

# New Access Requirements for Pu'uloa Ranges

Marine Corps Base Hawaii has implemented new access requirements for anyone requesting access to the range which also affects the firearms registration process at the Provost Marshal Office.

Aloha Mr. Yuen,

Yes the MCBH Vehicle Registration will be able to register the weapons for the Pu'uloa Rifle and Pistol Club. However; there are procedures that need to be followed prior to us registering the weapons.

1) If the person(s) trying to access MCBH are active duty or a DOD CAC Civilians (White Stripe CAC Holders), regardless of where they are stationed, they will need to enter their EDIPI (DOD Number) on the base access request form. If the person has never had their CAC scanned on MCBH or Camp Smith they may not be in our DBIDS database and we will reach out to you for their Social Security Number. Anyone bringing a weapon on MCBH/Camp Smith/Pu'uloa must have a NCIC (Criminal History) check done and to do this a social security number is required. We will also check for local bench warrants.

2) If the person(s) trying to access MCBH is a military retiree, they will need to enter their EDIPI (DOD Number) on the base access request form. If the person has never had their CAC scanned on MCBH or Camp Smith they may not be in our DBIDS database and we will reach out to you for their Social Security Number. Anyone bringing a weapon on MCBH/Camp Smith/Pu'uloa must have a NCIC (Criminal History Check) done and to do this a social security number is required. We will also check for local bench warrants.

3) DOD CAC Contractors (Green Stripe CAC Holders), they will need to enter their EDIPI (DOD Number) on the base access request form. If the person has never had their CAC scanned on MCBH or Camp Smith they may not be in our DBIDS database and we will reach out to you for their Social Security Number. Anyone bringing a weapon on MCBH/Camp Smith/Pu'uloa must have a NCIC (Criminal History Check) done and to do this a social security number is required. We will also check for local bench warrants.

4) All other civilian visitors to MCB Hawaii/Pu'uloa, will require sponsorship. This means they do not have access to our MCBH/Pu'uloa without having a military member, DOD Civilian or MCCS Employee vouch for their access to the base. Civilian visitors must pre-enroll in DBIDS by going to <https://dbids-global.dmdc.mil/enroll> and providing the QR code to MCBH/Pu'uloa Sponsor. The QR Code needs to be placed on the Base Access Request S-7 5532 Form. If form is emailed it must be digitally signed with an Active Duty Military CAC or Civilian CAC (white stripe CACS ONLY) and submitted to [mcbkbaz.pmoservices@usmc.mil](mailto:mcbkbaz.pmoservices@usmc.mil) by a government email from the POC listed on the S-7 5532, or by

taking it to PMO Bldg. 1095 on MCBH with your CAC. If the civilian visitor is a foreign national you are required to turn in a copy of the civilian visitor's passport and visa if applicable or a front and back copy of their permanent resident card with the base access request to PMO. Civilian Foreign Nationals/Permanent Residents are not permitted on MCBH/Pu'uloa for recreational activities unless they are being 100% escorted.

\*\*\*Processing time for U.S. Citizens is a minimum of 5-10 business days, and Foreign Nationals are a minimum of 14 business days. If a civilian visitor says the website is not safe please have them go to: <https://www.dau.mil/faq/p/dod-pki-certificates> and download the certificates in order to safely enter their information.

\*\*Civilian Visitors using the DBIDS system for the first time, will need to complete the enrollment process at the main gate MCBH Passhouse or Camp Smith Passhouse by bringing their two primary forms of I.D.'s (U.S. Citizens are required to bring their original Social Security Card as one form of I.D. Foreign Nationals will need to bring their passport OR permanent resident card as one form of I.D. and their social security card if applicable) - As a rule of thumb if the civilian visitor has not been to MCBH since the installation of the DBIDS (September 2018), regardless of them having DBIDS on another base, have them pre-enroll in DBIDS anyway.

Once we have completed all checks on the members of the Pu'uloa Rifle and Pistol Club is when they will be permitted to register their weapons.

Please let me know if you have any questions. I am happy to help.

Thank you.

Respectfully,

Jenna Rivera | Supervisory Security Assistant  
Military Police Department  
Marine Corps Base Hawaii (MCBH)

**Bottom Line....**

**Civilian Shooters will need to enroll in DBIDS**

**<https://dbids-global.dmdc.mil/enroll> prior to registering firearms and gaining access to the Pu'uloa Ranges.**

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