



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

CCO 1700.13C

ISD 11D

**JAN 18 2022**

COMBAT CENTER ORDER 1700.13C

From: Commanding General

To: Distribution List

Subj: STANDARD OPERATING PROCEDURES FOR RECREATIONAL USE OF THE MARINE CORPS  
AIR GROUND COMBAT CENTER OFF-ROAD RECREATIONAL RIDING AREA

Ref: (a) MCO 5100.29C/ Volume 3  
(b) California DMV Requirements for Off-Road Operators  
(c) MCO 5102.1B  
(d) CCO 1630.8(series)

Encl: (1) Map Depicting Off-Road Recreational Area Location and Boundaries  
(2) Personal Protective Equipment for Off-Road

1. Situation. Off-road recreational activities are conducted and approved aboard Marine Air Ground Task Force Training Command (MAGTFTC), Marine Corps Air Ground Combat Center (MCAGCC) at the discretion of the Commanding General. Location and boundary limitations are prescribed per enclosure (1). All-Terrain Vehicle (ATV)/Utility Task Vehicle (UTV), Dirt Bike, Light Utility Vehicle (LUV) and Recreational Off-Highway Vehicle (ROHV) recreational activities on MCAGCC are a privilege, not a right, and as such, are secondary to the official operational use of the off-road recreational riding area. In the event of a conflict of use situation, official training shall maintain priority over recreational use.

2. Cancellation. CCO 1700.13B.

3. Mission. This Order provides, but is not necessarily limited to, applicable policies, responsibilities, and procedures to help protect and preserve MCAGCC personnel from hazards normally associated with injuries resulting from mishaps during recreational use of the off-road recreational riding area. Patrons shall assume limited responsibility for this recreational area to help ensure safety, continued preservation, and cleanliness are well maintained for the benefit of all users.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent

(a) For security reasons, ATV/Dirt Bike/LUV/ROHV activities on MCAGCC are only open to active duty, reserve, Department of Defense (DoD) civilian personnel, and family members who meet all of the off-road training requirements specified in the references and this Order for operation aboard a U.S. Marine Corps installation.

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(b) Commanding Officers (COs), Assistant Chiefs of Staff (ACs/S), Division Directors (DivDirs), and Special Staff Officers at all levels will implement this Order or any supplementary germane instructions not necessarily contained or enclosed herein that directly relate to the safe operation of off-road vehicles. These local policies may be of equal or more stringent guidance.

(2) Concept of Operations. To ensure compliance with the references and establish operating procedures to all active duty, reserve, civilian personnel, family members, and visitors working, living, or visiting aboard the Combat Center.

b. Subordinate Element Missions

(1) COs, ACs/S, DivDirs, and Special Staff Officers

(a) Confirm personnel within your operational control meet the requirements in accordance with reference (a) prior to utilization of the off-road recreational riding area.

(b) Ensure all mishaps are reported and notifications are made to the command per reference (b).

(c) Validate personnel within your command, who utilize the off-road recreational riding area, possess all appropriate personal protective equipment (PPE) as mandated by the references and this Order. Application of above and beyond the minimal required PPE is always encouraged and recommended.

(2) Patrons of the Off-Road Recreational Riding Area

(a) Violators of any portion of the restrictions prescribed within this Order shall immediately and permanently forfeit the privilege to utilize this area.

(b) Motor vehicles designed for off-highway travel will be registered in the owner's state of residence or the state of California. If the OHV is not registered in another state, the owner must register the motor vehicle with the State of California. Additionally, regardless of which state the OHV is registered in, OHVs must be registered aboard MCAGCC at Vehicle Registration, Building 0901. All vehicles will prominently display their Vehicle Registration sticker on their off-road vehicle as per reference (b). All personally owned OHVs must be covered by an active auto insurance policy. Proof of OHV state registration, MCAGCC registration, and insurance shall be kept with the OHV at all times.

(c) Personnel utilizing this off-road recreational riding area must remain within the identified facility boundary fence line. The areas outside the approved off-road riding area are protected by Environmental Affairs (EA) guidelines.

(d) Per reference (a), Government ATV/UTV operators will complete an approved ATV/UTV training course. The training can be tailored to satisfy specific mission objectives. A certificate of completion and an endorsement on a U.S. Government Motor Vehicle Operator's Identification Card (OF-346) will be issued to each individual upon successful completion of the course.

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The Safety Office offers classes on a monthly basis or as funding allows. Class registration will be completed through the Enterprise Safety Applications Management System (ESAMS) at [https://esams.cnic.navy.mil/ESAMS\\_GEN\\_2/Login](https://esams.cnic.navy.mil/ESAMS_GEN_2/Login).

(e) Privately owned OHVs that meet registration and insurance requirements outlined in reference (d) and are capable of safely maintaining the posted speed limit, have headlights, tail lights, safety belts, and horn may only be operated aboard the Combat Center in order to transit to or from an off-road area, such as the Bureau of Land Management land in the vicinity of the Ocotillo gate, or the designated installation Off-Road Recreational Riding Area. Driving on Del Valle Road is strictly prohibited.

(f) Per references (a) and (b), persons between the ages of 14-17 years of age shall not operate an all-terrain vehicle on the MAGTFTC, MCAGCC off-road recreational riding area, unless the person is under the direct supervision of an adult (18 years minimum age) who has in their possession an appropriate safety certificate (or card) for a prescribed Off Highway safety training course for the vehicle type they are supervising. Certificates or cards issued under the authority of another state are acceptable. In addition to this, no person under 14 years of age shall operate an all-terrain vehicle on the MAGTFTC, MCAGCC off-road recreational riding area unless the person is accompanied by and under the direct supervision of a parent or guardian or is accompanied by and under the direct supervision of an adult who is authorized by the parent or guardian. Direct supervision means the person can never be out of eyesight of the rider at any time in the area.

(g) All patrons (no exceptions) of the MAGTFTC, MCAGCC off-road recreational riding area must use the "Two-Man Rule" or "Buddy System" i.e., a minimum of two individuals, or one or more riders under the direct supervision of a parent, guardian or approved adult. Authorized accompanying persons may supervise no more than three riders at a time. Authorized accompanying persons are not required to be riders. As long as that individual has the capability of contacting emergency personnel.

(h) Per the references the wearing of the minimum safety equipment is mandated at all times. See enclosure (2) for specific guidance.

(i) Be sure your off-road vehicle is in good operating condition, with good brakes, good tires, and is mechanically sound.

(j) Know and ride within your limitations. Don't execute maneuvers or jumps that are beyond your riding ability or skill level.

(k) Limit speeds in areas with which you are unfamiliar. Do not exceed safe operating speed limits for the existing environmental conditions.

(l) Always walk the track and area prior to riding it to familiarize yourself with the terrain and environmental conditions.

(m) When riding with or parallel to other riders "HOLD YOUR LINE" and maintain courteous distances. Also, DO NOT crisscross the track while maneuvering over jumps or on the ground when riding with other riders. Be aware of your surroundings at all times.

(n) It is highly recommended that all ATV's and ROHV's install "whips" or "flags" on their vehicles to provide better visibility.

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(o) NO Jeeps, sand rails, or other 4x4 off road vehicles are permitted in any area other than the parking area.

(p) Riding is permitted only during daylight hours. Riding ceases at sunset and is unauthorized after dark.

(q) Cars and trucks are authorized from the entrance to the parking area and shall not drive or park beyond the designated parking area per enclosure (1) unless they are rescuing an authorized off-road vehicle due to breakdown. Rescue vehicles are limited to 5 miles per hour (MPH) maximum speed and must exit the riding area immediately upon loading the vehicle requiring assistance. Automobiles are not authorized on the track area unless recovering a disabled ROHV. Automobiles conducting recovering assistance are limited to 5 MPH maximum speed and must exit the riding area immediately upon loading the vehicle requiring assistance.

(r) Pets are allowed in the off-road recreational parking area, provided they are not allowed to run free. Pets shall not be left unattended in a vehicle.

(s) No alcoholic beverages of any kind are allowed within or surrounding the off-road recreational riding area and/or parking lot.

(t) No camp fires or open burning is allowed within the off-road recreational riding area and/or parking lot.

(u) Off-road area users must maintain a good state of police at all times. Users will dispose of all trash and/or recyclables out of the off-road area as no trash receptacles will be provided. If any hazardous materials spill occurs report the spill to the EA Abatement Chief at (760) 401-9841 or their own organizations Environmental Compliance Coordinator for guidance and disposition instructions.

(v) Call EA at (760) 830-7641 to inform them of any possible archeological finds located in the off-road recreational area. Isolate the discovery to the best of your ability to minimize disturbance of the area.

(w) Never disturb, kick or pick up a shiny or unidentifiable item laying on or partially buried in the ground. Dangerous unexploded ordnance (UXO) has been found in all areas of MAGTFTC, MCAGCC. If you do not know what it is, DON'T TOUCH IT!! Immediately report the location of any UXO to BEARMAT at (760) 830-1981, Provost Marshal at (760) 830-6800 or Explosive Ordinance Division at (760) 830-6885.

(x) Users ensure they have at least one form of communication. In the event of a medical or fire emergency dial (760) 830-3333. Be prepared to provide location and information regarding the emergency.

(3) AC/S Installation Support Directorate, Public Works Division. Ensure signage is in good repair and provide area excavation maintenance as necessary, when requested.

(4) Host-Tenant Relationships. Adherence to safety standards is required to promote safety at this off-road recreational riding area. Marine Corps tenants of other DoD installations shall adhere to MAGTFTC, MCAGCC's policies and standards. Where tenant commands have safety standards that meet or exceed our requirements, tenant commands shall adhere to the more stringent standards.


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5. Administration and Logistics. Directives issued by this Headquarters are published and distributed electronically. Electronic versions of Combat Center Orders can be found at <https://www.29palms.marines.mil/Staff-Offices/Resource-Management-Directorate/Adjutant-Office/Orders/>.

6. Command and Signal

a. Command. This Order is applicable to all active duty, reserve, civilian personnel, family members, and visitors working, living, or visiting aboard the Combat Center who utilize the off-road recreational riding area.

b. Signal. This Order is effective the date signed.

  
D. A. SUGGS  
Chief of Staff

DISTRIBUTION: A

MAP DEPICTING OFF-ROAD RECREATIONAL AREA LOCATION AND BOUNDARIES



**PERSONAL PROTECTIVE EQUIPMENT FOR OFF-ROAD**

Per MCO 5100.29C Vol 3, the below Personal Protective Equipment (PPE) is mandatory for all personnel operating or riding as a passenger on an off-road vehicle aboard Marine Corps installations. This requirement also applies to active duty military while operating an off-road vehicle both on and off the installation:

**DIRT BIKE PPE:**

- DOT, SNELL, OR ANSI approved helmet properly fastened under the chin.
- ANSI approved, shatter resistant riding glasses/goggles or a full face shield attached to the helmet.
- Full fingered riding gloves.
- Long sleeve shirt or jacket that extends past the elbow when the rider's hands are on the hand grips. A riding shirt or jacket shall be constructed of abrasion resistant material.
- Full length pants or trousers that extend past the knee and meet the top of the riding boot when seated on the motorcycle.
- Sturdy, above the ankle shoes or boots.
- PPE for operation of dirt bikes off-road will include knee/shin guards, and/or off-road riding boots and padded full-fingered gloves.

**ATV PPE:**

- DOT, SNELL, OR ANSI approved helmet properly fastened under the chin.
- ANSI approved, shatter resistant riding glasses/goggles or a full face shield attached to the helmet.
- Full fingered riding gloves.
- Long sleeve shirt or jacket that extends past the elbow when the rider's hands are on the hand grips. A riding shirt or jacket shall be constructed of abrasion resistant material.
- Full length pants or trousers that extend past the knee and meet the top of the riding boot when seated on the ATV.
- Sturdy, above the ankle shoes or boots.
- PPE for operation of all-terrain vehicles (ATV's) off-road will include knee/shin guards, and/or off-road riding boots and padded full-fingered gloves.

**LUV/ROHV PPE:**

- DOT, SNELL, OR ANSI approved helmet properly fastened under the chin.
- ANSI approved, shatter resistant riding glasses/goggles or a full face shield attached to the helmet.
- Full fingered riding gloves.
- Long sleeve shirt or jacket that extends past the elbow when the rider's hands are on the hand grips. A riding shirt or jacket shall be constructed of abrasion resistant material.
- Full length pants or trousers that extend past the knee and meet the top of the riding boot when seated on the LUV or ROHV.
- Sturdy, above the ankle shoes or boots.