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U. S. Customs and Border Protection

AUTOMATED TARGETING SYSTEM PASSENGER

Mainframe Interface

Passenger Module



USER'S GUIDE AND REFERENCE MANUAL

Revised Edition 1.4

Office of Information and Technology

November 5, 2003

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**AUTOMATED TARGETING SYSTEM
PASSENGER**

(ATS-P)

Mainframe Interface

Passenger Module

Low (b)(2)/(b)(6)

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ATS-P (Passenger - Mainframe)

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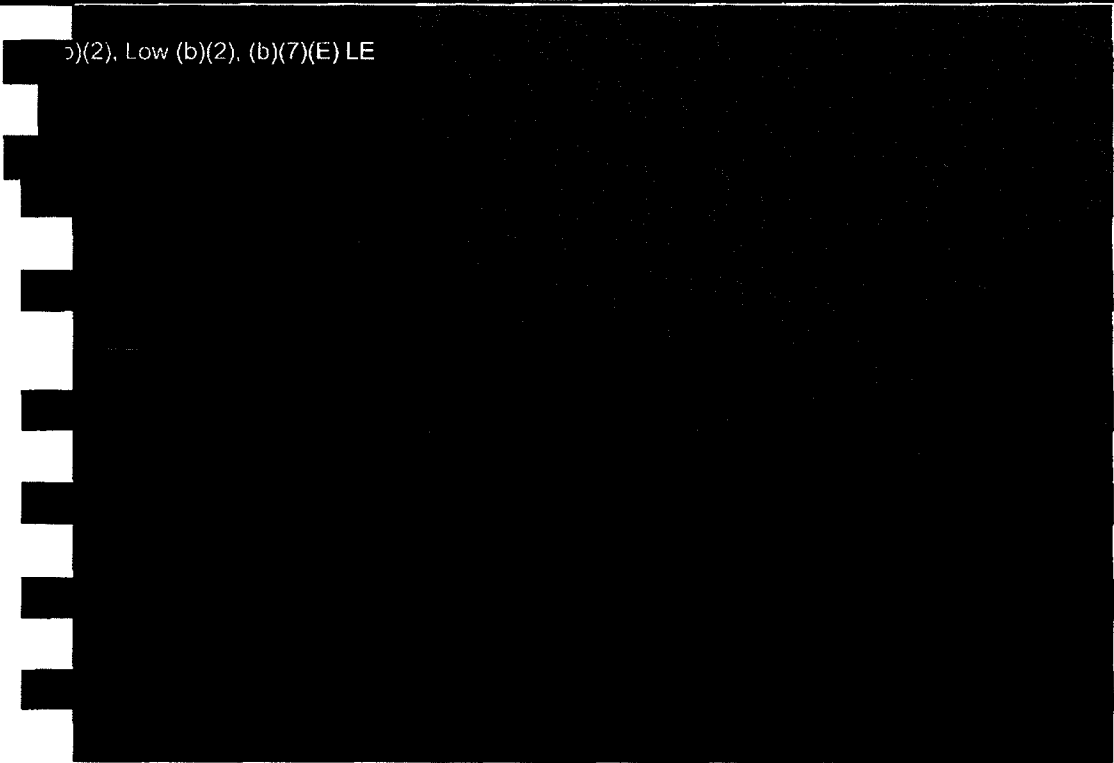
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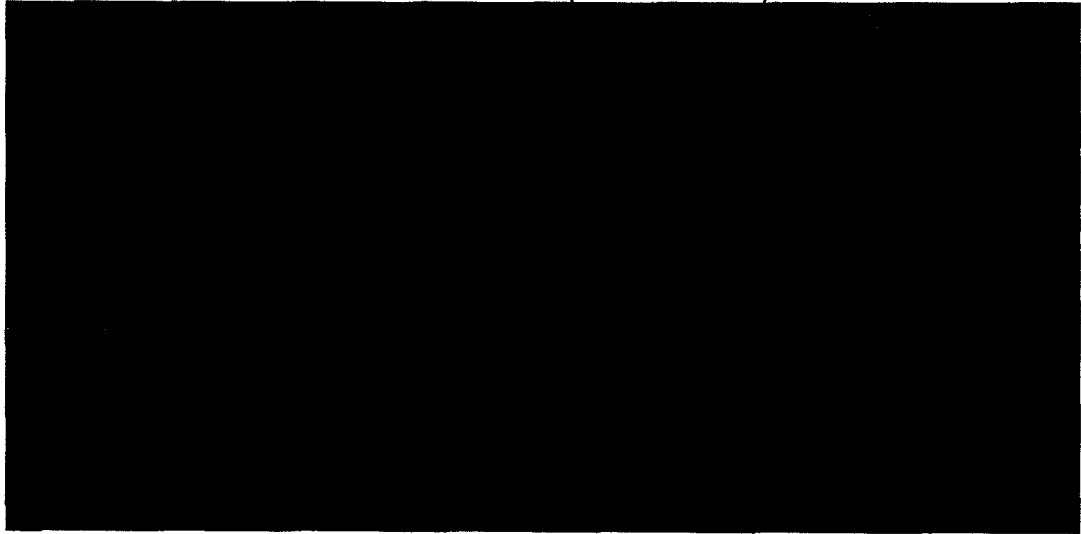
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CHAPTER ONE – GETTING STARTED

This chapter will review the following:

- An introduction to this guide
- An overview of the chapter layout
- Text presentation conventions
- Information boxes
- Mouse Cursors and Insertion Points

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CHAPTER ONE – GETTING STARTED



Introduction to this Guide

Guide Layout

This guide is divided into chapters that address different aspects of using the **Automated Targeting System - Passenger (ATS-P)** program's **Passenger** module. Within each chapter, functions and tasks are presented in menu or logical processing order, not alphabetical order. Below is the layout of the chapters and appendixes that make up this guide.

- **Chapter One** provides overview information for this guide and an overview of the text conventions used within this User's Guide.
- **Chapter Two** reviews the security issues and requirements for ATS-P (Passenger), which is classified as **FOR OFFICIAL USE ONLY**.
- **Chapter Three** gives you an overview of the ATS-P program and the Passenger module. This chapter also includes procedures for logging on to and off from the program.
- **Chapter Four** provides a review of the online help available to assist you when using the ATS-P (Passenger) program.
- **Chapter Five** begins the review of the ATS-P (Passenger) program. The chapter is a review of the display screens used to research inbound and outbound passenger traffic.
- **Appendixes** provide you with data tables listing the valid values and codes used, as well as a list of the reports generated by ATS-P (Passenger).
- A **Glossary** of common terms.
- An **Index** of ATS-P (Passenger) subjects and the page numbers where they can be found, in alphabetical order.
- Information on ordering additional ATS-P (Passenger) User's Guides.
- A **Comments Form** to allow you to provide feedback for changes to this guide.

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Presentation Conventions

In the course of reviewing data input for the ATS-P (Passenger) program, the conventions below will be used to indicate different types of data used in this guide.

Underlined text

- Indicates that the text's importance is being emphasized.
Example: Use a screen resolution of 1024 by 768 pixels.

Bold Text

- Indicates that the name of a screen or selection is being referred to.
Example: Click the **Home** option.
Example: Click **Change Password**.

Italicized Bold Text

- Indicates that a field is being referred to.
Example: Record the *Flight Number*.
Example: Type the *Last Name*.

"Bold Text in Quotes"

- Indicates that a literal data value is being referred to.
Example: Type **SEARCH** in the **Search** field.
Example: Check the list for the name **High (0)(2), (0)(7)(1), (0)(0)**.

[BOLD CAPITAL TEXT IN BRACKETS]

- Indicates that a keyboard key is being referred to.
Example: Press the **[ENTER]** key.
Example: Hold down the **[SHIFT]+[TAB]** keys.

<Field Titles in Angle Brackets>

- Indicates that the title is dynamic, that is, it will display a value depending on a previous selection or action.
Example: **<Specific Entity:>**.
Example: **<Entity / HTS:>**.

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(Text in Parentheses)

- Indicates supplemental information to the displayed text.
Example: (b)(2)/(b)(7)(E) [REDACTED]
Example: Sensitive But Unclassified (or greater) data.
- Indicates the introduction of an acronym.
Example: Automated Targeting System (ATS).

Information Boxes



NOTE

Shaded boxes entitled **NOTE** are provided to let you know when there is information or processes that you should keep in mind when using ATS-P (Passenger). These boxes can also contain cautionary information to remember when performing a task.

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Insertion Point vs. Mouse Cursor

Since ATS-P (Passenger) makes greater use of your mouse than have previous mainframe applications, this document will refer to insertion points and to cursors when describing ways to interact with the screen interfaces. Therefore, there needs to be a review of the two terms and how to distinguish between them.

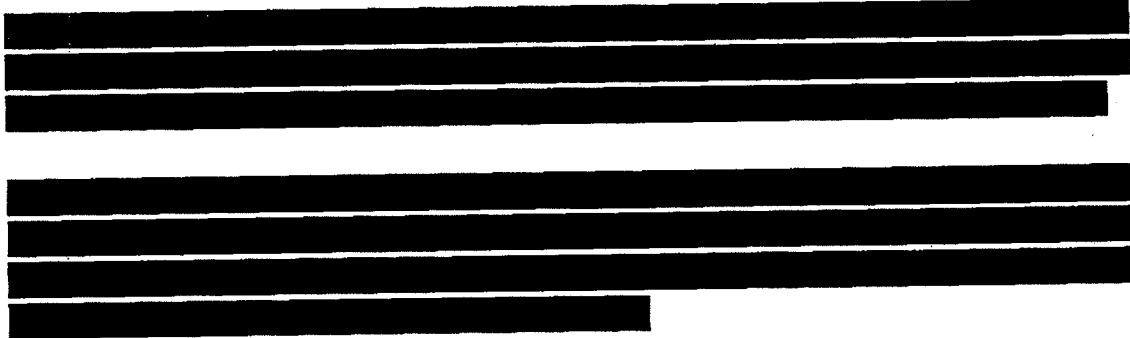
High (b)(2)/(b)(7)(E) LE



A **mouse cursor** shows where your mouse is positioned on the screen and is usually represented by an arrowhead (↔) icon. However, when it is placed over a field that accepts keyboard input, your cursor usually changes to the (I) icon. The cursor is affected when you double-click one of your mouse buttons. Single-clicking your mouse while over an active input field will move your insertion point to that field.

An **insertion point** shows where your keyboard is positioned on the screen and where keyboard input will be placed. The insertion point is affected when you press a key on your keyboard. Values entered from your keyboard are placed into whatever field has the insertion point located within it. An insertion point can be moved around a screen display either by using your keyboard's [TAB] key, arrow keys, or by clicking an active field with your mouse.

Keyboard Function Keys



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CHAPTER TWO – SECURITY

This chapter will review the following:

- An overview of ATS-P (Passenger) security
- ATS-P (Passenger) access requirements
- Requesting access to ATS
- ATS-P (Passenger) user roles and privileges
- Password maintenance

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Chapter Two - Security

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CHAPTER TWO – SECURITY

Overview

The U.S. Government and its agencies have legal and technical requirements' dictating that any automated information system that processes or contains **Sensitive But Unclassified** (or greater) data must be secured at certain levels of trust. The security level for ATS-P and the Passenger module is **FOR OFFICIAL USE ONLY**.

In meeting this level of trust, ATS-P (Passenger) has met criteria that ensure its capability to meet the legal and technical security requirements mandated by laws and regulations.

ATS-P (Passenger) Access Requirements

Before you can be considered for an ATS-P (Passenger) user account and password, you must first meet the following criteria.

- High (b)(2)/(b)(7)(E) LE [REDACTED]
- [REDACTED]
- [REDACTED]

Requesting Access to ATS-P (Passenger)

To be assigned access to ATS-P (Passenger), your supervisor must contact (b) (6) [REDACTED]
[REDACTED]
[REDACTED]

Your supervisor must provide the following information:

- (b)(2)/(b)(7)(E) LE [REDACTED]
- [REDACTED]
- [REDACTED]
- [REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]

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Once approval is granted and your ATS-P (Passenger) access account is established, you will be notified of the completed request and given your temporary ATS password.

User Roles and Privileges for ATS-P (Passenger)

Based on your job function, you will have different needs and uses for ATS-P (Passenger). To help you gain access to only those features that will be of the most help to you, there are special user roles that define your levels of access privileges. When you are assigned your ATS-P (Passenger) account, you will be assigned to one or more access privileges.

High (b)(2)/(b)(7)(E) LE
[Redacted]

[Redacted]

Password Maintenance

Passwords should be changed High (b)(2)/(b)(7)(E) LE If you have any suspicions that someone else may know your password, you should immediately change it.

It is important to choose passwords that will not easily be guessed yet are easy to remember [Redacted]

High (b)(2)/(b)(7)(E) LE
[Redacted]

[Redacted] Passwords should never be written down.

If you have forgotten your password, [Redacted]

After your password is reset, you should change it immediately. Since you are responsible for any activity performed using your user ID, it is important that you are the only one able to establish a session using your user ID and password.

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CHAPTER THREE - OVERVIEW

This chapter will review the following:

- Overview of ATS
- Overview of ATS-P
- ATS-P (Passenger) points of contact
- Computer configuration requirements
- Configuring and using High (b)(2)/(b)(7)(E) LE
- Logging on to ATS-P (Passenger) High (b)(2)/(b)(7)(E) LE
- Changing your ATS password
- Logging off from ATS-P (Passenger)

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CHAPTER THREE - OVERVIEW

What is ATS?

The Automated Targeting System (ATS) program encompasses several Office of Information and Technology (OIT) developed projects and software. Those projects that fall under the ATS effort are intended to provide U.S. Customs and Border Protection field staff with Internet-based programs that can incorporate intelligence information and technologies to target suspect inbound and outbound traffic for inspection.

What is ATS-P?

The development of the Automated Targeting System - Passenger (ATS-P) program began with a request from the Office of Field Operations (OFO) for the automated capability to review and analyze international passengers arriving and departing from U.S. airports. All of the passenger information would need to be stored and then made available for analysis High (b)(2)/(b)(7)(E) I F [REDACTED], from anywhere on the U.S. Customs and Border Protection Intranet.

The mainframe interface version of ATS-P has its beginnings in the 1980's with a U.S. Customs and Border Protection organization called CABINET.

CABINET stands for the Combined Agency Border Intelligence Network. It is a multi-agency tactical intelligence center located at the U.S. Customs House in Chicago, IL. Since 1983, it has been providing intelligence support to law enforcement agencies worldwide to help counter transnational criminal groups.

CABINET developed targeted intelligence programs that electronically blended data over the widest possible geographic and jurisdictional scope. High (b)(2)/(b)(7)(E) LE [REDACTED]
[REDACTED]
[REDACTED]

ATS-P is a computerized data system that assists law enforcement personnel in the interdiction, investigation, and prosecution High (b)(2)/(b)(7)(E) LE violators. The system is a product of electronically blending the Non-Immigrant Information System (NIIS), Suspect and Violator Indices (SAVI), and the High (b)(2)/(b)(7)(E) LE databases.

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ATS-P (Passenger - Mainframe)

Chapter Three – Overview

ATS-P contains over 100 million travel records derived from NIIS. It also contains over [Redacted] High (b)(2)/(b)(7)(F) gathered from such foreign sources as High (b)(2)/(b)(7)(E) LE [Redacted] [Redacted], as well as law enforcement agencies within the United States.

ATS-P contains travel records of citizens from 137 countries in a variety of groupings including High (b)(2)/(b)(7)(E) LE [Redacted] [Redacted] Passenger Analysis Units (PAUs) from U.S. Customs and Border Protection have incorporated the use of these databases into their targeting efforts with great success.

ATS-P (Passenger) Points of Contact

Below are the phone numbers and e-mail addresses of U.S. Customs and Border Protection personnel who are available to help you with any questions or problems you might have with ATS-P (Passenger).

ATS-P Technical Assistance (during working hours)

low (b)(2) [Redacted]
[Redacted] [Redacted]

ATS-P Technical Assistance (after working hours)

low (b)(2) [Redacted]
[Redacted] [Redacted]
[Redacted] [Redacted]
[Redacted] [Redacted]

Research Procedure Assistance

low (b)(2) [Redacted]
[Redacted] [Redacted]
[Redacted] [Redacted]

Passenger Access and Training

low (b)(2), (b)(6) [Redacted]
[Redacted] [Redacted]
[Redacted] [Redacted]
[Redacted] [Redacted]

Training and Outreach

low (b)(2), (b)(6) [Redacted]
[Redacted] [Redacted]
[Redacted] [Redacted]
[Redacted] [Redacted]

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User's Guide and Reference Manual

low (b)(2), (b)(6) [Redacted]

[Redacted]

ATS-P (Passenger) Computer Configuration Requirements

Equipment and Connections

low (b)(2), high(b)(2), (b)(7)(E) LE
[Redacted text block]

Access by U.S. Customs and Border Protection Personnel

low (b)(2), high(b)(2), (b)(7)(E) LE
[Redacted text block]

ATS-P (Passenger) was designed and developed to operate using the U.S. Customs and Border Protection's suite of computer hardware and CBP-approved software. To run ATS-P (Passenger) with the greatest amount of reliability, your computer should be configured to operate within U.S. Customs and Border Protection's guidelines for computer operating systems.

Accessing ATS-P (Passenger) on the Mainframe

low (b)(2), high(b)(2), (b)(7)(E) LE
[Redacted]

[Redacted]

[Redacted]

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ATS-P (Passenger - Mainframe)

Chapter Three – Overview

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low (b)(2), high(b)(2), (b)(7)(E) LE



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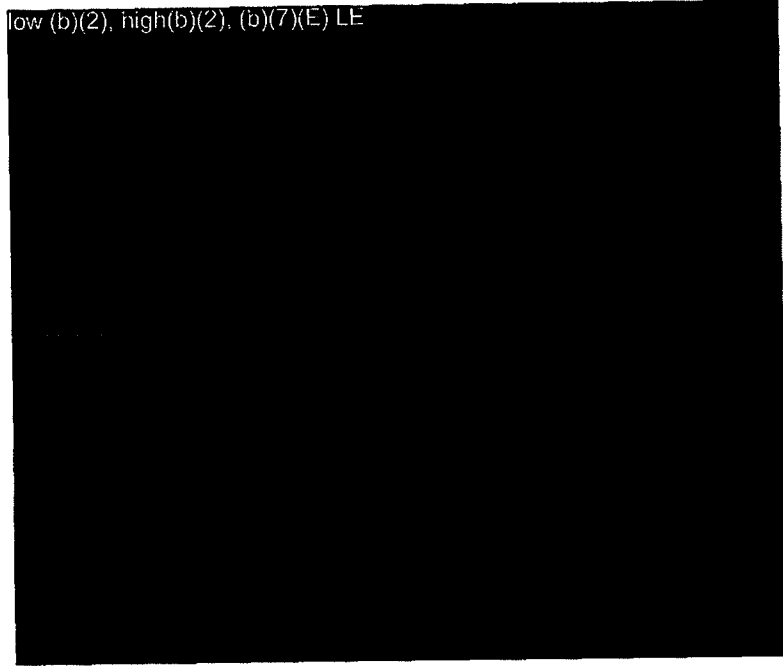


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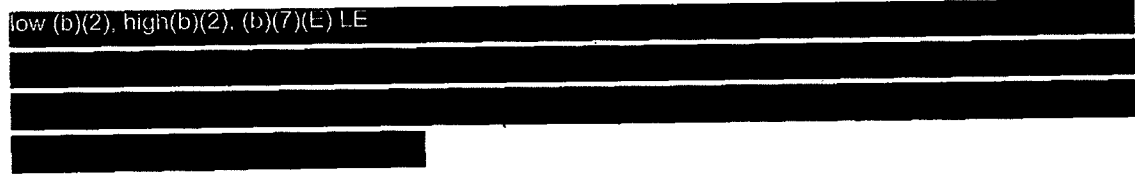
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Chapter Three - Overview

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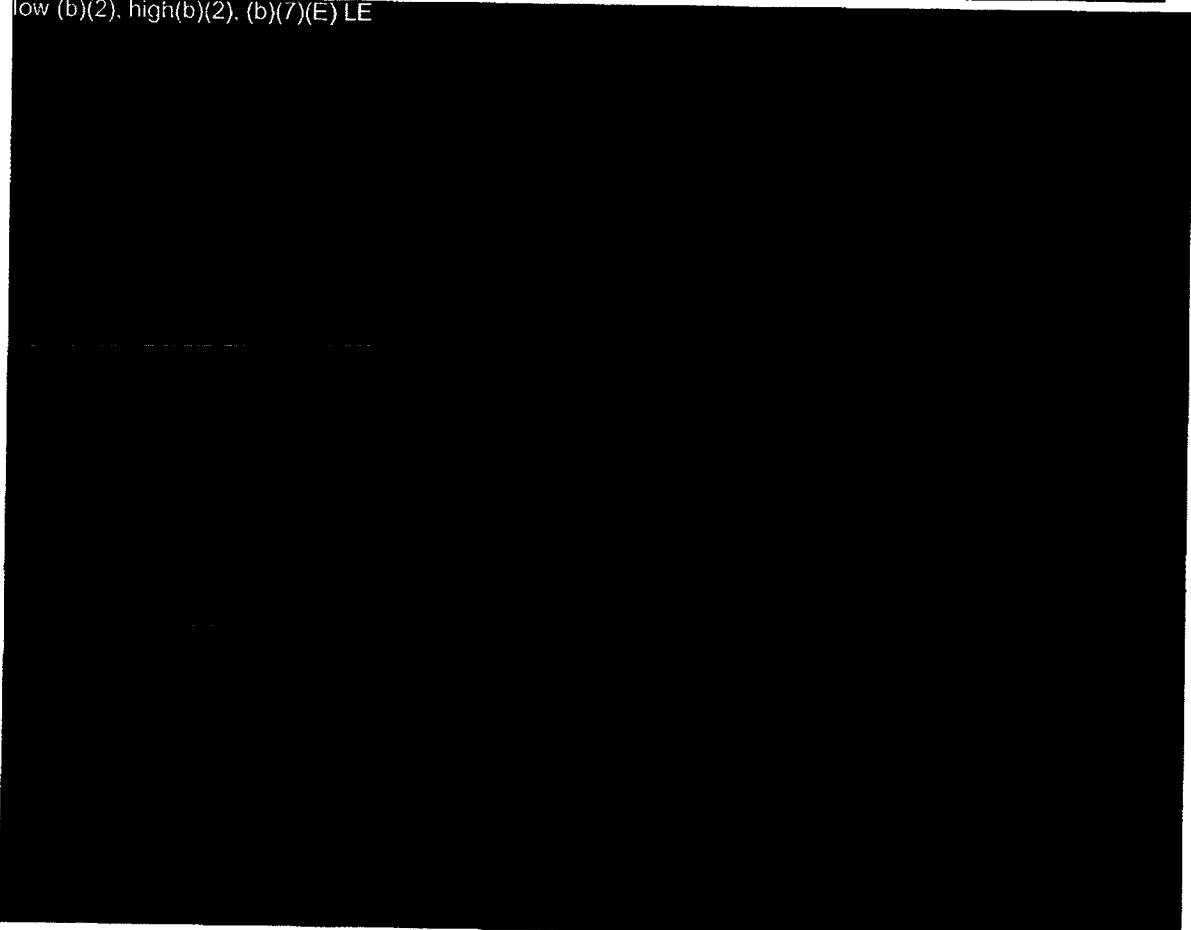


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Chapter Three -- Overview


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low (b)(2), high(b)(2), (b)(7)(E) LE



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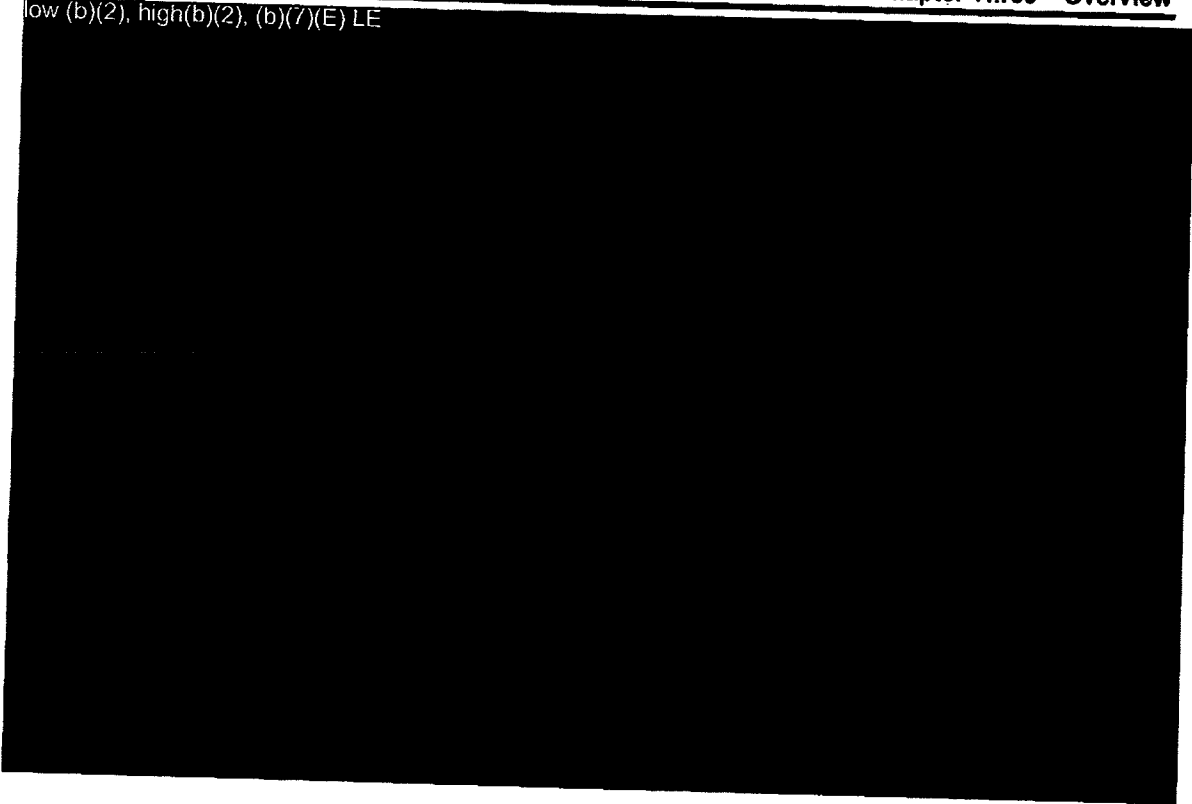
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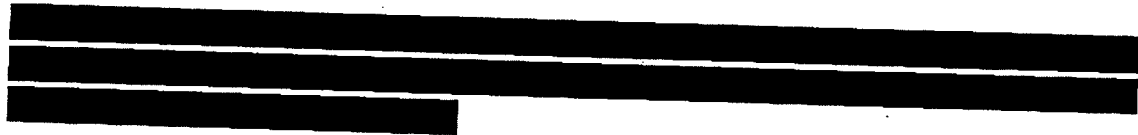
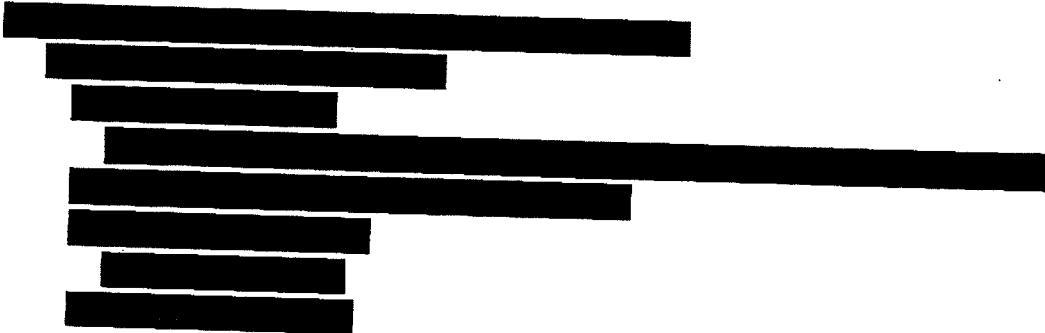
ATS-P (Passenger - Mainframe)

Chapter Three – Overview

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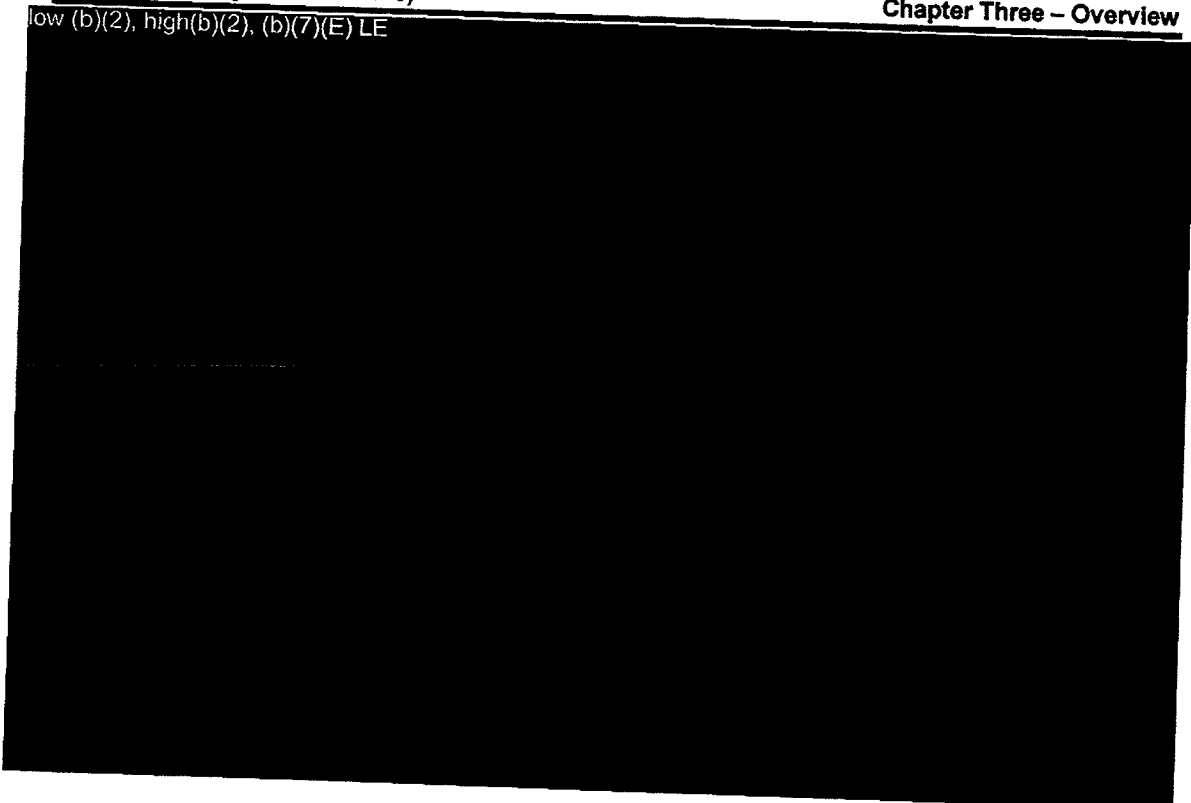


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ATS-P (Passenger - Mainframe)

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low (b)(2), high(b)(2), (b)(7)(E) LE



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Logging on to ATS-P (Passenger)

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[Redacted]

low (b)(2), high(b)(2), (b)(7)(E) LE
[Redacted]

low (b)(2), high(b)(2), (b)(7)(E) LE
[Redacted]

 low (b)(2), high(b)(2), (b)(7)(E) LE
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low (b)(2), high(b)(2), (b)(7)(E) LE

[Redacted]

[Redacted]

[Redacted]

low (b)(2), high(b)(2), (b)(7)(E) LE, (b)(6)

[Redacted]


[Redacted]

low (b)(2), high(b)(2), (b)(7)(E) LE

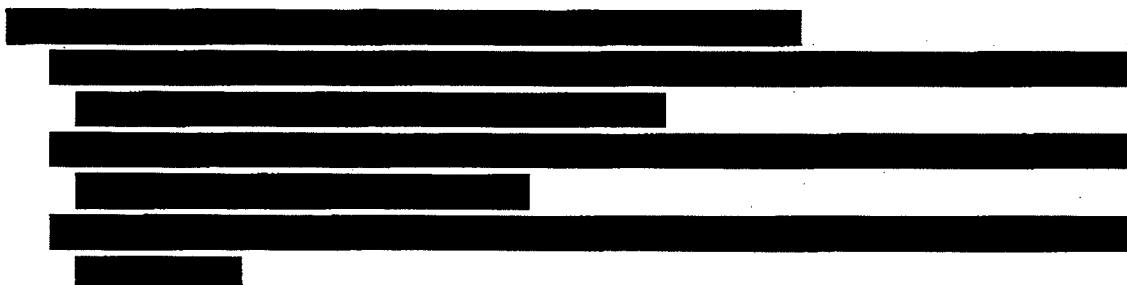
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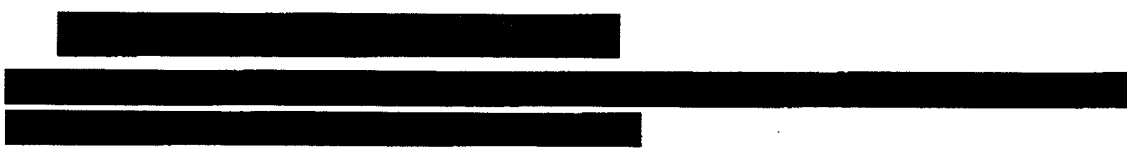


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NOTE

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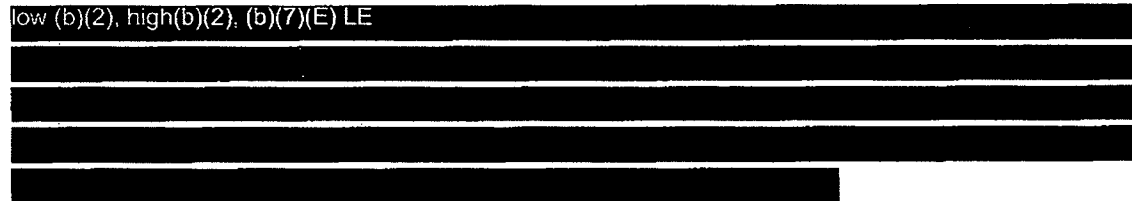
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low (b)(2), high(b)(2), (b)(7)(E) LE



low (b)(2), high(b)(2), (b)(7)(E) LE



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low (b)(2), high(b)(2), (b)(7)(E) LE

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low (b)(2), high(b)(2), (b)(7)(E) LE

[Redacted]	[Redacted]	[Redacted]
[Redacted]	[Redacted]	[Redacted]
[Redacted]	[Redacted]	[Redacted]
[Redacted]	[Redacted]	[Redacted]
[Redacted]	[Redacted]	[Redacted]

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low (b)(2), high(b)(2), (b)(7)(E) LE.

[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]