

Termination of Civilian Retiree ID Cards Frequently Asked Questions (FAQs)

QUESTION 1: "How can I gain access to the facilities I was using before?"	1
QUESTION 2: "I'm a retired DoD civilian who has been retired for more than 120 days. Where can I get a copy of my SF-50?"	1
QUESTION 3: "I'm a retired DoD civilian who has been retired for less than 120 days. Where can I get a copy of my SF-50?"	1
QUESTION 4: "Does this affect my access to facilities/benefits?"	2

QUESTION 1: "How can I gain access to the facilities I was using before?"

Answer: Individual installation access remains at the direction of the installation commander. The DoD's approved alternative to the DoD ID card for DoD civilian retirees is a REAL ID Act-compliant ID or driver's license, and a retirement document (i.e., Standard Form-50, Notification of Personnel Action, or other official DoD agency civilian employee retirement document).

QUESTION 2: "I'm a retired DoD civilian who has been retired for more than 120 days. Where can I get a copy of my SF-50?"

Answer: DoD civilian retirees can request replacement retirement documentation from their local Human Resources office or the Civilian Personnel Records office at the National Archives and Records Administration (NARA) National Personnel Records Center.

- Please visit the NARA website for more information:
<https://www.archives.gov/personnel-records-center/civilian-non-archival>
 - You can locate your Human Resources office and point of contact at the Office of Personnel Management's Benefits Officers Database:
<https://www.opm.gov/retirement-services/benefits-officers-center/agency-benefits-officers>
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QUESTION 3: "I'm a retired DoD civilian who has been retired for less than 120 days. Where can I get a copy of my SF-50?"

Answer: DoD civilian retirees can request replacement retirement documentation from their Human Resource office using the Office of Personnel Management's Benefits Officers Database: <https://www.opm.gov/retirement-services/benefits-officers-center/agency-benefits-officers>

- Please note: NARA will not be able to support the request if the person separated in the last 120 days. Please visit the NARA website for more information: <https://www.archives.gov/personnel-records-center/civilian-non-archival>

QUESTION 4: "Does this affect my access to facilities/benefits?"

Answer: No, installation access, including the limited use of Morale, Welfare and Recreation (MWR) activities, remains at the discretion of the installation commander. Please consult your local installation for installation-specific access procedures and policies.