

SecuritySmart

Proof of United States Citizenship for the Badge Office

The Badge Office is required by law to verify US citizenship. The following lists the acceptable documents that individuals can bring to the Badge Office.

Native-born US Citizens

Primary Evidence

For an individual born in the United States, a current United States passport or a birth certificate are the primary and preferred means of citizenship verification. Acceptable birth certificates must show that the record was filed shortly after birth and must be certified with the registrar's signature. The birth certificate must bear the raised, impressed, or multi-colored seal of the registrar's office. The only exception is if a state or other jurisdiction does not issue such seals as a matter of policy. Uncertified copies of birth certificates are not acceptable. A delayed birth certificate (one created when a record was filed more than one year after the date of birth) is acceptable if it shows that the report of birth was supported by acceptable secondary evidence of birth.

Secondary Evidence

Secondary evidence may include baptismal certificates, hospital birth records, or affidavits of persons having personal knowledge about the facts of the birth. Other documentary evidence can be early census, school, or family records; newspaper files; or insurance papers. All documents submitted as evidence must be original or certified.

Note: An expired US passport is no longer acceptable as proof of US citizenship.

Naturalized US Citizens

For an individual claiming citizenship by naturalization, a Certificate of Naturalization (Form N-550 or N-570) showing the worker's name is required.

Foreign-born US Citizens

For an individual claiming citizenship acquired by birth abroad to a US citizen, one of the following (showing the individual's name) is required:

- Certificate of Citizenship (Form N-560 or N-561),
- Report of Birth Abroad of a Citizen of the United States of America (State Department Form FS 240),
- Certificate of Birth (Form FS 545 or DS 1350),
- A current US passport; or
- Record of Military Processing-Armed Forces of the United States (DD Form 1966), provided it reflects that the individual is a US citizen.

Resources

- Badge Office, 667-6901, badge@lanl.gov
- Security Help Desk, 665-2002, security@lanl.gov