



UNITED STATES MARINE CORPS
MARINE CORPS INSTALLATIONS EAST-MARINE CORPS BASE
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CAMP LEJEUNE NC 28542-0005

5512
SES
21 JUL 2016

COMMANDING GENERAL'S POLICY LETTER 11-16

From: Commanding General
To: All Commanders, Marine Corps Installations East
Subj: ELIMINATION OF DEPARTMENT OF DEFENSE (DOD) DECALS AND
CONTINUED VEHICLE REGISTRATION REQUIREMENTS FOR MARINE
CORPS INSTALLATIONS EAST (MCIEAST) INSTALLATIONS
Ref: (a) MARADMIN 245/16 of 9 May 16
(b) MCO 5110.1D
(c) MCO 5580.2B Ch 2
(d) MCIEAST-MCB CAMLEJO 5560.2 Ch 2

1. Purpose. To establish consistency across MCIEAST and provide uniformity for Installation vehicle registration requirements.

2. Information and Scope

a. MCIEAST Installations will continue to register vehicles aboard bases and stations in accordance with this Policy and the references. Vehicle registration will be valid for the duration of personnel's assignment/employment to a MCIEAST Installation.

b. The elimination of DoD decals during the vehicle registration process does not affect any other requirements for vehicle registration as outlined below:

(1) Any changes/modifications to the vehicle will require an individual to update their vehicle registration with the Installation Provost Marshal Office (PMO). This includes, but is not limited to: change of color, license plate, changes in insurance, and/or sale of the vehicle.

(2) All individuals with a vehicle registered aboard MCIEAST Installations shall ensure the vehicle is unregistered upon permanent change of station orders, termination of employment from the Installation, or upon sale of the vehicle.

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c. In all cases, the following documentation is required for vehicle registration:

(1) Military, military family member, or civilian ID.

(2) A valid state operator's (or chauffeur's) license. Temporary or provisional licenses, International Driver's License, and permits do not satisfy this requirement.

(3) A current state vehicle registration card or document. Temporary license plates and or temporary registrations do not meet the requirement for registering a vehicle aboard an installation. However, temporary license plates and or temporary registrations are sufficient for a temporary base registration pass.

(4) Proof of liability insurance, per the requirements established by the state in which the Installation is located.

(5) Proof of completion of the Driver Improvement Course for military members under the age of 26.

(6) If the applicant is other than the registered owner, legal owner, or spouse of the owner, a Power of Attorney is required to register a vehicle. Vehicles owned by other than immediate family members (e.g., parent, wife, or child) will not normally be registered; however, local policy may allow leeway in registering a vehicle that is not owned by the individual, but is being used for an extended period.

(7) Faxes, photocopies, or electronic media are prohibited for proving state registration requirements, however, are acceptable to show proof of insurance.

d. Motorcyclists must present all documentation contained in paragraph 2c along with verification of the basic motorcycle rider training when registering their motorcycle on the Installation.

e. There is no requirement for MCIEAST Installations to conduct safety inspections or verify emissions testing on any vehicle with a current state registration.

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f. The elimination of DoD decals does not change existing proofing and vetting requirements for granting access to MCIEAST Installations.

g. Military, civilian, and contract personnel who work aboard a MCIEAST Installation are required to register their vehicle whether they reside on or off base.

h. Retirees are encouraged to register their vehicles aboard the Installation which they access most frequently.

i. Individuals are encouraged to remove DoD decals from their vehicles once proof of registration is received from the PMO/Marine Corps Police Department (MCPD).

j. The issuance of a temporary visitor's pass remains policy for individuals not possessing authorized access control credentials to verify to sentries that appropriate proofing and vetting has occurred.

k. Failure to register a vehicle aboard the Installation could result in a citation, loss of driving privileges, or impoundment of the vehicle per reference (d).

3. Action

a. MCIEAST Commanders

(1) Ensure the Installation Provost Marshal/Police Chief comply with the contents of the references and this Policy.

(2) Ensure only authorized personnel perform vehicle registration duties to include vetting, authorizing, and/or denying access.

b. Assistant Chief of Staff, Security and Emergency Services (AC/S, SES). Oversee the implementation of this Policy aboard MCIEAST Installations.

c. PMO/MCPD. The PMO/MCPD has the responsibility of enforcing the provisions of this Policy including the following:

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(1) Ensure vehicles are properly registered in the law enforcement database in accordance with the references and this Policy.

(2) Ensure individuals registering their vehicle are provided proof of registration.

(3) Ensure random base vehicle registration checks are conducted during random inspections authorized by the Installation Commander.

(4) Conduct 100 percent physical inspection and RAPIDGate scan of identification at access control points. During peak traffic times, a visual inspection may be permitted to avoid excess traffic congestion as deemed appropriate by the Installation Commander.

d. Tenant Commanders

(1) Are encouraged to add vehicle registration to the check-in/check-out sheet for their command.

(2) Are encouraged to conduct random safety inspections of vehicles owned by members of their command.

4. Point of Contact. Point of contact is the MCIEAST-Marine Corps Base, Camp Lejeune AC/S, SES at (910) 451-3608.



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