



DEERS/RAPIDS ID CARD SUPPORT

Department of Defense **DEERS/RAPIDS ID Card Office** located inside US Embassy Manila will switch to an appointment system effective 3 February 2010. Walk-ins will no longer be accepted.

Window #3 Social Security Office

US Embassy Manila
JUSMAG, Philippines

The 1st and 3rd Wednesday of Every Month
By Appointment ONLY.

You may make appointments by clicking the link below*:

<https://es.cac.navy.mil/>

and click on:

[US Embassy Manila, Philippines](#)

You must arrive 30 minutes prior to your appointment.

One appointment per family.

Closed All US and Philippine Holidays

In addition there is always the possibility of unannounced closures due to mission requirements or system failure.

* If you do not have computer access and cannot make an appointment online you may call Sonia at (02) 301-2493.

All Adults Must Have 2 Forms of ID at the DEERS Office. You will also have to leave one at the gate.

1st form of ID Must be Picture ID

DoD ID Card

Passport

Postal Card

Drivers License

NBI Clearance with picture

Philippine SSS Card with Picture

Other Government issued ID with Picture

2nd form of ID

Birth Certificate

US Social Security card

Other government issued ID without picture

FAMILY MEMBERS:

DUE TO THE PRIVACY ACT, THE SPONSOR/SERVICE MEMBER MUST BE PRESENT TO AUTHORIZE ALL DEERS/ID CARD ACCESS AND/OR TRANSACTIONS. A REPRESENTATIVE MUST PRESENT A CURRENT GENERAL OR SPECIAL (ID CARD/DEERS) POWER OF ATTORNEY AND A CURRENT PHOTO ID. COPIES OF POWERS OF ATTORNEY WILL NOT BE ACCEPTED. FAMILY MEMBERS MUST BE ENROLLED IN DEERS BEFORE AN ID CARD CAN BE ISSUED. FAMILY MEMBERS ARE NOT REQUIRED TO BE PRESENT FOR ENROLLMENTS.

Card Issuance/ Expired

An original DD Form 1172 – Application for Uniformed Services Identification Card/DEERS Enrollment issued by an ID Card issuance facility and signed by a Verifying Official and the sponsor. Form is valid for 90 days from date of verification; or a Power of Attorney; or the sponsor must be present.

SPOUSE:

Initial Enrollment/ Issuance

Certified marriage certificate (shows where marriage was registered/recorded/returned and filed). If either sponsor or spouse was previously married, ALL final divorce decrees, annulments and/or death certificates are required. Two forms of identification (at least one being a photo ID).

Damaged/Lost

Must have an affidavit of loss or a police report and two forms of identification, one being a photo.

Child over 21 yrs old

Letter from an accredited college stating enrollment as a full-time student with the anticipated graduation date. Letter can be no more than 90 days old. Must be signed by the college registrar and be the original.

Incapacitated Child over 21 yrs old

Requires an approval from the service member's parent service. Dependency Packet Approval from DFAS.