INFORMATION PAPER

IMMH-ES   14 May 2019

SUBJECT: AIE 3 Vetting Capabilities

1. Purpose: To provide ACP operators guidance on the increased vetting capabilities.

2. Facts: AIE on the Join Base has just undergone a major renovation. As a part of increased capabilities vetting persons for access has become much more robust.

3. **Vetting Methods**: Vetting can be conducted in a total of <u>4 ways</u> following the update.

    a. <u>**VCC Vetting**</u>. During the hours of VCC operation visitors without a valid pass should be directed the VCC for vetting. Successful vetting will register a person as a visitor to the installation and provide them with a yellow paper pass (<60 days) or a plastic badge (>60 days or sponsored). All passes will have a photo of the registered person if available and an expiration date of the pass. Be advised that passes should be scanned to confirm that the pass has not been cancelled or revoked by the sponsor or VCC. Additionally, The Myer VCC provides vetting for the Arlington National Cemetery's contract personnel at the request of ANC Operations. Individuals requesting and ANC pass must have a sponsor on file at the Myer VCC as provided by ANC Security. ANC passes are issued in a similar format to the JBM-HH passes, however, are distinguished by stating that the intended access is for ANC Access and should not be granted access to the Joint Base.

    b. <u>**Kiosk Vetting**</u>. As with VCC vetting during the hours of operation, the public may request a pass using a self-service kiosk for a 24-hour pass or requesting a reprint of a pass already issued. This service is not currently available at the gates or in the lanes.

    c. <u>**In-Lane Vetting**</u>. In-lane vetting is possible at Post-1 for visitors without valid passes during hours that the VCC is closed. This process is done by selecting the appropriate network setting (settings>reader> select 'HAT-Lane1-VET'). This process should take between 30-45 seconds and will process as a vehicle is searched. Successful vetting will print a pass inside of the Post-1 search booth. Officers, Guards and Military Police wishing to utilize this tool must be CJIS (VCIN B) certified and have their VCIN Username and Expiration date added to their profile at the VCC.

    d. <u>**Web Registration Vetting**</u>. Persons not currently registered at the Joint Base for access may apply online at https://pass.aie.army.mil/jbmhh. The applicant will provide all of their information into this system which will populate in a que at the VCC for processing during hours of operation. Upon successful vetting applicants will receive an email containing their pass in two forms.

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      1) Image on a visitor's phone. A smartphone set to the proper brightness and displaying a valid pass can be scanned and read by the new handhelds for access.

      2) PDF Printout. Applicant who receive a pass emailed to them can optionally print their pass for gate access. It is likely that these passes will be on standard white computer paper and therefore not on the yellow cardstock used by the VCC.

4. Example Passes:

      a. Paper: May be Yellow (VCC) or White (Web registration/Print from home). Reason for visit will provide detailed information such as work location or ANC Access.

      b. Plastic Badges:
RED ANC – ANC Access.
GREEN VISITOR – JBM-HH and McNair Access

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