secretariat.** Ms. Annette Offenberger, New Zealand, was elected the Chair of the meeting. The Secretary of the meeting was Mr. Mauricio Siciliano, MRTD Officer, who was assisted by Ms. Garleen Tomney and Ms. Nathalie Teatín.

1.5 **Agenda of the TAG/MRTD.** The TAG/MRTD adopted the agenda as follows:

Agenda Item 1: ICAO Secretariat update and MRTD Programme Strategy

Agenda Item 2: Activities of the New Technologies Working Group (NTWG)

Agenda Item 3: Activities of the Implementation and Capacity Building Working Group (ICBWG)

Agenda Item 4: Implementation of the Public Key Directory  
Agenda Item 5: Country and Organization Reports  
Agenda Item 6: Other Business

1.6 **Documentation.** Twelve working papers and four information papers were submitted for consideration by the TAG/MRTD. These are listed in Appendix B. Documentation was produced in English and made available in electronic format only.

1.7 **Working arrangements and procedures.** The meeting was conducted in all ICAO official languages.

## 2. **AGENDA ITEMS 1 AND 4: ICAO SECRETARIAT UPDATE AND MRTD PROGRAMME STRATEGY, AND IMPLEMENTATION OF THE PUBLIC KEY DIRECTORY**

2.1 The participants were briefed on the Secretariat's activities since the TAG/MRTD/20 meeting. For over a year, the Secretariat had developed the MRTD Strategy. This initiative included global consultations with the stakeholders of the MRTD Programme. The purpose of the consultations was to define the scope and future strategic directions of the MRTD Programme, to consolidate its relevance to on-going global security challenges, and to outline the resources needed to achieve these objectives. The draft Strategy was finalized in February 2011, and presented to the ICAO Council Members during informal briefings in December 2011, January 2012 and May 2012. The Secretariat also presented a working paper on the MRTD Strategy during the High-level Conference on Aviation Security (HLCAS) held in September 2012. The final version of the Strategy will be presented to the ICAO Council during the 198th Session for approval and subsequently to the 38th Session of the ICAO Assembly, to be held in September 2013, for endorsement.

2.2 The MRTD Strategy was discussed in TAG/MRTD/21-WP/5. The MRTD Strategy proposes the name ICAO Traveller Identification Programme (ICAO TRIP).

2.3 MRTD Revenue Generating Activities (RGA) included two symposiums and four regional seminars organized in collaboration with the host States, as follows:

- a) the Seventh Symposium and Exhibition on MRTDs, Biometrics and Security Standards was held from 12 to 15 September 2011. The focus of this symposium was the measures to combat terrorism and transborder crime since 9/11, with particular reference to travel documents and border security. In total 557 participants from 93 Member States and 12 international organizations attended the meeting;
- b) the Eighth Symposium and Exhibition on MRTDs, Biometrics and Security Standards was held from 10 to 12 October 2012. The symposium focused on the human dimension concerning travel documents and identification management in relief operations, international development and humanitarian assistance. In total 510 participants from 74 Member States and 10 international organizations attended the meeting; and

- c) four ICAO Regional Seminars on MRTDs, Biometrics and Border Security took place in Qatar 2011, Singapore 2011, Brazil 2012 and Zimbabwe 2012. In total, approximately 680 participants from about 90 States participated in these Regional Seminars. Three of these Seminars included hands-on exercise on enhancing passport issuance using the *ICAO Guide for Assessing Passport Issuance Integrity* developed by the ICBWG.

2.4 Funding was provided by the Government of Canada for the Organization of the American States Inter-American Committee Against Terrorism (OAS/CICTE) and the International Civil Aviation Organization (ICAO) Capacity Building in Travel Document Security and Identification Management Project. This three-year project (2011-2014) in the Americas includes six sub-regional workshops, eight national/regional capacity-gap assessment and project development missions, one hemispheric workshop and evaluations of project events. The project has been implemented in close cooperation with the ICBWG. Currently, the project is in its third year. To date four workshops have been held: Mexico (2011) for Mexico and the Dominican Republic; Panama (2012) for the Central American States; Antigua and Barbuda (2012) for the Western Caribbean States; and Trinidad and Tobago (2012) for the Eastern Caribbean States. Two workshops are scheduled to be held in 2013: one for the Andean States (Bolivia, Colombia, Ecuador, Peru and Venezuela) and another for the Southern Cone States (Argentina, Brazil, Chile, Paraguay and Uruguay).

2.5 As part of the OAS/CICTE-ICAO project, during the workshops a State is identified to undergo an assessment mission. The criteria to select a State are based on its interest and the gaps identified in its passport issuance system. To date the project has completed four assessment missions in 2012: Antigua and Barbuda; Dominican Republic; El Salvador; and Guatemala. Two more assessments are being identified and are to be confirmed, in Haiti and Trinidad and Tobago. Additional funding was provided by the United States for a follow-up assessment mission to Guatemala.

2.6 The MRTD Programme has also been strengthening cooperation with the ICAO Technical Co-operation Programme (TCP). Technical assistance missions have been organized, implemented and delivered to Antigua and Barbuda, Ecuador, Lebanon, Lesotho, Mexico, as well as the United Nations (for its electronic Laissez-Passer (UNLP)).

2.7 The participants were also briefed on on-going MRTD work, including the development of criteria to issue three-letter codes, support to the NTWG on the update of Doc 9303 and the Evidence of Identification Report, assistance to the ICBWG on developing guidance on Schengen-type visas, development of the Communication Plan concerning the 24 November 2015 deadline, publishing the MRTD report three times per year and the re-structuring of the MRTD portal website.

2.8 Since TAG/MRTD/20, the PKD has acquired seven new members, namely Bulgaria, Luxemburg, Malaysia, Spain, Sweden, the Russian Federation, and the United Nations. To date there are 34 PKD Participants, and 3 notices of participation have been received from Africa, Europe and South America. The participation to the PKD is growing; however, there is still a gap between the number of States issuing ePassports and the number of PKD participants. To reduce this gap, a number of promotional activities took place, including:

- a) in September 2012, the Secretary General addressed, in a State Letter, 161 Ministers responsible of issuing ePassports, encouraging them to join the PKD;
- b) PKD workshops during the Seventh and Eighth ICAO MRTD Symposia;

- c) presentations during the MRTD Regional Seminars in Brazil, Qatar, Singapore and Zimbabwe; and
- d) during the HLCAS, the Eighth Symposium and the MRTD Regional Seminar in Zimbabwe, the PKD Operator provided a live demonstration through the use of an ePassport reading system of the validation and authentication of an ePassport and the eUNLP.

2.9 In relation to the PKD operation, the contract that ended on 31 December 2011 was extended three more years. The new contract provided for reduced fees. From 1 January 2014, the current operation fee of US \$43,000 per participant will be reduced to US \$34,000. Once the number of active PKD participants reaches 65, further reduction is expected.

2.10 Since the TAG/MRTD/20 meeting, with the support of ICAO Secretariat, three PKD Board meetings were held in China, Singapore and the United Kingdom. The next PKD Board meeting will take place in Morocco from 8 to 9 May 2013. In 2012, ICAO PKD-related staff, travel costs and professional liability insurance were funded by the 2011 ICAO Regular Programme Budget surplus. This funding reduced costs for PKD participants in 2012. Subject to budgetary considerations, similar funding for the PKD could be secured in 2013. All surplus funds have been credited back to PKD participants.

## 2.11 Issuance of Three-letter Codes to Intergovernmental Organizations

2.11.1 The Secretariat briefed participants on the issuance of three-letter codes to intergovernmental international organizations (IGOs). At the TAG/MRTD/20 meeting, the Secretariat proposed criteria for the issuance of ICAO three-letter code to IGOs, and the TAG/MRTD agreed to develop the criteria further. As a result, WP/3 put forward additional criteria supplementary to those presented at the TAG/MRTD/20.

2.11.2 After some discussion, the TAG/MRTD endorsed the criteria suggested in WP/3, with the addition of a paragraph stating that for regional organizations, travel documents should indicate the region for which the travel document will be valid. The TAG/MRTD also recommended to eliminate statements that indicate that ICAO will test and/or evaluate the quality assurance and compliance checking, and endorsed the criteria contained in the paper for allocation of the three-letter codes by ICAO to IGOs. The proposed criteria will be finalized and submitted for approval by the Secretary General.

## 2.12 Communication Plan for the November 2015 Deadline

2.12.1 The Secretariat presented the Communication Plan for the 24 November 2015 deadline, which consists of a number of measures that intend to encourage compliance of States with the approaching deadline for non-machine readable passports (non-MRPs). This initiative is in accordance with Annex 9 — *Facilitation*, Standard 3.10.1, “[f]or passports issued after 24 November 2005 and which are not machine readable, Contracting States shall ensure the expiration date falls before 24 November 2015”.

2.12.2 New Zealand re-addressed the issue discussed in TAG/MRTD/20 concerning how States would treat those holders of travel documents that do not meet the deadline. While there is only anecdotal evidence, the TAG/MRTD discussed the high probability of having significant non-compliant travel

documents circulating after the deadline. New Zealand suggested that guidance material be developed for States, while respecting the States' sovereignty.

2.12.3 Canada and New Zealand expressed their concern that information concerning the States that will not meet the deadline is currently not available for States. The Secretariat responded by informing the TAG/MRTD about the proposed State Letter. The State Letter will include a survey asking States to inform ICAO whether they have non-machine readable travel documents due to expire before 24 November 2015. In the case where a State indicates that it will have non-machine readable travel documents circulating after the deadline, the State will be asked to provide the number of non-machine readable travel documents currently circulating.

2.12.4 The TAG/MRTD noted the content of the paper and approved, in principle, the proposed Communication Plan. It also approved the work item for the ICBWG for supporting the Secretariat in implementing the Communication Plan, subject to an elaborated division of tasks between the implementing partners. In addition the TAG/MRTD noted that guidance material on non-MRP matters after the 24 November 2015 deadline should be developed in advance.

## 2.13 **Traveller Identification and the Machine Readable Travel Document Programme**

2.13.1 The Secretariat presented the on-going work on the new Strategy for the ICAO Machine Readable Travel Document Programme. In response to the recommendations obtained at the HLCAS held from 12 to 14 September 2012, the Secretariat developed strategic outcomes with implementation actions and performance measures, provided in Appendix B of WP/5. The presented strategic framework will guide the activities and priorities of the MRTD Programme as well as of the PKD through the 2014-2016 triennium.

2.13.2 Canada, Germany, New Zealand, Sweden and Switzerland noted that the "strategic outcomes" presented require further development since they are not outcomes but rather a list of activities. The TAG suggested that the MRTD Strategy outcomes and activities should relate to ICAO's strategic objectives, and they should be articulated in a clearer and shorter way. Canada suggested adding a strategic vision statement linking the ICAO's goal with the MRTD Strategy outcomes. Sweden and New Zealand proposed to highlight the added value that the MRTD Programme provides to ICAO and its Member States.

2.13.3 New Zealand pointed out that it is important to recognize in the MRTD Strategy the work performed by the TAG working groups as well as the relationship with other organizations. Germany noted that the recommendation to join the PKD should be highlighted to the States issuing ePassports, and expressed that there is a need to address the transition period for States before an ePassports recommendation takes effect. The Secretariat clarified that considering that the future is heading towards ePassports, one of the goals of the MRTD Strategy is to initiate an ePassport roadmap. New Zealand expressed concern towards designing an ePassport roadmap, and noted that the roadmap should be created not only for States that issue an ePassport but also for those that do not, and that the focus should be on assisting States on MRTD matters.

2.13.4 The Secretariat noted and expressed its appreciation for the feedback and comments received from the TAG/MRTD, and indicated that further work on the MRTD Strategy will take place. The Secretariat indicated that through the development of the MRTD Strategy, it was recognized that the MRTD Programme is beyond standards, specifications and processes for issuing MRTDs, and focuses on the impact that identification management has on travel documents.

2.13.5 The TAG/MRTD noted the points discussed and will provide further comments on the proposed strategy, including the strategic outcomes, implementation actions and performance measures, and the final draft will be circulated to the TAG/MRTD Members at the end of December 2012.

#### 2.14 **Report on the MRTD-Related Outcomes of the Seventh Meeting of the Facilitation Panel (FALP/7)**

2.14.1 The Secretariat briefed participants on the MRTD-related Outcomes of the Seventh Meeting of the Facilitation Panel (FALP/7) held at ICAO Headquarters in Montréal, from 22 to 26 October 2012. The recommendations of the Panel on MRTDs for the amendments of Annex 9 — *Facilitation* were presented. The Secretariat indicated that recommendations will be sent to the 191 Member States for comments, and after having received the comments, the recommendations will be presented to the Air Transport Committee for a final review and then to the Council for adoption.

2.14.2 The TAG/MRTD made note of this information.

### 3. **AGENDA ITEM 2: ACTIVITIES OF THE NEW TECHNOLOGIES WORKING GROUP (NTWG)**

#### 3.1 **Report of the NTWG**

3.1.1 Mr. Michael Holly, Chair of the NTWG, briefed participants on the work of the NTWG since TAG/MRTD/20, as well as on the new work items and future activities, presented in five working papers, two information papers and a presentation. Participation in the NTWG continues to be high with approximately 40 to 50 individuals and 14 to 15 States represented at each meeting. The NTWG will meet in February 2013 in Singapore and again in August/September 2013 at a site to be determined.

3.1.2 The TAG/MRTD noted the work of the NTWG to date and the approach it had taken, and endorsed, in principal, the future direction and activities of the NTWG as outlined on paragraph 3 of WP/2.

#### 3.2 **Review and Development of Travel Document Related Annex 9 - *Facilitation* Standards and Recommended Practices and Related Guidance Material**

3.2.1 Ms. Nicoletta Bouwman, Canada, presented the review and development of travel document related Annex 9 — *Facilitation* Standards and Recommended Practices (SARPs) and related guidance material. ICAO has two key groups currently developing standards related to travel documents, the ICAO Facilitation Panel (FAL Panel), and the Technical Advisory Group on Machine Readable Travel Documents (TAG/MRTD). WP/1 proposed that the NTWG, along with the ICBWG and the PKD Board, work collectively with the ICAO FAL Panel and its working group to update Annex 9 — *Facilitation* and its intended Facilitation Manual.

3.2.2 Mr. David Philp, Chair of ICBWG, indicated that the ICBWG will provide support to the outlined work, and expressed the need to identify the areas in which the ICBWG would help the NTWG.

3.2.3 The TAG/MRTD agreed that its working groups, and the PKD Board should work in closer collaboration with the FAL Panel to ensure that travel document specifications and SARPs are

harmonized in order to assist ICAO in its on-going mission to foster a global civil aviation system that consistently and uniformly operates at peak efficiency and provides optimum safety, security and sustainability. The TAG/MRTD agreed that NTWG will work directly with the FAL Panel to carry out the following work:

- a) review and update existing travel document related SARPs in Annex 9;
- b) review current differences and the Universal Security Audit Programme results (ref. FALP/7-WP/21) to determine causes of non-compliance and make recommendations to improve the rate of compliance;
- c) consider whether and how Convention Travel Documents (CTDs) and other machine readable travel documents should be included in Annex 9 SARPs; and
- d) with the FALP working group, the NTWG would review and update relevant guidance material in *Doc 9957 — The Facilitation Manual*.

### 3.3 **Towards Better Practice in National Identity Management**

3.3.1 The Secretariat presented a technical report *Towards Better Practice in National Identity Management*. This initiative has been led by the Secretariat within the framework of the NTWG, and presents an on-going work item to expand the relevance of the MRTD Programme to today's travel document and border security needs. After the number of comments and suggestions received, the WP/4 includes the Technical Report Release 2, Version 4.

3.3.2 The United Kingdom acknowledged the work of the NTWG and suggested that the report focus on the outcomes to be achieved in establishing an identification system and its relationship to the scope of the MRTD Strategy, hence this will make the report shorter and more concise. New Zealand and the United Kingdom, while recognizing the relevance and importance of the report, noted that the work still needs to address the whole system of identification and its relationship to travel.

3.3.3 The TAG/MRTD acknowledged the work done on evidence of identification in the Technical Report *Towards Better Practice in National Identity Management*, Release 2, Version 4 and noted that the term 'technical report' will be reviewed. The TAG/MRTD also noted that the ICAO MRTD Programme is expanding its relevance to today's travel document and border security needs, and approved the work carried out on the document, and continuation of the development of the report under the responsibility of the NTWG.

### 3.4 **Standards for Emergency/Temporary Passports**

3.4.1 Mr. Henry Bloomfield, United Kingdom, briefed participants on the background, scope and status of the work on standards for emergency/temporary travel documents. As part of the research presented, it was found that for such documents there are many inconsistencies and variations in terms of security features, format, validity periods and name of the document.

3.4.2 New Zealand and Canada acknowledged and supported the work accomplished, and stressed that its further development is required to reach global technical guidance for emergency/temporary travel documents; for example, it is important to determine the use and define the term emergency travel document.

3.4.3 The TAG/MRTD noted the work completed to date; agreed that there was a continuing need for standards and best practices to be developed for the issuance, format and security features of emergency travel documents in order to protect them from potential abuse; and approved further work to be carried out by the NTWG to develop a set of standards or best practices to be included in a forthcoming supplement and in the next edition of Doc 9303, Volume 1.

### 3.5 **Revision of the Logical Data Structure, Technical Report on Optional Expanded Chip**

3.5.1 Mr. Craig Kelly, United States, briefed participants on the present status on the on-going work on the Logical Data Structure (LDS) and presented a draft technical report version 2 in Appendix A of the WP/6. The report includes additional specifications which are optional for States to use, and explains that the LDS allows receiving States to add data to the eMRTDs.

3.5.2 The United Kingdom inquired about the business case LDS seeks to achieve. Mr. Kelly responded that currently the working group is updating the current business case. France raised concerns about the need for this work item in view of existing Schengen Visa System, and the current European Entry-Exit Programme currently under consideration. France also stressed the importance of identifying the security protocols concerning the access to the chip. Canada suggested that section 4.1.3 of the technical report on Collectability be revised.

3.5.3 Germany suggested that if the certificate chain requires the PKD to be involved in the whole process, the PKD Board should collaborate with this work.

3.5.4 The TAG approved and endorsed the work contained in the Technical Report.

### 3.6 **Progress of Doc 9303 Revision**

3.6.1 Mr. Thomas Kinneging, ISO, briefed participants on the work progress on Doc 9303, which was endorsed by the TAG/MRTD/20 with the purpose to improve the readability and maintainability of the standards and to avoid the duplication of information. The re-structuring of Doc 9303 is being implemented in three phases: 1) re-structuring of the document into 12 parts; 2) incorporation of issues; and 3) incorporation of endorsed Technical Reports into the re-structured Doc 9303. Currently phase 1 has been finalized.

3.6.2 New Zealand, Canada and the Netherlands reiterated the importance of considering guidance material in the re-structuring of Doc 9303.

3.6.3 The TAG made note of this information and recommended this working group explore the relation of guidance to the re-structuring of Doc 9303.

### 3.7 **ePassports and Biometrics**

3.7.1 Mr. Michael Holly, Chair of the NTWG, presented the current statistics on the issuance of ePassports and related matters. The presentation addressed the value of such work and expressed the

need to keep these statistics regularly updated in order to present up-to-date data on ePassport developments worldwide.

3.7.2 The information contained in IP/3 provided a more comprehensive picture of the state of play of ePassport issuance and the use of biometrics in border management. This information, derived in a matrix, is gathered from publicly available sources and interviews.

3.7.3 The TAG made note of this information.

#### 4. **AGENDA ITEM 3: ACTIVITIES OF THE IMPLEMENTATION AND CAPACITY BUILDING WORKING GROUP (ICBWG)**

##### 4.1 **Report of the ICBWG**

4.1.1 Mr. David Philp, Chair of the ICBWG, updated the participants on the activities of ICBWG since TAG/MRTD/20, as presented in three working papers, and briefed on the future ICBWG activities. The Chair of the ICBWG highlighted the on-going contribution of ICBWG to the Secretariat activities, such as the MRTD Symposia, Regional Seminars and workshops, and also stressed the importance of the MRTD Strategy which will guide the work of the ICBWG.

4.1.2 The Netherlands stressed the importance of re-focusing the work of the ICBWG on vocational training and guidance material. The Chair of the ICBWG acknowledged the comment and indicated that the future work of the ICBWG will depend on the final MRTD Strategy including the focus on capacity building, training and guidance material.

4.1.3 The TAG noted the activities and outputs of the ICBWG to date and the approach it has taken, and approved, in principle, the ICBWG's on-going and future work addressed in paragraph 4 of WP/8.

##### 4.2 **Convention Travel Document Standards**

4.2.1 Mr. David Philp, Chair of the ICBWG, briefed participants on CTD Standards, and described the existing collaboration between ICAO and the United Nations High Commissioner on Refugees (UNHCR), in particular through the ICBWG, in bringing compliance of CTDs to Doc 9303.

4.2.2 Canada, Germany, Sweden and Switzerland supported the suggestion that the deadline of 24 November 2015 be applied to CTDs, and noted that such documents should be treated as travel documents and be machine readable.

4.2.3 The Secretariat clarified that Annex 9, Standard 3.10 applies only to passports and not to all travel documents as it is indicated on the *Guide for Issuing Machine Readable Convention Travel Documents for Refugees and Stateless Persons*. The Secretariat suggested reviewing and providing editorial amendments to the Guide before endorsement. The Chair of the ICBWG suggested that the definition of what is considered a passport should be reviewed and elaborated in Doc 9303.

4.2.4 The TAG endorsed the ICAO/UNHCR *Guide for Issuing Machine Readable Convention Travel Documents for Refugees and Stateless Persons*, subject to the clarification and editorial changes to be made in conjunction with the Secretariat.

#### 4.3 **Doc 9303 Compliance Programme**

4.3.1 Mr. David Philp, Chair of ICBWG, briefed participants on a Doc 9303 compliance testing proposal. This initiative is based on the request of TAG/MRTD/20 to undertake further work to address the fact that many States are not able to test whether or not their MRTDs comply with Doc 9303. The Chair of the ICBWG outlined how the proposed testing process could function and provided a general description of the goals, objectives, roles and responsibilities of the parties that could be involved.

4.3.2 Germany and New Zealand expressed support for the notion that guidance must be given to those States that are not in the position to evaluate themselves, and noted that the role of the Secretariat and the ICBWG should be defined. The United Kingdom and Canada suggested that for future development on this paper, guidance should be developed and used for procurement procedures.

4.3.3 The Secretariat expressed the value of moving towards a compliance programme that provides assistance to those States in need. The Secretariat noted that amendments to the TAG/MRTD's Terms of Reference may be necessary to support a role for the TAG/MRTD in Doc 9303 compliance activities.

4.3.4 The TAG/MRTD noted the work that has been done, encouraged the ICBWG to work with the Secretariat to develop a proposal operational plan to establish a Doc 9303 compliance scheme, and approved that the ICBWG continue to undertake ad hoc assessments while the proposed compliance programme is being developed.

#### 4.4 **Guidance Material on Regional Visas and Advance Information for Passenger Pre-Clearance**

4.4.1 Mr. David Philp, Chair of ICBWG, briefed participants on work on guidance material on regional visas and advance electronic information for passenger pre-clearance. The guidance presented is for ICAO Member States that are considering the use of electronic information for pre-clearance, with the interest of how such systems and tools might fit a regional approach to border management. The information contained in WP/11 outlined key concepts, considerations and "lessons learned" from other States that have implemented systems for passenger clearance, such as in the Schengen Area.

4.4.2 The International Air Transport Association (IATA) commended the work done by the ICBWG, recognized the need for additional guidance material, and suggested to create a mechanism that unifies all existing work.

4.4.3 The TAG/MRTD approved the direction of the work and its continuation, as well as approved the formation of a wider sub-group including agencies with expertise in border controls, such as IATA, World Customs Organization (WCO), Canada Border Service Agency (CBSA) and Frontex.

## 5. AGENDA ITEM 5: COUNTRY AND ORGANIZATION REPORTS

### 5.1 Review of the Requirement to Display the Holder's Gender on Travel Documents

5.1.1 Mr. David Philp, New Zealand, briefed participants on the research accomplished by the New Zealand Passport Office on ICAO requirements to display the holder's gender on travel documents for identity purposes. The results contained in Appendix A of IP/4 explained the consequences of removing the gender field for official agencies and passengers, the benefits of having the gender displayed in the travel document, and recommended maintaining the requirement to display holder's gender on travel documents.

5.1.2 Germany and the United Kingdom expressed support for the recommendation to keep displaying the holder's gender on travel documents.

5.1.3 The TAG/MRTD accepted the content of the IP/4 "Displaying the holder's gender on travel documents", as well a periodic review of the mandatory requirements to display the holder's gender on travel documents in the future.

### 5.2 Country and Organization Reports

5.2.1 Mr. Michael Holly, United States, updated participants on the United States passport operations and presented three new initiatives. The delegate indicated that today the population of US passport holders is growing, and it is projected that for 2013 the demand for passports will increase. The three initiatives are:

- a) the Passport Department commenced the design process for the next generation of passports, and created a working group to achieve this work;
- b) from January to April 2012 a pilot programme was launched for online applications for passport cards. The success of the pilot programme indicated that they have necessary tools to expand its offerings of electronic transactions to passports and passport cards; and
- c) the on-going work for the quality assurance of the ePassport.

5.2.2 Ms. Lisa Pezzack, Canada, updated participants on Passport Canada initiatives and shared the images of the new ePassport to be launched on 1 July 2013. The delegate provided an overview of the organization and summarized the current activities undertaken by Passport Canada.

5.2.3 Mr. David Philp, New Zealand, presented an overview of the main developments in New Zealand, particularly on the automation of processes and online renewal services. The delegate highlighted that on 2 November of 2012 New Zealand launched its online services, and informed that to date the biggest challenge has been uploading the photos online.

5.2.4 The Netherlands, on behalf of the European Commission, presented an overview of the European project called Fidelity, which was founded by the European Commission and is coordinated by Morpho Paris. The project started in 2012 and will end in 2016. The main objective of the project is to focus on reader documentation, secure issuance and border control processes, and inspection systems. The delegate described that the main areas of work included ePassports and the next generation of ePassport, PKD certificate, and evidence of identification. Currently, there are 19 partners from industry, academia and government involved in the project.

5.2.5 Mr. Jasper Mutsaers and Mr. Fons Knopjes, Netherlands, briefed participants on the recent developments in the Netherlands as well as presented the new Dutch passport introduced in October 2011. The main developments that took place were:

- a) since May 2011 Netherlands has been producing resident permit cards with ICAO compliant photos, and in May 2012 they started implementing and issuing resident permit cards with fingerprints, and the information on the card is secure with PKI;
- b) since July 2012, 36 eGates are operating in airports;
- c) current pilot project on mobile identification and verification of ePassport, resident permits and criminal records; and
- d) development of recommendations on the problems faced by the issuance of breeder documents.

5.2.6 Mr. Thomas Kinneging, ISO, presented an update on the activities undertaken by ISO, and the on-going work of the five task forces. The expert provided a detailed summary of the current work which includes: maintenance and drafting of the new release of the supplement to Doc 9303 to be presented to the NTWG in February 2013; the technical report on the best practices of national identification management, ISO biometric applications; test methodologies; the technical report on non-conformities, revision of the Logical Data Structure (LDS2); contactless chip technology; and a mobile phone used for document verification and access control. The expert also briefed participants on the two initiatives concerning automated border control and commercial identity management applications and processes. The briefing included the presentation of Mr. Hartmut Hemme, ISO TF4D Leader, on physical and durability testing.

5.2.7 Mr. Edgar Beugels, Frontex, briefed the participants on their organization and summarized the work undertaken by them. Frontex is a European agency responsible for the management and cooperation of Member States at the borders of the European Union. The delegate highlighted that Frontex is currently working on various tasks including the development of border surveillance and border control, defining best operational practices and technical guidance for Automated Border Control (ABC) systems, and foresees a study concerning the number of individuals passing the borders. The Secretariat highlighted its participation in the first Global ABC Conference held in 2012 in Warsaw, and expressed the value of collaboration with Frontex.

## 6. AGENDA ITEM 6: OTHER BUSINESS

### 6.1 Definition of the term Travel Documents as used Doc 9303 and Annex 9

6.1.1 New Zealand noted that this topic requires further research before it is formally considered. The delegate highlighted the importance for the TAG/MRTD and for global security to consider and treat as many travel documents as possible in the same way as passports. The delegate stated that this will ensure the highest standards and guarantees that the document will be recognized at borders. He also addressed the need to clarify, especially in Doc 9303, the use of the terms travel documents, passports and visas; consequently he suggested that the NTWG in consultation with the ICBWG and the

Secretariat carry out this work. Australia, Canada and the United States expressed support for this suggestion, and indicated that travel documents should be machine readable.

6.1.2 The TAG/MRTD made note of the work suggested.

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**JAPAN**

Mr. Hiroki Shimizu	Member	Director, Passport Division, Consular Affairs Bureau, Ministry of Foreign Affairs
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**NEW ZEALAND**

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**PORTUGAL**

Ms. Ana Paula Santos		Senior Inspector from the Immigration and Documentation Central Directorate
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**SWEDEN**

Mr. Staffan Tilling	Member	Chief Superintendent, Expert Travel Documents, Swedish National Police Board
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**SWITZERLAND**

Mr. Roman Vanek	Member	Chief, Division Identity Documents and Special Tasks
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**UNITED KINGDOM**

Mr. Henry Bloomfield	Adviser	Assistant Director, International, Planning and Performance, Identity and Passport Service
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**UNITED STATES**

Mr. Michael Holly	Member	Director, International Affairs, Passport Services, Bureau of Consular Affairs, Department of State
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Mr. Steve Stephen Le Blanc      Adviser      Managing Director, Security and Intelligent Documents, US Government Printing Office

Mr. Craig Kelly      Adviser      Information Sharing & Technical Assistance, Asia Pacific Affairs, US-VISIT, Department of Homeland Security

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##### **HONDURAS**

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##### **KENYA**

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##### **SUDAN**

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#### **OBSERVERS FROM INTERNATIONAL ORGANIZATIONS**

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##### **International Organization for Standardization (ISO)**

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Mr. Thomas Kinneging      Senior, Expert Standardization (WG3 convenor, TF2 and TF5 Leader)

Mr. Hartmut Hemme            TF4D Leader

Mr. Junichi Sakaki            Card Expert, WG3

**FRONTEX**

Ms. Rasa Karbauskaite        Research and Development Unit Capacity Building Division

Mr. Edgar Beugels            Head of Research and Development Unit

**United Nations Counter-Terrorism Committee (CTED)**

Mr. Syed Haider Shah        Legal Officer

**United Nations High Commission on Refugees (UNHCR)**

Mrs. Denise Otis              Legal Officer

**APPENDIX B**

**TECHNICAL ADVISORY GROUP ON MACHINE READABLE TRAVEL DOCUMENTS**

**TWENTY-FIRST MEETING  
Montréal, 10 – 12 December 2012**

**LIST OF WORKING AND INFORMATION PAPERS SUBMITTED TO THE MEETING**

<b>Working Paper No.</b>	<b>Power Point</b>	<b>Agenda No.</b>	<b>Subject/Work Item</b>	<b>Author</b>
1		2.1	Review and Development of Travel Document Related Annex 9 – Facilitation Standards and Recommended Practices and Related Guidance Material	NTWG
2		2	Report of the NTWG	NTWG
3		1	Issuance of Three-letter Codes to Intergovernmental Organizations	Secretariat
4		2	Towards Better Practice in National Identification Management	NTWG
5		2	MRTD Strategy	Secretariat
6		2	Revision of the Logical Data Structure (LDS) Technical Report	NTWG
7		2	Standards for Emergency/Temporary Passports	NTWG
8		3	ICBWG Update	ICBWG
9		3	Convention Travel Document (CTD) Standards	ICBWG
10		3	Doc 9303 Compliance Programme	ICBWG
11		3	Guidance Materials on Regional Visas and Advance Electronic Information for Passenger Pre-clearance	ICBWG
12		3	Communications Plan for the November 2015 Deadline	ICBWG
<b>Information Paper No.</b>				
1		2	Progress of Doc 9303 Revision	NTWG
2		1	Report on the MRTD related outcomes of the 7th Meeting of the Facilitation Panel	Secretariat
3	yes	2	ePassports and Biometrics	NTWG
4		5	Review of the Requirement to Display the Holder's Gender on Travel Documents	New Zealand