



UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION
POSTAL SERVICE CENTER BOX 8003
CHERRY POINT, NORTH CAROLINA 28533-0003

ASO 5370.2H
CIG
3 OCT 2022

AIR STATION ORDER 5370.2H

From: Commanding Officer, Marine Corps Air Station, Cherry Point
To: Distribution List

Subj: CIVILIAN/MILITARY FAMILY MEMBER/JUVENILE MISCONDUCT

Ref: (a) Title 18, U.S.C.
(b) 50 U.S.C. § 797
(c) MCO 5530.14A

Encl: (1) Definitions
(2) Description of Administrative Actions
(3) Disposition Guidelines
(4) Standard Operating Procedures for Marine Corps Air Station (MCAS), Cherry Point Juvenile Hearings
(5) Sample Notification to Appear at Juvenile Hearing
(6) Sample Receipt of Notification to Appear at Juvenile Hearing
(7) Sample Notification of Disposition of Juvenile Hearing
(8) Sample Gratuitous Community Service Agreement
(9) Sample Indemnification and Release of Liability Statement

1. Situation. To establish guidelines and procedures for the disposition of cases involving misconduct by civilians, family members and juveniles aboard Marine Corps Air Station, Cherry Point (MCAS CHERRPT).

2. Cancellation. Air Station Order (ASO) 5370.2G

3. Mission. By virtue of the office, the Commanding Officer (CO), MCAS Cherry Point has authority over all personnel and activities aboard this installation. While the military chain of command exercises authority over instances of misconduct committed by military personnel, the CO exercises administrative as well as legal authority regarding instances of misconduct committed by civilians, military family members, and juveniles aboard the Air Station. References (a) through (c) provide the CO with a wide range of options that may be imposed upon civilians, military family members, and juveniles who commit violations of established regulations or criminal offenses aboard the Air Station. These options include but are not limited to prosecution in Federal Magistrate or District Court, permanent debarment, eviction from military housing, suspension of privileges, restriction from certain areas/facilities, probation, assignment to community service, and other administrative measures.

4. Execution

a. Commander's Intent. To publish the various administrative and legal options available to the CO in addressing misconduct committed by civilians, military family members, and juveniles, and to provide guidelines and procedures for implementing these administrative and legal options.

b. Concept of Operations

DISTRIBUTION STATEMENT A: Approved for public release; distribution is unlimited.

(1) The Station Inspector (INSP) and the Special Assistant United States Attorney (SAUSA) are directly involved in handling instances of misconduct committed by civilians and adult military family members. The INSP and SAUSA consult to determine which cases should be handled by the INSP using administrative options and which cases should be handled by the SAUSA through the Federal Magistrate or District Court. Some cases may result in both administrative and legal actions.

(2) Given the unique concerns involved in cases of juvenile misconduct, a Juvenile Hearing shall be conducted in the case of alleged juvenile misconduct to determine what, if any, adverse administrative actions should occur. The Juvenile Hearing is non-judicial and entirely administrative in nature. Depending on the severity of the misconduct, legal action may also be taken by the SAUSA in conjunction with and regardless of the findings and actions of the Juvenile Hearing Officer (JHO). No action or inaction of the JHO will bind or limit the SAUSA in the exercise of their duties to prosecute criminal activity aboard the Air Station.

(3) The purpose of the Juvenile Hearing is to assist juveniles who have demonstrated anti-social behavior to develop a sense of responsibility to their community and respect for the persons and property of others. It is not intended to humiliate or intimidate the juvenile. Further, the Juvenile Hearing is not intended to usurp parental authority or relieve parents of their normal parenting responsibility.

(4) The INSP is designated as the JHO and shall conduct the hearing and associated actions per the instructions and guidelines described in enclosures (3) through (9).

(5) The INSP is delegated authority to pursue all administrative options regarding instances of misconduct aboard the Air Station. The decision to prosecute civilians, military family members, and juveniles in Federal District or Magistrate Court rests with the SAUSA, who ensures that the CO is kept informed of the status of cases being federally prosecuted.

(6) Enclosure (1) defines those persons subject to administrative and legal authority in the context of this Order. Enclosure (2) identifies the various administrative options available to the CO and delegated to the INSP. Enclosure (3) provides guidelines for implementing administrative and legal options. Enclosures (4) through (9) provide guidelines and instructions on conducting the Juvenile Hearing process.

(7) The following persons also have roles, or responsibilities, or both:

(a) Provost Marshal. Investigate allegations of misconduct by civilians, dependent family members, and juveniles using standard investigative procedures.

(b) Special Assistant United States Attorney. Receive reports and investigations of misconduct by civilians, dependent family members, and juveniles and determine appropriate legal disposition per applicable federal and state law, as well as with guidance from the Office of the United States Attorney for the Eastern District of North Carolina. Maintain files of all cases of criminal misconduct by civilians, dependent family members, and juveniles.

(c) Marine Corps Community Services (MCCS). When a juvenile performs community service as outlined in enclosure (4), MCCS may allow a juvenile to voluntarily complete community service as part of its previously scheduled community service programs, or as part of another community service project created for the juvenile. MCCS's acceptance to work with the juvenile is voluntary and may not be ordered by the JHO.

(d) Outside Private Nonprofits. When a juvenile performs community service as outlined in enclosure (4), the juvenile may complete the community service with an outside private nonprofit that performs community service for the public.

5. Administration and Logistics. This order is applicable to all MCAS CHERPT tenet commands..

6. Command and Signal

a. Command. This Order is applicable to all personnel aboard MCAS Cherry Point.

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



B. C. BURKS

DISTRIBUTION: A

Definitions

1. Civilian. For the purposes of this Order, a civilian is any person who is at least 18 years of age and is not a member of the Armed Forces (either on active duty or in a Reserve duty status) a military retiree, or a VA beneficiary.
2. Military Family Member. Military family members are civilians who are granted privileges based upon sponsorship by active duty or retired military personnel.
3. Juvenile. A juvenile is a person who has not yet attained his or her 18th birthday and is not a member of the Armed Forces on active duty or in a Reserve duty status.
4. Civilian Government Employee. A civilian who is granted access to the Air Station based upon their employment by the Federal Government.
5. Commercial Employee or Contract Employee. A civilian who is granted access to the Air Station to perform contracted services for the Government, or to provide services for personnel working or residing aboard the Air Station.
6. Guest(s). Guests are any sponsored individuals who are not otherwise entitled to be aboard the Air Station or to use its facilities and services.

Description of Administrative Actions

1. Letter of Warning. This correspondence is issued to warn those involved in minor misconduct that further misconduct may lead to more substantial administrative measures.
2. Suspension of Privileges. This action suspends, for a set period of time, specific privileges of those involved in misconduct, especially the privilege that was violated by the misconduct (e.g. Exchange/Commissary, pool, gymnasium, etc.)
3. Debarment. This action directs individuals involved in misconduct to leave and not re-enter the limits of specified Military Reservations. Debarment correspondence includes a Debarment Order.
4. Eviction. This action directs individuals to vacate on-base military housing and prohibits them from re-occupying base housing aboard MCAS Cherry Point.

DISPOSITION GUIDELINES

1. Below is a listing of misconduct along with action normally imposed. It is a guide and not all inclusive. Where any instance of misconduct is not listed herein, action will be taken consistent with the seriousness of the misconduct. More/less severe action may be taken based upon the circumstances of an individual case. Additionally, more than one action may result from a single offense.

- a. Conduct that Normally Results in an Oral Admonition. Minor Offense(s), especially when younger children are involved.
- b. Conduct that Normally Results in a Letter of Warning. Unresolved neighborhood disputes; minor domestic disputes; failure to exercise control or supervision over minor children; violation of motor vehicle regulations when action in addition to that of the Traffic Court Officer is appropriate; violation of wildlife regulations; violation of pet regulations; any minor violation which threatens the peace and/or security of this Installation.
- c. Conduct which Normally Results in Suspension of Privileges or Restriction to or from Specified Areas and/or a Period of Probation. Shoplifting or theft from any activity/location aboard this Installation; abuse of privileges; sponsorship of an individual not otherwise entitled to use facilities where such individual violates regulations or commits criminal misconduct aboard this Installation.
- d. Conduct which normally results in a Letter of Debarment. Commission of any offense involving a weapon or drug related activity; commission of a felony; repeated minor violations of regulations where the individual has been previously warned or lesser administrative action was taken without results; serious domestic disturbances; serious spouse/child neglect or abuse; aggravated assault; theft, burglary, repeated motor vehicle violations; any offense/misconduct that threatens the peace and/or security of this Installation. A Letter of Debarment will terminate employment and future employment opportunities.
- e. Referral to Federal Authorities. Any violation of Federal or state law, especially serious offenses or trespassing after having been ordered from this Installation, will be referred to the SAUSA for action. Any DD Form 1805 citation (United States District Court Violation Notice) will be referred to the SAUSA.

Standard Operating Procedure for Marine Corps Air Station
Cherry Point Juvenile Hearing

1. Juvenile Hearing Process. A Juvenile Hearing is an administrative proceeding which is closed to the public. It is not a criminal hearing. A Juvenile Hearing is without authority to convict or to punish in the criminal sense. The Juvenile Hearing Officer is authorized to utilize all administrative options delegated to him by the CO, MCAS Cherry Point including:

- a. No action be taken.
- b. A letter of warning be issued to the sponsor.
- c. Suspend part or all air station privileges of the juvenile, except for medical, dental, religious, and school purposes, for a period not to exceed one year, or until the sponsor executes Permanent Change of Station (PCS) orders from MCAS Cherry Point.
- d. A recommendation to the CO that the dependent and family be evicted from government housing.
- e. Any combination of the above.

2. Community Service Alternative. In lieu of part or all the alternatives listed above, the dependent juvenile with the permission of the child's parent, may elect to volunteer for up to 32 hours of community service, if the Juvenile Hearing Officer in his/her discretion allows for it. This option of providing gratuitous service must be voluntarily accepted by both the parent and juvenile in an attempt to avoid undesirable alternatives. In order to exercise this option, a Gratuitous Community Service Agreement, enclosure (8), along with an Indemnification and Release of Liability Statement, enclosure (9), must be executed by each juvenile and supervising parent. Should the sponsor decline to have his/her dependent participate in the Juvenile Hearing process, it is within the power of the CO to evict the sponsor from base housing and/or to serve a letter of debarment on the juvenile. This is the means by which the CO ensures the safety and protection of all base residents and on-station property.

3. Reporting and Investigation. Anyone having knowledge of vandalism, theft, disorderly conduct, or other misconduct by juvenile dependents on the air station or its extensions will report such an act or acts without delay to the Provost Marshal Office (PMO). The PMO shall initiate an investigation of the reported incident. If deemed necessary, the PMO will complete an Incident Complaint Report. The investigation report will include circumstances surrounding the incident, a record of prior misconduct, and any other facts deemed appropriate for disposition of the case. The PMO will forward one copy of the investigation report to the Juvenile Hearing Officer, one copy to the SAUSA, and one copy to the CO of the sponsor.

a. Minor Incidents. After review by the Juvenile Hearing Officer and the SAUSA, incidents of a minor nature will be referred to the Juvenile Hearing Officer for an informal hearing (date

and time at the convenience of the Juvenile Hearing Officer). However, the fact that the misconduct is referred to an informal hearing does not preclude the SAUSA from also taking action on the misconduct.

b. Serious Incidents. Serious incidents (e.g., burglary, assault/battery, etc.) may warrant corrective action of greater severity. It may become apparent that criminal proceedings warranting corrective actions under the provision of reference (a) are necessary. This determination will be made by the SAUSA. If the severity of the offense requires immediate debarment of the individual, the Juvenile Hearing Officer, in his capacity as INSP, may issue such a debarment without an informal hearing. This action should only be taken in extreme circumstances and when necessary to maintain the safety of others aboard the installation (e.g. drug dealing, aggravated assault, and other incidents of similar criminality). The Juvenile Hearing Officer will make this determination on a case by case basis, and not merely on the basis of the type of crime alleged. The SAUSA will also take whatever action is appropriate. Should the need for criminal proceedings or debarment becomes apparent later during the Juvenile Hearing; the Juvenile Hearing Officer will take appropriate action and refer the newly discovered matter(s) to the SAUSA. In instances where a juvenile is debarred from base without an informal hearing, the juvenile and his/her sponsor may appeal the debarment through same process found in paragraph 10 of this enclosure.

4. Notification of Sponsor. The Juvenile Hearing Officer, or his/her assistant, will notify the military sponsor of the Juvenile Hearing via the sponsor's squadron Sergeant Major or senior enlisted member (in the case of enlisted sponsors) or squadron Executive Officer (in the case of officer sponsors). In cases involving deployed military sponsors, the dependent spouse will be notified directly by the Juvenile Hearing Officer. The sponsor will be instructed to report to the Station Inspector's Office, Building 1, to receive a Letter of Notification (enclosure (5)). The Juvenile Hearing Officer, or his/her assistant, will prepare the Letter of Notification and will indicate the date and time of the hearing at which the sponsor and juvenile must appear. The sponsor will sign the attached Receipt of Notice to Appear at Juvenile Hearing (enclosure (6)) and it will be retained for later inclusion in the record of hearing.

5. Conduct of the Juvenile Hearing. The atmosphere of the hearing will be similar in the dignity and seriousness to that of a military board or hearing and proper decorum will be observed. The Juvenile Hearing Officer will arrange for a conference room to hold the hearing and will consult with the Office of the Staff Judge Advocate, MCAS Cherry Point for any legal help required. At a minimum, the following personnel are required to be at the hearing: Juvenile Hearing Officer, juvenile and military sponsor (or other parent if the military sponsor is deemed unavailable due to official military duties), and any necessary witnesses. The Juvenile Hearing Officer will exclude the public from the hearing.

6. Procedures for the Juvenile Hearing

a. The Juvenile Hearing Officer shall begin the hearing by informing the military sponsor, or other parent, and the juvenile of the nature of the allegations against the juvenile. The Juvenile

Hearing Officer shall also inform them of the law concerning jurisdiction of the United States District Court over civilians on military reservations. The Juvenile Hearing Officer shall also inform them of the CO's authority to evict military personnel from quarters or government controlled housing and that such eviction may be for a dependent's violation of orders and regulations. They shall also be informed that they can present evidence and witnesses on their own behalf, and can inspect evidence and cross-examine witnesses offered against them. They shall also be informed that since this is not a criminal proceeding, there is no right to have counsel appointed and that the Government's burden of proof is by a preponderance of the evidence. However, the juvenile and sponsor may have counsel, at their own expense, present for the hearing or may have another personal representative present. They shall also be informed that the Military Rules of Evidence do not apply.

b. During the hearing, the Juvenile Hearing Officer shall review any reports or other documentation concerning the alleged misconduct. If necessary, the Juvenile Hearing Officer shall invite any witnesses, including law enforcement personnel, to testify concerning the alleged misconduct. The juvenile and sponsor will be afforded the opportunity to cross examine any witnesses who testify. The juvenile and sponsor will be afforded an opportunity to present any documentary evidence or witnesses in support of their case after the Juvenile Hearing Officer has reviewed all documentation of the misconduct and the testimony of relevant witnesses. At the conclusion of the juvenile and sponsor's presentation of evidence, the juvenile and sponsor will be given an opportunity to offer any statements or comments on the evidence that they believe the Juvenile Hearing Officer should consider in deciding the case.

7. Disposition of the Case. Once the hearing has been convened, and evidence and testimony received, the Juvenile Hearing Officer will announce the findings to the sponsor and juvenile. The Juvenile Hearing Officer will fill out a Notification of Disposition of Juvenile Hearing (enclosure (7)), and provide it to the sponsor to sign as acknowledgment of notification. The original Notification of Disposition of Juvenile Hearing will be retained by the Juvenile Hearing Officer to become a part of the record of the hearing; the sponsor and juvenile will be provided a copy. If the juvenile opts for an offered community service project in lieu of part or all administrative action, a Gratuitous Community Service Agreement (enclosure (8)), and an Indemnification and Release of Liability Statement (enclosure (9)) will be filled out. The originals will be retained by the Juvenile Hearing Officer for later inclusion in the record of hearing. Copies will be provided to the sponsor and juvenile.

8. Post-Hearing. Following the conclusion of the hearing, the Station Inspector's office will prepare any letters of warning, eviction, or suspension of privileges as required. Additionally, the Juvenile Hearing Officer, or his/her assistant, will gather all evidence considered, the original Notification of Disposition of Juvenile Hearing form, a list of witnesses called, and any other pertinent documents. The Juvenile Hearing Officer, or his/her assistant, will prepare a record of the hearing and the completed record of the hearing will be certified by the Juvenile Hearing Officer. The record will then be returned to the Office of the Staff Judge Advocate for review and filing.

9. Records Disposition. All investigative reports and material relating to incidents involving dependent juveniles are considered to be of a confidential nature in the same manner as records of juvenile courts, and, except for the records of the juvenile hearings, shall be retained at the Joint Law Center for three years from the date of the last offense.

10. Appeals. Any objection by the military sponsor to the administrative action recommended by the Juvenile Hearing will be submitted in writing with pertinent details to the CO, MCAS Cherry Point within five days of the hearing date.

11. Community Service Projects. The Juvenile Hearing Officer will announce in the hearing how the juvenile may complete any optional community service project(s) in lieu of other administrative action. Community service includes, but is not restricted to, trash and litter police of playground, recreational, and public areas; small paint projects; cleaning heads; deck sweeping; deck swabbing; cleaning windows; weeding public areas; and other similar suitable tasks performed with Marine Corps Community Services (MCCS) or an outside private nonprofit. Under no circumstances may a juvenile use power tools, saws, hedge clippers, pick axes, toxic chemicals, climb ladders, or use other potentially dangerous tools or engage in any potentially dangerous actions during community service completed pursuant to the Gratuitous Community Service. For all community service projects, the sponsor must be present at all times during the course of the community service work by the dependent.

a. Community Service Completed with MCCS. In his discretion, the Juvenile Hearing Officer may, with the agreement of MCCS, assign the voluntary community service to be completed with MCCS. MCCS may schedule the juvenile to complete community service with its previously scheduled community service programs or as part of another community service project created for the juvenile. To participate in community service with MCCS, the juvenile must meet any criteria MCCS requires.

b. Community Service Completed with an Outside Private Nonprofit. In his discretion, the Juvenile Hearing Officer may allow the juvenile to complete the community service hours with an outside private nonprofit that performs community service for the public. Examples of the kinds of nonprofits include, but are not limited to, the Salvation Army, the Red Cross, a food pantry, a soup kitchen, a local public library, and a local municipal or county government parks and recreation department.

c. Proof of Completion. Following the community service with either MCCS or an outside private nonprofit, the juvenile and sponsor must submit to the Juvenile Hearing Officer proof of the completed community service. This proof must be in the form of a letter, on MCCS's or the outside private nonprofit's letterhead. The letter will state the juvenile's name, what kind of community service was performed, and the date(s) and number of hours the juvenile completed with the sponsor.

12. Juvenile Case Follow-up Procedures. A record will be kept by the Juvenile Hearing Officer of the progress and participation of a juvenile's voluntary community service hours, as needed.

If there is a lack of participation or progress to complete the number of hours for which the juvenile volunteered, the Juvenile Hearing Officer may opt to reopen the case. If a case is to be reopened, formal notification procedures (as outlined in paragraph 5 above) must be followed. In a reopened case, the range of sanctions available to the Juvenile Hearing Officer include all of those previously available in addition to assigning further counseling or offering community service, recommending that the juvenile (and family) be removed from government housing, and/or that the juvenile be barred from the installation.

Sample Notification to Appear at Juvenile Hearing

(MCAS Cherry Point Command Letterhead)

5370
INSP
(date)

From: Commanding Officer, Marine Corps Air Station Cherry Point
To: (Military Sponsor)

Subj: NOTICE TO APPEAR AT JUVENILE HEARING

Ref: (a) ASO 5370.2G

Encl: (1) Receipt of Notice to Appear at Juvenile Hearing

1. You are hereby informed that, per the reference, an administrative hearing will be conducted by the Juvenile Hearing Officer at (time), (date) in the (office), Bldg. 1, Marine Corps Air Station, Cherry Point. The purpose of this hearing is to inquire into allegations against (dependent juvenile) who is/are suspected of (type of misconduct).

2. Both you and your dependent(s) listed above shall appear at the hearing at the time indicated. You shall be attired in the appropriate service "C" uniform.

3. You are required to acknowledge this appearance notice by signing and returning the enclosure to the Station Inspector's Office not later than (date).

I. M. INSPECTOR
By direction

Sample Receipt of Notification to Appear at Juvenile Hearing

From: (Sponsor)

To: Commanding Officer, Marine Corps Air Station Cherry Point

Subj: NOTICE TO APPEAR AT JUVENILE HEARING

Ref: (a) CO, MCAS Cherry Point ltr 5370 INSP of (date)

1. I acknowledge receipt of the reference and the requirement that I appear with my dependent(s), (name(s)), at the specified time and place. I understand that:

a. The hearing will be conducted at (time), on (date), by the Juvenile Hearing Officer in (office), bldg. 1, Marine Corps Air Station, Cherry Point.

b. Failure to appear at the designated time/place constitutes a full waiver of hearing opportunity.

2. Additionally, I am aware of the authority and responsibility of the Commanding Officer, Marine Corps Air Station, Cherry Point to take appropriate action in cases of alleged misconduct and that administrative sanctions may include any combination of the following:

a. No action be taken.

b. Letter of Warning issued.

c. Suspension of selected Air Station privileges of the dependent(s) for a period not to exceed one year.

d. Revocation of all Air Station privileges of my dependent(s), except for medical, religious, and school purposes, until the sponsor receives PCS orders from the Cherry Point, NC area.

e. Eviction of dependent(s) and family from Government housing.

f. Optional voluntary Community Service for up to 32 hours, if offered by the Juvenile Hearing Officer, in lieu of part or all other administrative sanctions.

(Signature and Date)

Sample Notification of Disposition of Juvenile Hearing

(MCAS Cherry Point Command Letterhead)

5370
INSP
(date)

From: Juvenile Hearing Officer, Marine Corps Air Station,
Cherry Point

To: (Sponsor of Dependent Juvenile)

Subj: NOTIFICATION OF DISPOSITION OF JUVENILE HEARING

Ref: (a) ASO 5370.2G

(b) CO, MCAS, Cherry Point ltr 5370 INSP of (date) .

1. Per the references, an administrative hearing was conducted by the Juvenile Hearing Officer on (date) at (location) to inquire into the alleged misconduct by your dependent(s).

2. After careful review of all facts attendant to this case, I have determined the following course of action to be taken as being in the best interest of all concerned:

No action to be taken.

Recommend you be issued a letter of warning.

Recommend you and your dependent(s) be evicted from Government housing.

Suspension of the below listed Air Station privileges of your dependent(s) for a period of:

Revocation of the below listed station privileges of your dependent(s) until you execute PCS Orders MCAS Cherry Point:

voluntary community service instead of the following administrative action:

Number of Community Service Hours to be completed with either Marine Corps Community Services (MCCS) or an outside private nonprofit:

To be completed by the following date:

3. If you and your dependent juvenile child volunteer for Community Service, you will directly supervise your child while he or she performs his or her community service. If you are unavailable to supervise him/her because of official military duties, your dependent spouse will provide the supervision. Further, once the community service is completed with either MCCS or an outside private nonprofit, you will submit a letter of proof to the Juvenile Hearing Officer verifying completion of the community service. This proof must be in the form of a letter, on MCCS's or the outside private nonprofit's letterhead. The letter will state your dependent's name, what kind of community service performed, and the date(s) and number of hours the completed.

(Name of Juvenile Hearing Officer)
(Rank), U.S. Marine Corps
Juvenile Hearing Officer

I acknowledge receipt of the foregoing and understand its contents.

(Printed Name of Sponsor)

(Signature of Sponsor and Date)

Sample Gratuitous Community Service Agreement

GRATUITOUS COMMUNITY SERVICE AGREEMENT BETWEEN MARINE CORPS AIR STATION, CHERRY POINT, NORTH CAROLINA, AND

(Juvenile Performing Gratuitous Community Service and Sponsor)

The following conditions apply:

1. The gratuitous community service on the part of _____ is completely voluntary and under no compulsion or requirements to perform such service.
2. Gratuitous community service is entirely without paid compensation.
3. Persons who provide gratuitous community service are not considered federal employees for any purpose, except as otherwise provided by law.
4. Gratuitous community service confers neither civil service status nor any entitlement to future employment with any federal organization or agency.
5. This gratuitous community service may be terminated at any time at the discretion of Marine Corps Air Station Cherry Point.
6. Gratuitous community service may not be used as an alternative to paid employment for the person providing the service or any other person.
7. The gratuitous community service will be performed with either Marine Corps Community Services (MCCS) or with an outside private nonprofit as accepted by the Juvenile Hearing Officer. The service is to comprise a cumulative total of _____ hours, with no more than eight hours completed in a single day. The community service hours are to be completed by (date). You will directly supervise your child while he or she performs his or her community service. Under no circumstances may you or your dependent use power tools, saws, hedge clippers, pick axes, toxic chemicals, climb ladders, or use other potentially dangerous tools or engage in any potentially dangerous actions during the gratuitous community service.

Juvenile

Sponsor

MCAS Representative

(Date)

(Date)

Identification and Release of Liability Statement

In consideration of (my child and I), _____ (names) _____, receiving privileges aboard Marine Corps Air Station Cherry Point, and receiving such other benefits as may be incident thereto, I hereby indemnify and release the United States Government, including all its subdivisions, officers, military personnel, employees, and agents from all liability for any injuries or death, or loss, damage or destruction that may result to either my child or me, or both, from the gratuitous community service, whether caused by negligence or otherwise. I understand that the United States Government is not acting as a common carrier for hire and does not bear the liabilities attaching to the status. I acknowledge that I agree to allow my child, _____, the opportunity to perform gratuitous community service and such benefits as may be incident thereto, and that performing gratuitous community service is completely voluntary and that neither my child, _____, nor I, are under compulsion to do so. I understand that by performing such gratuitous community service, I obtain no benefit from the United States Government except as set forth by this release. I agree that this indemnity and release between the United States Government, including all its subdivisions, officers, military personnel, employees, and agents not only binds my child, _____, but also myself, each of our families, each of our heirs, each of our assigns, each of our administrators, and each of our executors. Accordingly, I indemnify and hold harmless the United States Government and United States Marine Corps, all of its subdivisions, officers, military personnel, employees, damage, injury, death, and loss to all persons incident to this gratuitous community service.

(Signature of Sponsor) Date

Witness Date

Witness Date



UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION
POSTAL SERVICE CENTER BOX 8003
CHERRY POINT, NORTH CAROLINA 28533-0003

ASO 5510.15F
CO

22 MAR 2023

AIR STATION ORDER 5510.15F

From: Commanding Officer
To: Distribution List

Subj: POSSESSION, REGISTRATION, USE, SALE, AND STORAGE OF PRIVATELY OWNED
FIREARMS, WEAPONS, AMMUNITION, AND FIREWORKS

Ref: (a) 18 U.S.C. 13, Federal Assimilative Crimes Act
(b) 18 U.S.C. 921, Crimes and Criminal Procedure
(c) 18 U.S.C. 922, Unlawful Acts
(d) 18 U.S.C. 926B, Carrying of Concealed Firearms by Qualified Law Enforcement Officers
(e) 18 U.S.C. 1382, Entering Military Property
(f) National Firearms Act
(g) NC General Statutes, Chapter 14, Criminal Law
(h) MCO 5530.14A
(i) MCO 5580.4
(j) MCO 5500.6H w/ Ch 1
(k) MCIEAST-MCB CAMLEJO 5500.1A
(l) MARADMIN 176/14, Interim Guidance for Privately Owned Firearms Policy Aboard Marine
Corps Installations
(m) MARADMIN 719/19, Concealed Carry of Privately Owned Firearms for U.S. Marine Corps
Law Enforcement Professionals

Encl: (1) Privately Owned Firearms Registration Form
(2) Firearms Regulations Acknowledgment Letter

1. Situation. Safety and security are primary Command responsibilities. The references provide broad overarching guidance, but prescriptive instruction governing the handling of privately owned firearms (POFs), weapons, ammunition, and fireworks is needed.

2. Cancellation. ASO 5510.15E.

3. Mission. To establish regulations governing the possession, use, sale, and storage of POFs, weapons, ammunition, and fireworks aboard Marine Corps Air Station, Cherry Point (MCAS CHERPT), and the outlying areas also under the jurisdiction of the Installation Commander to include Marine Corps Outlying Landing Field Atlantic, Marine Corps Outlying Landing Field Oak Grove, and Marine Corps Landing Field Bogue. As used in this Order "Station" and "Installation" are the general terms used to describe MCAS CHERPT and its outlying areas. Areas of proprietary jurisdiction, such as Slocum Village, are not subject to this Order. Areas of proprietary jurisdiction are subject to North Carolina jurisdiction and specific Atlantic Marine Corps Communities at Cherry Point lease agreements.

a. Summary of Revision. This Order has been completely revised and should be read in its entirety.

b. Punitive Effect. Violations of this Order by military personnel are punishable under Article 92 of the Uniform Code of Military Justice (UCMJ) and may subject the violator to court-martial or other judicial or administrative action. Individuals not subject to the UCMJ who fail to comply are subject to adverse administrative action or criminal prosecution as authorized by references (a) through (g), and other applicable federal and state laws.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent

(a) To ensure good order, discipline, security, and force protection aboard the installation by integrating standard physical security requirements for the possession, use, sale, and storage of POFs, weapons, ammunition, and fireworks.

(2) Concept of Operations

(a) Personnel residing aboard MCAS CHERPT shall be allowed to possess their POFs/weapons/ammunition, if they comply with all requirements of this Order and the references.

(b) Tenant unit Commanders are responsible for providing armory storage for the POFs of personnel living in Barracks. If the unit does not have or does not desire to provide such armory storage, the Installation is unable to provide alternative facilities.

b. Definitions. As used herein, the following definitions shall apply:

(1) Ammunition. Per reference (b), ammunition is a device charged with explosives, propellants, initiating composition or chemical material for use in connection with defense or offense including demolitions, training, ceremonial, or non-operational purposes.

(2) Firearm. Per reference (b) (but, further distinguishing between conventional firearms, muffler/silencers, and destructive devices), a firearm means any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive or, the frame or receiver of any such weapon.

(3) Firearm muffler and firearm silencer. Per reference (b), a firearm muffler and firearm silencer mean any device for silencing, muffling, or diminishing the report of a portable firearm, including any combination of parts, designed or redesigned, and intended for use in assembling or fabricating a firearm silencer or firearm muffler, and any part intended only for use in such assembly or fabrication.

(4) Destructive Device. Per reference (b), a destructive device means any explosive, incendiary, poison gas, bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one-quarter ounce, mine, or device similar to any of the devices described in the preceding clauses.

(5) Antique Firearm. Per reference (b), an antique firearm means any firearm (including any firearm with a matchlock, flintlock, percussion cap, or similar type of ignition system) manufactured in or before 1898; or any replica of any firearm as just described if such replica is not designed or redesigned for using rimfire or conventional centerfire fixed ammunition.

(6) Firearm Storage Container. Per reference (1), a safe, gun safe, gun case, lock box, or other device that is designed to be or can be used to store a firearm and that is designed to be unlocked only by means of a key, combination, or other similar means.

(7) Fireworks. Any combustible or explosive device designed to produce a striking display of light and/or a loud noise.

(8) Possession. The exercise of actual physical custody and control over POFs/weapons/ammunition. Possession may be established by the fact that the POFs/weapons/ammunition were found in a motor vehicle or on the premises or in a place over which a person exercises control.

(9) Weapon. For purposes of this Order, the term weapon refers to a bowie knife, dirk, dagger, slingshot, loaded cane, metallic knuckles, shuriken, stun gun, bow, or other deadly weapon of like kind, except ordinary pocketknives three inches or less in length. Defensive pepper spray is also not considered a weapon when in compliance with North Carolina law.

c. Enforcement

(1) To ensure compliance with the provisions of this Order, a multifaceted approach to enforcement is required from all units and personnel. These include:

(a) Instituting health and welfare inspections in unit Barracks to ensure compliance with this Order. Nothing in this Order prevents individual unit Commanders from promulgating more restrictive guidance.

(b) Conducting command authorized vehicle inspections to ensure compliance with this Order. Nothing in this Order prevents individual unit Commanders from promulgating more restrictive guidance.

(c) Notifying the Provost Marshal's Office (PMO) when violations of this Order are identified aboard MCAS CHERPT.

d. Tasks

(1) Provost Marshal shall:

(a) Implement the registration process for all POFs aboard MCAS CHERPT.

(b) Utilize the Consolidated Law Enforcement Operations Center (CLEOC) database system to document all registered firearms aboard MCAS CHERPT.

(c) Conduct local records check of all personnel registering POFs.

(d) Enforce provisions of this Order as they apply to possessing, registering, storing, transporting, and using POFs.

(e) Ensure that personnel who reside aboard MCAS CHERPT and intend to store POFs in their quarters or residence, register those POFs with PMO using the enclosures.

(2) Commanding Officers of Subordinate and Tenant Units are encouraged to:

(a) Ensure all newly assigned personnel are informed of this Order during initial orientation and as required to ensure continued awareness.

(b) Ensure all assigned service members residing aboard MCAS CHERPT register all POFs they intend to store at their quarters/residence with PMO, within 10 days of occupancy (or for newly obtained firearms, within 10 days of possession). During the 10-day grace period, individuals will have violated the requirements of this Order if they cannot provide proof of both: (a) installation residency (not in Barracks) and (b), proof that they are within the 10-day grace period, as described within this Order. During the 10-day grace period (and all times thereafter) a servicemember must possess, use, sell, and/or store any POF in accordance with all provisions of this Order.

(3) Director, Communication Strategy and Operations (COMMSTRAT). COMMSTRAT will ensure periodic dissemination of the contents of this Order.

e. Coordinating Instructions

(1) Possessing, carrying, displaying, firing, or discharging any firearm or antique firearm aboard the installation, other than as authorized by the MCAS CHERPT Commanding Officer is prohibited.

(2) Owners of POFs must comply with all applicable federal, state, and local laws for the purchase, registration, transportation, and storage of POFs and ammunition.

(3) Recreational shooting and hunting aboard MCAS CHERPT is permitted in approved areas only per reference (k). Firearms may be transported to and from Installation areas, where firearms use is authorized, such as hunting areas or recreational shooting ranges, without being registered, unless they are also stored on the Installation within a unit armory, housing, or BEQ/BOQ.

(4) Sponsors may be held in violation of this Order if their dependents or guests fail to uphold this Order.

(5) Registration of Firearms. Per the references, and as defined in this Order, all POFs stored aboard MCAS CHERPT, must be registered with PMO. Owners who reside on the Installation (but not those in Barracks) have 10 days from reporting aboard the Station, or 10 days from the date of purchase (with proof of purchase) of the POF to register with PMO. During the 10-day grace period, individuals will have violated the requirements of this Order if they cannot provide proof of both: (a) installation residency (not in Barracks) and (b), proof that they are within the 10-day grace period, as described within this Order. During the 10-day grace period, and all times thereafter, a servicemember must possess, use, sell, and/or store any POF in accordance with all provisions of this Order. The 10-day grace period to register firearms does not apply to residents in Barracks. All POFs which are not duly registered when required by this order, are illegally introduced, or are improperly used or stored aboard the Station in violation of this Order will be confiscated. The firearm will be returned to the owner only after proof has been presented that the firearm has been properly registered as appropriate, and, when applicable, that the release has been authorized by the individual's Commanding Officer or designee. To register a POF, the owner must:

(a) Possess a valid military, retired, family member, or authorized civilian identification (ID) card.

(b) Report to the Pass & Identification Office (Pass & ID), Building 251, and complete the forms contained within the enclosures for each POF being registered.

(c) Have proof of purchase of the firearm. If the owner does not have an original proof of

purchase, he may instead provide a statement that they obtained the firearm legally.

(d) A photo or detailed description of the firearm. This will enable the Pass & ID Office to verify the actual serial number and/or description of the firearm being registered. Persons registering firearms shall not bring the actual firearm to Pass & ID to be registered.

(e) Notify PMO when they sell or dispose of their registered POFs.

(f) Antique firearms are not required to be registered but must be possessed, used, sold, and stored in accordance with all other firearm provisions of this Order.

(g) Weapons, as defined in the Order, are not required to be registered but individuals shall abide by all applicable provisions within this Order, federal, state, and local laws for the purchase, registration, transportation, and storage of such weapons.

f. Storage of Privately Owned Firearms, Weapons, and Ammunition Aboard MCAS CHERPT

(1) General

(a) No individual may possess or store a POF, weapon, or ammunition in work areas, Government leased spaces, or Government vehicles except when properly stored in a unit armory or, as authorized for qualified, active Marine Corps Law Enforcement professionals per references (d), (j) and (m).

(b) POFs or weapons must not be stored in privately-owned vehicles overnight. POFs or weapons are to be used on the Installation only in accordance with this Order and only in approved hunting or recreational areas. POFs or weapons may be temporarily stored in a privately-owned vehicle (not overnight) while the individual is at work or patronizing other Installation resources. Individuals who reside off Installation that transport POFs onto the Installation for hunting or other approved recreational purposes are not required to register their POFs provided the POFs are not stored in vehicles overnight per reference (k).

(2) Privately Owned Firearms, Weapons, and Ammunition within Installation Residences

(a) Servicemembers who reside in Barracks:

1. Military personnel shall not possess or store any POF, weapon (as defined by this Order), or ammunition in any Barracks. Nothing in this Order prevents an individual unit Commander from issuing more restrictive guidance. All POFs, weapons, and ammunition may be stored in their respective organizational armory in accordance with references (h) and (k), or off Station. The 10-day grace period for registration does not apply to personnel who reside in Barracks.

2. Servicemembers who reside in Barracks may permanently store their POFs/weapons/ammunition off Installation. If they choose to permanently store their POFs/weapons/ammunition off Installation, they are not required to register their POFs. POFs, weapons, and ammunition stored off Installation may be temporarily taken aboard for use in hunting or recreational areas without having to be registered. Persons who live in Barracks may temporarily leave their POFs/weapons/ammunition in their personally owned vehicles while they are on duty or patronizing other Installation resources. POFs/weapons/ammunition shall not be taken inside of any Barracks at any time and shall not be stored in a personally owned vehicle overnight.

3. Servicemembers who reside in Barracks may also store their POFs/weapons/ ammunition on Station subject to their Commander's approval and in accordance with references (h) and (k). If they desire to store their POFs or ammunition on Station, they must first register their POF with PMO before bringing the POF aboard the Installation. Once a servicemember's POF is registered with PMO, the individual may deliver the POF/ammunition to his organizational Commander or designee, who may issue receipts, and provide storage per references (h) and (k). The 10-day grace period for POF registration does not apply to personnel who reside in Barracks.

(b) Staff Noncommissioned Officers (SNCOs) and officers residing in Bachelor Enlisted Quarters (BEQ) or Bachelor Officer Quarters (BOQ) are permitted to store POFs, weapons, and ammunition in their quarters. This does not apply to E-5 and below residing in the Barracks, Bachelor Housing, BEQ per reference (l). SNCOs and officers residing in BEQ or BOQ who desire to store their POFs and ammunition in the BEQ or BOQ must:

1. Register POFs retained in their Installation quarters with PMO (10-day grace period applies).
2. At a minimum, keep all POFs located within their quarters unloaded and locked in a firearm storage container separate and apart from ammunition.
3. Store ammunition separately from POFs and in a locked container.
4. Store black and smokeless powder in quantities not to exceed a combination of five pounds in original containers. Black and smokeless powder may also be stored in a wooded box or cabinet having walls at least one inch thick.

(c) POFs owned by residents in Atlantic Marine Corps Communities (AMCC) may be kept in the residence. All personnel residing in AMCC housing (except for Slocum Village and any other areas of proprietary jurisdiction) shall:

1. Register POFs retained in their residences with PMO (10-day grace period applies).
2. At a minimum, keep all firearms kept within their residence unloaded and locked in a firearm storage container separate and apart from ammunition.
3. Store ammunition separately from POFs and in locked container.
4. Store black and smokeless powder in quantities not to exceed a combination of five pounds in original containers. Black and smokeless powder may also be stored in a wooded box or cabinet having walls at least one inch thick.

g. Carrying and Transporting Privately Owned Firearms, Weapons, and Ammunition

(1) Transporting Privately Owned Firearms, Weapons, and Ammunitions in a Motor Vehicle. Transporting POFs, weapons, and ammunition is authorized in privately owned vehicles when such transportation is consistent with this Order and all federal, state, and local laws.

(a) During transportation in a vehicle, POFs must be unloaded and stored in a locked firearm storage container. Provided, however, unloaded POFs that are transported in the trunk of a vehicle or a secured bed mounted toolbox are considered secured and do not require any additional actions.

(b) During transportation in a vehicle, ammunition and a POF shall not be located together within the same firearm storage container. Ammunition and unloaded POFs may, however, be transported together in the trunk of a vehicle or a secured bed mounted toolbox without any additional actions. During transportation only (unlike storage in base housing/BEQ/BOQ), ammunition is not required to be in a locked container.

(c) If stopped or inspected by law enforcement, a person must immediately notify the law enforcement officer of the presence of any POF in the vehicle for the officer's safety. Simply entering at any of the Station's gates is not considered a "stop" by law enforcement. Notification to law enforcement is not required when simply identifying oneself to law enforcement for the limited purpose of gaining access to the Installation. For example, a Marine who lives off Station and properly transports a shotgun and ammunition within his vehicle's trunk for use after duty hours at the Installation Skeet Range does not need to notify law enforcement of his POF when asked to show his Military ID Card at the gate.

(d) Weapons, as defined in this Order, transported in the passenger compartment of a motor vehicle must be visible or easily distinguishable by normal observation from the exterior of the vehicle or out of immediate reach of the driver. Weapons that are transported in the trunk of a vehicle or a secured bed mounted toolbox are considered secured and do not require any additional actions.

(e) Storing POFs, weapons, and/or ammunition in privately owned motor vehicles overnight is prohibited.

(f) If a Recreational Vehicle (RV) or trailer is being driven or towed aboard the Station, the RV or trailer is considered a motor vehicle and subject to search. POFs, weapons, and ammunition must be possessed, registered, and transported in accordance with all provisions of this Order pertaining to motor vehicles. A POF may not be stored overnight in an RV or trailer except as allowed in subsection (g).

(g) If an RV or trailer is officially registered for an overnight stay at Pelican Point RV Park, then an individual may store a POF/weapon/ammunition overnight in the RV or trailer for the extent of the overnight stay. The POF/ammunition/weapon must be stored, possessed, and used according to all regulations within this Order pertaining to individuals residing aboard the Station (see paragraphs 4.f.(2)(b) and (c)). If a person stays less than 10 days in an RV at Pelican Point Park, then that person is not required to register any POFs for that stay. For persons who live in RVs at Pelican Point Park longer than 10 consecutive days (or live in Pelican Point Park for 10 days and then move into another form of base housing), then they must register their POFs. The 10-day grace period applies to persons who live in RVs at Pelican Point Park. A person may not stay overnight in an RV for 9 days, check out for 1 day (or other short time period) and then check back into Pelican Point Park for the purpose of evading this Order's POF registration requirement.

(2) Civilian and Military Law Enforcement Officers. Properly identified civilian law enforcement officers (LEOs) entering the installation on official business are not required to surrender nor register their firearms with which they are normally armed.

(3) Concealed POFs/Weapons

(a) It is prohibited for any person, regardless of state license or permit, to carry or transport a concealed POF or concealed weapon aboard MCAS CHERPT. No POFs and/or weapons will be concealed on a person, except by individuals who are employed as full time LEOs, and other cases specifically authorized by the Commanding Officer.

(b) If at any of the Station's entry gates (including the inspection lane), it is discovered that a person is in violation of this Order's provisions including the carrying, transporting, concealing, and/or

registration of a POF but is otherwise in compliance with North Carolina and federal law, then that person will be issued a warning for the first offense and instructed to immediately leave the station with the POF.

(c) If at any of the Station's entry gates (including the inspection lane), it is discovered that a person is in violation of this Order's provisions for the transportation of a weapon (as defined by this Order) but otherwise in compliance with North Carolina and federal law, then that person will be issued only a warning for the first offense and will be instructed immediately to leave the Installation with his weapon.

(d) Small blades, knives, or blunt-style weapons which are designed to fit into a belt buckle or give a false impression of being ornamental in nature, or which are in any way misleading in their true purpose, and are easily accessible to the wearer, are concealed. This does not apply to a pocketknife three inches or less in length.

(e) Personnel granted concealed carry authorization for the USMC service weapon in support of their official duties must follow procedures contained within reference (j).

(4) Concealed Carry of Privately Owned Firearms by Qualified Law Enforcement Officers

(a) References (d) and (m) authorize qualified active Marine Corps Law Enforcement Officers (LEOs) who possess valid Law Enforcement Officer Safety Act (LEOSA) credentials to carry concealed POFs aboard Marine Corps property in the United States and U.S. territories for personal protection while off duty.

(b) Marine Corps LEOs are defined as Military Police, Criminal Investigators, and Marine Corps Law Enforcement Program (MCLEP) police officers who meet credentialing requirements for concealed carry of a POF for personal protection.

(c) Marine Corps LEOs shall register their POFs with the Pass & ID Office.

(d) Marine Corps LEOs shall not carry POFs, concealed or otherwise, while on duty. POFs shall be stored in the PMO provided lockers while the LEO is on duty.

(5) Carrying and Transporting Bladed, Edged and Martial Arts Weapons

(a) Bowie Knives, dirks, daggers, slingshots, hunting knives, swords, daggers, and bayonets, are not authorized to be carried on one's person aboard the Station unless the individual is actively engaged in a recreational activity (e.g., camping, hunting, fishing, etc.), and the bladed or edged weapon is normally/commonly used for that purpose. Individuals residing off Station who will participate in a recreational activity before or after work may store these items in a personally owned vehicle while they are on duty or patronizing other installation resources (not overnight). The weapons must be transported within the motor vehicle in accordance with this Order.

(b) This Order is not intended to preclude the legitimate use of a workman's knife by military or civilian workers in the performance of their official duties, or awards, trophies or plaques that have bladed or edged weapons affixed to them and are not easily accessible without a tool to access the edged or bladed weapon.

(6) Introduction of Privately Owned Firearms and Weapons onto MCAS CHERPT for Recreational Shooting and Hunting

(a) Military and civilian personnel residing off Station may transport POFs and/or weapons onto

the Installation for authorized recreational shooting and hunting purposes only. Those POFs are not required to be registered unless they are stored aboard the Installation.

(b) During North Carolina Wildlife Resource Commission published hunting seasons, a North Carolina hunting permit plus an Installation permit will be considered authorization to carry a POF and/or weapon into authorized hunting areas.

(c) Armed hunters will proceed directly to and from their authorized hunting areas only.

(d) Individuals residing off Station who hunt or recreationally shoot before or after work may store their POFs, weapons, and/or ammunition authorized for hunting or recreational shooting on the installation in their personally owned vehicle while on duty or patronizing other Station resources. Individuals who reside off Installation that transport POFs onto the Installation for hunting or other approved recreational purposes are not required to register their POFs per reference (k). But these POFs and/or weapons must be stored and transported within the motor vehicle in accordance with this Order (including no overnight storage).

h. Possession or Use of Fireworks. The introduction, possession, or use of fireworks aboard the Station is prohibited except as required in the proper performance of official duties.

i. Firing or Discharge of Pneumatically Operated Weapons. Pneumatically operated weapons (e.g., air rifles, air pistols, and those weapons operated by compressed air, gas, spring, or similar method) that are designed to fire BB shots or pellets are authorized to be fired aboard the confines of the Station under the following conditions:

(1) Persons under the age of 16 years of age will be supervised by a parent, guardian or person standing in for a parent when firing such firearms/weapons.

(2) Pneumatically operated firearms/weapons will only be fired at targets and not at persons, wildlife, pets, or property.

(3) Target backstops must be of sufficient size and thickness to preclude any hazard to persons or property.

(4) Firing of pneumatically operated firearms/weapons is strictly prohibited within 200 yards of any inhabited area, squadron, battalion, quarters, unauthorized recreational area, pasture, runway, taxiway, or other aircraft operating area.

(5) Pneumatically operated paintball guns will only be fired within areas specifically designated for their use such as the Shady Grove Picnic Area (MCCS Devil Dog Dare).

(6) Pneumatically operated weapons do not need to be registered or transported in accordance with the provisions of this Order covering firearms and weapons.

j. Unusual Firearms, Weapons, and Ammunition

(1) The following are prohibited aboard the Station:

(a) any illegally modified firearm, or

(b) any weapon illegal under North Carolina or federal law.

(2) The following weapons and POFs are allowed aboard the Station only when procured legally in compliance with the National Firearms Act and any applicable Bureau of Alcohol, Tobacco, Firearms, and Explosives regulations:

(a) machine guns, submachine guns, or other like weapons,

(b) sawed-off shotguns,

(c) sawed-off rifles,

(d) silencers, or

(e) other item, such as ballistic knives, that is subject to the Any Other Weapons (AOW) category of the National Firearms Act, reference (f).

k. Prohibited Possession

(1) Per reference (c), federal law prohibits the possession (unlawful for a person to sell, deliver or otherwise transfer to a person who the transferee knows, or has reasonable cause to believe, is a juvenile) of a handgun or handgun ammunition by any person under the age of 18.

(2) Per references (c) and (g), it is unlawful for persons under the age of 18 to willfully and intentionally possess or carry a handgun. This prohibition does not apply to the following:

(a) United States Armed Forces officers and enlisted personnel when in discharge of their official duties or acting under Orders requiring them to carry handguns;

(b) a minor who possesses a handgun for educational or recreational purposes while the minor is supervised by an adult who is present;

(c) an emancipated minor who possesses such a handgun inside his or her residence; or,

(d) a minor who possesses a handgun while hunting or trapping outside the limits of an incorporated municipality if he or she has, on his or her person, written permission from a parent, guardian, or other person standing in loco parentis.

(3) Per reference (c), federal law prohibits the possession of a firearm by a person who falls within the following categories:

(a) a felon with a prior conviction for an offense that carries over 1 year. Additionally, persons awaiting trial on felony charges are prohibited from receiving firearms;

(b) a drug user or addict. Inference of current use may be shown by evidence of recent use or pattern of use that reasonably covers the present time (e.g., positive drug test or conviction for use within past year);

(c) an alien, including illegal aliens and non-immigrant aliens. This provision does not prohibit an alien with a "green card" from possessing guns or ammunition;

(d) persons who are illegally in the United States or persons, who having been a citizen of the United States, have renounced their citizenship;

(g) a person with a prior misdemeanor conviction for domestic violence. The prior conviction must be for a crime which has as an element “the use or attempted use of physical force” and/or “the threatened use of a deadly weapon.” It must have been committed by someone in a specific domestic relationship with the victim (e.g., spouse or former spouse, partner, parent, or guardian). The subject must have been represented by counsel, or waived that right, and if entitled to a jury trial, had a jury trial or waived that right. It is also a felony for anyone to sell or otherwise dispose of a firearm to any person they know or have reasonable cause to believe has such a conviction. The law applies to anyone who has a conviction for a “misdemeanor crime of domestic violence” regardless of when the conviction occurred. There is no exemption for military personnel;

(h) a person who has fled any state to avoid being prosecuted or to avoid testifying in any criminal proceeding and/or considered a fugitive from justice; or,

(i) a person dishonorably discharged from the United States Armed Forces.

1. Assemblies and Establishments. North Carolina law specifically prohibits any person carrying a gun, rifle, or pistol into any assembly where a fee has been charged for admission or into any establishment where alcoholic beverages are both sold and consumed, such as MCCS restaurants or the Two Rivers Theater. Law enforcement officials on official duties are exempted.

5. Administration and Logistics. Recommendations for changes to this Order should be submitted to MCAS CHERPT PMO directorate via the appropriate chain of command.

6. Command and Signal

a. Command. This Order is applicable to all persons aboard MCAS CHERPT, MCOLF Atlantic, MCOLF Oak Grove, and MCALF Bogue.

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



B. C. BURKS

DISTRIBUTION: A

PRIVATELY OWNED FIREARMS REGISTRATION FORM

PRIVACY ACT STATEMENT

AUTHORITY: 10 U.S.C. 5013, Secretary of the Navy; 10 U.S.C. 5041, Headquarters, Marine Corps; **PURPOSE:** To assure proper control of weapons on installations; to monitor and control purchase and disposition of weapons/accessories; and provide a record of individuals authorized access to armory spaces. **ROUTINE USE:** The DoD Blanket Routine Uses that appear at the beginning of the Navy's compilation of systems of records notices apply to this system. **DISCLOSURE:** Voluntary. However, failure to provide the requested information will result in your being prohibited from entering the installation with a privately owned firearm.

Rank: _____ LName: _____ FName: _____ MName: _____

SSN/EDIPI: _____ Branch of Service: _____
(Act/Res/Ret/Civ)

Driver's License Number: _____

Driver's License State or Territory/Country: _____

Civilian Type: _____ Employee Type: _____

Date of Birth (YYYYMMDD): _____

Place of Birth (City/State/Country): _____

Height: _____ Weight: _____ Race: _____ Gender: _____

Ethnicity: _____

Hair Color: _____ Eye Color: _____ Identifying Marks: _____
(Tatoos, Scars, etc.)

Unit or Organization: _____

DUTY STATION/EMPLOYER: _____

Work Phone: () _____ Home Phone: () _____

HOME ADDRESS: _____
Number/Street (apt) City State Zip Code

PRIVATELY OWNED FIREARM INFORMATION

Serial Number: _____ Firearm Type: _____

Make: _____ Model: _____

Caliber: _____ Barrel Length: _____ Action: _____

Year Manufactured: _____ Date Purchased/Received: _____

Description of Weapon: _____

Weapon Location Address: _____
Number/Street (apt) City State Zip Code

PRIVATELY OWNED FIREARMS REGISTRATION FORM CONTINUED

Rank: _____ LName: _____ FName: _____ MName: _____
SSN/EDIPI: _____ Branch of Service: _____
(Act/Res/Ret/Civ)

PRIVATELY OWNED FIREARM INFORMATION

Serial Number: _____ Firearm Type: _____
Make: _____ Model: _____
Caliber: _____ Barrel Length: _____ Action: _____
Year Manufactured: _____ Date Purchased/Received: _____
Description of Weapon: _____
Weapon Location Address: _____
Number/Street (apt) City State Zip Code

PRIVATELY OWNED FIREARM INFORMATION

Serial Number: _____ Firearm Type: _____
Make: _____ Model: _____
Caliber: _____ Barrel Length: _____ Action: _____
Year Manufactured: _____ Date Purchased/Received: _____
Description of Weapon: _____
Weapon Location Address: _____
Number/Street (apt) City State Zip Code

PRIVATELY OWNED FIREARM INFORMATION

Serial Number: _____ Firearm Type: _____
Make: _____ Model: _____
Caliber: _____ Barrel Length: _____ Action: _____
Year Manufactured: _____ Date Purchased/Received: _____
Description of Weapon: _____
Weapon Location Address: _____
Number/Street (apt) City State Zip Code

Firearms Regulations Acknowledgement Form

I, _____, acknowledge that I have read and understand ASO 5510.15F (Possession, Registration, Use, Sale, and Storage of Privately Owned Firearms, Weapons, Explosives, Ammunition, Fireworks, and Pyrotechnics). Specifically, I understand the following:

1. All of my privately owned firearms and weapons will be stored in either my unit armory or my quarters/residence as authorized per ASO 5510.15F. Firearms retained in my assigned quarters/residence shall be inaccessible to minors.
2. Ammunition must be stored separately from firearms and in a container capable of being locked with key or combination lock. In all cases, privately owned firearms shall be stored in a fully encased container (e.g. Commercial gun safe, hard plastic case,, etc.) that is capable of completely enclosing the firearm and being locked with a key or combination lock. All firearms shall be fitted with a trigger lock.
3. All firearms shall remain unloaded until I am actually participating in authorized recreational shooting or hunting, except as authorized for Marine Corps Law Enforcement Professionals under the Law Enforcement Officers Safety Act (LEOSA).
4. When transporting firearms or weapons, they shall be unloaded and secured in the trunk of the vehicle, except as authorized under LEOSA. If the vehicle does not have a trunk (i.e. truck, hatchback, van) the firearms or weapons may be in the passenger compartment inside a locked case or compartment.
5. Under no circumstances shall firearms, weapons, or ammunition be permanently stored in a privately owned weapon aboard the installation.
6. Enduring storage of firearms in a privately owned vehicle is temporarily authorized for transportation to and from an approved location for authorized use for that day, provided they comply with transportation/storage requirements identified in this Order.
7. Carrying a concealed weapon is prohibited aboard the installation with the exception of qualified, active Marine Corps Law Enforcement Professionals, who possess a valid LEOSA credential.
8. Defiance for these regulations constitutes violations of lawful orders other than general orders and may be prosecuted under Article 92 of the Uniformed Code of Military Justice (UCMJ), the Department of Navy Human Resource Manual (DNHR) Sub-Chapter 752, or applicable Federal or state statutes, as appropriate.

Registering Person's Printed Name

Registering Person's Signature

Date



UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION
POSTAL SERVICE CENTER BOX 8003
CHERRY POINT, NORTH CAROLINA 28533-0003

ASO 5512.9E
MPR

28 APR 2017

AIR STATION ORDER 5512.9E

From: Commanding Officer, Marine Corps Air Station, Cherry Point
To: Distribution List

Subj: IDENTIFICATION CARDS

Ref: (a) MCO 5512.11D

Encl: (1) DoD List of Acceptable Identity Documents Jan 2017

1. Situation. To promulgate information and establish procedures for the issuance of Identification (ID) Cards to members of the Uniformed Services, retired members, family members, and civilians employed to work aboard Marine Corps Air Station (MCAS) Cherry Point.

2. Cancellation. ASO 5512.9D.

3. Mission. Members of the Uniformed Services, retirees and their family members, Civil Service, Nonappropriated Fund employees (NAF) and specific eligible contractors will be issued their ID cards utilizing the Real Time Automated Personnel Identification System (RAPIDS) and the Defense Eligibility Enrollment Reporting System (DEERS).

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. To issue ID cards to members of the Uniformed Services, family members, retired members, and Civil Service employees in accordance with the reference.

(2) Concept of Operations. Two forms of ID are required for issuance of an ID card (exceptions are children under the age of seventeen). A list of acceptable identification documents can be found in enclosure (1).

(a) Teslin IDs will be issued to the following Personnel

1. Family members of military personnel.
2. Retirees.
3. Inactive Reservists.
4. Disabled Veterans.
5. Reserve Retirees.

(b) Common Access Cards (CACs) will be issued to the following personnel for a period of three years or their expiration of active service, whichever occurs first.

DISTRIBUTION STATEMENT A: Approved for public release; distribution is unlimited.

1. All Active Duty.
2. Active Reserve.
3. Civil Service.
4. NAF Employees.

5. Eligible Contractors. Eligible contractors are those employees who utilize a government computer in the performance of their daily duties. These contractors will be entered into the Trusted Associate Sponsorship System (TASS) for issuance of a CAC.

(c) Chip-less CACs will be issued to Department of Defense (DoD) Civilian Retirees for a period of eight years.

(3) Coordinating Instructions

(a) Procedures for a Lost CAC

1. Active Duty military members are required to have a "Lost ID Card Statement" issued from the military member's unit. This statement must be printed on command letterhead and signed by an E-6 or above. Two forms of ID are required for the issuance of CACs.

2. Civilian/Contractor employees are to provide a memo from their supervisor on their command letterhead stating their current employment status. Two forms of ID are required for the issuance of CACs.

3. NAF employees must have a DD Form 1172-2 (Application for Department of Defense Common Access Card) signed by the Personnel Management Specialist, Marine Corps Community Services Personnel Office, Building 400. Two forms of ID are required for issuance of CAC.

4. Fleet Readiness Center East (FRC-East) employees are to notify their supervisor who will send an email to the FRC-East Security Office. Two forms of ID are required for the issuance of CACs.

(b) All CACs and IDs will be turned into the RAPIDS Office, Building 298 for destruction upon termination of employment, discharge, or expiration of active service.

(c) The RAPIDS Office is open Monday through Friday from 0730 to 1600. Holiday closings will be published via an electronic all-hands message, and signs will be posted at the entrance of the RAPIDS Office.

5. Administration and Logistics

a. Questions pertaining to the contents of this Order should be directed to the Military Personnel Officer, Manpower Directorate, MCAS Cherry Point at phone number (252) 466-4054.

b. The phone numbers for the RAPIDS Office are (252) 466-3330/3375, and the Fax machine number is (252) 466-2532.

28 APR 2017

6. Command and Signal

(a) Command. This Order is applicable to MCAS Cherry Point, its subordinate and supported commands, and all personnel authorized to obtain identification cards through DEERS/RAPIDS.

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



T. W. FERRY

DISTRIBUTION: A

128 APR 2017

Department of Defense List of Acceptable Identity Documents

Applicants are required to provide two forms of identity source documents in original form. The identity source documents must be bound to that applicant and shall be neither expired nor cancelled. If the two identity source documents bear different names, evidence of a formal name change must be provided.

Primary Identity Source Document

- U.S. Passport or a U.S. Passport Card;
- Permanent Resident Card or an Alien Registration Receipt Card (Form I-551);
- Foreign passport;
- Employment Authorization Document that contains a photograph (Form I-766);
- Driver's license or an identification (ID) card issued by a state or possession of the United States provided it contains a photograph;
- U.S. Military ID card;
- U.S. Military dependent's ID card; or
- Personal Identity Verification (PIV) Card.

Secondary Identity Source Document

The secondary identity source document may be from the list above, but cannot be of the same type as the primary identity source document.¹ An expired Common Access Card or Uniformed Services Identification card may be used as a secondary identity source document for reissuance of the same type of identification card, but is not acceptable for initial issuance.

- U.S. Social Security Card issued by the Social Security Administration;
- Original or certified copy of a birth certificate issued by a state, county, municipal authority, possession, or outlying possession of the United States bearing an official seal;
- ID card issued by a federal, state, or local government agency or entity, provided it contains a photograph;
- Voter's registration card;
- U.S. Coast Guard Merchant Mariner Card;
- Certificate of U.S. Citizenship (Form N-560 or N-561);
- Certificate of Naturalization (Form N-550 or N-570);
- U.S. Citizen ID Card (Form I-197);

¹ For example, if the primary source document is a foreign passport (e.g., Italy), the secondary source document should not be another foreign passport (e.g., France).

- Identification Card for Use of Resident Citizen in the United States (Form I-179);
- Certification of Birth Abroad or Certification of Report of Birth issued by the Department of State (Form FS-545 or Form DS-1350);
- Temporary Resident Card (Form I-688);
- Employment Authorization Card (Form I-688A);
- Reentry Permit (Form I-327);
- Refugee Travel Document (Form I-571);
- Employment authorization document issued by Department of Homeland Security (DHS);
- Employment Authorization Document issued by DHS with photograph (Form I-688B);
- Foreign ID with photograph;
- Driver's license issued by a Canadian government entity; or
- Native American tribal document.



UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION
POSTAL SERVICE CENTER BOX 8003
CHERRY POINT, NORTH CAROLINA 28533-0003

IN REPLY, REFER TO:
ASO 5530.1B
CIG
7 OCT 2022

AIR STATION ORDER 5530.1B

From: Commanding Officer, Marine Corps Air Station, Cherry Point
To: Distribution List

Subj: DEBARMENT PROCEDURES

Ref: (a) MCIE-MCB CAMLEJO 5530.2C
(b) ASO 5370.2G
(c) ASO 5560.6A

Encl: (1) Sample MCAS Cherry Point Debarment Letter
(2) Sample Request for Debarment
(3) Sample Temporary Debarment Letter

1. Situation. The Commanding Officer (CO), Marine Corps Air Station, Cherry Point (MCAS CHERPT) establishes policy and procedures for the debarment of individuals in violation of the rules and regulations of MCAS CHERPT and surrounding areas under the CO's cognizance. For purposes of this order, surrounding areas include, but are not limited to: all military family housing areas assigned to the Air Station and accessible from outside the gates and any of the outlying fields under the cognizance of the CO, MCAS CHERPT. These areas include: Auxiliary Landing Field-Bogue, Bogue, North Carolina; Outlying Landing Field-Atlantic, Atlantic, North Carolina; and Outlying Landing Field-Oak Grove, Pollocksville, North Carolina.

2. Cancellation. ASO 5530.1A.

3. Mission

a. The CO reserves the right to allow access to the installation for all personnel. By virtue of the office, and pursuant to references (a) through (c), an installation Commander has the authority to temporarily or permanently debar individuals from the installation in order to maintain the good order and discipline for its' service members, residents, employees and guests. Service members separated punitively or administratively, as well as military family members, employees, civilians or contractors who present a threat to the peace, safety or security aboard the installation may be debarred. Additionally, civilians may be debarred based on evidence obtained from civilian law enforcement agencies demonstrating a potential threat to the peace, safety, and security of the installation.

b. The CO may request the Commanding General, Marine Corps Installations East-Marine Corps Base Camp Lejeune (CG, MCIEAST-MCB CAMLEJ) regionally debar an individual who represents a threat to the greater MCIEAST-MCB CAMLEJ region.

4. Execution

a. Commander's Intent and Concept of Operations

DISTRIBUTION STATEMENT A: Approved for public release; distribution is unlimited.

(1) Commander's Intent. The Command Inspector General (CIG) will make determinations on debarment in accordance with references (a) through (c) and local policies. Per reference (a), installation Commanders are directed to debar Registered Sex Offenders from their installation

(2) Concept of Operations

(a) Service members punitively discharged or administratively separated for misconduct will be processed for debarment from MCAS CHERPT and all surrounding areas under the CO's cognizance, utilizing enclosure (1).

(b) Family members, juveniles and civilians (employees, terminated or unaffiliated) who are the subject of misconduct may be processed for debarment, in accordance with references (a) through (c).

(c) If a Unit Commander or Director/Department Head believes an individual (former service member, guest, unaffiliated civilian, etc.) presents a threat to the peace, safety or security of the installation, they may request the debarment of the individual, utilizing enclosure (2).

(d) A temporary debarment may be issued by the Provost Marshal's Office (PMO) when the situation dictates. Unaffiliated civilians who are the subject of misconduct and detained after business hours may be temporarily debarred from the installation until a final determination is made by the CIG. PMO will issue official debarment correspondence to the subject individual(s) in accordance with enclosure (3).

b. Tasks

(1) Unit Commanders, Directors/Department Heads

(a) Forward appropriate discharge paperwork on all service members being processed for administrative separation or punitive discharge to the installation CIG's office.

(b) Ensure service members to be debarred report to the installation CIG's office prior to discharge for debarment order processing.

(c) Provide final mailing address to CIG's office for mailing of debarment correspondence upon request.

(d) Forward debarment requests for civilian personnel to the MCAS CHERPT CIG's office, via the Chain of Command.

(2) Command Inspector General

(a) Process all debarment requests in accordance with this Order.

(b) Coordinate debarment actions with tenant commands and the Regional Personnel Administrative Center (RPAC), to insure individuals are debarred properly and in a timely manner.

(c) Coordinate all regional debarment requests to the CG, MCIEAST-MCB CAMLEJ.

(d) Process all temporary debarments from the PMO in accordance with this Order.

(e) Coordinate all debarment actions and notifications with appropriate installation staff.

(f) Advise the CO on all debarment matters affecting the Command.

(3) Regional Personnel Administrative Center. Ensure the CIG's office is included in the check-out process for service members receiving an administrative separation or punitive discharge

(4) Provost Marshal's Office

(a) Process unaffiliated civilians for temporary debarment in accordance with this Order.

(b) Advise and forward temporary debarment paperwork to the CIG's office as soon as practical, for appropriate review and follow-on action.

(c) In accordance with MARADMIN 613-18, insert any relevant information affiliated with a debarred individual into the Marine Corps Suspicious Activity Information Portal (MCSAIP).

(d) When applicable to a debarred individual, advise the command of any potential force protection threats or concerns as it relates to the Workplace Violence Prevention Program.

(e) Ensure all appropriate installation credentials, to include flight line and building access badges, are collected as necessary.

(f) Process all debarments in the Consolidated Law Enforcement Operations Center (CLEOC) and Defense Biometric Identification System (DBIDS), upon receipt of debarment paperwork from the CIG's office.

(5) Security Manager

(a) Update security clearance and/or access information for debarred individuals within the Joint Personnel Adjudication System (JPAS).

(b) Ensure access to controlled/restricted/secured areas are revoked for all debarred personnel, as applicable.

(c) Coordinate with Command legal advisors for delivery of discharge/employee termination paperwork to the installation CIG's office as applicable.

c. Coordinating Instructions and Appeals

(1) All punitive discharges and administrative separations for misconduct will be processed for debarment at the installation level. Deviations from this process will be entertained on a case-by-case basis. Service personnel separated for misconduct with a General (Under Honorable Conditions) characterization of service may be debarred from the installation and all surrounding areas under the CO's cognizance, depending on the nature of misconduct. Service members eligible for transitional medical care at time of discharge/debarment will be addressed on a case-by-case basis.

(2) Regional debarment requests will be forwarded to the CG, MCIEAST-MCB CAMLEJ, per reference (a).

(3) Commanders, Directors or Department Heads may submit a request for debarment to the CO, MCAS CHERPT, via their chain of command, for any person believed to pose a threat to the peace,

safety or security of the Installation (e.g. contractors, civilians, former employee(s), or former service member(s) loitering in living/working spaces creating a nuisance), utilizing enclosure (2).

(4) Debarment appeals will be made to the Commanding Officer, MCAS CHERPT via a written request. Requests will be sent to the following:

Commanding Officer (Attn: CIG)
PSC BOX 8003
Cherry Point, NC 28533-0003

5. Administration and Logistics. Not applicable.

6. Command and Signal

a. Command. This Order is applicable to all MCAS CHERPT subordinate and tenant commands.

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



B. C. BURKS

DISTRIBUTION: A

Sample MCAS Cherry Point Debarment Letter



UNITED STATES MARINE CORPS
COMMAND INSPECTOR GENERAL
MARINE CORPS AIR STATION
POSTAL SERVICE CENTER BOX 8003
CHERRY POINT, NORTH CAROLINA 28533-0003

5530.1B
CIG

PFC John Doe
100 No Where Lane
Any Place, NC 28560

PFC Doe:

You were the subject of an Administrative Separation from the United States Marine Corps, by reason of Commission of a Serious Offense, per paragraph 6210.6 of the Marine Corps Separations Manual, with an Other than Honorable Conditions characterization of service. Due to the serious nature of your discharge, and effective the date of your discharge, you are hereby **debarred** from entering Marine Corps Air Station Cherry Point (MCAS CHERPT), North Carolina. This debarment includes the Air Station, all military housing areas assigned to the Air Station, and all outlying fields under the cognizance of the Commanding Officer (CO), MCAS CHERPT, North Carolina, including but not limited to: Outlying Landing Field-Oak Grove, Pollocksville, North Carolina; Outlying Landing Field-Atlantic, Atlantic, North Carolina; and Marine Corps Auxiliary Landing Field-Bogue, Bogue, North Carolina. Enclosure (1) to this letter is the order forbidding your entry to the above locations and is effective immediately.

Should you believe your debarment is unfair or unwarranted, you may submit a written appeal showing cause why this action should not take effect. Enclosure (2) to this letter is a Return of Service, which may be utilized to indicate whether or not you desire to submit a written appeal. Upon receipt of your written appeal, your request will be forwarded to me for final decision. If you should have any questions or concerns, contact the Command Inspector General's (CIG) office at (252) 466-3449 or cherryointig@usmc.mil. Forward your written appeal by mail to:

Commanding Officer (Attn: CIG)
PSC Box 8003
Cherry Point, NC 28533-0003

You are advised that a military installation commander has explicit statutory authority to take such steps, as are reasonably necessary, to maintain law and order aboard the installation. That authority includes the removal from, and denial of access to, the installation of those individuals who threaten the good order of day to day operations and/or individuals whose conduct becomes disruptive to the orderly administration of installation activities. This authority includes former and retired service members that might otherwise rate benefits aboard the installation.

You are advised the Commanding General, Marine Corps Installations East-Marine Corp Base Camp Lejeune (CG, MCIEAST-MCB CAMLEJ) will receive a copy of this letter and substantiating evidence for this debarment. By virtue of their office, the CG has the authority to debar you from all installations under the cognizance of the CG, MCIEAST-MCB CAMLEJ as they deem appropriate, to include: Marine

Enclosure (1)

Corps Base Camp Lejeune, NC; Marine Corps Air Station Beaufort, SC; Marine Corps Air Station Cherry Point, NC; Marine Corps Air Station New River, NC; Marine Corps Logistics Base Albany, GA; Marine Corps Support Facility Blount Island, FL and Marine Corps Recruit Depot Parris Island, SC. Should they decide to take further debarment action in this case, you will be notified via separate correspondence. It will be my recommendation you be debarred from all installations under the purview of the CG, MCIEAST-MCB CAMLEJ.

I. M. INSPECTOR
Command Inspector General

Encls:

- (1) Debarment Order
- (2) Return of Service

Enclosure (1)

UNITED STATES MARINE CORPS
Marine Corps Air Station
PSC Box 8003
Cherry Point, North Carolina 28533-0003

RE:) ORDER REMOVING FROM AND FORBIDDING
PFC John Doe) ENTRY TO MARINE CORPS AIR STATION
100 No Where Lane) CHERRY POINT, NORTH CAROLINA AND ALL
Any Place, NC 28560) OUTLYING FIELDS AND MILITARY FAMILY
) HOUSING AREAS UNDER THE COGNIZANCE
) OF THE COMMANDING OFFICER, MARINE
) CORPS AIR STATION CHERRY POINT, NORTH
) CAROLINA.

PFC Doe:

For good cause found, you are prohibited from entering Marine Corps Air Station Cherry Point, North Carolina, and all military housing areas assigned to the Air Station and accessible from outside the gates of the Air Station. You are further ordered not to enter any of the outlying fields under the cognizance of the Commanding Officer, Marine Corps Air Station Cherry Point, North Carolina, including but not limited to: Outlying Landing Field-Oak Grove, Pollocksville, North Carolina; Outlying Landing Field-Atlantic, Atlantic, North Carolina; and Marine Corps Auxiliary Landing Field-Bogue, Bogue, North Carolina.

You are further notified that any entry or attempted entry of the confines of the installation, without the requisite written authority from me or my successors, constitutes a violation of Title 18, U. S. Code, Section 1382, which is printed below for your information. Such violation of federal law will be prosecuted in the U. S. District Court.

Title 18 - U. S. Code

Section 1382. Entering Military, Naval or Coast Guard Property.

Whoever, within the jurisdiction of the United States, goes upon any Military, Naval or Coast Guard Reservation, Post, Fort, Arsenal, Yard, Station, or Installation, for any purpose prohibited by law or lawful regulation, or; whoever, reenters or is found within any such Reservation, Post, Fort, Arsenal, Yard, Station, or Installation, after having been removed there from or ordered not to reenter by an officer or person in command or charge thereof, shall be fined not more than \$5,000.00 or imprisoned not more than six months or both.

I. M. INSPECTOR
Command Inspector General

Copy to:
CG, MCIEAST
CO, H&HS
PMO
NCIS
SJA
SAUSA
SEC MNGR
MCCS

Enclosure (1)
Enclosure (1)

RETURN OF SERVICE

I, _____, hereby acknowledge that I have read the Notice and Order of Debarment as set forth in the attached documents, that I understand the contents, and that I have retained the original Notice and Order of Debarment.

Please indicate your intentions below and return within 10 days.

_____ I do desire to provide a written appeal.

_____ I do not desire to provide a written appeal.

(Signature)

(Date)

Enclosure (2)
Enclosure (1)

SAMPLE REQUEST FOR DEBARMENT



(Command Letterhead)
UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION
POSTAL SERVICE CENTER BOX 8003
CHERRY POINT, NORTH CAROLINA 28533-0003

5530.1B
PMO

Director, Facilities, – or –

From: Commanding Officer, Marine Aviation Logistics Squadron 14
To: Commanding Officer, Marine Corps Air Station Cherry Point (Attn: CIG)
Via: Commanding Officer, Marine Aircraft Group 14

Subj: COMMAND DEBARMENT REQUEST ICO LANCE CORPORAL LNAME, FNAME MI.
EDIPI: XXXXXXXXXXXX/PMOS

1. It is requested that RANK NAME be debarred from the installation from the date of this letter for the reasons of: RANK NAME received an administrative separation for misconduct, and despite the separation being characterized as General Under Honorable Conditions, the reason for separation was due to Drug Abuse. This discharge is serious in nature and their presence aboard the installation represents a threat to the good order and discipline of our command, and the whole of MCAS Cherry Point.

- or -

Mr. Troublemaker has confronted fellow employees, made rash statements of paying back coworkers that are out to get them, and otherwise threatened coworkers to the point of being a detraction to the safety and security of the workplace. Mr. Troublemaker has been terminated from employment due to their lack of judgement and threatening behavior, however, they are a retired service member and still have access to the installation. It is my strongest recommendation Mr. Troublemaker be debarred from MCAS Cherry Point immediately.

2. The point of contact at this command is RANK/TITLE NAME, and may be contacted at (252) 466-XXXX, DSN phone 582-XXXX, or email name@usmc.mil.

I. M. COMMANDER/DIRECTOR

Enclosure (2)



(Command Letterhead)
UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION
POSTAL SERVICE CENTER BOX 8003
CHERRY POINT, NORTH CAROLINA 28533-0003

5330.1B
PMO

First, Mi. Last Name

Street Mailing Address

City, State Zip Code

Title and Name of Individual

On _____ (date), the Provost Marshal's Office (PMO) apprehended you aboard MCAS, Cherry Point for (state misconduct here) _____. Subsequently, you were processed for (the misconduct) _____ and escorted off this military installation in order to ensure the safety, security, good order, and discipline of the Air Station. It has been determined that you shall be temporarily debarred from Marine Corps Air Station Cherry Point until your case can be reviewed for further consideration.

Accordingly, you are hereby notified, effective immediately upon the receipt of this letter, that you are ordered not to reenter, or be found within the limits of the United States military installation MCAS Cherry Point, which includes all military family housing areas assigned to the Air Station, areas accessible from outside the gates of the Air Station and all outlying fields under the cognizance of the Commanding Officer, Marine Corps Air Station, Cherry Point. These areas include: Auxiliary Landing Field-Bogue, Bogue, NC; Outlying Landing Field-Atlantic, Atlantic, NC; and Outlying Landing Field-Oak Grove, Pollocksville, NC.

The Commanding Officer will determine whether you warrant indefinite debarment or if this temporary debarment will be rescinded. In five business days, you may contact the Command Inspector General's Office (CIG) at (252) 466-3449 to inquire about the status of your debarment.

Should any compelling reason exist which you believe would be sufficient to justify modification of this Order, you may contact the CIG's office at (252) 466-3449 or cherrypointig@usmc.mil, and forward such information to:

Commanding Officer (Attn: CIG)
PSC Box 8003
Cherry Point, NC 28533-0003

You are further advised that should you reenter or be found within the limits of the United States military installation MCAS Cherry Point in violation of this order, you will be subject to apprehension and detention by the military for prompt delivery to appropriate civil authorities, based on violation of U.S. Code below:

Title 18, U. S. Code 1382
Section 1382. Entering Military, Naval or Coast Guard Property.

Enclosure (3)

Whoever, within the jurisdiction of the United States, goes upon any Military, Naval or Coast Guard Reservation, Post, Fort, Arsenal, Yard, Station, or Installation, for any purpose prohibited by law or lawful regulation, or; whoever, reenters or is found within any such Reservation, Post, Fort, Arsenal, Yard, Station, or Installation, after having been removed there from or ordered not to reenter by an officer or person in command or charge thereof, shall be fined not more than \$5,000.00 or imprisoned not more than six months or both.

Unless you receive written notification signed by the Commanding Officer to the contrary, this Order remains in effect indefinitely.

A. B. Carter
Provost Marshal

Copy To:
CIG
PMO
SJA

Received by: _____ at _____ on _____
(First M. Last name) (time) (date)



UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION
POSTAL SERVICE CENTER BOX 8003
CHERRY POINT, NORTH CAROLINA 28533-0003

ASO 5560.6B
CO

7 FEB 2022

AIR STATION ORDER 5560.6B

From: Commanding Officer, Marine Corps Air Station, Cherry Point
To: Distribution List

Subj: INSTALLATION ACCESS

Ref: (a) DoDM 5200.08 Vol 3, "Physical Security Program: Access to DoD Installations," of January 2, 2019
(b) MCIEAST-MCB CAMLEJO 5530.25B
(c) CG MCIEAST-MCB Policy Letter 13-19
(d) ASO 5530.2D
(e) ASO 3302.2
(f) 09-012, "Interim Policy Guidance for DoD Physical Access Control"

Encl: (1) Installation Access Procedures and Guidelines
(2) Background Investigation Package
(3) Appeal Process Instructions

1. Situation. Safety and security of personnel and assets aboard Marine Corps Air Station Cherry Point (MCAS CHERPT) is a primary concern of the Installation Commander. As such, this Order prescribes necessary policy, procedures, and standards to ensure the good order and discipline of the Installation.

2. Cancellation. ASO 5560.6A.

3. Mission. To establish policy, responsibilities, and procedures for access aboard MCAS CHERPT.

4. Execution. Personnel at all echelons must direct their attention to the overall security of MCAS CHERPT. All personnel should be made aware of, and shall comply with, the contents of this Order.

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. MCAS CHERPT welcomes all visitors that are properly vetted. Vetting should be efficient, but must also be thorough to ensure the safety and security of all personnel.

(2) Concept of Operations. The Provost Marshal is delegated the authority to enforce all regulations aboard the Installation. It is the duty of all Service members, family members, and civilians to report observed violations of this regulation to the Cherry Point Police, who are the agents through whom the Installation Commander exercises security enforcement aboard the Installation. Accordingly, Cherry Point Police are authorized to stop any vehicle or person on the Installation upon competent orders or reasonable belief that unauthorized access has been attempted or obtained. Any person who willfully fails or refuses to comply with the lawful order or direction of the Cherry Point Police may be subject to arrest and/or apprehension.

b. Coordinating Instructions. See enclosure (1).

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5. Administration and Logistics

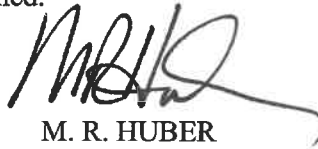
a. Questions pertaining to the content of this Order should be directed to the Security and Emergency Services Directorate, MCAS CHERPT.

b. All forms associated with this Order may be obtained from Naval Forms Online at: <https://navalforms.documentservices.dla.mil/web/public/home>.

6. Command and Signal

a. Command. This Order is applicable to all personnel aboard MCAS CHERPT, Marine Corps Outlying Field Atlantic, Marine Corps Outlying Field Oak Grove, and Marine Corps Auxiliary Landing Field Bogue.

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



M. R. HUBER

DISTRIBUTION: A

LOCATOR SHEET

Subj: INSTALLATION ACCESS

LOCATION: _____
(Indicate the location(s) of the copy(ies) of this Order.)

RECORD OF CHANGES

Log completed change action as indicated.

Change Number	Date of Change	Date Entered	Signature of person Incorporating Change

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Chapter 1

Access

1. Unescorted. Per the references, individuals that are in possession and produce any valid DoD ID card are authorized entry and unescorted access to the Installation, with the exception of the flight line.
2. Flight Line. Per reference (b), access to the Flight Line Restricted Area (FLRA) is limited to designated authorized personnel only. Individuals requiring access to the FLRA must complete the steps below in order to receive appropriate access credentials:
 - a. Individuals must be designated in writing by a competent authority as needing access to the FLRA in the performance of their duties. Competent authority includes the Installation Commander, Commanding Officers aboard the Installation, Command Access Control Officers, and the Resident Officer in Charge of Construction (ROICC) when contract work inside the FLRA has been authorized.
 - b. Military and DoD civilians in possession of a DoD Common Access Card (CAC) requiring access into the FLRA must report to the Physical Security Office with a Letter of Authorization from their Commanding Officer or Access Control Officer to have FLRA access added to their CAC.
 - c. Contractors must report to the Pass and Identification Office with a Letter of Authorization from the ROICC authorizing FLRA access and complete the required vetting process. Once the vetting process has been completed and approved, the contractor will receive a MCAS CHERPT Contractor Defense Biometric Identification System (DBIDS) card with FLRA access encoded into the credential.

3. Visitors and Guests

- a. Admission of Civilians aboard the Installation. All civilians shall be subject to military control while aboard this Installation and can be prosecuted in a Federal Court for offenses committed while on Federal property. Civilian visitors, while aboard the Installation, will be required to observe proper standards of personal conduct at all times. Improper conduct could result in the visitor's removal from the Installation.
- b. Trusted Traveler Access. Trusted Traveler access allows for the following:
 - (1) Authorized individuals who have been granted unescorted access, who possess a valid Common Access Card (CAC), or a Uniformed Services Identification Card (USID), and is over age 16, to simultaneously vouch for co-travelers (in the same vehicle or on foot) and enable those co-travelers to obtain trusted traveler access.
 - (2) All personnel acting in a Trusted Traveler capacity are responsible for the conduct of each sponsored guest and must ensure each guest remains with the Trusted Traveler for the duration of the guests' visit. A violation, attempted violation, or solicitation of another to violate the Trusted Traveler Program requirements, including sponsorship of guests failing to meet installation access requirements may subject all involved to adverse administrative and/or punitive action.
 - (3) The number of co-travelers may not exceed five individuals per trusted traveler unless specifically authorized by the Installation Commander.
 - (4) Individuals using a non-CAC local or regional DoD credential (DBIDS), Federal PIV, and Non-Federal PIV I, or any other form of identification do not qualify as Trusted Travelers in accordance with this Order. Non-Trusted Travelers granted unescorted access to the Air Station are not permitted to sponsor

guests. Any individual accompanying a non-trusted traveler must establish a valid purpose to enter the installation, have their identity verified, and establish historic and current fitness prior to being granted access.

(5) The trusted traveler program is permitted for installation access only during the hours of 0530 to 2000. Between the hours of 2000 to 0530 all occupants, over the age of 18, must present an acceptable credential to access control point (ACP) personnel. Commanders are authorized to suspend trusted traveler programs at any time based on local conditions.

c. Escorted Sponsorship. Service members, authorized military family members, and Federal employees are permitted to simultaneously sponsor all occupants in their vehicle using the trusted traveler policy after presenting a valid DoD ID card. This authorization is only for visits not to exceed 24 hours in duration. Trusted traveler sponsors are entirely responsible for the actions of all occupants in their vehicle while aboard the Air Station. All occupants over the age of 18 may be requested to produce a valid form of ID.

d. Guests of Family Housing Residents. Housing residents may sponsor their guests for overnight stays greater than 24 hours. Sponsors who have guests whose visit will exceed seven days in length must receive authorization from Atlantic Marine Corps Communities (AMCC) by making a request through their local Family Housing Office. Visitor passes for overnight guests in family housing areas can be obtained at the Pass and Identification Office (Pass & ID) upon arrival of the guests or in advance by emailing the Pass and Identification office OMB inbox at CHPT_PASS-ID_OMB@usmc.mil from any .mil or .navy email account. Requests must include the following information.

- (1) Sponsor's Rank, Name, Unit, Date of Birth, and EDIPI.
- (2) Guest's/Visitor's Name and Date of Birth.
- (3) Dates of visit.
- (4) Approval letter from AMCC for stays longer than seven days in duration.

e. Visitors and Guests with Vehicles. Authorized guests arriving in privately owned vehicles must obtain a temporary pass from Pass & ID in order to operate the vehicle aboard the Air Station. Sponsors must either accompany their guest to Pass & ID or may sponsor in advance by emailing the Pass and Identification office OMB inbox at CHPT_PASS-ID_OMB@usmc.mil from any .mil or .navy email account providing the information below:

- (1) Sponsor's Rank, Name, Unit, Date of Birth, and EDIPI.
- (2) Guest's/Visitor's Name and Date of Birth.
- (3) Dates of visit.
- (4) Purpose of visit.

d. Guests must present the following documents in order to obtain a temporary vehicle pass:

- (1) Valid Driver's License.
- (2) Valid Vehicle Registration.
- (3) Valid Proof of Insurance.

(4) Current Rental Car Agreement, if applicable.

4. Civilian Law Enforcement Officers (LEOs), First Responders, Local Government Officials, and Essential Personnel. Access control for first responders, local government officials, and essential personnel can pose a risk to the Air Station if established procedures are not in place and adhered to. In accordance with reference (a), MCAS CHERPT has established access control procedures for First Responders in the performance of duties, Local Government Officials on official business, and other essential personnel responding to those situations where life and safety require external support from an outside agency.

a. Civilian Law Enforcement Officers (LEOs) and First Responders. Properly identified non-DoD Federal, State, and LEOs requesting access in the performance of their official duties shall be granted access to the Air Station. They will be directed to the Provost Marshal's Office (PMO), the Legal Services Support Team, or the Naval Criminal Investigative Service (NCIS), whichever is appropriate for their official visit. A vehicle pass is not required.

(1) No non-DoD LEOs are authorized access for the purpose of investigations without prior coordination. If approved, the non-DoD LEO will be escorted by PMO or NCIS as appropriate. Non-DoD LEOs will be authorized to carry their official issued firearms in the performance of their official duties aboard the Air Station.

(2) Non-DoD first responders responding to a mutual aid request by the Air Station Commander shall be granted access after verification has been made by means designated by the Air Station Commander. Cherry Point Police gate sentries shall ensure they expedite the verification process to minimize delay in mutual aid assistance.

b. Local Government Officials. Local government officials are those Persons elected or appointed who are visiting the Air Station in an official capacity. They shall be granted access in their official capacity and should obtain a DBIDS credential to avoid any potential delays when requesting access.

c. Essential Personnel. Essential personnel shall be granted access when clearly identified as essential personnel and after they present a CAC or other authorized access control credentials to gain access to the Air Station during emergencies. Access by non-essential personnel during an emergency will require authorization by the MCAS CHERPT Emergency Operation Center (EOC) prior to entry.

5. News Media Representatives. Accredited news media representatives requesting access aboard the Air Station in order to photograph and/or report news for future events must contact Communications Strategy (COMMSTRAT) in advance for permission. When news media arrive on the approved date, they will be asked to remain at Pass & ID while waiting for a COMMSTRAT escort.

6. For-Hire Drivers. For-Hire Drivers, including taxicab, Uber, Lyft, and limousine drivers, are required to enroll in DBIDS. Only for-hire drivers that are vetted and credentialed in accordance with the references and this Order will be granted access. Vetted for-hire drivers remain subject to random inspections upon entry/exit and while aboard the Air Station.

a. For-hire drivers not enrolled in DBIDS credentials but are hired off-station by access eligible person will be sponsored by the individual being transported and are authorized to take their fare directly to their requested destination. These persons must remain with their vehicle at all times and must exit the Air Station immediately upon discharging their fare(s).

b. For-hire drivers not enrolled in DBIDS may enter the Air Station if they are picking up a pre-arranged fare, but may not "cruise" or otherwise solicit fares.

c. For-hire drivers holding valid DBIDS credentials are authorized to conduct business aboard the Air Station and may solicit fares by parking at the approved “cab stands” or waiting stations at:

- (1) Near the main entrance to Building #3918 (MCX).
- (2) Near the main entrance of Building #3542 (Roadhouse).
- (3) Near the main entrance to Building #293 (Troop 7-Day Store).

d. Occupants in ride-share vehicles shall be properly identified prior to being allowed access aboard the Air Station. Gate sentries will scan the drivers and passengers ID cards with a DBIDS scanner to biometrically document their entry into the Air Station.

7. Food and Product Delivery Companies. Food and product delivery companies shall not be granted access unless the driver has been properly identity proofed and vetted. Justification for vetted delivery drivers’ access shall be queried and validated by gate sentries before entry. All delivery vehicles will be inspected prior to entry and are subject to re-inspection while aboard the Air Station at the discretion of the Installation Commander. Solicitation by food or product delivery companies is strictly prohibited aboard the Air Station.

8. Private Clubs and Organizations. MCCA sponsors many clubs and private organizations authorized to conduct functions aboard the Air Station. These clubs/organizations are authorized to have one-third of their total membership comprised of civilians. Civilians who wish to become members of MCCA sponsored clubs and organizations must obtain a letter from the MCCA club or organization indicating they are a membership applicant. The applicant must provide this letter to Pass & ID and complete a Background Investigation Package in order to be properly vetted. Applicants who complete a Background Investigation Package and are awaiting vetting may receive a temporary pass for access to and from the organization when sponsored by a current member for one 30-day period. Once an applicant has been vetted and approved, the applicant will be issued a vehicle pass for a period not to exceed one year, or the expiration of their membership, whichever occurs first. At the expiration of the membership, the applicant must re-apply for access and be re-vetted.

9. Former Spouse/Guardian. If a former spouse of a service member or guardian of a military family member is granted custody of a military child who holds a valid Uniformed Services Privilege and Identification Card, they will be granted access and issued a temporary vehicle pass. Vehicle passes will be issued for the period of the intended visit but shall not exceed five days. The child need not be present with the former spouse/guardians, however, they must present the child’s Identification Card and state the official business that is to be conducted.

10. Special Events

a. “Open-to-the-Public” Events. The Installation Commander may declare an “open-to-the-public” event for large scale special events such as the bi-annual Air Show and other MCCA sponsored events such as music concerts and festivals. In these cases, non-DoD affiliated civilian personnel will be admitted aboard the Air Station without the use of a visitors pass. Special event attendees should expect random and unexpected security measures by Cherry Point Police during these events. Attending visitors will remain under military or sponsor control while aboard the Installation and can be prosecuted in a Federal Court for offenses committed while on Federal property. Special event attendees will be required to observe proper standards of personal conduct at all times, and improper conduct may result in removal from the Air Station.

b. Weddings, Reunions, Dinners, Sporting Events, Etc. Requests to host a special event aboard the Installation must be coordinated through Pass & ID and COMMSTRAT. The required steps for hosting a special event are listed below:

(1) Request and obtain approval for the event in writing from COMMSTRAT at least 90 days in advance of the planned special event.

(2) Deliver a copy of the approval letter from COMMSTRAT and a list of planned attendees to Pass & ID at least 15 days prior to the planned special event. Lists of attendees must include their full name and dates of birth.

(3) Pass & ID will vet all listed attendees within four days of receipt of the letter and list, and will notify the event sponsor of any attendees whose access has been denied.

(4) Pass & ID will issue special event visitor vehicle passes for all approved attendees, and will issue them on the day of the event.

c. Special Events Vulnerability Assessment. Per reference (a), all open gate events and any other hosted special events with an expected attendance of 300 or more DoD personnel must have a Special Events Vulnerability Assessment (SEVA) completed through the MCAS CHERPT Mission Assurance Directorate.

11. Restrictions. The privilege of obtaining a visitor or temporary pass is subject to the following restrictions:

a. Visitor and temporary vehicle passes are government property. The unauthorized removal, sale, transfer to another vehicle, mutilation, forgery, or obscuring of a visitor or temporary vehicle pass is prohibited.

b. The registrant must maintain the visitor or temporary pass and safeguard its condition. Loss, mutilation, or defacement of a visitor or temporary vehicle pass must be reported to Cherry Point Police.

c. A registered owner of a motor vehicle registered aboard the Air Station or a motor vehicle displaying a visitor or temporary vehicle pass, will notify Pass & ID within 24-hours of their transfer from, or termination of, employment. The transfer of title, sale, or significant change of vehicle appearance (e.g., painted a different color) must also be reported. Owners will ensure visitor and temporary vehicle passes are removed and returned to Pass & ID upon sale of the vehicle.

d. Operators will drive with a valid state operator's license, valid state registration card, and proof of current state liability insurance in their possession. Motorcycle operators must also carry proof of completion of a MSFC, if required, when riding aboard MCIEAST Installations.

e. Falsifying information contained in an application to permanently register or obtain a visitor or temporary vehicle pass may warrant disciplinary action or prosecution.

f. Willful defacement, destruction, or alteration of the manufacturer's serial or engine number or other distinguishing identification number of a registered vehicle is prohibited and subjects the violator to punitive action.

g. Individuals who operate a motor vehicle aboard the Air Station must report the suspension or revocation of their driving privileges by any state to the PMO Traffic Court Clerk within 24-hours of notification of suspension or revocation. Married couples who reside aboard the Air Station and who both have had their driving privileges suspended or revoked must coordinate removal of their motor vehicles from the Air Station until they can be registered in the name of an immediate family member meeting all qualifications to drive aboard the Air Station. Service members living in Bachelor Enlisted Quarters or Bachelor Officer Quarters must remove their vehicle from the Installation until their driving privileges are legally restored.

h. The owner of each vehicle registered on an installation must maintain the minimum insurance required by the state in which the installation is located throughout the period of registration. Failure to maintain adequate and continuous liability insurance coverage may result in a fine by the state, loss of state registration, and loss of Installation driving privileges.

Chapter 2

Defense Biometric Identification System (DBIDS) Credentials

1. Document Screening. Prior to acceptance, personnel processing an applicant for access will screen documents for evidence of tampering, counterfeiting, or other alteration. Documents that appear questionable (i.e., having damaged laminates) or otherwise altered will not be accepted. Altered documents will be held until appropriate authorities are notified and disposition procedures are conducted.
2. Acceptable Identity Source Documents. All documents must be original and current. The accepted forms of credentials for access to the Installation are listed below and indicate the level of access each credential provides:
 - a. Department of Defense (DoD) Common Access Card (CAC). Per reference (a), persons possessing a DoD CAC are vetted to DoD personnel security standards and are granted unescorted access to the Installation. The CAC simultaneously establishes identity, historic fitness, and purpose.
 - b. Uniformed Services Privilege and Identification Card. Persons possessing a DoD issued Identification and Privilege Card (including military family members), are considered sponsored aboard the Installation by the associated service member and are granted unescorted access to all unrestricted areas.
 - c. Uniformed Services Retiree Identification Card. Military Retirees are considered vetted through honorable service and are granted unescorted access to all unrestricted areas.
 - d. Next Generation Uniformed Services ID (USID) Card. Beginning July 31, 2020, the Next Generation USID Card will be issued to military family members and military retirees to access service benefits and privileges. The USID establishes identity and generally establishes purpose.
 - e. Non-CAC LRC (DBIDS credential) issued by the Installation Commander. These credentials simultaneously establish identity, historic fitness, and purpose for access to the Air Station. These credentials are only valid for access to MCAS Cherry Point (MCAS CHERPT) and not for access to other DoD Installations.
 - f. REAL ID compliant driver's license or REAL ID compliant non-driver's identification card issued by a state, territory, possession, or the District of Columbia. These credentials establish only identity.
 - g. Enhanced driver's license issued by a state, territory, possession, or the District of Columbia. These credentials establish only identity.
 - h. U.S. Passport or Passport Card. These credentials establish only identity.
 - i. Foreign passport bearing an unexpired immigrant or nonimmigrant visa or entry stamp. These credentials establish only identity.
 - j. Any other U.S. Federal, state, territory, possession, or District of Columbia Government-issued credential bearing a photograph, including credentials from other paragraphs in this section, deemed acceptable by the DoD Component head and consistent with applicable laws.
 - k. Federal PIV Card. The PIV simultaneously establishes identity and historic fitness.
 - l. Veteran's Health Identification Card (VHIC). The VHIC simultaneously establishes identity and purpose. Any individual accompanying the VHIC holder must be vetted for determination of fitness and issued a DBIDS temporary pass.

m. Non-Federal PIV-interoperable (PIV-I) Card. The PIV-I establishes only identity.

n. The TWIC establishes only identity.

o. Pass & ID will also accept an original or certified true copy of a birth certificate bearing a raised seal and social security card in conjunction with a non-Real ID compliant driver's license or state issued identification card. In the event this combination identity documents are used, all three must contain the same name or the individual must provide legal documentation such as a court order, marriage certificate, or divorce decree.

p. Individuals under the age of 18 who are unable to present a document listed above must be sponsored by an adult with the proper identification as outlined in Chapter 1 of this Order.

q. Children under the age of 16 residing aboard MCAS CHERPT may only sponsor a visitor with the approval of the children's legal guardian. For example, a 12 year old dependent child residing aboard the Installation cannot use their valid family member DoD ID Card to vouch for their grandparent (having no other military affiliation) aboard the Air Station. In this instance, the grandparent must be identity proofed, vetted, and obtain a DBIDS temporary pass for unescorted access prior to accessing the installation.

3. Defense Biometric Identification System (DBIDS). DBIDS is an integrated Identity Management and Force Protection system developed and operated by the Department of Defense. DBIDS provides MCAS CHERPT with a secure solution to register, manage and control personnel at pertinent levels of physical access.

a. The DBIDS credential is the only long-term credential authorized for issue in excess of one year to authorized non-DoD affiliated personnel. The Pass & ID Office (Pass & ID) will issue DBIDS credentials to authorized non-DoD affiliated personnel who complete the process below:

b. Complete the DBIDS registration process at Pass & ID.

c. Complete an Authorization of Release of Information Form, and return it to the Contracting and Badging Office. This authorization form is required to allow the Installation to communicate with DBIDS in regards to the individual's access to the Installation. DBIDS credentials will not be issued without this authorization on file with the Pass & ID.

d. Expired or revoked DBIDS credentials shall be confiscated MCAS CHERPT Police on the first instance they are used after the expiration/revocation date.

e. DBIDS credentials must be returned to the Pass & ID Office immediately upon expiration or revocation.

4. Contractor DBIDS Credentials. Pass & ID will issue Contractor DBIDS credentials to individual employees of companies authorized to perform contractor work and commercial services aboard the Installation. Once in possession of a Contractor DBIDS credential, the holder is granted unescorted access to all unrestricted areas aboard the Installation.

a. The below listed process must be completed in order to receive a Contractor DBIDS credential:

(1) Provide proof of employment by the company or business authorized to conduct the contracted work or commercial services aboard the Installation.

(2) Complete an Authorization of Release of Information Form, and return it to the Contracting and Badging Office. This authorization form is required to allow the Installation to communicate with DBIDS in regards to your access to the Installation. DBIDS credentials will not be issued without this authorization on file with the Pass & ID Office.

(3) Complete a Background Investigation Package at least five days prior to the requested access start date.

(4) Provide proof of U.S. citizenship or immigration status (i.e., Birth Certificate, Passport, DD-214, or Immigration and Naturalization Service (INS) card).

(5) Provide a Social Security Card or Verification Letter from the Social Security Administration.

b. Upon favorable vetting results, a Contractor DBIDS credential will be issued for a period not to exceed one year, or at the end of the individual's contract, whichever occurs first.

5. **Business DBIDS Credentials.** Pass & ID will issue Business DBIDS credentials to individuals who have been approved by the Station Inspector's Office to conduct business with military and civilian personnel aboard the Installation. Individuals in possession of a Business DBIDS credential will have unescorted access to unrestricted areas of the Installation in the performance of their authorized business, unless otherwise granted by the Station Inspector on behalf of the Installation Commander.

a. Individuals requesting to conduct business aboard the Installation must complete the below process prior to being issued a Business DBIDS credential:

(1) Complete a Business Permit Application (Form: MCASCHERPT/INSP/5512/2) at the Pass and Identification Office in accordance with reference (c). This application form can be downloaded at Naval Forms online or: <http://www.cherrypoint.marines.mil/Resources/StationInspector.aspx>

(2) Furnish a completed Business Permit Application to the Pass & ID Office and complete a Background Investigation package at least five days prior to the requested access start date.

(3) Provide proof of U.S. citizenship or immigration status (i.e., Birth Certificate, Passport, DD-214, or INS card).

(4) Provide a Social Security Card or Verification Letter from the Social Security Administration.

b. Business Permit Identification Cards will be issued upon approval by the Station Inspector and a favorable vetting result for a period not to exceed one year or at the end of the approved permit, whichever occurs first.

6. **DBIDS Pre-Enrollment.** Pre-enrollment in DBIDS, although not mandatory, is highly recommended due to the significant time saving associated with manual input needed for each credential. Self-enrollment can be accomplished at the following website: <HTTPS://DBIDS-GLOBAL.DMDC.MIL/ENROLL#/>.

7. **Atlantic Marine Corps Communities (AMCC) Resident DBIDS Credentials.** The Pass & ID Office will issue AMCC Resident DBIDS credentials to non-DoD affiliated individuals who have been authorized residence in AMCC family housing. Individuals in possession of an AMCC Resident DBIDS credential are authorized unescorted access to, from, and in their assigned housing areas only.

a. Prior to signing a lease or occupying a residence aboard the Air Station, individuals must complete the below process in order to qualify for and receive an AMCC Resident DBIDS credential:

(1) Provide proof from AMCC of intent to sign a lease to reside within an AMCC managed housing area or permission to occupy a residence with an individual already on a lease from AMCC.

(2) Complete a Background Investigation Package at least five days prior to the requested lease or occupancy start date.

(3) Provide proof of U.S. citizenship or immigration status (i.e., Birth Certificate, Passport, DD-214, or Immigration and Naturalization Service (INS) card.

(4) Provide a Social Security Card or Verification Letter from the Social Security Administration.

b. AMCC housing resident DBIDS credentials will be issued upon favorable vetting results for a period not to exceed one year, or the end of the lease, whichever occurs first.

c. Non-DoD affiliated AMCC housing residents are subject to temporary or permanent debarment in the event of domestic violence or other criminal act deemed inappropriate by the Commanding Officer.

8. Armed Forces Exchange Identification and Privilege Card (DD Form 2574). The Armed Forces Exchange Identification and Privilege card is issued to authorized patrons of exchanges who do not otherwise possess an Armed Services Identification Card (i.e., MCCA family members).

a. The Marine Corps Community Services (MCCA) Human Resources Office will issue an Armed Forces Exchange Identification and Privilege Card to authorized individuals after the individual has completed the below steps:

(1) Provide Proof of Eligibility from MCCA indicating employment or relationship to a sponsor.

(2) Complete a Background Investigation Package, through the Provost Marshal's Office, if over the age of 18. If under the age of 18, a Background Investigation Package is not required, however, the minor must be accompanied by a sponsor at all times.

(3) Return the completed Background Investigation Package to the MCCA Human Resources Office. Upon favorable vetting results, MCCA will issue the Armed Forces Exchange Identification and Privilege Card.

b. Once an Armed Forces Exchange Identification and Privilege Card is issued by MCCA, the individual must report to Pass & ID. Pass & ID will issue a DBIDS access credential for a period not to exceed one year. At the completion of one year, the holder must re-apply for access and be re-vetted for further access. The DBIDS access credential will grant unescorted access to the Marine Corps Exchange (MCX) and other MCCA facilities ONLY.

9. Veterans Health Identification Card (VHIC) and Primary Family Caregivers Eligibility Letter. Effective 1 Jan 20, service-connected Veterans, Purple Heart recipients, former prisoners of war (POW), and individuals approved and designated as the primary family caregiver of eligible Veterans under the Department of Veterans Affairs Program of Comprehensive Assistance for Family Caregivers (PCAFC) can use commissaries, exchanges, and MCCA retail facilities.

a. Eligible veterans in possession of a VHIC issued by the Veterans Administration (VA) Health Care System are authorized in-person installation and privilege access to commissary, exchange and MCCA retail facilities. Veterans who are not enrolled in or are not eligible to enroll in VA health care, or who are enrolled

in VA health care, but do not possess a VHIC will not have access to DoD and Coast Guard installations for in-person commissary, exchange, and MCCS retail privileges. The card must display the Veteran's eligibility status (i.e., PURPLE HEART, FORMER POW or SERVICE CONNECTED).

b. Eligible caregivers must present a Primary Family Caregivers Eligibility letter issued by the VA's Office of Community Care for access.

c. Upon the first visit to MCAS CHERPT, these eligible Veterans and caregivers must stop at the Pass and Identification Office and enroll for recurring access, which would allow them to proceed to the gate for entry upon subsequent visits without having to stop again at the Pass & ID Office.

d. Pass & ID will issue a DBIDS access credential to eligible caregivers for a period not to exceed one year. The DBIDS access credential will grant unescorted access to the commissary, exchange, and MCCS retail facilities.

10. Exceptional Family Member Program (EFMP) Caregivers. MCO 1754.4B defines the EFMP as a mandatory enrollment program for those authorized family members that require special medical and/or educational services based upon a diagnosed mild to severe physical, psychological or educational need.

a. Caregivers providing special medical and/or educational services to an EFMP participant will be granted access to the Air Station, provided the caregiver is licensed or credentialed by the State of North Carolina or a national accrediting organization to provide the special medical and/or educational service.

b. Sponsors of EFMP family members may sponsor caregivers by contacting the Pass & ID Office ahead of the caregiver's visit to avoid undue delay in installation access.

c. Caregivers employed by Non-DoD affiliated agencies that provide care And services under the Respite Care Program will be issued a DBIDS vehicle pass valid for up-to 60 days, provided they present proof of employment by the agency and sponsorship by the EFMP family member sponsor.

11. Personal Caregivers. DoD Instruction (DoDI) 1342.19 (Personal Care Plans) defines a personal caregiver as an individual who is not an active duty service members, is at least 21 years of age, is capable of self-care and care of children or other military family members, and who agrees, preferably in writing, to care for one or more family members during a service member's absence for indefinite periods to ensure the Member is available for worldwide duties.

a. Personal caregivers will be granted access to installation facilities on behalf of service members to assist them in caring for their military family members during periods of absence of the service member, so that the caregiver is able to meet the conditions of the family care plan.

b. Installation access will be granted based on family care plan forms, agent letters, letters of authorization, or power(s) of attorney as may be necessary to provide authorized entitlements to the service member's family, regardless of the issuing branch of Service or Reserve Component category.

Chapter 3

Access Denial and Appeal Process

1. Access Denial. The Installation Commander reserves the right to deny access to any person or conveyance when it is in the best interest of the government to do so. A denial for access may be based upon, but not limited to, an applicant's criminal history, poor driving record, or a combination of both, which shows a clear pattern of disregard for the law. Applicants may also be denied if they demonstrate an increased risk to the safety and security of the Installation. Persons requesting access to MCAS Cherry Point (MCAS CHERPT) will be denied access based on the following:

a. Criminal Activity. The below list of criminal activities within an applicant's record are considered not in the best interest of the Marine Corps and will be grounds for automatic denial of access aboard the Installation:

- (1) Conviction for espionage, sabotage, sedition, treason, terrorism, armed robbery, or murder.
- (2) Felony conviction for a firearms or explosives violation, regardless of the date of conviction.
- (3) Conviction of crimes encompassing sexual assault or rape.
- (4) Conviction of crime encompassing child molestation, or the possession or production of child pornography.
- (5) Conviction of trafficking in persons.
- (6) Conviction of drug possession with intent to sell or distribute.
- (7) Convicted of three or more misdemeanor violations, or attempted violations, within the previous 10 years of the following offenses:
 - (a) Sex crime.
 - (b) Assaults.
 - (c) Larcenies.
 - (d) Drugs.
 - (e) Weapons.

b. The individual is a registered sex offender.

c. The individual has an active arrest warrant from Federal, state, local, or other civil law enforcement authorities, regardless of offense or violation.

d. The individual has a felony conviction within the last 10 years, regardless of the offense or violation.

e. The individual's name appears on any Federal or state agency watch list for criminal behavior or terrorist activity.

f. The individual is debarred entry or access to a Marine Corps site, other DoD installations or facilities, or other Federal site or facility.

- g. The individual engaged in acts or activities designed to overthrow the U.S. Government by force.
 - h. The individual is known to be or reasonably suspected of being a terrorist or belongs to an organization with known terrorism links/support.
 - i. The individual is identified in the National Crime Information Center (NCIC) known suspected terrorist (KST) file, or the Terrorist Screening Database (TSDB) report as known to be, or suspected of being, a terrorist or belonging to an organization with known links to terrorism or support of terrorist activity. If an individual is identified on the NCIC KST files or TSDB, the Provost Marshal's Office (PMO) will immediately call the NCIS Multiple Threat Alert Center (MTAC) for further coordination. The MTAC will coordinate with the Department of Justice or Federal Bureau of Investigation (FBI) and provide handling instructions to MCAS CHERPT Police, Criminal Investigations Division (CID) or NCIS.
 - j. Illegally present in the U.S.
 - k. Has knowingly submitted an employment questionnaire with false or fraudulent information.
 - l. A prisoner on a work-release program or currently on felony probation or parole.
 - m. Is pending any felony charge.
 - n. The individual has criminal arrest information that the site commander determines the person presents a threat to the good order, discipline, or health and safety on the Marine Corps site.
 - o. Any reason the Installation Commander deems reasonable for good order and discipline.
2. Grandfather Clause. Any individual who has been issued access credentials based on previous guidance and have no recent pending charges or convictions will not be penalized as a result of this Order when they renew their access control credentials.
3. Appealing a Denial for Access. All personnel who are denied access may appeal to the Air Station in accordance with this Order, will receive written notice (see enclosure (2)). Personnel may appeal this decision to the Installation Commander (via the Station Inspector's Office). The Pass & Identification Office (Pass & ID), will provide a record of all previous criminal convictions to the Station Inspector's Office as part of the appeal process. Pass & ID shall conspicuously post the adjudication criteria and appeal process, at Pass & ID and the MCAS CHERPT World Wide Web site for those negatively adjudicated. Appeals will be submitted by the following process:
- a. Complete and return and appeal of denial notice per (enclosure (2)) to Pass & ID, along with a typed or written statement addressed to the Station Inspector that specifically states the reason for the denial and justification for an approved appeal. Pass & ID will deliver the request and all initial vetting documents to the Station Inspector's Office for determination.
 - b. Once a determination has been made on an appeal, the applicant will be notified directly by the Station Inspector's Office.

Chapter 4

Standards of Admittance1. Entrances and Exits.

- a. Only personnel assigned to the Provost Marshal's Office (PMO) will guard active Access Control Points (ACPs) to MCAS Cherry Point (MCAS CHERPT).
- b. Motorists must enter and exit on designated roads and ACPs unless otherwise authorized by the Installation Commander. Any deviation from authorized entrances and exits must be coordinated with PMO.

2. Admittance of Motor Vehicles (MVs)

- a. To the greatest extent possible, Federal, state, county, and city owned vehicles will be admitted without unnecessary delay. Despite the goal of preventing unnecessary delay, these vehicles are subject to search, vehicle and driver identity proofing and vetting as prescribed in the references and this Order, and other procedures necessary to maintain safety and security aboard the Air Station.
- b. This Order prohibits any individual (military, civilian, retirees, contractors, etc.) from knowingly entering any area within the Air Station and operating a MV while the registered owner's state or Air Station driving privileges are either suspended or revoked, unless that individual is a spouse or licensed child of the registered owner.
- c. Owners are prohibited from displaying on their MVs in any format any of the following: flags, signs, posters, bumper stickers, window decals, art, emblems, insignia, or other adornments of an extremist, indecent, sexist, racist, obscene, profane, or defamatory nature; other messages that are prejudicial to good order and discipline or otherwise violate the standard of decency found in Article 134 (Indecent Language) of the UCMJ, display a clear danger to the loyalty, discipline, or morale of military personnel, or presents a potential for disruptive conduct and interference with the mission of the command. The unauthorized display of any such flag, sign, poster, bumper sticker, window decal, art, emblem, insignia, or other adornments may be grounds for suspension or revocation of Air Station driving privileges or denial of access to the Installation. The Air Station Staff Judge Advocate (SJA) will review, on a case-by-case basis, any suspected violations of the above and make recommendations to the Installation Commander.
- d. When in the best interest of the government, the Installation Commander will deny access to any vehicle as deemed appropriate.

3. Hours of Admittance

- a. Installation access will normally be granted 24-hours a day. MVs operated by contractors or vendors will only be authorized admittance in conjunction with the operator's official business aboard the Air Station.
- b. In addition to providing a valid form of identification, individuals may be requested to provide a valid state vehicle registration card, proof of valid state liability insurance, and a valid state driver's license.
- c. Military sponsors, spouses, and Atlantic Marine Corps Communities (AMCC) housing residents may host guests at any hour in accordance with Chapter 1 of this Order.
- d. Visitors may bring their vehicles aboard the Air Station for hosted "open-to-the-public" events, but must depart with their vehicles immediately upon completion of the event.

e. Rental cars will be admitted 24-hours a day providing all access control requirements are met for unescorted access and a copy of the rental agreement/contract is provided to the ACP Sentry. An operator without an acceptable credential must first have their identity established, fitness determined, and have an acceptable purpose for entry. If determined qualified for entry, a DBIDS Temporary Pass may be issued.

Chapter 5

Commercial Vehicle Inspections and Photography

1. Commercial Vehicle Inspections. Non-governmental commercial vehicles and delivery personnel must undergo a vehicle inspection by Cherry Point Police at Access Control Point (ACPs) in accordance with the references and this Order. Gate Sentries will validate the identity of the driver, bill of lading (if appropriate), and Installation access pass (if required) to ensure all persons meet access control requirements. At a minimum, for the purposes of this Order, a commercial vehicle is defined as any vehicle that meets one or more of the below criteria AND is used for the purpose of commerce:

- a. Has three or more axles.
- b. A box truck.
- c. Any vehicle with a large enclosed storage capacity or capability to transport large quantities of materials (i.e., cargo van without windows, trucks with enclosed camper shells, etc.).
- d. Is towing an enclosed trailer.
- e. Is transporting or designed to transport any hazardous material.

2. Photography. In accordance with reference (c), and in the interest of national defense, it is unlawful to take, capture, or transmit unauthorized photographs, videos, or images, or render sketches, drawings, maps, or geographical representations of any United States military installation or facility, or do the same of equipment without first obtaining the permission of the Installation Commander. This includes, but is not limited to, dash-mounted cameras, "Go-Pro" style cameras, and similar recording devices.

Chapter 6

Definitions1. Definitions

- a. Applicant. An individual requesting physical access to a facility and/or Installation.
- b. Biographic Information. Facts of or relating to a person that asserts and/or supports the establishment of their identity. The identity of U.S. citizens is asserted by their social security number and given name. Other biographic information may include, but is not limited to identifying marks such as tattoos, birthmarks, etc.
- c. Escorted Access. A type of access where an individual must be appropriately accompanied at all times to ensure that the escorted individual does not cause unacceptable risk to the safety, security, or efficiency of an Installation or its occupants. Escorted access applies to official government business and is time constrained by the duration of authorized business that meets requirements for establishing acceptable purpose. Escorted access designation may be provided to persons who have established an acceptable purpose for their presence at the site.
- d. 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 installation or its occupants.
- e. Identity Proofing. The process of providing or reviewing federally authorized acceptable documentation for authenticity.
- f. Outstanding Warrant. An order for arrest that has not been served. A warrant may be outstanding if the person named is intentionally evading LE, is unaware that an order for arrest has been issued for them, or the agency responsible for execution of the order for arrest has a backlog of warrants to serve, or a combination of these factors.
- g. Physical Access Control. The process of physically controlling personnel and vehicular entry to Installations, facilities, and resources.
- h. Physical Security. That part of security concerned with active and passive measures designed to prevent unauthorized access to personnel, equipment, Installations, and information, and to safeguard them against espionage, sabotage, terrorism, damage, and criminal activity. It is designed for prevention and provides the means to counter threats when preventive measures are ignored or bypassed.
- i. Purpose. An individual's reason for seeking access to an Installation.
- j. Reciprocal Physical Access. Mutual recognition of physical access privileges granted by an Installation Commander.
- k. Restricted Area. An area where measures are employed to prevent or minimize incursions and/or interference, and where special security measures are employed to prevent unauthorized entry and/or movement.
- l. Screening. The physical process of reviewing a person's presented biographic and other ID, as appropriate, to determine their authenticity, authorization, and credential verification against a government data source.

m. Trusted Traveler. Trusted Traveler access allows authorized individuals who have been granted unescorted access, who possess a valid CAC, or a USID, and is over the age of 16, to simultaneously vouch for co-travelers (in the same vehicle or on foot). Trusted Travelers are entirely responsible for the actions of their guests and for meeting all local security requirements.

n. Unescorted Access. A type of access where an individual is able to travel unaccompanied on an Installation but are subject to any controlled or restricted area limitations.

o. Vetting. An evaluation of an applicant or cardholder's character and conduct for approval, acceptance, or denial for the issuance of an access control credential or physical access.

MCAS CHERRY POINT

ACCESS REQUEST

BACKGROUND INVESTIGATION PACKAGE



UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION
POSTAL SERVICE CENTER BOX 8003
CHERRY POINT, NORTH CAROLINA 28533-0003

5560
SES/PMO

From: Pass & Identification Supervisor
To: PMO Records manager
Via: (1) PMO Administration
(2) Criminal Investigation Division

Subj: REQUEST FOR LOCAL RECORDS CHECK (LRC)

Ref: (a) ASO 5560.6B

Encl: (1) Background Investigation Questionnaire
(2) Authorization to Release of Information

1. Per the reference, the following information is provided for a LRC on the below listed individual:

Full Name: _____ SSN: _____ - _____ - _____

Date of Birth: ____/____/____ Place of Birth: _____

Company or Sponsor's Name: _____

Current Address: _____

Contact Phone Number: (____) _____ - _____ E-Mail (Optional) _____

Signature: _____

PMO / CID USE ONLY

"Open Fox" Check conducted on: _____ Date _____ Time _____ By: _____ Full Name of Person Conducting Check

Results: _____

PMO Official Stamp Here

APPROVED DENIED

APPROVING OFFICIAL'S SIGNATURE

(SORN NM85512-3 Badge and Access Control System Records)
AUTHORITY: 10 U.S.C. 5013, Secretary of the Navy; 10 U.S.C. 5041, Headquarters, Marine Corps; OPNAVINST 5530.14C, Navy Physical Security; Marine Corps Order P5530.14, Marine Corps Physical Security Program Manual; and E.O. 9397 (SSN), as amended. PURPOSE: To control physical access to DoD, Department of the Navy (DoN) or U.S. Marine Corps Installations/Units by identifying or verifying individuals for the purpose of protecting U.S./Coalition/allied government/national security areas of responsibility. ROUTINE USE: The DoD 'Blacked' Routine User' that appear at the beginning of the Navy's compilation of systems of records notices apply to this system. DISCLOSURE: Disclosure is voluntary; however, failure to provide the requested information may result in the denial of physical access to DoD, DoN, or USMC installations/units.

MCAS CHERRY POINT, NC

BACKGROUND INVESTIGATION QUESTIONNAIRE

PRINT CLEARLY IN BLACK INK.						
Name (Last, First, Middle, Jr. or Sr.)				Social Security Number		
				- -		
Current Address (Number, Street,)		City,	State	Zip Code	County	
Date From			Date To			
Alias/AKA's If yes, also list the dates used						
Home Telephone		Cell Telephone		Email Address		
() -		() -				
Sex:	Race	Height	Weight	Hair	Eyes	Date of Birth
<input type="checkbox"/> Male <input type="checkbox"/> Female						
Place of Birth: City		State	Country	Driver's License Number		
				State	Number	

PREVIOUS ADDRESSES						
(List all previous addresses for the past five years, start with the last address and work backward in time.)						
Street	City	County	State	Zip Code	Date From	Date To

MILITARY STATUS				
Have you ever served in the U.S. Armed Forces? Army, Navy, Air Force, Marines, Coast Guard, National Guard, or any reserve unit? YES <input type="checkbox"/> NO <input type="checkbox"/> If YES, provide information below.				
Date From	Date To	Military Branch	Rank	Discharge Type
If you have been discharged from any Military Service with less than an Honorable Discharge, explain below. (for example – general discharge under honorable conditions):				

(SORN NM0512-2 Badge and Access Control System Records)
 AUTHORITY: 10 U.S.C. 5015, Secretary of the Navy; 10 U.S.C. 5044, Headquarters, Marine Corps; OPNAVINST 5530.14C, Navy Physical Security; Marine Corps Order P5530.14, Marine Corps Physical Security Program Manual; and E.O. 9397 (SSN), as amended.PURPOSE: To control physical access to DoD, Department of the Navy (DoN) or U.S. Marine Corps Installations/Units by identifying or verifying individuals for the purpose of protecting U.S./Coalition/allied government/national security areas of responsibility. ROUTINE USE: The DoD 'Blanket Routine Uses' that appear at the beginning of the Navy's compilation of system of records notices apply to this system. DISCLOSURE: Disclosure is voluntary; however, failure to provide the requested information may result in the denial of physical access to DoD, DoN, or USMC installations/units.

APPEAL PROCESS INSTRUCTIONS

All requests for appeals must be submitted in writing by following these instructions (**no exceptions**):

1. Provide a written letter requesting installation or renewed access, explaining your work requirements, location, and name of the company you work for.
2. Provide a written letter or endorsement from immediate supervisor of the company you work on the company's letterhead that includes the date and immediate supervisor's signature. It must also contain the following information:
 - a. Name of your immediate supervisor.
 - b. How long you have worked for the company.
 - c. The hours you expect to work aboard the Air Station.
 - d. Any amplifying information to help your case.
3. Provide a recent **50 State Background Check**. www.sentrylink.com is a good source for this requirement. Please do not submit a background check just for North Carolina.
4. Provide a copy of proof of citizenship (Birth Certificate or Passport) and a copy of another pictured ID.
5. Provide a copy of your valid driver's license if you are requesting driving privileges.
6. If there are things listed on your background check that are blank or undefined for the violation or disposition, you must ask the corresponding court house in the city/county where the incident or incidents took place and submit a copy with your appeal package to assist the Inspector's Office in adjudicating your appeal.
7. Mail your appeal to the following address:

UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION
OFFICE OF THE STATION INSPECTOR
PSC Box 8003
CHERRY POINT, NC 28533-0003
8. Call (252) 466-3449 with any questions.



UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION
POSTAL SERVICE CENTER BOX 8003
CHERRY POINT, NORTH CAROLINA 28533-0003

5560.7A
CO
7 MAR 2022

AIR STATION ORDER 5560.7A

From: Commanding Officer, Marine Corps Air Station, Cherry Point
To: Distribution List

Subj: MOTOR VEHICLE TRAFFIC REGULATIONS

Ref: (a) DoD Manual 4160.21 VOL 1-4
(b) MCO 5100.29C CH-1 W/VOL 1-8
(c) MCO 5110.1D
(d) MCO P5300.17A
(e) MCM, 2016, Military Rule of Evidence 315
(f) MCI EAST-MCB CAMLEJO 5560.2A
(g) ASO 5100.6M
(h) ASO 5560.6B
(i) ASO 5530.2E
(j) Title 21 U.S.C. 812
(k) Title 18 U.S.C. 1581
(l) Title 18 U.S.C. 13
(m) 49 CFR 571
(n) North Carolina General Statutes, Chapter 20

Encl: (1) Motor Vehicle Traffic Regulation Guidelines

1. Situation. To establish policy and provide motor vehicle and traffic regulations for Marine Corps Air Station Cherry Point (MCAS CHERPT). Penalties for violation of the standards and rules of conduct set forth by this Order include the full range of statutory and regulatory sanctions for military personnel and civilians. This Order is a regulatory order and all provisions herein apply to all Department of Defense (DoD) personnel without further implementation. A violation of these provisions, and the laws and regulations enforced by these provisions, is punishable per the Uniform Code of Military Justice (UCMJ) for military personnel and is the basis for appropriate disciplinary action and/or criminal prosecution with respect to civilian employees.

2. Cancellation. ASO P5560.3D w/Ch 1-6, ASO 5560.2H and ASO 5560.7

3. Mission. Reference (a) establishes policy governing disposal of abandoned, lost, or found property. Reference (b) establishes policy, responsibility, and procedures for the Marine Corps Traffic Safety Program. Reference (c) is the Marine Corps Motor Vehicle Traffic Supervisor. Reference (d) sets forth the policy on substance abuse as it pertains to driving motor vehicles. Reference (e) establishes policy and procedures for the execution of all vehicle searches and seizures. Reference (f) establishes traffic regulations for all Marine Corps Installation East (MCI- East) installations. Reference (g) establishes traffic hearing procedures and process for suspensions and revocations of driving privileges aboard MCAS CHERPT. Reference (h) is the Installation access regulations. Reference (i) establishes requirements for parking within the Flight Line Restricted Area (FLRA). Reference (j) is the schedule of controlled substances. Reference (k) is the criminal law prohibiting a wide range of activities relating to transporting people and/or traveling across state lines or internationally for the purpose of transporting or

DISTRIBUTION STATEMENT A: Approved for public release; distribution is unlimited.

controlled substances. Reference (k) is the criminal law prohibiting a wide range of activities relating to transporting people and/or traveling across state lines or internationally for the purpose of transporting or coercing people in order to benefit from their work or service, typically in the form of forced labor or sexual exploitation. Reference (l) are the Laws of States adopted for areas within Federal jurisdiction. Reference (m) is the Federal Motor Vehicle Safety Program. Reference (n) is the North Carolina General Statutes regarding motor vehicles.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. This Order is the guiding influence for motor vehicle traffic supervision aboard MCAS CHERPT. The objective of this Order is to integrate the efforts of installation safety, engineering, legal services, medical services, and law enforcement. This Order also facilitates the safe and efficient movement of personnel and vehicles in order to alleviate traffic deaths and/or injuries, and reduce property damage from traffic accidents.

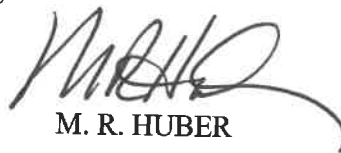
(2) Concept of Operations. As used in these regulations, "Station", "Reservation" or "Installation" is the general term used to describe all real estate within the geographical limits of this Order, the area known as MCAS CHERPT, and over which the Commanding Officer (CO), MCAS CHERPT, exercises either exclusive, concurrent, or proprietary jurisdiction. The Director, Security and Emergency Services (SES) Directorate will enforce the regulations contained herein and forward reports of violations as appropriate.

5. Administration and Logistics. Comments or recommendations for changes to this Order should be submitted to the Provost Marshal's Office through the appropriate chain of command.

6. Command and Signal

a. Command. This Order is applicable to all personnel aboard MCAS CHERPT, Marine Corps Outlying Field (MCOFL) Atlantic, MCOFL Oak Grove, and Marine Corps Auxiliary Landing Field (MCOFL) Bogue.

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


M. R. HUBER

DISTRIBUTION: A

LOCATOR SHEET

Subj: MOTOR VEHICLE TRAFFIC REGULATIONS

Location: _____
(Indicate location(s) of copy(ies) of this Order.)

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CHAPTER 1

RESPONSIBILITIES, DEFINITIONS, AND GENERAL POLICIES1. Responsibilities

a. General. The regulations set forth herein govern the registration and operation of all vehicular traffic aboard MCAS Cherry Point (MCAS CHERPT) and the Federal Government owned and/or controlled lands under the jurisdiction of the Commanding Officer, MCAS CHERPT, to include the outlying areas of MCOLF Atlantic, MCOLF Oak Grove, and MCALF Bogue Field.

b. Enforcement. It is the duty and responsibility of all officers and noncommissioned officers to set personal examples by their safe driving habits and to report all violations of registration and driving regulations which are observed. The MCAS CHERPT Police Department is delegated the authority to enforce the regulations set herein. Military Police and civilian Police Officers, herein after referred to as MCAS CHERPT Police, are the agents through whom the Commanding Officer exercises police power in the control of vehicles operated aboard the Air Station. Accordingly, MCAS CHERPT Police are authorized to stop any vehicle or person at any location aboard the Air Station upon competent orders or upon reasonable belief that a criminal or traffic offense has been or is about to be committed. No person shall willfully fail or refuse to comply with any lawful order or direction of an officer invested by regulations with law enforcement authority.

c. Violations. The full range of disciplinary actions are available to commanders to address violations of this Order. In some cases, the Special Assistant to the United States Attorney (SAUSA) may prosecute traffic violations occurring aboard the Air Station in Federal Court.

(1) In the event a commander chooses to revoke/suspend an individual's driving privileges, the command should forward a letter to the Traffic Court (TC) Hearing Officer requesting such action. If the request is granted, through required due process, such action will be entered into the Consolidated Law Enforcement Operations Center (CLEOC), and the Defense Biometric Identification System (DBIDS) databases by the Traffic Court (TC) Clerk. Disciplinary or punitive measures taken by commands are separate from administrative measures imposed by the TC Hearing Officer.

(2) Any person who has lost the privilege to drive in any state or on any DoD installation will be ineligible for driving privileges aboard MCAS CHERPT. Likewise, any person whose driving privileges are suspended aboard MCAS CHERPT is ineligible to operate a vehicle aboard any DoD installation while driving privileges are suspended or revoked.

(3) This Order is complementary to the Department of Transportation regulations and General Statutes (GS) of the State of North Carolina. Higher authorities such as DoD, Secretary of the Navy, and Commandant of the Marine Corps Orders and directives supersede this Order.

2. Definitions

a. Abandoned/Derelict vehicle. A vehicle, which has remained unattended, unmoved, or appears abandoned for more than 24 hours and lacks current registration plates or two or more wheels or other parts which renders the vehicle totally inoperable or incapable of passing a state inspection. For the purpose of this Order, abandoned/derelict vehicles include boats, boat trailers, cargo trailers, recreational vehicles (RVs), and car parts.

- b. Abuse. The use of alcohol, drugs, or other substance to the extent that it has an adverse effect on the user's health, personal or professional behavior, family, community, or the Naval service.
- c. Alcoholic Beverages. Any beverage which contains alcohol.
- d. Air Station. All areas under the command and control of the Commanding Officer (CO), MCAS CHERPT, to include Marine Corps Outlying Field (MCOF) Atlantic, MCOF Oak Grove, and Marine Corps Auxiliary Landing Field (MCALF) Bogue.
- e. All-Terrain Vehicle (ATV). A motorized vehicle 50 inches or less in width that is designed to travel on three or more low-pressure tires and manufactured for off highway use. The term "all-terrain vehicle" or "ATV" does not include a golf cart or a utility vehicle as defined in the Order, or a riding lawn mower.
- f. Cord. A strand forming a ply in a tire.
- g. Exclusive Jurisdiction. Sole jurisdiction for a given area which exercises executive (law enforcement), legislative (CO), and judicial Legal Service Support Team (LSST) authority. MCAS CHERPT is an exclusive jurisdiction.
- h. Concurrent Jurisdiction. Dual jurisdiction where military exercises authority, but State jurisdiction is also applicable. Normally, MCAS CHERPT Police handle active duty military personnel and civilian law enforcement personnel handle civilians. There are no areas of concurrent jurisdiction aboard MCAS CHERPT.
- i. Proprietary Jurisdiction. Where the government has rights of ownership, but the State retains law enforcement jurisdiction. The military is mainly interested in landowner matters: government property and military personnel.
- j. Blood Alcohol Concentration (BAC) Standards. As a uniform basis for administrative revocation of driving privileges and/or taking enforcement action, the amount of alcohol in a driver's blood as indicated by chemical analysis.
- k. Chemical Breath Test Device. An instrument using photoelectric or other physical or chemical means to quantitatively determine BAC.
- l. Chunking. Separation of the tire tread from the carcass in particles which may range from very small size to several square inches in area.
- m. Conviction. A final adjudication that may include one or more of the following:
- (1) Plea of *nolo contendere* accepted by a court.
 - (2) Plea of guilty or finding of guilty (or tantamount to a finding of guilty) on any charge of violating State, Federal, or Foreign Criminal Law, or the UCMJ.
- n. Driver. Any person who drives or is in physical control of a motor vehicle. A driver is in physical control when he or she is in a position to control the motor vehicle, whether to regulate or restrain its operation or movement. For example, sitting in a parked car behind the steering wheel, keeping it in restraint or in a position to control its movement. The word "driver" is interchangeable with the word "operator".

- o. Driver's License. A license to operate a motor vehicle recognized under the laws of North Carolina.
- p. Driving Privilege. The privilege extended by the MCAS CHERPT Commanding Officer to a person permitting the operation of a motor vehicle within the limits of the Air Station.
- q. Driving While Impaired/Refusal. Any driver, military or civilian, who is administered a chemical or blood alcohol test which reveals a Blood Alcohol Concentration (BAC) of .08 or above (.01 for persons under the age of 21), fails a Standardized Field Sobriety Test, or who refuses a chemical or blood alcohol test.
- r. Driving While Impaired/Refusal, Off-Station. Any person stationed, employed, or living aboard the Air Station who is administered a chemical or blood alcohol test which reveals a BAC of .08 or above, fails a Standardized Field Sobriety Test, or who refuses a chemical or blood alcohol test while off-station.
- s. Drug Use Incident. Irresponsible drug use or wrongful use of a substance occurs when the preponderance of the evidence establishes that the individual used, abused, possessed, manufactured, or trafficked a controlled substance, chemical, prescribed or over-the-counter drug, or pharmaceutical compound.
- t. Emergency Vehicle. A police vehicle, ambulance or fire truck to include Aircraft Rescue and Fire Fighting (ARFF) vehicles, and Explosive Ordnance Disposal (EOD) vehicles when responding to an emergency call.
- u. Hitchhiking. Soliciting, by words or gestures, transportation from passing motor vehicles which are not for hire or are not commercially engaged in the carrying of passengers, except while at an authorized "Share-a-Ride" station.
- v. Human Trafficking. For the purpose of this Order, human trafficking means the unlawful act of transporting or coercing people in order to benefit from their work or service, typically in the form of forced labor or sexual exploitation. Transporting includes movement and arranging travel.
- w. Illegal/Illicit Drugs. Drugs prohibited by law or lawful drugs when obtained and/or used without proper authority/prescription, to include the abuse or misuse of otherwise legal drugs.
- x. Implied Consent Law. Legislation that requires suspected drunk drivers to consent to a chemical breath test of their blood alcohol content.
- y. Implied Consent to Impoundment. Authorization/agreement by persons granted the privilege to operate or register a motor vehicle aboard the Air Station giving their consent for the removal and temporary impoundment of their vehicle when it is parked illegally. Or for unreasonable periods, as determined by the Commanding Officer or applicable authority, interfering with military operations, creating a safety hazard, disabled by accident, left unattended in a restricted or controlled area, or abandoned.
- z. Juvenile. Any person who has not reached their 18th birthday and is not emancipated, and is not a member of the U.S. Armed Forces.
- aa. Low Speed Vehicle. A four-wheel electric vehicle whose top speed is 25 mph.

bb. Minor Vehicle Accident. An occurrence involving the operation or movement of a vehicle in which there is no personal injury and which results in damage to any property totaling less than \$500.

cc. Moped. Any two-wheel or three-wheel device having operative capability by:

(1) Human propulsion power (or no pedals if powered solely by electrical energy).

(2) An automatic transmission.

(3) A motor that produces less than two gross brake horsepower, and:

(a) Propels the device at a maximum speed of no more than 30 miles per hour (mph) on level ground.

(b) Has a maximum engine size of 49 cubic centimeters.

dd. Motorcycle. Every motor vehicle that has a seat or saddle for use of the rider and is designed to travel on not more than three wheels in contact with the ground. Mopeds and tractors are excluded.

ee. Motorcycle Grandstanding. The act of “popping” wheelies, burnouts, back tire raise, clutching brakes and spinning a motorcycle in circles, or other dangerous practices by motorcycle riders.

ff. Motor Vehicle. Any vehicle driven or drawn by mechanical power and manufactured primarily for use on public streets, roads, and highways. Vehicles operated only on a rail or rails are excluded.

gg. Moving Violation. A violation of any traffic law, ordinance, or regulation while operating a vehicle. Moving violations typically involve one or both of the following:

(1) Unsafe Act. An act or omission in traffic that is hazardous.

(2) Unsafe Condition. Causing or permitting an illegal and possibly hazardous condition of:

(a) Highways, roads, or streets used by traffic.

(b) Vehicles used in traffic.

(c) A pedestrian or driver in traffic.

hh. Non-Moving Violation. A violation of any traffic law, ordinance, or regulation affecting vehicle or user safety on the street or highway, but not promulgated primarily with the object of making their use safe.

ii. Person. Any person, firm, co-partnership, association, company, corporation, or other legal entity.

jj. Point System. An administrative aid to evaluate driver performance by assessing weighted point values for moving traffic violations. The point system is mandatory and is not subject to modification or alteration. Sentences are not mandatory, but except when the violator is judged to be the proximate cause of an accident resulting in injury or property damage, in which case the points may be doubled. Points may be awarded by the Traffic Hearing Officer for like violations off the installation once credible

information relating to the violation is received from local law enforcement through MCAS CHERPT Police. Appendix A of this Order shows assessments under the point system per references (c) and (f).

kk. Possession. The exercise of actual physical custody and control over a controlled substance. Possession may be established by the fact that the substance was found on the premises or in a place over which a person exercises control.

ll. Privately Owned Vehicles (POVs). Those vehicles which belong to individuals, firms, associations, companies, corporations, co-partnerships, or any other legal entities. Vehicles belonging to U.S. Government agencies are not privately owned.

mm. Reciprocity. Reciprocal action between state and military authority to suspend or revoke an individual's Government Operator's Permit or state driver's license based upon action initiated by either jurisdiction. For instance, if arrested for driving while intoxicated (DWI)/driving under the influence (DUI) off-Station, the operator's on-station driving privileges will be revoked for at least 1 year.

nn. Reckless Driving. Driving a vehicle upon a street, highway or public vehicular area without due caution and circumspection and at a speed or in a manner so as to endanger or be likely to endanger any person or property.

oo. Revocation of Driver's License. The termination by formal action of installation or state authority of a person's license or privilege to operate a motor vehicle on a public highway. This termination shall not be subject to renewal or restoration except that application may be presented and acted on by the state after the expiration of the applicable period of time prescribed by state law. This disqualifies individuals, military or civilian, from operating a privately owned motor vehicle on a military installation since they are no longer "licensed" to drive.

pp. Revocation of Driving Privileges. Action taken by the Installation Commander to terminate a privilege to operate a motor vehicle aboard DoD installations. This action is normally levied by the Traffic Hearing Officer and may be for a period of up to 24 months. Indefinite suspensions may be used in accordance with traffic court regulations. Privileges may be restored the day after the expiration of revocation, provided the individual has met all the conditions of the revocation determined by the TC Hearing Officer.

qq. School Bus. Any motor vehicle used for the organized transportation of school children bearing markings indicating the purpose for which used.

rr. State. One of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the territory of Guam or a Province of Canada.

ss. Suspension of Driver's License. Termination by state authority of a person's license or privilege to operate a motor vehicle on the public highways. The license may not be renewed until after the expiration of the suspension period. A suspended state driver's license disqualifies an individual, military or civilian, from operating a privately owned motor vehicle on a military installation since the individual is no longer licensed to drive.

tt. Suspension of Driving Privileges. The temporary withdrawal by the Installation Commander of a person's privilege to operate a motor vehicle aboard DoD installations. Privileges will be automatically restored the day after the suspension ends, provided the individual continues to meet all driving privilege requirements.

uu. Termination of Registration. Action taken pursuant to this Order to remove an installation pass.

vv. Traffic Court (TC) Clerk. The person within SES Directorate designated as the custodian of all driving records, and tasked with assisting the TC Hearing Officer in administrating hearings.

ww. Traffic Court (TC) Hearing Officer. A person tasked by the Air Station Inspector's Office with conducting traffic hearings and with authority to weigh any extenuating information, such as acts or conduct by drivers or passengers in the determination of administrative action to be taken on traffic-related violations.

xx. Tread. The portion of a tire which comes in contact with the road.

yy. Tread depth. The distance from the base of the tread design to the top of the tread.

zz. Trafficking. The wrongful distribution (includes sale or transfer) of a controlled substance, and/or the wrongful possession or introduction into a military unit, base, station, ship, or aircraft of a controlled substance with the intent to distribute.

aaa. Unsafely Positioned Vehicle. Any vehicle, whether government or privately owned, which is parked, stopped or otherwise positioned in a fire lane, obstructing a fire hydrant, or obscures visibility in a manner as to impede the safe flow of traffic; or in any manner which is likely to be hazardous to persons, vehicles or government property.

bbb. Vehicle. Every device in, upon, or by which any person or property may be transported or drawn upon a highway, excepting devices moved by human power or used exclusively upon fixed rails or tracks; provided, that for the purposes of this definition, bicycles shall be deemed vehicles and every operator of a bicycle upon a highway shall be subject to the provisions of these regulations applicable to the driver of a vehicle.

ccc. Vehicle Accident. An occurrence involving the operation or movement of a vehicle which results in death, injury, or damage to any property.

3. General Policies

a. Driver Education. All military personnel under 26 years of age who possess a driver's license or are required to operate military vehicles will attend a Driver's Improvement Course (DIC). The preferred course is "Alive at 25" offered by the National Safety Council. This instruction will be given, as soon as practical, after a member reports aboard the Installation. Other DICs are available; however, if the DIC is not reviewed and approved by the Commandant of the Marine Corps (Safety Division) it is not valid. Reserve units will attend DIC when mobilized. Individual augments will attend DIC during any occasion of active duty.

b. Local Laws Enforced. Operation of government and privately owned motor vehicles aboard the Air Station is regulated per references (c) and (f), except as modified or stated herein. Traffic enforcement is the responsibility of the MCAS CHERPT Police.

c. Operating Vehicles. The privilege to drive aboard the Installation is contingent upon operating any vehicle in a safe, lawful, and prudent manner.

d. Motorcycles, Mopeds, Bicycles, and Horses. This Order separately addresses operators of motorcycles, mopeds, bicycles, and horses. However, unless explicitly exempt, all regulations apply to mopeds, bicycles, and other non-motorized means of transportation.

e. Private Owned Weapons. Federal law prohibits the knowing possession or the causing to be present of firearms or other dangerous weapons aboard DoD Installations by all persons not specifically authorized by Title 18 United States Code, Section 930(c). Violators shall be subject to fine and/or imprisonment for periods up to five (5) years.

f. Restricted Access Warning. MCAS CHERPT has been declared a Restricted Area by authority of the Installation Commander in accordance with the provisions of the directive issued by the Secretary of Defense on 10 December 2015 and pursuant to the provisions of Section 21, Internal Security Act of 1950. Unauthorized entry is prohibited. All persons entering or aboard the installation are subject to search.

g. Searches Incident to a Lawful Stop. This encompasses traffic stops performed by law enforcement where a valid reason for contact is initiated on behalf of the law enforcement officer.

(1) Stops. Under Title 10 of the United States Code, MCAS CHERPT Police may stop another person temporarily when the police officer making the stop has information or observes unusual conduct that leads him or her to reasonably conclude, in light of his or her experience, that criminal activity may be afoot. The purpose of the stop must be investigatory in nature.

(2) Frisks. When a lawful stop is performed, the person stopped may be frisked for weapons when that person is reasonably believed to be armed and presently dangerous. A "Terry" frisk or pat-down is to be conducted solely for the purpose of officer safety. Contraband or evidence located in the process of a lawful frisk may be seized. A frisk is not to be abused in the quest for drugs or other contraband.

(3) Motor Vehicles. When a person lawfully stopped is the driver or passenger in a motor vehicle, the passenger compartment of the vehicle may be searched for weapons if the police officer who made the stop has a reasonable belief that the person stopped is dangerous and that the person stopped may gain immediate control of a weapon. That police officer could also articulate reasonable suspicion if he observed the driver or passenger making movement or furtive gestures inside the vehicle in an attempt to hide or conceal a weapon or contraband.

h. Searches Incident to a Lawful Apprehension. A person who has been lawfully apprehended may be searched. When an apprehension takes place at a location in which other persons might be present who might endanger those conducting the apprehension, a reasonable examination may be made of the general area in which such persons might be located.

i. Random Vehicle Inspections. The Commanding Officer (CO), MCAS CHERPT may periodically direct the Provost Marshal Office (PMO) to conduct random inspections of vehicles to locate and seize contraband or unlawfully possessed government property. Such inspections are permitted to determine and ensure the security, military fitness, and good order and discipline of the installation by preventing contraband from being brought aboard the installation, as well as protecting government property from being improperly removed from the installation. The CO may also direct that vehicles be randomly stopped to determine the qualification of the drivers to operate them or to ensure that the vehicles comply with applicable safety standards. Such stops and inspections may be directed to apply to vehicles entering or exiting the installation or at the entryway to any restricted area aboard the installation. Only the CO

may direct random vehicle stops and inspections aboard the installation; however, PMO is delegated the authority to temporarily suspend the directed inspections for safety and operational purposes (e.g., conditions create a traffic or safety hazard).

j. Searches of Civilians. Civilians suspected of violating Federal law can be detained by law enforcement personnel for a reasonable period of time. When civilians are apprehended, military law enforcement personnel may take whatever steps are appropriate to provide for their own safety, including a search incident to arrest. Only the CO, a U.S. Magistrate, or a state judge acting in the place of a U.S. Magistrate can authorize any other search of the person or property of a civilian. Nothing in this subparagraph shall be construed to create any additional rights of defendants greater than those accorded under current Federal law. In all cases in which a civilian is detained beyond the initial apprehension, the MCAS CHERPT SAUSA should be contacted.

CHAPTER 2

VEHICLE REGISTRATION1. Policy

a. Military, civilian, and contract personnel who reside or work aboard MCAS Cherry Point (MCAS CHERPT) are required to register their vehicle at the Pass and Identification Office (Pass & ID), Building #251 within 30 days of reporting aboard or commencing work.

b. All individuals with a vehicle registered aboard the Air Station shall ensure the vehicle is unregistered upon permanent change of station (PCS) orders, termination of employment from the installation, or upon sale of the vehicle.

c. Military retirees and individuals who access the installation for regular activities such as medical facilities and regular reoccurring activities are not required but are encouraged to register their vehicles aboard the Air Station.

2. Procedures

a. Vehicle registrations will be made in person at the Pass & ID Office.

b. The person need not own the vehicle to register it, but must have a lease agreement, power of attorney, or notarized statement from the owner of the vehicle specifying the inclusive dates for which permission to use the vehicle has been granted.

c. Should an active service member require a registration update while deployed or TAD, the spouse, parent, adult child, or unit representative (SNCO or Officer) are authorized to act on behalf of the service member in matters pertaining to correction of registration requirements.

d. Commercial and contract company vehicles belonging to companies authorized to conduct business or perform contact work aboard the Installation will be registered under the company or business name, address, and telephone number. All vehicle operators must be an employee of the business or company and have been issued the proper credential for access to the Installation.

e. Non-operational vehicles in the process of repair or not drivable for any other reason must be registered aboard the Air Station and have valid insurance. They may only remain on the Station for a period of 30-days.

f. In all cases, the following documentation is required for vehicle registration:

(1) Military, family member, civilian employee or contractor ID.

(2) A valid state driver's (or chauffeur's) license. Temporary or provisional licenses, International Driver's licenses, and permits do not satisfy this requirement.

(3) Proof of completion of the Driver Improvement Course for service members under the age of 26.

(4) Faxes, photocopies, or electronic media are not acceptable forms for proving state registration requirements; however, they are acceptable to show proof of insurance.

g. Failure to register a vehicle aboard the Air Station as required per this Order could result in a citation, loss of driving privileges, or removal and impoundment of the vehicle.

h. Personnel who do not possess an authorized access control credential shall require a temporary visitor's vehicle pass for access to verify to gate sentries that appropriate proofing and vetting has occurred.

i. Vehicles with elevated front or rear ends that have been modified in a mechanically unsafe manner are unsafe and will be denied registration.

3. Special Requirements for Motorcycles. In addition to the registration requirements above, the following are also mandatory requirements for motorcycle registration:

a. Provide evidence of a valid driver's license with motorcycle endorsement or permit as required by North Carolina or the individual's licensing State.

b. Service members must provide proof of satisfactory completion of the Motorcycle Safety Foundation Advanced Rider's Course. Service members who have completed the Basic Rider's Course (BRC) may register a motorcycle provided they enrolled in and are awaiting to attend the Advanced Rider's Course.

4. Termination of Registration and De-Registration. The Director, Security and Emergency Services (SES) Directorate or his representative will terminate the registration of a Privately Owned Motor Vehicle when:

a. The owner fails to maintain all registration requirements in a current/valid status.

b. The owner uses or knowingly permits the use of the motor vehicle as a conveyance in the commission of a crime or in connection with illegal activities.

c. The owner knowingly permits the operation of the motor vehicle by an unauthorized driver. An unauthorized driver is any person whose operation is in violation of regulations, including but not limited to, a driver who is unlicensed or whose license is revoked/suspended or who is impaired due to alcohol or drugs.

d. The owner is apprehended or detained for any drug-related charge, regardless of the location (barracks, family housing, off-base, etc.), or is determined to be driving while impaired.

e. The owner of the vehicle is apprehended or detained for any driving under the influence of alcohol charge, both on the Air Station or any other jurisdiction, and refuses to submit to a chemical test or has a BAC of .08 percent or more if over 21 years of age or older, or .01 percent or more if under the age of 21.

5. Changes to be Reported. All changes concerning registered vehicles will be reported to the Pass & ID Office within 72 hours of the change. These changes include, but are not limited to:

a. Changes of insuring company, color of vehicle, and state registration (tag) number.

b. Changes to duty status of the registered owner, to include End of Active Service (EAS) and retirement of service members.

c. The driving privileges of the registrant are suspended or revoked, on or off-station.

- d. The owner sells, transfers, or otherwise disposes of the vehicle.
- e. The employment of a civilian employee ends or is terminated.

CHAPTER 3

GENERAL TRAFFIC PROVISIONS1. General.

a. Operators of motor vehicles will obey all traffic control signs and devices with the exceptions permitted to emergency vehicles, or when otherwise directed by Law Enforcement Officers (LEOs) or other traffic control personnel.

b. The highest-ranking occupant of any government motor vehicle is responsible for ensuring that the operation of said vehicle conforms to the provisions of these regulations.

c. All rules and regulations contained in references (c) and (f) are applicable to vehicle operators aboard the Air Station except in case of conflict with this Order, in which case this Order will take precedence to the extent authorized by Federal law and regulation.

2. Driver's License. No person will be permitted to drive a privately owned vehicle (POV) aboard the Installation unless they possess a valid State driver's license. All drivers operating a vehicle aboard the Installation must comply with all restrictions associated with their State driver's license.

3. Drivers Under 26 Years of Age. All military personnel under the age of 26 will complete a traffic safety course. For all Marines under the age of 26 the first gaining unit will ensure the Marine receives at least four hours of driver's awareness training within 60 days of reporting to the command. Training will include at least 30 minutes of local traffic familiarization. This one-time training will be documented by S-3/Training via Marine Corps Training Information Management System (MCTIMS). Reservists under the age of 26, on active duty for 60 days or more, will receive the same training. This one-time training will be documented by S-3/Training via MCTIMS. Approved traffic safety training courses can be found on the CMC Safety Division's website: www.safety.marines.mil.

4. Restraint System. To protect all individuals during transportation, the use of restraint devices (seatbelts) is mandatory for the driver and all passengers, regardless of age, when operating or riding in a motor vehicle manufactured after model year 1964 and light trucks and vans manufactured after 1971.

a. The driver is responsible for the proper use of a seatbelt for all passengers under 16 years old, and will be cited by Cherry Point Police if any passenger is found not to be wearing one.

b. Per reference (n), passengers 16 years old and older will be held responsible themselves for seatbelt use, and will receive their own citation if they are found not to be wearing a seatbelt.

c. Children less than 16 years of age are covered by the North Carolina child passenger safety law and must be properly restrained in an age, weight, and height appropriate restraint as follows:

(1) Children from birth to at least age 1 (or 20 pounds) must be properly restrained in an infant only/rear-facing or convertible seat rear-facing car seat.

(2) Children age 1 (or at least 20 pounds) to age 4 (or at least 40 pounds) may be properly restrained in a convertible seat forward-facing or forward-facing car seat.

(3) Children age 5 (or 40 pounds) to age 8 (or under 80 pounds) may be properly restrained in a booster seat with a properly fitted seat belt.

d. In vehicles equipped with an active passenger-side front air bag, equipped with a rear seat, children under the age of five and less than forty pounds in weight will be properly secured in the rear seat.

5. Vehicle Occupancy

a. No vehicle may transport a passenger or passengers aboard the Air Station in a manner that obstructs the driver's view or interferes with the safe operation of the vehicle.

b. No person shall ride in the cargo area of a motor vehicle or pick-up truck aboard the Air Station except when the vehicle has been modified with seats, seat restraints, and a top making it safe for such purpose. This does not prohibit the use of tactical vehicles, such as "7-tons", with a proper troop strap.

c. Vehicles shall not be operated with more than three persons in the front seat, loaded in excess of the normal carrying capacity as designated by the manufacturer in excess of available seat restraints.

6. Vehicle Loads

a. No vehicle shall be driven or moved aboard the Air Station unless the vehicle is constructed and loaded to prevent any of its load from falling, blowing, dropping, shifting, leaking, or otherwise escaping therefrom. The vehicle shall not contain any holes, cracks, or openings through which any of its load may escape.

b. No passenger type vehicle or recreational vehicle shall be operated aboard the Air Station with any load carried thereon extending beyond the line of the fenders on the left side of such vehicle nor extending more than six inches beyond the line of the fenders on the right side. The same requirements apply to a trailer when the load is being transported in a trailer.

c. A red light during the hours of darkness, and a red flag no less than 12 inches x 12 inches square during the hours of daylight shall be displayed at the extreme end of any load extending four feet or more beyond the rear of the body of any motor vehicle.

7. Speed Limits

a. Speed limits posted throughout the Air Station vary depending on road conditions, volume of traffic, and other factors affecting safety. The maximum speed limit aboard the Air Station is 25 mph except when otherwise posted.

b. The maximum authorized speed in family housing is 20 mph except where otherwise posted.

c. In spite of any speed limits imposed by either this Order or by road signs, a person shall not drive a vehicle at a speed greater than is reasonable and prudent. Extra precaution will be exercised when approaching, crossing, or traveling through intersections, on curves, on any narrow or winding road, and when special hazards exist with respect to pedestrians, traffic, weather, or road conditions.

d. The speed limit when approaching or passing a column of troops in formation or other pedestrians on the roadway is 15 mph.

e. The speed limit in parking lots is 10 mph.

f. The speed limit in the "traffic chute" between flight line Gate #9 and the Air Operations Tower (Bldg. #199) is 20 mph.

g. Except when necessitated by weather, the minimum speed limit will be 10 mph below the maximum speed limit, so as to not impede the normal flow of traffic, with the exception of certain government vehicles which have only limited speed capabilities.

h. Drivers will reduce their speed to 10 mph when approaching sentries at Entry Control Points.

8. Following Distance. The driver of a motor vehicle shall not follow another vehicle more closely than is reasonable and prudent, having due regard for the speed of such vehicles and the traffic upon and the conditions of the street or highway.

a. During daylight hours and good weather conditions the "two second" rule should be used to determine a reasonable and prudent following distance. The procedure to determine this distance is to count seconds starting when the lead vehicle passes a fixed point and ending when the trail vehicle passes the same point. If the point is passed in less than two seconds, the trail vehicle is following too close.

b. At night and during inclement weather conditions the "three second" rule should be used.

c. No driver of any vehicle, other than one on official business, will follow closer than 100 meters any fire apparatus or police vehicle who has activated emergency lights. No driver of any vehicle will drive into or park a vehicle within the vicinity of stopped emergency vehicles.

9. Traffic Control Signs and Signals

a. When a stop sign has been erected or installed at any intersection, it shall be unlawful for the driver of any vehicle to fail to stop in obedience thereto and yield the right-of-way to vehicles operating on the designated main-traveled or through street or highway. When stop signs have been erected at three or more entrances to an intersection, the driver, after stopping in obedience, may proceed with caution.

b. When a traffic signal, flashing light, or other traffic-control device requires a vehicle to stop at an intersection, the driver shall stop:

(1) At an appropriately marked stop line.

(2) If no line is present, before entering a marked crosswalk.

(3) If no crosswalk is present, before entering the intersection at the point nearest the intersecting street where the driver has a view of approaching traffic on the intersecting street.

c. An operator whose vehicle's front bumper has already passed the marked stop line, crosswalk, or intersecting point when the light signal changes to red shall not be considered to be in violation of this regulation.

d. When a traffic signal is not illuminated due to power outage or other malfunction, vehicles shall approach the intersection and proceed through the intersection as though such intersection is controlled by a stop sign. This paragraph does not apply when the movement of traffic is being directed by law enforcement, another authorized person, or another type of traffic control device.

10. Lane Violations. Whenever a street has been divided into two or more clearly marked lanes of traffic, a vehicle shall be driven entirely within a single lane. Passing vehicles is prohibited when doing so would cause the driver to cross a double yellow line or exceed the posted speed limit to accomplish the pass.

11. Obeying a Traffic Control Officer. No person shall willfully fail or refuse to comply with any lawful order or direction of any law enforcement or traffic control officer.

12. Yielding to Emergency Vehicles. Upon approach of any law enforcement, fire department, or Emergency Medical Services vehicle providing warning with appropriate light, audible bell, siren, or exhaust whistle, the driver of a vehicle must move their vehicle to a position near as possible and parallel to the right-hand edge or curb, clear of any intersection and shall stop in such position until the emergency vehicle has passed.

13. Right Of Way Rules

a. When two vehicles approach or enter an intersection from different highways at approximately the same time, the driver of the vehicle on the left shall yield the right-of-way to the vehicle on the right.

b. The driver of a vehicle intending to turn to the left within an intersection or into an alley, private road, or driveway shall yield the right-of-way to any vehicle approaching from the opposite direction.

c. The driver of any vehicle shall yield the right-of-way to any pedestrian crossing a street within a clearly marked crosswalk or at adjacent sidewalks.

d. Every pedestrian crossing a roadway, at any point other than within a marked crosswalk or at adjacent sidewalks, shall yield the right-of-way to all vehicles on the roadway.

e. All vehicles will yield the right-of-way to all pedestrian traffic within parking areas.

14. Requirement to Provide Information to Law Enforcement. All persons operating a motor vehicle aboard MCAS CHERPT must provide law enforcement proof of vehicle registration, both state and installation, proof of insurance, a state driver's license, and the approved form of identification that allowed the operator access to the Air Station upon request.

15. Obstructing Traffic. No driver shall enter an intersection, a marked crosswalk, or drive onto any railroad grade crossing unless there is sufficient space on the other side to accommodate the vehicle they are operating without obstructing the passage of other vehicles, pedestrians, or railroad trains.

16. Passing a Stopped School Bus. No vehicle shall pass a stopped school bus from any direction when the school bus is displaying its mechanical stop signal or flashing red lights, and the bus is stopped for the purpose of receiving or discharging passengers. A driver of the vehicle shall not proceed to move, pass, or attempt to pass the school bus until after the mechanical stop signal has been withdrawn, the flashing red stoplights have been turned off, and the bus has started to move.

17. Operating Vehicles Resembling Law Enforcement. No person other than law enforcement personnel who are performing official duties shall operate any motor vehicle aboard the Air Station that displays coloration, insignia, lettering or blue or red lights that would indicate the vehicle is law enforcement.

18. Towing and Pushing Vehicles

a. No more than one vehicle will be towed by another at the same time.

b. Tow bars shall be used when towing vehicles. Tow lines or chains will not be used as the sole means of towing a vehicle.

- c. No vehicle shall be towed at a speed in excess of 25 mph or the posted speed limit, whichever is lower.
- d. No vehicle shall be pushed by another vehicle.

19. Vehicles in a Convoy

- a. Crossing road intersections between vehicles in a moving convoy is prohibited.
- b. Vehicles moving in a convoy on a roadway that is a single lane of traffic in each direction will not be passed by vehicles not in convoy within the limits of MCAS Cherry Point (MCAS CHERPT).
- c. Convoys or groups of vehicles in a joint movement will comply with all traffic rules unless otherwise directed by law enforcement personnel.

20. Backing. Backing a tactical vehicle or garrison mobile equipment, other than sedans or light trucks, without the posting of a person to act as a ground guide is prohibited.

21. Use of Lights While in Motion

a. Headlamps will be used during the period from sunset to sunrise, when there is not sufficient light to render clearly discernible, any person on a road at a distance of 400 feet ahead, or at any time when windshield wipers are in use as a result of smoke, fog, rain, sleet, snow, or when inclement weather or environmental factors severely reduce the ability to clearly discern persons and vehicles on the street or roadway at a distance of 500 feet ahead.

b. During the hours of darkness, parking lights will be used when approaching gate sentries, unless the vehicle is equipped with ambient light sensing headlights and incapable of using parking lights only.

22. Attachment to Vehicles. The vehicle operator will not allow riders of bicycles, coasters, skateboards, or any vehicle to attach themselves to the vehicle while it is in motion.

23. Sidewalk Operations. The operation of any motor vehicle on a sidewalk is prohibited.

24. Distracted Driving

a. No person shall operate a motor vehicle aboard the Air Station while talking on a cell phone (without a hands-free device) or composing, reading or sending text messages or e-mails.

b. No person shall operate a motor vehicle with excessively loud music emitting from the vehicle.

(1) Noise shall not be heard above engine noise from any point outside the vehicle when all windows are closed.

(2) Noise shall not be heard above engine noise from a distance of greater than 10 meters (30 feet) from the vehicle when one or more windows are open.

(3) The noise from within the vehicle shall not be so loud as to interfere with the vehicle operator's ability to hear approaching emergency vehicles that are using sirens.

(4) No obscene language will be heard outside the vehicle with windows open or closed.

c. No person shall operate a vehicle while viewing a video. No video system shall be viewed forward of the driver.

d. No person should operate a motor vehicle while wearing headphones or ear buds, not including cell phone hands-free (bluetooth) devices.

e. Motorcycle riders whose helmets have built in speakers shall not attach a power cord for such speakers.

25. Littering. No person shall intentionally or recklessly throw, scatter, spill or intentionally or recklessly cause to be blown, scattered, spilled, thrown from any vehicle, any litter upon any street or roadway aboard the Air Station. This presumption, however, does not apply to a vehicle transporting nontoxic and biodegradable agricultural or garden products or supplies, including mulch, tree bark, wood chips, and raw logs.

26. Racing

a. It shall be unlawful for any person to operate a motor vehicle aboard the Air Station in pre-arranged speed competition with another motor vehicle.

b. No person shall operate a motor vehicle aboard the Air Station willfully in speed competition with another motor vehicle.

c. No person shall knowingly permit a motor vehicle owned by them or under their control to be operated aboard the Air Station in pre-arranged speed competition with another motor vehicle.

d. Racing restrictions do not apply at Marine Corps Community Service (MCCS) sponsored events, conducted under controlled conditions such as the quarterly Autocross event conducted at the Foxtrot Taxiway.

27. Reckless Driving

a. No person shall operate a motor vehicle aboard the Air Station carelessly and heedlessly in willful or wanton disregard for the rights or safety of others.

b. No person shall operate a motor vehicle aboard the Air Station without due caution and circumspection, or at a speed or in a manner so as to endanger, or be likely to endanger any person or property.

c. Speeding 20 mph or more over the speed limit may be considered reckless driving if the totality of circumstances, such as traffic, road and weather conditions, and whether the driver was paying attention (negligence), support the charge.

28. Motorcycle Grandstanding. Any person who, while operating a motorcycle or moped, "pops" a wheelie, does a burnout, raises the back tire, "clutches" the brakes or spins a motorcycle in circles is guilty of grandstanding.

29. Emergency Vehicles Exemptions. In emergency situations, operators of emergency vehicles are granted certain exemptions to the law while using their sirens and emergency lights. In these circumstances, an emergency vehicle may:

- a. Exceed established speed limits, per their agency established policy, if engaged in an attempt to catch-up-to an alleged violator, while in pursuit, when responding to emergency calls for service, or transporting a patient in emergency need of care.
 - b. Park or stand in any location while involved in an emergency response.
 - c. Proceed through stop signs or traffic signals, but only after slowing down as may be necessary for safe operation.
 - d. Pass on the wrong side of a keep left bollard.
 - e. Drive on a motorway hard shoulder, even against the direction of traffic.
- d. The foregoing provisions shall not relieve the driver of an emergency vehicle from the duty to drive with due regard for the safety of all persons, nor shall such provisions protect the driver from the consequences of his reckless disregard for the safety of others.
- e. Volunteer Fire Department vehicles are not considered authorized emergency vehicles and shall not use sirens or lights aboard this Installation.

30. Honors and Salutes

- a. During morning and evening colors and during the playing of The National Anthem, all vehicles except those involved in an emergency response shall be brought to a stop and shall remain stopped until "Carry On" is sounded, or after the last note of The National Anthem has ended.
- b. All persons in a duty status who recognize officers senior to them as drivers or passengers in a privately owned or government vehicle shall render the appropriate salute.

31. Government Vehicles

- a. No person shall operate a government vehicle with a gross vehicle weight (GVW) of 10,000 lbs. or more unless the rating for the particular equipment is stated on their Optional Form (OF) 346 (U.S. Government Motor Vehicle Operator's Identification Card). For operation of automotive equipment under 10,000 lbs. GVW, military personnel are required to possess a valid state driver's license or valid OF 346. Operators of emergency type vehicles such as police, fire trucks, ambulances, Aircraft Rescue and Fire Fighting, and Explosive Ordnance Disposal are required to have the Emergency Vehicle Operators Course (EVOC) endorsement on their OF 346.
- b. All government vehicles operated by unlicensed personnel, either for training or for use in the Government Motor Vehicle Operator's Licensing Test, shall be equipped with signs on the front and rear of the vehicle with lettering at least five inches high reading "STUDENT DRIVER."
- c. Operators of and all passengers in U.S. Government vehicles are required to wear seat belts when the vehicles are so equipped.
- d. Officers will not operate government vehicles (commercial or tactical), except for those selected billets which may require an officer to drive a government vehicle such as the Provost Marshal.

32. Radar Detection Devices. The use of a radar and laser detection devices to indicate the presence of speed recording instruments or a device used to transmit erroneous speeds is prohibited aboard the

Air Station. If permanently mounted on the vehicle, the power cord must be detached from the device. If mounted to the windshield by suction cup, it must be removed and stored away in the glove box, console, or trunk.

33. Low-Speed Vehicles (LSVs). LSVs are defined as any gas or electric powered vehicle with the maximum speed on a paved level surface of 35 mph or less. These vehicles include, but are not limited to, flight line service vehicles (tugs, GSE, etc.), forklifts, electric carts, scooters, mopeds, and motorized bikes. Low-speed vehicles will abide by the following regulations when operated aboard the Installation:

- a. They will not be parked on a street or in a service driveway.
- b. The ignition key will be removed when the operator is more than 20 feet from the vehicle.
- c. They will not be towed by another vehicle, except by trailers manufactured for that purpose.
- d. They will not be operated on Roosevelt Boulevard, between C Street and the Hancock Creek Marina turnoff, or on Slocum Road.
- e. Government-owned LSVs will be allowed limited use of Roosevelt Boulevard, between the Slocum Road and 6th Avenue intersection, and Monroe Road between 0900-1100 and 1330-1530, Monday through Friday, but only when supporting military operations.
- f. Forklifts will not be operated on streets or roadways outside the flight line or storage warehouses where the speed limit is greater than 20 mph unless escorted by front and rear safety vehicles.

34. Required Equipment for Low-Speed Vehicles (LSVs). Every LSV operated aboard the Installation shall have the following equipment:

- a. At least one brake operated by hand or foot.
- b. A mechanical or electrical signal device by which the operator or the low speed vehicle may indicate to the operator of another vehicle, approaching from either the front or rear and within a distance of 200 feet, his or her intention to turn from a direct line. For government-owned LSVs not so equipped, the operator must use hand signals when turning.
- c. A rearview mirror mounted as to provide the operator with a clear, undistorted, and unobstructed view of at least 200 feet to the rear.
- d. A headlight whose beam is visible for 500 feet and red tail light(s). Headlight(s) and rear lamps shall be lighted at all times while the vehicle is in operation. For government-owned LSVs not equipped with headlights, brake lights and/or rear lamps, an amber flashing light and reflective Department of Transportation (DOT) approved traffic safety triangle will be affixed to the top and to the rear-center of the vehicle.
- e. A seatbelt for driver and any passengers.
- f. A horn.

35. Rough Terrain Container Handlers (KALMAR RT240). The Rough Terrain Container Handler (KALMAR RT240) forklift will not be operated on streets or roadways where the speed limit is greater

than 20mph, unless escorted by front and rear safety vehicles. MCAS CHERPT Police will be notified in advance of any KALMAR operations where travel along Roosevelt Boulevard will be required. Safety vehicle operators will be trained in their escort responsibilities.

36. Prohibited Areas. No vehicle will be driven into any area designated as “Off Limits,” “Danger,” or “Restricted” unless the operator is authorized access on official business or by proper authority. Training areas, ranges, and off-road travel restrictions are as follows:

a. Off-road (including gravel and dirt road) use is not authorized except as approved by the Conservation Law Enforcement Office, Natural Resources Division at Building #4223 on Access Road.

b. Due to live-firing and safety, closed range gates will not be circumvented by any means without express permission from Range personnel.

c. Hunters, woodcutters, and fishermen must coordinate with the MCAS CHERPT Conservation Law Enforcement Office for access into hunting areas, fishing ponds, and conservation areas.

d. Recreational use of all-terrain vehicles (ATVs) or four wheel drive vehicles is prohibited aboard the Air Station.

e. No part of a landing field or runway will be used as a roadway except as authorized by the Air Operations Officer.

37. Human Trafficking. Per reference (k), it is unlawful to persuade, induce, entice, or coerce an individual to travel in interstate or foreign commerce, or in any territory or possession of the United States, to engage in coerced labor, prostitution, sex crime, or in any other criminal act. Accordingly, it is unlawful to knowingly operate a motor vehicle aboard the installation in order to travel to/from, or transport an individual in order to benefit from or assist in human trafficking activity.

CHAPTER 4

ALCOHOL AND CONTROLLED SUBSTANCE RELATED OFFENSES

1. Open Container Rule. No alcoholic beverage in an opened or unsealed container shall be in the passenger area of a motor vehicle. For the purposes of this Order, "passenger area" of a motor vehicle means the area designated to seat the driver and passengers and any area within reach of a seated driver or passenger, including, but not limited to, the glove compartment.

2. Driving While Impaired (DWI). A person commits the offense of DWI if they drive any vehicle anywhere aboard the Air Station:

a. While under the influence of an impairing substance.

b. After having consumed an amount of sufficient alcohol resulting in the driver having a Blood Alcohol Concentration (BAC) of .08 or more. The results of a blood alcohol test shall be deemed sufficient evidence to prove a person's alcohol concentration.

c. With any amount of a Schedule I controlled substance, as listed in reference (d), or its metabolites in their blood or urine.

d. Demonstrates impairment after being assessed through a properly administered National Highway Traffic Safety Administration (NHTSA) Standardized Field Sobriety Test regardless of the results of a blood alcohol test.

e. If under the age of 21, being proven to have operated a motor vehicle with a BAC of .01 or higher.

3. Driving While Impaired/Refusal. Any person who is suspected of driving while under the influence of alcohol or drugs and refuses to take a chemical or blood alcohol test is guilty of DWI/Refusal under the North Carolina Implied Consent Law.

4. Implied Consent. Any person(s) granted and accepting MCAS Cherry Point (MCAS CHERPT) driving privileges shall be deemed to have given their consent to evidential tests for alcohol or other drug(s) content of their blood, breath, and/or urine, if lawfully stopped, apprehended/arrested, or cited for any offense allegedly committed while driving or in physical control of a motor vehicle aboard the Air Station. Refusal to take any required test or tests will result in an immediate revocation of the person's driving privileges for at least 12 months. Upon being processed by Cherry Point Police, the person's Air Station driving privileges will be temporarily suspended until that person appears before the MCAS CHERPT Traffic Court Hearing Officer.

5. Driving While Impaired (Off-Station). Any person stationed, employed, or living aboard the Air Station who is administered a chemical or blood alcohol test which results in a BAC of .08 or above (.01 if under age of 21), fails a Standardized Field Sobriety Test, or who refuses a chemical or blood alcohol test while off-station, shall report to the Provost Marshal's Office (PMO) for processing immediately upon returning to the Air Station. During processing by PMO, the individual's driving privileges will be temporarily suspended aboard the Installation until the individual appears before the MCAS CHERPT Traffic Court Hearing Officer.

6. Drug-Related Offenses. Any individual who is proven to have committed any offense related to the illegal possession or use of a controlled substance shall have their on-station driving privileges immediately revoked.

7. Reciprocal State Military Action. Per references (c) and (m), MCAS CHERPT will honor The Interstate Driver's License Compact (IDLC). The IDLC is an agreement by States, including North Carolina, used to exchange information concerning license suspensions and traffic violations of non-residents, and forward them to the state where they are licensed (home state). Accordingly:

a. Individuals convicted of DWI offenses aboard the Air Station may face a suspended or revoked license and/or a fine in the state that issued the driver's license upon receipt of notification from the Provost Marshal of the individual's conviction of one or more of the following offenses:

(1) Manslaughter or negligent homicide resulting from the operation of a motor vehicle.

(2) Driving While Impaired (DWI).

(3) A felony committed while a motor vehicle was used.

(4) Failure to stop and render aid during a motor vehicle accident which results in the death or personal injury of another.

b. Upon receipt of written or other official law enforcement communication relative to the conviction of any of the above offenses, the Provost Marshal will terminate the individual's driving privileges as if the violation occurred aboard the Air Station.

CHAPTER 5

REQUIRED MOTOR VEHICLE EQUIPMENT, DECALS AND FLAGS DISPLAY

1. General. All equipment on every vehicle as required by law, regulation, or for safety, must be in good working condition. Vehicles not meeting the appropriate State of North Carolina requirements shall not be permitted aboard the Air Station. In cases where questions arise on operating equipment on vehicles not registered or inspected in North Carolina, the Provost Marshal shall direct the operator of the vehicle to obtain a North Carolina Safety Inspection.

2. Required Motor Vehicle Equipment

a. Additional Lights/Fog Lights. If present, are not to exceed two mounted on the front of the vehicle and must aim in such a manner that no part of the high intensity portion of the beam strikes the level of the surface on which the vehicle stands at a distance of more than 75 feet from the vehicle.

b. Aftermarket Neon/Light Emitting Diode (LED) Lighting. Neon and/or LED lighting for ornamental adornments, such as ground effects, in colors other than red or blue are authorized. Such lighting cannot be forward facing. White or clear lights cannot be rear facing. Neon and/or LED lighting will not flash or change colors while the vehicle is in motion. Red and blue lights are reserved for those used by emergency services vehicles.

c. Auxiliary Brake System (ABS). An independent ABS is required when the gross weight (GW) of a trailer, boat or other separate vehicle is 4,000lbs or more. Every trailer or separate vehicle attached by a drawbar or coupling to a towing vehicle of at least 4,000lbs., and every house trailer weighing at least 1,000lbs., shall be equipped with brakes controlled or operated by the driver of the towing vehicle. The ratchet or holding device, must be in good working order and have a lever reserve upon full application of at least one-fourth of the total designed travel distance. The cable must not be frayed or "frozen," and there must be no missing or defective cotter pins, springs, rods, couplings, or other essential parts.

d. Body. Motor vehicle body, fenders, doors, hood, trunk, lid, and other body attachments shall be intact and in such condition as not to present a safety hazard to the driver, passengers, pedestrians or other motorists. The doors, hood, and trunk lid safety catches and locking devices must be in safe operating condition to ensure against accidental opening when the vehicle is in motion. A vehicle may be operated without doors only if the original manufacturer designed the vehicle to be operated with its doors removed. Any motor vehicle that was originally equipped with bumpers as standard equipment must continue to be fitted with bumpers equal to the original equipment.

e. Brakes. Motor vehicles shall be equipped with brakes adequate to control the movement of and to stop such vehicle or vehicles. Such brakes shall be maintained in good working order, including two separate means of applying brakes.

(1) Motor vehicles shall be equipped with two separate means of applying the brakes. If these two separate means of applying the brakes are connected in any way, they shall be so constructed that failure of any one part of the operating system shall not leave the motor vehicle without brakes.

(2) Motorcycles and motor-driven cycles shall be equipped with at least a brake which may be operated by hand or foot.

f. Bumpers. Vehicles are required to have bumpers equal to factory bumpers in width, length, and strength.

g. Clearance Lights. Required on any bus or truck with an overall width of 80 inches or more and any trailer or semi-trailer having a gross weight in excess of 3,000 pounds. The vehicle must be equipped with the two front clearance lights, one at each side; two rear clearance lights, one at each side; and two side marker lights for both sides, one at or near the front and one at or near the rear.

h. Directional Signals. All motor vehicles manufactured after 1 July 1953 must be equipped with electrical or mechanical turn signal devices by which the operator of a vehicle may indicate to the operator of another vehicle, approaching from either the front or rear and within the distance of 200 feet, his or her intention to turn from a direct line.

(1) Flashing directional signals must be visible from the front and rear.

(2) Directional signals must be securely mounted on vehicles. Wiring and connections must be in good condition.

(3) Lenses must not be cracked, broken, missing, or discolored.

(4) Front directional signals must project white or amber lights. Rear signals must be red or amber light only.

i. Exhaust Systems. Exhaust system, including manifolds, gaskets, heat riser valves, exhaust pipes, mufflers, tail pipes, connecting pipes, resonators, clamps, brackets, and hangers must be in serviceable condition and be held together, intact in mounts, and must not allow the passage of exhaust gases, fumes, annoying smoke, and smoke screens from other than the inlet and outlet ends of the system or create loud or gutted noises. The exhaust system of any vehicle must be constructed so as not to permit exhaust gases to enter the passenger compartment. Vehicles are required to have exhaust systems that meet the manufacturer's original or optional equipment requirements in relation to noise control and length of tail pipes. Side pipes are acceptable provided that they are connected to a muffler and are not excessively or unusually noisy.

j. Headlights, Rear Lights and Headlight Covers. Motor vehicles shall be equipped with at least two headlamps, all in good operating condition with at least one on each side of the front of the motor vehicle.

(1) Headlights will be turned on during the period from sunset to sunrise, when there is not sufficient light to render clearly discernible any person on the highway at a distance of 400 feet ahead. Or at any other time when windshield wipers are in use as a result of smoke, fog, rain, sleet, or snow, or when inclement weather or environmental factors severely reduce the ability to clearly discern persons and vehicles on the street and highway at a distance of 500 feet ahead. The provisions of this subdivision shall not apply to instances when windshield wipers are used intermittently in misting rain, sleet, or snow.

(2) Motor vehicles shall have all originally equipped rear lamps or the equivalent in good working order, which lamps shall exhibit a red light plainly visible under normal atmospheric conditions from a distance of 500 feet to the rear of such vehicle.

(3) Motorcycles shall be equipped with at least one and not more than two headlamps.

(4) Headlights must be so constructed, arranged, and adjusted that, on a level road and under normal atmospheric conditions, they will produce a driving light sufficient to render a person clearly discernible 200 feet ahead.

(5) Lenses must not be cracked or broken.

- (6) High/low beam dimmer switch and indicator must be in good working order.
- (7) Must not project a dazzling or glaring light while on low beam.
- (8) Light covers cannot be tinted/colored as to obstruct proper use, observation and view of lights.

k. Horn. Horns, including wiring, horn button, and mounting must be in good working condition and audible under normal conditions from a distance of not less than 200 feet and not interfering with the operation on any other mechanism.

l. License Plate. No personnel shall operate a motor vehicle upon any road on this Air Station unless state or territorial vehicle license plates are mounted and securely fastened to the vehicle. The plates shall be legible, visible, and present an entirely unobstructed view. License plate covers or holders, which obstruct visibility of plate number or expiration date, are prohibited. License plates shall be illuminated with a white light at night.

m. License Plate Light. Shall be so constructed and placed that the number plate carried on the rear of the vehicle shall under like conditions be illuminated by a white light as to be read from a distance of 50 feet to the rear of such vehicle.

n. Mirrors. Vehicles shall be equipped with a mirror so located as to reflect to the driver a view of the road for a distance of at least 200 feet to the rear of such vehicle. All vehicles manufactured after 1965 shall be equipped with at least one outside mirror mounted on the driver's side of the vehicle.

o. Modified Suspension Systems. The manufacturer's specified height of any passenger motor vehicle shall not be elevated or lowered, either in front or back, more than six inches by modification, alteration or change of the physical structure of said vehicle. For the purpose of this paragraph, the term "passenger motor vehicle" shall mean a four-wheeled motor vehicle designed primarily for carrying passengers, which is constructed either on a truck chassis or with special features for occasional off-road operation.

p. Parking Lights. Must be capable of presenting two or more white or amber lights at the front of the vehicle and two or more red lights at the rear of the vehicle. All must be visible from a distance of not less than 500 feet.

q. Pole Trailers. In excess of 3,000 pounds must have a side marker light and clearance light on each side which may be used in combination to project light to the front, side, and rear.

r. Safety Glass. All motor vehicles will be equipped with safety glass wherever glass is used in doors, windows, windshields, wings or partitions. Safety glass means glass so treated or combined with other materials as to reduce, in comparison with ordinary sheet glass or plate glass, the likelihood of injury to persons by glass when the glass is cracked or broken. Windshield glass shall be free from breaks, cracks, fogging, scratches, or discoloration which would impair the driver's vision or in any other way create a hazard.

s. Speedometer. Speedometers must be in good working order.

t. Steering Mechanism and Suspension Assembly

(1) The steering mechanism of a motor vehicle shall be maintained in good working order, sufficient to enable the operator to control the vehicle's movements and to maneuver it safely.

(2) The suspension assembly must be in good working order so that if the vehicle is raised from the ground, the wheels will have no more than one quarter inch movement in or out or at the bottom, and there shall be no dangerous or undue looseness in the steering mechanism.

(3) If the wheels are on the ground and the front wheels are in a straight line, free play must not exceed three inches in steering wheels up to 18 inches in diameter.

(4) Front or rear springs must not be broken or sagging.

(5) Shock absorbers shall be firmly attached and in serviceable condition.

u. Stop Lamp. No person shall operate any motor vehicle, motorcycle or motor-driven cycle, manufactured after December 31, 1955, unless it shall be equipped with a stop lamp on the rear of the vehicle. The stop lamp may be incorporated into the unit with one or more other rear lamps.

v. Tail Lights. Must be securely mounted to the vehicle and shall be clearly visible to vehicles from the rear, but shall not be discolored, or of a color other than red. All tail lights must be in good working order.

w. Tires. No person shall operate a motor vehicle upon any street or roadway aboard the Air Station unless the motor vehicle is equipped with tires which are safe for the operation of the motor vehicle and which do not expose the public to needless hazard. Tires shall be considered unsafe if cut, cracked, or worn so as to expose tire cord; or if there is a visible tread separation or chunking or the tire has less than 1/16 inch tread depth at two or more locations around the circumference of the tire in two adjacent major tread grooves; or if the tread wear indicators are in contact with the roadway at two or more locations around the circumference of the tire in two adjacent major tread grooves.

x. Wheels. Wheels must be mounted with all lug bolts or nuts intact and rims must not be bent away from the tire bead to any degree that the bolt or nut shoulder is not touching the mounting hole seat.

y. Window Tinting. The windshield of the motor vehicle may be tinted only along the top of the windshield and the tinting may not extend more than five inches below the top of the windshield or below the AS1 line, whichever measurement is longer. No other stickers, tint or decals will be placed below the above listed measurements unless required by law such as safety inspection stickers.

(1) A vehicle that passes North Carolina Safety Inspection tint standards or that by use of a light meter approved by the Commissioner, measures a total light transmission of more than thirty-two percent (32%) is conclusively presumed to have met the tint restrictions.

(2) The light reflectance of the tinted window must be twenty percent (20%) or less.

(3) Tinted film or another material used to tint the window must be non-reflective and must be a color other than red, yellow, or amber.

(4) A window of an excursion passenger vehicle, for hire passenger vehicle, common carrier of passengers, motor home, ambulance, limousine, law enforcement vehicle are exempt from window tint restrictions.

(5) Vehicles that are registered in states other than North Carolina are exempt from the above restrictions but must meet the restrictions requirements of the state of registration.

z. Windshield Wipers. Windshield wipers shall be in good working order in order to clear rain, snow, moisture or other substances from the windshield in front of the driver. If a vehicle has more than one windshield wiper to clear substances from the windshield, all the windshield wipers shall be in good working order.

aa. Prohibited Equipment. No person shall operate a motor vehicle upon any road with the below listed prohibited equipment:

- (1) A cutout or straight through muffler.
- (2) Any spotlight on the rear of the vehicle unless such vehicle is so equipped for a public service.
- (3) Blue lights.
- (4) Forward facing red lights.
- (5) License plate covers of any color other than clear or which would prohibit the viewing of the license plate in its entirety.
- (6) Smoke Screens designed, used or capable of being used for the purpose of discharging, creating or causing, in any manner, to be discharged or emitted, either from itself or from the automobile or other motor vehicle to which attached, any unusual amount of smoke, gas or other substance not necessary to the actual propulsion, care and keep of said vehicle. Possession by any person or persons of any such device, whether the same is attached to any such motor vehicle, or detached therefrom, shall be prima facie evidence of the guilt of such person or persons of a violation of this Order.
- (7) Tires extending beyond fender wells or mud flaps.
- (8) Television or movie video screen forward of the driver.
- (9) White or clear lights on the rear of a vehicle when the vehicle is in a forward motion.
- (10) Sirens, compression or spark plug whistles.

3. Inflammatory Vehicle Decals, Displays, or Demonstrations. Displaying any sign, poster, decal, bumper sticker, emblem, or insignia on any motor vehicle operated aboard the Installation which is determined to be obscene, profane, or discriminatory by wording or picture is prohibited.

a. No person shall defame the flag of the United States. No decal, sticker, painting, or emblem which could be considered inflammatory towards a culture or race and is considered contrary to good order and discipline shall be displayed.

b. The unauthorized display of any sign, poster, decal, bumper sticker, emblem or insignia on any motor vehicle may be grounds for suspension or revocation of driving privileges aboard the Air Station or denial of admission to this installation.

4. Flags on Privately Owned Vehicles (POVs). The following guidelines shall be observed when mounting flags on POVs:

- a. Must not be larger than 12 inches by 15 inches.

- b. Must be mounted to POVs using a device that shall be able to endure winds while driving at a speed of 55 mph.
- c. Must not be placed on an area of the vehicle where it would obstruct the vision of the operator.
- d. Must not be mounted in a manner that will cause it to interfere with the safe operation of other vehicles that are following or passing the vehicle with the mounted flag.

- f. Personnel in troop formations maintain as close a formation as possible. If necessary, form stragglers into another formation to minimize traffic delays while crossing roadways.
- g. They use only authorized government emergency vehicles for escorting/trailing the formation. Unit leaders shall ensure that escort/trail vehicles are not in the opposite traffic lane.
- h. They do not conduct formation runs or unit physical training in family housing areas or on Slocum Road due to high traffic volume and explosive arc restrictions.

3. Bicycle Traffic Rules. The following provisions apply to all persons riding bicycles:

- a. Sponsors/parents will ensure that family members and their guests are properly instructed in the safe operation of bicycles, and that they understand and obey bicycle operation laws and regulations.
- b. Bicycles will be ridden in the direction of traffic and kept to the right edge of the street or roadway to avoid interference with faster moving vehicles. In the interest of safety, children operating tricycles, bicycles, or other foot-powered devices with a height of less than 16 inches may ride on sidewalks. Bicycles are permitted only on streets, roads, and parking areas.
- c. Bicycles are prohibited on athletic fields, tracks, lawns, seeded areas, and sidewalks.
- d. The maximum speed limit for bicycles is 30 mph unless a lower speed limit is posted.
- e. Bicycles may not be ridden while under the influence of alcohol or other drugs. Violators may be subject to the same penalties as for driving a motor vehicle under the influence of alcohol or drugs.
- f. Bicyclists will not wear radio headsets, earphones, or other devices which impairs their hearing.
- g. Bicyclists must obey all traffic signs and signals.
- h. Bicyclists must come to a complete stop and yield the right-of-way at a stop sign before proceeding.
- i. Bicyclists must stop when facing a steady or flashing red light. After stopping, they may turn right on red, where permitted, as long as they yield the right-of-way to other vehicles and pedestrians. After stopping at a flashing red light, they may proceed after yielding the right-of-way to approaching vehicles.
- j. Bicyclists facing a yellow light, which means the light will be turning red, should stop if possible or, if not, may proceed with caution and all due haste through the intersection. If the yellow light is flashing, bicyclists should proceed with caution through the intersection.
- k. Bicycle racing aboard the Installation is unlawful EXCEPT when a Marine Corps Community Services sponsored racing event has been approved by the Commanding Officer.
- l. A driver of a vehicle emerging from or entering an alley, building entrance, parking lot, or driveway shall yield the right-of-way to any pedestrian, or person riding a bicycle approaching on any sidewalk or walkway extending across such building entrance, parking lot, street, roadway or driveway.
- m. Drivers are allowed to pass bicyclists (and moped drivers) in "no passing zones" in limited circumstances where: (1) there is enough sight distance to see that the way is clear, (2) the driver allows 4 feet of passing distance or moves completely into the other lane, and (3) does not pass when the cyclist is making or is about to make a left turn.

4. Bicycle Required Equipment. Bicyclists and bicycle passengers under the age of 16 must wear approved protective safety helmets that are securely fastened to their head using straps, while riding on streets, bicycle paths, and other public rights-of-way. Passengers that weigh less than 40 pounds or are less than 40 inches in height must be seated in a separate restraining seat and must be able to maintain an erect seated position. Other passengers under the age of 16 must be seated on saddle seats. In addition, bicycles must be equipped with:

a. A crystal (white) reflector of at least nine square inches facing forward; unobstructed when viewed from the front.

b. An amber reflector with a minimum of nine square inches on each side of the bicycle facing outward.

c. Amber reflectors on front and rear surfaces of all pedals.

d. A lighted lamp that is visible from a distance of at least 300 feet in the front.

e. A red reflex mirror or lamp that is visible from a distance of at least 200 feet in the rear.

f. Brakes that will enable the operator to make the braked wheel skid on dry, level, clean pavement.

g. A reflective upper garment must be worn at all times, with the reflective material permanently attached (sewn or ironed on) to that garment or a commercially available mesh/fabric vest that is bright yellow, international orange or lime green with at least two 1-1/2" to 2" wide vertical or horizontal retro-reflective strips going from front and back.

h. Bicycles will not carry any other passengers except when the bicycle is equipped with an additional, firmly fixed seat and foot pegs for that purpose.

5. Listening Devices. Wearing headphones, earbuds/phones, or other listening devices while jogging, walking, running, skating, skateboarding, or bicycling, within three (3) feet of roadways is prohibited per reference (b). This does not apply to hearing aids nor does it negate the requirements for PPE where work conditions dictate hearing protection.

CHAPTER 6

PEDESTRIANS AND BICYCLISTS

1. Pedestrians. Marine Corps Air Station Cherry Point (MCAS CHERPT) Police will enforce portions of the traffic code of the State of North Carolina and this Order that apply to pedestrians. For the purpose of this Order, pedestrians include persons who walk, jog, or run near streets or roadways aboard the installation. Pedestrians will:

- a. Cross streets or roadways at intersections or marked crosswalks whenever possible.
- b. Yield the right-of-way to all vehicles upon the street or roadway and not enter any crosswalk, street or roadway when vehicular traffic is so close as to constitute an immediate hazard to the pedestrian or vehicle.
- c. In the absence of sidewalks or a trail, individual runners, joggers, and walkers will use the left side of the street (facing oncoming traffic) and not run on the street or roadway. Individuals must remain a safe distance off the street and not interfere with vehicular traffic. This includes organized physical training when not in formation, with road guards, and trail vehicle.
- d. Comply with orders or directions of MCAS CHERPT Police or traffic control personnel.
- e. Not stand on the street or roadway to solicit a ride in any vehicle, including at authorized pickup stations.
- f. Not solicit rides, employment, business or funds upon any street or roadway aboard the Air Station.
- g. Individuals should jog, run, or walk in areas normally patrolled by MCAS CHERPT Police and wear light colored clothing. During periods of reduced visibility and the hours between evening and morning colors, individuals shall wear reflective clothing, vest, or belt when conducting physical training, exercising, or walking near a street or roadway.

2. Troop Formations. Personnel in charge of troop formations will ensure that:

- a. The formation travels as close as possible to the right edge of the street or roadway, except when turning left and ensure persons leading the formation, such as unit leaders and "cadence callers," are not in the lane of traffic.
- b. The formation is not halted at an intersection where it will block traffic or otherwise cause a hazard.
- c. Road guards are posted at crosswalks and intersections and that road guards wear reflective vests at all times.
- d. During periods of low visibility and during the hours between evening and morning colors, all personnel in the formation wear reflective gear. During the hours of darkness personnel in troop formations must be equipped with lighting equipment (flashlights).
- e. Personnel in troop formations comply with directions of law enforcement or other traffic control persons.

CHAPTER 7

MOTORCYCLES, MOPEDS, SCOOTERS, POCKET BIKES, AND MOTORIZED BICYCLES

1. General. As defined in this chapter, a motorcycle is a vehicle that has a saddle for the use of the rider and designed to travel on not more than three wheels in contact with the ground.

a. Motorcycles. For the purpose of this chapter, a motorcycle is defined as any motorcycle to include mopeds, scooters, "pocket bikes" and "motorized bicycles" whose piston displacement is greater than 49 cubic centimeters or has an external shifting device and can exceed 30 mph.

b. Mopeds. For the purpose of this chapter, mopeds are defined as any moped, scooter, or motorized bicycle whose piston displacement is 49 cubic centimeters or less and has an external shifting device which cannot exceed 30 mph.

c. Pocket Bike. For the purpose of this chapter, a pocket bike is defined as a miniature motorcycle, with a wheelbase in the range of 1000mm, and an engine displacing as little as 40cc. Pocket bikes are prohibited aboard MCAS Cherry Point (MCAS CHERPT).

d. Dirt bikes cannot legally be driven on any public street or roadway and therefore not included in this chapter. These vehicles usually are not equipped with headlamps, tail lamps, or speedometers.

2. Required Training

a. All Marines who plan to purchase or operate a motorcycle are required to attend and successfully complete a motorcycle safety course (MSC) approved by Commandant of the Marine Corps, Safety Division (CMC/SD).

b. All Marine motorcycle riders will attend mandatory follow-on Level II motorcycle training within 180 days of completion of Level I course (dependent on the local riding season).

c. Commanders will ensure motorcycle riders receive refresher training/continuing education (Level II or III) every five (5) years from their last day of training. Refresher training may include the Motorcycle Safety Foundation (MSF) Experience Rider Course, Basic Rider Course (BRC), BRC II, Advanced Rider Course (ARC), Military SportBike Rider Course (MSRC), or other advanced motorcycle rider training (Level III) such as Advanced Rider Track Days (ARTD), California Superbike School-based training Advanced Motorcycle Operators School (AMOS), Total Control-based training, or other advanced motorcycle training approved by CMC/SD.

3. Motorcycle Mentorship Program (MMP). Per reference (b), all battalion, squadron, and higher commands will establish a MMP and a command MMP President. The command MMP President will:

a. Act as a conduit of information to Marines for motorcycle safety and awareness.

b. Set the standard for responsible riding.

c. Provide guidance to Marines with motorcycle licensing, purchasing, riding, and maintenance.

d. Monitor and evaluate Marines' skill development and recommend appropriate training. Ensure Marines successfully complete appropriate training.

- e. Organize and promote activities to enhance motorcycle safety.
- f. Promote command objectives related to motorcycle safety.
- g. Plan and conduct mentorship rides.
- h. Assist individuals with signing up for the appropriate MSC.
- i. Plan meetings and training rides.

(1) Command MMP Presidents shall conduct mandatory monthly meetings for all members. Additionally, a quarterly training ride is highly encouraged.

(2) MMP Presidents shall submit a written record of the meeting or training ride to their command Executive Officer and maintain a copy in the MMP President turnover binder. This record shall include, but is not limited to: attendees, no-shows, training conducted, riders requiring additional training, and riders whose training has expired or has not been completed.

4. Inactive Riders. A rider will be considered inactive and not required to participate in meetings or training rides if their motorcycle is garaged/stored greater than 250 miles from their duty station or weekend liberty limits. Command leadership will determine the participation requirements for those riders whose motorcycle is less than 250 miles from their duty station, but more than a normal daily commute.

5. Off-Road Riders. Off-road riders include riders of dirt bikes and All-Terrain Vehicles. Ownership is not a requirement to be considered an off-road rider. All off-road riders are considered "active" riders. Vigilance and awareness are required by the chain of command to identify off-road riders and ensure they attend monthly meetings. Consideration should be given to incorporating off-road topics in the monthly MMP meetings.

6. Requirement to Register. Military personnel who own or purchase a motorcycle and are currently assigned to or transfer to MCAS CHERPT are required to register their motorcycle(s) with the Pass and Identification (Pass & ID) Office, Building #251.

a. The service member must have signed up for or completed the appropriate, approved MSC. If a service member attempts to enter the Installation with an unregistered motorcycle, either riding or towing it, and that person has not signed up or completed an approved course, the name and unit of the service member will be noted and the individual will not be allowed to bring the motorcycle aboard the Air Station. The service member's unit will be notified by PMO or their designee that the individual owns or has a motorcycle.

b. Service members who have completed the BRC may be issued a motorcycle one-time registration from the date they completed the BRC for a period not to exceed six months while waiting to attend the Advanced Rider's Course.

c. Once an individual has successfully completed the BRC and has all other required documentation to register their motorcycle, they may do so at that time.

7. Operation of a Motorcycle. A motorcycle will be operated aboard the Air Station only by its registered owner or the registered owner's family member. Operation will be confined to improved road surfaces and designated parking areas. Trail riding, hill climbing, "hare and hound" racing, and related activities are expressly prohibited.

8. Motorcycle Personal Protective Equipment (PPE) While in Uniform. The following PPE will be worn by all military personnel in uniform operating or riding on a motorcycle, on or off the Air Station, on and off road:

a. A properly fastened (under the chin) protective helmet which meets the standards of the Snell Memorial Foundation (SNELL), the American National Standards Institute (ANSI), or the Department of Transportation (DOT).

b. Impact or shatter resistant goggles, glasses, or a full-face shield attached to the helmet which are designed to meet or exceed the standards of ANSI Z87.1, UNECE 22.05, or BS6658. A windshield, eyeglasses or fairing alone is not considered proper eye protection.

c. Hard-soled shoes with heels and closed toes. Footwear that is made of total canvas or rubber material construction is unacceptable. Any shoe or boot that has an open toe, open foot/heel design, an extensive heel over 2 inches, or a total canvas or rubber material construction is unacceptable. The use of leather boots or over the ankle shoes is encouraged.

d. Properly worn long-sleeved shirt with sleeves rolled down or jacket, long-legged trousers, and full-fingered gloves or mittens. To clarify, civilian attire, such as long-sleeved t-shirts or motorcycle riding specific jackets are authorized per reference (b).

e. Per MCO P1020.34G w/Ch 1-4, Marine Corps Uniform Regulations, Marines are authorized and encouraged to wear a motorcycle-riding jacket constructed of abrasion resistant materials such as leather, Kevlar, and/or Cordura and containing impact-absorbing padding over the uniform while on the motorcycle. The motorcycle-riding jacket must be removed as soon as the Marine dismounts the motorcycle. The motorcycle-riding jacket must not contain graphics or text considered inappropriate with the image of the Marine Corps.

9. Motorcycle PPE While in Civilian Attire. The following PPE will be worn by all personnel operating or riding as a passenger on a motorcycle aboard MCAS CHERPT, and all military personnel in civilian attire on or off the Air Station, on or off road:

a. A properly fastened (under the chin) protective helmet which meets the standards of SNELL, ANSI, or the DOT.

b. Impact or shatter resistant goggles or full-face shield attached to the helmet. A windshield, eyeglasses, or fairing alone is not considered proper eye protection.

c. Hard-soled shoes with heels. The use of leather boots or over the ankle shoes is encouraged, but not mandatory.

d. Properly worn long-sleeved shirt with sleeves rolled down or jacket, long-legged trousers and full-fingered gloves or mittens. Motorcycle-riding jackets and pants constructed of abrasion resistant materials such as leather, Kevlar, and/or Cordura and containing impact-absorbing padding are strongly encouraged.

10. Additional Responsibilities for Moped, Scooter, and Motorized Bicycle Operators. The following applies when operating any moped, scooter, or motorized bicycle aboard the Air Station:

a. Will not be parked on a street or in a service driveway; they will be secured with a chain and lock or other locking device.

- b. Will not be towed by another vehicle, except by trailers manufactured for that purpose.
- c. Will ride as near to the right side of the roadway as practical.
- d. May drive the posted speed limit or 30 mph, whichever is less.
- e. Will not be ridden while under the influence of alcohol or other drugs. Violators will be subject to the same penalties as for driving a motor vehicle under the influence of alcohol or drugs.
- f. Will not be operated while wearing radio headsets, earphones, or other devices which obstruct hearing.
- g. Will not carry any other passengers except when the vehicle is equipped with an additional firmly fixed seat and foot pegs for that purpose.
- h. Will be equipped with brakes that will enable the operator to make the braked wheel skid on dry, level, clean pavement.
- i. Pocket bikes are prohibited aboard the installation due to their limited visibility by other motor vehicle operators.

11. Required Equipment. Every motorcycle, moped, scooter, or motorized bicycle, and every motor-driven cycle when operated aboard the Air Station shall be equipped with the following equipment as stated below:

- a. At least one brake operated by hand or foot.
- b. A mechanical or electrical signal device by which the operator of the vehicle may indicate to the operator of another vehicle, approaching from either the front or rear and within a distance of 200 feet, his intention to turn from a direct line. For motorized and electric mopeds, scooters, and motorized bicycles not equipped with electric turn signals, the operator must use hand signals when turning or stopping.
- c. A rearview mirror will be attached to each side of the handlebar as to provide the operator with a clear, undistorted, and unobstructed view of at least 200 feet to the rear of the motorcycle.
- d. A headlight beam of 500 feet and a red taillight.
- e. Headlights and rear lamps will be on at all times while the motorcycle is in operation aboard the Installation.
- f. Handlebars shall not be higher than the shoulders of the operator when seated under normal riding conditions or of a height so great that the operator cannot fully actuate the front wheel when seated on the motorcycle under normal riding conditions.

12. Prohibited Items. The use of “slung shots” or “get back whips” or any other similar item attached to any portion of a motorcycle is prohibited.

13. Prohibited Practices. The following acts are prohibited while operating any motorcycle, mopeds, scooters, and motorized bicycles regardless of engine size:

- a. Sidesaddle riding by passengers.

- b. Riding between lanes of moving traffic.
 - c. Riding between a lane of traffic and parked cars.
 - d. Passing another vehicle in the same lane.
 - e. Use of the same traffic lane with more than one motorcycle abreast.
 - f. Carrying more than one passenger.
 - g. Passing other motor vehicles on the right where prohibited.
 - h. Exhibitions of speed, breaking traction, “popping wheelies,” endo’s (front wheelie), or any other stunts while operating the motorcycle.
 - i. Sitting passengers in front of the operator of the motorcycle.
 - j. Motorcycles will not be parked inside any MCAS CHERPT building with the exception of the MCCS Auto Skills Center.
 - k. No person riding upon a motorcycle shall attach themselves or the motorcycle to any other vehicle on the roadway while in operation.
 - l. Riding without at least one hand on the handlebars at all times.
 - m. No swerving in lanes to warm tires for traction.
14. Recreational Areas. There are no designated or authorized recreational areas for the operation of mini-bikes, “pocket bikes”, dirt bikes, all-terrain vehicles (ATVs), go-carts, or other off-road non-licensed vehicles aboard the Installation. ATVs and dirt bikes are authorized in the approved training areas only when attending classes sponsored by the Safety and Standardization Office.

CHAPTER 8

PARKING

1. General. Strong enforcement of parking restrictions results in better use of available parking facilities and reduces conditions causing traffic collisions and congestion.
2. Parking Enforcement
 - a. All parking violations may be enforced and cited by Marine Corps Air Station, Cherry Point (MCAS CHERPT) Police.
 - b. Reserved parking spaces designated by either position title or rank, such as Commanding Officers, Sergeants Major, and First Sergeants are considered courtesy parking spaces and do not meet the requirement of any punishable statute and are not enforceable by MCAS CHERPT Police. However, General/Flag Officers' designated parking will be strictly enforced.
3. Parking on Streets. Vehicles parked on streets or roadways will be parked on the right side in the direction of the flow of traffic, unless angular parking is authorized by appropriate signs or markings.
4. Parking Privileges for Handicapped Drivers and Passengers. Any vehicle driven by or is transporting a person who is handicapped and that displays a distinguishing license plate, a removable windshield placard, or a temporary removable windshield placard may be parked in a handicapped parking space aboard the Air Station. Marked handicapped spaces are designed for handicapped personnel and are enforced on a 24-hour basis by MCAS CHERPT Police.
 - a. Handicapped license plates, removable windshield placards, and temporary removable windshield placards are to be used only for transporting the handicapped person to whom they are issued. Only the individual who is issued the placard or plate may use handicapped parking privileges.
 - b. Parking or leaving standing any vehicle in a space designated for handicapped persons when the vehicle does not display the distinguishing license plate, removable windshield placard, or temporary removable windshield placard as provided in this chapter is prohibited.
 - c. Per reference (f), vehicles illegally parked in handicapped parking spaces shall be subject to immediate towing without prior notification to the vehicle owner. All towing fees shall be at the owner's expense.
 - d. Motorcycles, mopeds, and bicycles may not park in the areas abutting handicapped parking spaces. These areas must remain unobstructed to allow for the movement of equipment needed to assist physically impaired persons.
5. Visitor Parking. Parking spaces marked as visitor parking are only for bona fide visitors to a building or facility. Personnel who normally work in the building or facility may not use the building or facility visitor parking space.
6. Recreational Vehicle (RV) Parking and Storage.
 - a. Motor homes, boats, boat trailers, campers, and house/baggage trailers are considered RVs.

b. Registered RVs may be parked or stored only in designated family housing storage locations, as space is available. Residents should consult with Atlantic Marine Corps Communities (AMCC) for availability and arrangement of RV storage.

c. RVs may park in housing areas for up to 24-hours only for the purpose of cleaning, minor repair, preparing for, or unloading from a trip.

d. RVs are not authorized overnight parking in unit, barracks, facilities, or Marine Corps Community Services (MCCS) commercial parking lots.

e. RVs are prohibited from being parked or staged in the Bachelor Enlisted Quarters (BEQ) or Bachelor Officer Quarters (BOQ) parking areas. BEQ/BOQ residents may utilize the lot on adjacent Building #3673 at the intersection of 5th Avenue and "F" Street by contacting the Bachelor Housing Manager at 252-466-2139 or 252-466-2699. RVs must display a valid registration sticker.

7. Bachelor Enlisted Quarters (BEQ) and Bachelor Officer Quarters (BOQ) Parking. All parking in the BEQ/BOQ parking lots shall be on a first come, first served basis and only in the designated and clearly marked parking spaces.

8. Reserved/Designated Parking. Reserved/designated parking spaces will be set aside for areas such as the Marine Corps Exchange, MCCS clubs, and other appropriate areas as approved by the Director, Public Works. Requests for reserved/designated parking spaces, including visitors, handicapped, official vehicles, organizational leadership, etc. or changes to marked parking spaces shall be directed to the Director, Public Works for approval through the appropriate chain of command.

9. Parking Within the Flight Line Restricted Area (FLRA). Parking within the FLRA is addressed in reference (i) of this Order.

10. Unattended Parked Vehicles. No vehicle shall be left unattended without first stopping the engine, setting the brake, locking the ignition and removing the keys, and if on a perceptible grade, turning the wheels to the curb on the near side of the road.

11. Parking Restrictions. Parking or stopping a vehicle in any of the below listed areas, except when experiencing mechanical difficulties or in compliance with a traffic order or device, is prohibited:

- a. In violation of any North Carolina Vehicle and Traffic Law.
- b. Outside of two white painted parking lines on streets or in parking lots. The lack of two white painted lines is indicative of unauthorized parking.
- c. On a sidewalk or crosswalk.
- d. In front of a public or private driveway.
- e. Within 20 feet of a fire hydrant.
- f. In a designated fire lane.
- g. Within 20 feet of an intersection, a driveway entrance to any emergency facility, or any building except in designated parking areas.
- h. Along any curb painted yellow or red.

- i. In service driveways or fire lanes.
- j. In a double-parked position.
- k. On a bridge.
- l. On the shoulder of any road unless the location is marked as an authorized parking area.
- m. In a manner as to obstruct traffic, loading areas, driveways, or refuse collection.
- n. On any area where prohibited by official sign, to include housing areas.
- o. In isolated areas of the Air Station during hours of darkness, except when required by official duty or emergency.
- p. On grass covered and seeded or unpaved areas, not predesignated as a parking area.
- q. In housing areas in or in front of another resident's driveway or their assigned parking space, except where permission has been obtained from the resident assigned that parking space. Residents are responsible for informing visitors of the proper place to park their vehicle.
- r. No privately owned vehicle (POV) may be parked, garaged, or stored in any Marine Corps motor pool, shop, or building storing Marine Corps property.
- s. No vehicle may be parked aboard the Air Station when the vehicle is leaking fluids onto the roadway or parking area.

12. Parking Inoperative Vehicles. Personnel with inoperative vehicles may request a 30-day “parking only” registration from the Provost Marshal for the purpose of making repairs at the Auto Skills Shop. During this period, the vehicle will not be moved without the permission of the Provost Marshal.

13. Parking at Fleet Readiness Center (FRC)-East. FRC-East provides and controls parking areas designated for its employees. Parking in FRC-East designated areas by other than the designated employee is prohibited. Accordingly, use of other open lot parking areas by FRC-East personnel, except those conducting business at other installation buildings and facilities aboard the Air Station is prohibited.

14. Parking in Customer Service Areas. Parking in customer service areas such as the Marine Corps Exchange, Commissary, Troop Seven-Day Store, Post Office and the Theater are restricted to use by patrons and support staff of the establishment or organization for which the parking was designated. Parking is authorized ONLY during facility working hours and for the purpose of conducting official business at these facilities. Overnight parking in these areas is strictly prohibited.

15. Marine Corps Community Services (MCCS) Resale Lot. The only authorized location for the resale of vehicles is in the MCCS Resale Lot, more commonly known as the Lemon Lot. It is located at the intersection of Roosevelt Boulevard and “F” Street. To park a vehicle in this lot, sellers must register their vehicles with MCCS at the Auto Skills Center (Bldg. #4652) prior to parking their vehicles. The advertised selling of vehicles in areas other than the MCCS Resale Lot is strictly prohibited.

CHAPTER 9

TRAFFIC ACCIDENTS

1. On-Station Vehicle Accidents. MCAS Cherry Point (MCAS CHERPT) Police will perform detailed on-the-scene and follow-up investigations for all motor vehicle accidents involving a fatality, personal injury, or property damage. MCAS CHERPT Police will also investigate all accidents involving government owned vehicles (GOVs), and any vehicle accident where the potential for litigation against the U.S. Government or other significant Federal interest exists. Investigation results will be recorded in the Consolidated Law Enforcement Operation Center (CLEOC), and the original copy of the accident report will be retained by the MCAS CHERPT Police Records Section.

2. Off-Station Vehicle Accidents. The Director, Security and Emergency Services (SES) Directorate will direct, through his authorized representative and through liaison with civilian law enforcement agencies, the conduct of detailed on-the-scene and follow-up investigations, and obtain copies of respective agencies' reports for all motor vehicle accidents involving government vehicles or accidents resulting in death or disabling injury to Air Station military personnel occurring within an area of 50 miles. All vehicle accidents outside the designated areas will be investigated by the nearest military activity, upon request of the unit to which the involved personnel or material are attached.

3. Vehicle Accidents Reporting. Drivers/owners of privately owned vehicles (POVs) are required to report all vehicle accidents involving injury, fatality, or more than \$1000.00 in property damage. All traffic accidents involving GOVs occurring on or off-station, will be reported immediately to MCAS CHERPT Police.

a. Drivers/owners of POVs are required to submit a written report to MCAS CHERPT Police within 72 hours of an accident in the following cases (must include all three):

(1) The accident occurs aboard the Installation.

(2) The accident involves no personal injury.

(3) The accident involves only minor damage to the POV (less than \$1,000.00) and the vehicle can be safely and normally driven from the scene.

4. Judge Advocate General Manual (JAGMAN) Investigations. Commanding Officers exercising special courts-martial jurisdiction will conduct investigations into motor vehicle accidents when required by the JAGMAN, both on and off the Installation. Relevant information obtained by MCAS CHERPT Police will be made available to the appointed investigating officer.

CHAPTER 10

TRAFFIC CITATIONS

1. Citations Issued. MCAS Chery Point (MCAS CHERPT) Police will issue Armed Forces Traffic Tickets (DD Form 1408) for referral to the MCAS CHERPT Traffic Court (TC) Hearing Officers, and U.S. District Violation Notices (DD Form 1805) for referral to the Magistrate, U.S. District Court in New Bern, North Carolina for federal offenses committed aboard the Installation.

a. Armed Forces Traffic Citations and U.S. District Violation Notices may only be issued by MCAS CHERPT Police and such other persons as the Director, Security and Emergency Services (SES) Directorate may authorize in writing.

b. Persons who receive an Armed Forces Traffic ticket aboard the Air Station must report to the TC Clerk at Building #T6056 on "C" Street within three business days for administrative processing.

(1) Persons who receive an Armed Forces Traffic ticket, have the option of appearing before the TC Hearing Officer or waiving their appearance by entering a guilty plea. By entering a guilty plea, individuals admit their guilt and agree to an assessment against their Installation driving record of the maximum points and penalty for the violation(s).

(2) Records checks of individuals who receive traffic citations will be conducted. If it is subsequently discovered that an individual's installation driving record (to include the most recent offense) requires further administrative action, the individual will be notified that, despite the guilty plea, their appearance before the MCAS CHERPT TC Hearing Officer is mandatory.

c. Persons who receive a U.S. District Violation Notice will need to appear before the U.S. District Court for the Eastern District in New Bern, North Carolina. They will be notified by mail of their court date.

2. Parking Citations. MCAS CHERPT Police enforces parking violations involving properly marked handicapped spaces, seeded areas, fire lanes, double-parked and vehicles blocking lanes of traffic or interfere with normal Air Station operations. Violations of unit designated reserved parking, such as assigned command and billet spaces, should be addressed at the unit level.

3. Third Party Citations. Any person, military or civilian, observing a traffic offense aboard the Air Station can report the violation to MCAS CHERPT Police and initiate a third party citation. The exact time, date, location of the violation, vehicle license plate number, make, model, and color of the vehicle are required along with a description of the driver. The person reporting the violation will be required to make a sworn written statement and will be required to appear before the TC Hearing Officer, if the citation is contested. The identity of the violator will not be disclosed to the person requesting the third party citation. Third party citations can be reported by contacting the MCAS CHERPT Desk Sergeant at (252) 466-5123.

4. Traffic Citation Point System. This system provides an impartial and uniform administrative device for evaluating driver performance. The MCAS CHERPT TC Clerk will enter and maintain a record of traffic citations issued by MCAS CHERPT Police in the CLEOC and the Defense Biometric Identification System (DBIDS) databases, and track all points assessed on an individual's Installation driving record.

a. Appendix A lists the penalties that may be assessed for violations of this Order, including mandatory point deductions and driver's license suspensions and revocations. The point system is mandatory and is not subject to modification or alteration. Sentences such as suspensions and revocations are not mandatory, except as mandated in Appendix A of this Order.

b. Points assessed against an individual's Installation driving record per Appendix A will remain in effect for a period of 24 consecutive months. Completion of a revocation based on points will result in the removal of all points assessed prior to the revocation.

CHAPTER 11

VEHICLE TOWING, IMPOUNDING AND INVENTORYING

1. Standards for Towing. A vehicle will be towed at the owner's expense if it clearly interferes with ongoing operations, movement of traffic, threatens public safety or convenience, is involved in criminal activity, contains evidence of criminal activity, or is stolen or abandoned. Illegally parked government vehicles will be towed by Station Motor Pool personnel only.

a. Attempts will be made to locate the owner of the vehicle and have the vehicle removed.

b. Another responsible person may be allowed to drive or tow the vehicle with permission from the owner, operator, or person empowered to control the vehicle. When another responsible person is allowed to drive or tow the vehicle, MCAS CHERPT Police shall not be responsible for safeguarding the vehicle.

c. The owner of any vehicle left unattended and/or illegally parked for 24 hours or longer shall be directed to remove the vehicle if the owner can be identified/located. If the owner cannot be found, or fails to remove the vehicle within 72 hours as directed, the vehicle will be towed off-station by a commercial wrecker to a commercial storage lot at the vehicle owner's expense.

d. Illegally parked, unattended and abandoned vehicles may be towed immediately if they fall into one or more of the following categories:

(1) Vehicles that present a hazardous condition to the safety of other drivers or pedestrians.

(2) Vehicles that are parked.

(3) Vehicles blocking or interfering with the normal flow of traffic.

(4) Vehicles being stripped or vandalized.

(5) Vehicles blocking an emergency exit door of any public place (theater, club, dining facility, health clinic, and other facility).

(6) Vehicles illegally brought aboard the Air Station by a suspended or revoked driver. If present, the spouse or owner may remove the vehicle if otherwise competent to drive.

(7) Vehicles that have been involved in the commission of a crime or contain evidence of criminal activity. Such vehicles shall be impounded as evidence.

(8) Vehicles with inadequate or no insurance coverage.

(9) Vehicle displaying illegal or fraudulent registration or plates and vehicles with license plate with state "pick up" orders.

(10) Vehicles that interfere with operational commitments when prior notice of the operational requirement was provided at least three days in advance via All-Hands emails or other media.

(11) Vehicles whose owner or person in charge has been apprehended/arrested and is unable or unwilling to arrange for custody or removal.

(12) Vehicles that are disabled by a traffic incident and the operator is either unavailable or physically incapable of having the vehicle towed to a place of safety for storage or safekeeping.

(13) Vehicles blocking a dumpster or trash collection point.

(14) When MCAS CHERPT Police reasonably believe the vehicle is abandoned.

2. Procedures for Impoundment.

a. Except in cases requiring immediate towing, MCAS CHERPT Police will identify abandoned or derelict vehicles by placing a completed Abandoned Vehicle Notice (DD Form 2504), allowing the owner of the vehicle three days from the date the vehicle is tagged, to remove the vehicle before impoundment action is initiated.

b. If the vehicle is not removed or brought up to registration requirements, the vehicle will be removed by commercial towing. MCAS CHERPT Police will complete an Abandoned Vehicle Removal Authorization (DD Form 2505) and give it to the commercial wrecker operator.

c. Before a vehicle is impounded, a Vehicle Impoundment Report (DD Form 2506) will be completed by MCAS CHERPT Police. The form will list all property within the vehicle, any damage, and general condition of the vehicle at the time of impoundment.

d. The contents of a closed container such as a suitcase or bag inside a vehicle need not be inventoried. Merely listing the container and sealing it with security tape will suffice. All personal property must be placed in a secure area for safekeeping.

e. After the vehicle has been removed, MCAS CHERPT Police will complete Part III of the Vehicle Impoundment Report as a record of the impoundment action.

f. The Notice of Vehicle impoundment (DD Form 2507) will be completed and forwarded by certified mail to the address of the last known registered owner to notify the owner of the impoundment action and to request information concerning the owner's intentions pertaining to the disposition of the vehicle.

3. Search Incident to Impoundment Based on Criminal Activity

a. If a property search of a vehicle subject to a criminal investigation must be conducted, and the owner or operator is not present, a search authorization from the MCAS CHERPT Commanding Officer shall be obtained unless the property to be seized is in plain view or is readily discernible on the outside as evidence of criminal activity.

b. If the owner or operator is present and a danger exists to MCAS CHERPT Police or the public, or if there is a risk of loss or destruction of evidence, the vehicle will be properly secured and impounded until such time that a search authorization from the MCAS CHERPT Commanding Officer can be obtained.

4. Disposition of Vehicles After Impoundment

a. If a vehicle is impounded for evidentiary purposes, the vehicle can be held for as long as the evidentiary or law enforcement purpose exists. The vehicle will then be returned to the owner without delay.

b. If the vehicle is unclaimed after 120 days from the date the Notice of Vehicle impoundment notification was mailed to the last known owner or the owner released the vehicle by properly completing the appropriate release form, the vehicle will either be released to the lien holder or processed as abandoned property per current North Carolina State Law if towed by a commercial wrecker off the installation, or per reference (e), governing disposal of abandoned, lost, or found property.

APPENDIX A

TABLE OF VIOLATIONS AND ADMINISTRATIVE ACTIONS

CODE NO.	MOVING VIOLATIONS	POINTS	CONSEQUENCE
001	Operating a vehicle while under suspension/revocation of driving privileges or in violation of current/limited restrictive driving privileges.	N/A	Revocation, two years, mandatory.
002	Manslaughter (or negligent homicide by vehicle) resulting from the operation of a motor vehicle.	N/A	Revocation, one year, mandatory.
003	Fleeing the scene of an accident (hit and run) involving death or personal injury without rendering aid or reasonable assistance.	N/A	Revocation, one year, mandatory.
004	Driving while impaired (DWI), BAC of .08 or greater.	N/A	Revocation, one year, mandatory. Revocation for an additional two years for each subsequent DWI conviction within a five-year period.
005	Operating a motor vehicle while a habitual user or under the influence of any narcotic, drug, or other substance.	N/A	Revocation, one year, mandatory.
006	Conviction by court martial, civilian court, or NJP of any drug related offense, including drug paraphernalia offenses, whether a vehicle was involved in the offense or not.	N/A	Revocation, one year, mandatory.
007	Felony involving use of a motor vehicle, to include assault with a vehicle.	N/A	Revocation, one year, mandatory.
008	Perjury or false statement under oath of responsible officials or under law relating to the ownership or operation of a motor vehicle.	N/A	Revocation, one year, mandatory.
009	Unauthorized use of a motor vehicle belonging to another, which act does not amount to a felony.	N/A	Revocation, one year, mandatory.
010	DWI, refusal to submit to or complete a chemical test (implied consent).	N/A	Revocation, one year, mandatory.
011	Possession, sale, use, introduction, or distribution of narcotics, marijuana, dangerous drugs, or controlled substances.	N/A	Revocation, one year, mandatory.
012	Possession, sale, use, introduction, or distribution of any man-made synthetic compounds ("spice" or other synthetic cannabinoids), Delta-8 and Delta-9 Tetrahydrocannabinol, controlled substance analogues (designer drugs), natural substances (e.g., fungi (excretions), chemicals (e.g., chemicals wrongfully used as inhalants), propellants, and/or a prescribed or over-the-counter drug or pharmaceutical compound, with the intent to induce intoxication, excitement, or stupefaction of the central nervous system (this includes possession of all related paraphernalia).	N/A	Revocation, one year, mandatory.
013	Reckless driving (willful and wanton disregard for the safety of persons or property (Speed alone does not warrant charge).	Six	Revocation, six to 12 months, discretionary. Remedial Driver Training, mandatory.
014	Speed contest or racing on highway (speed competition).	N/A	Suspension for a period of six months or less, or revocation for a period not to exceed one year, discretionary.
015	Mental or physical impairment (not including alcohol or other drug use) to the degree rendered incompetent to drive.	N/A	Suspension for a period of six months or less, or revocation for a period not to exceed one year is discretionary.
016	Fleeing the scene of an accident (hit and run) involving damage to the property of another without making identity known.	Six	Revocation, six months, discretionary.
017	Owner, while present, knowingly and willfully permitting another to operate a vehicle when physically impaired.	Six	Revocation, six months, discretionary.

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TABLE OF VIOLATIONS AND ADMINISTRATIVE ACTIONS

CODE NO.	MOVING VIOLATIONS	POINTS	CONSEQUENCE
018	Committed an offense off the Installation, which would be grounds for suspension or revocation on base/station.	Six	Suspension or revocation equivalent to awarding civilian jurisdiction statute.
019	Permitted an unlawful or fraudulent use of a driver's license.	Six	Suspension or revocation for a period not to exceed one year, discretionary.
020	Fleeing or attempting to elude police.	Six	Suspension for a period of six months or less, or revocation for a period not to exceed one year, discretionary.
021	Speed one to nine MPH above posted speed limit.	Three	Suspension, 15 days discretionary.
022	Speeding 10 but not more than 15 MPH above the posted speed limit.	Four	Suspension, 30 days, discretionary.
023	Speeding over 15 MPH but not exceeding 20 MPH above the posted speed limit.	Five	Suspension, 90 days, discretionary.
024	Speeding over 20 MPH above the posted speed limit.	Six	Revocation, six months, mandatory.
025	Speeding in school zone or family housing area.	Four	Suspension, 30 days, discretionary.
026	Contributing to the cause of an accident resulting in property damage or bodily injury.	Four	Suspension, 90 days, discretionary.
027	(Intentionally left blank)		
028	Speed restrictions, to include speeding too fast for conditions, spinning wheels (breaking traction) and excessive acceleration.	Four	Suspension, 90 days, discretionary
029	Operation below the minimum limits or at such a slow speed as to impede the normal and reasonable movements or flow of traffic, unless required for safe emergency operation.	Two	Suspension, 30 days, discretionary
030	Following too closely.	Four	Suspension, 30 days, discretionary
031	Failure to yield right-of-way to an emergency vehicle giving an audible or visual warning or failure to comply with "Move Over" laws.	Four	Suspension, 90 days, discretionary
032	Passing a stopped school bus either with special signals flashing or in the act of discharging or getting ready to discharge or admitting passengers.	Four	Suspension, 90 days, discretionary
033	Failure to obey traffic signs, signals, devices or instructions of a traffic control officer or road guard.	Four	Suspension, 30 days, discretionary
034	Improper passing or improper lane usage (to include crossing solid yellow lines and passing troops in formation without express permission).	Four	Suspension, 60 days, discretionary
035	Failure to yield right-of-way (to include traffic protocols).	Four	Suspension, 60 days, discretionary
036	Improper turning (no official signs involved).	Three	Suspension, 60 days, discretionary
037	Passing or failure to yield right-of-way to emergency vehicle giving audible or visual warning (NC Approach Law).	Four	Suspension, 60 days, discretionary
038	Failure to move over one lane when approaching emergency response or maintenance vehicles stopped on the side of the road with lights flashing, if they can do so safely, or to slow down on a two-lane highway until past the emergency responder (NC Move Over Law).	Three	Suspension, 60 days, discretionary. Revocation, six months, mandatory if it results in injury or death to first responder or road crew.
039	Failure to yield right-of-way (to include traffic protocols).	Four	Suspension, 30 days, discretionary
040	Driver involved in accident deemed responsible (use ONLY as additive to points assessed for the specific offense).	One	Awarded by Traffic Hearing Officer when driver is deemed responsible or after a guilty plea.
041	Use of cellular phone while driving without utilizing a hands-free device or texting while driving.	Four	Suspension, 30 days, discretionary. Suspension, 30 days, mandatory for

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TABLE OF VIOLATIONS AND ADMINISTRATIVE ACTIONS

CODE NO.	MOVING VIOLATIONS	POINTS	CONSEQUENCE
			second offense. Suspension, six months, mandatory for third offense.
042	Owner of vehicle allowing a revoked or suspended person to operate the vehicle.	Four	Suspension, six months, discretionary.
043	Owner of vehicle allowing an unlicensed person to operate a vehicle or allowing a person under the age of 16 to operate a moped.	Three	Suspension, six months, discretionary.
044	Failure to comply with Traffic Court requirements or Failure to Appear as cited. TRAFFIC COURT USE ONLY	N/A	Revocation, six months, mandatory.
045	Fraudulent application for, use of, or alteration of state license plate, DBIDS credential vehicle pass.	N/A	Revocation, six months, mandatory.
046	Driving while unlicensed.	N/A	Revocation, one year, mandatory.
047	Driving without driver's license in possession or expired license.	Three	Suspension, six months if not corrected.
048	Habitual violation of traffic laws or regulations (3 moving violations within 12 months, accumulation of 12 points in a 12 month period, or accumulation of 18 points in a 24-month period.) TRAFFIC COURT USE ONLY	N/A	Revocation, six months, discretionary.
049	Unsafe backing resulting in traffic accident.	Three	N/A
050	Illegal Entry; failure to use designated Installation Entry Control Point.	Three	Revocation, six months, discretionary.
051	Illegal U-turn (posted sign present.)	Two	N/A
052	Driving on a sidewalk, seeded area or unauthorized area.	Three	Suspension, 30 days, discretionary.
053	Operating a vehicle so loaded or crowded with passengers or property, or both, as to obstruct the operator's view or restrict or impair the proper operation of the vehicle.	Three	N/A
054	Failure to make a safe movement, including failure to see an intended move could be made safely (backing, turning, starting, or stopping).	Three	Suspension, 15 days, discretionary.
055	(Intentionally Left Blank)		
056	Improper towing of a vehicle or trailer, to include failure to use proper towing bar, safety chains or cables, and locking pins.	Three	N/A
057	Operating loaded vehicle without material properly secured (materials falling from loaded vehicle).	Three	N/A
058	Failure to signal turn or giving improper signal.	Three	Suspension, 15 days, discretionary.
059	Failure to maintain control of a vehicle.	Three	Suspension, 30 days, discretionary.
060	Transporting an open container of alcoholic beverage in driver and or passenger compartment of vehicle.	Four	Suspension, 60 days, discretionary.
061	(Intentionally Left Blank)		
062	Failure to comply with Air Station vehicle registration requirements.	Two	Warning when corrected for first offense. Point deduction for second offense. Point deduction and suspension, 30 days, discretionary for third offense.
063	Throwing litter from a vehicle.	Three	Revocation, six months, discretionary.
064	Failure to use headlamps as required.	Three	N/A
065	Blocking traffic to include stopping in an intersection and obstructing cross traffic.	Three	N/A
066	Failure to use or improper use of vehicle restraining devices by operator and/or passengers (seat belts or shoulder harness.)	Two	Point deduction, suspension, 30 days, mandatory and remedial driving training. Suspension, 90 days, mandatory for

APPENDIX A

TABLE OF VIOLATIONS AND ADMINISTRATIVE ACTIONS

CODE NO.	MOVING VIOLATIONS	POINTS	CONSEQUENCE
			second offense. Revocation, six months, mandatory for third offense.
067	Failure to properly restraint children in approved child restraint system while moving (1 year or younger or 20 lbs = Rear facing car seat. Age 1 to 4 or less than 40 lbs = forward facing car seat. Age 5 to 7 or less than 80 lbs = booster seat).	Two	Point deduction, suspension, 30 days, mandatory and remedial driving training. Suspension, 90 days, mandatory for second offense. Revocation, six months, mandatory for third offense.
068	Failure to keep right.	Three	Suspension, 15 days, discretionary.
069	Driving left of center or failure to maintain lane.	Three	Suspension, 15 days, discretionary.
070	Failure to give way to overtaking vehicle.	Three	Suspension, 15 days, discretionary.
071	Inattention to driving to include excessively loud music (sound system) emitting from vehicle, viewing video system forward of driver, or use of headphones/earphones when driving (not to include cell phone hands free device).	Three	Suspension, 15 days, discretionary.
072	Failure to maintain insurance (to include expired insurance).	N/A	Suspension, 30 days, discretionary. Suspension, 30 days, mandatory for second offense. Revocation up-to-12 months for third offense, discretionary.
073	Leaving vehicle unsecured (failure to put transmission in park or gear and set parking brake), resulting in vehicle "rolling" forward or backwards.	Three	Suspension, 15 days, discretionary.
074	Violation of any provision of this Order not listed in this table.	N/A	As determined by the Traffic Hearing Officer.
075	Failure to dim headlamps to on-coming traffic.	Two	N/A
076	Violation of State registration requirements to include expired registration, no registration or required inspection.	Three	Warning when corrected for first violation. Point deduction, 15 days suspension, discretionary for second offense. Suspension, 30 days mandatory for third offense.
077	Child left unattended in vehicle (under 10 years or under 12 years if younger children present.)	Three	Suspension, 30 days, discretionary.
078	(Intentionally Left Blank)		
079	Picking up/discharging passengers on roadway.	Three	N/A
080	Making vehicle repairs (non-emergency) on roadways, streets, or parking lots/spaces.	Two	Suspension, 15 days, discretionary.
081	Failure to report the involvement in a traffic accident regardless of the amount of damage.	Two	Suspension, 90 days, discretionary.
082	Discharging a firearm or weapon from a vehicle	N/A	Revocation, one year, mandatory.
083	Carrying a concealed weapon.	N/A	Revocation, one year, mandatory.
084	Use of subterfuge to gain selective parking in carpool program.	N/A	Suspension, 30 days, discretionary.
085	Violation of a "One Way" sign.	Four	N/A
086	Unauthorized use of a radar detection or jamming device.	Three	Suspension, 30 days discretionary.
087	Senior ranking occupant in GOV failing to ensure seatbelts are in use by all occupants.	Two	Suspension, 30 days discretionary.

CODE NO.	NON-MOVING VIOLATIONS	POINTS	CONSEQUENCE
N01	Illegal Parking.	N/A	Warning for first offense. Suspension, 15 days, discretionary for second offense.

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TABLE OF VIOLATIONS AND ADMINISTRATIVE ACTIONS

			Suspension, 30 days, discretionary for third offense.
N02	Parked in handicapped parking space without handicapped plate or placard.	N/A	Suspension, 60 days suspension, mandatory.
N03	Defective equipment.	N/A	Warning when corrected for first offense. Suspension, 15 days, discretionary for second offense. Suspension, 30 days mandatory for third offense.
N04	Failure to properly inspect for and/or remove FOD from vehicle including avoiding FOD shaker.	N/A	Suspension, up to one year, discretionary.
N05	Prohibited equipment.	N/A	Warning for first offense when corrected. Suspension, 15 days, discretionary for second offense. Suspension, 30 days, discretionary for third offense.
N06	Jaywalking or failure to use available sidewalk or crosswalk (Intentionally Left Blank)	N/A	Suspension, 30 days, discretionary.

CODE NO.	SPECIFIC MOTORCYCLE VIOLATIONS	POINTS	CONSEQUENCE
M01	Riding motorcycle between lanes of moving traffic, riding between lanes of traffic at traffic lights/signs, or riding between the traffic lane and parked vehicles.	Three	Suspension, 30 days discretionary.
M02	Improper passing of other vehicles in same lane on either side or weaving in and out of traffic.	Four	Suspension, 60 days, discretionary.
M03	Reckless driving or grandstanding in any manner to include "popping" wheelies, burnouts, back tire raise, clutching brakes and spinning MC in circles.	Six	Revocation, 6 months, discretionary.
M04	Motorcycles riding two or more abreast in same lane.	Three	Suspension, 30 days, discretionary.
M05	Failure to wear appropriate PPE.	Three	Second Offense – Suspension, 30 days, mandatory.
M06	Allowing passengers to ride side saddle or allowing passenger to ride without PPE.	Three	Suspension, 30 days, discretionary.
M07	Knowingly violating any motorcycle or moped equipment regulation of this Order.	Three	Suspension, 30 days, discretionary.
M08	(Intentionally Left Blank)		
M09	Operating a motorcycle without a valid Motorcycle Safety Foundation certificate.	Three	Suspension, 30 days, mandatory.
M10	Carrying item(s) so as to interfere with safe control of motorcycle or moped.	Three	Suspension, 30 days, mandatory.
M11	(Intentionally left blank)		
M12	Failure to yield right-of-way to bicycle, motor scooter, or motorcycle	Four	N/A
M13	Parking motorcycle or moped in buffer zone surrounding handicapped parking spaces or parking in yellow, red or white curve markings.	N/A	Suspension, 60 days, discretionary

Summary of Revision (ASO 5560.7 to ASO 5560.7A):

Below are revisions pertaining to ASO 5560.7 – Traffic

ASO 5560.7 (Current)	ASO 5560.7A (Revision)
Use these tables on the left side to identify which SMEAC paragraph and subsection, you are revising.	Use this side of the table to write out the revision.
References, Page 1	Added Reference (c) MCO 5110.1D. Reference (f) MCI EAST-MCB CAMLEJO. Reference 5560.2A Rearranged alphabetical order.
Par 1, Situation, Page 1	Removed “(MCAS) Cherry Point” and added “Cherry Point (MCAS CHERPT)”.
Par 2. Cancellation, Page 1	Added: “and ASO 5560.7”.
Par 3. Mission, Page 1	Added: Reference (c). Reference (f). (FLRA) after “Flight Line Restricted Area” to Reference (i). Reference (k). Rearranged alphabetical order.
Chapter 1, Par 1.b. Enforcement, Page 1-1	Added Sub Par c. <u>Violations</u> .
Chapter 1, Par 2. Definitions, Page 1-1 through 1-6	Added Sub Pars: a. Abandoned/Derelict vehicle. e. All-Terrain Vehicle (ATV). l. Chunking. v. Human Trafficking. vv. Traffic Court (TC) Clerk ww. Traffic Court (TC) Hearing Officer xx. Tread yy. Tread Depth aa. Unsafely Positioned Vehicle Rearranged alphabetical order.
Chapter 1, Par 3. General Policies, Page 1-6 through 1-8	Added Sub Pars: a. Driver Education. d. Motorcycles, Mopeds, Bicycles, and Horses. e. Private Owned Weapons. f. Restricted Access Warning. g. Searches Incident to a Lawful Stop. h. Searches Incident to a Lawful Apprehension. i. Random Vehicle Inspections. j. Searches of Civilians.
Chapter 2, Par 1, Policy, Page 2-1	Removed sub pars a. through f. and added new/updated sub pars a. through c.
Chapter 2, Par 2, Procedures, Pages 2-1 and 2-2	Removed sub pars a. through i. and added new/updated sub pars a. through h.
Chapter 2, Par 4.a., Termination of Registration and De-Registration, Page 2-2	Changed “The Provost Marshal” to read “The Director, Security and Emergency Services (SES) Directorate”.

Chapter 2, Par 4, Termination of Registration and De-Registration, Page 2-3	Removed sub par b. and added par 4. <u>Termination of Registration and De-Registration.</u>
Chapter 2, Pages 2-2 and 2-3	Added par 5. <u>Changes to be Reported.</u>
Chapter 3, Page 3-1 through 3-12	Re-arranged paragraphs numerical order to allow for added paragraphs.
Chapter 3, Page 3-1	Added par 3. <u>Drivers Under 26 Years of Age.</u>
Chapter 3, Par 6.c, Page 3-2	Changed par number 6 to 7 and changed “Notwithstanding” to read “In spite of”.
Chapter 3, Par 7, Page 3-2	Changed par number 7 to 8 and changed “Following” to read “Following Distance.”
Chapter 3, Par 21, Page 3-5	Changed par number 21 to 23 and removed “Prohibited” from “Sidewalk Operations Prohibited.”
Chapter 3, Par 22, Page 3-5	Changed par number 22 to 24 and changed “Headphones/Cell Phones” to read “Distracted Driving.” Removed sub-pars a. through c. and added new/updated sub pars a. through e.
Chapter 3, Page 3-6	Added Par 28. <u>Motorcycle Grandstanding.</u>
Chapter 3, Par 27, Page 3-6	Changed par number 27 to 29 and changed “Operation of Emergency Vehicles” to read “Emergency Vehicles Exemptions.”
Chapter 3, Page 3-8	Added par 33. <u>Low-Speed Vehicles (LSVs).</u>
Chapter 3, Pages 3-8 and 3-9	Added par 35. <u>Rough Terrain Container Handlers (KALMAR RT240).</u>
Chapter 3, Page 3-9	Added par 36. <u>Prohibited Areas</u> and par 37. <u>Human Trafficking.</u>
Chapter 4, Page 4-2	Added Par 7. <u>Reciprocal State Military Action.</u>
Chapter 5, Pages 5-1 through 5-5	Reformatted paragraphs and sub-paragraphs to accommodate new ones.
Chapter 5, Page 5-1	Added sub par b. <u>Aftermarket Neon/Light Emitting Diode (LED) Lighting.</u>
Chapter 5, Par 7, Page 5-1	Changed “Auxiliary Brakes” to read “Auxiliary Brakes Systems (ABS).”
Chapter 6, Page 6-1	Changed Chapter title from “Pedestrians, Bicycles, and Horses” to read “Pedestrians and Bicycles”
Chapter 6, Page 6-3	Added par 5. <u>Listening Devices.</u>
Chapter 6, Page 6-4	Removed par 6. <u>Horses.</u>

Chapter 8, Page 8-1	Added new par 2. <u>Parking Enforcement</u> and re-arranged par numerical order.
Chapter 8, Par 2, Page 8-1	Changed par 2. <u>Handicapped Parking</u> to par 4. <u>Parking Privileges for Handicapped Drivers and Passengers.</u> and added sub pars a., b., c. and d.
Chapter 8, Par 4, Page 8-1	Changed par 4. <u>Recreational Vehicles</u> to par 6. <u>Recreational Vehicle (RV) Parking and Storage.</u>
Chapter 8, Par 5, Page 8-1	Changed par 5. <u>BEQ/BOQ Parking</u> to par 7. <u>Bachelor Enlisted Quarters (BEQ) and Bachelor Officer Quarters (BOQ) Parking.</u>
Chapter 8, Page 8-1	Removed par 7. <u>Marking Parking Spaces.</u>
Chapter 8, Page 8-3	Added par 14. <u>Parking in Customer Services Areas</u> and par 15. <u>Marine Corps Community Services (MCCS) Resale Lot.</u>
Chapter 9, Par 1, Page 9-1	Changed par 1. <u>On-Station Accidents</u> to read 1. <u>On-Station Vehicle Accidents.</u>
Chapter 9, Page 9-1	Removed par 2. <u>Government Vehicle Accidents</u> and replaced with 3. <u>Vehicle Accidents Reporting.</u>
Chapter 9, Par 3, Page 9-1	Changed par 3. <u>Off-Station Accidents.</u> to read 2. <u>Off-Station Vehicle Accidents.</u>
Chapter 10, Page 10-1	Removed par 4. <u>Warning Citations.</u>
Chapter 10, Par 5, Page 10-1	Changed par 5. <u>Citation Point System</u> to par 4. <u>Traffic Citation Point System.</u>
Chapter 11, Pages 11-1, 11-2 and 11-3	Added Chapter 11 - <u>Vehicle Towing, Impounding and Inventory</u> with par 1. <u>Standards for Towing</u> , par 2. <u>Procedures for Impoundment</u> , par 3. <u>Search Incident to Impoundment Based on Criminal Activity</u> , and par 4. <u>Disposition of Vehicles After Impoundment.</u>



COMMANDING OFFICER'S STATEMENT ON SUBSTANCE ABUSE



Alcohol abuse and the distribution, possession, use, trafficking or distribution of illegal drugs or drug paraphernalia will not be tolerated. Leaders are directed to report all violations or suspected violations to the Provost Marshal's Office for appropriate action, for those military or civilian personnel who:

- Are subject of a lawful, positive urinalysis test reflecting the presumptive wrongful use of illegal drugs, controlled/banned drugs or prohibited substances.
- Are found in possession of illegal drugs, controlled/banned drugs or prohibited substances and/or paraphernalia.
- Are suspected of involvement in the distribution of illegal drugs, controlled/banned drugs or prohibited substances and/or drug related paraphernalia.
- Are suspected of using, distributing, or possessing any man-made synthetic compound commonly used for purposes of intoxication or stupefaction, such as, but not exclusively known as "Spice" or other street names.
- Are found in possession of any paraphernalia related to the use or distribution of any man-made synthetic compound commonly used for purposes of intoxication or stupefaction, such as, but not exclusively known as "Spice" or other street names.
- Are arrested in any jurisdiction for underage consumption of alcohol, reckless operation of a motor vehicle after consuming alcohol, or driving under the influence of alcohol, drugs or any mind-altering substances.

Personnel in violation will immediately have their driving privileges suspended, pending adjudication of their case. Upon evidence of guilt, driving privileges will be revoked for a period of one year, commencing on the date of adjudication. At the conclusion of the revocation period, personnel may request their driving privileges be reinstated.

These measures are administrative in nature and are not intended to reflect a presumption of guilt. Each Marine, Sailor and/or civilian personnel suspected of involvement in any of the above activities will be afforded every administrative and/or legal remedy known to the law.

B.C. BURKS

COLONEL, U.S. MARINE CORPS
COMMANDING OFFICER
MARINE CORPS AIR STATION CHERRY POINT