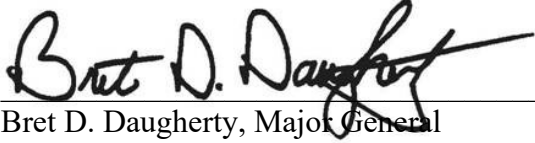


## Unified Washington Military Department and National Guard Policy No. 18-01

<b>Title</b>	Camp Murray Access Requirements
<b>References</b>	DoDM5200.08v3_AFMAN31-101v3 Installation Perimeter Access Control
<b>Information Contact</b>	Garrison Commander Building 18 (253) 512-8520
<b>Effective Date</b>	January 9, 2018
<b>Mandatory Review Date</b>	March 11, 2025
<b>Revised</b>	March 11, 2021
<b>Approved By</b>	 Bret D. Daugherty, Major General The Adjutant General Washington Military Department Director

### Purpose

Establishes the responsibilities and procedures for access control to the Camp Murray military installation.

### Scope

Applies to all persons entering the Camp Murray military installation.

### Definitions

**Acceptable credential.** A credential that must be accepted as proof of identity, historic fitness, or purpose, in accordance with this policy. See section II for Access Requirements.

**Continuous vetting.** A real-time review of an individual's background, at any time, to determine if they continue to meet the access requirements of the installation.

**Fitness.** A determination based on historic and current information that an individual is likely not a risk to the safety, security, and efficiency of an facility or its occupants.

**Source identity document.** A document that establishes a specific identity exists, though it does not associate that identity with a specific person. For example, a birth certificate or social security card. These documents may be used in conjunction with others to associate a specific person with a specific identity.

**Derogatory information.** Information that reflects on the integrity or character of an individual indicating that such an individual may pose a risk to the good order, discipline, morale, or safety of resources or personnel located within Camp Murray. Examples include, but are not limited to, aspects of an individual's criminal history or current status as wanted or as known or appropriately suspected terrorist.

**Appeal.** A process for an individual with accurately identified derogatory information that prevents individuals from establishing either historic or current fitness to seek an exception due to their specific circumstances, allowing them to be granted access.

**Department of Defense (DoD) component level/head.** This refers to any superior level of command that can change or direct this policy. An example would be a force protection level that becomes either more permissive/restrictive depending on the level or a change in the acceptable identification criteria.

## **Policy and Procedures**

Access to Camp Murray is controlled for purposes of state and federal security compliance requirements. The presence of military personnel, equipment, and operations requires enhanced security and access control measures in accordance with DoD standards. The Adjutant General (TAG) or designee will determine the level of security necessary to maintain the appropriate access to the Camp Murray, given local conditions, the DoD, and service requirements.

### **I. Responsibilities**

#### **1. The Director, Washington Military Department, The Adjutant General**

- a. Ensures order and security of all military property, real or otherwise, under their command, as delegated by the Governor through state law RCW 38.08.090 and applicable DoD requirements.
- b. In consultation with the Garrison Commander, 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 (U.S. Army and/or U.S. Air Force).
- c. Authorizes the exclusion for access of individuals from Camp Murray.
- d. Establishes the specific rules for access and approves allowances/waivers for access.

#### **2. Garrison Commander**

- a. Oversees the development and execution of this policy and advises the department leadership and command on access and security control for Camp Murray.

#### **3. Assistant Attorney General (AAG) and the Judge Advocate General (JAG)**

- a. Drafts trespass and debarment notice for individuals who are barred from entering Camp Murray for reasons outlined in this policy.
- b. Advises department leadership and command on state and federal legal issues related

to the access and operation of Camp Murray.

#### 4. **State Anti-Terrorism Officer (ATO)**

- a. Manages Camp Murray access and security control in accordance with this policy and FPCON measures outlined in the installation's Anti-Terrorism/Force Protection (AT/FP) plan.
- b. Conducts Random Anti-Terrorism Measures (RAM) as approved by the Garrison Commander, or as otherwise directed by TAG.  
  
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 entering motor vehicles are properly licensed, registered, and insured.
- b. Provides and supervises adequate on-shift security staff to enforce the Camp Murray access, roadway, and parking control policies and procedures.
- c. Conducts RAM as approved by the Garrison Commander and ATO.
- d. Updates policies and procedures when changes occur.

## II. **Access Requirements**

Individuals seeking to enter and remain on Camp Murray must have a bona fide and verifiable reason and present credentials that properly establish their identity either by presenting an "acceptable credential" or acceptable combination of "source identity documents."

1. **Establish Identity.** Acceptable Credentials must be original, current and without the markings "Not Valid for Federal Purposes," "Not For Use as Federal Identification," "Federal Limits May Apply," or another similar phrase. All credentials that are physically handled will be visually inspected, front and back, for signs of alteration or counterfeit. Credentials that appear questionable (e.g., damaged laminates, evidence of tampering) or altered, will not be accepted for any purpose. Individuals must have the following for access onto Camp Murray:
  - a. DoD Common Access Card (CAC). The CAC simultaneously **establishes identity, historic fitness, and purpose.**
  - b. DoD Uniformed Services Identification Card (USID). The USID **establishes identity and generally establishes purpose.** However, DoD component and installation-level policy may require additional information or documentation to establish an acceptable purpose for access to installations that do not serve benefit populations (such as, but not limited to, retirees and dependents); no deviation is required for such policies.
  - c. REAL ID-compliant driver's license or non-driver's identification card issued by a State, territory, possession, or the District of Columbia. These credentials establish only identity. Until then a driver's license or ID issued by any U.S. state or territory is

valid for identity proofing with the following exceptions:

- 1) American Samoa issued licenses and ID's are not compliant with the Real ID Act and will not be accepted for unescorted access or issuance of a pass.
  - 2.) State issued driver's licenses and IDs that have "Not Valid for Federal Purposes" or "Federal Limits May Apply" printed on them are not acceptable forms of Identity to access Camp Murray unescorted or for issuance of a pass. These documents are acceptable only when presented by a visitor being escorted onto Camp Murray by an affiliated ID card holder.
  - 3.) For the most current information on REAL-ID Act compliance and information visit: <https://www.dhs.gov/real-id> **(Then click on Real ID documentation section)**
- d. Enhanced driver's license issued by a State, territory, possession, or the District of Columbia. These credentials establish only identity.
  - e. U.S. passport or passport card. These credentials establish only identity.
  - f. Foreign passport bearing an unexpired immigrant or non-immigrant visa or entry stamp. These credentials establish only identity.
  - g. Any other government-issued credential bearing a photograph and deemed acceptable by the DoD component and consistent with applicable laws.
  - h. Individuals holding more than one acceptable credential must use the credential most accurately depicting the capacity in which the individual is acting for the specific visit to Camp Murray.
  - i. In addition to that specified in previous acceptable credentials section will accept the following combinations of source identity documents.
    - 1) The Transit Worker Identification Card (TWIC) used in conjunction with a driver's license issued by a state, territory, possession, or the District of Columbia that is not REAL ID-compliant bearing the same name and similar photograph. In this situation:
      - a) The TWIC is the credential used to establish identity for the purpose of access control.
      - b) The non-REAL ID-compliant driver's license is used to establish identity for the purpose of force protection.
    - 2) The Veteran's Health Identification Card (VHIC) used in conjunction with a driver's license issued by a State, territory, possession, or the District of Columbia that is not REAL ID-compliant bearing the same name and similar photograph. In this situation:
      - a) The VHIC is the credential used to establish identity for the purpose of access control.
      - b) The non-REAL ID-compliant driver's license is used to establish identity for the purpose of force protection.
    - 3) Original or certified true copy of a birth certificate bearing a raised seal, social security card, and driver's license issued by a State, territory, possession, or the

District of Columbia that is not REAL ID-compliant. All three documents must bear the same name, or a former name as recorded on acceptable name change documentation such as a court order, marriage certificate, or divorce decree. In this situation:

- a) Birth certificates and social security cards are used to establish identity for the purpose of access control.
- b) Non-REAL ID-compliant driver's licenses are used to establish identity for the purpose of force protection.

**2. Establishing Fitness** - The Defense Biometric Identification System (DBIDS) is an integrated Identity Management and Force Protection system developed and operated by the Department of Defense. DBIDS enables Camp Murray Access Control Personnel to scan the identifications of individuals wishing to access Camp Murray by providing continuous vetting. Fitness for access has three elements: historic fitness, current fitness and adjudication criteria.

- a. **Historic fitness** is established, at a specific point in time, by means of a review of the individual's prior criminal history through a check of the National Crime Information Center (NCIC), the Interstate Identification Index (III), and relevant government databases and Service criminal justice information systems. People who already have historic fitness are typically Service Members and individuals with a security clearance. The requirement to establish historic fitness for unescorted access may be met by either:
  - 1) Establishing historic fitness at the time of access through an on-the-spot review and adjudication conducted by government/Law Enforcement personnel at an installation or at a centralized processing location.
  - 2) Proving that historic fitness was previously established by any one of the following:
    - a) The acceptable credential used to establish identity, if listed as establishing historic fitness in Section (B.1.a.) of this policy.
    - b) A previously conducted review and adjudication at an installation if followed, immediately and without lapse, by enrollment in Identity Management Engine for Security and Analysis (IMESA) for continuous vetting.
    - c) The DoD Consolidated Adjudication Facility, or predecessor organization, determination that the individual eligible for access to classified information, so long as that eligibility remains in scope.
    - d) A favorably adjudicated Tier 1 or higher background investigation performed by the DoD Consolidated Adjudication Facility or other Federal agency that remains in scope.
    - e) Other means established by DoD Component-level policy.
- b. **Current fitness** is established, on a recurring and continuing basis, through a review (either on-the-spot at the Visitor Control Center (VCC) or continuously via scanning identification and vetting via DBIDS) of an individual's current derogatory

information through a check of authoritative government sources (real-time or most recent file from such source). The review includes:

- 1) Terrorism lists, such as the NCIC Known and Appropriately Suspected Terrorist file and the Terrorism Screening Database.
  - 2) Felony warrants, such as those listed in the NCIC Wanted Persons File.
  - 3) Debarment and trespass order lists, such as relevant service criminal justice information systems.
  - 4) Other relevant government databases that may be available such as:
    - a) Other NCIC files (including the National Sex Offender Registry).
    - b) Criminal justice or immigration databases.
    - c) Other appropriate biometric or biographic government databases.
- 3. Establishing Purpose for Access** - All individuals must have an acceptable purpose for presence on Camp Murray.
- a. Purpose is established by:
    - 1) Presenting an acceptable credential that establishes purpose. See Acceptable Credentials section under II. Access Requirements.
    - 2) Documentation including, but not limited to, bills of lading, event tickets and contracts to provide services (documentation may be hardcopy or electronic).
    - 3) Trusted DoD systems such as, but not limited to, the Carrier Appointment System.
    - 4) Lists including, but not limited to, guest lists, Transportation Officer delivery/pickup lists, or appointment lists.
    - 5) Verbal discussion with the individual seeking access.
    - 6) By other means defined by DoD Component and installation-level policy.
  - b. Purposes acceptable for access to an installation will be based on:
    - a) Time of day.
    - b) Day of week.
    - c) Specific access control points (ACPs) on the installation through which access is being sought.
    - d) Current force protection condition (FPCON) at which the installation is operating.
    - e) Individual's mission essential or emergency response designation.
    - f) Other appropriate factors.
  - c. Certain purposes may only be valid for specific identities (e.g., a name on appointment list is only a valid purpose if the individual has established their identity and that identity matches the entry on the list).
- 4. Types of Access**- There are three types of access to Camp Murray: **unescorted, trusted**

**traveler and escorted.** Each type of access has a specific set of requirements which must be implemented consistently, uniformly, and predictably to facilitate entry.

- a. **Unescorted Access** - Requires the most stringent level of initial and continuous vetting. It will be granted based on the establishment of fitness, historic or current, and each individual will need to have a reason to have unescorted access to Camp Murray.
  - b. **Trusted Traveler Access** - Trusted traveler programs allow authorized individuals, who have been granted unescorted access, based on low- or medium-risk verified credentials, to obtain a pass from the VCC. Trusted traveler access requires individuals to have an acceptable purpose for their presence on the installation, be capable of establishing their identity and determined as fit for access upon demand by Camp Murray security personnel.
  - c. **Escorted Access**- Individuals unable to meet the identity or fitness requirements for trusted traveler or unescorted access, may be granted escorted access, in accordance with the DoD Component and Camp Murray policy. Escorted access requires individuals to establish an acceptable purpose for their presence on Camp Murray.
    - 1) Escorts must be provided by the organization or individual responsible for sponsoring, or otherwise associated with the individual's visit, and must remain within reasonable visual contact of the individual(s) they are escorting.
    - 2) Escorts must report any conduct by the escorted individual that causes a risk to the safety, security, or efficiency of Camp Murray or its occupants in accordance with installation procedure. Failure to comply with escort duties may result in the temporary or permanent loss of escort privileges.
    - 3) Escorts functioning in their personal capacity or negligently functioning in their official capacity may be personally accountable for the conduct of the individual(s) they are escorting in accordance with Camp Murray security policies.
    - 4) Escorts must have a DoD affiliation, and themselves be granted unescorted access in accordance with this policy.
    - 5) DoD Component and Camp Murray policies will determine the number of people an individual may escort and may require specific training or additional qualifications to serve as an escort.
- 5. Visitor Control Center (VCC)** - Visitors without unescorted or trusted traveler access, will be directed to the VCC to validate their level of permissible access to Camp Murray. Visitors who can establish identity, fitness and purpose will be issued a pass for the length of their visit. Access control complies with the REAL ID Act and all personnel entering Camp Murray, aged 16 years or older, are required to present a photo ID for entry.
- a. To establish fitness, a person must provide their name, date of birth and an acceptable identification. In some cases a social security number may be needed,
    - 1) Vehicles or pedestrians entering Camp Murray without an authorized DoD identification, other acceptable, or law enforcement identification are required to

obtain a visitor pass for the length of their stay.

- 2) 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. Sponsors are responsible for notifying guests of the access control policies/requirements.
- 3) Special events with visitors. Sponsor must notify the VCC prior to event per established guidelines. In general the VCC will require:
  - a. Location(s) and timeline of the event, point of contact(s) (POC) for the event, the name of each guest (if known), and the estimated number of attendees.
  - b. Each guest must go to the VCC to get a visitor pass (unless on an established EAL-see below).
  - c. Sponsors can choose to establish an entry access list (EAL) for visitors, which will allow for more efficient access to the installation. The main goal of the EAL is to screen a small group of people for a short duration of time.
- 4) There may be situations where a guest can only be granted escorted access. It is the responsibility of the POC and/or guest sponsors to facilitate the access to Camp Murray, not the access control personnel. 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.
- b. Vehicle documentation. In addition to an authorized ID, privately owned vehicles (POV) attempting to access the installation require additional documentation.
  - 1) Vehicle documentation:
    - a) Vehicle registration or rental agreement
    - b) Proof of insurance
  - 2) The vehicle operator may also be required to show a valid driver's license (if not already presented as proof of personal identification).
- c. Contractor Passes
  - 1) Short-term or one-time entry contractor passes will be issued for a specific period of time but will not exceed 13 days.
  - 2) For periods greater than 14 days, a temporary contractor registration will be issued for the length of the contract.

## **6. Vehicle and Individual Inspections**

- a. All people 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 special needs 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 checks to be performed.
- c. Commercial vehicles and loads will be thoroughly searched each time before entering Camp Murray. These searches are necessary to look for explosive devices or other suspicious materials that could cause significant harm to personnel and property.
  - d. Pedestrians/Bicyclists:
    - 1) Are subject to the same requirements as vehicles and individuals in Section a. above.

## **7. Other Access Requirements**

- a. Emergency vehicles, with sirens in operation, will be allowed unimpeded access to Camp Murray. Security Guard personnel will escort emergency vehicles to their intended destination.
- b. Taxis/Uber/Lyft drivers and other Ride Share Services are subject to the same rules as other vehicles.
- c. 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 the access control procedures.
- d. Pedestrians are subject to the same rules as individuals in vehicles.
- e. Media Representatives:
  - 1) Washington National Guard (WANG) Public Affairs Officer (PAO) representatives or authorized designee will meet the media representative at the installation access control point. Media representatives will be escorted for the duration of their visit on Camp Murray.
  - 2) WANG PAO will coordinate with the VCC as soon as a visit is known or scheduled.
- f. Campground/Military History Museum and other Morale Welfare and Recreation (MWR) facilities on Camp Murray.
  - 1) Campers/Visitors to the campground must have a valid reservation/reason for accessing Camp Murray and have the proper vehicle documentation. They must follow all registration requirements of the vendor running the camp ground on behalf of Camp Murray. Campers/Visitors will be directed to the VCC to acquire a pass for the length of their stay.
  - 2) Visitors to the Museum, must meet the requirements for identity, fitness and vehicle documentation and will be directed to the VCC to acquire a pass.

## **8. Closed Post Conditions - 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.

- a. A “Closed Post” condition exists when access to Camp Murray 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. A phone is located, in a marked box near the gate, to contact Camp Murray security for access.

## **9. Other Security Conditions**

### **a. Loitering**

- 1) Access to Camp Murray and any of its facilities is for official business only. Visitors, upon completing their business, should leave the within a reasonable amount of time. Persons found to be loitering will be asked to leave and are subject to being escorted off the Camp Murray by security and denied access on future occasions, should the circumstances warrant it.
- 2) Employees working on Camp Murray should notify the Provost Marshal’s Office or WMD security personnel if they suspect an individual is loitering.

### **b. Trespassing and Debarment**

- 1) The Adjutant General may bar an individual who violates state law, threatens a WMD state employee or National Guard member, or otherwise poses a danger to the personnel, equipment, or operations on Camp Murray.
- 2) Individuals barred from Camp Murray will be notified in writing and shall be provided an opportunity to respond with the reason(s) why the individual should not be barred.
- 3) Individuals who enter Camp Murray after being barred may be charged with Trespassing under state law. The Provost Marshal 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.
- 4) WMD Security shall maintain and post a list of individuals who have been barred from entering Camp Murray in a place where Security Staff can see the list and check it when necessary.

### **a. Access Denial Criteria**

#### **a. Derogatory Information**

#### **b. Post Debarment**

- 1) Visitor Center personnel will check all applicants against the most current debarment roster on the Access Control List. Persons with military ID with a confirmed debarment from Camp Murray will be denied access. Any non-affiliated person who is barred from any military installation will be denied access to Camp Murray.

**c. Driving Suspension Roster**

- 1) Visitor Center Personnel will check all applicants against the current post driving suspension roster. These personnel are included on the Access Control List. Persons with "Limited Driving Privileges" may be granted access if the purpose for entry is within the limitations. Otherwise the applicant will be denied entry.

**d. Persons with Arrest and/or Conviction Records**

- 1) The following criteria will be used as a guideline for determining denial of unescorted access:
  - a) Five (5) or more arrests, excluding traffic offenses, within the last 10 years, regardless of whether convicted.
  - b) Any felony convictions within the past 10 years.
  - c) Records that verify engagement in acts or activities designed to overthrow the US Government by force.
  - d) US convictions for espionage, sabotage, treason, terrorism or murder.
  - e) Registered as a sex offender, regardless of their level. Level 3 Registered sex offenders are not authorized access to Camp Murray even if escorted, regardless of their affiliation. Those wishing to appeal their denial of access should submit their appeal, in writing, via the appeal process.

**e. Any conviction related to any of the following:**

- 1) Sexual assault
- 2) Armed robbery
- 3) Rape
- 4) Child molestation
- 5) Production or possession of child pornography
- 6) Trafficking in humans
- 7) Drug possession with intent to sell or distribute
- 8) Felony firearms or explosives violation
- 9) Three or more non-felony convictions within the past 3 years (excludes traffic violations)

**f. Persons with Protection/Restraining Orders**

- 1) Any person who is subject of a current protection or restraining order involving a resident or employee of Camp Murray and/or JBLM will be prevented from entering the installation without prior approval. Any person who is the subject of a current protection or restraining order that is considered Armed and Dangerous as flagged in NCIC will automatically denied access to Camp Murray.

**g. Persons with a Invalid Social Security Number (SSN)**

- 1) Individuals who provide an SSN that is not validated with the SSN Validator will be subject to an NCIC III check. They will not be granted access to Camp Murray until they provide documentation to show legal residency status.

**h. Persons with a Match Against the Terrorism Screening Center (TSC)**

- 1) If an individual is identified as a match with the TSC they will be identified as a Category 1, 2 or 3. If Category 3 personnel meet the access requirements, they may be granted access to Camp Murray. Category 1 and 2 personnel will not be authorized entry to Camp Murray unless directed through the appeal process.

**10. Access Appeal Process**

- a. An individual may request a waiver to their denial of access. The Adjutant General or their delegate is the final approval authority for an access waiver on Camp Murray. NOTE: Failure to provide any of the following items will result in the request being denied without further action. Required documents for waiver submission evaluation:
  - 1) Certified copies of complete criminal history, to include all arrests and convictions. Request letter with information on the offenses in the criminal history to include an explanation of why installation access should be granted. For each offense address the following:
    - a) Nature and seriousness of the conduct.
    - b) The specific circumstances surrounding the conduct.
    - c) Length of time that has elapsed since the conduct occurred.
    - d) Your age at the time of the conduct.
    - e) Proof of your efforts towards rehabilitation
  - 2) Provide current contact information, to include: a phone number, physical and email addresses and any other pertinent contact information, to allow the deciding official to contact you directly, if necessary.
  - 3) The government sponsor must submit a letter requesting unescorted access to Camp Murray for a stated purpose, frequency of visits and duration to the Garrison Commander via the Provost Marshal. The government sponsor is the person with oversight of the contract/employment under which you are working on Camp Murray.
    - a) Your request must be endorsed/supported by the government sponsor in order to be considered.
    - b) Only those requests submitted by the government sponsor will be accepted.
    - c) Decisions regarding either the approval or denial of your request will be provided to the government sponsor.