



PHYSICAL SECURITY TECHNOLOGY DIVISION (SH22)
Naval Facilities (NAVFAC) Engineering and Expeditionary Warfare Center (EXWC)
1100 23rd Avenue
Port Hueneme, CA 93043-4370



To register check the box next to the lock training class you would like to attend. Please type the student contact information directly into ALL fields listed below. Then save it and email it to DOD_Lock_Program_TC@us.navy.mil.

*** THIS TRAINING IS AVAILABLE ONLY TO US CITIZENS ***

April 8-9, 2025

July 15-16, 2025

Student information (one student per form):

Last Name:

First Name:

Job Title:

Birth Date (mm/dd/yyyy):

SSN:

Comm Phone Number:

DSN:

Email address:

Agency:

Command Name:

Address Line 1:

Address Line 2:

City, State Zip:

FUNDING/PAYMENT MUST BE RECEIVED NO LATER THAN 30 DAYS PRIOR TO CLASS START DATE OR YOU MAY LOSE YOUR SEAT.

Classes are subject to rescheduling or cancellation if minimum number of students (8) is not met. Therefore, classes are subject to cancellation two weeks prior to class start date. You will receive confirmation of class commencement two weeks prior to class start date. Students are responsible for their own travel obligations (e.g. air, car, and hotel) and rescheduling. We recommend only booking refundable travel.

****Contractors will need to also include a sponsorship letter with their registration package, which can be found on our website.****

For DoD personnel and contractors with a CAC (Common Access Card), use **DoD SAFE** at <https://safe.apps.mil/> to send your completed form to [DoD Lock Program TC@us.navy.mil](mailto:DoD_Lock_Program_TC@us.navy.mil). After using **DoD SAFE**, don't forget to send the **Claim Passcode** to the training coordinator so they can retrieve your file.

If you do not have a CAC or cannot use the **DoD SAFE** web site, please contact the [Training Coordinator](#) to make arrangements to send your completed registration form to us. You can also fax a completed form to (805) 982-1253.

It is requested that funding for students coming from the same command are funded on the same document. A general terms and conditions (**GTC**) agreement must be completed prior to sending funding (documented on the funding document). **PAYMENTS WILL NOT BE PROCESSED WITHOUT A GTC.**

Payment Method:

Credit Card: We DO NOT accept Credit Cards

Check: Make payable to NAVFAC EXWC or U. S. Treasury

Navy/Marine Corps: Use NAVCOMPT Form 2275

All other DOD: Use MIPR Form 448

Funding must note a Sept 30, 2025 expiration date.

UIC: N69218

Email to: [DOD Lock Program FM@us.navy.mil](mailto:DOD_Lock_Program_FM@us.navy.mil)

Mail to: Commanding Officer

Naval Facilities Engineering and Expeditionary Warfare Center

Attn: SH22

1100 23rd Avenue

Port Hueneme, CA 93043

For registration questions please call the DoD Lock Program Training Coordinator at (805) 982- 4657, DSN 312-551-4657, or email [DOD Lock Program TC@navy.mil](mailto:DOD_Lock_Program_TC@navy.mil).

For financial questions please call the DoD Lock Program Financial POC at (805) 982-3150 or email at [DOD Lock Program FM@us.navy.mil](mailto:DOD_Lock_Program_FM@us.navy.mil).