

Facility Access Badge Request

PRIVACY ACT STATEMENT

PRINCIPLE PURPOSE(s): To request facility access badge and area access for Alaska National Guard facilities

ROUTINE USE(S): To request initial facility access and to update access on current issued badge

DISCLOSURE: Voluntary. However, failure to provide all the requested information will result in access badge request being denied.

SUBJECT INFORMATION*

LAST NAME (add suffix)	FIRST NAME	Prefix/Rank	PRIMARY PHONE (Cell)	Unit/division
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SUPERVISOR/SPONSOR:

LAST NAME (add suffix)	FIRST NAME	DATE	TITLE	Unit/division
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EMAIL ADDRESS	SIGNATURE	REQUESTED ACCESS: HOURS
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Certain areas require POC signature and or memorandum for access

BLDG 49000: JFHQ- A-Wing- Vehicle Gate- OFFICE/ROOM: C-216 C-207 & 208 CONF- A H C-209,214 G3,G4- B I C-218-222 TAG Door- D J C-216 Master- E K F L G M	CSMS/OMS: CSMS- OMS- BLDG 49140: Infantry Command Staff- Main Door + Vehicle Gate- USPFO 49139: Front & Back Doors- CIF- Warehouse-	BRYANT AIRFIELD: BAF 432 BN HQ - BAF 437 MX - BAF 437 Gate- Flight OPS- Hanger 6-
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Areas unlisted requiring access:

A-11 (Restricted):	NEC Office:
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C104 (Restricted):	Federal Room:
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Telephone Frame:	JOC (Restricted):
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NOTES:

APPROVING AUTHORITY: (Security Office)

(Last, First)	(Signature)	(Date)	(Badge ID #)
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BADGE HOLDER AGREEMENT: (Recipient)

(Badge Holder Last, First MI)	(Badge Holder Signature)	(Date)
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*NOTE: Subject and supervisor section must be filled and signed completely in order for the request to be processed, otherwise the document will be returned to the applicant.

1. Not allow any other person to utilize my badge
2. Not allow anyone to "tailgate" or "piggy back" through facility doorways, unless escorting them as a registered visitor
3. Return my access badge to the Armory Security Personnel upon permanent departure from the AKOM