

Return Your Badge When Leaving NIH (continued)

The requirement to collect the badge as part of the check-out process for all employees, contractors and affiliates leaving NIH is stated in the NIH Policy Manual under ORH (2300-940-Clearance of Personnel for Separation), posted at: <https://policymanual.nih.gov/2300-940>.

If moving from one IC to another, you may keep your HHS ID Badge/PIV Card. However, you may need access to new physical locations. In that case, your AO should contact: facilityaccesscontrol@mail.nih.gov

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