



DEPARTMENT OF THE NAVY
NAVAL WEAPONS STATION SEAL BEACH
800 SEAL BEACH BOULEVARD
SEAL BEACH, CA 90740-5000

IN REPLY REFER TO:
NAVWPNSTASBINST 5530.2
N34
11 SEP 2024

NAVWPNSTA SEAL BEACH INSTRUCTION 5530.2

From: Commanding Officer, Naval Weapons Station Seal Beach

Subj: TAXICAB, RIDESHARE, LIMOUSINE, AND SHUTTLE ACCESS ONBOARD
NAVAL WEAPONS STATION SEAL BEACH AND ITS DETACHMENTS

Ref: (a) CNIC-M 5530.2
(b) CNRSW Policy Letter 02-2018 Participation in Rideshare Program
(c) NAVWPNSTASBINST 5530.6A

Encl: (1) TAXICAB, RIDESHARE, LIMOUSINE, AND SHUTTLE OPERATING
PROCEDURES AND RESTRICTIONS ONBOARD NAVAL WEAPONS
STATION SEAL BEACH, DETACHMENT FALLBROOK & DETACHMENT
NORCO ACKNOWLEDGEMENT

1. Purpose. To establish policy and procedures in accordance with references (a) through (c) for the proper vetting and control of taxicabs, limousines, rideshare vehicles, and shuttles operating onboard Naval Weapons Station Seal Beach (NWSSB) and its detachments.

2. Scope and Applicability. This instruction applies to all personnel onboard NWSSB and all taxicabs, rideshare vehicles, limousines, and shuttles attempting to operate onboard NWSSB and its detachments.

3. Policy. Properly screened taxi, limousine, rideshare, and shuttle drivers [from this point forward, referred to only as driver(s)] will require DBIDS credentials to access NWSSB and its detachments. All drivers must be properly credentialed with their parent company and possess a current state-issued driver's license, vehicle insurance, and valid vehicle registration. DBIDS credentials will be obtained per the requirements listed in reference (c) at any of the Pass & ID Offices at NWSSB, Detachment Fallbrook, or Detachment Norco. All drivers must obtain base access through the DBIDS system, including those who are DoD-affiliated (Active Duty, Retired, Dependent, etc.). Trusted traveler is not authorized. The sponsor for all drivers will be the Single Source Coordinators for NWSSB and its detachments, who are NWSSB Physical Security representatives. DBIDS credentials will be issued to drivers for a 3-year period. In addition to obtaining a DBIDS credential for access, all drivers must provide the following;

a. Proof of valid vehicle insurance for all company-owned and operated vehicles. If insurance is the sole responsibility of the driver, the company is not required to provide this information; however, the driver seeking access must provide proof of insurance for the vehicle being driven onboard NWSSB and its detachments.

b. Proof of registration for all vehicles operated by the company. If registration is the sole responsibility of the driver, the company is not required to provide this information; however, the

driver seeking access must provide proof of registration of the vehicle being driven onboard NWSSB and its detachments.

c. Upon receipt of their DBIDS credential, all drivers will read and sign a Taxicab, Rideshare, Limousine, And Shuttle Operating Procedures And Restrictions Onboard NWSSB, Detachment Fallbrook & Detachment Norco Acknowledgement [Enclosure (1)]. The signed form will be maintained at the respective Pass & ID office for three years.

4. Access Procedures. All drivers will observe the following access procedures while onboard NWSSB and its detachments.

a. All drivers must have a valid service request when accessing NWSSB and its detachments. Rideshare drivers must show their "app/phone" to the gate sentry to verify customer service requests and the pickup/drop-off location.

b. All riders/fares shall have proper access credentials for NWSSB or its detachments. If the rider(s)/fare(s) do not have proper credentials for access, then the vehicle will be turned around and directed to drop off the passengers at the Visitor Control Center (Pass & ID).

c. NWSSB authorized pickup/drop-off locations:

- (1) Building 34
- (2) Mailboxes near Building 215
- (3) NEX/NEX Overflow Parking
- (4) Sea Breeze RV Park
- (5) MWR Fitness Center
- (6) Building 110
- (7) Building 10
- (8) PCH parking lot
- (9) Building 230
- (10) Officer Housing

d. NWSSB Detachment Fallbrook

- (1) Building 41
- (2) Building 315
- (3) Army Reserve Center

e. NWSSB Detachment Norco

(1) Building 502

f. No access shall be authorized to waterfront enclave. Pickup/drop-off is not authorized at or near the pier. Personnel may be dropped off at the PCH parking lot near the PCH Entry Control Point or off base at the Liberty Gate when open for pedestrian traffic and returned to their ship by a duty driver.

g. In the event of a change in Force Protection Condition to "Charlie" or higher, no drivers will be allowed access to NWSSB or its detachments under any circumstances.

h. If drivers fail to comply with any part of this instruction, the Installation Commanding Officer will terminate access to NWSSB and its detachments indefinitely.

i. Drivers will be allowed to drop off fares or food at any of the designated locations outlined in paragraph 4 (b-e). After dropping off fares or food, they will depart the base directly and immediately.

j. Under no circumstances will drivers be authorized to roam NWSSB or its detachments in search of fares. The designated authorized pickup/drop-off locations are the only authorized locations to pick up/drop off fares/food. Any driver discovered roaming the installation or its detachments will be escorted off by the NWSSB Security Department and issued a barring order from NWSSB and its detachments for a period of 12 months.

k. Photography by rideshare drivers is not authorized onboard NWSSB and its detachments. Photography of security personnel, operations, or infrastructure is expressly prohibited and is grounds for the immediate revocation of access credentials.

5. Records Management. Records created due to this instruction, regardless of media and format, must be managed per SECNAV M-5210.1 of September 2019.

6. Review and Effective Date. Per OPNAVINST 5215.17A, N34 will review this instruction annually around the anniversary of its issuance date to ensure applicability, currency, and consistency with Federal, Department of Defense, Secretary of the Navy, and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction. This instruction will be in effect for 10 years, unless revised or canceled in the interim, and will be reissued by the 10-year anniversary date if it is still required unless it meets one of the exceptions in OPNAVINST 5215.17A, paragraph 9. Otherwise, if the instruction is no longer required, it will be processed for cancellation as soon as the need for cancellation is known, following the guidance in OPNAV Manual 5215.1 of May 2016.



J. J. O'BRIEN

Releasability and distribution:

This instruction is cleared for public release and is available electronically only via CNRSW NAVWPNSTASEALBEACHCA Sharepoint, <https://flankspeed.sharepoint-mil.us/sites/CNICGlobalHub/directives/Directives/Forms/CNRSWPNSTASEALBEACHCA.aspx>

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TAXICAB, RIDESHARE, LIMOUSINE, AND SHUTTLE OPERATING PROCEDURES AND RESTRICTIONS ONBOARD NAVAL WEAPONS STATION SEAL BEACH, DETACHMENT FALLBROOK & DETACHMENT NORCO ACKNOWLEDGEMENT

1. I understand and agree that while onboard NWSSB or any of its detachments, the following restrictions apply:

- a. All vehicles and drivers must comply with all California traffic laws and California Department of Motor Vehicles regulations.
- b. All vehicles and drivers must comply with all NWSSB posted speed limits and restrictions.
- c. All drivers must remain in the vehicle at all times except to assist with loading/unloading fares.
- d. All drivers must travel to and from pick-up and drop-off points via the most direct route.

2. I understand and agree that the following access procedures will be observed by all taxicab, rideshare, shuttle, and limousine drivers while on board NWSSB or any of its detachments:

- a. In the event of a change in Force Protection Condition (FPCON) "Charlie" or higher, taxicabs, rideshare, limousines, and shuttles will not be allowed access to NWSSB under any circumstances.
- b. All riders/fares shall have proper access credentials for NWSSB or its detachments. If the rider(s)/fare(s) do not have proper credentials for access, then the vehicle will be turned around and directed to drop off the passengers at the Visitor Control Center (Pass & ID).
- c. Taxicab, rideshare, limousine, or shuttle vehicles will be allowed to drop fares off on base without entering any posted restricted area. After a driver picks up or drops off their fare(s), they will depart the base directly and immediately.
- d. Under no circumstances will any taxicab, rideshare, limousine, or shuttle vehicle be authorized to roam NWSSB in search of fares. Any driver discovered roaming for fares will be escorted off NWSSB, Detachment Fallbrook, or Detachment Norco and issued a barring order from NWSSB and its detachments for a period of 12 months.
- e. No person shall possess, conceal about his/her person, in a vehicle, use or have under his/her control, any of the following:

(1) Any highly explosive substance, including, but not limited to:

- (a) Ammunition
- (b) Fireworks
- (c) Molotov cocktails

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(d) Pipe bombs

(2) Any dangerous or deadly weapons, to wit, any instrument or weapon of the kind commonly known as a:

- (a) Black jack
- (b) Sling shot
- (c) Billy/sand club
- (d) Nunchakus
- (e) Sand bag
- (f) Metal knuckles
- (g) Dirk or dagger
- (h) Switchblade or butterfly knife
- (i) Knife with a blade 2 1/2" or longer
- (j) Razor with an unguarded blade
- (k) Pipe, bar, or mallet to be used as a club
- (l) Compressed air or spring-fired pellet gun
- (m) Tear gas/pepper spray weapon
- (n) Pistol, revolver, rifle, shotgun, or any other firearm
- (o) Bows, arrows or crossbows
- (p) Bowie or hunting knife
- (q) Any weapon prohibited by state law
- (r) Any object similar to the aforementioned items

(3) Any offensive or defensive weapon not described herein that is highly likely to injure oneself or others.

(4) Any abrasive, caustic, acidic, chemical agent, or similar substance that can inflict property damage or personal injury.

(5) Rideshare driver photography is not authorized onboard NWSSB and its detachments. Photography of security personnel, operations, or infrastructure is expressly prohibited.

3. The following are the only authorized locations for pick up and/or drop off onboard NWSSB and its detachments. Please refer to the detailed maps on pages 5 through 9 for further information.

a. NWSSB authorized pickup/drop off locations:

- (1) Building 34
- (2) Mailboxes near Building 215
- (3) NEX/NEX Overflow Parking
- (4) Sea Breeze RV Park
- (5) MWR Fitness Center
- (6) Building 110
- (7) Building 10
- (8) PCH parking lot
- (9) Building 230

b. NWSSB Detachment Fallbrook

- (1) Building 41
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- (3) Army Reserve Center

c. NWSSB Detachment Norco

- (1) Building 502

d. No access shall be authorized to waterfront enclave. Pickup/drop-off is not authorized at or near the pier. Personnel may be dropped off at the PCH parking lot near the PCH Entry Control Point or off base at the Liberty Gate when open for pedestrian traffic and returned to their ship by duty driver.

4. This agreement is made with the understanding that any violation of the above restrictions may result in the issuance of a barring order for the driver and/or barring order for the taxi, limousine, or shuttle company from NWSSB and its detachments.

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_____/_____
Signed Name, Driver Taxi Permit Number

Date

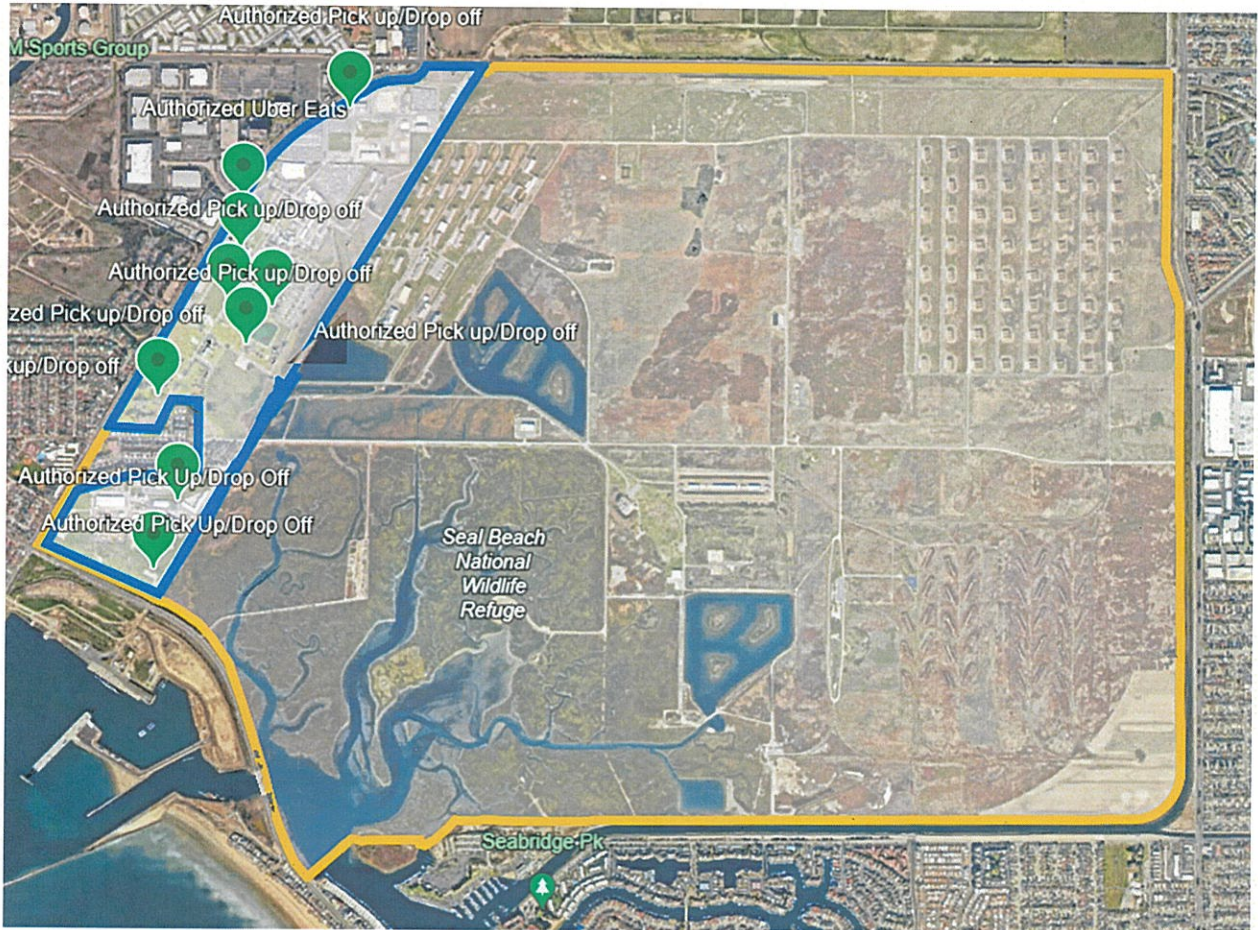
Printed Name, Driver

Signed Name, SSC

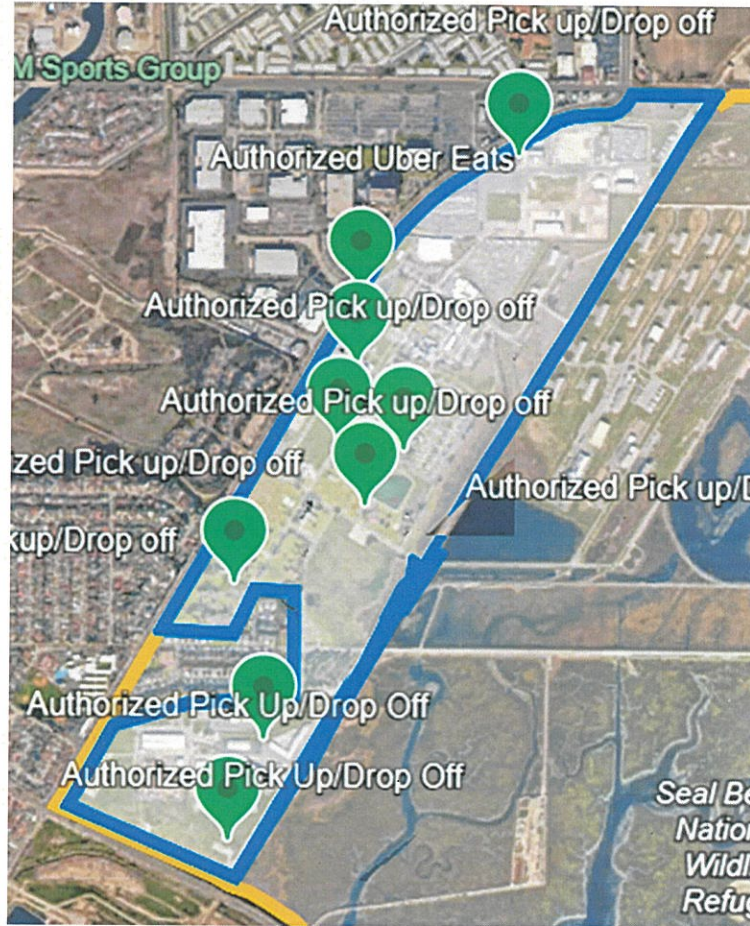
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Printed Name, SSC

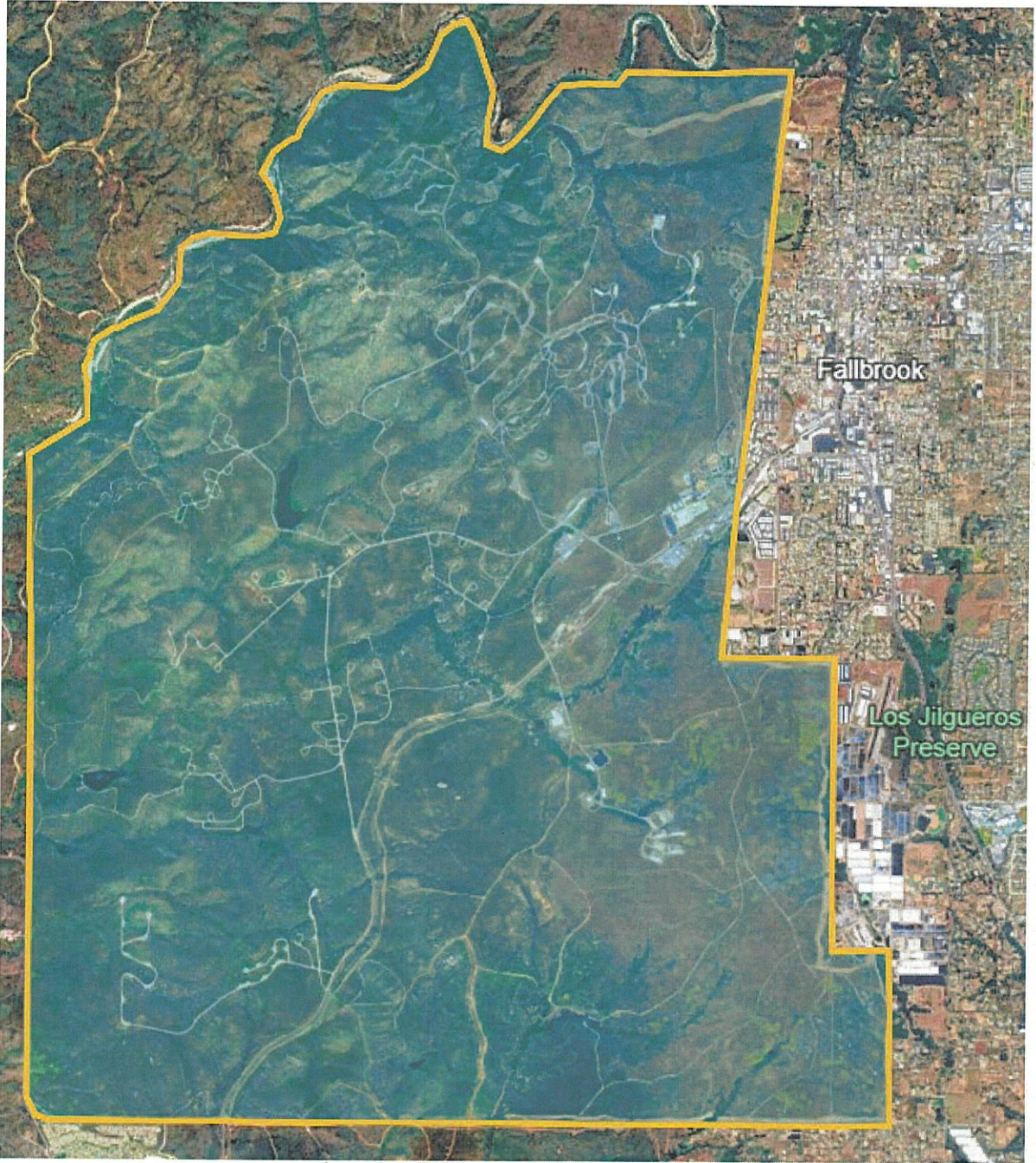
NWSSB BOUNDARY



NWSSB GEO FENCE &
AUTHORIZED PICKUP/DROP OFF LOCATIONS



DETACHMENT FALLBROOK



AUTHORIZED PICK UP/DROP OFF LOCATION



DETACHMENT NORCO BOUNDARY & AUTHORIZED PICKUP/DROP OFF LOCATION

