



DEPARTMENT OF THE ARMY
UNITED STATES ARMY GARRISON FORT HUNTER LIGGETT
BUILDING 238 CALIFORNIA AVENUE
FORT HUNTER LIGGETT, CA 93928-7000

AMIM-HLG-HLL (100)

MEMORANDUM FOR All Non-Affiliated Visitors

SUBJECT: USAG FHL Policy #10-12, Access Control for Non-Affiliated Visitors

1. REFERENCES:

- a. AR 190-13 (The Army Physical Security Program).
- b. DoDM 5200.08, Vol 3, (Physical Security Program: Access to DoD Installations).
- c. 41 CFR Subpart C, (Conduct on Federal Property).
- d. 41 CFR § 102-74.375, (What is the policy on admitting persons to Government property?).

2. PURPOSE: In accordance with above reference, the Garrison Commander is the approval authority of all Non-DoD affiliated visitor requests for visitor access to the installation and registration in the Automated Installation Entry (AIE) System. The authority for approval has been delegated to the Directorate of Emergency Services.

3. APPLICABILITY: USAG Fort Hunter Liggett (FHL) and Parks Reserve Forces Training Area (PRFTA) are closed military installations. DoD affiliated personnel are authorized access to the installation on presentation of their valid DoD issued ID Card. Persons 18 years or older without a DoD ID Card are not allowed entry to FHL/PRFTA unless they have met entry requirements in accordance with all DoD and Army regulations.

4. PROCEDURES:

a. Non-Affiliated DoD visitors requesting installation access must submit a request to the proper Installation Access Control Office or report to the Visitor Control Center. Visitors must submit all documents requested or required by the Physical Security and Installation Visitor Control Center Offices.

b. DoD Civilian retirees and their spouses may be granted access for up to one year. All other visitors will only be granted access for the specified time needed to conclude their business or official purpose of the visit, not to exceed six months.

c. All Non-Affiliated Visitors requesting installation access, may be required to sign the enclosed statement of understanding acknowledging that they are not authorized the use of on-post facilities restricted to DoD Affiliated authorized patronage only.

d. Visitors failing to comply with all regulations, rules, guidelines, to include the use of privileges afforded to DoD affiliated personnel only, will have their visitor privileges revoked immediately and will be restricted from entry onto the installation for 30 days. For a second offense violation, a 90 day suspension for visitor privileges will be enacted. For any subsequent violations, the visitor may be barred from the installation either temporarily or permanently, based on the severity.

e. Visitors failing to follow instructions of Security and/or Law Enforcement personnel may face the same penalties as in paragraph 4d, above or may be barred from installation permanently.

f. Visitors who commit a criminal act or criminal violation may be barred temporary or permanently from installation access.

5. USAG Fort Hunter Liggett will grant access to FHL and sub-Installation, PRFTA.

6. This policy will expire upon a change of command.

7. PROPONENT: The Directorate of Emergency Services is the proponent for this policy. POC is Physical Security Office, at phone: 831-386-3882.

Encl
USAG FHL Visitor SOU

STEPHEN S. TROTTER
COL, CA
Commanding