

FORT GORDON PASS PROCEDURES

CATEGORY ▶

CONTRACTORS

Individual contractor must coordinate through Government Sponsor / Supervisor.

BUSINESS VENDORS

Business Manager must request access for their employee(s) via Physical Security Office.

FMWR PATRONS

Patron must:

- Coordinate through Government Sponsor
- Be a member or frequent patron of FMWR activity

REQUIRED STEPS ▶

1

Have 2 Forms of Identification:

- Valid Drivers License
- Social Security Card
- Passport

2

Contractor will download Physical Security Consent Form 190-6, fill out, provide 2 forms of ID and return to Government Sponsor / Supervisor / Business Manager.

3

National Crime Investigation Center (NCIC) III background check comes back favorable.

(a)

Government Sponsor / Supervisor / Business Manager will upload completed consent form with 2 forms of ID online via Safe Access File Exchange (SAFE) or drop off at the Physical Security Office (Bldg 29717).

(a)

Upon a favorable NCIC III background check, a 30 day or annual pass will be authorized based on length of job tenure (up to one year).

(b)

Upon Receipt of Physical Consent Form 190-6, contractor will be added to the access roster authorizing a pass.

IMPORTANT INFORMATION

NCIC III background checks are only good for 1-year from the time the check was conducted.

It is the responsibility of the government sponsor to re-submit renewals at least 30-days out to prevent a lapse in access.

VISITORS TO POST

Visitors applying for a pass must complete an NCIC III Background Check. Visit the Visitor Control Center at McKenna Gate 1.

REQUIREMENTS

- National Crime Investigation Center (NCIC) III background check
 - Must be 18+ years old
 - Valid Drivers License
 - Valid Vehicle Registration
 - Valid Proof of Insurance
 - Valid Justification for Access check
- Upon approval, visitor will be authorized up to 30 days pass or a 1-year AIE pass.



FORT GORDON
Where Tradition Meets the Future

U.S. Army Garrison Fort Gordon
Directorate of Emergency Services