



DEPARTMENT OF THE NAVY

NAVAL AIR STATION
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KINGSVILLE TX. 78363 5054

NASKINGSINST 1710.27K
Code N921

SEP 01 2015

NASKINGS INSTRUCTION 1710.27K

From: Commanding Officer, Naval Air Station Kingsville

Subj: HUNTING REGULATIONS ABOARD DIXIE ANNEX

Ref: (a) NASKINGSNOTE 1710
(b) NASKINGSINST 8300.1L
(c) Texas Parks and Wildlife Form 1046-W7000 dtd 09MAR24

Encl: (1) Hunter Safety and Information Brief
(2) Duties and Responsibilities
(3) Dixie Annex Map
(4) Big Game Hunter Check-In Log
(5) Big Game Harvest Log
(6) Small Game/Bird Hunter Check-In Log
(7) Small Game/Bird Harvest Log
(8) Hunting Release and Indemnification Agreement
(9) Texas Parks and Wildlife Resource Document
(10) Dixie Annex Bunk House Rules and Regulations
(11) Dixie Annex Bunk House Waiver and Release of Liability
(12) Base Access Pass Registration Form (SECNAV 5512/1)
(13) NASK/Dixie Annex Hunting Program Background Check Completion Form

1. Purpose. To establish regulations governing hunting activities at Dixie Annex. Regulations governing hunting and fishing activities at NAS Kingsville and NALF Orange Grove are covered by separate instruction. This document has been substantially revised and must be read in its entirety.

2. Cancellation. NASKINGSINST 1710.27J

3. Discussion. Hunting is one of the primary types of recreation in the South Texas area and is encouraged on board the station. Due to the limited size of available hunting areas, however, certain restrictions and strict adherence to the provisions of this instruction are required to ensure safety and provide the maximum opportunity for participation by all hands. Except as modified by this instruction, hunting seasons, methods of take, and game (bag) limits shall be in accordance with regulations of the Federal Government and the State of Texas (as listed for McMullen County).

4. Program Management

a. The Executive Officer, or his designated representative, will have overall managerial responsibility for the program to include responsibility for preservation and conservation of all wildlife and habitat, the assignment of Huntmasters, and the safety of hunters in the field.

b. A core working group consisting of representatives from Morale, Welfare and Recreation (MWR), natural resources, safety, designated Huntmasters and the NASK Executive Officer will meet periodically to address hunting issues, duties and responsibilities (enclosure 2) and expenditures of hunting receipts. This group will meet at least annually to review hunting instructions, discuss and propose changes to the hunting program (bag limits, length of season, hunting fees, harvest quotas, etc.) as well as identify potential projects and equipment that may be needed to improve the overall program.

5. Eligibility. Eligible patrons are defined as Active Duty/Retired military, Reservists, National Guard (NG), Department of Defense (DoD) civilians, Dependent family members (with Dependent ID) and escorted guests of the above. Hunting of both big and small game/birds is open to all eligible personnel.

6. Minimum Age, Hunter Education and Background Check Requirements

a. The minimum age to hunt (possess a weapon) aboard NASK and Dixie Annex is nine (9) years of age. All minors and guests (regardless of age) must be accompanied* at all times.

**Accompanied means: By an eligible sponsor who is at least 18 years of age and holds a valid hunting permit for the location being hunted. For Small Game/Bird hunting the hunter must be within normal voice control. For Big Game and Turkey hunting, hunters will be assigned to the same blind as their sponsor.*

b. Proof of successful completion of a Hunter Education Training Course is required regardless of age.

c. Hunter Education Deferrals (Issued by the State) are not valid aboard NASK or Dixie Annex. Proof of the successful completion of a hunter education course is required.

(Note: Texas recognizes Hunter Education certificates from all other states and provinces. Proof of certification is required to be on your person while hunting).

d. All patrons and guests age eighteen (18) and above are required to complete a background check prior to purchasing a NASK/Dixie Annex hunting permit or access pass. Background checks are completed by NAS Kingsville Security Department. Submit a completed Base Access Pass Registration form (enclosure 12) to NAS Kingsville Security either in person or via e-mail to KNGV_PASS-TAG@navy.mil Security will provide a certified copy of the NASK/Dixie Annex Hunting Program Background Check Completion Form (enclosure 13) which must be presented to MWR staff in order to purchase a NASK or Dixie Annex hunting permit or Access Pass.

7. Fees and Permits

a. The MWR Outdoor Recreation (ODR) office is located in the Auto Skills/Outdoor Recreation Building #3783 and can be reached at (361) 516-6449. The ODR Office staff will collect fees for Dixie hunting permits at rates recommended by the working group and approved by the Commanding Officer. Hunting permits are issued annually (1 September-31 August). All Hunters must purchase a Dixie hunting permit as described below. Current fees are as follows:

- (1) Dixie Hunting Permit:
 - Disabled Veteran (Patron) \$250.00
 - Disabled Veteran (Guest) \$250.00
 - All other Patrons/Guests \$300.00

- (2) NASK/Dixie Super Combo:
 - Minors \$50.00
 - Disabled Veteran (Patron) \$350.00
 - Disabled Veteran (Guest) \$350.00
 - All other Patrons/Guests \$400.00

- (3) NASK/DIXIE 5-Day Super Combo
(Valid for 5 consecutive days as marked at time of purchase.)
 - All Patrons/Guests \$100.00

- (4) NASK/DIXIE 5-Day Super Combo Upgrade
(Upgrades a valid 5 day permit to a full year)
 - All Patrons/Guests \$350.00

- (5) NASK/Dixie Access Pass: \$25.00 (Not Valid for Hunting)

(Note: NAS Kingsville will issue reduced price permits to all patrons (excluding guests) who qualify as a Disabled Veteran and present a type 502 Texas license. Texas defines a Disabled veteran as a veteran with a service-connected disability, as defined by the Veterans Administration (VA), consisting of the loss of use of a foot or leg, or a disability rating of 60% or more, and who is receiving compensation from the VA for the disability. The State of Texas will

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issue a Free Hunting & Fishing Super Combo (Type 502) License to both resident and non-resident hunters who meet the above criteria. Refer to the Texas Outdoor Annual for details.

(Note: Minor refers to all patrons age seventeen (17) and under at time of purchase.)

(Note: NASK/Dixie Super Combo permits allows hunting at both locations).

(Note: The above listed prices do not include Deer drawing entry fees applicable to Dixie Annex).

(Note: The NASK/Dixie Access Pass is required for all Non-Hunters age five (5) and above who will enter the field. It is NOT required or valid for hunting).

b. MWR ODR staff will verify/require the following prior to issuing a hunting permit:

(1) Valid photo ID showing eligibility status and date of birth. (CAC, Retired ID, Dependent ID, or other government issued proof of age: birth certificate, school ID)

(2) Valid Texas State Hunting License.

(Note: Type 502 license required to receive Disabled Veteran discount).

(3) Proof of Hunter Education.

(Note: Texas recognizes Hunter Education certificates from all other states and provinces. Proof of certification is required to be on your person while hunting.)

(4) NASK/Dixie Annex Hunting Program Background Check Completion Form (age eighteen (18) and above) (enclosure 12)

(5) Completion of the Hunting Release and Indemnification Agreement (enclosure 8)

c. MWR ODR staff will require non-hunting patrons age eighteen (18) and above) wishing to accompany hunters into the field to complete the Hunting Release and Indemnification Agreement Form (enclosure 8) prior to issuing a NASK/Dixie Access Pass.

(Note: All hunters must have a valid hunting permit. All non-hunters age five (5) and above must have a valid Access Pass regardless of age in their possession).

8. Dixie Annex Deer Tag Drawing. Dixie Annex has been issued a Level 3 Managed Land Deer Permit (MLDP) by the Texas Parks & Wildlife Department (TPWD). Under this permit, TPWD issues Deer management tags to the installation which are used in lieu of the tags provided on the Texas State Hunting License to legally tag all Deer harvested aboard Dixie Annex. No personal Deer tags will be allowed. An annual drawing is held as outlined in reference (a) for the issuing of these tags. The harvesting of deer aboard Dixie Annex without a MLDP tag is prohibited.

9. Regulations

a. General

(1) Daily and Season bag limits, season dates and hunting times for all species except deer will be as listed by federal and Texas Parks and Wildlife Division (TPWD) regulations for McMullen County for the species being pursued except where modified in this instruction. Deer hunting season dates will be announced reference (a), but must fall within federal and TPWD regulations as outlined in MLDP program guidance.

(2) Hunting activities shall not present a hazard to personnel. No hunting shall be permitted within 100 yards of any building, or equipment.

(3) The Commanding Officer, with guidance from the Environmental Division Natural Resources program manager and Bird/Wildlife Aircraft Strike Hazard (BASH) program manager may modify bag limits, season dates, hunting times or authorized hunting areas as necessary to manage wildlife, but cannot exceed state and federal regulations.

(4) In accordance with reference (b), all weapons brought aboard the annex must be registered with NASK Security. This service must be done aboard the main station.

(Note: All weapons brought onboard NAS Kingsville must be unloaded and declared to Security personnel at the main gate).

(Note: Registration includes inputting the weapon data into the Consolidated Law Enforcement Operations Center (CLEOC) system. Once complete, security will provide a print out of the CLEOC registration information. This print out will be used to verify registration

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before each hunt and must be presented to security personnel and the duty Huntmaster on request).

(5) The possession of a silencer/suppressor aboard Dixie Annex is prohibited unless specifically authorized by the Commanding Officer.

(6) Private vehicles shall not be parked in a manner that obstructs any road or fire lane. Additionally, private vehicles shall not be parked in any un-mowed areas or within 10 feet of the perimeter fence line.

(7) Unless accompanied by the duty Huntmaster, private vehicles must be visible from an established road at all times.

(8) All harvested game shall be tagged in accordance with TPWD regulations at the location of the kill. NAS Kingsville Dixie Annex will be entered for the ranch and McMullen will be entered for the county. All Deer shall be tagged with a MLDP tag. The use of personal tags is prohibited.

(9) Wanton Waste: No person shall kill or cripple any bird or animal without making a reasonable effort to retrieve it and retain it in his actual custody. Any act that results in wanton or needless waste of the animal or otherwise intentionally allows it to be wantonly or needlessly wasted or fails to dispose of it in a reasonable and sanitary manner amounts to an offense. All birds or animals not recovered shall be reported to the Huntmaster.

(10) Field dressing of harvested animals is not permitted within the hunting area. All big game harvested on Dixie Annex must be taken to the central processing and check station where they will be dressed and weighed. Harvest data for each animal will be collected and recorded by the Duty Huntmaster.

(11) During organized and controlled hunts the Duty Huntmaster may set additional rules as deemed necessary in the interest of safety. Such rules shall be binding to all participants.

(12) Hunters are reminded that Dixie Annex is surrounded by private and county property. All personnel hunting aboard the annex are prohibited from crossing property boundaries unless an emergency exists. Enclosure (3) shows the locations of perimeter fences and property boundaries.

(13) Station property, to include but not limited to perimeter fences, blinds and feeders shall not be tampered with in any way for any reason.

(14) Legal shooting times for all game animals and non-migratory game birds species are as published by TPWD.

(15) Game, non-game and exotic animals as defined by TPWD may be taken. All regulations, season dates and special provisions listed for McMullen County apply unless modified by this instruction or reference (a).

(16) All illegal game will be confiscated and disposed of in compliance with existing policy and state regulations.

(17) Loaded weapons in vehicles are prohibited at all times.

(18) The use of alcoholic beverages is prohibited during hunting or when involved in any activity using a weapon.

(19) Smoking is prohibited while in the blinds or any designated hunting area.

(20) Hunters are responsible for picking up all trash and litter prior to leaving the hunting area.

b. Big Game Hunting

(1) Aboard Dixie Annex, Big Game is defined as the following:

(a) Game Animals - White-tailed Deer, Javelina

(b) Non-Game Animals - Bobcats, Coyotes, and Mountain Lions

(c) Exotic Animals - Feral Hog, Nilgai Antelope, Axis Deer, Aoudad Sheep, Elk, Sika Deer, Fallow Deer, Blackbuck Antelope and Russian Boar

(Note: Aboard NASK the taking of any animal (game, non-game or exotic) displaying a radio tracking collar, ear identification tag or similar device is prohibited).

(2) Aboard Dixie Annex big game hunts are authorized year round, with specific season dates for all game animals except Deer coinciding with the listed TPWD season for the species being pursued as listed for McMullen County. Deer hunting season dates will be announced via reference (a), but must fall within federal and TPWD regulations as outlined in MLDP program guidance. However, No Hunting will be allowed from 21 December 2015 through 03 January 2016.

(Note: The Commanding Officer may authorize special hunts or seasons by species as allowed by federal and TPWD regulations based upon recommendations from the Core Working Group).

(3) Big game may be hunted from designated blinds (permanent or portable) as depicted in enclosure (3).

(4) All methods of take as allowed by TPWD may be used for big game with the following exceptions:

(a) Centerfire Rifles are limited to .223 cal or larger).

(b) Black powder/muzzle loading rifles are prohibited.

(c) Archery equipment (including crossbows) must meet TXWD minimum requirements for draw weight, broad-head size and stock length as appropriate.

(5) In an effort to ensure the overall quality of the Deer herd on Dixie Annex, strict adherence to the following Deer harvest restrictions is required.

(a) Hunters whose tickets are drawn for an Antlerless ONLY tag will be allowed to harvest any Antlerless Deer as defined by TPWD.

(b) Hunters whose tickets are drawn for a Buck ONLY tag will be allowed to harvest any buck that has at least one unbranched antler (Spike) -OR- an inside spread measurement between the main beams of 13 inches or greater. To determine if a buck has an inside spread measurement of at least 13 inches, look at the distance from ear-tip to ear-tip on a buck with ears in the alert position. If the inside spread of the main beams is outside the ear-tips the Deer is eligible to be harvested. Hunters are expected to positively identify their target.

(6) All hunters shall remain in their blinds while hunting. Still hunting and stalking are strictly prohibited. Hunters desiring to depart their blinds prior to the end of hunting hours shall communicate their position and intentions to the Duty Huntmaster before leaving their assigned blind and proceed to the hunter check in/out station by the most direct route possible remaining conscious not to disturb other hunters.

(7) Hunters may recover an animal that is down in the cleared hunting area between the blind and the feeder only. For safety reasons, all hunters are required to wait for the Duty Huntmaster prior to attempting to retrieve wounded game that is not down in the cleared hunting area between the blind and the feeder. **DO NOT GO INTO THE BRUSH TO RETRIEVE WOUNDED GAME.**

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(8) All hunters shall unload firearms and depart blinds at the end of hunting hours. Hunters will be expected to arrive at the hunter check in/out station NLT 30 minutes after the end of hunting hours.

(9) The taking of Deer with Archery equipment is authorized ONLY within the designated Archery only area as depicted in enclosure (3).

(Note: Archery Area 1, as depicted in enclosure (3) is closed during all times when the Dixie Target is scheduled for operations)

(10) The taking of Deer with firearms within the designated Archery only area as depicted in enclosure (3) is prohibited.

(11) Hunting within the ROTH Restricted area as depicted in enclosure (3) is prohibited.

c. Small Game/Bird Hunting

(1) Aboard Dixie Annex, Small Game/Birds are defined as the following:

(a) Game Animals/Birds - Bobwhite Quail, Turkey, Migratory Game Birds (all species).

(b) Non-Game Animals - Rabbit and Squirrel.

(2) Aboard Dixie Annex small game/bird hunting is authorized year round, with specific season dates for game animals coinciding with the listed TPWD season for the species being pursued as listed for McMullen County. However, No Hunting will be allowed from 21 December 2015 through 03 January 2016.

(Note: The Commanding Officer may modify hunting areas and seasons by species as allowed by federal and TPWD regulations based upon recommendations from the Core Working Group).

(3) Small game/birds may be hunted in the designated areas as shown in enclosure (3). The taking of small game/birds outside the designated areas is prohibited unless specifically authorized by the Commanding Officer.

(4) All methods of take as allowed by TPWD may be used for small game/birds with the following exceptions:

(a) Black powder/muzzle loading rifles are prohibited.

(b) Archery equipment (including crossbows) must meet TPWD minimum requirements for draw weight, broad-head size and stock length as appropriate.

(5) All Federal and TPWD regulations pertaining to migratory and non-migratory game birds shall apply.

(6) All hunters shall remain in their designated area while hunting. Hunters desiring to depart their designated area prior to the end of hunting hours shall communicate their position and intentions to the Duty Huntmaster before leaving their designated area and proceed to the hunter check in/out station by the most direct route possible remaining conscious not to disturb other hunters.

(7) All hunters shall unload firearms and depart the hunting area at the end of hunting hours. Hunters will be expected to arrive at the hunter check in/out station for check-out NLT 30 minutes after the end of hunting hours.

(8) Dogs (retrievers) may be used for small game/bird hunting in accordance with TPWD regulations. Dogs will not be used to hunt, pursue, or harass big game animals. Owners of lost hunting dogs shall make a report to the Huntmaster.

d. Night Hunting

(1) Aboard Dixie Annex, Non-protected non-game animals, exotics and fur-bearing animals as defined by TPWD may be hunted at night as allowed by TPWD.

(2) The use of artificial lights and night vision equipment is authorized as allowed by TPWD.

(3) Night hunting will be allowed by reservation only.

(4) All hunters shall establish a return time with the duty huntmaster prior to entering the field. Hunters will be expected to arrive at the hunter check in/out station for check-out NLT 30 minutes after established return time.

10. Specific Hunt Procedures

a. Hunts for Big Game

(1) Reservations for Big Game (Day time) hunts are not taken, however hunters are encouraged to contact annex staff prior to arrival to ensure adequate staffing. Blind assignments will be conducted per paragraph 9b if required.

(2) Big game hunters will muster with the Duty Huntmaster prior to proceeding into the field, normally 0500 and 1400.

(3) To confirm eligibility, the Duty Huntmaster shall verify and record the following information onto the Big Game Hunter Check-In Log (enclosure 4) from each hunter present:

- (a) Valid photo ID showing eligibility
- (b) Dixie or NASK/Dixie Super Combo Permit number
- (c) Texas State Hunting License
- (d) Proof of Hunter Education Course
- (e) Emergency Contact information
- (f) CLEOC printout for the weapon(s) presented

(4) All hunters will be provided with the Duty Huntmasters cell phone number.

(5) The Duty Huntmaster will then conduct the Hunter Safety and Information Brief (enclosure 1) and require all hunters to sign the check-in log verifying they have received and thoroughly understand the Brief.

(6) The Duty Huntmaster will collect and hold all hunters permits until the end of the hunt. The location of all hunters will be recorded. Communication between the Duty Huntmaster and hunters in the field will be accomplished via cell phone.

(7) All hunters may depart the hunter check in/out station for assigned blinds as directed by the Duty Huntmaster.

(8) The Duty Huntmaster will instruct each hunter where to park along the perimeter road and escort hunters to their blinds as required.

(9) Upon harvesting an animal, hunters shall contact the Duty Huntmaster and proceed to the game processing station. Harvest data for each animal will be collected and recorded by the Duty Huntmaster onto the Big Game Harvest Log (enclosure 5)

(Note: Field dressing of harvested animals is not permitted within the hunting area).

- b. Blind assignment procedures specific to Deer hunting

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(1) The Duty Huntmaster will announce the number of blinds available for that hunt. If the number of available blinds exceeds the number of eligible hunters present, then priority categories will not be applied. All hunters shall participate in a random drawing which will determine the order in which hunters will choose their blind assignments. A chip clearly marked with a number will be placed in a hat for each hunter present. All hunters will draw and the hunter who drew the chip marked number 1 will have first choice of blind and so on. Blind assignments are valid for that hunt only. Locations of blinds are shown in enclosure (3).

(2) If the number of eligible hunters present exceeds the number of available blinds, then the priority categories listed below will be applied to all hunters present (hunters checking in after 0500 (morning) or 1400 (evening) may be removed from consideration regardless of priority). If there are still more hunters than available blinds, then the remaining hunters shall participate in a random drawing to determine which hunters will participate in that hunt. A green chip will be placed in a hat for each available blind. A red chip will also be placed in the hat until the total number of chips equals the number of hunters present (example: 10 blinds available, 14 hunters present. 10 green and 4 red chips would be placed in the hat). All hunters will draw and those drawing a green chip will be the hunters for that hunt. All hunters drawing a red chip will be expected to either depart the annex immediately or store their weapon(s) per enclosure (10). At the completion of this first drawing; all eligible hunters shall participate in a second random drawing which will determine the order in which hunters will choose their blind assignments as described above. The remainder of the hunt will be conducted per 10a (1)-(9). Blind assignments are valid for that hunt only. Locations of blinds are shown in enclosure (3).

(Note: The number of eligible hunters for a given hunt will depend on the number of available blinds.)

(a) Priority I

- Active duty military personnel
- Disabled veterans (Patrons)

(b) Priority II

- All other patrons

(Note: Minors and guests (regardless of age) shall be assigned to the same blind as their authorized sponsor).

c. Hunts for Small Game/Birds

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(1) Small Game/Bird hunters will muster with the Duty Huntmaster prior to proceeding into the field.

(2) To confirm eligibility, the Duty Huntmaster shall verify and log the following information from each hunter onto the Small Game/Bird Hunter Check-In Log (enclosure 6):

(a) Valid photo ID showing eligibility

(b) Dixie Annex Small Game/Bird, Combo or NASK/Dixie Annex Super Combo Hunting Permit

(c) Texas State Hunting License

(Note: Must include Upland & Migratory Game Bird Endorsements as applicable. Waterfowl hunters must also have a Federal Waterfowl Stamp)

(d) Proof of Hunter Education Course

(e) Emergency contact information

(f) CLEOC printout for the weapon presented

(3) Once verification is complete; each hunter will be provided a numbered Dixie Annex Small Game/Bird Hunting badge, emergency whistle and be provided with the Duty Huntmasters cell phone number. Small Game/Bird Hunting is controlled on a first come first served basis.

(Note: The maximum number of hunters in the Field for Small Game/Bird hunting is twenty).

(4) The Duty Huntmaster will then conduct the Hunter Safety and Information Brief (enclosure 1) and require all hunters to sign the check-in log verifying they have received and thoroughly understand the Brief.

(5) All hunters may depart the hunter check in/out station as directed by the Duty Huntmaster and proceed to their assigned Small Game/Bird Hunting area.

(6) Upon completion of the hunt, each hunter will contact the Duty Huntmaster and report back to hunter check-in/out station. The Duty Huntmaster will collect all previously issued Dixie Annex Small Game/Bird Hunting badges/whistles and check/record all harvested small game/birds utilizing the Small Game/Bird Harvest Log (enclosure 7).

(7) Once complete, all hunters will be expected to either depart the annex immediately or store their weapon(s) per enclosure (10).

11. Logs and Records

a. Big Game Hunter Check-In Log. (enclosure 4) Used by the Duty Huntmaster to record the information outlined in paragraph 9a(2).

b. Big Game Harvest Log

(1) The Big Game Harvest Log (enclosure 5) shall be maintained by the Dixie Annex Senior Huntmaster.

(2) The Duty Huntmaster shall record the harvest data of all big game taken aboard the station. The big game log shall record the following information:

(a) Date of Harvest

(b) Hunters Name

(c) Hunters Kings Hunt Club & Base Permit Numbers

(d) Hunters Texas Hunting License Number

(e) Blind animal was harvested from

(f) Species of animal harvest

(g) Sex of animal harvested

(h) Weight of animal harvested

(i) Number of antler points (if applicable)

(j) Age of Animal (as determined by tooth wear, applicable to White-tailed Deer Only)

(3) Harvest information will be used by Natural Resources, Environmental, MWR and Huntmaster personnel to administer the Dixie Annex fish and wildlife program. Additionally, Deer harvest data is required to be reported to TPWD as a condition of the MLDP program.

c. Small Game/Bird Hunter Check-In Log. (enclosure 6) Used by the duty huntmaster to record the information outlined in paragraph 9c(2).

d. Small Game/Bird Harvest Log

(1) The Small Game/Bird Harvest Log (enclosure 7) shall be maintained by the Dixie Annex Senior Huntmaster.

(2) The Duty Huntmaster shall record the harvest data of all small game/birds taken aboard the station. The small game/bird log shall record the following information:

- (a) Date of Harvest
- (b) Hunters Name
- (c) Base Permit Numbers
- (d) Hunters Texas Hunting License Number
- (e) Number & Species of animal(s) harvested

(3) Harvest information will be used by Natural Resources, Environmental, MWR and Huntmaster personnel to administer the NASK fish and wildlife program. Additionally, information may be provided to TPWD personnel if requested.

12. Transfer of Wildlife Resources. The possession of harvested wildlife resources may be transferred between persons as allowed under TPWD regulations. A Wildlife Resource Document (WRD) (enclosure 9), may be required.

13. Enforcement. Texas State Game Wardens and the NASK Security Department are responsible for enforcement of regulations. Duty Huntmasters are responsible for assisting the Texas State Game Wardens and the Security Department with the enforcement of hunting regulations aboard Dixie Annex. The Duty Huntmaster will report any violations to the Security Department. Violations of Texas hunting regulations will be referred to Texas State Game Wardens via the XO for action. Violations of Dixie Annex hunting instructions may result in the revocation of hunting privileges and/or disciplinary action by the Commanding Officer.

14. Trapping. With the exception of BASH and Natural Resources personnel in the performance of their duties, trapping is not permitted aboard Dixie Annex.

15. MLDP Program Requirements. Participation in the TPWD MLDP program allows flexible seasons and increased harvest opportunities. The program is incentive based and habitat focused. Participation in the MLDP program requires a written Wildlife Management Plan (WMP) approved by a Texas Parks and Wildlife Department (TPWD) Biologist,

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reference (c). Dixie Annex has been categorized as a MLDP Level 3 property. The Senior Huntmaster and the Natural Resources Manager are the TPWD MLDP program agents.

16. Bunk House Usage. Rules and regulations regarding the use of the Dixie Annex Bunk House are outlined in (enclosure 10). All authorized patrons will be required to sign the Dixie Annex Bunk House Waiver and Release of Liability (enclosure 11).

A handwritten signature in black ink, appearing to read "C. C. Misner", with a stylized flourish at the end.

C. C. MISNER

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HUNTER SAFETY/INFORMATION BRIEF

1. Handle every firearm as if loaded at all times. **ALWAYS** ensure your weapon is pointed in a safe direction. **NEVER** point a firearm toward another person or anything that you would not want to shoot.
2. Firearms shall be on "**SAFE**" until ready to fire.
3. Weapons may not be loaded until permission is obtained from the Duty Huntmaster. **ALWAYS UNLOAD PRIOR TO CLIMBING AND EXITING STANDS.**
4. **NEVER** discharge weapons within 100 yards of any building, or equipment.
5. **NEVER** fire toward any building, roadway, or equipment.
6. Don't fire through or across perimeter fences.
7. Don't crawl over/under or tamper with perimeter fences.
8. **NEVER** cross fences or the creek on the northern boundary.
9. Watch for cattle and horses. **NEVER** fire toward or near cattle, horses, or any other domestic animal.
10. All legal game as defined in the Texas state hunting regulations book (listings for McMullen County or Southern Zone) is allowed to be harvested.
11. All special rules, restrictions, season dates as outlined in the Texas state hunting regulations book (listings for McMullen County or Southern Zone) apply to all game harvested onboard the annex. (Discuss any restrictions: ie, sex, antler size).
12. The taking of any animal displaying a radio collar, ear tag or similar device is prohibited.
13. All game taken **MUST** be removed from the station. Wanton Waste will not be tolerated.
14. Upon harvesting an animal, **DO NOT LEAVE** the immediate vicinity of the blind/feeder. If the animal is not in the immediate vicinity of the blind/feeder wait for the Duty Huntmaster, **DO NOT ENTER THE BRUSH.** Certain game animals such as hogs and javelinas are dangerous and should be approached with caution, especially when wounded.
15. If other hunters happen to stray into or through the area you are hunting, communicate your location and ensure they acknowledge

you. (Big Game Hunters Only: Notify the Duty Huntmaster immediately).

16. Snake chaps are highly recommended. (Discuss the treatment for snakebite. Discuss the difference between pit vipers and various other species of snakes.) Snakes can climb trees, stands, etc. Use caution when entering wooded areas and inspect stands prior to entering.

17. **NEVER** fire at or disturb any protected species as outlined in current Texas hunting regulations.

18. In case of an emergency (lost, injured, etc.) use your cell phone to contact the Duty Huntmaster. If you are unable to contact the Duty Huntmaster via cell phone, blow three quick blasts on the whistle, wait three minutes, blow three more blasts. Continue to do so until located.

19. When using above ground blinds:

a. **NEVER** make quick sudden moves. Keep your weight centered in the middle of the stand.

b. Prior to entering stands, inspect for snakes, owls, hawks, etc.

20. **NEVER** use a scoped firearm to glass for game. You may be pointing a loaded firearm toward another hunter.

21. **ALWAYS** ensure you have enough water. Discuss symptoms of dehydration.

22. **ALWAYS** use a flashlight when walking during darkness.

23. After each hunt, inspect yourself for ticks.

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DUTIES AND RESPONSIBILITIES

1. **Senior Huntmaster.** A senior huntmaster, appointed by the Commanding Officer, is responsible for the day to day organization and operation of the hunting program. Qualifications shall include, but not be limited to, an in-depth knowledge of the contents and spirit of the basic hunting instruction, hunter safety, specific hunt procedures, and personal maturity. Specific duties and responsibilities include:

- a. Train and recommend certification of all Duty Huntmasters.
- b. Maintain a current list of certified Huntmasters at Security.
- c. Maintain and submit Deer harvest information as required by MLDP program guidance. (Dixie Annex Only)
- d. Maintain annual harvest data for all species.
- e. Ensure compliance with supplemental food and water requirements as outlined in the Wildlife Management Plan (WMP).
- f. Review all purchase requests (PR) and verify that all of the items requested are required/necessary for the sustainment of the hunting program.
- g. Maintain a constant awareness of available funding and ensure expenditures are planned and prioritized IAW program goals and requirements.
- h. Forward all PR's to the Natural Resources Manager.
- i. Clearing vegetation around blinds/feeders and bird hunting areas beginning no later than 45 days prior to the first day of authorized hunting.
- j. Continually assess the condition of blinds and feeders. Blinds deemed to be unsafe will be removed from service until repairs are completed.
- k. Store enough feed on hand to replenish all feeders during the hunting season.
- l. Fully enforce all hunting regulations, including the authority for refusal for individual participation in hunting activities for reasons mentioned in the basic instruction. This authority does not permit deviation from or modification of this instruction.
- m. Establish additional rules for safety consideration as circumstances dictate.

2. **Duty Huntmaster**. The Duty Huntmaster shall be responsible for the overall safe conduct and control of big game hunts. Qualifications shall include, but not be limited to, an in-depth knowledge of the contents and spirit of the basic hunting instruction, hunter safety, specific hunt procedures, and personal maturity. Specific duties and responsibilities include:

a. Personally verify that all prospective hunters are authorized and possess the required licenses and permits.

b. Inspect weapons for proper types and verify registration.

c. Conduct a safety briefing for all hunters selected for the hunt. See enclosure (1).

d. Conduct an orientation briefing for all hunters who are unfamiliar with blind locations, transit routes to and from blinds, designated parking, and hunt procedures.

e. Ensure hunters unfamiliar with blind locations are escorted to and from assigned blinds.

f. Ensure all hunts are conducted in strict compliance with the procedures outlined in the basic instruction.

g. Ensure that each selected hunter is properly logged in the appropriate log.

h. Annotate all hunter locations on the area map.

i. Examine any kills and ensure proper tagging. Log all required harvest data in the appropriate harvest log.

j. Report all birds and animals suspected of being crippled or killed and not recovered to the Senior Huntmaster.

k. Ensure all hunters are accounted for and properly logged out in the appropriate log prior to securing from the hunt.

l. Immediately notify proper Navy authorities in the event of personal injury.

m. Notify the Senior Huntmaster in the event of personal injury, civilian community incident, or violation of safety or hunt procedures.

n. Continually assess the condition of blinds and feeders and report all concerns to the Senior Huntmaster.

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o. Notify the Senior Huntmaster when feed supplies are running low.

p. Fully enforce all hunting regulations, including the authority for refusal for individual participation in hunting activities for reasons mentioned in the basic instruction. This authority does not permit deviation from or modification of this instruction.

q. Establish additional rules for safety consideration as circumstances dictate.

3. **Natural Resources Manager**. NASK Environmental Division - Natural Resources will administer the wildlife and habitat management aspects of the program to include providing financial oversight to the wildlife fund. Specific duties and responsibilities include:

a. Serve as the liaison between NAS Kingsville and TPWD Wildlife Biologists.

b. Coordinate and schedule the annual Deer survey as required by MLDP program guidance.

c. Review, update and ensure compliance with the Dixie Annex WMP as required by MLDP program guidance.

d. Review all PR's and verify all items listed on the PR are compliant with fund guidelines and forward to the MWR Director for approval.

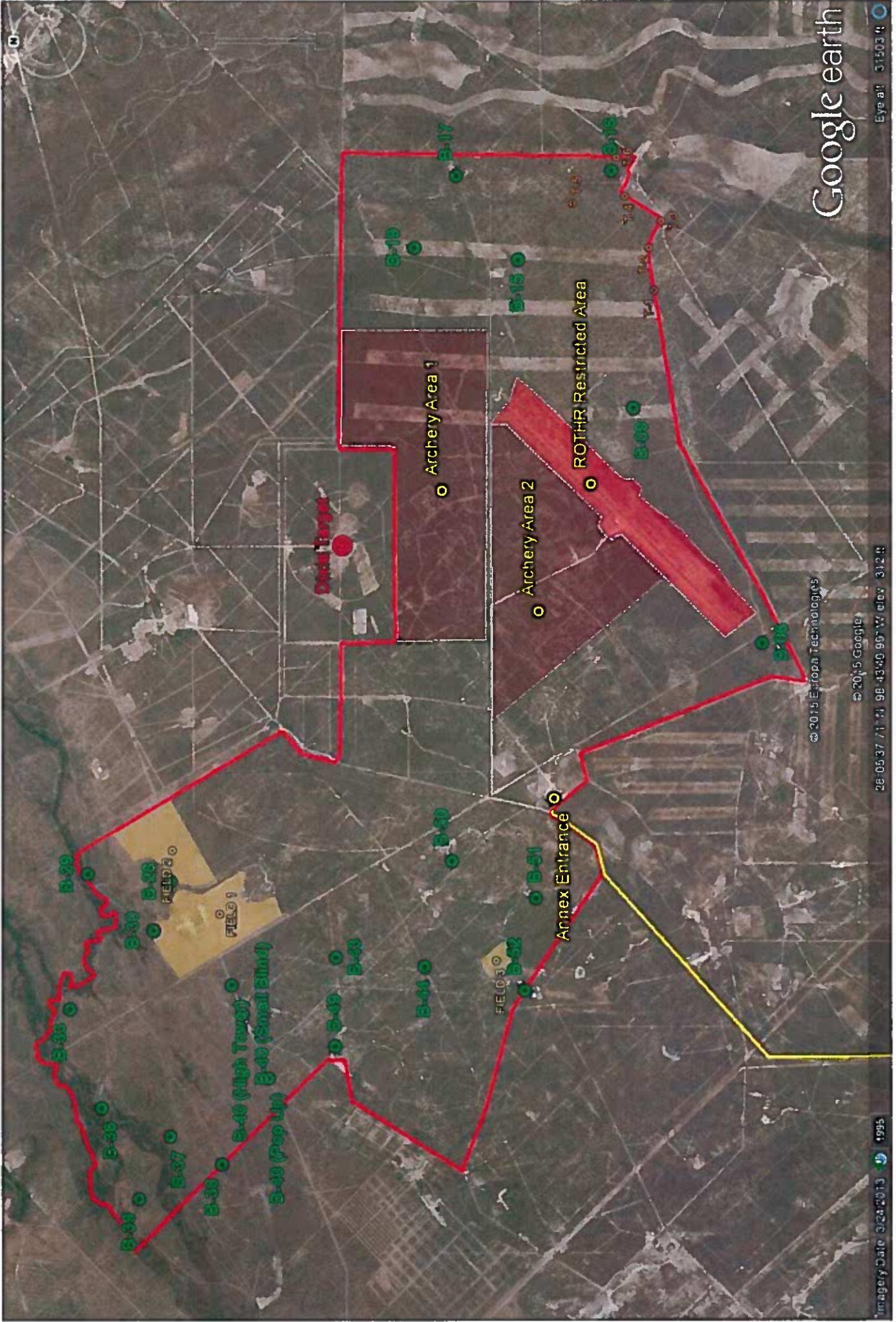
4. **MWR**. The NASK MWR Department will provide sales outlet, accounting and procurement services in support of a wildlife management program. Specific duties and responsibilities include:

a. The MWR Director will review all PR's for accuracy, approve the document and forward the document to the MWR Accountant for processing.

b. The MWR Accountant will process the PR and inform the Senior Huntmaster that the document has been approved and that the purchase can be made.

c. Provide a monthly accounting of all revenues received and all expenditures processed for the hunting program fund.

DIXIE ANNEX MAP



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RELEASE AND INDEMNIFICATION AGREEMENT

Failure to complete this form will result in you being denied use of the facilities.

I assume full responsibility for myself, my family, including minor children, for bodily injury, death and loss of personal property and any expenses as a result of my negligence, negligence of my family, negligence of any other individual, or the negligence of Naval Air Station Kingsville (hereinafter NASK) and its staff. I agree to indemnify and hold harmless NASK and its staff, and the U.S. Navy, and its members, agents and employees from all claims, damages, losses, injuries and expenses arising out of or resulting from my family's or my participation in hunting and shooting activities onboard either NASK or the Dixie Annex (formerly known as Escondido Ranch). I further agree to release, acquit and covenant not to sue NASK and its staff, and the U.S. Navy, and its members, agents and employees for all actions, causes of action claims or damages, damages in law or remedies in equity of whatever kind, including the negligence of NASK and its staff, or my family, myself, or my heirs, against NASK arising out of the foresaid activity. In short, I cannot sue NASK and its staff, or the U.S. Navy, or its members, agents or employees.

By this Waiver, I assume any risk, and take full responsibility and waive any claims of personal injury, death or damage to personal property associated with hunting or shooting activities.

I understand and confirm that by signing this WAIVER AND RELEASE I have given up considerable future legal rights. I have signed this Agreement freely, voluntarily, under no duress. My signature is proof of my intention to execute a complete and unconditional WAIVER AND RELEASE of all liability to the full extent of the law.

I UNDERSTAND THAT THE TERMS ARE CONTRACTUAL IN NATURE AND THAT I HAVE SIGNED THIS DOCUMENT AS MY OWN FREE ACT. I FURTHER CERTIFY THAT I HAVE READ THIS RELEASE AND INDEMNITY AGREEMENT BEFORE SIGNING IT AND I UNDERSTAND WHAT IT MEANS.

IN WITNESS WHEREOF, I have signed this Release and Indemnity Agreement on

this _____ day of _____, 20____.

Print: _____

Signature _____ Witness: _____

If legal guardian for a participating minor child, check this box

Minor's Name: _____

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Wildlife Resource Document

Refer to Outdoor Annual sections on Transfer of Wildlife Resources, Cold Storage/Processing Facility, and Taxidermist for an explanation of requirements to complete and possess this document.

I, _____ (1) Name _____ (2) Phone

_____ (3) Address _____ City _____ State _____ Zip

give, donate, leave the wildlife resource(s) or parts thereof, listed below to: (complete Sections 4 thru 12), OR possess the wildlife resource(s) or parts thereof, listed below, without other applicable licenses, stamps, tags, or permits (complete Sections 6 thru 12):

_____ (4) Receiver's Name

_____ (5) Address _____ City _____ State _____ Zip

_____ (6) Number and Type of Species or Parts

which was killed or caught on _____ (7) Date at the following location:

_____ (8) Name of Ranch, Area, Lake, Bay, or Stream and County, State, or Country

_____ (9) Hunt and/or Fish License of person who killed or caught the wildlife resource described in Section 6 _____ (10) State

_____ (11) Signature _____ (12) Date

Note: Reproduction of this information is allowed, in any form, including a legible hand written version. Form also available at: www.tpwd.state.tx.us/hunt/regs/ or www.tpwd.state.tx.us/fish/guide/transfer.htm

**DIXIE ANNEX BUNK HOUSE
RULES AND REGULATIONS FOR USE**

The following rules and regulations are provided for the purpose of establishing expectations for all authorized patrons to ensure an enjoyable experience for all. Strict adherence to the below is expected of all patrons. The Dixie Annex manager is responsible for the safety of all patrons onboard the annex. Patrons who fail to follow the below rules or who otherwise jeopardize the safety of other guest or annex staff may be required to depart the bunk house and/or annex property at the sole discretion of the annex manager.

Due to the isolated location of the annex and the early/late hours often associated with hunting, the bunk house is being made available to provide a safe lodging alternative. There is no fee for utilizing the bunk house. Reservations are required.

ELIGIBILITY: Eligible personnel are defined as Active Duty/Retired military, Reservists, National Guard (NG), Department of Defense (DoD) civilians, Dependent family members (with Dependent ID) and escorted guests of the above. All minors and unaffiliated guests must be accompanied by their sponsor at all times. All personnel who enter Dixie Annex property must have a valid Dixie Hunting Permit or NASK/Dixie Access pass, available through the NAS Kingsville Outdoor Recreation Office.

WAIVER OF LIABILITY: All patrons and guests will be required to sign a waiver of liability during check in.

RESERVATIONS: Advance lodging reservations must be made through the Annex at (830) 373-4419. Priority for making reservations at the Annex Bunk House is as follows:

- a. Five weeks prior - Active Duty personnel.
- b. Three weeks prior - Retirees, Reservists, National Guard and Dependent Family Members (must have a valid Dependent ID).
- c. Two weeks prior - DOD/NAF civilian personnel.
- d. One week prior - first come first serve.

(NOTE: During all established Deer seasons, patrons having been drawn for a MLDP tag will be given priority over patrons who do not hold a MLDP tag. Example: An active duty patron who was not drawn for a MLDP tag and made a bunk house reservation 5 weeks in advance may be notified that the reservation is cancelled in order to make room for a retiree who was drawn for a MLDP tag calling to schedule a bunk house reservation 3 weeks in advance.

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FIREARMS REGISTRATION & SAFETY REQUIREMENTS: Hunting is the primary recreational use of the annex. The annex staff recognizes that patrons may legally possess firearms for this purpose. The safety and security of our patrons is of the utmost importance. This policy pertains to the presence of firearms on the annex premises and is intended to create a safe environment for all guests and visitors by providing appropriate guidance over the custody of firearms on the annex.

Dixie Annex and the bunk house are government property. Patrons of Dixie Annex who are lawfully permitted to possess a firearm, may bring such firearm(s) onto annex property for hunting purposes. All patrons who possess a firearm(s) on annex property are personally responsible for abiding by all applicable federal, state and local laws with respect to firearms. All firearms brought onboard annex property shall be registered with NAS Kingsville security personnel and entered into the Consolidated Law Enforcement Operations Center (CLEOC) system. A copy of the CLEOC form clearly showing each firearm present must be provided to annex staff upon request.

The following firearm safeguarding requirements pertain to all patrons and guests:

- a. All firearms must have a cable style or trigger style gun lock affixed to the firearm at all times when not in use.
- b. During transport to/from the field, all firearms shall remain unloaded and locks shall remain in place until permission has been obtained from the Huntmaster.

FIREARMS STORAGE REQUIREMENTS:

- a. Day Use Patrons: Once each patron has completed hunting (after each hunt) firearms will be turned over to the Duty Huntmaster for storage.
- b. Overnight Patrons: Each guest room has been equipped with a door lock and a gun locker. Room and locker keys are provided by annex staff during check in. Once each patron has completed hunting (after each hunt) firearms shall be safeguarded in the gun locker, the duty huntmaster shall visually confirm that all firearms are stowed in the gun locker and all gun locker keys shall be turned into the Duty Huntmaster and each room shall be locked while not in use.
- c. Patrons and Guests who fail to abide by this policy may be asked to leave the annex. A blanket exception to the restrictions described in this policy statement applies only to law enforcement officers and designated military personnel, who are on-duty and required to carry firearms in the performance of their duties. No exemption to this policy is allowed for private persons; even those licensed and permitted to carry a firearm.

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CHECK-IN: There is no established check in time. All patrons MUST check in with the Annex manager for room assignment prior to proceeding onto annex grounds for any reason.

CHECK-OUT: There is no established check out time. All patrons MUST check out with the Annex manager prior to leaving annex grounds for any reason.

SMOKING: Smoking is not authorized inside any rooms or buildings.

HOUSEKEEPING: Maid service is NOT provided. All patrons are expected/required to clean up after themselves. Sponsors are responsible for the cleanliness of guest room(s). Rooms must be swept, trash must be emptied and refrigerators must be emptied at check out.

KITCHEN FACILITIES: The kitchen area is available for use by all patrons on a first come first served basis. A limited amount of cooking utensils and dishware is also available for use on a first come first served basis. All patrons are expected to properly clean and stow all utensils and dishware immediately after use.

WATER: Potable water is not available at the annex. All faucets provide non-potable (not safe for drinking) water only. Water conservation is always required. Patrons are expected to provide for their own potable water needs.

CONSUMABLES: Consumable items such as paper plates, paper towels, disposable cups, disposable eating utensils and toiletry products are not provided. While a limited supply may be on hand as left behind by previous patrons, all patrons are expected to provide for their own needs.

LINENS: While most rooms do have pillows and comforters, as a general rule, linens are not provided. Patrons are expected to provide for their own needs.

PETS: Pets/hunting dogs must be under the control of an adult at all times while onboard the annex. Owners may be liable for damage caused by pets.

NOTE: Complaints of excessive barking or aggressive behavior will be just cause for the removal of the pet from the annex.

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WAIVER AND RELEASE OF LIABILITY

In consideration of being allowed to use the bunkhouse onboard the Dixie Annex (also known as Escondido Ranch), the undersigned acknowledges, appreciates, and agrees that there may be a risk of injury while staying in the bunkhouse. The bunkhouse is rustic in nature and is not maintained as a regular dwelling place. There is no potable water or the expected accommodations for paid lodging. Participants are required to use their own sleeping bags, gear, toiletries, cooking supplies and other accommodations they bring with themselves. Participants stay in the bunkhouse at their own risk.

1. I, for myself and on behalf of my heirs, assigns, personal representatives and next of kin, HEREBY RELEASE AND HOLD HARMLESS NAS KINGVILLE, THE UNITED STATES NAVY, and their officers, officials, agents, and/or employees, other participants ("RELEASEES"), WITH RESPECT TO ANY AND ALL INJURY, DISABILITY, DEATH, or loss or damage to person or property, WHETHER ARISING FROM THE NEGLIGENCE OF THE RELEASEES OR OTHERWISE.

2. I KNOWINGLY AND FREELY ASSUME ALL RISKS, both known and unknown, and assume full responsibility for my participation.

3. I willingly agree to comply with the stated and customary terms and conditions for participation and use of the bunkhouse onboard Dixie Annex. If I observe any unusual significant hazard during my stay in the bunkhouse, I will remove myself from the bunkhouse and bring such hazard to the attention of the nearest official immediately.

I HAVE READ THIS RELEASE OF LIABILITY AND ASSUMPTION OF RISK AGREEMENT, FULLY UNDERSTAND ITS TERMS, UNDERSTAND THAT I HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING IT, AND SIGN IT FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT.

X _____ X _____ X _____
(participant signature) (printed name) (date)

DEPARTMENT OF THE NAVY LOCAL POPULATION ID CARD/BASE ACCESS PASS REGISTRATION

PRIVACY ACT STATEMENT:

AUTHORITY: 10 U.S.C. 5013, Secretary of the Navy; 10 U.S.C. 5041, Headquarters, Marine Corps; OPNAVINST 5530.14E, Navy Physical Security; Marine Corps Order 5530.14A, Marine Corps Physical Security Program Manual; and E.O. 9397 (SSN), as amended, SORN 55122.
PURPOSE(S): To control physical access to Department of Defense (DoD), Department of the Navy (DON) or U.S. Marine Corps Installations/Units controlled information, installations, facilities, or areas over which DoD, DON, or U.S. Marine Corps has security responsibilities by identifying or verifying an individual through the use of biometric databases and associated data processing/information services for designated populations for purposes of protecting U.S./Coalition/allied government/national security areas of responsibility and information; to issue badges, replace lost badges, and retrieve passes upon separation; to maintain visitor statistics; collect information to adjudicate access to facility; and track the entry/exit times of personnel.
ROUTINE USE(S): To designated contractors, Federal agencies, and foreign governments for the purpose of granting Navy officials access to their facility.
DISCLOSURE: Providing registration information is voluntary. Failure to provide requested information may result in denial of access to benefits, privileges, and DoD installations, facilities and buildings.

IDENTITY PROOFING AND APPLICANT INFORMATION

1. LAST NAME:		2. FIRST NAME:		3. MIDDLE NAME:		4. NAME SUFFIX: <input type="checkbox"/> Jr. <input type="checkbox"/> Sr. <input type="checkbox"/> I <input type="checkbox"/> II <input type="checkbox"/> III <input type="checkbox"/> IV	
5. HISPANIC OR LATINO (Check one): <input type="checkbox"/> YES <input type="checkbox"/> NO		6. RACE (Check one or more): <input type="checkbox"/> WHITE <input type="checkbox"/> AFRICAN AMERICAN OR BLACK <input type="checkbox"/> ASIAN <input type="checkbox"/> AMERICAN INDIAN OR ALASKAN NATIVE <input type="checkbox"/> NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER					
7. GENDER (Check one): <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE		8. DATE OF BIRTH:		9. CITY OF BIRTH:		10. STATE OF BIRTH:	
11. BIRTH COUNTRY:		12. US CITIZEN (Check): <input type="checkbox"/> YES <input type="checkbox"/> NO					
13. DUAL CITIZENSHIP: <input type="checkbox"/> YES <input type="checkbox"/> NO						CITIZENSHIP IF OTHER THAN US (Country):	

U.S. Citizen Minimum Documentation Required:

By Birth - Social Security No and/or State ID/Drivers License
 Naturalized - Certification Number, Petition Number, Date, Place and Court, United States passport number, Social Security No and/or State ID/Drivers License
 Derived - Parent's certification number, Social Security No and/or State ID/Drivers License.

Alien Minimum Documentation Required:

Registration Number, Expiration date, Date of entry, Port of entry.

14. IDENTITY SOURCE DOCUMENTS PRESENTED:	15. DOCUMENT NUMBER:	16. ISSUED BY STATE/COURT:	17. ISSUED BY COUNTRY:	18. ISSUED:	19. EXPIRES:
<input type="checkbox"/> Social Security No.			United States		
<input type="checkbox"/> State ID/Drivers License			United States		
<input type="checkbox"/> Passport No.					
<input type="checkbox"/> Certification Number and Petition Number					
<input type="checkbox"/> Derived - Parent's Certification Number			United States		
<input type="checkbox"/> Alien Registration No.			United States		

Date of Entry: _____ Port of Entry: _____

OTHER APPROVED IDENTITY SOURCE DOCUMENTS:

<input type="checkbox"/>					
<input type="checkbox"/>					

20. WEIGHT (Pounds):	21. HEIGHT (Inches):	22. HAIR COLOR (Check one): <input type="checkbox"/> Blond <input type="checkbox"/> Brown <input type="checkbox"/> Black <input type="checkbox"/> Gray <input type="checkbox"/> Red <input type="checkbox"/> White <input type="checkbox"/> Silver <input type="checkbox"/> Auburn <input type="checkbox"/> Bald	23. EYE COLOR (Check one): <input type="checkbox"/> Brown <input type="checkbox"/> Green <input type="checkbox"/> Blue <input type="checkbox"/> Hazel <input type="checkbox"/> Black <input type="checkbox"/> Gray <input type="checkbox"/> Violet <input type="checkbox"/> Unknown
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24. HOME ADDRESS (Include city, state, zip code):		HOME PHONE (Include Area Code):
25. BASE SPONSOR'S NAME:		SPONSOR PHONE (Include Area Code):

EMPLOYMENT ACTIVITY INFORMATION

26. EMPLOYER NAME AND ADDRESS (Include city/state/zip code):	EMPLOYER PHONE (Include Area Code):
27. SUPERVISOR NAME AND ADDRESS (Include city/state/zip code):	SUPERVISOR PHONE (Include Area Code):

28. Check the applicable box for WORK HOURS box or check the OTHER box and enter the work hours, then check the applicable for WORK DAYS:

WORK HOURS: 0600-1800 0800-1700 OTHER WORK DAYS: SN M T W TH F ST

PRIOR FELONY CONVICTIONS

29. Have you ever been convicted of a Felony? YES NO _____ Initial

REQUIREMENT TO RETURN LOCAL POPULATION ID CARD

30. I understand that I am required to return my Local Population Identification Card to the Base Pass Office when it expires or if my employment is terminated for any reason. _____ (Initial)

AUTHORIZATION AND RELEASE AND CERTIFICATION

31. I hereby authorize the DOD/DON and other authorized Federal agencies to obtain any information required from the Federal government and/or state agencies, including but not limited to, the Federal Bureau of Investigation (FBI), the Defense Security Service (DSS), the U.S. Department of Homeland Security (DHS).

I have been notified of DON right to perform minimal vetting and fitness determination as a condition of access to DON installation/facilities. I understand that I may request a record identifier, the source of the record and that I may obtain records from the State Law Enforcement Office as may be available to me under the law. I also understand that this information will be treated as privileged and confidential information.

I release any individual, including records custodians, any component of the U.S. Government or the individual State Criminal History Repository supplying information, from all liability for damages that may result on account of compliance, or any attempts to comply with this authorization. This release is binding, now and in the future, on my heirs, assigns, associates, and personal representative(s) of any nature. Copies of this authorization that show my signature are as valid as the original release signed by me.

FALSE STATEMENTS ARE PUNISHABLE BY LAW AND COULD RESULT IN FINES AND/OR IMPRISONMENT UP TO FIVE YEARS.

BEFORE SIGNING THIS FORM, REVIEW IT CAREFULLY TO MAKE SURE YOU HAVE ANSWERED ALL QUESTIONS FULLY AND CORRECTLY.

I DECLARE UNDER PENALTY OF PERJURY THAT THE STATEMENTS MADE BY ME ON THIS FORM ARE TRUE, COMPLETE AND CORRECT

DATE _____ SIGNATURE _____

FINAL DETERMINATION ON YOUR ACCESS: The Base Commanding Officer has final authority for determination on granting physical access to DON controlled installations/facilities under his/her jurisdiction.

BELOW COMPLETED BY BASE REGISTRAR PERSON CONDUCTING IDENTITY PROOFING and NCIC CHECK

32. INFORMATION VERIFIED BY:	33. ENTERED IN C/S SYSTEM BY:	34. PASS ISSUE DATE:	35. PASS EXPIRATION DATE:
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36. NCIC CHECK PERFORMED BY:	37. RESULTS OF NCIC CHECK: <input type="checkbox"/> NO RECORDS <input type="checkbox"/> RECORD IDENTIFIER RECORD NUMBER:	38. RESULTS OF LOCAL RECORDS CHECK: <input type="checkbox"/> NO RECORDS <input type="checkbox"/> RECORD IDENTIFIER RECORD NUMBER:
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Office of Under Secretary of Defense Directive-Type Memorandum (DTM) 09-012, "Interim Policy Guidance for DoD Physical Access Control," December 8, 2009. DTM 09-012 requires that DoD installation government representatives query the National Crime Information Center (NCIC) and Terrorist Screening Database to vet the claimed identity and to determine the fitness of non-federal government and non-DoD-issued card holders (i.e. visitors) who are requesting unescorted access to a DoD installation. The minimum criteria to determine the fitness of a visitor is: 1) not on a terrorist watch list; 2) not on an DoD installation debarment list; and 3) not on a FBI National Criminal Information Center (NCIC) felony wants and warrants list. Additionally, SECNAV Memo, Policy for Sex Offender Tracking and Assignment and Access Restrictions within the Department of the Navy, of 7 Oct 08 and OPNAVINST 1752.3 established the Navy's policy on sex offenders, requiring Region Commanders (REGCOMs) and Installation Commanding Officers (COs) to prohibit sex offender access to DoN facilities and Navy owned, leased or PPV housing. This form describes the authority and purpose to collect and share the required information; and identifies the applicant/visitor and sponsor; and authorizes the DoD to perform the minimum vetting and fitness determination criteria. A favorable response on the vetting and fitness determination is required to receive access to DOD-controlled installation/facilities.

Instruction for completing the Local Population Access Registration Form

INSTRUCTIONS: Please complete all information in black ink (printed) or by typing. By voluntarily providing your Personal Information, you agree to the following terms and restrictions:

RESTRICTIONS: Local Population Identification Card/Base Access Pass may only be used by person to whom they are issued and for the specific business/purpose issued. Applicants are reminded that soliciting (i.e., door-to-door sales) is prohibited on the base, and that such activity is grounds for cancellation of the Pass. Additionally, such action may result in debarment from the base and legal action. The Base Commanding Officer has discretion over specifying the period of validity for any Local Population ID Cards/Base Access Passes that are issued under his/her jurisdiction. Review the Privacy At Statement that is printed at the top of the form

<p>Block 1: Enter the Last Name. Block 2: Enter the First Name. Block 3: Enter the Middle Name. Block 4: If applicable, check the box for Name Suffix. Block 5: Check the applicable box for Hispanic or Latino. Block 6: Check the applicable box for Race. Block 7: Check the applicable box for Gender. Block 8: Enter Date of Birth. Block 9: Enter City of Birth. Block 10: Enter State of Birth. Block 11: Enter Country of Birth. Block 12: Check the applicable box for US Citizenship. Block 13: If not a US Citizen, enter the name of the Country of Citizenship. Block 14: Two forms of identity source documents from the list of acceptable documents listed below must be presented to the base registrar with this completed form. Check the box for the type of Documents that will be presented for identity proofing. If the document type is not listed, use the two rows under Other Approved Identity Source Documents to enter the type of document(s) that you will present. Block 15: Enter the Document Number located on the Identity Proofing Source document that was checked in Block 14. Block 16: Enter the State that issued the Identity Source Document. Block 17: Enter the Country that issued the Identity Source Document.</p>	<p>Block 18: Enter the Date that the Identity Source Document was issued. Block 19: Enter the Date that the Identity Source Document will expire. Block 20: Enter Weight in pounds. Block 21: Enter Height in inches. Block 22: Check the applicable box for Hair Color. Block 23: Check the applicable box for Eye Color. Block 24: Enter Home Address including City, State, Zip Code, and Home Telephone Number. Block 25: Enter Name of Registrant's Base Sponsor and Base Sponsor's Telephone Number. Block 26: Enter Employer Name and address including City, State, Zip Code, and Employer's Telephone Number. Block 27: Enter Supervisor's Name including City, State, Zip Code, and Supervisor's Telephone Number. Block 28: Check the applicable box for Work Hours box or check the OTHER box and enter the work hours, then check applicable boxes for Work Days. Block 28: Check the applicable answer if you have been convicted of Felony and enter initials. Block 29: Check the applicable box for felony conviction. Block 30: Enter initials to accept terms for returning Local Population Identification Card. Block 31: Sign and date the form to attest that the foregoing information is true and complete to best of your knowledge.</p>
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LIST OF ACCEPTABLE DOCUMENTS - All documents must not be expired.
 Must present one selection from List A or a combination of one selection from List B and one selection from List C.

List A - Documents that Establish Identity and Employment Authorization	OR	List B - Documents that Establish Identity	AND	List C - Documents that Establish Employment Authorization
<p>1. U.S. Passport or U.S. Passport Card. 2. Permanent Resident Card or Alien Registration Receipt Card (Form I-551). 3. Foreign passport that contains a temporary I-551 stamp or temporary I-551 printed notation on a machine-readable immigrant visa. 4. Employment Authorization Document that contains a photograph (Form I-766). 5. For a nonimmigrant alien authorized to work for a specific employer because of his or her status: a. Foreign Passport; and b. Form I-94 or Form I-94A that has the following: (1) The same name as the passport; and (2) An endorsement of the alien's nonimmigrant status as long as that period of endorsement has not yet expired and the proposed employment is not in conflict with and restrictions or limitations identified on form. 6. Passport from the Federal States of Micronesia (FSM) or the Republic of the Marshall Islands (RM) with Form I-94 or Form I-94A indicating nonimmigrant admission under the Compact of Free Association Between the United States and FSM or RM.</p>		<p>1. Driver's license or ID card issued by a State or outlying possession of the United States provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address. 2. ID card issued by federal, state or local government agencies or entities, provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address. 3. School ID card with a photograph 4. Voter's registration card. 5. U.S. Military card or draft record. 6. Military dependent's ID card. 7. U.S. Coast Guard Merchant Mariner Card. 8. Native American tribal document. 9. Driver's license issued by a Canadian government authority. For persons under age 18 who are unable to present a document listed above: 10. School record or report card. 11. Clinic, doctor, or hospital record. 12. Day-care or nursery school record.</p>		<p>1. A Social Security Account Number card, unless the card includes one of the following restrictions: (1) NOT VALID FOR EMPLOYMENT (2) VALID FOR WORK ONLY WITH INS AUTHORIZATION (3) VALID FOR WORK ONLY WITH DHS AUTHORIZATION. 2. Certification of Birth Abroad issued by the Department of State (Form FS-545). 3. Certification of Birth issued by the Department of State (Form DS-1360). 4. Original or certified copy of birth certificate issued by a State, county, municipal authority or territory of the United States bearing an official seal. 5. Native American tribal document. 6. U.S. Citizen ID Card (Form I-197). 7. Identification Card for Use of Resident Citizen in the United States (Form I-179). 8. Employment authorization document issued by the Department of Homeland Security.</p>

The remainder of the form will be completed by the Base Registrar Person conducting Identify Proofing process and NCIC check.

AGENCY DISCLOSURE STATEMENT:

The public reporting burden for this collection of information is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Washington Headquarters Services, Executive Services Directorate, Information Management Division, 4800 Mark Center Drive, East Tower, Suite 02G09, Alexandria, VA 22350-3100 OMB 0703-0061. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.

PLEASE DO NOT RETURN COMPLETED FORM TO THE ABOVE ADDRESS.
 Completed form should be submitted to the Base Registrar.

NASK / DIXIE ANNEX HUNTING PROGRAM

BACKGROUND CHECK COMPLETION FORM

This completed form certifies that _____ has completed a security background check as required by NASKINGSINST 1710.7 (series) and NASKINGSINST 1710.27 (series).

DATE:

SEAL

SIGNATURE: