

Overseas CACs

To issue or reissue an overseas CAC, the following is required:

1. Two (2) valid, unexpired, forms of identification that are approved by Federal Information Processing Standards 201-2, and one form MUST be a photo ID.
 - **Note** If names do not match on the forms of identification, proof of name change MUST be presented and MUST be original.
 - a. Acceptable proof of name change documents:
 - (1) Marriage Certificate
 - (2) Divorce Decree
 - (3) Legal Name Change (Court Document)
2. **Emergency Essential (EE) Civilian:** Must present the DD Form 2365 (Emergency Essential Position Agreement), DD Form 1610 (Travel Orders), SF-50 (Notification of Personnel Action), and DD Form 1172-2 (Application for Identification Card/DEERS Enrollment). CACs cannot be issued prior to three days from the start date on documentation.
 - **Note** DD Form 1172-2, Box 21 MUST state that the employee is designated as Emergency Essential, read that overseas privileges are authorized, i.e. Commissary, Exchange, and Morale, Welfare, and Recreation (MWR) privileges, and the form MUST be authorized and signed by the personnel servicing agency.
3. **Civilian (Not Emergency Essential):** Must be issued overseas CAC at overseas location.
4. **Contractor:** Must provide Synchronized Pre-deployment & Operational Tracker (SPOT) Letter of Authorization (LOA).
 - **Note** Must read that overseas privileges are authorized, i.e. Commissary, Exchange, and Morale, Welfare, and Recreation (MWR) privileges. The employee must be authorized to Accompany the Forces (CAAF) by checking the box labeled CAAF in the Contractor status section.

Lost, Missing, Destroyed, Confiscated, or Stolen CAC

ALL CAC HOLDERS are required to submit documentation from the security office, supervisor, or CAC sponsor confirming that the CAC has been reported lost or stolen (DoDM 1000.13-M-V1, encl. 2, subpar. 5.c.(3)). An Official Police or Military Police report will be accepted in place of the Lost or Stolen CAC statement. The letter/report MUST include today's date, name and signature of CAC holder, place of incident, circumstances of the loss or theft, and name and signature of security office, supervisor, or CAC sponsor confirming that the CAC has been reported lost or stolen. If an ID Card/CAC is confiscated by Military Police at MCB Quantico gates, they will issue the card holder a "Confiscated AFID Card Receipt" to bring to DEERS. If any lost or stolen CAC/ID is found, please return to ANY DEERS ID Card Center for proper destruction.