



UNITED STATES MARINE CORPS
MARINE CORPS INSTALLATIONS NATIONAL CAPITAL REGION
MARINE CORPS BASE QUANTICO
3250 CATLIN AVENUE
QUANTICO VIRGINIA 22134 5001

IN REPLY REFER TO:
MCINCR-MCBQO 5200.1
B 03
3 Nov 15

MARINE CORPS INSTALLATIONS NATIONAL CAPITAL REGION-MARINE CORPS BASE
QUANTICO ORDER 5200.1

From: Commander, Marine Corps Installations National Capital
Region-Marine Corps Base Quantico
To: Distribution List
Subj: PHOTOGRAPHY POLICY

Ref: (a) 18 U.S.C. §795 Photographing and Sketching Defense
Installations
(b) DoDI 5200.08 Security of DoD Installations
(c) U.S. NORTHCOM Force Protection Directive 08-059
(d) Restricted Area List
(e) Air Facility order 5510.2D Photographic Security

1. Situation

a. Marine Corps Installations National Capital Region-Marine Corps Base Quantico (MCINCR-MCBQ) is required to implement security policies and procedures that ensure the safety and protection of personnel, equipment and facilities located on the installation. Because of the nature of MCINCR-MCBQ as a home to Marines, family members, government employees, contractors, and tenant commands, security policies must be designed to provide sufficient protection while ensuring flexibility so tenant commands can meet mission requirements and residents and visitors of the installation are not unnecessarily inhibited.

b. This Order establishes the photography policy for MCINCR-MCBQ and is applicable to military personnel, civilian government employees, contractors, family members, and visitors.

2. Mission. MCINCR-MCBQ establishes policy for the control of photography and other image gathering activities on MCINCR-MCBQ in order to protect personnel and facilities and ensure operational security.

3. Execution

a. Commander's Intent

(1) Purpose. To clearly define where and when photography and other image gathering activity is authorized.

(2) Method. This Order establishes authorized image gathering activities and identifies procedures for enforcement.

(3) End State. A clearly defined photographic policy that ensures the security and protection of DoD assets, while allowing authorized image gathering activities.

b. Concept of Operations. The implementation of this Order involves the establishment of policy to define where and when photography and other image gathering activity is authorized, when it is prohibited, and procedures for enforcement.

(1) Policy. In accordance with reference (a), it is unlawful to take photographs, take videos, transmit images, or render sketches, drawings, maps, or geographical representations of restricted areas on a United States military installation or facility without first obtaining the permission of the commanding officer. Photography and other image gathering or transmitting activity on MCINCR-MCBQ is authorized when in compliance with the following provisions:

(a) News Media. Photo and video-gathering or transmission by civilian news media representatives must be approved by the MCINCR-MCBQ Public Affairs Officer (PAO) and conducted only with a PAO escort. The MCBQ Public Affairs Office phone number is (703) 432-1328 or (703) 784-2741. Tenant organizations with assigned PAO's are authorized to grant approval for photo/video-gathering and transmission operations within their respective areas provided they first coordinate with the MCINCR-MCBQ PAO.

(b) Commercial Image Collection/Aerial Photography

1. In accordance with references (b) and (c), commercial vehicles suspected of having imaging or surveillance collection or transmitting capabilities for 360° photography (i.e. in support of Google Maps or other commercial mapping websites) shall be prohibited from accessing MCINCR-MCBQ.

2. Commander MCINCR-MCBQ may approve photographic overflight of the installation when requested by adjacent jurisdictions provided the videos or images requested are limited for use by the requesting jurisdiction and only for the intended purpose(s) approved by the Commander MCINCR-MCBQ. The produced images shall not be available for access or use by others including through public access or sale. Additionally, MCINCR-MCBQ shall review all photographs or videos to identify any images of restricted sites that are required to be censored or blocked from inclusion in the database.

(c) Restricted Areas. Photography of any MCINCR-MCBQ restricted area, as identified in reference (d), is prohibited without written permission from the organization/activity responsible for that restricted area. Restricted areas aboard MCINCR-MCBQ are clearly marked with appropriate signage.

(d) National Museum of the Marine Corps (NMMC)

1. The NMMC encourages visitors to take photographs and videos. Flash photography is NOT allowed in the vicinity of the Iwo Jima flag. The Museum reserves the right to prohibit any photography including flash photography in other areas as needed.

2. Photographers using tri-pods or similar devices should be respectful of others. On especially busy days, the Museum may restrict use of such devices to ensure visitor safety and the flow of foot traffic throughout the galleries.

(e) Marine Corps Air Facility (MCAF). The Commanding Officer, MCAF, has established additional restrictions on photography, identified in reference (e), which apply to images taken of MCAF facilities (from on or off the installation).

(f) Personal Photography. Except as previously specified, there are no restrictions on photography aboard MCINCR-MCBQ. Photography of non-restricted areas and events open to the general public, such as graduations and holiday celebrations are authorized. Photography in and around base housing is authorized but care must be taken to exclude sensitive information such as personnel identifiable information (e.g. addresses of service members and their families).

c. Enforcement

(1) Enforcement of the policies identified in this Order is the responsibility of the MCBQ staff and commanders/directors of tenant commands and activities. Suspected violations involving Marines and/or employees shall be dealt with at the lowest level, by immediately stopping the unauthorized activity and providing appropriate education. If the unauthorized activity is suspicious, or involves an unknown individual, the incident shall be immediately reported to the appropriate law enforcement agency (e.g. MCINCR-MCBQ Provost Marshal).

(2) In accordance with reference (a), willful violation of a defense security regulation may result in a fine or imprisonment or both.

(3) MCINCR-MCBQ law enforcement officials are authorized to seize photographic or other visual imagery equipment from individuals suspected of using the equipment to take/produce or transmit unauthorized images, photographs, sketches, pictures, drawings, maps, or geographical representations of restricted locations or equipment.

(4) In cases involving unescorted news media, law enforcement officials will detain personnel until PAO can be contacted in order to resolve.

written request from the owning individual or organization the equipment will be returned once all unauthorized photographs, sketches, pictures, drawings, maps, or geographical representations of restricted locations or equipment have been removed.

(6) Requests for clarification on where or when photos can be taken on MCBQ, or to request a waiver to the provisions of this order, shall be submitted to the MCINCR-MCBQ G-3/Installation Protection Branch (attention: Antiterrorism Officer at 703-432-0763).

d. Tasks

(1) Assistant Chief of Staff, G-3

(a) Maintain the MCINCR-MCBQ photography policy and ensure that it is reviewed annually and updated as needed.

(b) Assign the MCINCR-MCBQ Antiterrorism Officer to review and process requests for exceptions and/or waivers, and coordinate with tenant commands and activities to clarify issues related to photography policies.

(2) Public Affairs Officer

(a) Ensure all media representatives granted access to MCINCR-MCBQ are aware of the MCINCR-MCBQ photography policies.

(b) Provide escorts for all authorized media representatives allowed on the installation to ensure only authorized photographs are taken.

(c) Conduct a local media campaign using the base newspaper and social media to ensure public awareness of this policy.

(d) Inform Security Battalion and other activities of official news media presence to limit suspicious person's calls concerning unauthorized photography.

(3) Commanding Officer, Security Battalion

(a) Respond to and investigate reports of unauthorized or suspicious photography.

(b) Annually, produce and publish a list of base restricted areas.

(4) Commanders/Directors of Tenant Commands and Activities

(a) Develop internal policies and procedures for the use of cameras and other image capturing or transmitting equipment within your buildings and facilities.

(b) Immediately report violations of the base photography policy, or other suspicious photographic activity, to the MCINCR-MCBQ Provost Marshal.

(c) Ensure restricted areas are posted with signage as delineated in reference (e).

e. Coordinating Instructions. Unauthorized or suspicious photography shall be reported to the Provost Marshall's Office via the Eagle Eyes suspicious activity phone number (703-432-EYES/3937) or website (www.usmceagleeyes.org).

4. Administration and Logistics.

a. In accordance with reference (e), Commander MCINCR-MCBQ, shall publish an annual restricted area list.

b. Restricted area signage can be produced locally or purchased.

5. Command and Signal

a. This Order is applicable to all employees, residents, contractors, and visitors to MCBQ.

b. Tenant commands and activities are responsible for implementing the provisions of this policy, as well as developing appropriate internal photography policies and procedures to enhance the security of their restricted facilities and assets.



ALLEN D. BROUGHTON
Chief of Staff

Signed by: BROUGHTON.ALLEN.DALE.1168122922

DISTRIBUTION STATEMENT: A