



# WASHINGTON MILITARY DEPARTMENT POLICY

Security Policy 04-001-05

INSTALLATION VEHICLE REGISTRATION

This policy supersedes all previous Washington Military Department (WMD) policies of the same, similar name, or topic in existence prior to the effective date of this policy. This specifically includes WMD Administrative Services Policy 00-019-02, dated 15 October 2002.

1. **PURPOSE:** To establish a policy and provide guidance to the Washington Military Department (WMD) employees, members of the Washington National Guard regarding vehicle registration, termination of registration, and decal control. For visitors onto the Camp Murray installation, this guidance relates to possessing and providing proof of current vehicle registration in order for the vehicle to be driven onto Camp Murray.
2. **APPLICABILITY:** This policy applies to anyone who operates non-government vehicles on the Camp Murray installation. This includes Washington National Guard (WNG) members, retired members, employees (both state and federal), contract employees, contractors, and volunteers using a Camp Murray vehicle registration decal for access to Department of Defense (DoD) controlled military installations. This policy and the associated WMD Security Policy 04-002-05 (see paragraph 3f below) also applies to visitors on Camp Murray.
3. **REFERENCES:**
  - a. Army Regulation (AR) 210-10, Administration
  - b. AR 190-5, Motor Vehicle Traffic Supervision
  - c. Revised Code of Washington (RCW) 9A, Washington Criminal Code
  - d. RCW 38, Militia and Military Affairs
  - e. RCW 46, Motor Vehicles
  - f. WMD Security Policy 04-002-05, Installation Access Control
4. **POLICY:** Camp Murray is a controlled access military installation. All persons accessing this installation are subject to the provisions of this policy.

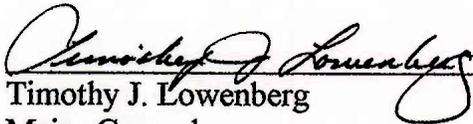
As stated in the applicability paragraph above, those individuals working or living on the Camp Murray installation who are vehicle operators will register their personal vehicles in accordance with the procedures attached to this policy. Visiting vehicle operators must provide proof of vehicle registration prior to entering the installation.

5. **RESPONSIBILITIES:**
  - a. The Adjutant General (TAG): Establishes policy on vehicle registration and vehicle traffic supervision on Washington National Guard installations.

b. WMD Security Manager/Designee:

- (1) Administers an effective traffic supervision and vehicle registration program.
- (2) Cooperates with police agencies and other local government agencies concerned with traffic supervision.
- (3) Interprets regulations and implements procedures pertaining to the registration of privately owned vehicles (POV) and WMD vehicles in order to direct, advise, and assist commanders, supervisors, and vehicle registrants in the process for registering applicable vehicles of those individuals who work or live on the installation.
- (4) Manages and maintains the vehicle registration program in accordance with TAG guidance, DoD directives, and local policy.
- (5) Maintains accountability of Camp Murray vehicle registration decals and restricts access to personal information contained in WMD vehicle registration records.
- (6) Serves as the issuing authority for the WMD vehicle registration program. Designates specific personnel to issue installation vehicle registration decals and input and maintain computerized vehicle registration records.
- (7) Serves as liaison between civilian and military police agencies and processes requests for information from/to those agencies regarding information on vehicle registration.
- (8) Provides assistance in the form of directions and information to individuals accessing the installation.

This policy will be reviewed and updated as determined appropriate by the WMD Security Manager and/or the Camp Murray installation commander (or designee). The attached procedures outline the process and requirements registering for vehicle decals with the WMD. The procedures are hereby incorporated as part of this policy.

  
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Timothy J. Lowenberg  
Major General  
The Adjutant General  
Director, Washington Military Department

August 2, 2005  
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Date