

LANL Badge Office Identification Checklist

The LANL Badge Office is required to verify identity and citizenship as well as provide enrollment into Federal Government systems, all provided identification must be issued by State or Federal Government.

Before going to the Badge Office, make sure you have at least two valid forms of identification documentation, if documents do not match exactly another form of ID may be required (see below):

1. Photo Identification (Choose One)

- ☐ Current Real ID (must not say "NOT FOR FEDERAL USE")
- ☐ Temporary Real ID that clearly indicates it is a Real ID or displays a star
 - *Not a mobile temporary Real ID
- ☐ Current Tribal Identification Card
- ☐ Current DoD CAC (Common Access Card)

Requirements

*Document is not expired

2. Required Proof of U.S. Citizenship (Choose One)

- ☐ Current Passport or Passport Card
 - ☐ Expired Passport or Passport Card plus a Real ID
 - ☐ Current DOE Badge
 - ☐ Birth Certificate plus a Real ID
 - *Not a hospital birth certificate
 - ☐ Certificate of Birth Abroad plus a Real ID
 - ☐ Certificate of Naturalization plus a Real ID
 - ☐ Certificate of Indian Blood plus a Real ID or Tribal ID Card
 - ☐ Enhanced Driver's License (Michigan, Minnesota, New York, Vermont, or Washington only) for enrollment purposes another form of ID will be required.
 - ☐ Tribal Identification Card
 - ☐ DD Form 1966
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3. Access to LANL Networks and Systems

Prior to authorizing access to LANL networks and systems the Federal Government requires identification proofing. The required identification documents are similar to listings 1 and 2 above requirements needed to obtain a badge but allow for a wider variety of forms to be used for this purpose. See the following web page for more information. <https://www.gsa.gov/federal-credentialing-services/get-appointment-help/bring-required-documents?topnav=federal-credentialing-services>

Please note that the documentation on this web page is for network access only and proof of identification and citizenship must also be provided from the previous listings.

At least 2 matching forms of identification must be provided, if the proof of citizenship does not match your Real ID please see above link for additional acceptable documents.

Foreign National Applicants

☐ Current passport from country of citizenship

☐ Resident Alien Card (if applicable)

***In addition to any work authorization documents you have been asked to provide.**

Documents That Are NOT Accepted for Proof of Identity or Citizenship

☐ Expired Real ID

☐ Expired passport (unless accompanied by a Real ID as noted above), another form of ID from this [web page](#) will also be required if expired.

☐ Driver's license marked "NOT FOR FEDERAL USE"

☐ A Social Security card cannot be used as a primary form of identification or as proof of citizenship and cannot be used to obtain a badge but may be used for network access purposes.

☐ Non-Real-ID-compliant driver's license

☐ International Driver's License

☐ Employer-issued ID card (unless issued by a U.S. Government agency)

☐ Photocopies or pictures of documents

Final Verification Before Your Appointment

☐ I have at least 2 acceptable documents from list 1 and list 2. (names must match, or a linking document must be provided)

☐ My photo ID is current and valid.

☐ My citizenship document is acceptable for my situation.

☐ All documents show my legal name.

☐ My documents match my LANL employee record exactly.

☐ None of my documents are photocopies, photos, or otherwise unacceptable.

Most common combination for a first-time U.S. citizen applicant:

☐ Current Real ID

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☐ Current U.S. Passport or;

☐ Birth Certificate issued by State of Birth Vital Statistics Office (<https://www.vitalchek.com/v/>)

Note- the 2 forms of identification must match, if your RealID name differs from the name on your Birth Certificate please bring a form of ID that matches your birth certificate from [this listing](#).

This combination typically satisfies both matching identity and citizenship verification requirements.

Please contact badge@lanl.gov or call 505-667-6901 if you have any questions.