

# Known Traveler Digital Identity Pilot Project Charter

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# DRAFT Known Traveler Digital Identity Pilot Project Charter

## Section 1: Introduction

### 1.1 Executive Summary

Envisioned passenger growth rates, new and emerging security threats, and changing demographics will impact the operational efficiency of the aviation sector, a key global economic enabler. At the same time, digital advances and technological developments regarding biometrics and distributed ledger technologies offer industry and regulators opportunities to address emerging operational challenges to facilitate legitimate air travel. These technological advances are being implemented globally by air carriers and aerodrome operators to achieve operational efficiencies.

While it is clear technology can facilitate air travel from an operational perspective, international aviation operates under global standards and best practices, and national legislative and regulatory frameworks governing aviation security and border crossing. As a result, these technological developments require an assessment against the standards, procedures, and regulations governing the security of air travel and border management. A fulsome understanding of the impact of emerging technologies on air travel is best achieved under the auspices of a public/private partnership.

In cooperation with the World Economic Forum (the Forum), the Government of Canada and the Kingdom of the Netherlands, have formed a public/private partnership to explore the impact of new and emerging digital technologies and advances on components of the travel continuum under each Government's mandate and private sector partners' business processes in a closed airport to airport setting.

More specifically, the Forum and the Governments of the Netherlands and Canada, in cooperation with their respective industry partners will work to leverage current and emerging technologies to allow air passengers to create and use a digital identity that allows for information sharing with air travel stakeholders for expedited processing through friction points in the air travel continuum such as, for example, passenger screening procedures. The Known Traveler Digital Identity (KTDI) will be based on mobile technology and devices, cryptography, advances in distributed ledger technologies, and ongoing developments in biometrics technologies.

### 1.3 Launching ██████████ Representation: Lead Executives

This Project Charter advances a project management and governance framework that establishes the necessary binational and private sector relationships required for the success of the KTDI Pilot Project. The KTDI launching partners will be respectively represented by the following senior executives:

- **Government of Canada:** Name/Position;
- **Kingdom of the Netherlands:** Name/Position;
- **World Economic Forum:** Name/Position;
- **Accenture Strategy:** Name/Position;
- **Toronto Pearson International Airport:** Name/Position;

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- **Montréal Trudeau International Airport:** Name/Position ;
- **Amsterdam Schiphol International Airport:** Name/Position;
- **Air Canada:** Name/Position; and
- **KLM Airlines:** Name/Position

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## **Section 2: Project Overview**

### **2.1 Project Summary**

The KTDI Pilot Project is a public-private partnership examining the application of emerging technologies to international air travel as well as the mandates and business lines of the launching partners. It aims to leverage “Fourth Industrial Revolution” advances in mobile technologies, biometrics, cryptography, and distributed ledger technologies to facilitate seamless and secure travel.

The KTDI concept is based on a digital identity allowing passengers to share their personal information with stakeholders throughout the air travel continuum. Partners to this Charter will aim to deploy the KTDI concept to allow passengers to share specific information contained in their digital identity with the launching partners of this pilot project. It is envisioned that this would allow public-private entities to conduct advanced risk assessments resulting in more efficient and seamless air travel procedures. It is also envisioned that these benefits could result in a reduction of friction points and queues in the airport environment and be leveraged by other travel stakeholders (hotels, local transportation etc).

### **2.2 Goal**

The goal of this project is to develop, deploy, and evaluate the KTDI concept in an operational airport-to-airport pilot project between Canada and the Netherlands. More specifically, Canada, the Netherlands, and the WEF will work with launching partners to leverage and deploy the KTDI within their business or legislative mandates relative to air travel. Given the technological underpinnings of the KTDI and ongoing initiatives being undertaken by project partners, partners will need to integrate their current systems and processes into the KTDI concept.

### **2.3 Mission Statement**

This public-private partnership will test the application of the enabling technologies listed below in the air travel continuum in order to assess their impact on operational performance and regulatory compliance. The question this pilot project seeks to answer is how the enabling technologies support travel facilitation as measured by the performance standards developed by partners in the course of this project. The results of this pilot project will inform further discussions on the scalability of the KTDI concept under the auspices of the World Economic Forum Shaping the Future of Security in Travel Working Group.

### **2.4 Scope of Charter and Pilot Project**

This Project Charter sets out the governance framework by which project activities will be identified, delegated, undertaken, and monitored. This Charter involves the Known Traveler Digital Identity Pilot Project launching partners listed above. It is envisioned that the pilot project will include 5000 – 10000 passenger trips facilitated by the KTDI concept starting in the fall of

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2019. The operational scope of the pilot project is limited to Air Canada and KLM flights to and from Toronto Pearson and Montreal Trudeau International airports and Amsterdam Schiphol International Airport.

### 2.5 Enabling Technologies

The KTDI pilot project will be underpinned by the following technologies:

- **Blockchain:** employed to develop a ledger of verifiable transactions and attestations;
- **Cryptography:** to secure information shared between passengers and project partners;
- **Mobile devices:** to allow passengers to share their information with air travel stakeholders; and
- **Biometrics:** to automate passenger identity verification in an airport environment.

### 2.6 Guiding Principles

The Known Traveler Digital Identity pilot project will be guided by the following principles:

**Verifiable Identity and necessary redundancies:** Verification of identity is a guiding principle of this pilot project. While current technology has the capacity to allow individuals to assert an identity, regulatory frameworks require these assertions to be verified by Government authorities and industry stakeholders as required by legislation. Moreover, these verifications must adhere to international standards. This project will assess the capacity of the KTDI to allow identities to be asserted and verified and then repeatedly confirmed throughout the air travel continuum: from purchasing a ticket to exiting the arrival airport. However, redundancies based on current procedures will be built-in; this pilot project will not replace current operational procedures or regulatory requirements. To address unforeseen operational circumstances, such as flight diversion to a non-participating country, participating passengers will be informed that current requirements regarding travel credentials will still be in place.

**Technological and Vendor Agnosticism:** The aim of the pilot project is to assess the impact of the above technologies on the operational and regulatory mandates of the launching partners. As the pilot project develops, it will take an agnostic approach to technology development and deployment. This principle does not preclude partners integrating ongoing initiatives into the pilot project. Similarly, this project will take a vendor agnostic approach to any supporting procurement actions. This does not preclude leveraging any vendor-specific processes or procedures or products currently in place.

**Scalability:** This project will set the stage for further scaling-up of the use of technology to facilitate travel. The lessons learned will inform future similar initiatives undertaken unilaterally, bilaterally, or under different governance models. The Forum, through the Shaping of Future of Security in Travel working group, will also work with partners and develop a strategy for scaling up of the KTDI Concept.

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**Interoperability:** A key factor being assessed in this project is interoperability of the KTDI with current and legacy systems. To have global impact the KTDI must interoperate with systems in use by Governments and private sector partners.

**Accountability:** This Charter recognizes that partners will need to participate in many project activities and that their representatives will require certain expertise and decision authority. As much as possible, decision items will be communicated to partners in advance of formal discussions for partners to undertake internal approval processes supporting their participation in project discussions.

### 2.8 Cost Estimate and Sources of Funding

Each launching partner will bear the costs associated with their participation in the KTDI Pilot Project.

### 2.9 Workplan

Section 3 below outlines the project management framework for the pilot project. The working groups described below will be responsible for developing their workplans based on direction from project leadership and management.

## SECTION 3: Project Management and Governance

### 3.1 Project Leadership and Management

The detailed roles and responsibilities in the proposed governance structure follow the high level narrative below.

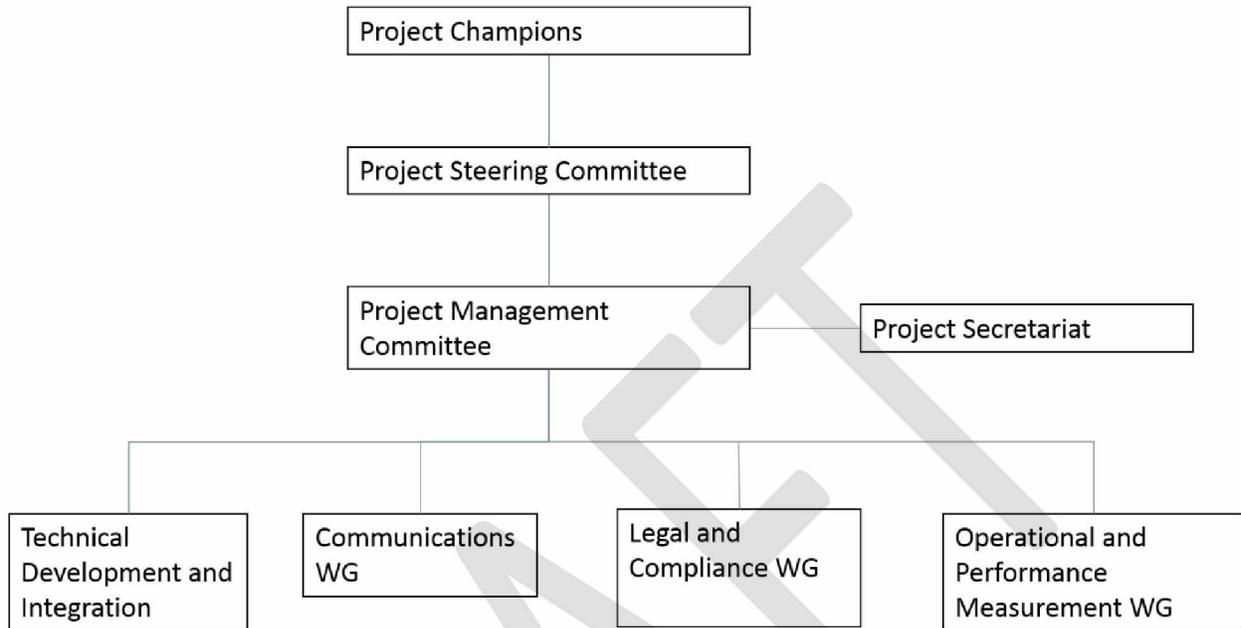
**Project Champions:** This project will require senior leader championship among the launching partners. The Project Champions will be the external face of this project and lead any high-level related communications activities in addition to supporting sensitization within their respective organizations. These activities will be recommended by the Project Steering Committee. The Project Champions will meet as required.

**Project Steering Committee:** The Project Steering Committee (PSC) will be the highest level of project decision making and issues management. It will provide overall guidance, recommendations to, and monitor progress on work undertaken by, the management committee, working groups, and if required, task teams. It will also be the final approval authority for the project. It is envisioned that the PSC will be required to meet every three to six months, excepting exigent circumstances. The PSC can also meet inter-sessionally via correspondence or telecommunications.

**Project Management Committee:** The Project Management Committee (PMC) will coordinate activities undertaken in support of the [REDACTED] PMC will provide guidance on advancing issues and decisions required at the senior levels (PSC) and maintain a record of decisions taken by both committees. It is envisioned that the PMC will be required to meet every three months, with inter-sessional dialogue as required.

**Project Secretariat:** Canada, the Netherlands, and the Forum will serve as the project secretariat and disseminate meeting/discussion/decision materials and maintain a written record of decisions or direction from the project Champions, Steering Committee, and Management Committee.

### 3.2 Project Governance Diagram



### 3.3 Project Management Team Structure: General Roles and Responsibilities

Governance Level	General Description / Role
Honorary Round Table/Champions	<p><b>Membership:</b></p> <ul style="list-style-type: none"> <li>- Minister of Transport, The Honourable [REDACTED];</li> <li>- [REDACTED];</li> <li>- World Economic Forum: Name, Position;</li> <li>- Toronto Pearson International Airport: Name, Position;</li> <li>- Montréal Trudeau International Airport: Name, Position;</li> <li>- Amsterdam Schiphol Airport: Name, Position;</li> <li>- Air Canada: Name, Position; and</li> <li>- KLM Airlines: Name, Position</li> </ul> <p><b>Roles and Responsibilities:</b></p> <ul style="list-style-type: none"> <li>- Honorary approval and engagement;</li> <li>- Participation in media engagement opportunities; and</li> <li>- Internal sensitization</li> </ul>



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Governance Level	General Description / Role
	<ul style="list-style-type: none"> <li>- Montréal Trudeau International Airport: Name, Position;</li> <li>- Amsterdam Schiphol Airport: Name, Position;</li> <li>- Air Canada: Name, Position; and</li> <li>- KLM Airlines: Name, Position</li> </ul> <p><b>Roles and Responsibilities:</b></p> <ul style="list-style-type: none"> <li>- Brief and report to Steering Committee as required;</li> <li>- Delegate and monitor tasks as appropriate;</li> <li>- Communicate and monitor implementation of decisions taken by Steering Committee; and</li> <li>- Approve Working Group activities and project plans prior to submission to the Steering Committee</li> </ul> <p><b>Meeting Frequency:</b></p> <ul style="list-style-type: none"> <li>- Quarterly or as required either in person or via telecommunications.</li> <li>-</li> </ul>
<b>Project Secretariat</b>	<p><b>Membership:</b></p> <ul style="list-style-type: none"> <li>- Canada: ██████████ Associate Director, Aviation Security Operations;</li> <li>Netherlands: ██████████ Leader Innovation Border Management, Migration Policy Department, Ministry of Justice and Security;</li> <li>- World Economic Forum: ██████████ Lead, Safe and Secure Mobility, Global Leadership Fellow</li> </ul> <p><b>Roles and Responsibilities:</b></p> <ul style="list-style-type: none"> <li>- Manage and track detailed activities related to the project;</li> <li>- Organize meetings for PMC and PSC;</li> <li>- Disseminate meeting/discussion/decision materials; and</li> <li>- Maintain written record of decisions</li> </ul> <p><b>Meeting Frequency:</b></p> <ul style="list-style-type: none"> <li>- Weekly via telecommunications and as required in person.</li> </ul>
<b>Working Groups</b>	<p><b>General Roles and Responsibilities:</b></p> <ul style="list-style-type: none"> <li>- Working Group responsibilities will be identified by the PSC. Working Groups will translate these responsibilities into work plans to share with the PSC.</li> </ul>

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	<p><b>Technical Development and Integration Working Group</b></p> <p>This working group will be the forum for technical discussions on development, implementation, deployment, and subsequent partner systems migration, to the IT platform(s) supporting the KTDI.</p> <p>Key tasks will include, but are not limited to:</p> <ul style="list-style-type: none"> <li>- Developing and deploying the KTDI technical application/user interface ensuring operability with partner systems;</li> <li>- Identifying source code and developing the blockchain platform/network, its subcomponents, and service architecture (consensus mechanism, node interaction); and</li> <li>- Other tasks resulting from technical discussions or delegated by the PSC.</li> </ul> <p><b>Membership:</b></p> <ul style="list-style-type: none"> <li>- Co-Chairs: Canada, the Netherlands, Accenture Technology</li> <li>- KTDI Pilot Project partners</li> <li>- If required, service providers of project partners or Shaping the Future of Security in Travel Working Group; Co-chairs must agree to service provider participation</li> </ul> <p><b>Communications Working Group</b></p> <p>The Communications Working Group will coordinate all communications activities related to the development and implementation of the KTDI Pilot Project with a view to ensuring a consistent approach and messaging.</p> <p>Key tasks will include, but are not limited to:</p> <ul style="list-style-type: none"> <li>- Develop core KTDI narrative;</li> <li>- Coordinate communication activities supporting the World Economic Forum’s annual meeting and Pilot Project</li> <li>- Develop a communications strategy and exchange points of contact;</li> <li>- Public communications products;</li> <li>- Airport signage for the duration of the pilot project; and</li> <li>- Alignment with relevant official language legislation</li> </ul> <p><b>Membership:</b></p> <ul style="list-style-type: none"> <li>- Chair: The Forum</li> <li>- Communications specialists from KTDI Pilot Project partners</li> </ul>

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	<p><b>Legal and Compliance Working Group</b></p> <p>This working group will identify and share information on legal, regulatory, and privacy compliance related to the pilot project.</p> <p>Key tasks will include but are not limited to:</p> <ul style="list-style-type: none"> <li>- Sharing legal and regulatory concerns related to the pilot project;</li> <li>- Sharing information on privacy concerns and compliance with privacy regulations in Canada and the Netherlands; and</li> <li>- Work with governmental representatives to explore mitigation options to ensure legal and regulatory compliance.</li> </ul> <p><b>Membership:</b></p> <ul style="list-style-type: none"> <li>- CDN Co-Chair: Airport or Airline: Name, Position;</li> <li>- NLD Co-Chair: Airport or Airline: Name, Position;</li> <li>- KTDI Pilot Project partners</li> </ul> <p><b>Operational and Performance Measurement Working Group</b></p> <p>This project being an assessment of emerging technologies and their application to a vision of seamless and secure travel, the Operational and Performance Measurement Working Group will enable the implementation of the different KTDI processes into the day-to-day operations, including the training of staff. Also, this group will share partner information on respective performance measurement strategies with a view measuring the overall performance of the KTDI concept.</p> <p>Key tasks will include, but not be limited to:</p> <ul style="list-style-type: none"> <li>- Sharing information on performance measurement methodologies;</li> <li>- Developing a core all-partner performance measurement strategy and tool; and</li> <li>- Share performance measurement finding with the WEF Shaping the Future of Security in Travel Working Group</li> </ul> <p><b>Membership:</b></p> <ul style="list-style-type: none"> <li>- CDN Co-Chair: Airport or Airline: Name, Position</li> <li>- NLD Co-Chair: Airport or Airline: Name, Position</li> <li>- KTDI Pilot Project partners.</li> </ul>

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