



DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY CADET COMMAND AND FORT KNOX
1ST CAVALRY REGIMENT ROAD
FORT KNOX, KENTUCKY 40121-5123

REPLY TO
ATTENTION OF:

IMKN-ES

AUG 14 2019

MEMORANDUM FOR

Commanders, Fort Knox Partners in Excellence
Commanders, All Units Reporting Directly to This Headquarters
Deputy Chiefs of General Staff and Chiefs of Special Staff Offices, HQ USACC

SUBJECT: Policy Memorandum 14 – Fort Knox Bar Letters

1. References.

a. 18 United States Code, Section 1382.

b. Army Directive 2014-05 (Policy and Implementation Procedures for Common Access Card Credentialing and Installation Access for Uncleared Contractors), 7 March 2014.

2. Recognizing authority to issue bar letters under the above-cited statute, I direct the following:

a. The Director of Emergency Services will issue bar letters, as required by Army Directive (AD) 2014-05, for all Non-Military ID Card personnel. Information will be entered in the Blotter for review and ratification.

b. The Garrison Commander will personally issue bar letters for those individuals authorized a Military ID Card, CAC Card, and Fort Knox lease residents. The Garrison Commander may delegate to the DES the emergency authority to bar ID card holders and lease residents in cases where individuals have active warrants or cases of potential violence where the safety and security of the installation is at risk.

3. Bar Requests. Bar letters may be requested by Brigade or higher level Commanders, Directorate-level Supervisors, DES, the Staff Judge Advocate, or their designees utilizing FK Form 5096-E, Installation Barment Request (Enclosure 2). The DES will prepare and forward the packet through the Administrative Law Division, Office of the Staff Judge Advocate, to the Garrison Commander.

4. Individuals may request modification or termination of a bar letter by submitting a request to DES. Unless a modification or termination is requested, the bar letter is final, and no new notice will be provided. Non-Military ID Card personnel will request such modification or termination using the procedures set forth in Reference B.

IMKN-ES

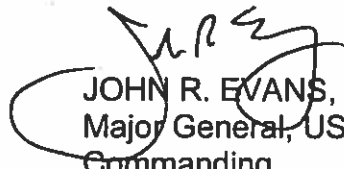
SUBJECT: Policy Memorandum 14 – Fort Knox Bar Letters

5. The Garrison Commander is delegated the authority to bar civilians from the Fort Knox military installation as well as Soldiers adjudicated a punitive or administrative discharge. The Garrison Commander is also the delegated authority to grant or deny all requests to remove individuals from the barred persons list. Reconsideration requests must be submitted through the Directorate of Emergency Services to the Garrison Commander.

6. The point of contact for this policy is the Director of Emergency Services, Fort Knox at (502) 624-4982.

2 Encls

1. FK Access Control Appendix
2. FK Form 5096-E,
Installation Barment Request


JOHN R. EVANS, JR.
Major General, USA
Commanding

FORT KNOX ACCESS CONTROL ADJUDICATION STANDARDS

In the absence of an approved waiver the Directorate of Emergency Services (DES) will issue a Bar Letter and deny access to visitors and uncleared contractors based on credible derogatory information that the individual may present a threat to the good order and discipline or health and safety on Fort Knox. Such derogatory information includes, but is not limited to:

1. The NCIC-III contains criminal arrest information of an offense listed below:
2. DES is unable to verify the individual's claimed identity based on the reasonable belief that the individual has submitted fraudulent identity information in the attempt to gain access.
3. Current arrest warrant, regardless of offense or violation.
4. Current bar from entry or access to any Federal installation or facility.
5. The individual has been convicted of crimes encompassing sexual assault, armed robbery, rape, child molestation, production or possession of child pornography, trafficking in humans, drug possession with intent to sell or drug distribution.
6. Espionage, sabotage, treason, or terrorism.
7. Status as a registered sex offender.
8. Felony conviction within the past 10 years, regardless of the offense or violation.
9. Weapons or explosives law violations.
10. Acts or activities designed to overthrow the U.S. Government by force.
11. Suspected of being a terrorist or belonging to an organization with known links to terrorism or support of terrorist activity. Fort Knox, installation access control personnel will strictly follow the Federal Bureau of Investigation's published engagement protocols.
12. Military personnel that received a Punitive Discharge or Other Than Honorable discharge.
13. Other Matters.
 - a. United States Government Civilian Employees. Installation bar letters do not directly affect the employment rights of U.S. Government Civilian Employees with their employing command or activity. Employment actions are separate actions taken by the employing activity or command under procedures for Federal Civilian Employees.

FORT KNOX ACCESS CONTROL ADJUDICATION STANDARDS

b. Limited Access Authorization. The DES may authorize limited access to barred individuals for entry to the installation or authorize access to areas other than their place of duty when an extreme hardship or compelling circumstances where no significant risk to the installation is present. This will be done on a case-by-case basis. Requests must be sent to DES, phone (502) 624-4335.

c. Protection from Domestic Violence, Emergency Approvals. Civilian family members may be barred from the installation if their presence on the installation represents a threat to the safety. To address immediate safety issues for family members, an expedited temporary or permanent bar may be processed by DES in conjunction with the Garrison Commander using electronic communications. Upon electronic approval, the DES may serve the bar and escort the individual from the installation immediately.

d. All other instances warranting exclusion from the installation must be referred to the Garrison Commander for determination.

FK Form 5096-E, Installation Barmment Request

INSTALLATION BARMMENT REQUEST <small>For use of this form, see USC Title 18, Section 1382</small>			
INSTRUCTIONS <ul style="list-style-type: none"> - Complete all sections of this form. - Attach supporting documentation. - Submit packet to the Operations Division, Fort Knox Directorate of Emergency Services - All requests will be reviewed by the Staff Judge Advocate. - Only the senior commander can authorize a bar from post. 			
SECTION I - REQUESTER INFORMATION			
1. NAME	2. UNIT/ORGANIZATION	3. PHONE	
SECTION II - SUBJECT INFORMATION			
4. NAME OF PERSON TO BE BARRED (Last, First, MI)	5. CURRENT ADDRESS	6. PHONE	
7. STATUS <input type="checkbox"/> Service Member <input type="checkbox"/> Family Member <input type="checkbox"/> Civilian	8. EMPLOYED ON POST? <input type="checkbox"/> Yes <input type="checkbox"/> No	9. EMPLOYER NAME AND ADDRESS	
10. SPONSOR'S NAME (Last, First, MI)	11. SPONSOR'S RELATIONSHIP	12. SPONSOR'S UNIT	
13. BASIS FOR BAR FROM POST (Attach documentation): <input type="checkbox"/> Arrest/Police Report <input type="checkbox"/> Conviction <input type="checkbox"/> Discharge/Separation <input type="checkbox"/> Other			
14. SUMMARY OF MISCONDUCT/BASIS FOR BAR FROM POST.			
15. ADDITIONAL COMMENTS/INSTRUCTIONS:			
16. REQUESTER SIGNATURE	17. DATE	18. RECIPIENT SIGNATURE	19. DATE