



**U.S. Department of  
Transportation**

Office of the Secretary  
of Transportation

**ORDER**

DOT 1600.29

4-21-95

Subject: **TRANSPORTATION SECURITY PROGRAMS FOR OPERATING  
ADMINISTRATIONS**

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1. **PURPOSE.** This order provides guidance for the operating administrations concerning the development and implementation of transportation security policies and contingency plans.
2. **REFERENCES.**
  - a. Title 49, United States Code (U.S.C.), Chapter 449 (formerly The Aviation Security Improvement Act of 1990, P.L. 101-604.
  - b. The Government Performance and Results Act of 1993, P.L. 103-62.
3. **BACKGROUND.** 49 U.S.C. 44931 requires the Director, Office of Intelligence and Security (OIS) to oversee the development of policies, strategies, and plans for dealing with threats to transportation security. The Director, OIS serves as the Department's primary policy official and liaison with the Department's operating administrations, other Federal agencies, the transportation industry, and the law enforcement and intelligence communities on transportation security matters. The Director advises the Secretary on domestic and international transportation security matters. Serving in this capacity, the OIS will coordinate and facilitate transportation security efforts among the operating administrations to include the responsibilities described in this order.
4. **POLICY.** Each operating administration within the Department, with the exception of the National Highway Traffic Safety Administration and the Bureau of Transportation Statistics, will develop and implement transportation security policy and contingency plans in coordination and consultation with OIS.
5. **RESPONSIBILITIES.**
  - a. **Heads of Operating Administrations.** Heads of operating administrations within the Department shall:
    - (1) establish an organizational point of contact for modal transportation security matters who will keep the OIS informed of activities relating to or affecting transportation security;

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OPI: Office of  
Intelligence  
and Security

- (2) consistent with the requirements of the Government Performance and Results Act of 1993, develop transportation security performance measures within their organization as components of the Department's overall performance plan. The OIS will assist in their development, coordinate the measures through the Transportation Security Coordinating committee, and evaluate the performance measurement process.
- (3) consistent with existing authority and direction, develop, with the assistance of the OIS, regulations, requirements, policies, and contingency plans pertaining to transportation security;
- (4) *ensure their annual budget submissions to the Secretary include funds necessary to support their security programs; and*
- (5) ensure that the OIS is kept informed of all planned foreign travel related to security functions.

b. Office of Intelligence and Security. The OIS shall:

- (1) administer the Department's transportation security strategic planning process, including reviewing and coordinating the development and implementation of long-term strategic plans, information and performance measurement systems, and integrated research and development programs;
- (2) conduct analyses of transportation security programs and monitor the effectiveness of operating administrations; transportation security activities;
- (3) establish and chair a Transportation Security Coordinating Committee *comprised wholly of Federal employees to promote and coordinate intermodal transportation security efforts and information sharing; and*
- (4) ensure that the Secretary is kept informed of significant transportation security issues involving the operating administrations.

FOR THE SECRETARY OF TRANSPORTATION:



Melissa J. Spillenkothen  
Assistant Secretary for Administration