



UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION
POSTAL SERVICE CENTER BOX 8003
CHERRY POINT, NORTH CAROLINA 28533-8003

ASO 5030.1
SES

07 JUL 2015

AIR STATION ORDER 5030.1

From: Commanding Officer, Marine Corps Air Station, Cherry Point
To: Distribution List

Subj: CUSTOMS AND AGRICULTURE INSPECTIONS PROGRAM

Ref: (a) DoD Directive 5030.49 Customs Inspection Program
(b) Memorandum of Agreement (MOU) between U.S. Customs and Border Protection (CBP) and MCAS Cherry Point
(c) Guidelines for Military Customs Inspectors - Excepted
(d) DTR 4500.9-R DoD Customs and Border Clearance Policies and Procedures

Encl: (1) Foreign Arrival Aircraft Processing Checklist

1. Situation. It is the responsibility of the Customs and Border Protection (CBP) Agency to inspect and grant immigration, customs, and agricultural clearance to all flights arriving at Marine Corps Air Station (MCAS) Cherry Point (CHERPT) from foreign locations, both civilian and military. References (a) through (d) establish policy and procedures, defines responsibilities, and outlines customs and certain agricultural inspection and entry requirements to eliminate the introduction of narcotics, drugs, and other contraband into the United States through DoD channels.

a. A Military Customs Inspector - Excepted, hereafter referred to as MCI(E)s, is an individual designated by the Installation Commander to perform specified customs functions at Regular or Limited Ports of Entry at Continental United States military locations.

b. Accordingly, CBP has found it advantageous to establish a MCI(E) program to help expedite the movement of passengers and cargo arriving at MCAS CHERPT.

2. Mission. To set forth terms by which CBP and MCAS CHERPT will conduct the DoD Military Customs Inspector Program (DMCIP) in order to achieve effective utilization of MCI(E)s for the clearance of military aircraft, personnel, and equipment arriving at MCAS CHERPT from foreign locations.

3. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. To ensure the clearance of military aircraft, personnel, and equipment is conducted in accordance with U.S. laws and regulations concerning customs, agricultural, and immigration border clearance requirements without causing unnecessary delays in movement of personnel and material.

DISTRIBUTION STATEMENT A: Approved for public release; distribution is unlimited.

07 JUL 2015

(2) Concept of Operations. Commanding Officers, the Provost Marshal, and the Director of Operations will ensure inspections are conducted by trained and properly accredited MCI(E)s, and that inspections are accomplished in a courteous and professional manner. MCI(E)s will only inspect active duty military personnel. All passengers and crewmembers are subject to inspection and MCI(E)s must be granted access to aircraft in all circumstances, in accordance with enclosure (1).

b. Coordinating Instructions

(1) Airfield Operations will notify Cherry Point Police when an aircraft requiring a customs and agriculture inspection is due to arrive at MCAS CHERPT, including the type of aircraft and scheduled arrival time. Once the aircraft arrives, the MCI(E)s will meet the aircraft at the Aerial Port Of Embarkation (APOE) or area designated by Airfield Operations. Upon notification of the pending arrival of an aircraft at MCAS CHERPT, the following actions will be taken:

(a) Airfield Operations Officer shall:

1. Coordinate with the Provost Marshal's Office (PMO) and 2d Marine Aircraft Wing (2d MAW) designated representatives to identify and coordinate aircraft arrival dates and times.
2. Ensure all applicable orders and regulations are followed and properly coordinated between Airfield Operations, PMO, and 2d MAW prior to the scheduled aircraft arrival date and time.
3. Facilitate pre-customs inspection briefs between Airfield Operations, PMO, and 2d MAW where the customs inspection will occur, 30 minutes prior to the scheduled aircraft arrival.

(b) Provost Marshal shall:

1. Ensure the appropriate number of accredited MCI(E)s are assigned to receive and process the aircraft, personnel, and cargo.
2. Ensure that at a minimum, the Watch Commander or Patrol Supervisor, at least one accredited MCI(E), and a Military Working Dog (MWD) Team (not required for tactical aircraft) is assigned to each Customs and Agriculture Inspection. The senior person present during each inspection will be of the rank of Sergeant or higher.
3. Ensure the inspection team is in place at the APOE or designated arrival area at least 30 minutes prior to the scheduled aircraft's arrival.
4. Immediately report contraband discoveries (e.g., drugs, firearms, and/or explosives) to the CBP Port Director and Provost Marshal.

(2) Prohibited and Restrictive Importation into the United States. The importation of certain classes of merchandise is prohibited or restricted to protect community health, to preserve domestic plant and animal life, and for other reasons. A list of prohibited/restricted items is provided by reference (d). All items deemed prohibited and restrictive will be seized by MCI(E)s and turned over to U.S. Department of Agriculture personnel.

4. Administration and Logistics. The Director of Operations and the Provost Marshal are the representatives and points of contact for matters related to this Order.

5. Command and Signal

a. Command. This Order is applicable to MCAS Cherry Point, its subordinate and tenant commands, and all personnel arriving at MCAS Cherry Point from foreign locations.

b. Signal. This Order is effective the date signed.



C. PAPPAS III

DISTRIBUTION: A

07 JUL 2015

FOREIGN ARRIVAL AIRCRAFT PROCESSING CHECKLIST

MCI(E)s are required to perform the following when processing aircraft arrivals:

1. Pick up aircraft documents. Check for completeness.

CF 7507 - General Declaration
Flight Order for Crew Members
Passenger Manifest (if applicable)
Cargo Manifest (if applicable)

2. Search Aircraft.

3. Review passenger and crew Customs Declarations for completeness and accuracy. Ensure documentation is legible. Determine what exemptions individual(s) is/are entitled to receive.

4. Examine the baggage. Be diligent, but courteous. Interview the individual(s) and allow him/her to amend his/her declaration. Be alert for prohibited and restricted items.

5. If a violation is detected, determine whether it is petty or serious. Handle all petty violations at the scene by correcting the Customs Declaration. Follow your superior's instruction for serious violations.

6. Review all paperwork, making sure all documents are complete, accurate, legible, and contain all required notations.

7. Ensure all aircraft documents, Baggage Declarations, and other required paperwork is returned to the Desk Sergeant to be turned over to CBP personnel.

8. WHEN IN DOUBT, CONTACT the CBP or U.S. Department of Agriculture representatives at (252) 726-5845.