



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
U.S. ARMY INSTALLATION MANAGEMENT COMMAND
U.S. ARMY GARRISON ABERDEEN PROVING GROUND
4510 BOOTHBY HILL AVENUE
ABERDEEN PROVING GROUND MARYLAND 21005-5001

DEC 08 2017

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MEMORANDUM FOR Directorate of Emergency Services Personnel

SUBJECT: Aberdeen Proving Ground Trusted Traveler Program

1. References:

- a. Directive Type Memorandum 09-12, Interim Policy Guidance for DoD Physical Access Control.
- b. Army Regulation 190-13, The Army Physical Security Program, 25 Feb 11.
- c. Delegation of Authority No. 17-05, Operate and Oversee Installation Access and Barment.

2. In accordance with the Senior Commanders guidance, I am authorizing Trusted Traveler for Aberdeen Proving Ground at the Installation Access Control Points (ACP) to alleviate traffic congestion.

3. The program allows authorized identification (ID) card holders to vouch for the occupants of their vehicle. The ID card holder is fully responsible for the actions of the passengers in their vehicle at all times.

4. The following procedures will be followed:

- a. Trusted Traveler status is only authorized for the following ID Card Holders: DoD Active Duty Military and their spouses, DoD Military Retiree personnel and their spouses and DoD Civilian employees with a Common Access Card. Trusted Traveler is not authorized for Military Dependents, DoD Contractors, Vendors, Visitors, Foreign Nationals, DoD Civilian Retirees or personnel with other Government identification cards.

- b. The Trusted Traveler must be the driver of the vehicle. They cannot be a passenger.

- c. The Trusted Traveler may only vouch for the number of passengers their vehicle can legally transport. They cannot vouch for drivers and passengers of other vehicles.

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d. The Trusted Traveler cannot vouch for foreign nationals. They must produce identification to the ACP personnel.

e. The Trusted Traveler will ensure that all personnel in the vehicle have approved photographic identification. Trusted Travelers will not bring personnel on the installation that do not have identification. The only exception is for passengers under the age of 18.

f. Trusted Traveler guests are not allowed to utilize Exchange Facilities, Commissary or Morale, Welfare and Recreation or enter any unauthorized restricted areas. They must meet the entry requirements for those facilities.

g. The Trusted Traveler is still subject to random anti-terrorism measures at the ACP.

h. If Automated Installation Entry (AIE) is not being used, the ACP personnel will physically inspect the ID card. If the driver meets the Trusted Traveler requirements, the guard will allow the vehicle to proceed. If the driver does not meet the Trusted Traveler requirements, the ACP personnel will request ID for all adult occupants.

i. If the AIE system is being utilized at an ACP, the driver will scan their ID card. If the system lists the person as a Trusted Traveler, the ACP personnel will allow the vehicle to proceed. If AIE lists the person as a non-Trusted Traveler, the guard will check all of the occupant's identification. After checking all identification, the guard will allow the vehicle to proceed.

j. The Trusted Travel Program will be suspended during declared Force Protection Conditions Charlie and Delta. The program may also be halted during other emergencies, Random Antiterrorism Program checks, and as otherwise directed by the Garrison Commander or Senior Commander.

5. Violations of the Trusted Traveler Program. The following are considered to be violations of Trusted Traveler Program:

a. Bringing personnel on the installation who do not have proper identification.

b. Bringing personnel on the installation to use government facilities they are not authorized to use (i.e. gym).

c. Bringing personnel on the installation with the intent to commit a crime.

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d. Bringing personnel on the installation to visit places of work after duty hours or enter other restricted areas of the installation.

e. Personnel who violate the Trusted Travel Program will have their privileges suspended. Personnel may be subjected to administrative or disciplinary actions.

6. The point of contact for this action is Richard de Oliveira, 410-306-0544, or richard.deoliveira.civ@mail.mil.



ROBERT L. PHILLIPS
COL, FI
Commanding