



Navy Enabler

Screenshots for Registration of Navy Local Population Applicant

Version 1.0



Prepared by:

Enabler Application Support Team

REVISION HISTORY

Version	Date	Author	Description
0.1	9/16/2013	K.Gemmell	Draft document
0.2	9/16/2013	D.Fisher	Edits
1.0	9/16/2013	M.Duncan	Final Document


CONFIDENTIALITY CLAUSE

This document is marked Proprietary Material. Care must be taken to prevent the distribution of this document or any of its parts to anyone who is not directly involved with this project.

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Application Launch



OMB Control Number 0703-XXXX Expires MM/DD/YYYY
Welcome Super Administrator
System Admin, Program: 00001
USN
Max Sep 16 12:21 EDT

Navy Access Control Management System

Credential Application

Privacy Act Statement follows:

AUTHORITY: 10 U.S.C. 5013, Secretary of the Navy; 10 U.S.C. 5041, Headquarters, Marine Corps; OPNAVINST 5530.14E, Navy Physical Security; Marine Corps Order 5530.14A, Marine Corps Physical Security Program Manual; and E.O. 9397 (SSN), as amended, SORN NM05512-2.

PURPOSE(S): To control physical access to Department of Defense (DoD), Department of the Navy (DON) or U.S. Marine Corps Installations/Units controlled information, installations, facilities, or areas over which DoD, DON, or U.S. Marine Corps has security responsibilities by identifying or verifying an individual through the use of biometric databases and associated data processing/information services for designated populations for purposes of protecting U.S./Coalition/allied government/national security areas of responsibility and information; to issue badges, replace lost badges, and retrieve passes upon separation; to maintain visitor statistics; collect information to adjudicate access to facility; and track the entry/exit times of personnel.

ROUTINE USE(S): To designated contractors, Federal agencies, and foreign governments for the purpose of granting Navy officials access to their facility.

DISCLOSURE: Providing registration information is voluntary. Failure to provide requested information may result in denial of access to benefits, privileges, and DoD installations, facilities and buildings.

Agency Disclosure Statement follows:

The public reporting burden for this collection of information is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Washington Headquarters Services, Executive Services Directorate, Information Management Division, 4800 Mark Center Drive, East Tower, Suite 02G05, Alexandria, VA 22350-3100 (OMB 0703-XXXX). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.

Proof of Identity

OMC Control Number 0701-XXXX Expires MM/DD/YYYY
Welcome Super Administrator
Main Menu, Programs, Logout
USA
Max Sep 16, 12:21 EDT

Navy Access Control Management System

Credential Application

Help Profile Home Menu Sign Out

Actions Save Save/Continue Submit

Proof of Identity	ID	New	Name	Card Type	(Undetermined)	Barcode	(Not assigned)	EDI	(Not selected)
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Application Submitted Sponsor Approved Confirm Identity Biometrics Captured Investigating Background Applicant Approved Print ID Credential Activated

Proof of Identity Details

Delivery print

Sponsor Proof Type: [dropdown] [error icon]

Privileges Proof Number: [input] [error icon]

Vehicles Expiration: [input] [error icon]

Biometric Add New

Comments

Additional Documents

Icon Legend

- [red X icon] Item is missing or invalid and is required for this step.
- [yellow star icon] Item is missing or invalid and will be required for a later step.
- [yellow checkmark icon] Item is missing but is not required.
- [green checkmark icon] Item is valid and complete.
- [grey X icon] Tab is designated as Read-Only.

Applicant Information



Navy Access Control Management System

OMB Control number 0703-XXX Expires MM/DD/YYYY
Welcome Super Administrator
System Admin, Program: 00001

Tue, Sep 17, 2014 8:07
Credential Application

[Help](#) | [Profile](#) | [Home](#) | [Menu](#) | [Sign Out](#)

Actions Save Save/Continue Submit

Proof of Identity	ID	New	Name	Card Type	(Undetermined)	Barcode	(Not assigned)	EDI	(Not selected)
Applicant Information	Application Submitted → Sponsor Approved → Confirm Identity → Biometrics Captured → Investigating Background → Applicant Approved → Print ID → Credential Activated								
Personal Information	Issuing Location: (choose) ✖ Card Type Requested: (choose issuer first) ✖								
Sponsor	Card Sub-type: ✖								
Privileges	Additional Comments: ✔								
Vehicles	Last Name: ✖								
Biometric	First Name: ✖								
Comments	Middle Name: ✔								
Additional Documents	Address Country: ✖ Street Address: ✖ City: ✖ State: ✔ Postal Code: ✔ E-mail: ✖ Phone: ✖ Mission Essential: <input type="radio"/> Yes <input checked="" type="radio"/> No Residence Permit Required: <input type="radio"/> Yes <input checked="" type="radio"/> No Work Permit: <input type="radio"/> Yes <input checked="" type="radio"/> No Pass Expiration Date Requested: <input type="text"/> ✔ Sign in Privileges: <input type="radio"/> Yes <input checked="" type="radio"/> No FPCON Restriction: ✔ Applicant Justification for Credential: ✖								

Icon Legend

- ✖ Item is missing or invalid and is required for this step.
- ✔ Item is missing or invalid and will be required for a later step.
- ✔ Item is missing but is not required.
- ✔ Item is valid and complete.
- ✔ Tab is designated as Read-Only.

Personal Information

OMB Control Number 0703-XXXX Expires MM/DD/YYYY
Welcome Super Administrator
Navy Access Control Management System
Max Sep 15, 2015 ADT
Credential Application
Help Profile Home Menu Sign Out

Actions Save Save/Continue Submit Approve Reject

Proof of Identity ID New Name Card Type (Undetermined) Barcode (Not assigned) EDI (Not selected)

Applicant Information Application Submitted Sponsor Approved Confirm Identity Biometrics Captured Investigating Background Applicant Approved Print ID Credential Activated

Personal Information Country of Citizenship: [dropdown] ✓

Sponsor Company: [dropdown] ✓

Sponsor Job title: [dropdown] ✓

Privileges Service Branch: (choose) [dropdown] ✓

Vehicles Grade: (choose) [dropdown] ✓

Biometric Date of birth: [dropdown] ✓

Location Access Weight: [dropdown] Pounds [dropdown] ✓

Comments Height: [dropdown] Ft [dropdown] in [dropdown] Inches ✓

Additional Documents Gender: [dropdown] ✓

Eye: [dropdown] ✓

Hair (color): [dropdown] ✓

Icon Legend

- Item is missing or invalid and is required for this step.
- Item is missing or invalid and will be required for a later step.
- Item is missing but is not required.
- Item is valid and complete.
- Tab is designated as Read-Only.

Sponsor

The screenshot displays the 'Navy Access Control Management System' interface for a 'Credential Application'. The top navigation bar includes the system logo, OMB Control Number 0703-XXXX, a 'Welcome Super Administrator' message, and the user's name 'Super Admin, Department: Inact'. The date 'Mon Sep 14, 2015 15:ADT' is shown. A secondary navigation bar contains 'Help', 'Profile', 'Home', 'Menu', and 'Sign Out' buttons.

The main content area features a 'Proof of Identity' table with columns for ID, New, Name, Card Type (Undetermined), Barcode (Not assigned), and EDI (Not selected). Below this is a progress bar with steps: Application Submitted, Sponsor Approved, Confirm Identity, Biometrics Captured, Investigating Background, Applicant Approved, Print ID, and Credential Activated.

Two main sections are visible: 'Sponsor Search' and 'Current Sponsor(s)'. The 'Sponsor Search' section contains a search box and a form with the following fields: Title, Email, First Name, Middle Name, Last Name, Phone Number, and Location Name. A 'Show' button is located at the bottom of the form. The 'Current Sponsor(s)' section displays the message: 'No Sponsor Details Present. Use the search function to the left to add sponsors.'

An 'Icon Legend' is located in the bottom left corner, defining the status of various items:

- Item is missing or invalid and is required for this step.
- Item is missing or invalid and will be required for a later step.
- Item is missing but is not required.
- Item is valid and complete.
- Tab is designated as Read-Only.

Biometrics

Fingerprints not applicable to US Citizens

The screenshot displays the 'Navy Access Control Management System' interface for a 'Credential Application'. At the top right, it shows 'OMB Control Number 0703-XXXX Expires MM/DD/YYYY', 'Welcome Super Administrator', and 'NAVAL SECURITY FORCE BARRACK'. The date 'Mon Sep 18, 2010 10:ADT' is also visible. A navigation bar includes 'Help', 'Profile', 'Home', 'Menu', and 'Sign Out'.

The main interface features a sidebar with a list of application sections: Proof of Identity, Applicant Information, Personal Information, Sponsor, Privileges, Vehicles, Biometric, Location Access, Comments, and Additional Documents. Each section has a status icon (red X, yellow star, green checkmark, or blue X).

The central area shows a progress bar with steps: Application Submitted, Sponsor Approved, Confirm Identity, Biometrics Captured, Investigating Background, Applicant Approved, Print ID, and Credential Activated. Below this, there are three main sections: 'Photo', 'Signature', and 'Fingerprints'. Each section has a 'Capture' button and a 'Delete' button. The 'Fingerprints' section shows a status of 'NOT YET RECEIVED'.

An 'Icon Legend' is located at the bottom left, defining the status icons: a red X for 'Item is missing or invalid and is required for this step', a yellow star for 'Item is missing or invalid and will be required for a later step', a green checkmark for 'Item is missing but is not required', a green checkmark for 'Item is valid and complete', and a blue X for 'Tab is designated as Read-Only'.

Vehicles - Optional

The screenshot displays the 'Navy Access Control Management System' interface for a 'Credential Application'. The top navigation bar includes the system logo, a header with 'Navy Access Control Management System', and a 'Credential Application' title. A secondary header shows 'OMB Control Number 0703-XXXX Expires MM/DD/YYYY', 'Welcome Super Administrator', and 'NAVAL SECURITY FORCE BARRAIN'. The date 'Mon Sep 14, 2015 10:47' is also present. A navigation menu contains 'Help', 'Profile', 'Home', 'Menu', and 'Sign Out'.

The main content area features a sidebar on the left with tabs for 'Proof of Identity', 'Applicant Information', 'Personal Information', 'Sponsor', 'Privileges', 'Vehicles', 'Biometric', 'Location Access', 'Comments', and 'Additional Documents'. The 'Vehicles' tab is active, showing a 'Vehicle Details' form. The form includes fields for 'License Number', 'Country', 'Owner', 'Make', 'Model', 'Year', 'Body Type', 'Color', 'Tag ID', 'VIN', and 'Remarks'. A 'Delete' button is located to the right of the form. A progress bar at the top of the form area shows steps: 'Application Submitted', 'Sponsor Approved', 'Confirm Identity', 'Biometrics Captured', 'Investigating Background', 'Applicant Approved', 'Print ID', and 'Credential Activated'. The 'Confirm Identity' step is currently active.

An 'Icon Legend' box is located at the bottom left of the page, defining the status of various icons used in the interface:

- Item is missing or invalid and is required for this step.
- Item is missing or invalid and will be required for a later step.
- Item is missing but is not required.
- Item is valid and complete.
- Tab is designated as Read-Only.