

ONIINST 5530.2C
ONI-51
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ONI INSTRUCTION 5530.2C

Subj: NATIONAL MARITIME INTELLIGENCE CENTER (NMIC) ENTRY
AND EXIT PERSONNEL AND VEHICLE INSPECTIONS

Ref: (a) 50 U.S.C. 797
(b) 18 U.S.C. 1382
(c) Mil. R. Evid. 313
(d) Director of Central Intelligence (DCID) 6/9,18

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(e) Navy Regulations Section 0826
(f) OPNAVINST 5530.15A, 31 May 91
(g) OPNAVINST 5530.14D
(h) ONI Police Standard Operating Procedures (SOP)

#23 For Entry/Exit Inspections

1. Purpose. To promulgate the policy and procedures for the inspection of vehicles and personnel entering and exiting the NMIC installation and building.

2. Cancellation. ONIINST 5530.2B. This is a major revision and should be reviewed in its entirety.

3. Background. The NMIC is a restricted federal installation. As such, the security and protection of property, personnel, and classified material on the installation must be ensured. Vehicles and personnel who enter restricted federal installations are permitted entry conditioned upon consent to be inspected or searched. References (a) through (g) provide the authority and guidance to conduct inspections of vehicles and personnel entering and exiting Navy installations including sensitive compartmented information facilities. Entry and exit inspections are authorized to prevent or deter the unauthorized entry of personnel; illegal drugs; explosives; weapons; privately owned photographic, video, and audio equipment; privately owned computers and associated magnetic media; and other prohibited items, as well as the unauthorized exit of government property and classified material from the facility.

4. Types of Inspections

a. Vehicle. This type of inspection involves looking inside the vehicle passenger and cargo compartments, under the seats, and in the glove compartment. The operator and all occupants will be asked to exit the vehicle, and the operator will be requested to open all doors and storage compartments. All packages, boxes, bags, backpacks, and

briefcases will be opened and inspected unless the owner states that they contain classified material, they are for official business, and the owner possesses valid "courier authorization" identification. When the courier authorization is presented, everything but the properly sealed classified container will be subject to inspection. Police officers will use their discretion in having persons not exit their vehicles in inclement weather, if persons are handicapped, or if it is otherwise impractical to do so.

b. Pedestrian. All persons entering and exiting are subject to inspection. All packages, bags, backpacks, and briefcases will be inspected unless the owner states that they contain classified material, they are for official business, and the owner possesses valid "courier authorization" identification. When courier authorization is presented, everything but the properly sealed classified container will be subject to inspection.

5. Property Pass Requirement. Any material that is or appears to be government property must be covered by a property pass or a movement document defined as a bill of lading, invoice, or shipping document which itemizes the government property being authorized for shipment and removal from the installation. Private or personal property such as personal clothing, books, watches, coats, rain gear, briefcases, etc., do not require a property pass.

Property passes must be presented to an ONI police officer with the item when exiting the building independent of random inspections.

6. Magnetic Media. All items considered to be magnetic media such as computer discs, tape cartridges, compact discs (CDs), compact disk-read only memory (CD-ROM) equipment, laptop computers, etc., require proper labeling with regard to classification. Unlabeled magnetic media discovered during an inspection must be temporarily turned over to the ONI

Information Systems Security Officer for appropriate classification review/validation.

7. Possible Results of Inspections. The results of inspections may constitute probable cause for taking additional appropriate action including the following: detailed search of vehicles, individuals, and/or personal possessions without an employee's consent; confiscation of material; initiation of investigations; suspension or withdrawal of security clearances; disciplinary action, including removal from government service; and prosecution by civil authorities. Unless delay will likely result in

the destruction or removal of evidence, or cause a danger to the safety of personnel, officers should contact the Staff Judge Advocate before making a probable cause determination.

8. Action

a. Inspections will normally be conducted periodically on a random basis at the entry and exit gates of the installation, as well as entrances and exits of the NMIC building. When a national security situation requires increased vigilance, inspections may be conducted on a continuous basis for as long as warranted.

b. Random entry and exit inspections will be conducted by ONI police officers as directed per reference (h).

Officers must not deviate from the authorized plan. Use of K-9 services is authorized and will be utilized as available.

c. Non-ONI military personnel and government employees in a tenant, transient, or visiting status are subject to these provisions. Similarly, non-government employees (in-house contractors and visitors) are subject to these provisions as a condition of entry to the NMIC installation. Persons in both of the above categories are subject to immediate denial of further access to the NMIC installation.

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