1 January 2017

MEMORANDUM FOR RECORD

FROM:  HMRS/CC

SUBJECT:  HMRS Visitor Policy

1.  This letter details the Pennsylvania Wing policy for visitors at Hawk Mountain to include the Hawk Mountain Ranger School and any unit events conducted within the confines of CAP corporate-owned property.  Visitors as defined by this policy may include either non-CAP members (not in a Special Instructor status) or CAP-members who are otherwise unaffiliated with the activity in progress.

2.  Without exception, any visitors to the HMRS property, upon being granted access and entry logged by the sentry, will proceed directly to Administration to be formally signed into to the activity.

3.  Individuals who are visiting as guest instructors may be permitted unescorted access provided they are in compliance with all CAP Protection Policy and Pennsylvania State legal requirements and have prior approval from HMRS leadership.  Otherwise, visitors must be escorted by a senior member on HMRS staff.  No visitors may engage in any field or high risk activities to include ground team operations or use of the obstacle course or rappelling tower.  No visitor is permitted to remain overnight.

4.  Visitors will not enter cadet training areas (camping areas) without prior approval from the Commander or designee.

5.  Visitors attending "skit night" or graduation will be required to immediately depart the HMRS property following the conclusion of the event and will at no times be permitted to leave the cantonment area unless authorized by the individuals indicated in paragraph 4.

6.  Failure of visitors to adhere to this policy may result in legal intervention and for CAP members may also result in disciplinary action up to and including administrative actions as directed by the Wing Commander.  Any questions or comments regarding this policy can be addressed to the Command Staff.

BRIAN J. CUCE, Lt Col, CAP
Commander