

Base Service Spotlight: CFB Halifax Identification Section (Dockyard and Shearwater team)

How many people work within the CFB Halifax Identification Section team?

There are two members of the CFB Halifax Identification Section team. The team operates out of the Dockyard Identification Office and the Shearwater Identification Office under the supervision of Base Operations.

What are the responsibilities of the CFB Halifax Identification Section team?

The CFB Halifax Identification Section team is responsible for the following:

- Producing temporary identification cards for Department of National Defence (DND) employees, Canadian Armed Forces (CAF) members and defence contractors as required;
- Processing applications and conducting photography for permanent National Defence Identification in accordance with policy;
- Conducting fingerprinting services in support of the identification program and on behalf of the Military Police; and
- Ensuring all incidents such as security infractions, fires, alarms, accidents, thefts, and vandalism are reported to the Military Police, Duty Shift Supervisor and Base Operations for immediate and follow-up action.

How does the CFB Halifax Identification Section team support CAF members and/or operations?

The CFB Halifax Identification Sections play a vital role in supporting CAF members and operations by managing and issuing secure, government-approved identification credentials. These credentials are essential for ensuring controlled access to DND establishments, safeguarding sensitive areas, and supporting national security protocols. Both identification offices provide timely and accurate identification services which allows CAF members to focus on mission tasks without administrative delays.

Where is the CFB Halifax Identification Section team located and how can the team be contacted?

Dockyard Identification team:

Address:

Dockyard Identification Office
CFB Halifax-Dockyard
2365 Provo Wallis Street
Bldg. D247, Door 18, Dockyard
Halifax, NS B3K 5X5

Hours of Operation:

The Dockyard Identification Office operates Monday to Friday, 7 a.m. – 12 p.m. and 12:30 – 2:30 p.m. The office operates on a walk-in basis except for fingerprinting, which requires an appointment.

Contact details:

Appointments can be made by calling 902-427-3680 or by emailing: +Dockyard Ident@CFB Halifax BOps@Halifax.

Shearwater Identification team:

Address:

Shearwater Military Police Detachment
CFB Halifax-Shearwater
124 Bonaventure Street
Bldg. SH35N, Shearwater
Dartmouth, NS B0J 3A0

Hours of Operation:

The Shearwater Identification Office operates on Tuesday and Thursdays, 7 a.m. – 3 p.m. The office operates on a walk-in basis except for fingerprinting which requires an appointment.

Contact details:

Appointments can be made by calling 902-427-3680, 902-720-1226, or 902-720-1790 or by emailing: +12 Wing Ident Section@CFB Halifax Airfield Svcs@Shearwater.

Are there any noteworthy achievements or interesting facts to share about the CFB Halifax Identification Section team?

- The CFB Halifax Identification Section team served over 5300 customers in 2024 and has served 2300 customers (and counting) so far in 2025.
- As of this year, the Dockyard Identification team has commenced digital fingerprinting.