



DEPARTMENT OF THE NAVY
NAVAL WEAPONS STATION EARLE
201 HWY 34
COLTS NECK, NEW JERSEY 07722-5001

CANC: 19 Sep 12
NWSEARLENOTE 5531
N3AT
19 Sep 11

NWS EARLE NOTICE 5531

From: Commanding Officer, Naval Weapons Station Earle
Subj: IMPLEMENTATION OF NAVY COMMERCIAL ACCESS CONTROL SYSTEM
Ref: (a) CNIC Memo 5530 dated 25 Apr 11 (NOTAL)
Encl: (1) *RAPIDGate* Program Enrollment Information

1. Purpose. To provide information and requirements for implementation of the new access control procedures at Naval Weapons Station (NWS) Earle.

2. Background. In accordance with reference (a) guidance and policy, NWS Earle is aligning installation access control policy and procedures with the Navy Commercial Access Control System (NCACS). This program will utilize *RAPIDGate* technology. The goal of the program is to securely "streamline" installation access for visitors who are authorized a DoD common access card, enhancing safety, security, efficiency and effectiveness. NCACS is specifically designed to manage recurring vendors, contractors, suppliers and other service providers. NCACS is a voluntary program in which enrolled participants, approved for installation access, are not required to obtain a new pass for each installation visit. Although the majority of the NCACS costs are borne by participating commercial vendors/contractors who require access to the NWS Earle, these costs will be recaptured through increased productivity including reduced wait times at Earle entry control points.

3. Policy.

a. Effective 01 August 2011, the NWS Earle Contractor Badge has not been issued for Station access - only the one-day Visitor Pass has been issued.

b. All issued Contractor Badges will expire not later than 31 October 2011, or per individual badge expiration date.

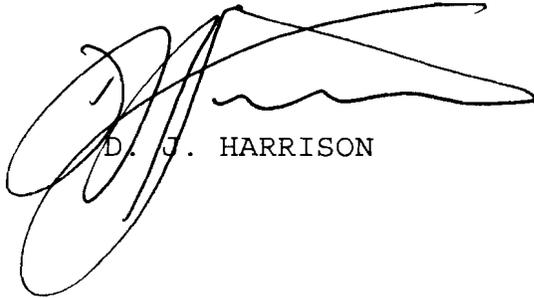
c. As of 01 November 2011, installation access will require either a *RAPIDGate* pass or a one-day Visitor Pass.

d. Station Badges will still be required to access restricted areas of NWS Earle, regardless of the type badge used to access the Station.

e. Access Privilege Summary:

Category	RAPIDGate Participant	Contractor Badge for Station Access	Day Pass
Inspection Requirements	Subject to random	Subject to 100%	Subject to 100%
Valid for Issuance	Available now	Suspended 01Aug11	Available now
Valid for Access	Available now	Accepted through 01Nov11	Available now

4. Enrollment Procedures. Enclosure (1) contains detailed information regarding enrollment in the *RAPIDGate* Program. Questions regarding Earle's *RAPIDGate* Program should be addressed to <info@rapidgate.com> using the subject line: RE: *RAPIDGate* Program.



D. J. HARRISON

Distribution:
Electronic

RAPIDGate Program Enrollment Information**1. Enroll your company by calling 1-877-RAPIDGate (1-877-727-4342).**

To enroll your company in the *RAPIDGate* Program, call Eid Passport at 1-877-*RAPIDGate* (1-877-727-4342). A Customer Service Representative will give you all the necessary information regarding the *RAPIDGate* Program and send you the enrollment forms to enroll your company. On the Enrollment Forms you will need to provide your NWS Earle sponsor point of contact, including a name, phone number, and e-mail address. NWS Earle must authorize your request to participate in the *RAPIDGate* Program. The minimum elapsed time from company enrollment to an employee receiving his or her *RAPIDGate* Credential is approximately two weeks. **Enroll today to ensure your employees have their *RAPIDGate* Credentials by the Program effective date of 1 August.**

If your company is already enrolled in the *RAPIDGate* Program at another installation, it may request access for its employees at this installation by calling 1-877-*RAPIDGate* (1-877-727-4342). Once your company is approved by NWS Earle, your employees who already hold *RAPIDGate* Credentials may be able to use the same Credentials at the additional installation.

2. Employees register at onsite Registration Stations.

Once your company has been approved for enrollment and paid the enrollment fee, instruct your employees who need access to NWS Earle to register at the self-service registration station located at NWS Earle Pass and ID. Each employee should be ready to provide your company's *RAPIDGate* company code, his or her address, phone number, date of birth, and Social Security number. The Registration Station will capture the employee's photograph for badging and fingerprints for identity verification.

Assisted registration at your company's location may be available if you have 50 or more employees to register. Call 1-877-*RAPIDGate* (1-877-727-4342) for details.

3. The *RAPIDGate* Program performs background screening and credentialing.

Once your company has approved each employee for participation and paid the registration fee, the *RAPIDGate* Program performs identity authentication and background screening. Your company will be notified when qualified employees may pick up their personalized *RAPIDGate* Credentials at the NWS Earle Pass and ID. To retrieve a Credential, each employee must show proof of identity by presenting one form of identification from List A (next page), or two forms of identification from List B.

After activating their *RAPIDGate* Credentials, employees present their Credentials to request entry to NWS Earle, and must wear and display the Credentials at all times while on the installation. Questions about the NWS Earle *RAPIDGate* Program should be addressed to info@rapidgate.com with the subject line RE: *RAPIDGate* Program.

Forms of Acceptable Identification for picking up your credential:**List A – One Needed**

- U.S. Passport (unexpired)
- Permanent Resident Card or Alien Registration Receipt Card (Form I-551)
- Unexpired foreign passport, with I-551 stamp or attached Form I-94 indicating unexpired employment authorization
- Unexpired Employment Authorization Document that contains a photograph (Form I-766, I-688, I-688A, I-688B)

List B – Two Needed

- Driver's license or ID card issued by a state
- ID Card issued by federal, state or local government agencies or entities
- School ID card with a photograph
- Voter's registration card
- U.S. Military card or draft record
- Military Dependent's ID card
- U.S. Coast Guard Merchant Mariner Card
- Native American tribal document
- Driver's license issued by a Canadian government authority
- U.S. Social Security card issued by the Social Security Administration
- Certification of Birth Abroad issued by the Department of State (Form FS-545 or Form DS-1350)
- Original or certified copy of a birth certificate issued by a state, county, municipal authority or outlying possession of the United States bearing an official seal
- U.S. Citizen ID Card (Form I-197)
- ID Card for use of Resident Citizen in the United States (Form I-179)
- Unexpired employment authorization document issued by DHS (other than those listed under List A)