



UNITED STATES MARINE CORPS
MARINE AIR GROUND TASK FORCE TRAINING COMMAND
MARINE CORPS AIR GROUND COMBAT CENTER
BOX 788100
TWENTYNINE PALMS, CALIFORNIA 92278-8100

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Encl: (1) Discipline and Law Enforcement Regulations Instruction Manual

1. Per references, the Provost Marshal's Office is responsible for ensuring that the Commanding General's policy, procedures, and guidelines for discipline and law enforcement regulations aboard the Combat Center are met.

2. Enclosure (1) clarifies and establishes procedures for the discipline and law enforcement regulations aboard the Marine Air Ground Task Force Training Command, Marine Corps Air Ground Combat Center.

3. The Discipline and Law Enforcement Regulations Instruction Manual will be reviewed annually to ensure compliance with higher-level directives.


M. D. BAIN

DISCIPLINE AND LAW ENFORCEMENT REGULATIONS INSTRUCTIONS MANUAL

LOCATOR SHEET



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Location: _____
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RECORD OF CHANGES

Log completed change action as indicated.

Change Number	Date of Change	Date Entered	Signature of Person Incorporated Change	Notes
1	01 Nov 22	01 Nov 22	H. J. Sellers Dir. MA  16 Nov 22	Added in Appendix H, which was referenced in the original manual but was missing.
2	01 Nov 22	01 Nov 22	H. J. Sellers Dir. MA  16 Nov 22	Chapter 4, paragraph 5.c (page 4-6), changed to read "section 4.g.(2)".

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Chapter 1

Scope and Responsibilities

1. Provost Marshal. The Provost Marshal is a special staff officer under the staff cognizance of the Commanding General (CG), Marine Air Ground Task Force Training Command (MAGTFTC), Marine Corps Air Ground Combat Center (MCAGCC). The Provost Marshal exercises direct control over the following:

- a. Law Enforcement and access control aboard MCAGCC.
- b. Criminal and traffic accident investigations.
- c. Special Combat Center functions where security is required.
- d. Physical Security and crime prevention/repression programs.
- e. Police administrative services including traffic court, civil court liaison, lost and found, registration of vehicles, weapons, and pet registration.
- f. Providing law enforcement, investigation, technical advice, and assistance to any requesting commander or director.

2. Law Enforcement Officers

a. Military Police, to include Marines and Civilian Police, here after referred to as Law Enforcement Officers (LEOs), are the agents through whom are the appropriate personnel the CG exercises law enforcement in the control of persons and vehicles subject to his jurisdiction. The jurisdiction of the CG is defined as all areas comprising MAGTFTC, MCAGCC, Twentynine Palms, California. All persons who have observed or believe a crime has been committed must report the incident to the Emergency Dispatch Center, (760) 830-3333/3334.

b. No person, regardless of rank or position, shall willfully fail or refuse to comply with a lawful order from LEOs acting within the scope of their authority in directing, controlling, regulating, investigating, apprehending, detaining, or reporting.

c. LEOs, acting upon reasonable belief that a criminal offense or traffic violation has been committed or is about to be committed, are authorized to stop any person or vehicle at any place subject to the jurisdiction of the CG.

3. Criminal Investigations

a. The Criminal Investigation Division (CID) of the Provost Marshals Office (PMO) is authorized by the Commandant of the Marine Corps to conduct investigations of cases involving military personnel, dependents, and civilians within the confines of the Combat Center and other cases of interest to the Armed Forces of the United States. They are authorized to carry concealed weapons and wear civilian attire as directed by the Provost Marshal.

b. Reports of criminal investigations will be forwarded to the appropriate commander having Special Courts-Martial authority. Reports of investigations other than of a criminal nature will be forwarded to the requesting officer.

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c. Any person having knowledge that a crime has been committed, planned, or is in progress, by or against personnel aboard or off the Combat Center, shall immediately report it to PMO or the San Bernardino County Sheriff's Department (off the Combat Center). PMO will affect such liaison as is necessary with the Naval Criminal Investigative Service (NCIS) or civil authorities.

4. Naval Criminal Investigative Service. NCIS is the Department of the Navy investigation agency on the Combat Center. By a Memorandum of Understanding, between NCIS and Headquarters Marine Corps, PMO will refer those cases that fall within the investigative jurisdiction of NCIS. All commands will report violations or request for investigative service to PMO. The Provost Marshal will disseminate all investigations to the appropriate agency per references (a) and (b).

5. Traffic Accidents and Investigations. The PMO Traffic Accident Investigation Division will investigate all traffic accidents occurring on the Combat Center in accordance with current directives.

6. Military Police Liaison Functions

a. PMO is the central agency through which liaison with civil law enforcement agencies is maintained, with the exception of counter-intelligence matters and Explosive Ordnance Disposal (EOD) Routine support. No military supervisor or commander will deal directly with a civil law enforcement agency on official matters except those items listed previously, and in para 6.d.

b. The Provost Marshal will appoint a Court Liaison to obtain results of civilian court appearances of military personnel, military dependents, and civilian employees of the Combat Center. For liaison questions and request, contact the Court Liaison at (760) 830-6698.

c. Information relative to the court proceeding will be provided to the unit commanders by the court liaison section of PMO.

d. Per reference (u), Combat Center Central Dispatch receives and processes all requests for EOD support from external law enforcement agencies regarding Department of Defense (DoD) munitions discovered outside of MCAGCC boundaries, as well as request for commitment of EOD forces. The Duty EOD Supervisor will be notified of requested assistance and will be allowed Direct Line of Authority with local, state or federal agency requesting support. Duty EOD Supervisor, in concert with EOD Senior leadership, will make notification to Assistant Chief of Staff, Marine Air Ground Training Force Directorate (MTD) and the Combat Center Command Duty Officer (CDO).

7. Security Patrols for Base Housing Area Vista Del Sol (VDS)

a. The VDS housing area is private property, with Lincoln Military Housing leasing homes to service members and other designated personnel. The property is under the jurisdiction of San Bernardino County Sheriff's Department (SBCSD).

b. PMO will continue to maintain the safety and welfare of service members and their families in VDS, by conducting security checks and deterrence patrols in VDS housing, in marked police vehicles and carrying duty weapons, to help assist in maintaining good order and discipline.

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8. Lost and Found. All property found aboard the Combat Center will be turned over to PMO. PMO will also take reports of lost property from the owner or person in control of the lost property. Personnel who can properly identify lost property belonging to them are encouraged to check with PMO, lost and found section. Property that is properly identified will be returned to the rightful owner. After 120 days, the Provost Marshal will dispose of the property in a manner prescribed by reference (c). For questions regarding lost and found property contact dial (760) 830-5457/4561.

Chapter 2

Arming and Training of the OOD/SDNCO

1. General

a. This chapter provides uniform policy for arming, carrying of firearms, and training on the use of force for Officers of the Day (OODs) and Staff Duty Non-commissioned Officers (SDNCOs) aboard MAGTFTC, MCAGCC, in accordance with the references (d) and (e).

b. MAGTFTC, MCAGCC ACs/S, and Special Staff Officers assist tenant commands to ensure they have the necessary administrative and logistical support to comply with the contents of this chapter.

2. Arming. Tenant Commanders may elect to arm their OOD/SDNCO. Unit Standard Operating Procedures (SOP) will dictate the condition in which the weapon will be carried, per reference (e).

a. If the OOD has a duty non-commissioned officer (DNCO), duty clerk, or driver who is not an officer or Staff Non-Commission Officer (SNCO), they will not be armed.

b. Barracks DNCOs and their assistant DNCOs will not be armed.

c. Fire-watches will not be armed.

d. The OOD/SDNCO will wear the standard gold on scarlet brassard to identify them as the duty for their command. All other duty personnel are not required to wear a brassard.

e. Driving a privately owned vehicle (POV) while armed in the performance of duties is authorized.

3. Tenant Commanders Responsibilities

a. Implement this policy at the battalion and squadron level. Those commands that combine battalion/squadron duty with base/station duty are not required to create a separate OOD/SDNCO at that battalion/squadron level.

b. Ensure that local policies, practices, and directives relating to arming of the OOD/SDNCO, and the use of less-than-lethal and deadly force, are in compliance with the references (d) and (e).

c. Ensure all personnel eligible to be assigned as OOD/SDNCO receive adequate and recurring training in the use of force, as described in the references.

d. Ensure appropriate security for retaining firearms overnight.

e. Ensure all personnel eligible to be assigned as the OOD/SDNCO are qualified with the M9 service pistol. Personnel assigned as the OOD/SDNCO will ensure their qualification is current, as required by reference (a). The OOD/SDNCO will be fully trained in the safe handling and use of the weapon with which he/she is armed.

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f. Ensure a clearing barrel is provided to ensure safe handover of the weapon from on-coming and off-going OODs/SDNCOs. The clearing barrel will be located outside of the duty building, for this purpose.

g. Ensure your duty orders reflect specific requirements for transporting a weapon in a vehicle.

h. Privately Owned Vehicles (POVs) used by OODs/SDNCOs will display a unit OOD/SDNCO placard.

i. Ensure the OOD/SDNCO adheres to, and is provided written rules of engagement regarding the use of the less-than-lethal and deadly force.

j. When approached/confronted by LEO armed OODs/SDNCOs will state who they are, declare they are armed, and the condition of their weapon.

4. OOD/SDNCO Rules for the Use of Force

a. Inherent Right of Self Defense. As OOD/SDNCO, you have the inherent right of self-defense and may exercise individual self-defense in response to a hostile act of demonstrated hostile intent.

b. De-Escalation and the Use of Non-Deadly Force

(1) When time and circumstances permit, the threatening force should be warned and given the opportunity to withdraw or cease threatening actions.

(2) Normally, force is to be used only as a last resort, and the force used should be the minimum necessary. The use of force must be reasonable to counter the threat. If force is required, non-deadly force is authorized and may be used to control a situation or to provide self-defense of others, when doing so is reasonable under the circumstances.

c. The Use of Deadly Force. Deadly force is to be used only when all lesser means have failed or cannot reasonably be employed. Deadly force is authorized only under the following circumstances:

(1) To protect yourself or others if you reasonably believe that you or they are in imminent danger of death or serious bodily harm.

(2) When deadly force reasonably appears to be necessary to prevent the actual theft or sabotage of properly designated assets vital to national security.

(3) When deadly force reasonably appears to be necessary to prevent the actual theft or sabotage of inherently dangerous property (i.e., explosives, weapons, ammunition, etc.).

(4) When deadly force reasonably appears to be necessary to prevent the sabotage of national critical infrastructure. For the purposes of (DoD) operations, "national critical infrastructure" is defined as President-designated public utilities, or similar critical infrastructure, vital to public health or safety, the damage to which the President determines would create an imminent threat of death or serious bodily harm.

(5) When deadly force reasonably appears to be necessary to prevent the commission of a serious offense that involves imminent threat of death,

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or serious bodily harm (for example, setting fire to an inhabited dwelling or sniping), including the defense of other persons, where deadly force is directed against the person threatening to commit the offense. Examples include murder, armed robbery, and aggravated assault.

(6) When deadly force reasonably appears to be necessary to prevent the escape of a prisoner, provided there is probable cause to believe that such person(s) have committed or attempted to commit a serious offense, that is, one that involves imminent threat of death or serious bodily harm, and would pose an imminent threat of death or serious bodily harm to others.

(7) When deadly force reasonably appears necessary to arrest or apprehend a person who, there is probable cause to believe, has committed a serious offense involving violence or threatened death or serious bodily harm and is a continued threat to the safety of others.

5. Additional Specific Instructions

- a. You are prohibited from firing warning shots.
- b. Your weapon will only be removed from your holster when:
 - (1) The use of deadly force is authorized per paragraph 4(c) above.
 - (2) Ordered to do so by competent authority.
 - (3) Clearing it to return it to storage.
- c. You will show due regard for the safety of innocent bystanders when using force.
- d. If you remove your pistol from its holster for purposes other than clearing it to turn in, proper notifications will be made and a Statement of Force form completed.
- e. When clearing a firearm, you will follow current policies and procedures pertaining to firearms handling, clearing, and safety.
- f. Clearing will be accomplished only in designated areas (i.e. a clearing barrel).
- g. You are prohibited from using a privately owned firearm or ammunition on duty.
- h. Report any violation of these policies or procedures immediately to the proper authority.
- i. Immediately notify MAGTF/TC, MCAGCC Combat Duty Officer at (760) 830-7200 of any incidents involving firearms.

Chapter 3

Entry Upon and Aboard the Marine Corps Air Ground Combat Center

1. General

a. Admission and control for visitors is in accordance with references (a) and (f). Specifics regarding admission and registration of motor vehicles can be located in reference (f).

b. The CG reserves the right to deny admission to the Combat Center to any person.

c. Each person who knowingly enters the Combat Center without proper authority or who knowingly introduces into or operates a vehicle on the Combat Center when such an act or acts are prohibited by this Order or other competent orders is in violation of a lawful order and is trespassing, shall be subject to punishment in accordance with applicable military, federal, or state law.

d. No person shall knowingly falsify any information contained in any application for any individual identification (ID) pass, card, or badge, or for any "Vehicle pass," "Temporary Combat Center Pass." Any such person who, on the basis of this falsified application is issued and accepts a permit, pass, card, or badge which permits entrance to the Combat Center, is guilty of violating this lawful order and shall be subject to punishment in accordance with applicable military or federal law.

e. Except upon the specific approval of the CG, no one shall enter or depart the Combat Center except through the designated gates.

f. All persons seeking entry to or upon the Combat Center are subject to applicable military, federal, and state laws and are subject to the dispositions provided there under.

g. The unhindered admission of official visitors and sponsored guests may be prearranged by the sponsoring commanders and/or hosts. Sponsoring personnel will be required to coordinate with the PMO Visitor Center and provide appropriate ID prior to the event to allow time for vetting of personnel entering the Combat Center. For more information, contact the Vehicle Registration Office (VRO) at (760) 830-7700.

h. Marines stationed aboard the Combat Center are expected to maintain a high standard of dress, personal appearance, and conduct. It is inconsistent to permit civilians and other persons to use the same facilities if their personal appearance fails to meet similar criteria. Therefore, entry to the Combat Center will be denied to any person whose appearance fails to meet minimum standards of dress, e.g. clothing bearing sexually explicit scenes and/or phrases, profane or vulgar scenes and/or phrases, and/or sexually revealing clothing, for more guidance see reference (g).

2. Admission of Military Personnel

a. Properly identified active or inactive duty, reserve and retired military personnel may enter the Combat Center provided they are in proper uniform or acceptable civilian attire.

b. Except as otherwise specifically provided for within this Order, military personnel on active duty, reserves and retired personnel will have

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their Armed Forces ID Card in their possession at all times, see references (a) and (h).

3. Admission of Civilians

a. As referred in this Order, a civilian is defined as any person who is not a member of the military service on active duty. The term "civilian" is divided into four categories:

- (1) Retired military.
- (2) Military dependents.
- (3) Employees of the Combat Center.
- (4) All others.

b. Civilians will be admitted to the Combat Center pursuant to the provisions of this Chapter as well as Chapters 7 and 8 of this Order.

c. Except as otherwise specifically provided for within this Order, civilian personnel will have the appropriate identification issued by the Combat Center such as Armed Forces ID, Defense Biometric Identification System (DBIDS) ID, or appropriate passes issued by PMO.

4. Admission of Vehicles

a. Granting or denying permission to operate a POV on the Combat Center is based on the best interests of the government as administratively determined by the CG. Details regarding vehicle registration and operations are specified in reference (f).

b. Except where the right to operate a vehicle has been legally denied by competent state, territorial, military, or federal authority, the privilege to operate a POV aboard the Combat Center will normally be extended to the following persons:

- (1) Military personnel on active duty and stationed aboard the Combat Center.
- (2) Retired military personnel.
- (3) Eligible family members of active duty and retired military personnel.
- (4) Visitors and guests.
- (5) Civilian personnel engaged in their employment by civilian business firms or establishments engaged by the Combat Center or residents of the Combat Center to include naval contractors.
- (6) Civilian passenger automobiles and buses subject to regulations by the California Public Utilities Commission, county or city transit authorities, or equivalent authority from other states.

c. Drivers of POVs must possess or display valid vehicle registration and/or ID documents and license as specified by the state where the vehicle is registered.

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(1) All personnel, to include drivers, passengers, and pedestrians entering the Combat Center will be subject to an Armed Forces ID Card and/or Driver's License/ID card check.

(2) The form of ID provided shall coincide with the specific purpose for which that individual is coming aboard the Combat Center.

d. Persons operating vehicles on the Combat Center will be in possession of a valid driver's license.

e. No person whom has had their driving privileges aboard the Combat Center revoked or suspended, shall drive any other registered owner's vehicle. In addition, no person whose driving privileges have been suspended or revoke will allow a person to operate their POV, unless they are their dependent in accordance with reference (t).

(1) This prohibition shall not apply to bona fide dependents of Combat Center Marines whose sponsor's driving privileges have been suspended or revoked or to married civilian personnel when both the husband and wife are employed aboard the Combat Center, in which case the prohibition applies only to the party whose driving privilege is suspended or revoked.

(2) Military members with a revoked or suspended license need not remove the vehicle from the Combat Center; however, the vehicle shall not be operated. Failure to comply may result in the towing of the vehicle off the Combat Center at the owner's expense.

f. Before permitting any person to drive a Combat Center registered POV, the registered operator will ensure that such persons is in possession of a valid operator's permit.

g. No person other than the registered owner will drive a vehicle bearing a Combat Center permit aboard the Combat Center unless authorized in his own right to enter.

h. Random Antiterrorism Measures (RAM) and refusals. RAMs are security measures authorized by the CG to heighten unit awareness and deter terrorist planning.

(1) All military personnel accessing the Combat Center will comply with the assigned RAM by order of the CG. Once selected for the RAM, they shall comply.

(2) All other personnel who refuse to have their vehicle searched will not be granted access to the Combat Center and their access credential (CAC, Teslin, DBIDS, temporary passes) confiscated. The ID card will be attached to a Minor Offense Report form documenting why it was confiscated and given to the originating agency (CAC or Teslin to Defense Enrollment Eligibility Reporting System (DEERS) and DBIDS to PMO) for disposal. For re-entry, the individual must be sponsored and the vehicle shall be inspected.

5. Off Limit Areas

a. Areas designated as "OFF LIMITS" are restricted to all personnel except those who enter with proper authority. Commanders, section heads, and officers-in-charge will ensure the "OFF LIMITS" areas are prominently and conspicuously posted per reference (c).

b. The following areas are designated as "OFF LIMITS:"

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(1) The rifle range, pistol range, and school ranges are off limits as provided above, subject to the requirements of the officer-in-charge, small arms ranges.

(2) Public quarters and billeting areas are off limits to all military and civilian personnel except occupants, authorized guests, and persons on official business as defined in reference (i).

(3) During hours between sunset and sunrise, the hills directly East of the main camp area and extending South adjacent to the Marine Palms housing area, the Combat Center water ponds, and the area bordered by Del Valle Road, and the Combat Center boundary line West of Del Valle Road, are off limits to all personnel except for scheduled authorized events. Unauthorized personnel discovered in these areas will be reported to the PMO.

(4) All impact and firing areas are off limits at all times except when entry is authorized by MTD. For more information, see reference (j).

c. Military and civilian personnel, except when in the actual performance of duty, are forbidden to loiter in any area where public quarters or rental housing are located.

6. Photography

a. For the purpose of this Order, photography is defined as photography records, still or motion picture, aerial or ground photographs.

b. The taking of any photograph in any area designated as "RESTRICTED AREA" is prohibited per reference (c).

c. Officers-in-charge of operations or material of a classified nature will prevent the photographing thereof, except as specifically authorized by proper authorities.

d. The activities of commercial photographers shall be in compliance with reference (k).

e. Photographers representing the news media shall be referred to Communications Strategy and Operations (COMSTRAT) who can be reached at (760) 830-6817.

f. When a civilian photographer or cinematographer is authorized to take photographs, a competent person, designated by the authorizing officials, will act in an advisory capacity to prevent unauthorized disclosure of classified information. Military personnel and their guests may take photographs of any subject or in any area not determined by this Order to be prohibited when such photographs are for the benefit and personal enjoyment of the military persons and their guests.

g. This Order is not applicable to official Marine Corps photographs taken by Marines Corps photographers in the performance of their duties.

Chapter 4

Weapons and Explosives

1. General. The introduction, possession, or use aboard the Combat Center of any firearm, weapon, ammunition, explosive, pyrotechnic, or chemical agent device other than those introduced, possessed, or used in connection with, during, and as a part of official military duties is prohibited unless specifically authorized in this Order.

2. Definitions

a. Firearm. A small arms weapon from which a projectile is propelled by gunpowder or air pressure.

b. Weapon

(1) Any instrument or device specifically designed to inflict physical injury or used in a manner in which injury was or could have been inflicted.

(2) Other weapons. In this context, the term "weapon" as used in this Order includes, but is not limited to, devices that project noxious gas or dangerous flames, explosives, nunchakus, blackjacks, slug shots, metal knuckles, switchblade knives, spring-loaded knives, balisong (Butterfly) knives, novelty knives (belt buckle, lipstick, or other such device), air pistols and rifles, knives, bows and arrows, crossbows, or blowguns. Weapons also include dangerous instruments (i.e. any implement having the capability of inflicting bodily harm on another person and not carried/used for their intended, authorized purpose) and devices designed solely to incapacitate for defensive purposes such as electronic control devices, stun guns, TASER®, and any device designed and used to dispense pepper spray, mace or tear gas.

c. Explosives. A device or substance capable of expansion with force and noise because of a rapid chemical change or decomposition.

d. Pyrotechnics. Ammunition containing chemicals for producing smoke or light, as for signaling, illuminating, or screening.

e. Ammunition. The material designed to be fired, scattered, dropped, or detonated from any weapon, such as bombs, rockets, shrapnel, bullets, or shells.

f. Chemical agent device. Any device specifically designed to emit gases or other agents for purpose of injury, incapacitation, or dispersion of personnel. This includes, but is not limited to tear gas, mace, pepper spray, OC spray (from "Oleoresin Capsicum"), OC gas and/or capsicum spray.

g. Non-lethal weapons. Weapons, devices, and munitions that are explicitly designed and primarily employed to incapacitate targeted personnel or material while minimizing fatalities, permanent injury to personnel, and undesired damage to property in the target area or environment.

(1) Human Electro-Muscular Incapacitation (HEMI) Device. Designed to override the central nervous system interrupting voluntary control of skeletal muscles and causing uncontrollable muscle contractions. A Taser

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launches probes that are connected to the launch platform via thin wires that trail behind the probes in flight.

(2) Stun Gun/Unit. Designed to stun or immobilize by delivering an electric shock rather than kill or injure the one affected.

3. Government Weapons

a. Personnel will not be armed with any firearm or weapon in the course of their official duties unless they are thoroughly familiar with its function, use, and have complied with the familiarization and requalification requirements as set forth in references (a) and (d).

(1) Government issued weapons are not authorized in any Marine Corps Community Services (MCCS) facility or other public areas aboard the Combat Center unless performing special duties, e.g. law enforcement or Officer/SNCO of the day type duties.

(2) Aboard Camp Wilson, service members in uniform are authorized to carry government issued weapons in MCCS facilities. However, service members and civilians are not authorized to carry personal weapons in any MCCS facility aboard Camp Wilson.

b. Use of rifles, shotguns, and pistols pursuant to official duties:

(1) Rifles, shotguns, and pistols issued and carried during execution of official duties will be carried per the SOP dictated by the unit commander, in accordance with references (d) and (e).

(2) Accidental discharges by sentries will be reported in accordance with unit procedures.

(3) While standing armed duties (OOD, CDO, Brigade Duty Officer, Squadron Duty Officer, etc.), personnel are authorized to drive a POV while armed in the performance of their official duties unless otherwise specifically stated in their unit SOP.

c. Possession or storage of government firearms, weapons, ammunition, explosives, pyrotechnics, or chemical agent devices aboard the Combat Center is prohibited unless specifically authorized by a commanding officer.

(1) Notwithstanding the above prohibition, Officers, SNCOs and civilian equivalent may transport their Table of Organization (T/O) weapon in POVs to and from the rifle and pistol ranges for the purpose of marksmanship training or competition.

(2) Transportation in POVs must be in accordance with paragraph 4e of this Chapter.

4. Privately-Owned Weapons and Ammunition. All personnel will comply with all federal, state, and local laws for the purchase, registration, transportation, and storage of privately owned weapons and ammunition.

a. General Prohibitions. The possession, carrying, display, firing, or discharge of any privately owned firearm, weapons, explosive, ammunition, pyrotechnic, or chemical agent device is prohibited aboard the Combat Center, unless specifically authorized in this Order.

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b. Prohibited locations.

(1) Except as provided in paragraphs 4.b.(1) and 4.d. below, privately owned weapons are prohibited in all federal facilities; to include, government leased spaces (e.g. MCCS and Defense Commissary Agency (DECA) facilities, banks, schools, and churches) and government vehicles.

(2) Human Electro-Muscular Incapacitation (HEMI) Devices, electric stun gun/units, and any device designed and used to dispense pepper spray, mace or tear gas, that meets the requirements detailed in this order are authorized for carry aboard the Combat Center, including within federal workspaces.

c. Prohibited weapons. Devices that project noxious gas or dangerous flames, TASER®, explosives, nunchakus, blackjacks, slug shots, metal knuckles, switchblade knives, spring-loaded knives, balisong (Butterfly) knives, novelty knives (belt buckle, lipstick, or other such device), , and other similar devices are prohibited. If it is unclear as to the status of the weapon, consult with PMO and ask for clarification.

d. Permissible Weapons. Subject to the restrictions and requirements stated below, the following may be introduced and possessed aboard the Combat Center:

(1) Registered firearms and weapons.

(2) Small amounts of gunpowder for sport reloading purposes.

(3) Rifles, shotguns, or pistols brought aboard the Combat Center for the purpose of participating in officially sponsored marksmanship competition or officially sanctioned recreational shooting at the Combat Center rifle and pistol ranges.

(4) Personal protective devices designed and used to dispense pepper spray or mace, that is no more than 2.5 ounces or less in net weight, are authorized for carry by individuals who are 18 years of age or older. Further, the personal protective device cannot expel a projectile, or expels liquid by any method other than an aerosol spray, or that contains more than 2.5 ounces net weight of aerosol spray. These devices do not need to be registered as a weapon aboard the Combat Center.

(5) Knives that are legal within the state of California are authorized aboard the Combat Center.

(6) Handheld stun gun/units and other electronic control devices are authorized for carry by individuals who are 18 years of age or older. These devices may not exceed 7 inches in length, fire any form of projectile/prongs, be the appearance/shape of a firearm, and/or in the form of a novelty item (belt buckle, lipstick, flashlight or other such device). NOTE: It may have an integrated light but it may not give the appearance/shape of a flashlight. It does not need to be registered as a weapon aboard the Combat Center.

e. Illegal Weapons. Any weapon of any type determined to be illegal within the State of California are also illegal to possess aboard the Combat Center. An up to date list of these prohibited weapons will be maintained by

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the Provost Marshal's VRO and the local law enforcement agencies. Further information can be found at the California Office of the Attorney General, Bureau of Firearms website at <http://oag.ca.gov/firearms>.

f. Registration

(1) Any personnel who lives aboard the Combat Center shall register their privately owned firearm with PMO. Persons executing orders to the Combat Center shall register their personal weapons within (5) working days of checking in. Any other person, civilian or military, who seeks to introduce a firearm aboard the Combat Center shall register such weapons prior to the introduction of the weapon. The Weapons Registration Form contained in Appendix A of this order will be used for registration. The form requires that a unit representative verify the information is complete, accurate, and acknowledge the individual is purchasing a firearm. The unit representative will be of the rank of Gunnery Sergeant (E-7) or above.

(2) In addition to firearms, the following weapons must be registered prior to being brought onto the installation:

- (a) Air pistols/rifles
- (b) Spear guns
- (c) Longbows and crossbows
- (d) Any weapon that fires any form of projectile.

(3) Any military member who does not reside aboard the Combat Center who purchases a weapon at the Marine Corps Exchange (MCX) must provide to the MCX firearms associate, a signed letter from an active duty E-7 or above within their command that acknowledges the purchase of the firearm. An example of this letter is contained in Appendix H of this order.

(4) Upon registration of the firearm(s), the service member will ensure:

- (a) That they are fully aware of the contents of this Order.
- (b) That they lawfully possess the firearm sought to be registered.

(5) Individuals registering the firearm will be issued a MCAGCC Weapons Registration Card as proof of weapon registration.

(6) All Combat Center residents (military or civilian) who purchase weapon(s) through the MCX will register the weapon with PMO within 24 hours or the next business day.

(7) PMO will be notified within 24 hours or the next business day upon sale or permanent removal of any previously registered privately owned firearm from the Combat Center. All sales or transfers of firearms will be accomplished by a dated bill of sale or sales receipt.

(8) Firearm(s) registration will take place at the VRO, Building (Bldg.) 901, adjacent to the main gate. Physical possession of the weapon is not required to register.

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(9) Exceptions. Shotguns introduced for the purpose of recreation aboard the Combat Center and rifles or pistols introduced for the purpose of participation in officially sanctioned marksmanship activities by nonresidents of the Combat Center need not be registered; however, such weapons will be removed from the Combat Center the same day they are introduced. When introducing weapons for marksmanship competition, the owner will proceed directly to and exit the Combat Center directly from the range area.

g. Transportation of Firearm and Ammunition

(1) Privately-owned firearms and ammunition may be transported in POVs in the following situations:

(a) Transportation immediately after purchase, to the residence, unit armory for storage, or removing the weapon from the Combat Center.

(b) Transportation to or from authorized Combat Center hunting or officially sponsored marksmanship competition.

(c) Transportation off Combat Center for use or returning the weapon to the Combat Center after off Combat Center use.

(2) When a privately-owned firearm is transported personnel will ensure that:

(a) The firearm is on safe and unloaded.

(b) The firearm and ammunition will be transported in a locked container specifically designed for firearms and temporarily stored in the locked trunk of the vehicle. If no trunk exists, e.g. trucks, motor homes, etc., the firearm will be stored in the safest location possible, away from the driver, within its locked container.

(c) If stopped by Law Enforcement, individuals must declare the presence and location of the firearm immediately. Failing to do so could result in punitive action.

(d) Overnight storage of a weapon in a vehicle is not authorized.

(3) Transportation of individual government T/O weapons to and from the range by Officers, SNCOs and civilian equivalents will be the same as that for privately-owned weapons. Exception will be granted for those utilizing a motorcycle. The rifle will be at cross-body muzzle down and the pistol must be in a motorcycle compartment or a carrier attached to the motorcycle.

h. Storage of Firearms and Ammunition

(1) Privately-owned weapons will not be introduced, possessed, or stored in any building designated for billeting purposes, except public quarters assigned to and occupied by eligible personnel and Bachelor Officer Quarters (BOQ)/SNCO quarters assigned to permanent personnel and in an authorized storage container. The permanent storage of weapons or ammunition in POVs is strictly prohibited.

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(a) All privately owned firearms will be stored in a fully enclosed container (e.g. commercial gun safe, hard plastic case, etc.) that is capable of completely enclosing firearms and being locked with a key or combination lock. All firearms will be fitted with a trigger lock. See reference (c).

(b) Only lockable metal containers specifically designed for the storage of firearms will be used to store weapons in BOQ/SNCO rooms.

(c) The Physical Security Section of PMO will determine whether proposed storage containers offer adequate security for the storage of weapons in the BOQ/SNCO rooms.

(2) Only weapons owned and registered by authorized occupants will be introduced, possessed, or stored in government quarters assigned to married personnel, or BOQ/SNCO rooms where storage is authorized.

(3) Privately-owned weapons belonging to Combat Center personnel not residing in quarters designated for eligible officer or enlisted personnel or permanent personnel residing in BOQ/SNCO BEQ rooms without approved storage containers will be stored in the armory of their unit.

(a) Commanding Officers will ensure that secure storage facilities are available for privately-owned weapons and that reasonable access to the weapons is available. Privately-owned weapons will be afforded the same security as government weapons, in accordance with reference (c).

(b) Only registered owners of weapons may store or retrieve the weapons at the unit armory.

5. Concealed Firearms. Carrying of privately owned firearms aboard the Combat Center is prohibited, concealed or otherwise, unless specifically authorized in this Order.

a. A concealed firearm is one that is hidden from normal view but accessible for use.

b. No government owned firearm will be carried while concealed either on the person or in a vehicle, unless its owner is authorized to do so by either the U.S. Government, the state government, or has been authorized to do so by proper law enforcement authority.

c. A personally owned concealed firearm may be carried within the confines of the vehicle when transiting to and from the residence and the gate if authorized to carry concealed within the state of California. At no time will the concealed firearm be carried outside the vehicle while aboard the Combat Center. If the firearm is to remain in the vehicle, it must be in accordance with section 4, g, (2), of this Order.

d. Marine Corps LE professionals, defined as Military Police, Criminal Investigators, and Marine Corps Law Enforcement Program Police Officers, who meet credentialing requirements for concealed carry of a Personally Owned Firearm (POF) for personal protection (valid LEOSA 18 U.S.C. §926B credentials) are authorized to carry a concealed POF, per reference (1).

(1) Marine Corps LE professionals must comply with concealed carry requirements as set forth in references (1) and (m).

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(2) Restrictions and special considerations, including POF registration, POF storage and transportation, and adherence to POF concealed carry policy remain in effect, as prescribed in references (a) and (1).

(3) Pursuant to 18 U.S.C. §930(d) and DODD 5210.56, Marine Corps LE professionals are authorized to carry a concealed POF for personal protection not related to the performance of official duties within buildings and facilities located on Marine Corps property except for DOD schools in accordance with 18 U.S.C. §922(q), "Federal Gun-Free School Zone Act of 1995," courtrooms unless previously authorized by the military judge, or where otherwise prohibited by law.

6. Explosives/Gunpowder

a. Personnel storing authorized explosives or gunpowder in their assigned quarters must notify the Combat Center Fire Department as to the location of the storage point within their quarters.

b. The explosive or gunpowder stored within assigned quarters must be for recreational use only.

c. No other explosive material or devices are authorized for storage in assigned quarters. This includes fireworks of any kind.

7. Penalties. The following weapons will be seized and disposed of in accordance with federal and state law (decision of disposal made by PMO may be appealed to the CG):

a. Weapons possessed by a convicted felon.

b. Weapons used during the commission of a crime.

c. Weapons carried concealed upon the person that are not in the performance of law enforcement duties, as outlined in this Order.

d. Weapons concealed within the immediate reach of any person in an automobile.

Chapter 5

Alcoholic Beverages and Illegal Drugs

1. Alcoholic Beverages

a. This chapter covers the requirements and considerations outlined in references (n) and (o), and pertinent California state laws that apply to the dispensing, control, and use of alcoholic beverages aboard the Combat Center.

b. Distribution to unauthorized persons of packaged alcoholic beverages purchased by authorized patrons in military sales outlets is a serious offense, and such misconduct subjects individuals to criminal prosecution.

c. The MCAGCC is an area of proprietary federal jurisdiction. All laws of the State of California not superseded by federal law are applicable and enforceable aboard the Combat Center. These include laws concerning the purchase, possession, consumption, transportation, and storage of alcoholic beverages, as well as laws concerning driving under the influence.

d. The Uniform Code of Military Justice is applicable to all military personnel who violate state laws governing the sale, consumption, or transportation of alcoholic beverages.

e. Alcoholic beverages will not be sold to anyone prior to presenting positive ID in accordance with the current MCCS directives.

(1) Individuals who are 21 years of age or over may purchase alcoholic beverages for off premises consumption. Such consumption on the Combat Center shall be subject to restrictions as imposed in this chapter and applicable California law.

(2) Individuals under 21 years of age will not be employed aboard MAGTFTC, MCAGCC, as a bartender, cocktail waitress, bar back, or in any other capacity which solely involves the selling or dispensing of alcohol. Per references (n) and (o), facilities primarily designed for the sale and service of food consumption on the premises may employ persons 18 to 20 years to serve alcoholic beverages in only bona fide food serving area(s).

f. Those personnel having cognizance over alcoholic beverage sales at all MCCS activities will establish positive control procedures to ensure that only those individuals over 21 years of age are sold alcoholic beverages aboard the Combat Center.

2. Authorized Consumption Locations. Alcoholic beverages are authorized for consumption and possession by those 21 years of age or older in the following locations:

a. Family housing, BOQ, and SNCO Quarters.

b. Bachelor Enlisted Quarters (BEQ) where Commanding Officers have authorized it.

c. At special events, such as organizational parties, as designated by Commanding Officers with prior approval of the Combat Center Chief of Staff. Hail and farewell parties should be appropriately scheduled at times to coincide with end of working hours; otherwise no alcoholic beverages will be consumed if participants are to return to work.

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d. No alcoholic beverages are allowed at any organized athletic contest or unit function at any athletic field (i.e. Del Valle Field, Felix Field) or public park unless prior approval from the CG is obtained.

e. The MCCS Director will establish alcoholic beverages control procedures in accordance with this Order and references (n) and (o). The following notices will be prominently posted:

(1) Persons transporting alcoholic beverages off a military reservation or installation become subject to the laws of the State of California.

(2) Resale or barter of any items purchased in package sales outlets is violation of military regulations.

f. No consumption of alcoholic beverages are allowed aboard Camp Wilson without an Alcohol Waiver signed by the CG, see reference (o).

3. Narcotics, Dangerous Drugs, Intoxicating Chemicals, Plants, and their Compounds

a. The unauthorized introduction or possession of narcotics, dangerous drugs, intoxicating chemicals, plants, or their compounds on the Combat Center is prohibited. This includes the medical and/or recreational use of Marijuana, whether possession in CA is legal or not.

b. Unlawful use, possession, and distribution of controlled substances as defined in the Manual for Courts-Martial, U.S. Navy Regulations, and the Code of Federal Regulations by any person on the Combat Center is prohibited.

(1) Violation of these provisions will result in disciplinary action, which will, at minimum, include automatic loss of base driving privileges from a minimum of one year up to the duration of an individual's tour aboard the Combat Center.

(2) Article 1138 of U.S. Navy Regulations is applicable for all naval personnel stationed aboard the Combat Center. Personnel who observe the wrongful use, possession, or distribution of a controlled substance will report it to their chain of command or the military police.

c. Civilians aboard the Combat Center are subject to both federal laws and the laws of the State of California. Civilians suspected of violating these laws will be detained by LEOs until the arrival of civilian authorities or issuance of a Central Violations Bureau (CVB) form 1805 for appearance in the Federal Magistrate's proceedings.

d. Adult Use of Marijuana Act in California (AUMA). Although the act legalized small amounts of marijuana for possession and use, the act does not apply to Marine Corps Installations. The Federal Government regulates drugs through the Controlled Substances Act (CSA), which does not recognize the difference between medical and recreational use of marijuana.

(1) Both military and civilian personnel may face debarment, removal from base housing, and other negative administrative actions for violating Federal Law.

(2) Civilian personnel may also be prosecuted for the use, possession or distribution of marijuana on or off a military installation under reference (s).

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(3) The Twentynine Palms Tenant Lease Agreement signed by tenants in privatized housing, regardless of location, outlines the misuse or illegal use of the premises, or conduct of residents, occupants and/or invitees is grounds for termination by owner prior to the expiration of term. Under the lease agreement, residents shall not use the premises for any unlawful purposes including but not limited to: using, manufacturing, selling, storing and transporting illicit drugs or other contraband.

Chapter 6

Animals and Pets

1. Control of Animals and Pets. The introduction, ownership, or possession of an animal within the Combat Center shall be governed by the provisions of this Order as well as references (i) and (p).

2. Owner's Responsibility

a. All dogs and cats kept in Combat Center housing shall be registered with the Center Veterinary Service, Bldg. 1028 and PMO, Bldg. 901 (Pass and Registration). Such registration shall include a description of the animal, the responsible person or organization owning the animal, and evidence of rabies inoculation which is valid for at least one year.

b. Owners shall provide each dog with a collar or harness to which is attached the Combat Center registration tag and/or a current rabies tag.

c. Owners shall obtain a certificate of rabies immunization for each dog or cat over four months of age. A certificate must be obtained from a licensed veterinarian using a vaccine approved for use in California. The certification shall indicate the type of vaccine used, the amount administered, the date, the animal description, and shall be signed by a licensed veterinarian.

d. Owners shall comply with all federal, state, and local regulations concerning the humane treatment and care for their pets. Owners shall ensure that adequate food, water, and shelter are available. Anyone found in violation of these regulations may be apprehended and prosecuted per Penal Code 597 for civilians/dependents or the Uniform Code of Military Justice for military members. Female dogs in heat shall be confined and not permitted to become a nuisance.

e. Owners shall not abandon any animals. Unwanted animals may be given to an adoption center, such as the San Bernardino County Animal Shelter or Morongo Basin Humane Society.

f. Residents of the Combat Center who remove a registered animal from the Combat Center, change the animal's ownership, or dispose of the animal, shall notify the Center Veterinary Service.

g. Owners shall be responsible for any injury by animals in their possession to children, person, property, or to other animals. Animals which become vicious or dangerous shall be removed from the Combat Center or shall be disposed of as the Provost Marshal may direct.

h. Owners shall assume full responsibility for damage to government property caused by animals in their possession.

i. Owners shall require dogs in their possession outside of the home to be kept on a leash unless within a designated area, such as the dog park.

j. Cats are required to be on a leash or under direct physical control of the owner if taken outside of the home.

k. Stray or unattended pets will be taken to Palms and Paws Animal Shelter if the owner cannot be immediately found. All costs are at the owner's expense.

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1. No pets of any kind may be kept in a barracks, BEQ/BOQ, or any other buildings aboard the Combat Center with the exception of family housing or the Combat Center Stables.

3. Mascots

a. Mascots will be registered with the PMO as well as the Center Veterinary Service. The owning unit shall designate a person responsible for the animal.

b. No mascots will be housed in unaccompanied housing.

4. Dead Animals and Pets. Animals and pets which die of a known non-rabid disease or injury will be disposed of by their owners. Removal of the carcass of an ownerless animal 75 pounds or less will be accomplished by PMO or Public Works upon request. Disposal of all other animals over 75 pounds will be referred to San Bernardino County Animal Shelter or Morongo Basin Humane Society for proper disposal off the installation.

5. Sanitary Requirements

a. Animals and pets, except for Service Animals, shall not be permitted in mess halls, exchanges, the commissary store, or in places where food and drink are served or stored. Animals and pets, except for Service Animals, shall be excluded from swimming pools, chapels, theaters, club and dining facilities, bachelor officers' quarters, and enlisted billeting areas.

b. Animal owners shall maintain their residence in a sanitary state concerning animal waste. Animal waste shall not be allowed to accumulate inside or outside of the residence. Waste will be collected in paper or plastic bags and placed in the resident's trash cans for disposal.

c. Residents taking their animals for walks will attempt to minimize occurrences of the animal depositing waste on the property of other residents. Owners must immediately clean up after their animals if this should occur. Failure to do so may result in the issuance of an animal violation citation.

6. Limitation of Number of Animals and Pets. Each owning household or organization shall be limited to the possession of two pets more than six weeks of age except as authorized by the Combat Center Housing Office.

7. Psittacine Birds. The owner of a psittacine bird (birds of the parrot family) shall be charged with the responsibility of notifying the Combat Center Veterinarian upon death or apparent illness of the bird, and will deliver the bird with a list of all its human contacts to the veterinarian for examination for the presence of psittacosis. The more popular birds, included in the parrot family are Macaws, Parrots, Parakeets, Amazons, Mexican Double Heads, African Greys, Cockatoos, Love Birds, Lories, and Lorikeets. The direct introduction of these birds on the Combat Center from a foreign country is prohibited.

8. Horses. No horse stables are available on the Combat Center. Several boarding services are available in the local area.

9. Nuisance, High Risk Animals, and Prohibited Breeds

a. An animal or pet shall be defined as a nuisance when it is determined to be a menace to health, creates an unsanitary condition, damages property, creates loud noises and/or displays obnoxious habits.

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b. An animal or pet shall be determined to be high risk when it is seen to be vicious, endangering personnel or children, and/or when the second report is received of an attack on a person or other animal.

c. The owner of nuisance animals are responsible to resolve the identified behavioral deficiencies with their animal. Failure to do so may result in a revocation of the owner's pet privileges in housing or the owner's removal from housing.

d. No animal or pet shall be permitted on the Combat Center which has been determined to be high risk by the Veterinarian, Housing Manager, or the PMO. Any high risk animal(s) will be removed from the Combat Center by the owner or will be relinquished to the Humane Society for disposal at the owner's expense.

e. Pit Bulls, Rottweilers, canid/wolf hybrids, and any other canine breed with dominant traits of aggression, present an unreasonable risk to the health and safety of personnel on Marine Corps installations. Consequently, full or mixed breeds of Pit Bulls, Rottweilers, and canid/wolf hybrids are prohibited aboard Marine Corps installations, per reference (p).

10. Commanding Officer, Navy Medicine Readiness and Training Command Twentynine Palms (NMRTCTP). Shall determine when a menace to health exists due to animals and shall advise the CG on corrective and preventive measures.

11. PMO's Responsibility

a. The PMO will register all pets introduced to the Combat Center at Bldg. 901, VRO.

b. The PMO will be notified in the event of an animal bite(s), damage, lost and stray animals on board the Combat Center.

c. The PMO will be responsible for the pickup of domestic animals considered to be stray or unclaimed, and any animals which the Commanding Officer, NMRTCTP has requested to be quarantined. All animals taken into custody by LEOs will be transported to Palms and Paws Animal Shelter located in the city of Twentynine Palms.

d. The owners of animals impounded will be responsible for the payment of any fees charged for board and processing of the animals by the animal shelter.

e. The PMO will issue an Animal Violation Citation to the responsible owner of any animal impounded, found running at large, creating a nuisance, or not currently registered. This will be done utilizing the Animal Violation Citation (29P-10570/1 (12-89)). A copy of the citation is provided to the owner's Commanding Officer (if military), Combat Center Veterinarian (Animal Bites), and the Combat Center Magistrate (Staff Judge Advocate).

f. When a second citation is issued, the responsible owner will be required to report to the SJA Office, Bldg. 1515, to explain the owner's reason for the citation, and show cause, if any, why the animal should not be removed from the Combat Center permanently.

12. Veterinarian's Responsibility

a. The Combat Center Veterinarian shall, as requested, examine animals quarantined by the PMO or provide advice on procedures to be followed when dealing with quarantined or sick animals.

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b. The Veterinarian shall make available to the Combat Center, as practicable on a scheduled basis, animal clinics during which owners may have their pets vaccinated and examined.

c. The Veterinarian shall monitor the local animal population for zoological disease reservoirs and determine when an unsanitary condition or a nuisance exists due to animals or pets.

d. The Veterinarian shall direct, when necessary, the quarantine and examination of animals for the presence of diseases.

13. Animal Bites

a. When a person is bitten by an animal aboard the Combat Center, the person having first knowledge of the incident or the parent of a child who is bitten, shall immediately notify the PMO and assist in identifying the offending animal.

b. When appropriate, persons bitten by animals will report to the hospital for treatment at the earliest time possible and provide all information available. If there are any questions concerning injuries sustained in an animal bite (however minor they may be), call the Emergency Room.

c. The Combat Center Veterinarian will be notified when an animal bite occurs on base to facilitate mandatory quarantine examinations.

d. Animals identified as having bitten a person shall immediately be put in quarantine at the owner's residence for a period of 10 days. The owner will ensure that the animal in quarantine is kept penned or tied up at all times. If the animal becomes sick while in quarantine, the Veterinarian will be notified immediately. The Veterinarian must perform an inspection of the animal prior to the removal of the quarantine.

e. Animals identified as having bitten a person a second time will be put in quarantine at an animal shelter, veterinary hospital, or qualified commercial kennel at the owner's expense.

f. Owners of animals that are placed in a quarantine facility will produce a statement from a veterinarian that their animal is in good health before the animal can be brought back to the Combat Center.

14. General Information - Diagnosis of Rabies

a. The diagnosis of rabies is dependent upon laboratory examination of brain tissue from infected animal. Therefore, it is of the utmost importance that any suspected animal be captured alive and placed under the observation of a veterinarian. Should it become absolutely necessary to kill the animal in self-defense, care should be taken not to mutilate the head.

b. An animal that has been bitten by another animal, either known or suspected of being rabid, will be immediately destroyed or confined under the observation of a veterinarian. At the end of the observation period, if no symptoms of rabies have developed, the animal may be given a course of treatment as prescribed by the veterinarian.

Chapter 7

Civilians

1. General. This Chapter sets forth the regulations by which DOD civilian personnel, non-DOD connected personnel and military family members aboard the Combat Center are subject to both federal laws and the laws of the State of California. Within the framework of existing federal statutes, the responsibility and authority to regulate the entry of civilian personnel and restrict their conduct is vested with the CG. Commanders of tenant and subordinate units may not waive any order or regulation that is restrictive in nature; they may, establish such additional prohibitions necessary to satisfy their respective responsibilities.

2. Regulations Governing Entry

a. Any person desiring to access the Combat Center is subject to regulations within this Order and will remain in compliance for the duration of their stay.

b. Visitors must initially access the Combat Center via the main gate unless other arrangements have been coordinated with the PMO.

c. All visitors must be sponsored. Sponsors must be validated in accordance with this Order prior to any visitor being granted access.

d. Sponsors are ultimately responsible for the conduct of their visitors at all times. Failure to ensure compliance with regulations aboard the installation may result in administrative or punitive action.

e. Newspaper reporters and other members of civilian media must coordinate with the Public Affairs Office in order to enter the Combat Center.

3. Visitors, Guests, and Civilian Employees. Civilians who enter the Combat Center subject themselves to actions set forth below:

a. Search and seizure by military authorities in accordance with current orders and regulations.

b. Apprehension, arrest and punishment in accordance with the provisions of applicable federal or state law(s).

c. Eviction from the Combat Center for cause.

d. Limitation of movement and restriction of action as established by competent orders and regulations.

4. Civilian Offenses

a. Offenses committed by civilians within the boundaries of the Combat Center which constitute a violation of federal or state law will be reported to the PMO.

b. The PMO will conduct a preliminary investigation of the allegations, detain the suspect where necessary, and report the offense to the appropriate law enforcement agency or issue a CVB form 1805 for appearance in the Federal Magistrate's proceedings.

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5. Denial of Base Access. Denial and/or revocation of an Armed Forces ID card, DBIDS Card, or visitors pass is warranted, if the applicant meets any of the following criteria:

- a. Listed on the National Terrorist Watch List or has associations or ties to individuals classified as known or suspected terrorist.
- b. Not a United States Citizen, is illegally present in the U.S. or whose U.S. citizenship, immigration status, or Social Security Number (SSN) cannot be verified.
- c. Subject to an outstanding criminal warrant.

(1) Active Warrants Under \$50,000

(a) Individuals with traffic warrants with a total value under \$50,000 are allowed access to MCAGCC for three visits. The individual will be made aware of the warrant(s) and instructed to resolve them. On the fourth attempt, the individual will be denied access, regardless of dollar amount or where the warrant is from. The individual will be advised that subsequent visits will be denied unless the warrant is resolved.

(b) Individuals with an active warrant for a felony offense will not be granted access to MCAGCC for any reason.

(c) San Bernardino County Sheriff's Department (SBCSD) shall be notified of all warrants, regardless of jurisdiction. If SBCSD assumes investigative jurisdiction, PMO will instruct the individual to remain on scene until SBCSD arrives.

(2) Active Warrants over \$50,000. Individuals with any warrant over \$50,000 shall be denied access to MCAGCC, regardless of the offense.

- d. Currently on parole or probation for felony convictions.
- e. Registered sex offender (regardless of the date of the criminal offense).
- f. Military active duty was terminated by the receipt of a Bad Conduct or Dishonorable Discharge.
- g. Has been issued a debarment order and is currently banned from military installations.
- h. Exhibits characteristics, traits and/or other indications that cause concern for the security, safety, or welfare of the personnel and/or residents aboard the installation.
- i. Obtained a criminal misdemeanor or felony conviction for the following types of criminal offenses:

(1) Offenses of a sexual nature.

(2) Offenses of violence.

(3) Offenses related to gang related activity, supremacist, or extremist behavior (i.e. hate crimes).

DISCIPLINE AND LAW ENFORCEMENT REGULATIONS INSTRUCTIONS MANUAL

(4) Offenses in which a weapon instrumentality (e.g. firearm, knife or other bladed instrument, club, brass knuckles, etc.) was used either as a means of violence or threat of violence.

(5) Dangerous Drugs which includes all street drugs other than marijuana.

6. Request for Appeal. If installation access is denied, you may submit an appeal package to the CG if your access has been denied for any of the above reasons. You will submit your package to the VRO located adjacent to the main gate, see Appendix (B) through (G).

7. Off-base Civilian Entities

a. Military personnel, civilian employees, and their respective family members are responsible for the visitors or guests they introduce onto the Combat Center and will ensure their guests or visitors abide by all regulations governing the conduct of visitors.

b. When required, "Visitor ID Passes" will be issued by PMO.

c. All solicitors, process servers, and Marshals/Deputy Sheriffs with arrest/bench warrants must coordinate with the PMO before attempting entry board the Combat Center. PMO will notify the SJA immediately. Lead Enforcement Agencies and Environmental Inspectors should liaise with the Natural Resources and Environmental Affairs Office.

d. No lienholder, creditor, or any other third party is authorized to enter the Combat Center to repossess property, unless the following procedures are strictly adhered to:

(1) Prior to attempting any repossession, the reposessor shall contact the Legal Assistance Office and inform that office of when they wish to come on base to attempt a repossession. The reposessor shall inform the Legal Assistance personnel of the property to be claimed, the location of the property, and the name of the individual who has possession of the property.

(2) Legal Assistance personnel will attempt to locate and contact the individual in possession of the property. If the individual is located, he or she will be made aware of the fact that repossession has been commenced. Individuals will be advised that it is in their best interest to come to the Legal Assistance Office to have their legal rights and obligations explained to them. If the individual wishes to consent to the repossession, the reposessor will be notified.

(3) Upon arrival at the Combat Center, the reposessor shall check in at the PMO, Desk Sgt area, Bldg. 1407. A LEO shall escort the reposessor to the Legal Assistance Office. A legal assistance attorney shall ensure the repossession documents are in order (i.e., court order or other authorization from the lien holder). The reposessor shall then be escorted to the location of the property by the LEO. The LEO shall ensure that no property belonging to the United States (i.e. military gear) is taken by the reposessor.

(4) In any event, no repossession shall take place aboard the Combat Center if such repossession would constitute a breach of peace.

Chapter 8

Identification Cards and Passes

1. General. The methods, responsibilities, and privileges incident to the issue and recovery of ID cards and passes to civilian personnel will be in accordance with this chapter.

a. Identification Cards. Are divided into three main categories: DoD affiliates, business/vendors, and visitors. Acceptable credentials range from Common Access Cards (CAC), Uniformed Services Identification Cards (USID), temporary identification pass, and DBIDS card.

(1) DoD Affiliate

(a) Definition. A DoD affiliate is an individual in possession of or eligible to possess a CAC or variation of the USID. Examples include:

1. Active duty military
2. Reservist
3. Military dependent
4. Military retiree
5. DoD civilian employee
6. DoD contractor requiring physical and logical access to a government computer system.
7. Permanent MCCS or Non-appropriated Funds employee.

(b) Sponsorship. Most DoD affiliates can sponsor an individual or individuals from the business/vendor or visitor categories.

(2) Business/Vendor

(a) Definition. The Business/Vendor category includes an individual hired or contracted by a DoD affiliate to provide a service or do work aboard the Combat Center. This category is applicable to commercial vendors, businesses, contractors, State/County/City municipalities/ services or contractors whose services:

1. Have been specifically requested and sponsored by a DoD affiliate, whether that affiliate is a Government entity or a private individual (e.g. family member hiring a house cleaner).
2. Are required by virtue of an easement, lease or license.

(b) Sponsorship. A Uniformed service member or DoD employee representing a Combat Center entity may sponsor companies or individuals in this category. Authorized contracted employees possessing a valid Common Access Card (CAC) may sponsor guests aboard the installation. A Prime or General Contractor of a project may sponsor sub-contractor companies for their projects. Other DoD affiliate may sponsor companies or individuals only for their personal business. Sponsors are not allowed to sponsor companies or individuals they have no affiliation with.

DISCIPLINE AND LAW ENFORCEMENT REGULATIONS INSTRUCTIONS MANUAL

(c) Business/Vendors are not normally eligible to possess a CAC. There is an exception, the contractor who must be issued a government issued CAC because they require physical and logical access to a government computer system. An alternative would be for business/vender to apply for a DBIDS card.

(d) Business/Vendor access will be terminated for the following:

1. Committing an offense as described in Chapter 7, paragraph 6, per this Order.
2. Establishing a pattern of misconduct aboard Combat Center (e.g. one particularly egregious traffic violation or multiple minor violations).
3. At the request of their Combat Center sponsor.
4. Transporting un-credentialed personnel aboard the Combat Center with the intent to avoid access control protocol (e.g. short-term day labor to assist during a particular phase of a large-scoped contract).

(e) Civilians presenting themselves at the Main Gate seeking employment will not be permitted a pass to visit any activity of the Combat Center other than the Human Resources Office. Applicants for employment with contractors will be informed that such employment is effected throughout the contractor's business office.

(f) Solicitations of any type aboard MCAGCC will be conducted in accordance with reference (q), which explains the process in obtaining authorization.

(3) Visitors

(a) Definition. The visitor category includes any individual who is not a properly credentialed DoD affiliate or Business/Vendor with a valid reason for accessing the Combat Center. (Note: Credentialed means in possession of a valid CAC, USID, temporary identification paper pass or DBIDS card). Visitors are subject to a background check and may be denied access to MCAGCC.

(b) Visitors may not sponsor other individuals.

(c) Dependent family members of DoD civilian or MCCS/NAF that require access will be handled as a visitor unless other provisions are made. Special requests for a DBIDS card (see paragraph 3 of this chapter) can be made to the Provost Marshal's Office based upon a bona fide need.

b. Volunteers of Non-Profit Organization. The Combat Center organization in which the requesting individual works must complete a sponsorship letter. The individual requesting access will then take a copy of the letter to VRO. Once the background check is complete, the requesting individual will be issued a temporary identification paper pass or DBIDS card depending on the length of stay.

2. Retired and Dependent ID Cards. All military dependent, retired military personnel, and retired DoD civilians will be issued an appropriate ID card from the DEERS Office aboard the Combat Center.

3. DBIDS

a. DBIDS is the only system authorized to be utilized for access control. Contractors, vendors, volunteers and/or non-military affiliated persons requesting access to the installation are required to go through DBIDS. These individuals are highly encouraged to pre-register utilizing the following link (<https://dbids-global.dmdc.mil/enroll#!/>). Once pre-registration is complete they will receive a code (valid for 30 days) that needs to be provided to the Vehicle Registration Clerk, who can then access their DBIDS profile. DBIDS cards are produced on-site and can take upwards to 30 minutes unless pre-registration is complete prior to arriving to the VRO. The following pertains to the issuance of a DBIDS card and must be completed in the set order.

b. The following items are required by personnel requesting a DBIDS card and be able to operate a vehicle aboard the installation:

(1) State Driver's License or Identification Card. If the person's driver's license is not valid, the person accessing the installation must provide one of the following items as a proof of identification.

- (a) U.S. Passport.
- (b) U.S. Passport Card.
- (c) U.S. Coast Guard Merchant Mariner Card.
- (d) Personal Identity Verification (PIV) Card.
- (e) Personal Identification Verification-Interoperable (PIV-I) Card.
- (f) U.S. State Department Driver's License.
- (g) U.S. Veterans Health Identification Card (Issued by the U.S. Department of Veterans Affairs).
- (h) U.S. Permanent Resident Card (Form I-551).
- (i) U.S. Certificate of Naturalization or Certificate of Citizenship (Form N-550).
- (j) Department of Homeland Security Employment Authorization Document (Form I-766).
- (k) Combination of SSN (not laminated) and birth certificate.

(2) Valid Vehicle Registration with the person driving the vehicle listed on the registration form. If the person driving is not listed and is not a military dependent of the registered owner, then a notarized letter must be presented authorizing the person to operate the vehicle.

(3) Proof of valid insurance with the name of the individual driving aboard the installation listed on the document or words to the effect that all drivers operating this vehicle are insured.

(4) Proof of Sponsorship. The following information must be provided by the sponsor.

- (a) Full name of Sponsor.

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(b) Sponsor's Command.

(c) The From and To date of sponsorship.

(d) The days of the week and the hours the sponsored person will be accessing the installation.

(e) The location(s) being access by the person being sponsor.

(5) In addition to the above requirements the individual will be vetted with a background check.

c. Proof of one of the primary identifiers listed under one of the following categories is required for the completion of the DBIDS application process. Once the DBIDS application is complete the person will be able to obtain a DBIDS temporary pass or DBIDS card, which will allow the individual access to the installation.

(1) Persons with U.S. Citizenship:

(a) SSN Card (Not Laminated).

(b) Certificate of Naturalization.

(c) Taxpayer ID Number.

(2) Persons with Foreign Citizenship:

(a) Foreign ID (U.S. Issued).

(b) National ID (Foreign Country Issued).

(c) Passport.

(d) Taxpayer ID Number.

(e) USCIS (A) Number.

4. Miscellaneous Provisions. This paragraph sets forth miscellaneous restrictions and privileges applicable to civilians.

a. Civilian Agents, Merchants, and Solicitors. Business visitors, civilian merchants, civilian salesmen, and civilian insurance agents, etc. shall be guided in their activities aboard the Combat Center by the provisions of references (q) and (h).

b. Food Handlers and Domestic Employees. Food handlers and domestic employees will not be issued an ID card until approved by the appropriate sponsor.

c. Off Combat Center Civilians. A DBIDS card will not be issued to off Combat Center civilians other than those shown in this Chapter except when it appears that the best interests of the government will be served.

d. Contractor Employees. Employees of civilian contractors will be issued a CAC card by the DEERS ID card office only upon request of the contracting officer.

e. Union Representatives. Union representatives of Bargaining Unit

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Employees or contractor's employees will be admitted to the Combat Center in accordance with Department of the Navy policy.

f. California State Agency persons, such as Child and Family Services, shall be granted access in the performance of their duties by utilizing their state issued ID.

5. Handling and Return of ID cards

a. Issued to civilian contractor employees, domestic employees of residents residing aboard the Combat Center and non-appropriated fund civilian employees will be returned to the issuing department when no longer required.

b. It is the responsibility of the person or office employing civilians to notify DEERS and/or PMO upon termination of employment.

c. DoD civilian personnel will be issued ID cards in accordance with reference (h).

d. DoD civilian ID cards and Combat Center issued ID cards are the property of the United States Government and will be guarded against fraudulent use, loss, and mutilation.

e. Lost ID cards will be immediately reported to the Marine's parent unit for coordination with DEERS to obtain a replacement.

f. The loaning of an ID card constitutes an offense under Title 18, U.S. Code, and violators are subject to punishment under Federal law.

g. Personnel to whom ID cards have been legally issued will have these cards in their possession at all times while on the Combat Center.

Chapter 9

Narcotics and Explosive Detector Dogs

1. Authorization for Use. The Commandant of the Marine Corps has authorized this command the custody and use of Military Working Dogs for both narcotics and explosive detection. The operational control of these animals and their assigned handlers is vested with PMO. These dogs will be used by the Combat Center PMO for the detection of controlled substances and explosives.

2. Utilization

a. Commanding officers of units are encouraged to use PMO's detector dog capability and may request the use of the dogs by contacting the PMO Military Working Dog (MWD) Section at (760) 830-6501 or the PMO Assistant Operations Officer (760) 830-5456. After working hours, the MWD unit can be contacted by calling the Military Police Desk Sergeant at (760) 830-6800. Requests should be made at least seven working days prior to the desired date to allow adequate time for scheduling. Short notice requests will be supported based on availability.

b. Requests for the use of the Combat Center MWD from commands located outside the Combat Center must be made to the PMO. The requests should reach the department no later than 10 working days prior to the desired date of employment.

c. Surprise, secrecy, and security are elements that favor the successful utilization of MWD. The date and time of utilization of the dogs should be known only to the unit commander, executive officer, or legal officer. Widespread knowledge of their impending utilization will compromise their effectiveness and result in possible danger to the detection team.

d. In requesting support, please complete the PMO support request form located at <https://www.29palms.marines.mil/Staff-Offices/Installation-Support-Directorate/Provost-Marshal/>.

Chapter 10

Temporary Detainment/Detention Spaces

1. Policy

a. It is the policy of PMO that the treatment of person(s) in the detention spaces be in full accordance with reference (r). The purpose of the detention spaces is to temporarily detain personnel of the Armed Services until transfer of custody to appropriate authorities.

b. The detention spaces may only be used for short term detention. "Short term" in this respect, means ordinarily not more than eight hours. This limitation may, if necessary, be extended for persons who are detained awaiting investigation, trial, consultation with counsel, or who are awaiting transfer to a designated place of confinement. Restraint will be extended only on the approval of the Provost Marshal.

c. For questions regarding temporary detainment and incarceration, contact PMO at (760) 530-6800.

2. Regulations for Prisoner Escorts

a. Detainees shall be treated humanely. Abuse of any kind, including any kind of corporal punishment, is prohibited. Prisoner escorts will use only the minimum required force in the prevention of escape, self-defense, or to prevent harm to others.

b. A quiet, impersonal, but firm manner shall be maintained toward detainees at all times. Profane, indecent, or insulting language directed toward or used in the presence of a detainee is forbidden.

3. Administration

a. Authority. No person will be admitted to the detention spaces without prior approval as prescribed by references (a) and (r).

b. Confinement Order

(1) No person will be admitted to the detention spaces without written order of confinement signed by the Commanding Officer of the prospective detainee's command. Commanders will prepare confinement orders. Any questions pertaining to submission or required paperwork, call PMO Operations at 760-830-6095.

(2) All confinement orders will show in full the offense for which the detainee is accused or convicted.

(3) The Commander ordering confinement will arrange a physical examination of the detainee by a medical officer prior to delivery of the individual to PMO. The results of the examination, signed by the medical officer, will be entered in the "Medical Certificate" portion of the confinement order.

(4) Commanders ordering confinement will ensure that the confinement order states whether the detainee is to be detained at PMO or is to be detained at another place.

c. All extended confinements or pretrial confinements will be conducted at a permanent detention facility (e.g. Camp Pendleton Brig). The PMO

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detention spaces are for temporary and transitory holding only.

4. Security, Custody, and Control

a. Security. Individuals confined to the detention spaces will be monitored by PMO personnel and in accordance with the PMO SOP.

b. Custody. Detainees will be confined in separate spaces, independent of one another. Two or more detainees will not be confined to one detention space unless during an emergency. The two most violent detainees will be put in separate spaces while any additional detainees will be processed and released to a unit representative.

c. Control. Individuals will only be released to a designated unit representative who is authorized by the unit Commanding Officer.

5. Transportation to Marine Corps or Naval Correctional Facility

a. Correctional Facility transports are unit responsibilities.

b. Contact the correctional facility for a listing of necessary documents and required items for in-processing.

6. Public Information. The COMMSTRAT Officer is responsible for all news releases in accordance with current Directives.

APPENDIX A

Weapons Registration Form

CCO 1630.6 series

WEAPONS REGISTRATION MARINE CORPS AIR GROUND COMBAT CENTER													
PRIVACY ACT STATEMENT Under the AUTHORITY of 10 U.S.C. 5013, Secretary of the Navy; 10 U.S.C. 5041, Headquarters, Marine Corps; and CCO 1630.6 series, Discipline and Law Enforcement Regulations; this form is FOR OFFICIAL USE ONLY for the PURPOSE of assuring proper control of weapons and to monitor and control purchase and disposition of weapons aboard the Marine Corps Air Ground Combat Center. The information collected on this form will be filed within a Privacy Act system of records governed by Privacy Act System of Records Notice NMD8370-1, which can be obtained at http://dpc.dod.mil/privacy/SORN/component/navy/NMD8370-1a.html . ROUTINE USE: In addition to those disclosures generally permitted under 5 U.S.C. 552a(b) of the Privacy Act of 1974, the records contained herein may specifically be disclosed outside the Department of Defense under the Department of Defense "Blanket Routine Uses." DISCLOSURE: Providing the information is voluntary; however failure to provide the requested information will result in the denial of access to the installation for unregistered weapons.													
PERSONAL INFORMATION:										1. DATE			
2. LAST NAME					3. FIRST NAME					4. MI			
5. DOB (YYMMDD)			6. HT		7. WT		8. HAIR		9. EYES		10. SEX		
11. RACE			12. DRV LIC #			13. DL STATE		14. BRANCH OF SVC		15. EAS		16. RANK	
17. UNIT			18. PHONE #			19. STORAGE ADDRESS							
WEAPON INFORMATION:													
20. WEAPON #1: a. TYPE (CHECK ONE) <input type="checkbox"/> FIREARM <input type="checkbox"/> BOW <input type="checkbox"/> OTHER (SPECIFY)													
b. SERIAL #				c. MAKE				d. MODEL					
e. CALIBER		f. BARREL LENGTH		g. DATE MADE (YYYYMMDD)		h. DATE PURCHASED (YYYYMMDD)		i. ACTION TYPE					
j. REMARKS													
21. WEAPON #2: a. TYPE (CHECK ONE) <input type="checkbox"/> FIREARM <input type="checkbox"/> BOW <input type="checkbox"/> OTHER (SPECIFY)													
b. SERIAL #				c. MAKE				d. MODEL					
e. CALIBER		f. BARREL LENGTH		g. DATE MADE (YYYYMMDD)		h. DATE PURCHASED (YYYYMMDD)		i. ACTION TYPE					
j. REMARKS													
1. I have read and understand the contents of the current CCO 1630.6 series Chapter 4 (Weapons and Explosives), which pertains to the purchase, storage, and transportation of weapons aboard MCAGCC. 2. I understand that I must comply with the registration process prior to taking receipt of the weapon(s). 3. Marines training aboard MCAGCC are not authorized to register or store personal weapons aboard this installation. 4. A copy of the current revision of the CCO 1630.6 series is available for my review at MCCS, PMO, and on the MCAGCC website: http://www.200spins.marines.mil/Staff/G1Manpower/AdjutantOffice/Orders.aspx .													
REGISTRANT NAME (PRINT)						MCCS REPRESENTATIVE NAME							
REGISTRANT SIGNATURE						MCCS SIGNATURE							
UNIT REPRESENTATIVE NAME						PMO REPRESENTATIVE NAME							
UNIT SIGNATURE						PMO SIGNATURE							

CC 1630/1 (DraftRev)

PREVIOUS EDITIONS OBSOLETE

Page 1 of 2

ADOBE LIFECYCLE DESIGNER ES2

APPENDIX B

Denial of Installation Access Letter

PROVOST MARSHAL'S OFFICE
MARINE AIR GROUND TASK FORCE TRAINING COMMAND
MARINE CORPS AIR GROUND COMBAT CENTER
BOX 788200
TWENTYNINE PALMS, CALIFORNIA 92278-8200

IN REPLY REFER TO:
5000
ISD 11A

From: Provost Marshal, Marine Air Ground Task Force Training Command,
Marine Corps Air Ground Combat Center
To: (Employer)
Subj: DENIAL OF INSTALLATION ACCESS

1. Effective the date of this letter, your access to Marine Corps Air Ground Combat Center, Twentynine Palms for reason of employment, or business activity is denied in accordance with Combat Center order 1630.6D, based on the negative content of material derived from a background check. Should you think this material is in error or you would like reconsideration of this decision you may appeal as noted below.
2. Your employer will also be notified of this action and a copy of this letter will be made available to them upon their request. While base access denial likely impacts your employment status, specific information pertaining to background check content and our denial determination is not releasable to third parties, to include employers.
3. Should you desire to appeal this action, you must submit a written appeal addressed to the Commanding General. ***The written appeal should be delivered to the Provost Marshals' Office, Vehicle Registration Office, Building 901,*** within 10 working days of the date of this letter. During the appeal process, your access is denied.
4. Should your appeal be denied, you and your employer will be notified and you will be allowed a reasonable opportunity (not to exceed 12 hours) to collect any personal affects you may have at your work site before vacating the Combat Center. If your appeal is approved, you will be notified to report to the Provost Marshal's Office, Vehicle Registration Office, (Building 901) for further processing.
5. If you have any further questions, please contact the Provost Marshal's Office, Vehicle Registration SNCOIC at 760-830-7700.

(Provost Marshals' Signature)

APPENDIX C

Suggestions for Preparing your Appeal

DATE DUE _____

SUGGESTIONS FOR PREPARING YOUR APPEAL

Your access to Marine Corps Air ground Combat Center Twentynine Palms for reason of employment or business activity was denied in accordance with installation regulations (Combat Center Order 1630.6d). If you desire to appeal this decision, you must submit a written appeal to the Vehicle Registrations Office (Building 901) within 10 business days from the date of access denial. Your appeal will be submitted for consideration to the Commanding General.

PLEASE ENSURE ALL SUBMITTED LETTERS ARE SIGNED OR THEY WILL NOT BE ACCEPTED

- Provide a written explanation describing the disqualifying incident(s) and the circumstances of your life at that time. Also, include what you have done to change your behavior and why you should not be considered a security or welfare risk to the installation.
- Enclose copies of any certificates of completion for courses that were related to the offenses (i.e. drug or alcohol rehabilitation classes, anger management classes, etc.) Submitted documents will not be returned.
- Advise your employer that you do not meet access requirements. Advise your employer that in order to request reconsideration, you must obtain a letter from them. The letter should indicate you are an employee in good standing, dates of employment, and any other relevant information. The employer should also note that they are aware of your circumstances and include management/owner contact and signature.
- Obtain at least two character reference letters. These letters should come from people who can attest to your current character. Please ask them to provide a telephone number for verification purposes.
- If you are on parole or probation, contact your Probation Officer or Parole Agent, request a letter detailing your compliance to conditions while on probation or parole. Please include the discharge date. You are also required to give permission to your Officer/Agent to notify this office should you have any violations or rescind your permission.
- Deliver your appeal package within the required time limit (10 business days) to the Provost Marshals' Office, Vehicle Registration Office, Building 901, between the hours of 6am - 5pm Monday - Friday. You may FAX the appeal package to: (760)-830-6795.

If you have any questions, please contact Provost Marshal's Office, Physical Security Chief at 760-830-3244.

APPENDIX D

Sample Endorsements and Final Decision Letter

PROVOST MARSHAL'S OFFICE
MARINE AIR GROUND TASK FORCE TRAINING COMMAND
MARINE CORPS AIR GROUND COMBAT CENTER
BOX 788200
TWENTYNINE PALMS, CALIFORNIA 92278-8200

IN REPLY REFER TO:
5000
ISD 11A
(Date)

FIRST ENDORSEMENT on (Employer's Name) ltr dtd (Date)

From: Provost Marshal
To: Commanding General, Marine Air Ground Task Force Training Command,
Marine Corps Air Ground Combat Center
Via: Office of the Staff Judge Advocate
Subj: REQUEST FOR RECONSIDERATION OF MARINE CORPS AIR GROUND COMBAT CENTER
IDENTIFICATION CARD/DBIDS CARD IN THE CASE OF (EMPLOYEE'S NAME)

1. (Recommendation).
2. (Comments).

(Provost Marshal's Signature)

APPENDIX E

SJA Request for Reconsideration Letter



UNITED STATES MARINE CORPS
MARINE AIR GROUND TASK FORCE TRAINING COMMAND
MARINE CORPS AIR GROUND COMBAT CENTER
STAFF JUDGE ADVOCATE
BOX 788102
TWENTYNINE PALMS, CALIFORNIA 92278-8102

IN REPLY REFER TO:
5000
SJA
(Date)

SECOND ENDORSEMENT on (Employer's Name) ltr dtd (Date)

From: Office of the Staff Judge Advocate

To: Commanding General, Marine Air Ground Task Force Training Command,
Marine Corps Air Ground Combat Center

Subj: REQUEST FOR RECONSIDERATION OF MARINE CORPS AIR GROUND COMBAT CENTER
IDENTIFICATION CARD/DBIDS CARD IN THE CASE OF (EMPLOYEE'S NAME)

1. (Recommendation).
2. (Comments).

(Staff Judge Advocate Signature)

APPENDIX F

Sample Submission of Adjudication Documentation Letter

(Date)

From: (Employer)
To: Commanding General, Marine Air Ground Task Force Training Command,
Marine Corps Air Ground Combat Center
Via: (1) Provost Marshal
(2) Office of the Staff Judge Advocate

Subj: REQUEST FOR RECONSIDERATION OF ACCESS TO THE MARINE CORPS AIR GROUND
COMBAT CENTER IN REFERENCE TO (EMPLOYEE'S NAME)

Encl: (1) (Supporting Documents)

1. (Sample write up) We request that you reconsider denying access to
(Employee's Name) for (reason of access denial). The employee has been a
model employee for (months/years) and is essential to our mission providing
services to the Combat Center.

2. Any questions, please contact at (XXX) XXX-XXXX and/or email at
john.doe@employer.com.

(Employer's Name/Signature)

APPENDIX G

CG's Approval/Denial of Request for Reconsideration Letter



UNITED STATES MARINE CORPS
MARINE AIR GROUND TASK FORCE TRAINING COMMAND
MARINE CORPS AIR GROUND COMBAT CENTER
BOX 788100
TWENTYNINE PALMS, CALIFORNIA 92278-8100

IN REPLY REFER TO:
5000
CG
(Date)

From: Commanding General
To: (Employer)

Subj: REQUEST FOR RECONSIDERATION OF MARINE CORPS AIR GROUND COMBAT CENTER
IDENTIFICATION CARD/DBIDS CARD IN THE CASE OF (EMPLOYEE'S NAME)

1. Your request for issuance of a Marine Corps Air Ground Combat Center Identification Card/RapidGate Card in case of (Employee's Name) is (Approved, Affective (Date)/Denied by reason)
2. (Comments).

(Commanding General Signature)

Copy to:
PMO
SJA

APPENDIX H

Command Acknowledgement of the Purchase of a Firearm



UNITED STATES MARINE CORPS
(UNIT LETTER HEAD)

1630
Org Code
(Date)

From: (Rank/Name/EDIPI/Unit)
To: Marine Corps Exchange Firearms Sales Representative
Subj: COMMAND ACKNOWLEDGEMENT OF THE PURCHASE OF A FIREARM IN CASE OF
(RANK/NAME/EDIPI/MOS)
Ref: (a) CCO 1630.6_

1. In accordance with the reference, (insert Rank/Name, must be E-7 or above) serving as the command representative for (insert unit) acknowledges that (insert Rank/Name) who resides off the installation, purchased a firearm from the Marine Corps Exchange on (Date).

2. (Comments).

3. The point of contact for this matter is (Rank/Name/E-7 or above) at (760)830-XXXX or via email at i.m.marine@usmc.mil.

I. M. MARINE