



DEPARTMENT OF THE ARMY  
US ARMY INSTALLATION MANAGEMENT COMMAND  
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT HUACHUCA  
2837 BOYD AVENUE  
FORT HUACHUCA, ARIZONA 85613-7001

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JUL 18 2016

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: POLICY 15-065 Denial/Bar Waiver Review Committee

1. REFERENCES.

a. AD 2014-05, Policy and Implementation Procedures for Common Access Card Credentialing and Installation Access for Uncleared Contractors

b. AR 190-13, The Army Physical Security Program

c. HQDA EXORD 033-15, Installation Access Control and Reporting

d. CG Memorandum dtd 31 December 2014, Delegation of Authority – Bars to the Installation and Revocation of Driving Privileges

2. POLICY. The USAG Denial/Bar Review Committee will review all waiver requests for those person(s) who are denied access to Fort Huachuca IAW the above listed regulations and approve/disapprove waiver requests. The committee will also review and approve requests for waiving access requirements for special events occurring on the installation.

3. The Denial/Bar Review Committee will, at a minimum, comprise of:

Garrison Commander  
Garrison CSM  
Staff Judge Advocate  
Directorate of Emergency Services  
Army Community Services  
Installation Security Office

4. PROCEDURES.

(a) Each applicant who receives derogatory information IAW AD 2014-05 and AR 190-13 as a result of an NCIC III check will receive an Access Waiver memorandum. The memorandum outlines the procedural requirements to request a waiver. Upon return of a completed waiver request, either mailed or hand carried, a DES

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representative will review the request for accuracy and prepare it for the next scheduled review committee.

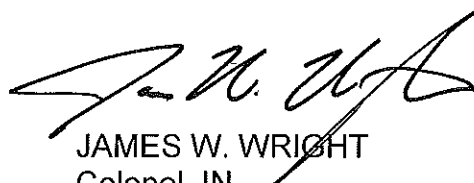
(b) The committee will review the request and determine if a waiver shall be granted. If a waiver is granted, the committee may grant full or partial access and place stipulations as to the level of access on the installation, to include limited length of time the applicant has access, limited hours, and limited locations.

(c) Upon review of a waiver request for special events IAW the above references: the committee will balance the request with the installation security concerns for granting access. If a waiver is granted, the committee will establish the scope of access granted. Any restrictions will be based on security considerations as dictated by the facts and circumstances.

(d) The committee will meet monthly or as directed by the Garrison Commander.

(e) The DES representative will maintain the minutes for each meeting and will be responsible for responding back to each customer the results of their waiver request.

5. PROPONENT. Directorate of Emergency Services, 533-3232.



JAMES W. WRIGHT  
Colonel, IN  
Commanding

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