



DEPARTMENT OF THE ARMY
INSTALLATION MANAGEMENT COMMAND
JOINT BASE LEWIS-MCCHORD YAKIMA TRAINING CENTER
970 FIRING CENTER ROAD
YAKIMA, WA 98901-9399

IMLM-YTC-ZA

14 July 2015

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Yakima Training Center (YTC) Policy Statement #14, Access to Yakima Training Center

1. Positive control of private citizens, commercial contractors, or other individuals visiting or utilizing YTC is paramount for installation security and individual safety. With that goal in mind, all DoD, Department of Army, and IMCOM regulations and guidance will be adhered to when granting access to YTC. In addition, the following local access procedures will apply:

a. All guests and visitors to YTC (persons without current DoD Identification Cards) will check into the YTC Visitor Center, Building 101 located adjacent to the main gate, prior to proceeding onto the boundaries of YTC. The Department of the Army Security Guards will establish and maintain a visitor log which will indicate the visitor's name, vehicle make, model, license plate number, the date and time of entry and the duration of the pass. The visitor will be required to provide a valid driver's license, vehicle registration, and proof of insurance.

b. Contractors can apply for and be issued passes for the duration of the contract once a check of the submitted YTC Access Roster has been completed.

(1) Vendors that require continual access are required to provide completed YTC Access Rosters.

(2) Contractors employing foreign nationals are required to submit the completed YTC Access Roster to the YTC Police Chief not later than 10 business days prior to the contract work start date. The completed rosters will be forwarded to the 902nd Military Intelligence Detachment and the US Immigration and Customs Enforcement Agency. The access rosters will be checked to determine the status of each employee listed.

c. Individuals visiting YTC for recreational purposes are required to comply with the current YTC Policy Statement #28, YTC Outdoor Recreation. Recreational cards are issued to recreational visitors upon completion of a briefing at the Gymnasium, Building 502. All recreational visitors to training areas are required to sign in/out at Building 101 prior to entering/departing training areas.

This policy statement supersedes Policy Statement 14 dated 13 November 2012.

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d. Native American access is governed by the current YTC Policy #20, Native American Access Policy Statement.

e. All media will check in at the Visitor Center, Building 101, located adjacent to the main gate. The Visitor Center will contact the YTC Deputy to the Garrison Commander for instructions. Media will be escorted during their visits to YTC.

f. Individuals required to go into the training areas of YTC for operational reasons, who are not covered by paragraphs 1b-e above, will be escorted. The YTC Commander or Deputy Garrison Commander may authorize exemptions from this escort policy. The purpose of the escort will be to ensure persons arrive at their desired destination without straying into areas where safety would be at risk, disrupt training, or unlawfully disturb cultural and natural resources.

2. Point of contact is Steven M. Kruger, Deputy to the Garrison Commander, at 577-3201.



JASON A. EVERS
LTC, EN
Commanding

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