

MARINE CORPS COMMUNITY SERVICES

DEERS CAC Checklist

Procedures for a NEW CAC CARD:

This is a list of procedures that need to be done when visiting DEERS to be setup with PKI. If there are questions on these procedures please contact MIS ext. 392

1. Reset Pin (Please do not forget you PIN)
2. Make sure the email is correct on the Certificate
3. Have DEERS personnel check CAC card for all 3 certificates that need to be on the card.
 - a. ID
 - b. Email
 - c. Encrypt
4. Return to MIS for their personnel to complete your email account information.

Your new email address: _____

Procedures for Persons who currently have a CAC Card;

If you currently have a logon account and do not yet have an email address, you will be required to provide this form.