



DEPARTMENT OF THE NAVY
NAVAL SUPPORT ACTIVITY ANNAPOLIS
58 BENNION ROAD
ANNAPOLIS, MD 21402

8 March 2019

Dear Midshipman Parent Class of 2023,

Congratulations on your son's or daughter's acceptance to the United States Naval Academy (USNA). The Naval Support Activity Annapolis (NSAA) provides base operating support services to USNA, including security and access vetting to ensure your sons and/or daughters are in the safest environment possible.

For pedestrian access to the installation you may utilize our visitor access center located at Gate 1 of the Naval Academy to walk onto the installation daily during visiting hours between sunrise and 1700/sunset, whichever is later. Pedestrians must show a U.S. Department of Homeland Security REAL ID Act compliant government photo ID card, U.S. passport or foreign passport. Visitors younger than 18 years old are allowed pedestrian access if they are accompanied by an adult with a valid REAL ID Act compliant ID, or U.S. or foreign passport.

For unescorted driving access to the installation you will need acceptable identification credentials (e.g. Military Active Duty CAC, Military dependent and Military Retiree ID cards, DOD CAC). If you do not have any of the acceptable identification credentials and would like to have driving access you will need to fill out the attached SECNAV 5512.1 form to apply for a Defense Biometrics Identification System (DBIDS) photo ID. To safeguard your Midshipman, we are required to verify the identity of all personnel receiving a DBIDS card or pass via a background check through the National Crime Information Center (NCIC). The ability to drive on the "Yard," may be of value for parents who reside within a reasonable distance from Annapolis, but for those outside of the Annapolis area and will not be driving here regularly there may be very little reason to go through the effort of gaining vehicle access. During high visitation periods such as Graduation Week and Plebe Parent's Weekend, DBIDS passes for parents are limited to drop off and are not accepted for parking on the Yard due to the large volume of traffic.

You are not required to complete the SECNAV 5512.1 form on I-Day but rather, may do so anytime during the year. Our regular business hours for DBIDS issuance is Monday-Friday, 0700-1400. The form may be completed and hand carried to the Pass and ID office located inside the Visitor Access Center near Gate 1 or mailed back to the below address. Again, the form is only necessary for unescorted driving access.

Pass and ID Office/Security
USNA
BLDG 351/Visitors Access Center
Annapolis, MD 21402

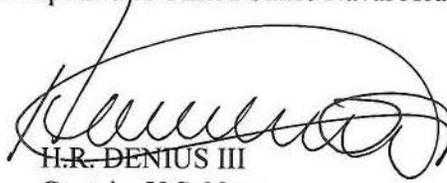
At this time DBIDS cards are limited to parents and/or guardians entered into the Midshipman website by your Midshipman. If they do not complete the entries on I-Day they will be able to complete them on Plebe Parent Weekend. Processing of a DBIDS photo ID typically takes approximately 10 - 15 minutes per person.

Please note, the DBIDS photo ID is not vehicle specific; it can be used with either a personal or rental car. However, **it is valid only for the person to whom the card is issued to for three years.** After three years, you will be required to renew your DBIDS card or pass. If your Midshipman is no longer enrolled, your DBIDS card or pass is no longer valid and must be returned either by mail or walk-in.

Security is a serious issue and I ask your assistance by safeguarding your DBIDS photo ID. If your DBIDS photo ID is lost, please report its loss to parking.nsaafcm@navy.mil. Ensure you include your full name, Midshipman's name and Alpha number when reporting a lost or stolen DBIDS card.

Again, there are times during the year when your DBIDS photo ID will allow access to the "Yard" for pick up and drop off, but NOT parking. These periods include, the periods when the Academy is most visited (eg. Commissioning Week).

On behalf of all of us at Naval Support Activity Annapolis and United States Naval Academy, we welcome you to Annapolis.



H.R. DENIUS III
Captain, U.S. Navy
Commanding Officer

HOW TO COMPLETE FORM 5512.1

Plebe Parents must complete the enclosed Form 5512.1 to receive a DBIDS I.D. (MPP card) and mail back to the address included with the welcoming letter or hand carry to the Pass&ID office located in the Visitor Access Center (VAC) located at Gate 1.

Midshipmen parents must complete **ALL** areas highlighted in "yellow" before we will process a DBIDS I.D (MPP card) for driving privileges onto the Yard.

Block #14 is highlighted under Social Security Number **AND** Driver's license; this is necessary to complete the background process. You may substitute your Passport Number in lieu of a Social Security Number but we must have either/or of these document numbers reflected.

Block #25 Base Sponsor's Name would be your Midshipman's name; an Alpha number if you know what it is but not necessary.

Block #26 Sponsor Phone would be your Midshipman's cell phone number

This DBIDS I.D. (MPP card) is not required however, if you wish drive on access to the Yard, it is recommended you obtain one.

The Form 5512.1 is only for the parents or stepparents of the Midshipman listed in the Mids. System per your Midshipman; it is not issued to other family members however; they may accompany you in the vehicle with a government issued photo ID.

This DBIDS I.D. (MPP card) may also be used as identification if you enter via a pedestrian Gate.

Active or Retired Military may use their Military I.D. if they prefer to do so in place of the DBIDS I.D. (MPP card)

** Please contact the Pass&ID office via email at parking.nsaafcm@navy.mil if you have any questions about this DBIDS I.D. (MPP card)