HEADQUARTERS
MULTI-NATIONAL CORPS IRAQ
BAGHDAD, IRAQ
APO AE 09342

OPERATIONS SECURITY WARNING

PURPOSE: To ensure all personnel are aware of hotels asking for Common Access Cards and the potential risks involved in providing them.

BACKGROUND: There have been some recent cases in which Americans have been requested to fill out very detailed information when checking into hotels in the Middle East. In one specific instance, a civilian contractor was specifically told that in order to get a room, he needed to allow them to make a copy of his DoD Common Access Card (CAC). When the contractor told him he did not have a CAC, the attendant demonstrated in-depth knowledge of U.S. government employees having CACs. The hotel attendant insisted that he provide a CAC or he would not be able to get a room.

APPLICABILITY: All DoD CAC holders in theater.

DISCUSSION: In the above case, the contractor became suspicious and twice asked why the hotel needed the CAC. Each time, the desk clerk avoided the question and seemed to get nervous. After insisting that he would leave since he did not have a CAC, the contractor was eventually given a room without a CAC. Previously, contractors had not been asked for detailed business information or for their CAC. When checking into a hotel overseas, it is customary to provide name, address, phone number, occupation, and passport information. Valid forms of identification are government IDs such as driver's license and tourist passports. You should avoid presenting identification that identifies you as a U. S. government employee and particularly as a DoD employee. Identifying yourself as a government employee (military or otherwise) can attract unwanted and potentially hazardous attention.

- **Do not provide your CAC card for photocopying.**
- **Be suspicious if the hotel is asking for more information than the country's customs and immigration offices normally require.**
- **Don't make yourself a target for surveillance, kidnapping, or worse.**

RECOMMENDATION: Special purpose IDs such as access badges, etc. should not be used for identification except for the organization which issued them. CACs should not be used for identification outside U.S. government compounds. Use identification that any U.S. citizen would have when checking into hotels. Hold your ground. Protect your personal information and provide only the minimum required.

DANIEL B. ALLYN
Brigadier General, USA
Chief of Staff

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