AIE
Access Control Procedures
"How to Scan Military (Non CAC) ID Cards (Family Members, Retirees and Reserve/National Guard)

Fort Knox, Physical Security Office

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How to Scan IDs: Military (Non-CAC)

Motorists View on Approach to the Gate. *Note: Extended Mirrors may need to be retracted to avoid striking the pedestal; windows must be in working order

Proper position of the vehicle at the AIE Pedestal. Note, You MUST pull up close enough to be able to reach out and scan your ID

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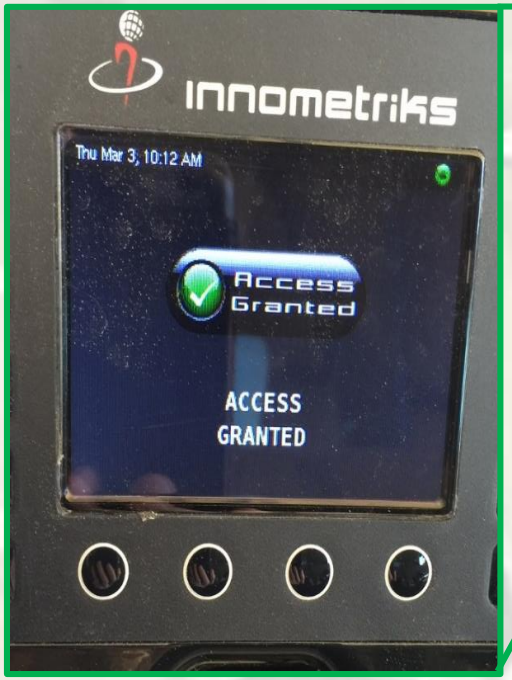
AIE Pedestal

Information Window: Shows Access Status



Barcode Reader: Reads Barcode on all ID cards; <u>quick, preferred method</u>

RFID Card Reader: Reads CHIP info embedded in CAC; DoD CAC IDs ONLY

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Proper Method to Scan Family Members, Retirees, and Reserve/National Guard ID Cards

FAMILY MEMBER, RETIREE, AND RESERVE/NAT'L GUARD ID Cards:

- MUST SCAN SMALL BARCODE ON BACK
- MUST COVER LARGE BARCODE WITH THUMB WHEN SCANNING

Hold ID card so that the barcode on the BACK of the ID is facing UP; use the picture under the scanner as your guide

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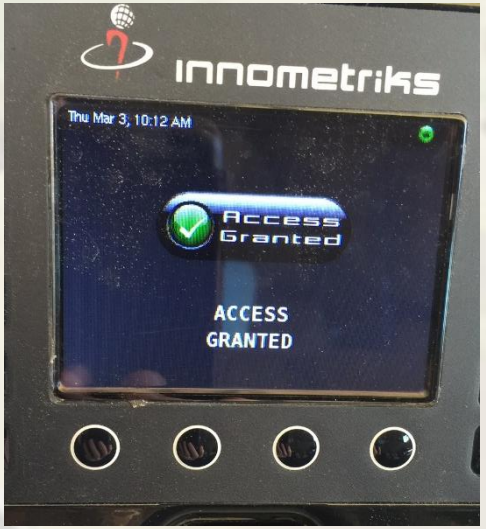
What will the Display Look Like? (Non CAC Military ID CARDS)

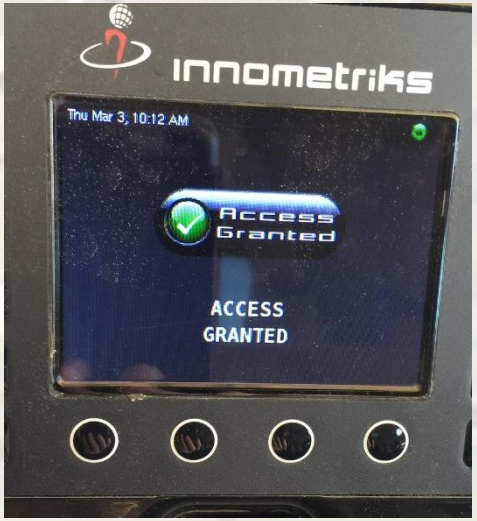
Once you scan your ID, the system will verify Registration:

If Registered, you will be granted access:



If not Registered, the system will begin the registration process. This will take 3-7 seconds:

If you successfully pass the check, you will be Registered and granted access:



***Note: If a DoD ID Card holder is not able to register in the Lane, Guard will visually inspect their ID Card and determine if access will be granted, and provide further guidance.**

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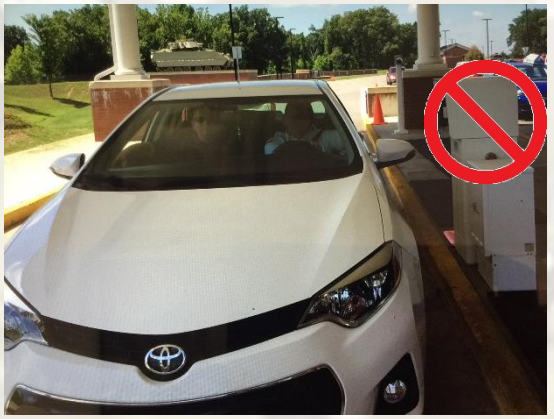
What If You have Passengers in your Car?

Many customers will have one or more passengers in their car. When this is the case, you will NOT scan your IDs at the pedestal. Instead, you will pull forward, past the pedestal and stop adjacent to the guard house. Hand the guard <u>ALL ID Cards of your Adult Passengers</u>, and he/she will then hand scan all of your IDs.



*Note: Multi Passengers can use any open lane at any open ACP

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For More Information

ACCESS TO FORT KNOX: http://www.knox.army.mil/Garrison/des/psd/accesscontrol.aspx

AIE INFORMATION:

REAL ID INFORMATION: http://www.knox.army.mil/About/realid.aspx

FAQ:

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