



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

MCINCR-MCBQO 5530.2A CH-1

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JAN 24 2024

MARINE CORPS INSTALLATIONS NATIONAL CAPITAL REGION-MARINE CORPS
BASE QUANTICO ORDER 5530.2A CHANGE TRANSMITTAL 1

From: Commander, Marine Corps Installations National Capital Region-Marine Corps Base
Quantico

To: Distribution List

Subj: PERIMETER ACCESS CONTROL

Encl: (5) Access Procedures for the Town of Quantico (w/updated changes)

1. Situation. The subject Order has been revised to reflect direction by the Base Commander regarding Town of Quantico access control procedures.
2. Mission. This change transmittal documents changes to Marine Corps Base Quantico access control procedures to implement the Base Commander's direction.
3. Execution. Changes to this Order are as follows and are bolded on enclosure (5) to reflect updated language:
 - a. Enclosure (5), pages 1-2, paragraphs 1.a. - 1.d., adds language to clarify access policy differences for property owners and residents.
 - b. Enclosure (5), page 1, paragraph 1.c. deletes "Annual visits to the VCC for renewal are NOT required".
 - c. Enclosure (5), page 2, paragraph 1.e. deletes "Escorted guest are required to undergo law enforcement screening at the gate".
 - d. Enclosure (5), page 2, paragraph 2.b. replace "long-term" with "one-year".
 - e. Enclosure (5), page 2, paragraph 2.b. deletes "Daily use of the VRE is NOT justification for a long-term DBIDS credential".

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f. Enclosure (5), page 2, paragraph 2.c. corrects language concerning recurring access to use the VRE station.

4. Administration and Logistics

a. Submit all recommendations concerning this Order to the Marine Corps Installations National Capital Region – Marine Corps Base Quantico G-3 (attention: Installation Protection Branch).

b. File this transmittal page in front of the original Order.

5. Command and Signal

a. Command. This Order is applicable to Marine Corps Base Quantico, subordinate organizations, and tenant commands.

b. Signal. This Order is effective the date signed.


MICHAEL L. BROOKS

DISTRIBUTION: F

ACCESS PROCEDURES FOR THE TOWN OF QUANTICO

Though there is an easement from U.S. Rt. 1 to the Town of Quantico (along Fuller Rd) for use by town residents and visitors, it does not diminish the MCB Quantico Commander's responsibility to provide for the safety and security of the installation. Therefore, Town of Quantico access procedures were developed to comply with Department of Defense and U.S. Marine Corps security requirements while still considering the access rights and convenience of town residents and property owners.

Fuller Road is federal property, thus federal laws and regulations, to include federal police powers, are applicable at all times.

Town residents and visitors utilizing the easement on Fuller Road to the Town of Quantico are not authorized to deviate to other areas of the base (must stay on Fuller Road and not proceed past the intersection with Potomac Ave). Unauthorized travel to other areas of the base will result in a federal trespassing citation. During situations where Potomac Ave traffic is blocked at the railroad crossing for extended periods, MCINCR-MCBQ may temporarily open the gate on Broadway St and authorize travel to/from the Town of Quantico via Broadway St, Martin Ave, and Barnett Ave.

1. Town of Quantico residents and property owners:

a. Are authorized to transit Fuller Road to the Town of Quantico after receiving a DBIDS pass from the Visitor Control Center (VCC).

b. Access through other gates (regardless of day or time) **is strictly prohibited.**

c. Property Owners

(1) Persons providing proof of property ownership to the Visitor Control Center (deed, mortgage, etc.) that clearly establishes that they own property in the Town of Quantico shall be eligible to receive a DBIDS credential valid for 3 years provided they successfully meet access screening/background checks.

(2) The DBIDS credential and the DBIDS profile for **property owners** will state: "Town of Quantico property owner, escort privileges authorized, entrance/exit from Fuller Rd. Gate only." This provision is also applicable to the legal spouse of the property owner that resides on the property, even if their name is not on the deed or mortgage.

d. Residents

(1) Residents that are NOT property owners (e.g. renters/ persons leasing property, long term visitors, etc.) are eligible to receive a DBIDS credential valid for 1 year or for the length of

their lease (whichever is less), provided they successfully meet access screening/background checks.

(2) **The following documents are acceptable to prove residency** provided they show full name of individual requesting the DBIDS credential and a Town of Quantico address: Government issued Driver's License/ID, recent (**within 30 days**) bill or tax statement, mortgage statement, or lease agreement.

(3) The DBIDS credential and the DBIDS profile for residents will state: "Town of Quantico resident, escort privileges authorized, entrance/ exit from Fuller Rd. Gate only."

e. Escort privileges allow authorized residents and property owners to escort guests within their vehicle or in one additional vehicle (No more than 5 guests total).

f. Current residents/property owners that do NOT meet Department of Defense access screening standards (due to criminal history, National Sex Offender Registry, etc.) may still be issued a DBIDS credential. It will state on the credential and on the DBIDS profile: "Town of Quantico resident or property owner, escort privileges NOT authorized, entrance/exit from Fuller Rd. Gate only."

g. Town of Quantico residents/property owners without a DBIDS credential that arrive at the gate when the VCC is closed, may still be authorized access if they provide proof of residency or property ownership and pass law enforcement screening at the gate. Escort privileges are NOT allowed.

2. Visitors to the Town of Quantico (those without property rights):

a. Must go to the VCC and get a DBIDS pass.

b. Visitors that have recurring access requirements may be issued a **one-year** DBIDS credential (provided they meet access screening standards). **One-year** DBIDS credentials for Town of Quantico visitors will state on the credential and on the DBIDS profile: "Town of Quantico visitor, escort privileges NOT authorized, entrance/exit from Fuller Rd. Gate only."

c. **Visitors approved for a one-year DBIDS credential for recurring use of the VRE station, are required to complete the VRE Statement of Understanding found in enclosure (14).**

d. Visitors without a **DBIDS credential** or pass that arrive when the VCC is closed **will not** be allowed access without an authorized escort.

e. Visitors with a short-term rental agreement (to stay in the Town of Quantico), may be granted access when the VCC is closed if they produce a copy of the rental agreement (it must show full name of visitor, address of rental unit, and effective dates), have required identity documents, and pass law enforcement screening. Once the VCC is open, they must complete visitor screening and obtain a DBIDS pass. Passengers accompanying the person with a rental agreement must also pass law enforcement screening.

3. Service Contractors

a. Service contractors (repair people, delivery drivers, etc.) are considered visitors and must go to the VCC and/or CVI lot to be issued a DBIDS pass prior to access.

b. When the VCC is closed, service contractors may be authorized access to Quantico Town on Fuller Road provided they show proof of a service requirement (bill of lading, electronic dispatch, etc.) in the Town of Quantico and pass law enforcement screening at the gate.

c. Service providers that routinely access the Town, may be issued a one-year DBIDS credential (provided they meet access screening standards), to allow for a more rapid response to service calls in the town.

4. Citadel Worship Assembly (Church)

a. Church members listed on the membership roster submitted quarterly to the VCC by the Church Pastor are eligible for a one-year DBIDS credential provided they meet law enforcement background/ screening standards.

b. Members that do not pass the background checks due to criminal history may submit a waiver request. The request will be reviewed for access consideration.

c. Church members that are minors (under 18), do not require a DBIDS pass or credential but can access with their parent/guardian.

d. Church visitors shall comply with visitor access procedures identified in paragraph 2.

e. The Church Pastor is required to submit an updated roster of members at a minimum of once per quarter (Jan, Apr, Jul, Oct). More frequent updates are encouraged to allow new members to quickly obtain a DBIDS credential.

5. Prince William County Officials

a. Prince William County (PWC) Officials conducting government business in the Town of Quantico (other than first responders) must go to the VCC and be issued a pass. Those with routine requirements for access may be issued a long-term DBIDS credential.

b. When the VCC is closed, PWC officials are allowed access to Quantico Town after showing official county identification, identifying purpose for access, and pass law enforcement screening at the gate.

6. Transportation of Weapons and Ammunition. Persons transiting Fuller Road directly to or from the Town of Quantico may transport their privately owned firearms and ammunition in a vehicle, provided that the firearm is legally in their possession, and they comply with standard MCB Quantico procedures for the transport of privately owned firearms as identified in reference (b).

a. 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 saddlebag, a backpack or some other carrying device. Firearms transported by motorcycle may not be carried on the person in any manner, including a holster.

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

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

7. Changes to Access Procedures. Access control procedures are subject to change without advance notice due to force protection and security requirements. Note: During periods of heightened force protection conditions, escort privileges may be temporarily suspended.

8. Random Inspections. All persons entering MCB Quantico are subject to random ID checks of all vehicle occupants and to random vehicle searches.