



DBIDS Enrollment for FMWR Susquehanna Programs

Follow the steps below:

1. Go to this website - <https://dbids-global-enroll.dmdc.mil/preenrollui/#/landing-page> and click START

The screenshot shows the DBIDS Pre-Enrollment landing page. At the top, there is a navigation bar with icons for PERSON, DEMOGRAPHIC, ADDRESS/CONTACT, SPONSOR, and FINISHED. Below the navigation bar, the text "WELCOME TO DBIDS PRE-ENROLLMENT" is displayed. A small icon of a globe is shown. Below the globe, there is a paragraph of text: "This site was designed to help expedite your processing time before entering a government installation. Disclosure - Providing registration information is voluntary. Failure to provide requested information may result in a denial of access to benefits, privileges, and D.O.D. installations, facilities and buildings." Below this, there is a section titled "Privacy Act Notice" with a small icon of a document. The notice contains the following text: "AUTHORITY: 10 U.S.C. 136, Under Secretary of Defense for Personnel and Readiness; DoD Instruction (DoDI) 1000.25, DoD Personnel Identity Protection (PIP) Program; DoDI 5200.08, Security of DoD Installations and Resources and the DoD Physical Security Review Board (PSRB); DoD 5200.08-R, Physical Security Program; and E.O. 9397 (SSN), as amended. PRINCIPAL PURPOSE(S): To provide necessary information to DoD installations to determine if applicant meets access control requirements. Use of SSN is necessary to make positive identification of an applicant. Records in the DBIDS system are maintained to support Department of Defense physical security and information assurance programs and are used for identity verification purposes, to record personal property registered with the DoD, and for producing facility management reports. Used by security offices to monitor individuals accessing DoD installations and/or facilities. SSN, Driver's License Number, or other acceptable identification will be used to distinguish individuals who request entry to DoD installations and/or facilities. ROUTINE USE(S): To the appropriate Federal, State, local, territorial, tribal, foreign, or international law enforcement authority or other appropriate entity where a record, either alone or in conjunction with other information, indicates a violation or potential violation of law, whether criminal, civil, or regulatory in nature. The remaining routine uses can be found in the applicable system of records notice, DMDC 10 DoD, Defense Biometric Identification Data System (DBIDS), located at: http://dpclid.defense.gov/Privacy/SORNIndex/DOD-wide-SORN-Article-View/Article/570565/dmdc-10-dod/ DISCLOSURE: Voluntary; however, failure to provide the requested information will result in denial of a DBIDS card or visitors pass and denial of entry to DoD installations and/or facilities. This notice provides the Department of Defense privacy policy regarding the nature, purpose, use, and sharing of any Personally Identifiable Information (PII) collected via this website. Our privacy policy explains our information practices when you provide PII to us, whether collected online or offline, or when you visit us online to browse, obtain information, or conduct a transaction. PII may include: your name, email, mailing and/or home address, phone numbers, or other information that identifies you personally. We do not require you to register or provide personal information to visit our website. The PII you provide on a Department website will be used only for its intended purpose. We will protect your information consistent with the principles of the Privacy Act of 1974, the E-Government Act of 2002, and the Federal Records Act."

2. PERSON INFORMATION

Fill out information including Social Security Number >

NEXT

The screenshot shows the "PERSON INFORMATION" form. At the top, there is a header "PERSON INFORMATION" and a note "These fields ARE required". Below the header, there are several sections: "Person Name" with fields for First, Middle, Last, and Suffix; "Date of Birth" with fields for Year, Month, and Day; "Origin" with fields for Country of Birth and Citizenship; "Primary Identifier" with fields for Type and Primary Identifier Value; and "Secondary Identifier" with fields for Type and Value. At the bottom, there is a link "Add Additional Identifier".

3. DEMOGRAPHIC INFORMATION

This section is recommended but NOT required >

NEXT

DEMOGRAPHIC INFORMATION

These fields are **NOT** required but recommended

Description

Sex

--Select Sex--

Ethnicity

--Select Ethnicity--

Hair Color

--Select Hair Color--

Eye Color

--Select Eye Color--

Height

Feet

-- Feet --

Inches

-- Inches --

Weight

Pounds

Additional

Occupation

PREVIOUS

Step 2 of 5

NEXT

4. ADDRESS/CONTACT INFORMATION

Fill out information >

NEXT

ADDRESS/CONTACT INFORMATION

These fields **ARE** required

PRIMARY ADDRESS

Primary Address

Line 1

Street

Line 2

Line 2 (optional)

City/Town

City/Town

Country

United States

State/Province

APO/FPO

Zip/Postal

Zip/Postal

Type

--Select Type--

Add Additional Address

Email

Address

name@email.com

Type

--Select Type

Phone

Number

(...) ---

Extension

Ext

Type

--Select Type

5. SPONSOR INFORMATION

SPONSOR NAME & CONTACT INFORMATION:

Choose the following Programs Sponsor

Riverview Golf Course-

Joshua Wakefield; Joshua.wakfield@dla.mil; 717-770-5199

Fitness Center-

Chad Brodbeck; chad.brodbeck@dla.mil; 717-770-6428

FMWR Administration-

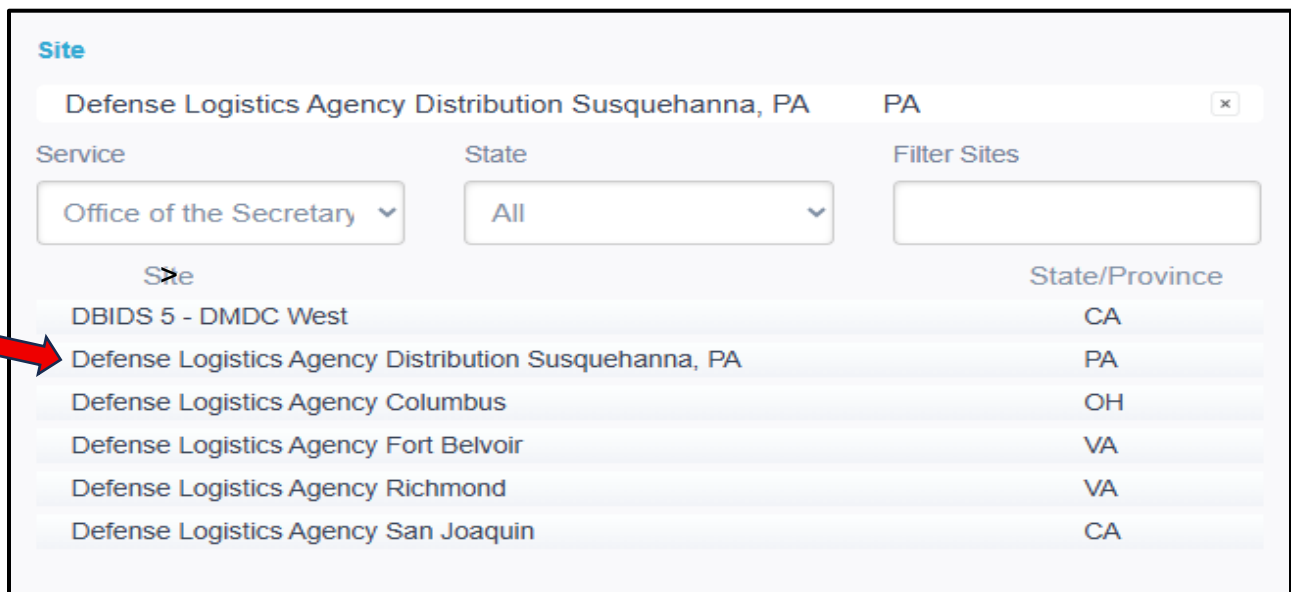
Rose Russell; rose.russell@dla.mil; 717-770-4624

Special Events-

Sonia Anastasi; sonia.3.anastasi@dla.mil; 717-770-5072

SITE

SERVICE: Office of the Secretary of Defense
then select 'Defense Logistics Agency Distribution Susquehanna, PA'



Site

Defense Logistics Agency Distribution Susquehanna, PA PA

Service: Office of the Secretary State: All Filter Sites

Site	State/Province
DBIDS 5 - DMDC West	CA
Defense Logistics Agency Distribution Susquehanna, PA	PA
Defense Logistics Agency Columbus	OH
Defense Logistics Agency Fort Belvoir	VA
Defense Logistics Agency Richmond	VA
Defense Logistics Agency San Joaquin	CA

DATE OF VISIT:

Start Date: (enter today's date) End Date: (valid 1 year from start date)

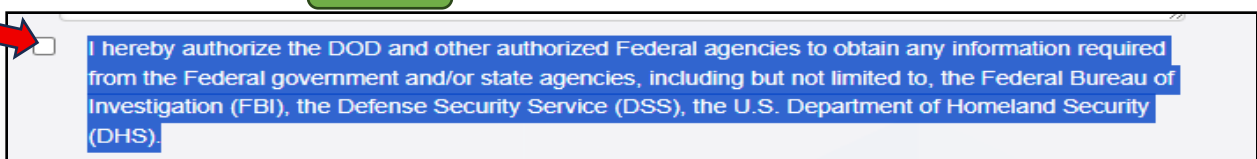
PURPOSE OF VISIT:

EX:

- Play golf at Riverview Golf Course
- Retired Civilian Employee wanting to use FMWR Programs (sf-50 is required)
- Attending an FMWR event (list event name and location)

'CHECK BOX' >

NEXT



☐ I hereby authorize the DOD and other authorized Federal agencies to obtain any information required from the Federal government and/or state agencies, including but not limited to, the Federal Bureau of Investigation (FBI), the Defense Security Service (DSS), the U.S. Department of Homeland Security (DHS).

6. CONFIRMATION

Email the alpha-numeric code and your full name to the designated Sponsor.

The Sponsor will provide the information to the Pass and ID Center for processing and will be ready to pick up in 24 hours.

*Remember to bring along your Real ID appropriate IDs along with your SF-50 or DA3434 with you when you go to pick up your badge:

- **REAL Id Driver's License**
- **Non Real ID & birth certificate & Social security card**
- **Active Passport**
- **Social security card AND birth certificate**
- **VA card**
- **Weapon permit**

The screenshot shows the 'CONFIRMATION' page of the DBIDS Pre-Enrollment system. At the top, there is a progress bar with five steps: PERSON, DEMOGRAPHIC, ADDRESS/CONTACT, SPONSOR, and FINISHED. The 'FINISHED' step is marked with a green checkmark. Below the progress bar, the word 'CONFIRMATION' is displayed in blue. A globe icon is centered below the title. A large red arrow points to the alpha-numeric code 'F2JEWY', which is circled in red. Below the code is a QR code. Text below the QR code states 'This QR code will expire 15-Nov-2025'. At the bottom, there is a green 'PRINT' button and a white button labeled 'START NEW PRE-ENROLLMENT'.

DBIDS Pre-Enrollment

PERSON DEMOGRAPHIC ADDRESS/CONTACT SPONSOR FINISHED

CONFIRMATION

Thank you, Your information has been submitted successfully.

Please print this page, save as a .PDF and or write down the alpha-numeric code below and bring it with you along with two valid forms of ID.

F2JEWY

PRINT

START NEW PRE-ENROLLMENT