

**Time of Publishing:** Immediate  
**To:** Sales Office  
**Related Areas:** Customer Service, Legal  
**Effective Date:** May 25, 2017

## OBJECTIVE

To communicate about TSA Precheck and the process to include traveler number or "Known Traveler Number" (KTN) during booking process to TSA Pre-check.

## STAY UPDATED



### TSA Precheck

TSA Pre✓®, is a expedited security inspection program, that allow improve the travel experience to reliable passenger within United States Airports.

The Transportation Security Administration (TSA) manages and operates an expedited security screening program, allowing certain travelers to move through security more quickly and easily when departing from participating airports in the U.S

Eligible travelers can go through by the security inspection point and do not need to remove:

**Shoes, laptops, 3-1-1 liquids , belts, light jackets.**

This program is available for passenger travelling in domestic and international flights.

## Sales Office procedures

If we have a passenger requesting to add the KTN in their booking, we have to refer him contact our reservation center. Likewise, the passenger can request at the airport. In this first phase the sales offices can't add KTN in passengers reservations.

If the passenger need more information about TSA Pre Check Program and How they can obtain their KTN we can bring the followings links:

- a. <https://www.tsa.gov/precheck/faq> - For Frequently questions about TSA Pre Check Program or How to obtain KTN.
- b. <https://www.dhs.gov/trusted-traveler-comparison-chart> - For questions about different travelers programs (Trusted Traveler Programs).
- c. Our website [copa.com](http://copa.com) could find information about TSA Precheck.

**PREGUNTAS:** [politicas@copaair.com](mailto:politicas@copaair.com)