



UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION
PSC BOX 8003
CHERRY POINT, NC 28533-0003

AirStaO 5560.5A
SES
10 Jan 07

AIR STATION ORDER 5560.5A

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

Subj: STORAGE OF PRIVATELY OWNED VEHICLES OF DEPLOYED PERSONNEL

Ref: (a) DOD 4160.21M (NOTAL)
(b) 10 U.S.C 2575 (NOTAL)

1. Situation. To publish instructions concerning the operation of a storage lot for privately owned vehicles for use by unaccompanied deployed personnel while assigned duty at Marine Corps Air Station, Cherry Point.

2. Cancellation. ASO 5560.5.

3. Mission. Privately owned vehicles of unaccompanied personnel deployed with tenant U.S. Marine Corps units are frequently left aboard Marine Corps Air Station, Cherry Point while their owners are temporarily absent. This order establishes a temporary storage lot where deploying unaccompanied personnel will be permitted to store their privately owned vehicles during their absence.

4. Execution

a. The operation of the temporary storage lot will be the responsibility of the Security and Emergency Services (SES). The Director, SES will be responsible for security and provide a SES representative for verification of registration of vehicles upon entry into the lot and release from the lot. The Facilities Maintenance Officer will be responsible for maintenance of this lot.

b. The parent command (Squadron or other unit) must establish direct liaison with SES. Written correspondence requesting storage must furnish the following:

(1) Total number of vehicles to be stored.

(2) Date and time the unit desires to turn vehicles into the storage lot.

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(3) Dates of deployment.

(4) Point of contact while unit is deployed.

(5) Name and rank of designated unit officer/SNCO.

c. Correspondence will be received by the SES five working days in advance of the turn-in date. Non-scheduled deployment requirements will be handled as needed.

d. The designated unit officer/SNCO will personally visit the SES a minimum of two working days prior to the requested turn-in date. A copy of the deployment orders listing the individual requesting storage, and the vehicle report form prepared by the unit, will be presented to the Impound Lot Clerk. All vehicles will be turned in and released with either the advance party or main body in a unit deployment. Requests to turn-in and/or release vehicles individually will be considered on a case by case basis and normally only in bona fide emergency situation.

e. Vehicle owners or their authorized representative will personally park the vehicle and thereafter turn over a set of keys to the SES representative.

f. Vehicles, at time of storage, must have:

(1) A valid state registration.

(2) A valid base registration.

(3) A valid state safety inspection decal.

(4) Minimum insurance required by base regulations in effect to cover the vehicle for the duration of the storage period.

g. SES representatives will not take any affirmative measures to maintain the condition of the motor vehicle in storage.

h. No vehicle shall be released from the storage lot without written authorization from the legal owner. This also pertains to personnel on emergency leave.

i. A motor vehicle will not be released to any person other than the legal owner or authorized representative under the conditions specified in paragraph 4m below. Exceptions will be handled on a case by case basis.

j. Submission of claims against the government for damage to or loss of vehicle as the result of an unusual or unforeseen occurrence shall be the responsibility of the vehicle owner and the owner's parent command.

k. Vehicles which are unclaimed when a unit returns from deployment will be accounted for by the parent command and will be disposed of in accordance with references (a) and (b).

l. The parent command shall dispose of stored motor vehicles belonging to deceased personnel.

m. On return from deployment, it is the parent command's responsibility to ensure that all vehicles are removed from the storage lot within 15 days. Correspondence should be received by the SES five working days prior to the release of the vehicles. If practical, the designated unit officer/SNCO will personally visit SES two days prior to the requested release date. The owner, designated unit officer/SNCO and SES representative will conduct an inspection at the time the vehicles are released.

5. Administration and Logistics

a. The following definitions are provided for informational purposes.

(1) Unaccompanied. Personnel are considered to be unaccompanied if assigned duty with units based at Marine Corps Air Station, Cherry Point without the presence of dependents. Geographical bachelors are included in this definition.

(2) Local Owner. The registered owner of the motor vehicle, to include lessees and permittees, who are allowed to register their motor vehicles for use aboard Marine Corps Air Station, Cherry Point.

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(3) Privately Owned Vehicle (POV). A motor vehicle owned by the member that is self-propelled, licensed to travel on the public highways, and designed to carry passengers or property. Motorcycles and mopeds are included.

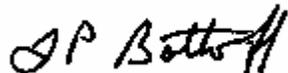
(4) Authorized Representative. A person possessing a written specific power of attorney authorizing him to act on the legal owner's behalf with respect to the storage and release of the vehicle.

b. By permitting personnel to be deployed in excess of 14 days to store their privately owned vehicles at the storage lot, the Commanding Officer, Marine Corps Air Station, grants such personnel a license to store but does not undertake to become the bailee of those vehicles.

6. Command and Signal

a. Command. The Commanding General, 2d Marine Aircraft Wing, concurs with this Order insofar as it pertains to Operating Force units stationed aboard Marine Corps Air Station, Cherry Point.

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


F. P. BOTTORFF

DISTRIBUTION: A