



UNITED STATES MARINE CORPS  
MARINE CORPS AIR STATION  
POSTAL SERVICE CENTER BOX 8003  
CHERRY POINT, NORTH CAROLINA 28533-0003

ASO 4066.5D  
MCCS

29 OCT 2021

AIR STATION ORDER 4066.5D

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

Subj: ABUSE OF MARINE CORPS EXCHANGE (MCX) PRIVILEGES

Ref: (a) MCO P1700.27B W CH 1  
(b) AirStaO 5370.2G  
(c) P5512.11E  
(d) MCO 4066.18

1. Situation. Abuse of MCX privileges, (includes all buildings containing retail establishments managed directly by Marine Corps Community Services (MCCS), aboard Marine Corps Air Station, Cherry Point, (MCAS CHER PT) and its outlying fields, including theft), occur regularly. Abuse of MCX privileges is an act, or an attempt to commit an act, alone or in concert with another which violates any law, rule, instruction, order or regulation pertaining to the possession or use of the Department of Defense Common Access Card (DoD CAC), Armed Forces Identification Card, (DD form 2) Active Duty/Retired Card, Armed Forces Exchange Identification and Privilege Card (DD Form 2574).

2. Cancellation. ASO 4066.5C

3. Mission. To establish uniform procedures to be followed in situations involving suspected abuse of MCX privileges, and to make provision for expeditious disposition of alleged abuse.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. Reference (a) requires, in part, that the Head of Business Operations show affirmatively that due care and diligence is exercised to prevent loss of MCX funds and property.

(2) Concept of Operations

(a) Reports of suspected acts of abuse of MCX privileges, together with any resulting investigation, will be forwarded to the Station Inspector, the suspect's Commanding Officer, and the Staff Judge Advocate, and in case of suspected abuse by a civilian, to the Special Assistant U. S. Attorney (SAUSA).

(b) In case of abuse by a Marine's family member or family members of other services, a report of the incident will be made by the MCAS Station Inspector. The MCAS Inspector will recommend appropriate action by the sponsoring service headquarters, i.e. Department of the Navy, Department of the Army, etc. In each case is suspected abuse, the incident will be reported to the Provost Marshalls Office (PMO) for action as deemed appropriate.

(c) MCX privileges may be suspended when the Commanding Officer has determined that a person has abused such privileges.

(d) Reference (b) indicates that shoplifting and check abuse should be grounds for suspension of the use of Commissary and MCX privileges and may result in criminal action taken against the alleged suspect. Suspension will be for a period of one year or until expiration of active service (EAS) of the service member or sponsor, whichever is earlier.

(e) In cases where there is serious abuse, these offences may result in other administrative and/or punitive actions against the perpetrator.

(f) An inquiry, to include if necessary a search of purse/bags will be conducted by MCCS management and or MCCS security personnel to determine whether an offense has occurred. If after this inquiry it is determined that an offense was committed, the following actions will be taken:

1. In case of individuals who are not minors, an immediate report will be made to PMO requesting that military police be dispatched to take custody of the suspect. An MCCS member of management or an MCCS asset protection employee shall remain with the suspect until he or she is in custody of the military police. Any video surveillance of the theft and photographs of all items of evidence in the suspect's possession will be turned over to the military police. If the suspect is subject to the Uniformed Code of Military Justice (UCMJ), an individual of superior rank, if available, should remain with the suspect until he or she is taken into custody by military police. In the event that the individual is a civilian, the suspect will be apprehended and questioned in accordance with all applicable Federal law and treated accordingly.

2. In the case of individuals who are minors (under 18 years of age), a telephone call will be made to PMO who will, in turn, contact the parents; MCCS will attempt to notify parents and record the phone number given, time of the call, time of detention, time of release and name of parent, guardian or PMO personnel who took custody of the minor. Where abusers are considered minor, notification to the parents to escort their family member out of the MCX will suffice. A copy of witnesses' statement(s) will then be forward to PMO, where an incident report will be completed.

3. In cases involving shoplifting or check abuse, military police will confiscate the Uniformed Services Identification and Privilege Card or Armed Forces Identification Card of the suspect in accordance with reference (c). If the suspect is a service member of another service or is the family member of another service member, the Identification Card will not be confiscated but a photocopy will be made and retained as evidence. However, investigators shall make photocopies of suspects' military identification card in any case where the card is not confiscated.

4. The Provost Marshal shall be responsible for custody of the suspect and investigation of the incident. Dependent upon the monetary value, the Provost Marshal may turn the suspect over to the Naval Criminal Investigation Service (NCIS). MCCS asset protection associates will assist the investigating and prosecuting authorities, as necessary, by insuring that all documents, video tapes, surveillance personnel, and other evidence are available to the authorities.

b. Coordinating Instructions

(1) An employee who is a commissioned officer, warrant officer, noncommissioned officer, and when in the execution of guard or police duties, military police, or such person as is designated by proper authority to perform guard or police duties may apprehend and search military personnel if they have reasonable belief that larceny has been committed by the suspect: reasonable force may be used to effect

such an apprehension. All other employees may only detain a suspected shoplifter until either a determination is made that no offence was committed or the suspect is surrendered to a law enforcement officer (Provost Marshal Official). Reasonable force may be used to effect such a detention. However, these employees are not to search suspect's incident to detention unless the employee has a reasonable belief that a search is necessary for the employee's protection. The following procedures will be employed in effecting the apprehension or detention of a suspect.

(2) Civilian and military employee, at the rank of Corporal and below or its equivalent, should normally request the assistance of a manager and proper law enforcement authority in detaining a military suspect.

(3) An MCCS asset protection associate may detain any suspect if he/she has a reasonable belief that criminal activity has occurred. This detention must be of reasonable duration to be justified as an investigative stop and the asset protection associate must have a witness accompany them for the duration of the detention. The suspect will either be released or surrendered to a law enforcement officer. An MCCS asset protection associate may not use force nor coercion to execute the detention. If a suspect is released without being surrendered to law enforcement, then a statement must be completed by the asset protection associate explaining all the facts of the detention. The asset protection associate should not conduct a complete search of the suspect unless such a search is reasonably necessary for the asset protection associate's protection. The asset protection associate may conduct 'pat-down' searches if the asset protection employee deems such a limited search necessary for self-protection. The asset protection associate who detains a military suspect should, as soon as practical, seek the assistance of a manager or the military police.

(4) No one effecting an apprehension or detention of a member of the opposite sex will search or frisk the person or the suspect unless there is an immediate clear and present danger of physical injury to the individual effecting the apprehension or detention. If a member of the opposite sex is detained, then a member of the detainee's sex should immediately be summoned as a witness (another employee, patron, etc.).

(5) Responsibility of the Sponsor. Upon completion of the period of suspension, written application for restoration of the privileges may be made to the Commanding Officer. In the case of a minor family member, the sponsor may submit such written application.

(6) Restoration of Privileges. Upon completion of the period of suspension, written application for restoration of the privileges may be made to the Commanding Officer (Code: INS). In the case of a minor family member, the sponsor may submit such written application.

5. Administration and Logistics. This Order has been coordinated with and concurred on by the Station Inspector, NCIS, PMO, JLC, MCCS, and the Commissary.

#### 6. Command and Signal

a. Signal. This Order is applicable to all personal aboard MCAS CHER PT.

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



M. R. HUBER

DISTRIBUTION: A