

## PIV IDENTITY DOCUMENTATION CRITERIA

The following criteria must be met by all VA employees, contractors, and affiliates prior to being issued a PIV card, or Non-PIV Card.

FIPS 201-1, Section 2.2 states the applicant shall be required to provide two original forms of identity source documents. The identity source documents must come from the list of acceptable documents included in *Form I-9, OMB No. 1115-0136, Employment Eligibility Verification*. At least one document shall be a valid State or Federal government-issued picture identification (ID).

**Table of Accepted Identification (From Form I-9)**  
**Last Update: January 7, 2008**

Picture ID From Federal or State Government	Non-Picture ID or Acceptable Picture ID not issued by Federal or State Government
<ul style="list-style-type: none"><li>• State-Issued Drivers License</li><li>• State DMV-Issued ID Card</li><li>• U.S. Passport (unexpired or expired)</li><li>• Military ID Card</li><li>• Military Dependent's card</li><li>• US Coast Guard Merchant Mariner card</li><li>• Foreign Passport with appropriate stamps</li><li>• Permanent Resident Card or Alien Registration Card with a photograph (INS Form I-151 or I-551)</li><li>• ID Card issued by federal or state government agencies provided it includes a photograph.</li></ul>	<ul style="list-style-type: none"><li>• Social Security Card</li><li>• Certified Birth Certificate</li><li>• State Voter Registration Card</li><li>• Native American Tribal Document</li><li>• Certificate of U.S. Citizenship (INS Form N-560 or N-561)</li><li>• Certificate of Naturalization (INS Form N-550 or N-570)</li><li>• Certification of Birth Abroad Issued by the Department of State (Form FS-545 or Form DS-1350)</li><li>• Permanent or Temporary resident card.</li><li>• ID Card issued by local government agencies provided it includes a photograph or includes the following information: name, date of birth, gender, height, eye color, and address</li><li>• Non-photo ID Card issued by federal or state government agencies provided it includes the following information: name, date of birth, gender, height, eye color, and address</li><li>• School ID with photograph</li><li>• Canadian Drivers License</li><li>• US Citizen ID Card (Form I-179)</li></ul>

1. Two forms of identification are required from the above list of acceptable documents. Either of the following is accepted:

a. Two forms of identification from the left column (Federal or State Government issued picture ID).

## PIV IDENTITY DOCUMENTATION CRITERIA

- b. One form of identification from the left column (Federal or State Government issued picture ID) and one form from the right column (Non-Picture ID or Acceptable Picture ID not issued by Federal or State Government).
2. Two forms of identification are required from the above list of acceptable documents. Either of the following is accepted:
- c. Two forms of identification from the left column (Federal or State Government issued picture ID).
  - d. One form of identification from the left column (Federal or State Government issued picture ID) and one form from the right column (Non-Picture ID or Acceptable Picture ID not issued by Federal or State Government).
3. The following rules apply for form identification:
- a. Any form of identification used for ID proofing may not be expired (except U.S. Passport)
  - b. Department of Veterans Affairs site/facility badges are not accepted as a valid form of identification.
  - c. VA PIV Cards are federally issued ID cards and can be used as a valid form of identification.
  - d. Handwritten or photocopied documents are not accepted.
  - e. An ID issued before a legal name change (e.g. birth certificate or driver's license) can be presented as one form of ID if a legal document (e.g. marriage certificate/license or a court order) is also presented linking the previous name to the current legal name. The linking document has to display both the former and current legal names. Both documents must be valid and not expired (except U.S. Passport). For example, a married woman may use both a certified copy of her birth certificate displaying her maiden name and a driver's license displaying her married name as the 2 forms of ID compliant with PIV Guidelines, as long as she provides a marriage license displaying both her maiden name and married name.
  - f. The Applicant's name listed on the VA PIV Registration Portal, Request for One-VA Identification Card, must match the name on one of the IDs presented by the Applicant.
  - g. The names on both forms of ID presented for ID proofing must match exactly. If one form of ID has a middle name or initial, the other form of ID must have a matching middle name or initial. One form can contain a middle name and the other can have a middle initial as long as they match. ALL

## **PIV IDENTITY DOCUMENTATION CRITERIA**

names must be accounted for on both forms of ID. Please see the acceptable and unacceptable ID proofing examples provided below.

### **ACCEPTABLE NAME VARIATIONS**

ID # 1 – John Henry Smith; ID # 2 – John Henry Smith

ID # 1 – John H. Smith; ID # 2 – John H. Smith

ID # 1 – John Henry Smith; ID # 2 – John H. Smith

### **UNACCEPTABLE NAME VARIATIONS**

ID # 1 – John Henry Smith; ID # 2 – John Smith

ID # 1 – John H. Smith; ID # 2 – John Smith