



## **Naval Surface Warfare Center, Port Hueneeme Division**

**General, Security and NAVSEA NDT Working Group April 18  
– 20, 2017 Specific Information**

## **General Information**



## Naval Surface Warfare Center, Port Hueneme Division

Located at Naval Base Ventura County

*Port Hueneme, California*

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Naval Surface Warfare Center, Port Hueneme Division (NSWC PHD) maintains technical expertise at locations across the U.S. and is recognized as the Navy's Center of Excellence for In-Service Engineering, Test and Evaluation, and Integrated Logistics Support for surface warfare combat and weapon systems.

Since its inception in 1963, NSWC PHD has been supporting the combat and weapon systems of the Fleet by providing highly skilled personnel and state-of-the-art facilities to lead the development and support of U.S. Navy surface ship warfare systems throughout their life cycles. Port Hueneme is focusing its technical capabilities on Next Generation In-Service Engineering, which involves direct connectivity to the Fleet on a global basis and the immediate availability of round-the-clock access to products, services, and Fleet support capabilities. Next Generation In-Service Engineering will support predictive system failure, remote diagnostics, and corrective action via real-time, networked communications.



### **LOCATION**

Naval Surface Warfare Center, Port Hueneme Division (NSWC PHD) is located at Naval Base Ventura County (NBVC) in the city of Port Hueneme, California. NSWC PHD is on the Southern California coastline midway between Santa Barbara and Los Angeles. The Division is a tenant organization at the naval base, with highly technical activities and distinctly different objectives than those of other tenant commands.

### **CLIMATE**

Moderate year round. Light jacket appropriate for late afternoon/evening.

The Ventura County coastal area is comforted by a gentle marine influence that creates a year-round, pleasant, "Mediterranean-type" climate with mild and comfortable temperatures. During the summer months, the ambient temperatures are generally about ten degrees cooler than the Los Angeles area, while in winter months, the temperatures are warmer than inland California areas.

## CALIFORNIA DRIVING LAWS/RULES

- Do not operate a cell phone without the use of a hands-free device.
- Do not drive a motor vehicle while using a wireless communications device to write, send, or read text-based communications.
- Turn on your headlights if rain, fog, or low-visibility (1,000 feet or less) require the use of windshield wipers.

## VISIT REQUESTS

Address all NSWC Port Hueneme visit requests to:

JPAS Security Management Office  
NSWC PHD – **SMO Code: 633946**  
POC: Tim Tenopir; (805)228-6411, tim.tenopir@navy.mil

<OR>

Commanding Officer  
Naval Surface Warfare Center, Port Hueneme Division  
ATTN: Security, Code 105  
4363 Missile Way  
Port Hueneme, CA 93043-4307  
Tel: (805) 228-7196  
Fax: (805) 228-8765

### **U.S. Personnel with CAC Card:**

Please notify meeting POC of your intent to attend meeting and submit your Visit Request, as stated above. Proceed through gate with CAC Card.

### **U.S. Personnel with no CAC Card:**

Please notify meeting POC of your intent to attend meeting. SECNAV Form 5512/1 ([https://www.cnrc.navy.mil/content/dam/cnrc/cnrcsw/NBVC/pdfs/about/SECNAV\\_5512\\_1.pdf](https://www.cnrc.navy.mil/content/dam/cnrc/cnrcsw/NBVC/pdfs/about/SECNAV_5512_1.pdf)) required for visitors without CAC Cards. Provide to your sponsor no less than **10-business days** before arrival.

## **NBVC GATE HOURS**

Personnel entering the Naval base must present a CAC card. If you do not have a CAC card, you will be required to notify the meeting POC.

For additional instructions, please visit:

[https://www.cnic.navy.mil/regions/cnrsw/installations/navbase\\_ventura\\_county/about/installation\\_guide/visitor\\_information.html](https://www.cnic.navy.mil/regions/cnrsw/installations/navbase_ventura_county/about/installation_guide/visitor_information.html)

*All vehicles subject to search and inspection.*

## **PORT HUENEME SITE**

### **SUNKIST GATE:**

OPEN 24 HOURS

### **VICTORIA GATE:**

0600-1800, Mon - Fri (Closed Weekends & Holidays)

### **PLEASANT VALLEY GATE:**

0600-1800, Mon - Fri (Closed Weekends & Holidays)

### **PATTERSON GATE:**

Closed (as of 03-Sep-2016)

### **BARD GATE:**

Closed

## **NBVC PASS AND ID OFFICE**

1. The NBVC Pass and ID Office is located in building 1183 (adjacent to the Sunkist Gate). Pass and Identification Office Hours:

Hours: 0630 – 1430

Monday – Friday (Closed Weekends and Holidays)

2. On-line forms are available on the Official NBVC web site:  
[https://www.cnic.navy.mil/regions/cnrsw/installations/navbase\\_ventura\\_county/about/installation\\_guide/visitor\\_information.html](https://www.cnic.navy.mil/regions/cnrsw/installations/navbase_ventura_county/about/installation_guide/visitor_information.html)
3. Personnel entering Navy facilities must present their CAC cards and vehicles are subject to search and inspection.

## **ACCOMODATIONS**

### **Base and Government Lodging at Naval Base Ventura County (Port Hueneme, CA)**

Government quarters are available at the Bachelor Officers Quarters, the Bachelor Enlisted Quarters, or the Navy Lodge.

**BEQ** (805) 982-4115 (DSN 551-4115)

**BOQ** (805) 283-6705 (DSN 351-6025)

**Navy Lodge NBVC** (805) 985-2624 / (800) NAVY INN / (800) 628-9466

### **Local Area Lodging** *(Subject to availability)*

Holiday Inn Express at Port Hueneme – 1.87 miles  
350 E. Hueneme Road, Port Hueneme  
(805) 986-5353 / (800) 447-3529

Embassy Suites Mandalay Beach Resort – 2.66 miles  
2101 Mandalay Beach Road, Oxnard  
(805) 984-2500 / (800) 362-2779

Hampton Inn Channel Islands Harbor – 2.7 miles  
3231 Peninsula Road, Oxnard  
(888) 426-7866

Residence Inn by Marriott at River Ridge – 7.06 miles  
2101 W. Vineyard Avenue, Oxnard  
(805) 278-2200 / (800) 331-3131

Four Points by Sheraton – 7.66 miles  
1050 Schooner Drive, Ventura  
(805) 658-1212 / (800) 229-5732

Hilton Garden Inn – 9.1 miles  
2000 Solar Drive, Oxnard  
(805) 983-8600

Ventura Beach Marriott  
2055 E. Harbor Boulevard, Ventura – 9.3 miles  
(805) 643-6000

Crown Plaza Hotel Ventura Beach – 12.80 miles  
450 E. Harbor Boulevard, Ventura  
(805) 648-2100 / (888) 259-8696

## DIRECTIONS FROM LOS ANGELES INTERNATIONAL AIRPORT

### **Via Interstate-405 and US Highway-101**

(Total Estimated Time: 1 hour 30 minutes - Distance: 70 miles)



Start: Los Angeles International Airport - 1 World Way, Los Angeles, CA 90045

Turn right onto <b>LA TIJERA BLVD.</b>	1.5 mi
Merge onto <b>I-405 N</b> via the ramp on the left.	14.5 mi
Merge onto <b>US-101 N</b> toward Ventura.	46.2 mi
Take the <b>VICTORIA AVE</b> exit toward Channel Isl Harbor.	0.2 mi
Turn left onto <b>S VICTORIA AVE</b>	5.9 mi
Turn left onto <b>CHANNEL ISLANDS BLVD</b>	1.0 mi
Turn right onto <b>VENTURA RD</b>	0.4 mi
Turn right onto <b>SUNKIST</b>	
Enter <b>NAVAL BASE VENTURA COUNTY</b> (Gate access required) and continue straight onto <b>23<sup>rd</sup> AVE</b>	0.2 mi
Turn left onto <b>WEST RD</b>	0.9 mi
Turn slight right onto <b>TALOS RD</b>	0.09 mi

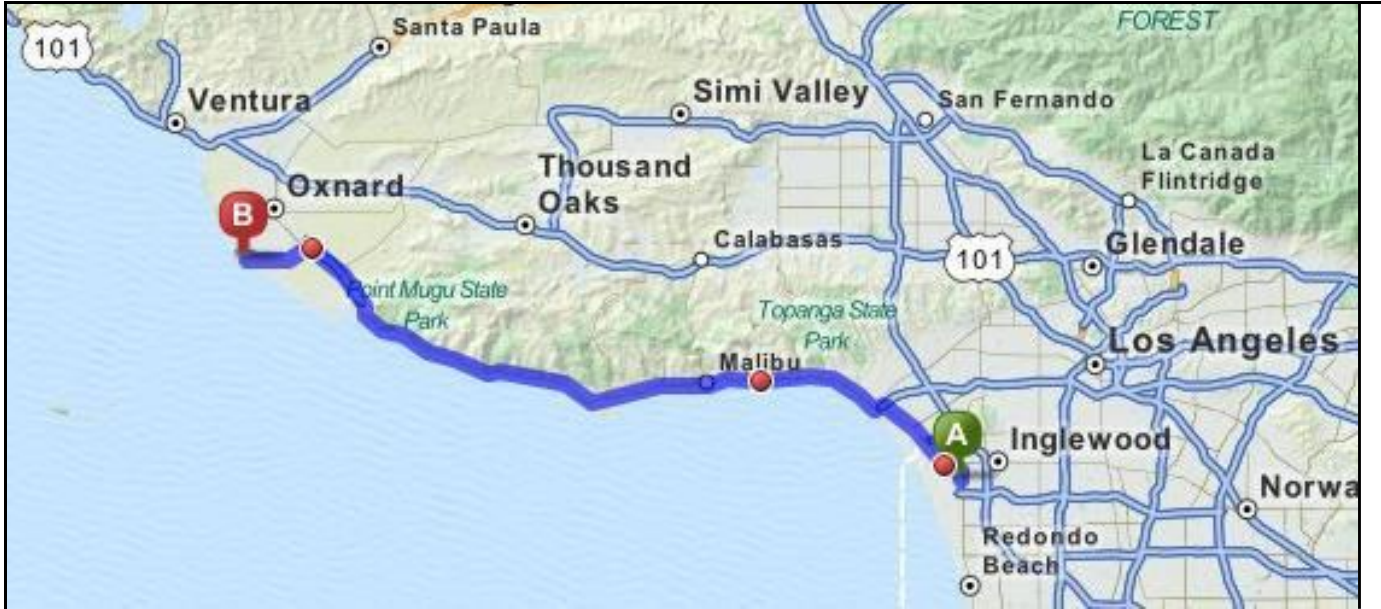
GPS Coordinates: **4363 MISSILE WAY, PORT HUENEME**

**Command Duty Officer: (805) 340-1330**

## DIRECTIONS FROM LOS ANGELES INTERNATIONAL AIRPORT

### **Via CA-1 Pacific Coast Highway**

(Total Estimated Time: 1 hour 30 minutes - Distance: 56 miles)



**Start: Los Angeles International Airport**

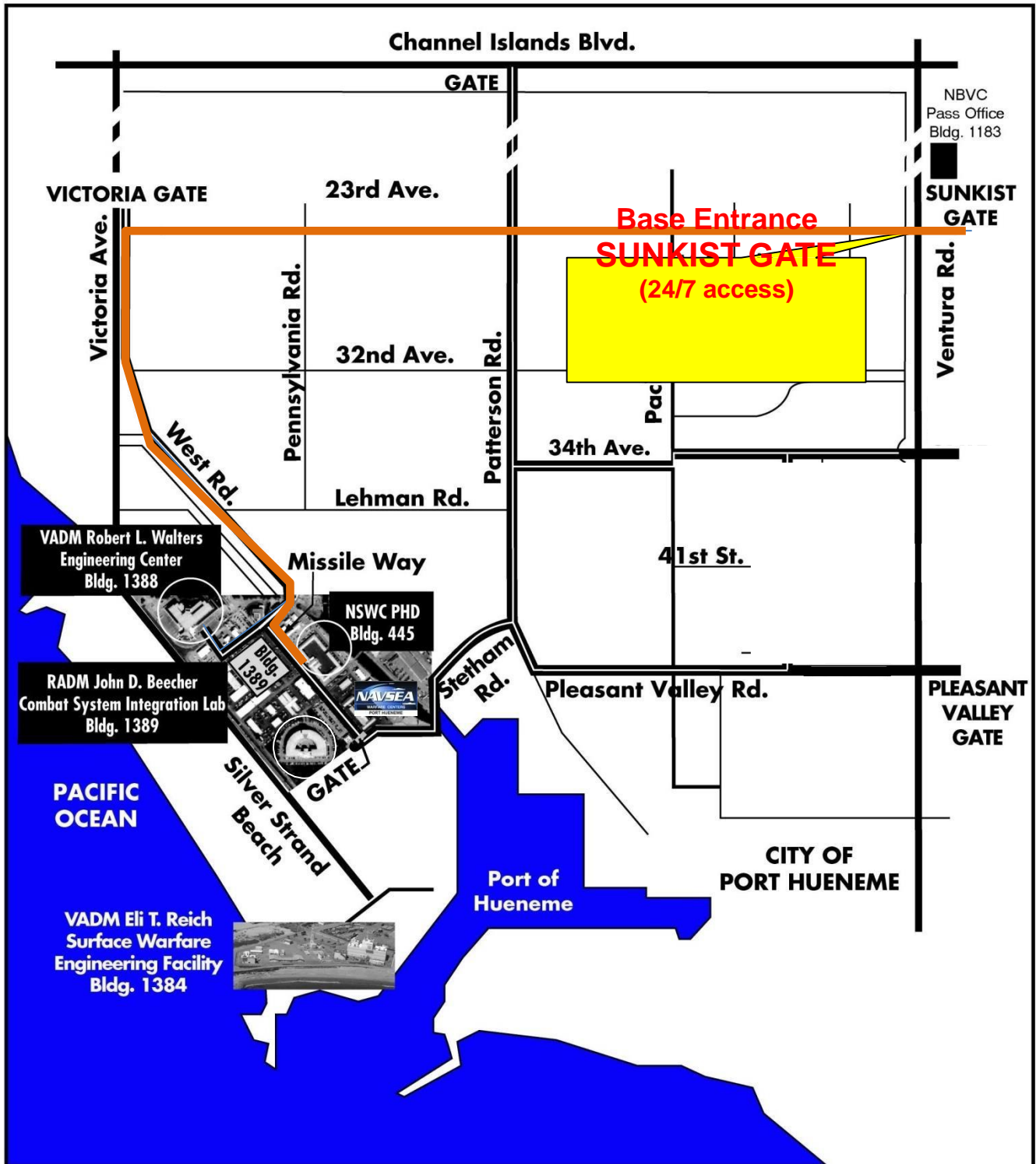
1 World Way, Los Angeles, CA 90045

Start out going east on <b>WORLD WAY / CENTER WAY</b>	0.01 mi
Merge onto <b>CA-1 N</b>	7.8 mi
Turn <b>left</b> onto <b>Olympic Blvd / CA-1 N</b>	0.05 mi
Merge onto <b>CA-1 N</b> via the ramp on the left	42.6 mi
Take the <b>PLEASANT VALLEY ROAD / CA-1N / OXNARD BLVD</b> exit, <b>EXIT</b>	0.7 mi
Turn <b>left</b> onto <b>CA-1 / E PLEASANT VALLEY RD</b> , Continue to follow <b>E PLEASANT VALLEY RD</b> (Gate access required)	4.0 mi
Turn <b>right</b> onto <b>PATTERSON RD</b>	0.1 mi
Turn <b>left</b> onto <b>STETHAM RD</b>	0.3 mi
Turn <b>right</b> onto <b>ENGINEERING WAY</b>	0.2 mi
Turn <b>1<sup>st</sup> right</b> onto <b>MISSILE WAY</b>	0.08 mi

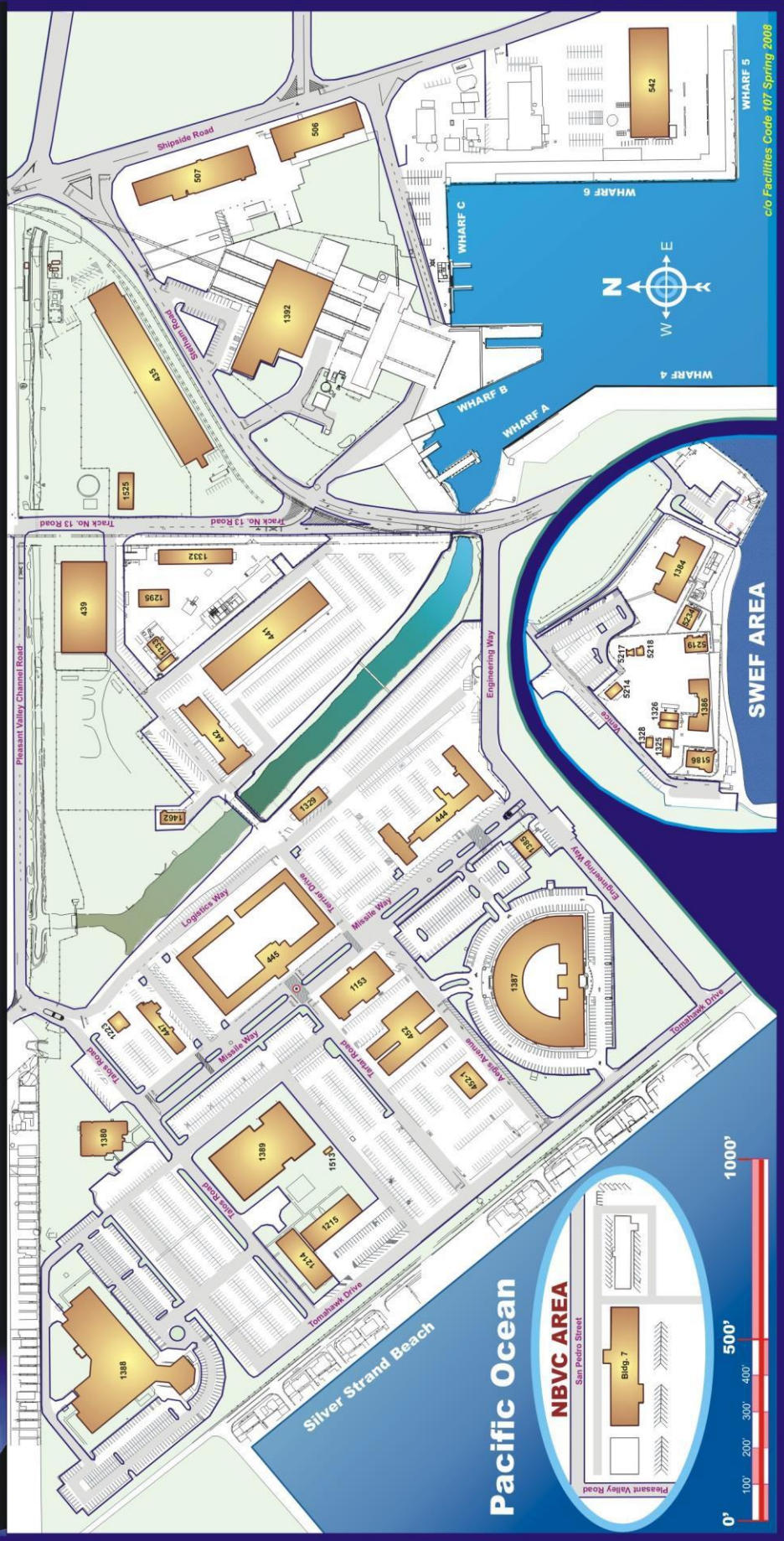
**GPS Coordinates: 4363 MISSILE WAY, PORT HUENEME**

*Command Duty Officer: (805) 340-1330*





# NAVSEA Naval Surface Warfare Center - Port Hueneme Division



c/o Facilities Code 107 Spring 2008

## **Foreign National Security Information**



DEPARTMENT OF THE NAVY  
NAVAL BASE VENTURA COUNTY  
311 MAIN ROAD, SUITE 1  
POINT MUGU, CA 93042-5033

IN REPLY REFER TO  
NBVCINST 5510.1C  
N04C1WV  
20 Nov 15

NAVBASE VENTURA COUNTY INSTRUCTION 5510.1C

From: Commanding Officer, Naval Base Ventura County

Subj: NAVAL BASE VENTURA COUNTY FOREIGN NATIONAL ACCESS,  
CONTROL, AND ACCOUNTABILITY

Ref: (a) NBVCINST 5530.2  
(b) DoDD 5230.20 of 22 Jun 05  
(c) SECNAVINST 5510.34A

Encl: (1) NBVC Foreign National Badge Request Form  
(2) Sample Foreign National Security Plan  
(3) Foreign National Sponsor Responsibilities

1. Purpose. To establish policy, in accordance with references (a) through (c), governing access to Naval Base Ventura County by foreign nationals (FN).

2. Cancellation. NBVCINST 5510.1B.

3. Background

a. Reference (a) is the Naval Base Ventura County (NBVC) Access Control instruction. Reference (b) is the Department of Defense Directive for Visits and Assignments of Foreign Nationals. Reference (c) is the Secretary of the Navy Disclosure of Classified Military Information and Controlled Unclassified Information to Foreign Governments, International Organizations, and Foreign Representatives instruction.

b. Per reference (a), an FN is defined as an individual, age 18 and over, who is not a U.S. citizen or, regardless of citizenship, is representing a foreign government, foreign corporation, other foreign entity; or an FN doing business with a Department of Defense component or contractor. This includes companies incorporated in the U.S. but under foreign ownership, control, or influence. Such individuals require special approval before accessing NBVC or restricted and/or industrial areas of the installation.

c. Legal permanent residents with a lawful permanent resident card (Form I-551) are not considered FNs and are not subject to the provisions of this instruction. They may access the installation as any other U.S. citizen approved for base access.

4. Discussion. For the purposes of this instruction, there are two categories of FN visitors: Official and Unofficial.

a. Official. Official FNs are on official business and are sponsored for a specific purpose and duration of time by an NBVC organization or tenant activity. Sponsors of FN visitors must be DOD civilians or active duty military members. A contractor may not sponsor a FN, but may be designated by the sponsor to escort approved visitors.

b. Unofficial. Unofficial FN visitors are guests of military members (active duty, reserve, guard or retired), their dependents, or DOD civilians. Contractors and other approved FN visitors are not authorized to sponsor unofficial FN visitors on the base. FN members who possess a U.S. Government issued Common Access Card (CAC), or other DOD ID card, and desire access only to the common areas of the installation are also considered unofficial visitors.

5. Policy

a. Official visitors

(1) All official visitors shall be registered in the PHD-NSWC-FVC database and issued a foreign national badge. Official Foreign National visitors/employees who possess a U.S. Government issued Common Access Card (CAC) are required to be registered in the PHD-NSWC-FVC database, but do not require a foreign national badge.

(2) Visitors should be escorted to the maximum extent possible consistent with mission and security requirements. Unescorted access to the installation may be granted to long-term visitors or to visitors who make frequent routine trips to the installation at the request of the sponsor and approval of the Foreign National Program Manager (FNPM). Units shall take into consideration country of origin, level of background

vetting, and length of stay before requesting unescorted access. All unescorted visitor requests require enclosure (2) to be on file outlining approved routes/areas the visitor is authorized.

(3) FN aircraft/ship visits. Aircraft/ships with FN crew members must have an NBVC sponsor who will coordinate the visit through their command's Foreign National Security Manager (FNSM). Registration and badging is not required for crew that will be on the ground/in port for less than four hours. They will remain in close proximity to their aircraft/ship at all times and will have an assigned escort from the sponsoring activity.

(4) FN automotive companies' visits. FN automotive company points of contact will notify the FNPM utilizing enclosure (1) and provide enclosure (2) for the visit. The sponsor is responsible for coordinating approved escorts for their visitors through Force Protection.

(5) Employees. Registration in the PHD-NSWC-FVC database is required for FN members employed by the U.S. government and who possess a U.S. Government issued Common Access Card (CAC) or other DOD ID card, but do not require issuance of a foreign national badge or enclosure (2).

(6) Trucks/delivery vehicles. Drivers of trucks and other delivery vehicles, whether delivering or picking up, are considered official visitors and must be sponsored, pre-coordinated, and badged.

b. Unofficial visitors

(1) Access is limited to Morale, Welfare, and Recreation facilities; museums; common areas (i.e., Navy Exchange, Commissary, on-base parks); Family Beach; and residences of those they are visiting. Sponsors will ensure access is limited to the areas identified above.

(2) Unescorted access for unofficial visitors may be requested through the FNPM utilizing enclosure (1). Unescorted access will be considered for extenuating circumstances on a case-by-case basis. Unescorted visitors approved by the FNPM will be registered in the PHD-NSWC-FVC database and issued a foreign national badge and enclosure (2).

(3) FN visitors who possess a U.S. Government issued Common Access Card (CAC) do not require a sponsor/escort and may access all common areas of the base. They may not sponsor or escort other guests.

6. Process

a. Badging

(1) In order to initiate the visit process, information must be submitted as soon as possible but not less than three duty days prior to the visit, longer for large groups. Acceptable submission methods consist of:

(a) enclosures (1) and (2), if applicable, and a copy of the visitor's passport (unofficial visitors) must be sent via e-mail to the FNPM; or

(b) the organization's FNSM submits the information via the PHD-NSWC-FVC database.

(2) The PHD-NSWC-FVC database will electronically provide the required visit notifications to FNSMs. Tenant units are responsible for ensuring any sensitive missions or activities are afforded the correct level of security protection.

(3) The FNPM will review the FN access request and enclosure (2) for completeness. Once approved, the FNPM will forward the request to Pass and ID for badging.

(4) Requested badges will be ready for pick-up by the sponsor no later than the start date at Port Hueneme Pass and ID, building 1183. At the conclusion of the visit, it is the responsibility of the sponsor to ensure all badges are promptly returned to Pass and ID.

b. Gate Entry Procedures

(1) FN visitors with a U.S. Government issued CAC card, or other DOD ID card, may be granted access without further action or coordination regardless whether on official or unofficial business. The card should be scanned by the guard to verify validity, whenever possible.

(2) Visitors with FN badges in conjunction with a valid government issued photo ID may be granted access after verifying whether the visitor is escorted or unescorted. If escorted, escorts must either be in the same vehicle or in the vehicle directly preceding.

(3) All other FN visitors must display a valid government issued photo ID demonstrating legal entry into the United States to the guard, when asked, in order to enter the installation. The visitor must be escorted by a military member (active duty, reserve, guard, retired), a dependent, or a DOD civilian with a valid DOD ID card and is restricted to common areas of the installation only.

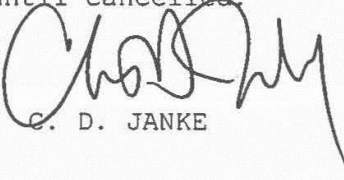
(4) For any FN denied access to the installation, all pertinent information should be collected and recorded in the desk journal to include reason for denial. Force Protection will notify NCIS to determine if they would like to interview the subject.

c. The NBVC FNPM will host a monthly FN point of contact meeting to discuss items of mutual interest. The time, date, and location will be determined by the NBVC FNPM.

d. Members are directed to call NBVC Police Dispatch at (805)982-4591 for FN movement violations (e.g., FN visitors found outside their designated route, location, etc.). Force Protection personnel will also notify NCIS of all violations.

e. Direct all questions concerning this instruction to the NBVC FNPM at (805)982-4706.

7. Review and cancellation. This instruction will be reviewed annually and remain in effect until cancelled.



C. D. JANKE

**Distribution:**

Electronic only, via the NBVC website  
<https://g2.cnid.navy.mil/tscnrsw/NAVBASEVENTURACTYPTMUGUCA/N00/N04C/Instruc/Forms/GroupBySeries.aspx>



NBVCINST 5510.1C  
20 Nov 15

NBVC FOREIGN NATIONAL BADGE REQUEST FORM				
FROM (Organization/Dept. Name and Code):		VIA: OFNSM	TO: NBVC SMO Code N04C1WW	
(Attach additional sheets if necessary)				
BADGE NUMBER	NAME OF VISITOR (Last, first, middle, AND Rank/Rate/CFV)	CITIZENSHIP	PASSPORT & VISA NUMBERS/DOB	REPRESENTING (Company, Country, Organization)
FOREIGN VISIT REQUEST CASE NUMBER:				
PURPOSE OF VISIT (Be specific) <input type="checkbox"/> ESCORTED <input type="checkbox"/> UNESCORTED:				
DATES OF VISIT (Month/Day/Year) FROM:		CLASSIFICATION OF THE VISIT <input type="checkbox"/> SECRET <input type="checkbox"/> CONFIDENTIAL <input type="checkbox"/> UNCLASSIFIED <input type="checkbox"/> COMMON AREAS		
TO:		ATTACHMENTS: <input type="checkbox"/> Security Plan <input type="checkbox"/> Other (Specify)		
MARK AREA(S) TO BE VISITED/Staying <input type="checkbox"/> PM <input type="checkbox"/> PH <input type="checkbox"/> SNI / <input type="checkbox"/> BQ <input type="checkbox"/> Navy Lodge			Address, Phone # where staying	
<b>SECURITY CERTIFICATION</b>				
I accept responsibility for sponsoring this visit. I am responsible for controlling the activities of the foreign visitor(s), for ensuring that the disclosure of classified information and controlled unclassified information conforms strictly with the disclosure authorization, for ensuring the visitor complies with established security procedures, for providing escorts when required, and for ensuring that anyone who interfaces with the visitor is aware of the access limitations of the disclosure authorization.				
TYPED/PRINTED NAME AND SIGNATURE OF SPONSOR		TELEPHONE NUMBER	Command/Code:	
TYPED/PRINTED NAME AND SIGNATURE OF ALTERNATE SPONSOR		TELEPHONE NUMBER	Command/Code:	
<b>Organization Foreign National Security Manager (OFNSM)</b>				
TYPED/PRINTED NAME AND SIGNATURE		TELEPHONE NUMBER	DATE (Day/Month/Year)	
TYPED/PRINTED NAME/SIGNATURE AND TITLE			DATE	

NBVC/SMO 5510/1C (08-05)

Enclosure (1)

NBVCINST 5510.1C  
20 Nov 15

**NAVAL BASE VENTURA COUNTY  
FOREIGN NATIONAL SECURITY PLAN**

**Visitor name:** First Last, Citizenship, Title/Company/Organization.

**Purpose of visit:** Mr/Mrs. Last has been assigned as the architect, under contract #XXXXXXX, to design the plan for repair of the exterior of the Bard Mansion. She will conduct site visits at the Bard Mansion and attend meetings at Building 850 at Port Hueneme only. She will not stay in the area and will commute between Irvine and Port Hueneme daily.

**ID Badge:** Mr/Mrs. Last's badge will be issued on Monday, DD Month 20CY, with an expiration of HHMM, Friday, DD Month 20CY. Unescorted privileges are limited to authorized locations and routes noted below. The badge is worn at all times while onboard NBVC, exposed on the upper portion of the body. The badge will be returned to Mr/Mrs. First Last upon completion of the visit. At no time will more than one badge be issued.

**Authorized unescorted locations (Port Hueneme access only):** Bard Mansion and Building 850 are the primary work areas. Public areas of the Navy Exchange and Commissary are allowed for the purpose of procuring lunch/meals. A copy of this plan must be in your possession at all times while onboard NBVC. All other areas not specified here are off limits.

**Authorized unescorted routes between locations noted above:** Visitors can access Port Hueneme only through the Sunkist or Bard Gates. Travel is authorized via the most direct routes from the gates to either Building 850 or Bard Mansion. The most direct routes must also be used from the Bard Mansion or Building 850 to the public areas for meals and only during regular working hours.

**Personal electronic equipment:** A camera pass will be issued by the Public Affairs Office for the purpose of documenting personal photos in and around Bard Mansion only. Cell phone and laptop use is authorized only for work related purposes; usage will be strictly monitored by the sponsor. Listening and transmitting devices are strictly prohibited at any location.

**Violation:** If you are found in violation of this Security Plan, you are subject to termination of visit.

**Modifications:** Prior to the execution of any modifications, deviations, or changes, this Security Plan must be submitted for approval to the Foreign National Program Manager via the designated sponsor.

\_\_\_\_\_  
Dulce Valencia (Date)  
Foreign National Program Manager

\_\_\_\_\_  
FIRST LAST (Date)  
Sponsor

\_\_\_\_\_  
FN Visitor

Enclosure (2)

FOREIGN NATIONAL SPONSOR RESPONSIBILITIES

To begin the process, the sponsor must submit requests through their Foreign National Visitor Manager (FNVM), their Security Office (if applicable), or through the Foreign National Program Manager (FNPM).

1. Escorted Visits

a. The sponsor will meet the Foreign National (FN) visitor at the Pass & ID Office, building 1383, at Port Hueneme to check them in. The FN must present their passport, foreign military I.D. card, or U.S. government issued CAC for identification. Arrangements can be made for the sponsor to receive FN badges before the visit but must still meet the FN at a designated gate for base access. The Pass & ID telephone number is (805)982-2019.

b. The sponsor is responsible for providing a copy of the FN passport and visa (if available) to Naval Criminal Investigative Service (NCIS), upon request, for their records.

c. The FN must display their orange badge on the upper part of their person for easy identification.

d. The FN will stay with the sponsor for the entire duration of the visit. They are not allowed to "wander".

e. If possible, visitors will travel in the same vehicle as the sponsor. If logistics prevent same vehicle travel, the sponsor will ensure the FN vehicle keeps within sight during travel aboard Naval Base Ventura County (NBVC).

f. Any suspicious activity will be reported immediately to the NBVC SMO at (805)989-8876/0349 and NCIS at (805)982-4524.

g. Upon completion of the visit, sponsors will collect all FN badges and return them to the Pass & ID Office.

2. Unescorted Visits

a. All visits will have a Foreign National Security Plan prepared at the time of the request. The plan will address specific routes within the base, all areas and buildings visited, common areas accessed, the date(s) of visit, purpose of visit,

Enclosure (3)

NBVCINST 5510.1C  
20 Nov 15

etc. Note: If the FN requires access to Laguna Peak, they will be escorted at all times even if their badge indicates "Unescorted". The sponsor's Security Manager will assist in the preparation of these plans, which are signed by the NBVC FNPM, sponsor, and the FN.

b. Although identified as "unescorted", FN visitors are not allowed to "wander". Any FN found outside of the specified areas and routes designated in their security plan will be turned over to NCIS for action.

c. Unescorted FNs will be checked in by their sponsors at Pass & ID on the first day of their arrival. Sponsors may also make arrangements for badge pick up before the visit commences. Self check-in by an FN is not authorized; sponsors must be present.

d. The sponsor is responsible for obtaining a copy of the FN passport and visa to keep in their records for a period of at least 6 months. A copy will be provided to NCIS upon request.

e. Sponsors will ensure the FN is aware of all restrictions and details of their security plan. The plan must be in their possession at all times.

f. The FN must display their orange badge on the upper part of their person for easy identification.

g. Any violations of the security plan or suspicious activity will be reported immediately to the NBVC SMO at (805)989-8876 or (805)989-0349 and NCIS at (805)982-4524.

h. Upon completion of the visit, sponsors will collect all FN badges and return them promptly to the Pass & ID Office.

Questions concerning FN visitors and NBVC guidelines can be addressed by the NBVC FNPM at (805)982-4706.

# NAVAL BASE VENTURA COUNTY (NBVC) FOREIGN VISITOR SECURITY PLAN

Visitors: NAME

Visit Dates: 4/18/2017 to 4/20/2017

Purpose of visit: Attend NAVSEA NDT Working Group Meeting

Personal Security Plan (PSP): This PSP must be kept on your person at all times while on Naval Base Ventura County (NBVC) property. You must comply with the procedures contained herein and produce this plan at Base Entry control points and to military or Department of Defense (DOD) police officers when requested.

ID Badge: Your visitor badge will expire on 4/21/2017. The badge will be worn at all times while on NBVC property. The badge will be worn in plain view, below the neck and above the waist. Unescorted privileges will be limited to authorized locations and routes noted below.

Authorized Unescorted Areas: You are authorized unescorted access in Community Areas. Travel using authorized routes only.

Authorized Routes: From NBVC Port Hueneme Sunkist, Pleasant Valley and/or Victoria gates to NSWC PHD Buildings 1387, 1388 and 445 and back through one of the above gates specified at Port Hueneme. A copy of this plan must be in your possession at all times while onboard NBVC. All other areas not specified here are off limits.

Personal Electronic Equipment: Except where authorized, personal cameras, cellular phones, computers, reproduction, transmitting or listening devices or equipment are strictly prohibited in all restricted areas.

Violation: Violation of the PSP may constitute termination of this visit and/or other administrative action.

Modifications: Any deviation or changes required to this Security Plan must be submitted for approval to the Foreign National Program Director (FNPD), N3AT via the designated sponsor for approval prior to execution.

\_\_\_\_\_  
M. Dulce Valencia  
FNPD, N3AT

\_\_\_\_\_  
Date

\_\_\_\_\_  
FN Signature

\_\_\_\_\_  
Date

## NBVC FOREIGN NATIONAL BADGE REQUEST FORM

<b>FROM (Organization/Command/Dept. Name and Code):</b>	<b>VIA:</b> OFNSM	<b>TO:</b> NBVC FP Code N3AT
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(Attach additional sheets if necessary)

BADGE NUMBER	NAME OF VISITOR (Last, first, middle, AND Rank/Rate/CIV)	CITIZENSHIP	PASSPORT/VISA NUMBER / Date of Birth	REPRESENTING (Company, Country, Organization)

**FOREIGN VISIT REQUEST CASE NUMBER:**

**PURPOSE OF VISIT (Be specific) x ESCORTED**  **UNESCORTED:**  Attend NAVSEA NDT Working Group Meeting

**DATES OF VISIT (Month/Day/Year)** FROM: 4/18/2017 TO: 4/20/2017

**CLASSIFICATION OF THE VISIT**  SECRET  CONFIDENTIAL  UNCLASSIFIED  COMMON AREAS

**ATTACHMENTS:** Security Plan  Other (Specify)

**MARK AREA(S) TO BE VISITED/Staying**  PM  PH  SNI /  BQ  Navy Lodge

**Off Base Hotel, Location, Phone #:**

### SECURITY CERTIFICATION

I accept responsibility for sponsoring this visit. I am responsible for controlling the activities of the foreign visitor(s), for ensuring that the disclosure of classified information and controlled unclassified information conforms strictly with the disclosure authorization, for ensuring the visitor complies with established security procedures, for providing escorts when required, and for ensuring that anyone who interfaces with the visitor is aware of the access limitations of the disclosure authorization.

<b>TYPED/PRINTED NAME AND SIGNATURE OF SPONSOR</b> Tim Tenopir	<b>TELEPHONE NUMBER</b> (805)228-6411	<b>CODE: 205</b>
<b>TYPED/PRINTED NAME AND SIGNATURE OF ALTERNATE SPONSOR:</b> Alan Jaeger	<b>TELEPHONE NUMBER</b> (805)228-7061	<b>CODE: 205</b>

### Organization Foreign National Security Manager (OFNSM)

<b>TYPED/PRINTED NAME AND SIGNATURE</b>	<b>TELEPHONE NUMBER</b>	<b>DATE (Day/Month/Year)</b>
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<b>TYPED/PRINTED NAME/SIGNATURE AND TITLE</b>	<b>DATE</b>
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**NAVSEA NDT Working Group April 18 – 20, 2017  
Specific Information**

1. A block of 90 rooms has been set aside at the Holiday Inn Express Hotel under the event “NAVSEA NDT Working Group Meeting”. This hotel is very close to the base, in a nice quiet area, has a 4.5 out of 5 star rating, and rates are at or below per diem. The hotel website address is: [https://www.ihg.com/holidayinnexpress/hotels/us/en/port-hueneme/ntdca/hoteldetail?cm\\_mmc=GoogleMaps-\\_-EX-\\_-USA-\\_-NTDCA](https://www.ihg.com/holidayinnexpress/hotels/us/en/port-hueneme/ntdca/hoteldetail?cm_mmc=GoogleMaps-_-EX-_-USA-_-NTDCA). The hotel’s physical address is: 350 E Port Hueneme Road; Port Hueneme, CA; 93041. The hotel’s phone number is: (805)986-5353.
2. The central meeting location for the event is Bldg. 1388 (see Page 9 of this document) main A/V center. Splinter group meeting rooms have been secured as follows: Room 2 and 12 in Bldg. 1214, Executive Conference room in Bldg. 445 and command conference room in Bldg. 1388.
3. If there are any SESs or other high level personnel that will be attending, they need to contact Mr. Tim Tenopir, (805)228-6411, [tim.tenopir@navy.mil](mailto:tim.tenopir@navy.mil), (805)228-6411, (805)616-4277 cell, as soon as possible.
4. Instructions for processes and paperwork that foreign national visitors need to complete to be able to get onto the Naval Base Ventura County (NBVC) and Naval Surface Warfare Center, Port Hueneme Division (NSWC PHD), and thus the NAVSEA NDT working group meeting, are included on page 11 to page 19 of this document. Fillable referenced forms are on page 20 and 21.
5. Naval Base Ventura County and NSWC PHD point of contact is Mr. Tim Tenopir.