



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
US ARMY GARRISON NATICK
10 GENERAL GREENE AVENUE
NATICK, MA 01760-5002

IMSS-ZA

COMMAND POLICY LETTER NO. 47

Installation Access and Control for
Family and Morale, Welfare and Recreation (MWR) Activities

1. REFERENCES:

- a. Natick Soldier Systems Center (NSSC) Policy Letter No. 41-2017, Installation Access Control.
- b. U.S. Army Garrison (USAG) Natick Standard Operating Procedure (SOP) for Installation Access Control.

2. APPLICABILITY: This policy applies to all non-DoD affiliated persons entering NSSC.

3. PURPOSE: This policy prescribes the procedures for guest access to NSSC for the use of MWR services and activities.

4. POLICY: Installation access procedures for NSSC will follow the guidelines outlined in the listed reference above in accordance with the principles and requirements of Homeland Security Presidential Directive (HSPD) –12.

- a. Access to MWR services will be made available to approved guests from Memorial Day to Labor Day (or other consecutive 120 day periods) each year.
- b. All guests under the age of 18 must be accompanied by a parent or guardian when on post. Vetting requirements will be determined by the USAG Natick Police Department. Guests will be subject to all established regulations and policies which are subject to change without notice.

5. PROCEDURES:

- a. Guests desiring access to MWR services will request a season pass from the Natick Family and MWR Office. Requests will be processed by the NSSC Police Department to determine suitability for unescorted access to the installation.
- b. A \$10 fee will be charged to the requesting guest for processing and issuance of their visitor badge.

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SUBJECT: Installation Access and Control for MWR Activities

c. Once cleared, the guest will be issued a unique visitor badge for unescorted access to the NSSC. This badge card will be issued to the guest at the main gate and must be returned upon their departure from NSSC.

d. The guest will be required to provide their personal photo ID (state driver's license) upon arrival to NSSC. This ID card will be retained by ACP personnel in exchange for their visitor badge while they are on NSSC.

6. The point of contact for this policy is the Directorate of Family and MWR, COMM: 508-233-4791, DSN: 256-4791.

//SIGNED//
GARRISON COMMANDER
U.S. ARMY GARRISON NATICK