



## Department of Energy

National Training Center  
PO Box 5400  
Albuquerque, NM 87185-5400

June 1, 2020

Dear Student/Visitor:

In order to access the Department of Energy (DOE) National Training Center (NTC) on Kirtland Air Force Base (KAFB), all visitors must have one of the following credentials: an HSPD-12 badge, a Department of Defense (DOD) Common Access Card (CAC), a military ID, or an active law enforcement credential. Use of cloth face coverings are required by all personnel while on KAFB.

Visitors who do not possess one of the accepted credentials listed above will be required to contact the NTC Security Department to obtain the appropriate form(s) for KAFB access. Forms must be submitted at least 15 days prior to the visit, to avoid delays at the Truman Gate Visitor's Center upon pick-up. The Truman Gate Visitor's Center is open 24 hours a day, 7 days a week.

**NOTE:** KAFB has imposed additional restrictions for all visitors, due to Covid-19. For a list of current restrictions, please visit the KAFB website at: <https://www.kirtland.af.mil/>.

For any questions or concerns regarding NTC's current access requirements or onsite procedures, please contact Virginia Jasper at (505) 845-2248, [vjasper@ntc.doe.gov](mailto:vjasper@ntc.doe.gov), or Jessica Manning at (505) 845-2292, [jmanning@ntc.doe.gov](mailto:jmanning@ntc.doe.gov).

Sincerely,

Karen L. Boardman  
Director  
National Training Center  
Office of Enterprise Assessments