



DEPARTMENT OF THE ARMY
INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, U.S. ARMY GARRISON, ALASKA
1046 MARKS ROAD
FORT WAINWRIGHT, ALASKA 99703

NOV 13 2015

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MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Taxi Service Access (Garrison Policy #28)

1. The purpose of this memorandum is to establish procedures for permitting taxi service on Fort Wainwright at FPCON Bravo.
2. Taxi drivers that possess a DoD ID Card will be permitted entry onto the installation. Taxi drivers that possess an ID Card authorized for access and are performing taxi services (under hire) are not authorized to sponsor anyone for access.
 - a. If the fare possesses an ID card authorized for installation access and sponsorship, the driver need only produce a valid driver's license (Commercial Transport License). The vehicle will be allowed to proceed to the ID card holder's destination.
 - b. If the fare is not an authorized ID card holder, the taxi driver may take the fare to the Visitor Control Center (VCC), where the fare will be identity proofed, vetted, logged in on USARAK Form 420, and provided an installation pass for access.
3. Taxi drivers without a fare that do not possess a DoD ID Card must go to the VCC to provide the following: driver's license, chauffeur's license, vehicle registration, and proof of vehicle insurance; the taxi driver will be proofed and vetted. The driver may then be issued a visitor's pass (USARAK Form 385) up to 30 days per current access control policy and directives. In order to pick up a passenger on the installation, the driver must provide the VCC with the phone number of the fare to verify the request. If the company does routine/recurring business on-post, the company may submit a request for a RAPIDGate ID Card, IAW the Installation Access Program.
4. If the passenger does not possess proper identification for entry, the taxi will be sent to the VCC and passenger(s) will be proofed, vetted and obtain an installation pass as appropriate. All personnel requesting a pass will be screened in the National Crime Information Center, Interstate Identification Index (NCIC III), Alaska Public Safety Information Network (APSIN), ALERTs, and applicable Barment and Revocation rosters.
5. Taxi drivers are subject to inspections at all times while on the installation. Taxi drivers and passengers who refuse to submit to an inspection or fail to provide the documentation required, as listed above, will be escorted off the installation and denied access to post. Taxi drivers may not stage on the installation or at the Visitor's Center. Failure to abide by this policy may result in barment from the installation.
6. The POC for this policy is LTC Michael R. Kropushek, the Director of Emergency Services at 361-7470.

SEAN C. WILLIAMS
COL, SF
Commanding

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