



DEPARTMENT OF THE AIR FORCE
86TH AIRLIFT WING (USAFE)

Date: _____

MEMORANDUM FOR RAPIDS/DEERS FACILITY (ID CARDS)

FROM: _____
(CPO/HRO or other personnel office)

SUBJECT: Report of Lost, Stolen or Destroyed Identify Credential (CAC/ID Card)

1. _____
Card holder's Full Name (list sponsor's name in parenthesis if for dependent)

reported their or their dependent's identification (ID) card as lost / stolen / destroyed (circle one), in the vicinity of _____, on/about _____.

2. I have instructed above listed card holder to report to their local Military Law Enforcement Desk for completion of AF Form 1168, Statement of Suspect/Witness/Complainant (Ramstein's LE desk is located in Bldg. 2371). The member has also been directed to return the CAC/ID card, if found, to the nearest RAPIDS/DEERS Facility (ID Card Office).

3. The individual has also been advised of their responsibility to maintain control of Government Property in their possession and the seriousness of possible compromise of physical and logical access security.

(SIGNATURE HR REPRESENTATIVE)

1st Ind, Military Law Enforcement Desk

MEMORANDUM FOR RAPIDS/DEERS FACILITY (ID CARDS)

Above listed member has completed AF Form 1168, Statement of Suspect/Witness/Complainant. The individual will bring this memo (or AF Form 1168) and two unexpired forms of ID with them to the nearest RAPIDS/DEERS Facility (ID Card Office) for issuance of a new CAC/ID card.

(LAW ENFORCEMENT DESK POC)