DEPARTMENT OF THE AIR FORCE
HQ AIR FORCE SECURITY FORCES CENTER

27 OCT 2006

MEMORANDUM FOR SEE DISTRIBUTION LIST

FROM: HQ AFSFC/CC
1517 Billy Mitchell Blvd, Bldg 945
Lackland AFB TX 78236-0119

SUBJECT: Confiscation of Identification Credentials by Security Forces

1. This memorandum gives guidance on when Security Forces should confiscate ID cards. Per AFI 36-3026(I), *Identification Cards for Members of the Uniformed Services, their Eligible Family Members, and other Eligible Personnel,* Security Forces may confiscate ID cards when:

a. Fraudulently used
b. Presented by a person not entitled to its use
c. Expired
d. Mutilated or altered

2. Good judgment is needed in deciding whether to confiscate for mutilation. Key considerations are 1) the extent of the damage, and 2) whether it appears to be deliberate. If a card is damaged to the point the bearer cannot be identified, or expiration dates and biographic info is unreadable, confiscation is generally appropriate. Evidence of deliberate alteration includes damage to the holographic seal; jagged or roughly rounded corners; and lamination that has been removed or repaired to the point where alteration of printing or photos is suspected.

3. When the ID card is damaged through normal wear and tear, and the identity of the holder is not in question, the holder should be allowed to keep the card and told to replace it ASAP.

4. Receipt for confiscated identification via AF Form 52, *EvidenceTag,* and document the confiscation in the Security Forces blotter. When appropriate, the cardholder may be issued a temporary pass. Forward a copy of the pass to the individual's unit. Per AFI 36-3026(I), the cardholder shall be advised that they may request a Security Forces supervisor to review the confiscation decision. Report suspected credential alteration or counterfeiting to SFOI or AFOSI.

5. My POCs are Mr. Ken Saxon and MSgt Gloria Ornelas, HQ AFSFC/SFOP, at DSN 945-5641/7025 or commercial (210) 925-5641/7025.

ROBERT W. TIREVOLD, Colonel, USAF
Commander

Attachment:
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