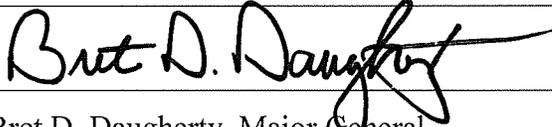


**Unified Washington Military Department and National Guard Policy
No. 18-01**

Title:	Camp Murray Installation Access, Roadways, and Parking Control
References:	Revised Code of Washington (RCW) 38-08-090, Governor to Promulgate Rules RCW Title 46, Motor Vehicles Army Regulation 190-13, Army Physical Security Program Army Regulation 525-13, Anti-Terrorism / Force Protection ATP 3-39.32, Physical Security Real ID Act of 2005
Information Contact:	Garrison Commander (253) 512-8520 Security Office (253) 512-7900
Effective Date:	January 9, 2018
Mandatory Review Date:	January 9, 2022
Revised:	New
Approved By:	 Bret D. Daugherty, Major General The Adjutant General Washington Military Department Director

Purpose

This policy establishes the procedures for access control, roadway conduct, and parking enforcement to the Camp Murray military installation.

Scope

This policy applies to all persons entering the Camp Murray military installation.

Policy

Camp Murray is a controlled access military installation. The presence of military personnel, equipment, and service missions requires enhanced security and access control measures in accordance with Department of Defense standards. The Adjutant General (TAG) or his designee will determine the level of security necessary to maintain appropriate access to the Camp Murray military installation given local conditions and Department of Defense and service requirements. In all circumstances, TAG maintains the authority to deny access by any person or entity that

may challenge the safety, security, well-being, or interests of those authorized to work, train, or conduct other activities on Camp Murray.

A. Responsibilities

1. TAG
 - a. Ensures order and security of all facilities under his/her command, per Revised Code of Washington (RCW) 38.08.090.
 - b. In consultation with the Garrison Command, sets the Force Protection Condition (FPCON) measures in effect for the Installation at any given time as outlined in the Installation's Anti-terrorism/Force Protection (AT/FP) Plan or in accordance with requirements and standards established by the Department of Defense (DoD) or the military services (Army or Air Force).
 - c. Authorizes the debarment of individuals from Camp Murray.
2. Garrison Commander
 - a. Oversees the development and execution of this policy and advises the Senior Command of its status.
3. Judge Advocate General (JAG)
 - a. Drafts Debarment letters for loss of access to Camp Murray.
 - b. Advises Command on legal issues related to the access to and operation of Camp Murray.
4. State Anti-Terrorism Officer (ATO)
 - a. Manages installation access and security control in accordance with this policy and FPCON measures outlined in the installation's AT/FP plan.
 - b. Conducts other Random Anti-Terrorism Measures (RAM) as approved by the Garrison Commander, or as otherwise directed by TAG.
 - c. Consults with the Joint Staff in devising and recommending FPCON measures and RAM initiatives to the Garrison Commander.
5. Provost Marshal and Security Staff
 - a. Ensures that only authorized vehicles and personnel are permitted access to Camp Murray and that motor vehicles entering the installation are properly licensed, registered, and insured.
 - b. Provides and supervises adequate on-shift Security staff to enforce the installation access, roadway, and parking control policy and procedures.
 - c. Conducts RAM as approved by the Garrison Commander and ATO.
 - d. Updates policy when changes occur.

B. Installation Access Control

1. Access Control Points

- a. **Main Gate:** The Main Gate is open 24 hours a day, 7 days a week. The Main Gate is used for routine entry of personnel and visitors to the installation.
- b. **Commercial Vehicle Inspection (CVI) Gate:** The CVI Gate is open Tuesday through Friday from 0600 to 1800 hours. The CVI Gate may be opened during off-hours with prior notice. The CVI Gate is used to screen all commercial vehicles entering the installation. Military-type vehicles may also use this gate for access.
- c. **South Gate:** The South Gate is open Monday through Friday and on the monthly JFHQ drill weekend from 0500 to 2000 hours. The South Gate may be opened during off-hours with prior notice. During periods of heightened threat or at the insistence of Joint Base Lewis McChord (JBLM) the South Gate may be closed with little or no warning.

2. Identification Checks

- a. Personnel entering Camp Murray, aged 16 years or older, are required to present a photo ID for entry. Acceptable forms of ID include:
 - 1) Valid DoD or WMD identification card; or
 - 2) Law enforcement credentials; or
 - 3) Valid driver's license (drivers), or state recognized form of picture identification (passengers). *See visitor pass instructions.
- b. Emergency Vehicles, with sirens in operation, will be allowed unimpeded access to the installation. Security Guard personnel will escort emergency vehicles to their intended destination.
- c. Taxis and other forms of commercial transportation will be stopped and vehicle occupants identified.
- d. In addition to an authorized ID, vehicles attempting to access the installation require the following up-to-date documentation:
 - 1) Vehicle registration or rental agreement;
 - 2) Proof of insurance; and
 - 3) The vehicle operator may also be required to show a valid driver's license (if not already presented as proof of personal identification).
- e. Commercial vehicles and contractors are required to produce a Bill of Lading or other official documentation that substantiates the location on the installation where the delivery or work to be performed is located. Commercial vehicles or contractors with documentation showing delivery or work to be performed on JBLM will not be permitted to transit through Camp Murray as a means of bypassing JBLM CVI procedures.

- f. Pedestrians with valid DoD/WMD identification will be allowed access to the installation. Depending on current installation security restrictions, other pedestrians with approved state I.D. and business on the installation will be escorted by their sponsor or directed from the front gate to their destination.
- g. At any time, WMD Security Staff may inquire about a person's destination and reason for accessing the installation. Personnel that do not have a valid reason for accessing the installation may be refused entry.

3. Visitor and Contractor Passes

- a. Vehicles or pedestrians entering Camp Murray without an authorized DoD, WMD, or law enforcement identification are required to obtain a visitor pass for the length of their stay.
- b. Visitors with business on the installation will be escorted by the sponsor or be issued a short-term pass and directed from the front gate to their destination.
- c. Mass Guest/Special Events
 - 1) The Camp Murray Visitor Control Center will be notified in writing at least 72 hours prior to the start of the event. Notification will include:
 - Location(s) and timeline of the event.
 - Estimated number of guests.
 - Point of Contact (POC) for the event.
 - 2) The event POC will provide names of anticipated attendees for the event. This will facilitate more efficient guest access onto the installation.
 - 3) The event POC will notify anticipated guests of the identification and vehicle documentation requirements established in this policy.
 - 4) If a situation arises whereby the vehicle of a visitor on the Guest List cannot be allowed access onto the installation due to a lack of the required documents, WMD Security staff will make every effort to contact the event sponsor so that alternate transportation from the gate to the event site can be arranged.
 - 5) POCs or guest sponsors are responsible for the behavior of their guests and ensuring guests know and comply with all installation policies, procedures, regulations, and restrictions while they are on Camp Murray. These include, but are not limited to, all measures within this policy memorandum, current force protection conditions, and common law.
- d. Contractor Passes
 - 1) Short-term or one-time entry contractor pass will be issued for a specific period of time, but will not exceed 13 days. They will normally be issued at the CVI gate unless otherwise specified at another location.
 - 2) For periods greater than 14 days, a temporary contractor registration, good for the length of the contract, will be issued. Each contractor or delivery vehicle operator

will be directed to the WMD Visitor Control Center.

4. Vehicle and Personnel Inspections

- a. All personnel and vehicles entering or found on Camp Murray are subject to search/inspection by WMD Security Staff and/or civilian law enforcement personnel at any time. These inspections are conducted as an installation force protection measure. Refusal to submit to search/inspection will result in a denial of access or removal from the installation.
- b. WMD Security Staff will routinely conduct random inspections and spot-checks in accordance with the organization's Random Anti-Terrorism Measures Program (RAMP). These inspections and/or spot checks are designed to improve the safety and security of Camp Murray by randomizing the type, time, and location of check to be performed.
- c. Commercial vehicles and loads will be thoroughly searched each time before entering the installation. These searches are necessary to look for explosive devices or other suspicious materials that could cause significant harm to personnel and property.
- d. Walk on visitors may also have additional screening upon entering the installation as part of RAM or higher screening conditions.

5. Closed Post Conditions

- a. A "Closed Post" Condition exists during those periods when unimpeded access to the installation is limited by closed vehicle/pedestrian gates. These situations occur when threat conditions dictate an imminent threat/hazard or when a threat/hazard may be in progress.
- b. During closed post conditions, the only access to Camp Murray is through the Main Gate. Two options exist to obtain entry to the closed post.
 - 1) A phone is located in the box near the gate to contact WMD Security Guard personnel for access.
 - 2) Use of special issued "proximity" access cards.

6. Other Security Conditions

- a. Circumstances may require other adjustments to the operations of gates and access to Camp Murray. Whether gates are open or closed, the times of opening or closing, and searches prior to entry may vary according to changing conditions or requirements.

7. Media Representatives

- a. Prior to access to the installation, WMD Security staff will validate with the Washington National Guard (WANG) Public Affairs Officer (PAO) that a media visitor is approved to enter the installation.
- b. The PAO should make every effort to notify Security staff prior to a planned media visit.

- c. The PAO or representative will meet the media representative at the installation access control point. Media representatives will be escorted for the duration of their visit on the installation.

8. Loitering

- a. Access to Camp Murray and any of its facilities is for official business only. Visitors, upon completing their business, should leave the installation within a reasonable amount of time. Persons found to be loitering on the installation will be asked to leave and are subject to being escorted off the installation by anyone under the authority of this policy.
- b. Anyone found to be loitering, may be denied access to the installation on future occasions, should the circumstances warrant it.
- c. Any employee working on Camp Murray can notify the Provost Marshal's Office or the Security Detail Manager if they suspect anyone to be loitering.

9. Trespass and Debarment

- a. The Adjutant General may bar from Camp Murray any person who violates state law, threatens any state employee or National Guard member, or otherwise poses a danger to the personnel, equipment, or missions on Camp Murray.
- b. Any person barred from Camp Murray will be notified in writing and shall have an opportunity to respond stating the reasons why he or she should not be barred from Camp Murray. Responses must be received by The Adjutant General within 15 days.
- c. Any person who enters Camp Murray after being barred from doing so may be charged with Trespass under state law. If a person barred from entering Camp Murray is found on Camp Murray, The Provost Martial or Security Staff will call local law enforcement to cite the person for trespassing and have them removed under the provisions of RCW 9A.52.
- d. Camp Murray Security shall maintain a list of individuals who have been barred from entering Camp Murray. This list shall be posted in a place where Security Staff can see the list and check it when necessary.

C. Roadways

1. Vehicles

- a. Vehicles will abide by posted speed limits while operating on Camp Murray.
- b. Individuals violating posted speed limits will have their chain-of-command or supervisory staff notified.
- c. Seat belt requirements will be enforced for all vehicles entering Camp Murray.
- d. Individuals will not use a personal electronic device while driving per RCW 46.61.672.
- e. Repeat offenses may result in a loss of driving privileges while on Camp Murray.

- f. Operators of military vehicles or mobile equipment will wear the prescribed safety equipment for that vehicle or piece of mobile equipment.

2. Road Closures

- a. Road closures routinely occur due to construction, military duties, and special events. Road closures will be coordinated through the Garrison Command 72 hours in advance to ensure campus barrier emplacement, notifications, and rerouting of traffic as needed.

D. Parking

1. Employees and visitors will park in clearly defined parking spaces while on the installation.
2. Reserved Parking
 - a. Each building on Camp Murray is authorized to designate a certain number of parking stalls as “RESERVED” or “VISITOR”. These stalls should not impede on handicap parking areas, be clearly marked and designated to a duty position or visitor, but not to a specific individual. For example, a space can be marked “Reserved for BN CSM”, but not “Reserved for CSM John Doe”. Building Managers are responsible for determining which duty positions warrant reserved parking stalls and presenting their plan to the Garrison Commander for approval. Once approved, Building Managers may begin coordinating with CFMO on the marking parameters and procedures.
 - b. On days of special events, units or agencies can designate a few parking stalls as “VIP” parking for that event.
3. Long-term Parking Area
 - a. There are a limited number of parking stalls which can be used for long term parking. The designated parking area for long term parking is the small parking lot to the immediate southeast of the main gate to Camp Murray. This is the only authorized parking area for any parking longer than 3 days (outside of tenant unit annual training periods or special training/missions longer than 3 days).
 - b. Coordination for parking in this lot must be done through the Security Office in Building 33. Individuals must request to keep their vehicle on Camp Murray while away at training or other missions by providing details about the vehicle, the circumstances surrounding the request, and the intended length of the request.
 - c. As part of a request to keep a vehicle on Camp Murray for long term purposes, the requesting individual will provide, as a minimum, a copy of the vehicle’s current registration, proof of insurance, and projected length of time.
 - d. Vehicles are subject to inspection prior to a request being approved. Vehicles leaking any type of fluid from any system on the vehicle will not be approved for long term

parking.

- e. The Camp Murray Security Office will maintain the tracking mechanism for vehicles properly coordinated and approved for longer than normal parking.
- f. Vehicles parked in this area without prior approval and coordination will be towed at the owner's expense.

4. Towing

- a. Authorized at the discretion of the Garrison Command or their designee. Consultation with the JAG office will be made prior to any instance of towing.
- b. Vehicles found to be abandoned, parked in an unsafe manner, or blocking an ingress/egress point are subject to towing at the owner's expense.
- c. Signs shall be posted at each entrance notifying visitors of the towing policy prescribed in RCW 46.55.