

Cuba Traveler Certification

OVERVIEW

On January 16, 2015 U.S., Government relaxed restrictions on travel sold in the United States travelling to, from and within Cuba by:

1. US citizens 2. US permanent citizens 3. Not US citizens or permanent legal residents of the U.S. who are physically within the US at the time of purchasing their ticket.

Pursuant to the new rules, all travelers will need to self-certify to travel agencies, airlines and other related vendors, such as cruise lines, that the purpose of their trip falls under at least one of the 12 categories of permitted travel authorized by the Department of Treasury's Office of Foreign Assets Control (OFAC) or declare that they travel under a specific license.

The travel agency selling the travel to Cuba will need to keep records for five years confirming that the passenger has completed the required certification.

Before booking any Cuba travel you should familiarize yourself and read full details on U.S. regulations for travelling to Cuba located on the U.S. Treasury's Office of Foreign Assets Control website: <http://www.treasury.gov/RESOURCE-CENTER/SANCTIONS/PROGRAMS/PAGES/CUBA.ASPX>

CUBA TRAVELER CERTIFICATION SABRE RED APPS

Cuba Traveler Certification improves agency workflow efficiency when booking travel in the US to, from and within Cuba ensuring that your agency and your passenger comply with the U.S. Government regulations. Your agency can download Cuba Traveler Certification from the Sabre Red app Center with no extra charge or billing required.

Cuba Traveler Certification automatically alerts you whenever you book an itinerary involving Cuba and allows you to:

- Add the required passenger information details from the PNR to fulfill the U.S. government's documentation requirements and the needs of vendors, agencies and travelers.
- Pre-populate the ASTA (American Society of Travel Agents) approved Cuba traveler certification form, which you can email to your traveler in accordance with the new government regulations for traveling to Cuba

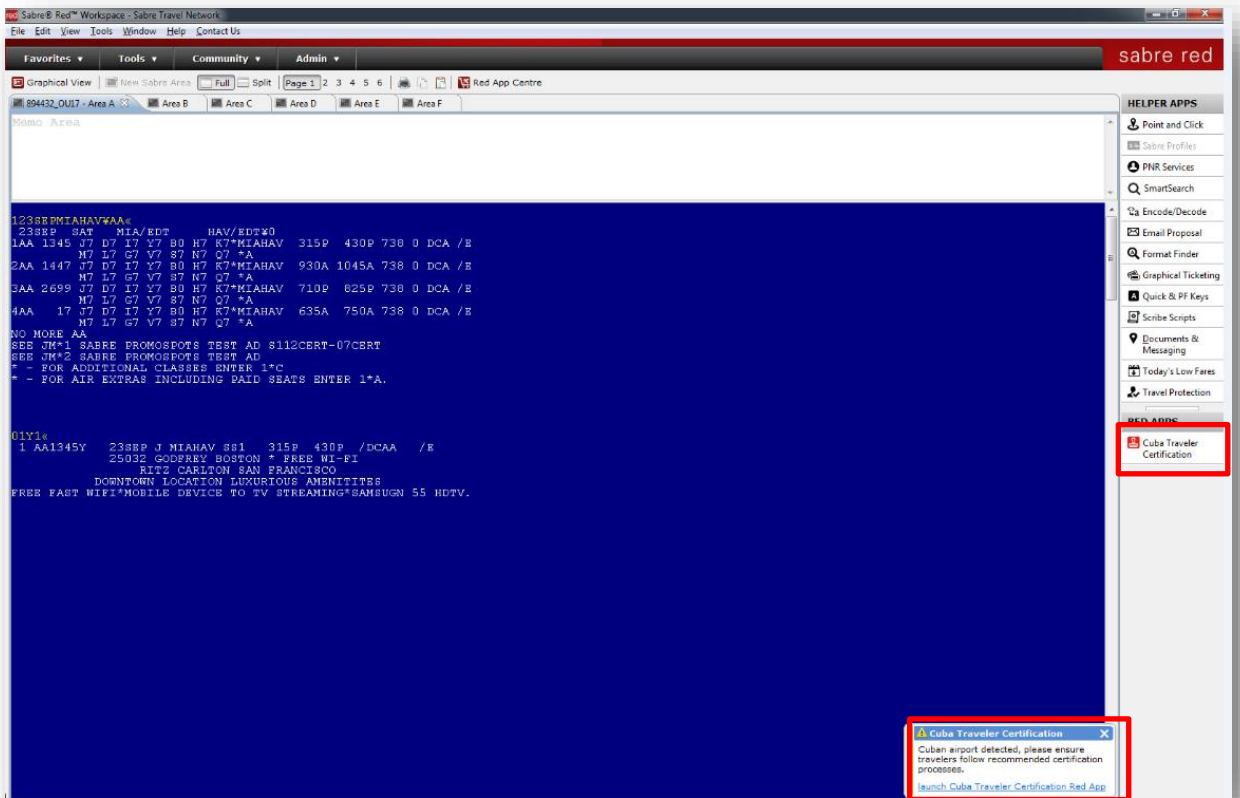
Cuba Traveler Certification supports American Airlines itineraries in addition to six already supported airlines. This resulted in a significant increase in the ability of U.S. citizens, permanent residents and those subject to U.S. jurisdiction to travel to Cuba.

DESCRIPTION

EXAMPLE

A Red App notification message populates alerting that travel has been sold to, from or within Cuba from a US point of sale.

Click the **Red App notification message** or select Cuba Traveler Certification from the Red Apps Toolbar to launch the application and open the form.



PASSENGER DATA

Verify or add required passenger data for:

- Airline SSR transmission
- ASTA approved certification letter

You may select home address from drop-down menu and passenger's purpose of travel.

The screenshot shows the Sabre Red Workspace interface. On the left, a terminal window displays the following text:

```
*A<
1.1SMITH/JOHN MR
1.AA1345Y238EP/MIHAV881 315P 430P/DCAA/B
SECURITY INFO EXISTS *P3D OR *P4D TO DISPLAY
AA FACTS
2.SSR OTHS AA 1345Y238EP/FAMILY NN1
3.SSR RETV AA HK1 MIAHAV1345Y238EP/FAMILY
OUI7,OUI7*ALU 1257/20JUL17
*P4<
AA FACTS
1.SSR DOCA AA HK1 MIAHAV1345Y238 1.1 SMITH/JOHN MR
BB/R/US/MAIN ST/DALLAS/TEXAS/1
23456
*P4<
AA FACTS
2.SSR OTHS AA 1345Y238EP/FAMILY N 1.1 SMITH/JOHN MR
N1
3.SSR RETV AA HK1 MIAHAV1345Y238 1.1 SMITH/JOHN MR
BB/FAMILY
```

On the right, the 'Cuba Traveler Certification' form is displayed. The 'Traveler Notification' tab is active. The form contains the following fields:

- Name: JOHN MR SMITH
- Home address: (dropdown menu)
- Street: MAIN ST
- City: DALLAS
- State: TEXAS
- ZIP: 7523456
- Country: US
- Travel Category: 1 - Family Visits (CFR 515561 FAMILY)

A 'Notification Registered' button is visible below the form.

There are two methods to email the certification form:

1. Send a pre-populated ASTA approved certification from Sabre Red Workspace email:

- The form includes passenger's name, home address and purpose of travel
- Email address is pre-populated

The screenshot shows the Sabre Red Workspace interface. On the left, the terminal window displays the same text as in the previous screenshot.

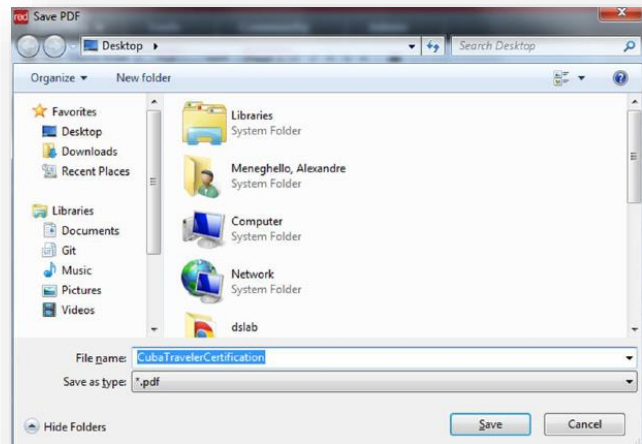
On the right, the 'Cuba Traveler Certification' form is displayed. The 'Traveler Notification' tab is active. The form contains the following fields:

- Select Passenger: @ 1.1: JOHN MR SMITH
- e-mail address: SMITHJOHN@TRAVEL.COM

A 'Generate e-mail' button is visible below the form. Below the form, there is a 'Save PDF' section with a 'Save PDF' button and a note: "Note: Passengers with less than 18 years old need be certified under an adult's travel certification form. A minor passenger cannot be self-certified."

2. Save a PDF version in your computer:

- By selecting this option, you are able to store an original non pre-filled certification form in any computer's location



REASON FOR TRAVEL SSR

Sabre has introduced a new Special Service Request (SSR) to be uniquely used for the purpose of communicating the passenger's Reason for Travel (RFTV).

Important: Use both RFTV and OTHS SSR codes when advising the reason for travel to the airline.

DESCRIPTION

Add SSR code RFTV to specify the reason for travel for passengers traveling from the United States to Cuba.

FORMAT

3RFTV(optional segment)/(required IATA reason for travel code)–
(mandatory name number when multiple passenger names are present)

3RFTV1/RELIG-1.1

REQUIRED CODES TO IDENTIFY THE REASON FOR TRAVEL

CODE	DEFINITION
FAMLY	Family visits
GOVMT	Official business of the U.S. government, foreign governments, and certain intergovernmental organizations
JOURN	Journalistic activity
PRORM	Professional research and professional meetings
EDUCA	Education activities
RELIG	Religious activities
PERFO	Public performances, clinics, workshops, athletic and other competitions, and exhibitions
SUPRT	Support for the Cuban people
HUMAN	Humanitarian projects
PRIRM	Activities of private foundations or research or educational institutes
INFOR	Exportation, importation, or transmission of information or information materials
EXPRT	Certain authorized export transactions
LICEN	OFAC specific license number follows the Code, such as Licen/112233

APPROVED REASONS FOR TRAVEL**EXAMPLE FOR NON-AA ITINERARIES**

Family visits (FAMILY)

Notes:

- **When there are multiple passengers in the PNR, name association is required.**
- **Multiple names included in a single entry are not accepted. Each passenger must be assigned their own RFTV SSR**

Official business of the U.S. government, foreign governments, and certain intergovernmental (GOVMT)

Note: When there is a single passenger in the PNR, passenger name association is not required

Journalistic activity (JOURN)

Religious activity (RELIG)

Add SSR for all segments, with Name Association, and License Number.

Notes:

If an additional RFTV SSR is added to an existing passenger and/or segment, it will be added and numbered accordingly in the PNR

3RFTV(optional segment number)/(required IATA reason code)-(name number)
3OTHS(segment number)/(required IATA reason code)-(name number)

3RFTVA/FAMILY-1.1

3OTHSA/FAMILY-1.1

3RFTV(optional segment number)/(required IATA reason code)
3OTHS(segment number)/(required IATA reason code)-

3RFTVA/GOVMT

3OTHSA/GOVMT

3RFTV(optional segment number)/(required IATA reason code)-(name number)
3OTHS(segment number)/(required IATA reason code)-(name number)

3RFTVA/JOURN-1.1

3OTHSA/JOURN-1.1

3RFTV(optional segment number)/(required IATA reason code)-(name number)
3OTHS(segment number)/(required IATA reason code)-(name number)

3RFTVA/RELIG-1.1

3OTHSA/RELIG-1.1

3RFTV(optional segment or A for all segments)/(required IATA reason code/license number-(name number)
3OTHS(A for all segments)/(IATA reason code)/license number-(name number)

3RFTVA/LICEN/123456-1.3

3OTHSA/LICEN/123456-1.3

APPROVED REASONS FOR TRAVEL

EXAMPLE FOR AA ITINERARIES

Family Visits (FAMILY)

Note: When there are multiple passengers in the PNR, name association is required

4RFTV(mandatory segment number)/(required IATA reason code)-(name number)
4OTHS(segment number)/(required IATA reason code)-(name number)

4RFTV1/FAMILY-1.1

4OTHS1/FAMILY-1.1

Educational activities and people-to-people exchanges (EDUCA)

Note: When there is a single passenger in the PNR, passenger name association is not required

4RFTV(mandatory segment number)/(required IATA reason code)
4OTHS(segment number)/(required IATA reason code)

4RFTV1/EDUCA

4OTHS1/EDUCA

Notes:

- For AA, only one RFTV SSR per passenger and per segment is permitted
- When a RFTV SSR is added to an existing passenger, the system will automatically overlay the previous RFTV SSR for the same passenger with the new one, without any warning or notice.

ADD RFTV SSR WITHOUT AN AIR ITINERARY

You have the ability to add RFTV SSR before adding air segments to the PNR.

Add RFTV SSRs without segment association

4RFTV/(required IATA reason code)-(name number)
3RFTV/required IATA reason code)-(name number)

4RFTV/FAMILY-1.1

3RFTV/FAMILY-1.1

Sabre system response:

```
*A<<
1.1NAME/A 2.1NAME/B
NO ITIN
AA FACTS
1.SSR RFTV YY NN1/FAMILY 1.1 NAME/A
GENERAL FACTS
1.SSR RFTV YY NN1/FAMILY 1.1 NAME/A
YH45.YH45*JOH 1533/01APR17
```

Once you add air segments to the PNR, the commit command (COMM) will show SSR RFTV stored in the PNR.

```
COM<<
APPLICABLE SSRS HAVE BEEN APPLIED
```

WC AND WPNCB FUNCTIONS

RFTV SSR will be applied to the applicable segment when the class of service is rebooked as a result of a WC and/or WPNCB.

PNR contains SSR RFTV (RELIG) for Segments 1 and 2 Booked in class of service Y

Sabre system response:

```
*N*I*P3*P4*P6<<
1.1NAME/A 2.1NAME/B
1 AA 17Y 20SEP W MIAHAV HK2 0715 0830 /E
2 LA2413Y 22SEP F HAVLIM HK2 1730 2150 /DCLA*FBPQJA /E
/OPERATED BY LATAM AIRLINES PERU
AA FACTS
1.SSR RFTV AA HK1 MIAHAV0017Y20S 1.1 NAME/A
EP/RELIG
GENERAL FACTS 1.SSR RFTV LA HK1 HAVLIM2413Y22S 1.1 NAME/A
EP/RELIG
RECEIVED FROM - MARTHA A1B2.A1B2*-XW 1408/07NOV16 IMXOXH H
```

Request Class of Service Change

WCAM

Sabre system response:

```
OK - CLASS OF SERVICE CHANGED
1 AA 17M 20SEP W MIAHAV SS2 0715 0830 /E
```

SSR RFTV (RELIG) is modified for both segments 1 and 2, which now contains Class of Service M

Sabre system response:

```
*N*I*P3*P4*P6<<
1.1NAME/A 2.1NAME/B
1 AA 17M 20SEP W MIAHAV HK2 0715 0830 /E
2 LA2413M 22SEP F HAVLIM HK2 1730 2150 /DCLA*FBPQJA /E
/OPERATED BY LATAM AIRLINES PERU
AA FACTS
1.SSR RFTV AA HK1 MIAHAV0017M20S 1.1 NAME/A
EP/RELIG
GENERAL FACTS
1.SSR RFTV LA HK1 HAVLIM2413M22S 1.1 NAME/A
EP/RELIG
RECEIVED FROM - MARTHA
A1B2.A1B2*-XW 1408/07NOV16 IMXOXH H
```

ADDITIONAL INFORMATION

Please, refer to *Format Finder* page [pnrfo1000](#) and [airov010](#) for more information.

Cuba Traveler Certification Quick Reference

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