How To:

Verify/Update CAC primary E-mail address to @us.navy.mil on ID card office online.

(Before Attempting, machine must have ActivClient US Department of Defense configuration and the HID Chrome extension installed)

1. On a computer with a CAC reader, open a supported browser and visit https://idco.dmdc.osd.mil/idco/.
NOTE: Currently Only Chrome is working. Edge and Firefox are not working at this time. HID Extension can be installed from Chrome store if you click on it from prompt on webpage or use following link:
https://chrome.google.com/webstore/detail/hid-credential-management/ncphcdigcdkjeagemagmchkgommoifjd
(After installing extension, browser must be closed and re-opened)

2. Click on Continue Button under "Common Access Card" tab.

3. Select CAC tab as login method and click on "Login"

4. Select Authentication/PIV certificate when prompted.

5. On Verify Contact Information Page, confirm information is correct and click on "Continue", and then "Continue" again on the next screen.

6.Click "OK" on the Consent to Monitor screen that appears.

7. Select Authentication/PIV certificate again when prompted.

8. On the next screen that appears, select "Change CAC Email"

9. Replace the populated email address with your FlankSpeed email address and click Next.
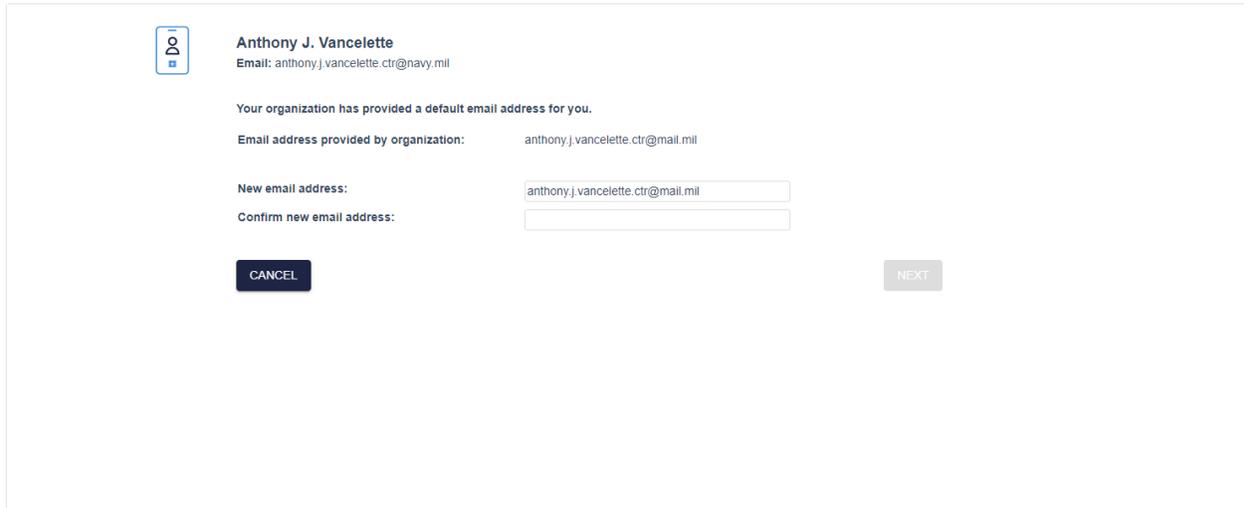
Anthony J. Vancelette
Email: anthony.j.vancelette.ctr@navy.mil

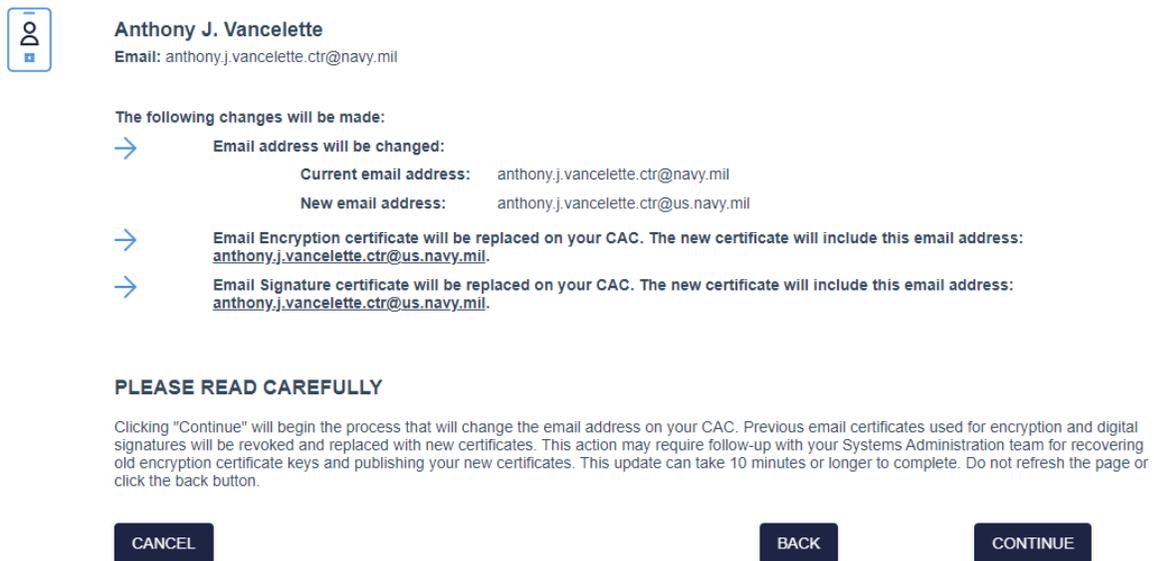Your organization has provided a default email address for you.

Email address provided by organization: anthony.j.vancelette.ctr@mail.mil

New email address: anthony.j.vancelette.ctr@mail.mil

Confirm new email address:

CANCEL   NEXT

10. On the next screen, confirm the address that is being updated is correct and click "Continue".

Anthony J. Vancelette
Email: anthony.j.vancelette.ctr@navy.mil

The following changes will be made:

→   Email address will be changed:

Current email address: anthony.j.vancelette.ctr@navy.mil

New email address: anthony.j.vancelette.ctr@us.navy.mil

→   Email Encryption certificate will be replaced on your CAC. The new certificate will include this email address: anthony.j.vancelette.ctr@us.navy.mil.

→   Email Signature certificate will be replaced on your CAC. The new certificate will include this email address: anthony.j.vancelette.ctr@us.navy.mil.

PLEASE READ CAREFULLY

Clicking "Continue" will begin the process that will change the email address on your CAC. Previous email certificates used for encryption and digital signatures will be revoked and replaced with new certificates. This action may require follow-up with your Systems Administration team for recovering old encryption certificate keys and publishing your new certificates. This update can take 10 minutes or longer to complete. Do not refresh the page or click the back button.

CANCEL   BACK   CONTINUE

11. You will see a progress bar showing that the information on your CAC is being updated. Do not remove CAC, close browser, or refresh page while this is in progress.
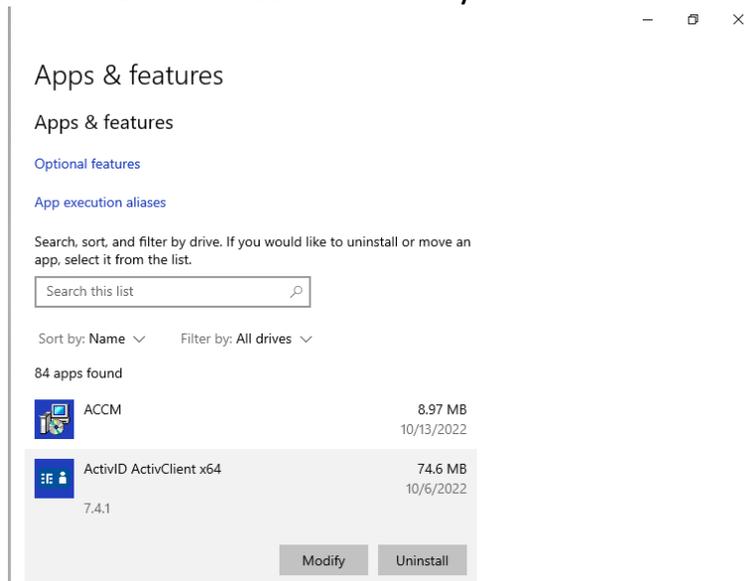
12. Once the update is completed you should be able to sign out of the IDCO webpage and close the browser.

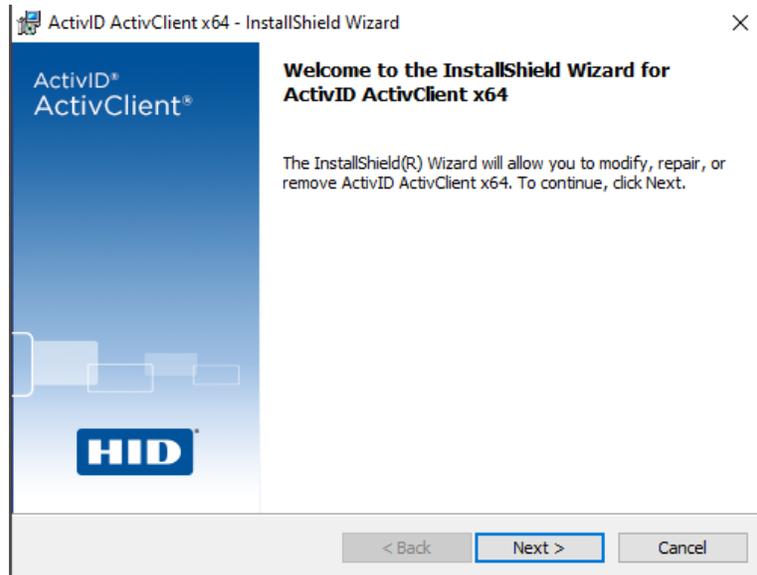# Installing ActivClient Department of Defense Configuration

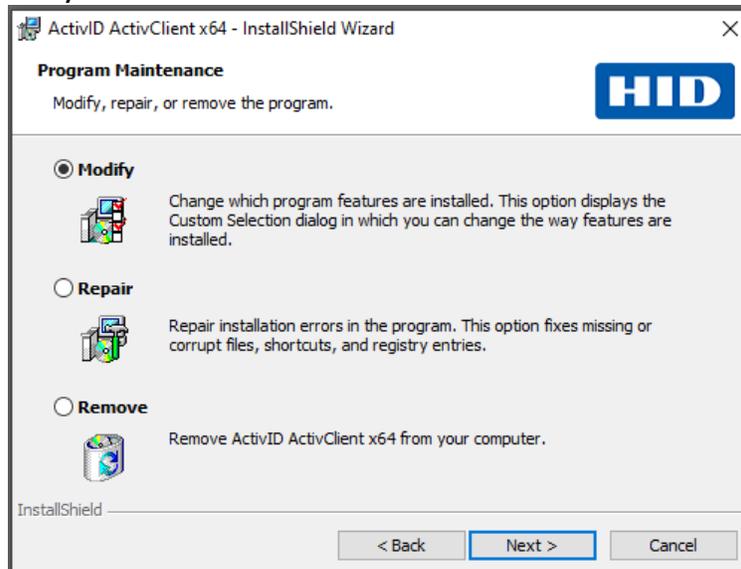1. On NMCI machine, open start menu and navigate to ADD or REMOVE programs settings menu
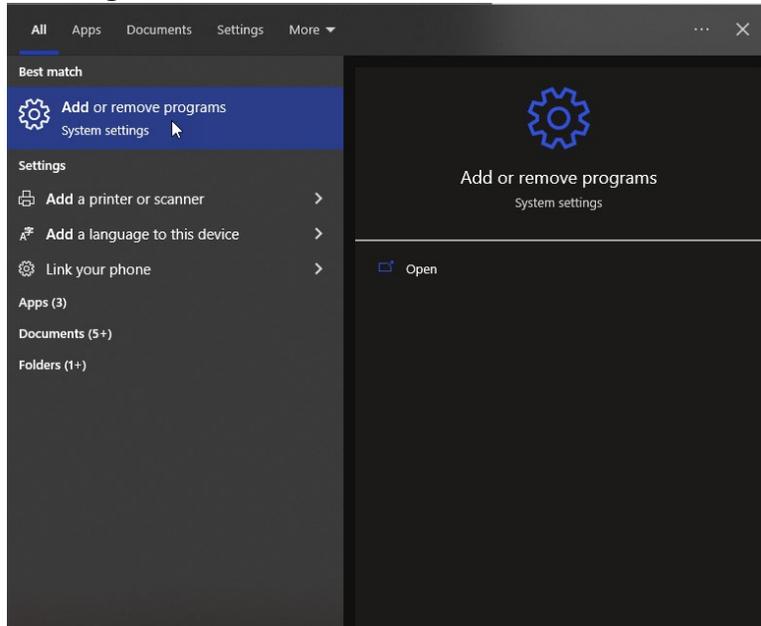
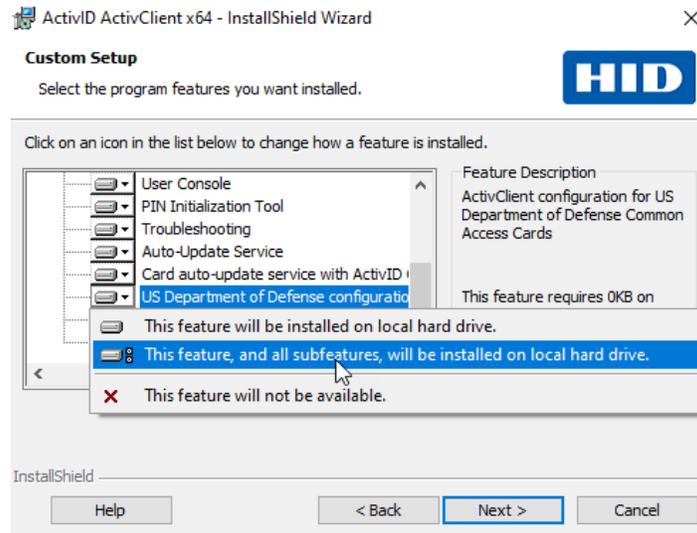2. Click on "ActivClient" and select "Modify"
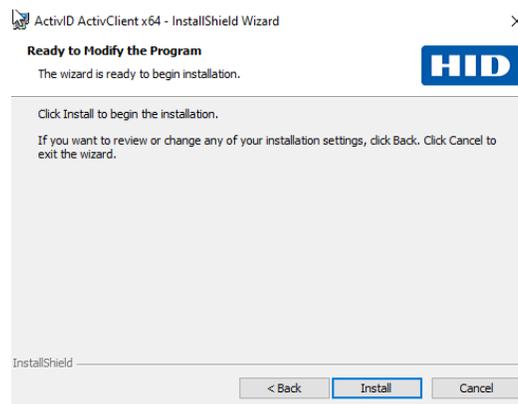
3. Click "Next"

4. Select "Modify" and click "Next"

5. Scroll down to "US Department of Defense Configuration" option, click on the button, select "This feature, and all subfeatures, will be installed on the local hard drive", and click "Next".

6.
Click "Install"

7. After Installation Completes click "Finish"