



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
MINCR-MCBQO 5501
B 27

MAY 20 2019

MARINE CORPS INSTALLATIONS NATIONAL CAPITAL REGION - MARINE CORPS BASE
QUANTICO ORDER 5501

From: Commander
To: Distribution List

Subj: CONTROL AND USE OF PRIVATELY-OWNED FIREARMS AND OTHER WEAPONS

Ref: (a) MARADMIN 176/14
(b) MCO 5580.2B W/CH 2
(c) MARADMIN 660/16
(d) MCO 5530.14A
(e) DOD 4160.21-M
(f) 18 USC 930

Encl: (1) Regulations for Privately-Owned Firearms
(2) Firearms Registration Form
(3) Background Records Check Form
(4) Firearms Regulations Acknowledgement Form
(5) Marine Corps Exchange (MCX) Gun Counter Procedures
(6) Regulations for Weapons other than Firearms
(7) Explosives, Fireworks and Pyrotechnics

1. Situation

a. Consistent with an installation Commander's inherent authority to ensure good order, discipline, and security, and in accordance with the references, this Order establishes procedures for the registration, transportation, storage, and use of privately-owned firearms, ammunition, and other weapons aboard Marine Corps Installations National Capital Region - Marine Corps Base Quantico (MCINCR-MCBQ).

b. This Order is applicable to all personnel working aboard, residing on, transiting through, or visiting MCINCR-MCBQ.

2. Mission. MCINCR-MCBQ establishes policy and procedures for the registration, transportation, storage, and use of privately-owned firearms, ammunition, and other weapons aboard the installation.

3. Execution

a. Commander's Intent

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

(1) Purpose. Provide the base population with clearly defined regulations governing how privately-owned firearms, ammunition, and other weapons may be used, registered, stored and transported on the installation.

(2) Method. MCINCR-MCBQ will ensure this policy is widely disseminated and vigorously enforced.

(3) End state. A firearms and weapons policy that provides for the safety and security of Base personnel and preserves good order and discipline aboard MCINCR-MCBQ.

b. Concept of Operations. The MCINCR-MCBQ policy on privately-owned firearms, ammunition, and other weapons consists of regulations, education, compliance, and enforcement.

(1) Regulations. Regulations governing the possession, storage, transportation and use of privately-owned firearms are defined in enclosure (1). Regulations governing other weapons are defined in enclosures (6) and (7).

(2) Education. Ensuring that all base personnel are aware of the regulations governing privately-owned firearms and other weapons is an essential aspect of this order. The responsibility for education is shared between the MCINCR-MCBQ staff and tenant commands and organizations and is a continuous process. Opportunities to educate base personnel include:

(a) Welcome aboard briefs for newly assigned personnel.

(b) Signage at gates identifying MCINCR-MCBQ policies on privately-owned firearms and other weapons.

(c) Making copies of the MCINCR-MCBQ regulations governing privately-owned firearms and other weapons available for reading/distribution at all lodging facilities, as part of the Family Housing Welcome Aboard package, at the "Cross-Roads Inn," and at the Marine Corps Exchange (MCX) gun counter.

(d) Discussing regulations governing privately-owned firearms and other weapons during routine safety stand-downs and unit training.

(3) Compliance. Subordinate and tenant commands shall develop procedures to support compliance with the provisions of this Order.

(a) Reviewing unit armory procedures to ensure provisions are in place to allow personnel to check privately-owned weapons in and out during weekends/after hours for hunting and other recreational uses.

(b) Ensure armory procedures protect the integrity of the privately-owned weapons so weapon owners have confidence their weapon is properly stored and protected.

(c) Routinely remind personnel of the firearms registration requirement and potential penalties/outcomes for failing to comply.

(4) Enforcement

(a) To ensure compliance with the provisions of this order, a multifaceted approach to enforcement is required. Enforcement requires that both the MCINCR-MCBQ staff and tenant commands/organizations take steps to ensure compliance. These include:

1. Instituting health and welfare inspections in barracks to ensure privately-owned weapons have been registered and are being properly stored in accordance with the regulations.

2. Conducting command authorized vehicle inspections (CAVIs) and as part of tenant command health and welfare inspection programs, to ensure all privately-owned weapons have been registered and are being properly stored in accordance with the regulations.

(b) Military personnel who violate the provisions of this Order are subject to disciplinary action, to include prosecution under Article 92 of the Uniform Code of Military Justice. Civilian violators are subject to administrative action, possible debarment, and possible Federal prosecution under 18 USC 930.

c. Tasks

(1) Commanding Officer, Security Battalion

(a) Implement the registration process identified in enclosure (1) for all privately-owned firearms regularly stored/long term storage on MCINCR-MCBQ (registration applies only to personnel that reside on MCINCR-MCBQ).

(b) Utilize the most current Marine Corps law enforcement database system to document all registered firearms on MCINCR-MCBQ.

(c) Conduct a local records check of all personnel registering privately-owned firearms.

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

(e) Ensure signs are posted at main gates and guard posts, explaining the regulations regarding possession of firearms aboard MCINCR-MCBQ.

(f) Ensure all newly assigned personnel are informed of the provisions of this Order during initial orientation, and as required thereafter, to ensure continued awareness.

(g) Ensure personnel that reside on MCINCR-MCBQ and intend to store privately owned firearms in their quarters/residence, register those firearms with the Provost Marshal's Office (PMO). For E-5 and below, sign the Privately-owned Firearms Registration Form in enclosure (2) acknowledging awareness that the individual has firearms stored on Base.

(h) Upon receipt of monthly report from G-F (Family Housing Branch), that identifies new residents of family housing in possession of privately-owned firearms, verify that the firearms have been properly registered within ten days of date of occupancy.

(i) Update this order as needed to ensure it reflects changes in DoD and US Marine Corps policies on personally owned firearms and other weapons.

(2) Assistant Chief of Staff, G-4. Make a copy of the Regulations for Privately-owned Firearms provided in enclosure (1) available to all staff noncommissioned officers and officers checking into bachelor quarters.

(3) Assistant Chief of Staff G-F

(a) Provide a copy of the Regulations for Privately-Owned Firearms provided in enclosure (1) for new residents of Family Housing.

(b) Make copies of the Regulations for Firearms provided in enclosure (1) available to individuals applying for a MCINCR-MCBQ hunting license; to include posting the regulations at the MCINCR-MCBQ Game Check Station.

(c) Ensure annual hunting regulations identify the requirement for non-DoD affiliated personnel to obtain a background check and be issued a DBIDS credential from the MCINCR-MCBQ Provost Marshal Office before being authorized to hunt.

(d) Require all new occupants of Family Housing to complete the Firearms Regulations Acknowledgement form (enclosure 4) prior to accessing housing.

(e) Submit a monthly report to the MCINCR-MCBQ Provost Marshall's Office that identifies newly moved-in personnel that have acknowledged being in possession/storing firearms in family housing.

(4) Director, Marine Corps Community Services. Make copies of MCINCR-MCBQO 5501 available to patrons purchasing firearms at the MCX; to include posting Enclosure (1) at the MCX Gun Counter.

(5) Commanding Officers/Directors of Subordinate and Tenant Commands/Organizations

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

(b) Ensure all assigned Marines that reside on MCINCR-MCBQ register all privately-owned firearms that they intend to store on Base, with the Provost Marshal's Office (PMO) within 10 days of occupancy. For E-5 and below, sign the Privately-owned Firearms Registration Form (enclosure (2)), acknowledging awareness that the individual has firearms stored on Base.

(c) Commanders with operational oversight of an armory are authorized; IAW reference (a), to allow Marines to store privately-owned firearms within the unit armory and shall:

1. Develop written armory procedures that ensure daily armory sight counts and inventories that reflect accountability of privately-owned firearms.

2. Develop procedures that make it convenient/easy for Marines to check weapons into and out of the armory.

3. Ensure that privately-owned firearms stored in the unit's armory are stored in locked containers, separate from military weapons and ammunition, and inventoried in accordance with reference (f).

4. Dispose of firearms in accordance with guidance contained in reference (f), that have been determined to be abandoned in an armory, including those whose owner(s) cannot be determined after reasonable inquiry, or whose owner(s) fail to remove their weapons after being provided notice and opportunity to claim.

(6) Individuals. All persons accessing MCINCR-MCBQ (to include Marines, government employees, contractors, dependents, visitors, and persons transiting the installation) shall comply with the regulations and requirements established in this order.

d. Coordinating Instructions

(1) In addition to the provisions of this Order, compliance with all applicable federal, state, and local laws for the purchase, registration, transportation, and storage of privately-owned firearms, ammunition, and other weapons is required.

(2) Persons transporting firearms onto MCINCR-MCBQ for authorized hunting activities must also comply with the Base and state hunting license and background check requirements.

4. Administration and Logistics. The monthly report provided by G-F (Family Housing Office) to the MCINCR-MCBQ PMO, shall:

a. Be submitted no later than the 5th of each month covering the previous month.

b. Include a list of all new residents that acknowledged (as indicated on the firearms acknowledgement form) storing a firearm in MCINCR-MCBQ family housing.

c. Include a list of all resident that had firearms stored in quarters but vacated the quarters during the previous month.

d. Include the full name, rank, and address (quarters) of all persons identified as storing firearms on MCINCR-MCBQ.

5. Command and Signal.

a. The point of contact for this order is the MCINCR-MCBQ Provost Marshal Office.

b. This order replaces MCBO 8000.1D and is effective on the date signed.



W. C. BENTLEY III

DISTRIBUTION: A

REGULATIONS FOR PRIVATELY-OWNED FIREARMS

1. In addition to the regulations identified in this enclosure, persons in possession of a privately-owned firearm on MCINCR-MCBQ must comply also with all applicable Federal, state, and local laws for the purchase, registration, transportation and storage of firearms.

2. Prohibited Activity. The following activities are strictly prohibited on MCINCR-MCBQ, except as noted:

a. Possessing or introducing a privately-owned firearm in any Federal facility; to include government-leased spaces and government vehicles.

b. Carrying a concealed privately-owned firearm aboard MCINCR-MCBQ regardless of state license or permit (state-issued conceal carry permits are not recognized or valid on MCINCR-MCBQ). Law enforcement personnel authorized to conceal-carry privately-owned weapons in the performance of duty are exempt.

c. Introducing, manufacturing, selling, importing, loaning, or possessing any firearm prohibited under Federal law.

d. Possessing a loaded, privately-owned firearm, except when authorized on an approved MCINCR-MCBQ range or within a designated hunting area.

e. Enduring storage of firearms in a privately-owned vehicle. Firearms are authorized to be temporarily kept in privately-owned vehicles for transportation to or from an approved location for authorized use on that day, provided they comply with transportation requirements identified in this order.

f. Storing firearms in bachelor enlisted quarters (E-5 and below).

g. The possession and/or use by minors (17 years or younger) of any firearm, except when under the direct supervision of an adult and in an approved location.

3. Registration of Firearms

a. All privately-owned firearms stored aboard MCINCR-MCBQ must be registered with the Provost Marshal Office (PMO).

b. Registration of privately-owned firearms shall be completed within 10 working days of initially bringing them on to Base.

c. Firearm registration shall be completed using Enclosures (2) and (3), and then submitting to the MCINCR-MCBQ PMO located within Security Battalion Headquarters (Bldg 2043).

Enclosure (1)

d. Personnel of the rank of E-5 and below must have their registration form, enclosure (2), signed by their commanding officer.

e. As part of the firearms registration process, PMO shall require that personnel read and sign Enclosure (4) (Firearms Regulations Acknowledgement Form).

f. Firearm registration applies only to those personnel residing aboard MCINCR-MCBQ.

4. Transportation of Firearms

a. Under the provisions of this Order, privately-owned firearms may be transported aboard MCINCR-MCBQ for the following purposes:

(1) Proceeding to or from a site approved for recreational firearm use, hunting activities, or other authorized use of privately-owned weapons.

(2) Proceeding to or from an authorized place of storage aboard MCINCR-MCBQ.

(3) Following the lawful purchase of a firearm at MCX (on the date of purchase only).

(4) Bringing firearms to the MCX to return a purchase or in order to utilize the Firearms Transfer Service.

(5) Transiting Fuller Road from Jefferson Davis Highway (Route 1) to Potomac Avenue in order to access the Town of Quantico.

b. Firearms shall be transported in the trunk of the vehicle where available. In vehicles without a trunk, firearms shall be in a carrying case, and placed as far away from vehicle occupants as the situation permits. If transporting firearms while operating a motorcycle, the firearms must be cased and in a saddle bag, a back pack or some other carrying device. Firearms transported by motorcycle may not be carried on the person in any manner, including a holster.

c. Firearms must be unloaded and on safe during transport.

d. Magazines and all ammunition must be removed from firearms, where applicable, and kept separate, and as far as possible from the firearm.

e. Whenever a firearm is being transported by vehicle and contact is made with MCINCR-MCBQ PMO (military police or a civilian law enforcement officer), the operator of the vehicle shall immediately inform the law enforcement officer that he or she is in possession of a firearm.

Enclosure (1)

5. Storage of firearms

a. Privately-owned firearms and ammunition may be stored within Bachelor Officer Quarters (BOQ) and Staff Non-Commissioned Officer (SNCO) Bachelor Quarters when in compliance with the following:

(1) Firearms are registered with the MCINCR-MCBQ PMO.

(2) Firearms are stored in a fully encased container (e.g. commercial gun safe, hard plastic case, etc.) that is capable of completely enclosing the firearms and being locked with a key or combination lock.

(3) Firearms shall be fitted with a trigger lock.

(4) Ammunition must be stored separately from firearms and in a container capable of being locked with a key or combination lock.

(5) Firearms must be unloaded and on safe.

b. E-5 and below, who reside in a BEQ, shall store privately-owned firearms in their organizational armory or at an off-base location.

c. Occupants of MCINCR-MCBQ Lincoln Family Housing may store privately-owned firearms inside their quarters when in compliance with the following:

(1) Firearms are registered with the MCINCR-MCBQ PMO.

(2) Firearms are stored in a fully encased container (e.g. commercial gun safe, hard plastic case, etc.) that is capable of completely enclosing the weapon and being locked with a key or combination lock.

(3) Firearms shall be fitted with a trigger lock.

(4) Ammunition must be stored separately from firearms and in a container capable of being locked with a key or combination lock.

(5) Firearms must be unloaded and on safe.

(6) Under no circumstances will any firearm be accessible to children, without close parental supervision.

d. Privately-owned firearms shall not be stored in an enduring or long term manner within privately-owned vehicles.

Enclosure (1)

BACKGROUND RECORDS CHECK

PRIVACY ACT STATEMENT

PRIVACY ACT STATEMENT: This document fall purview to the Privacy Act of 1974. This requirement is to prevent an unwarranted disclosure to any person other than the one to whom the records or personal information pertains. Under the Privacy Act of 1974m, Reasonable care must be taken to ensure that personal information is not subject to unauthorized disclosure during records dissemination and disposal. Authority to request the following information is derived from 5 U.S.C..301, 10U.S.C. 5031, Executive Order 9397, and DoD instruction 1402.5 Implementing Public Law 101-847, Section 231, and Public Law 102-190, Section 1094.

PRINCIPAL PURPOSE: This form will be used by officials of the Department of NAVY to obtain a background records check

RIGHT TO CHALLENGE: You have the right to challenge the accuracy of records under the provisions of DoD directive 5400.11

DISCLOSURE: Completion of this form is voluntary; and I hereby authorize the use of my name and social security number to be used for a background records check for the purpose of:

REGISTRATION OF FIREARMS ON MCINCR-MCBQ

(PURPOSE FOR REQUESTING LOCAL RECORDS CHECK)

NAME (LAST, FIRST, MIDDLE)		SSN
MOS		GRADE

ORGANIZATION

DATE OF BIRTH	PLACE OF BIRTH CITIZENSHIP
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SIGNATURE: _____ DATE: _____

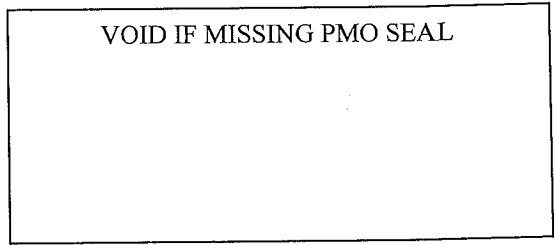
- RECORDS CHECK REVEALED: *(check the appropriate box)*
- NO RECORDS AVAILABLE
 - RECORDS AVAILABLE; NO UNFAVORABLE INFORMATION INDICATED
 - THE FOLLOWING RECORDS:

** USE REVERSE SIDE OF THIS DOCUMENT IF MORE SPACE IS NEEDED**

CHECKED BY: _____

SIGNATURE: _____

DATE & TIME CHECKED: _____ / _____



MCINCR-MCBQ
Firearms Regulations Acknowledgement

I, _____, acknowledge that I have read and understand MCINCR-MCBQO 5501 (Privately Owned Firearms and other Weapons).

Initial the applicable statement:

___ I **do not** possess firearms that will be stored on MCBQ.

___ I **do** possess firearms that will be stored on MCBQ

Initial that you understand the following:

___ Registration of Firearms. All privately owned firearms stored on Base must be registered with the Provost Marshal Office within 10 working days of initially bringing them onto Base. For the ranks of E-5 and below, the registration form must be signed by the commanding officer of the individual registering the firearm.

___ Transportation of Firearms

1. Firearms shall be transported in the trunk of the vehicle where available. In vehicles without a trunk, firearms shall be in a carrying case, and placed as far away from vehicle occupants as the situation permits. If transporting firearms while operating a motorcycle, the firearms must be cased and in a saddle bag, a back pack or some other carrying device. Firearms transported by motorcycle may not be carried on the person in any manner, including a holster.
2. Firearms must be unloaded and on safe during transport.
3. Magazines and all ammunition must be removed from firearms, where applicable, and kept separate, and as far as possible from the firearm.
4. Whenever a firearm is being transported by vehicle and contact is made with MCINCR-MCBQ PMO (military police or a civilian law enforcement officer), the operator of the vehicle shall immediately inform the law enforcement officer that he or she is in possession of a firearm.

___ Storage of Firearms. Storage requirements for Bachelor Officer Quarters (BOQ), Staff Non-Commissioned Officer (SNCO) Quarters, and Lincoln Military Housing:

1. Firearms shall be stored in a fully encased container (e.g. commercial gun safe, hard plastic case, etc.) that is capable of

Enclosure (4)

completely enclosing the firearms and being locked with a key or combination lock.

2. Firearms shall be fitted with a trigger lock.
3. Ammunition shall be stored separately from firearms and in a container capable of being locked with a key or combination lock.
4. Firearms shall be unloaded and on safe.
5. Under no circumstances will any firearm be accessible to children, without close parental supervision.
6. Privately owned firearms shall not be stored in an enduring or long term manner within privately owned vehicles.

Prohibited Activity

1. Possessing or introducing a privately owned firearm in any Federal facility; to include government-leased spaces and government vehicles.
2. Carrying a concealed privately owned firearm aboard MCINCR-MCBQ regardless of state license or permit (state-issued conceal carry permits are not recognized or valid on MCINCR-MCBQ). Law enforcement personnel authorized to conceal-carry privately owned weapons in the performance of duty are exempt.
3. Introducing, manufacturing, selling, importing, loaning, or possessing any firearm prohibited under Federal law.
4. Possessing a loaded, privately owned firearm, except when authorized on an approved-MCBQ range or within a designated hunting area.
5. Enduring storage of firearms in a privately owned vehicle. Firearms are authorized to be temporarily kept in privately owned vehicles for transportation to or from an approved location for authorized use on that day, provided they comply with transportation/storage requirements identified in this order.
6. Storing firearms in bachelor enlisted quarters (E-5 and below).
7. The possession and/or use by minors (17 years or younger) of any firearm, except when under the direct supervision of an adult and in an approved location.

Failure to comply with the regulations identified in MCINCR-MCBQO 8000.1E constitutes violations of lawful orders and may be prosecuted under Article 92 of the Uniformed Code of Military Justice or applicable Federal statutes, as appropriate.

Enclosure (4)

Name: _____ Rank: _____

Command/Organization: _____

MCINCR-MCBQ address (quarters):

Signature _____ Date _____

MARINE CORPS EXCHANGE (MCX)
GUN COUNTER PROCEDURES

1. Firearm Purchases:

a. MCX gun counter procedures shall ensure all persons purchasing or receiving a firearm are provided an opportunity to review the transportation, registration, and storage requirements identified in Enclosure (1) of MCINCR-MCBQO 5501.

b. Customers purchasing or receiving a firearm shall be directed to immediately proceed out of the MCX with the firearm remaining in its packaging.

2. Firearm Returns (or use of firearm transfer service)

a. Customers transporting firearms to the MCX shall comply with the following:

(1) Customers shall call the MCX in advance, identify themselves, and coordinate a date/time in which they will bring a firearm into the MCX. The date and time will be also provided to the PMO desk sergeant.

(a) Gun Counter: 703-432-8857

(b) PMO Desk Sergeant: 703-784-2253

(2) Firearms must be in a carrying case.

(3) Firearms must be unloaded. If the firearm includes magazines, they must be empty and removed.

(4) No ammunition may be brought into the MCX.

REGULATIONS FOR WEAPONS OTHER THAN FIREARMS

1. Knives

a. The carry and use of non-folding sheath knives is permitted for authorized purposes. These include hunting, fishing, camping, and field duty. Non-folding sheath knives shall not be carried (concealed or openly) in an office environment or other public facilities/buildings. Knives do not need to be registered with PMO.

b. Folding knives may be carried (concealed) provided they are not publically displayed in an intimidating, aggressive or threatening manner.

c. Swords used for military ceremonies and knives that are used as part of a display, memento or award are permitted.

2. Other Weapons. Weapons identified in the following paragraphs are authorized on MCINCR-MCBQ and are exempt from registration requirements. The weapon owner is responsible for the safety and security of the weapon at all times and shall ensure that it is not improperly used or openly displayed in public.

a. The use of bows, crossbows, pellet guns and airsoft guns are only authorized for use on designated ranges or in approved training/hunting areas.

b. Military personnel and their dependents residing on MCINCR-MCBQ may store bows, crossbows, pellet guns and airsoft guns in the barracks or Lincoln Military Housing provided they are kept in an unloaded condition inside a locked container, wall locker, or safe.

c. Oleoresin Capsicum (OC) or pepper spray devices intended for self-defense are permitted provided they meet the following criteria:

(1) A single device

(2) Contain one ounce (28 grams) or less of OC spray or Pepper Spray

(3) Designed and commercially sold for personal protection and labeled by the manufacturer with the chemical agent and amount.

(4) Devices containing irritant gas such as CS or Tear Gas are prohibited on Marine Corps Base, Quantico.

d. Stun guns designed for self-defense use are permitted provided they are not publically displayed or utilized in an intimidating, threatening, or aggressive manner. Taser devices that fire projectiles (dart-like electrodes) are prohibited.

Enclosure (6)

e. Nunchakus, throwing stars, or other martial arts weapons, except in conjunction with organized classes conducted by certified/authorized martial arts instructors are prohibited.

f. Blackjacks, slug shots, metal knuckles and other similar dangerous or deadly weapons are prohibited.

3. Training Weapons. The use of training weapons by individuals in the vicinity of base housing, office buildings and DODEA schools has resulted in numerous reports of suspicious activity and 9-1-1 calls, therefore training devices designed to look like or simulate the weight of firearms (often made of rubber or plastic and sometimes referred to as "blue" weapons), are permitted for individual training, on "mainside" only after notification to PMO via a phone call to the PMO Desk Sergeant (784-2253). This restriction is not applicable to portions of the base located west of I-95.

Enclosure (6)

Explosives, Fireworks and Pyrotechnics

Explosives, Fireworks and Pyrotechnics. Introducing, possessing and/or using fireworks that explode, travel laterally, rise into the air, or fire projectiles into the air, (e.g. firecrackers, Roman candles, sky rockets, etc.), and pyrotechnics or explosives of any type except when authorized in connection with military duties is prohibited.

Enclosure (7)