



**DEPARTMENT OF THE ARMY**  
**US ARMY INSTALLATION MANAGEMENT COMMAND**  
**US ARMY GARRISON, FORT BELVOIR**  
**DIRECTORATE OF FAMILY AND MORALE, WELFARE AND RECREATION**  
**5820 21ST STREET**  
**FORT BELVOIR, VIRGINIA 22060-5937**

REPLY TO  
ATTENTION OF

IMNE-BEL-MWR

August 31 2009

MEMORANDUM FOR Fort Belvoir Waterfowl Hunters

SUBJECT: Letter of Instruction (LOI) for Fort Belvoir 2009/2010 Waterfowl Hunting Season.

1. **PURPOSE:** To inform Fort Belvoir Family and Morale, Welfare and Recreation (FMWR) patrons about waterfowl hunting procedures for the 2009-2010 season.
2. **ELIGIBILITY:** Active duty, retired military, DOD civilians, non-affiliated civilians, and family members are eligible to hunt waterfowl on Fort Belvoir.
3. **DEFINITIONS:** For brevity purposes, the terms hunter and hunting in this LOI shall be synonymous with waterfowl hunter and waterfowl hunting except where required by official name, definition, title or designation.
4. **DATES AND TIMES OF OPERATION:**
  - a. Waterfowl hunting registration begins Wednesday, 19 August 2009. Waterfowl hunting begins Saturday, 5 September 2009. Dates for other game hunting seasons will be posted on the Hunting information board in the Fort Belvoir Archery Center (FBAC)/Hunting Check Station (HCS) lobby, building 778 on Warren and Johnson Road, 703-805-3688. Waterfowl hunters must have in their possession all licenses, permits, duck stamps and Harvest Information Program (HIP) numbers as prescribed in hunting regulations published by the Virginia Department of Game and Inland Fisheries (VDGIF) prior to registration. Maps and details can be found at <http://www.belvoirmwr.com/hunting-odr/index.html>
  - b. Waterfowl hunting is permitted Monday through Saturday, except as noted in paragraphs 4. c., d., and e. below:
  - c. Waterfowl hunting is **not** permitted on Sunday.
  - d. Fort Belvoir may close without prior notice for security, inclement weather, or other reasons at the discretion of the Installation Commander.
  - e. The HCS will operate the following hours:
    - (1) 1 September 2009 thru 2 January 2010
    - (a) Monday thru Saturday: 5:00 am. – 1 ½ hours after sunset

**“EXCELLENCE THROUGH SERVICE”**

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(b) Sunday: 9:00 am. - 5:00 pm

(2) 4 January 2010 thru end of season:

(a) Monday thru Friday: 1:00 pm. – 1 ½ hours after sunset

(b) Saturday: 9:00 am. - 1 ½ hours after sunset

(c) Sunday: 9:00 am. - 5:00 pm.

(3) Holiday hours:

a) Thanksgiving - 26 Nov 09, 5:00 am. - 12:00 pm.

b) Christmas Day, 25 Dec 09 - Closed all day

c) New Years Day - 01 Jan 10 – Closed all day

d) Martin Luther King Holiday – 18 Jan 09, 5:00 am. – 6:30 pm.

5. LICENSES AND PERMITS: Waterfowl hunters must have in their possession all licenses, permits, duck stamps and Harvest Information Program (HIP) numbers as prescribed in hunting regulations published by the VDGIF. Waterfowl hunters must also have Fort Belvoir Blind and Parking permits to hunt from a specific blind. Youth hunters will comply with Virginia law pertaining to licenses and permits.

6. SEASONS, DATES AND BAG LIMITS: Waterfowl hunting seasons and bag limits are prescribed in regulations published by the VDGIF. Virginia waterfowl season information booklets and pamphlets are available at locations that sell Virginia waterfowl hunting licenses.

7. REGISTRATION TIMES: Registration begins Wednesday, 19 August 2009 at the HCS from 1:00 – 8:00 pm. Registration will continue starting 1 Sep every Monday – Friday from 1:00 pm until closing hours of the HCS and Saturday from 9:00 am until closing hours of the HCS and Sundays from 9:00 am – 4:30 pm.

8. REGISTRATION REQUIREMENTS:

a. All hunters, youth hunters **and** non-hunting companions must complete an Application for Hunting Permit Fort Belvoir, FB (MS) FM 148. Waterfowl hunters under 18 years of age must have a parent or guardian's signature on the application form. Application forms are available at the HCS. A cell phone is a prerequisite for at least

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one member of each hunting group. All hunters must annotate their cell phone numbers on their individual hunting applications.

b. A non-refundable registration fee is required for all hunters. The fee schedule follows:

- (1) Hunters, 18 and older: \$55.00.
- (2) Youth hunters 17 and under: \$ 25.00.
- (3) Military personnel E-5 and below: \$ 25.00

#### 9. REGISTRATION PROCEDURES:

a. All registrants will complete the Application for Hunting Permit form, pay required registration fees, and provide an email address.

b. Hunting registrants are provided with a white circle "10" sticker and a yellow circle "waterfowl" sticker to be placed on their green FMWR card.

c. All registrants will present their payment receipt at the Community Center to receive their green FMWR card. Hunters will place the white "10" and yellow "waterfowl" stickers on the front of the green FMWR card. The stickers shall not cover the registrant's ID number (the last four of their social security number).

d. A \$5.00 fee will be charged to replace a lost green FMWR card or any FMWR hunting or parking passes. A \$50.00 fee will be charged to replace any Marina gate card.

10. BLIND RESERVATION PROCEDURES: To provide the maximum reservation opportunity for all hunters, blinds will be allocated on a half-day basis, morning (AM) and afternoon (PM), and lotteries will be conducted at the HCS every Sunday to reserve blinds. Lotteries will be held for Saturday hunting and the week preceding the Saturday hunt (Monday – Friday). Following the closure of the lottery on Sunday, any available and open blinds may be reserved by phone or walk-in procedures addressed in paragraph 13 of this LOI.

a. Sunday lotteries will begin at 1:30 pm.

- (1) The first drawing is for blind reservations on the following Saturday.

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(2) The second drawing is for blind reservations for a holiday that occurs during the week the lottery is being held.

(3) The final drawing is for the remaining days of the current week (Monday thru Friday).

b. There must be a minimum of two registrants to reserve a blind for weekend and holiday hunting only. Hunters may hunt alone on weekdays (Monday – Friday). For the purpose of requiring two registrants for weekend or holiday hunting, a youth hunter or a non-hunting companion can be counted as the second registrant. The youth hunter or non-hunting companion cannot receive a lottery number. The youth hunter or non-hunting companion must register as a “buddy” hunter with the officially registered hunter.

#### 11. SUNDAY LOTTERY PROCEDURES:

a. Lottery numbers and matching numbered balls will be available at the HCS on the day of the lottery only. To receive the numbers and balls, hunters must present their green FMWR card with “10” registration sticker and the yellow waterfowl hunter sticker to the HCS staff member prior to the scheduled lottery. Hunter(s) will be responsible for placing the ball in the lottery tumbler. Lottery numbers and the balls will be available at 10 am Sunday morning until 1:20 pm, after which no numbers and balls will be issued. The lottery will begin promptly at 1:30 pm.

b. Only registered hunters can participate in the lotteries.

c. Youth 17 years and younger and non-hunting companions are ineligible to enter the lotteries.

d. Bringing friends or family members, who do not intend to hunt, to increase one’s chances in the lottery, is prohibited. HCS staff will monitor this practice and report infractions to the Hunting Program Manager for administrative sanctions.

e. For Saturday and Holiday hunting where “buddy” hunting is required, only one lottery number and ball will be issued to each pair of hunters. Both hunters must present their green FMWR hunting cards in order to receive the lottery number and ball for the Saturday and Holiday drawings. On the day of the drawing, only one of the two hunters must be present at the lottery and blind sign-up. The hunter attending the drawing for the two hunters must have the FMWR green hunting card for both himself and his buddy, and provide both to the FMWR representative upon request.

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f. The FMWR staff will place the AM and PM chips on all identified open blinds for the specific drawing being conducted. At the time of the drawing a numbered ball will be retrieved from the tumbler. Once a number is called the hunter or hunters have thirty seconds to identify themselves and move forward to the map board to remove one AM or one PM chip (not both) for the blind they want to hunt. The hunting party will then move to the corresponding sign-up table and enter hunters' names and green card numbers on the sign out sheet. The members of the hunting party will return their numbered ball and chips to the FMWR representative prior to signing the sheet and will no longer be eligible to participate in any remaining Saturday and/or Holiday lottery drawing. This process will be repeated until all chips are off the map board or upon completion of the drawing and if blinds remain open a second lottery will take place for the remainder of the open blinds. This process will continue until all blinds are reserved or no hunters remain.

g. For Monday through Friday hunting the same lottery procedures will take place with the following exceptions:

(1) Hunters may hunt alone during the week that does not include holidays, Monday – Friday.

(2) A waterfowl hunter must be at least eighteen years of age to hunt alone.

h. If a hunter arrives for the Sunday sign-up after the specified time for issuing lottery numbers and balls, that hunter may remain at the lottery and sign up for available slots after all hunters have completed the entire lottery. After the last hunter in the Sunday sign-up line has made his/her hunting choices, the FMWR representative will close the Sunday sign-up, and the procedures for Monday sign-up will then be in effect and the stand-by list will be available.

i. Monday through Saturday sign-up:

(1) Hunters may physically sign up at the HCS for available blinds Monday through Saturday, from 5 am until one and one half hours after sunset.

(2) Phone reservations may be made by calling HCS only at (703) 805-3688. Phone reservations will be accepted Monday through Saturday from 5 am until one and one half hour after sunset.

12. BLIND SELECTION:

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a. The waterfowl blinds are divided into three hunting zones. Blinds are available based on an open zone rotation system, with blind opportunities maximized during Saturdays and Holidays in which the check station is open. The open zones will be identified by the placement of AM and PM chips on the waterfowl lottery map.

b. Blind reservations are divided into AM or PM timeframes. Hunters selecting AM or PM reservations must have the AM or PM blind permits and parking passes in their possession.

c. Hunters may not hold reservations for more than one blind during the same timeframe on a given day.

d. When a lottery is initially conducted to determine reservations, hunters may select only one blind and one timeframe for that day.

e. Monday morning call in or walk in reservation sign-ups will allow the waterfowl hunter the opportunity to reserve and hunt the same blind for the AM and PM timeframe for the same day when available. Waterfowl hunters may pick-up their AM and PM hunting passes at the end of the hunting day or the designated hunting check-in time the evening before their hunt or at 0500 the morning of their hunt.

f. At the sign-up table, the hunter will enter his/her name, ID number and the name and ID number of another registered hunter or non-hunting companion (members of his/her hunting party) on the blind reservation sign-up sheet, as well as a primary cell phone number to be used in case of emergency notification, training location status, weather preventing blind access or other event. Additional registered hunters or non-hunting companions may be added until the party size reaches the maximum number specified for that blind (usually three or four). The hunter must present their green FMWR card along with the green FMWR cards for each registered companion of that party. The registered companions do not need to be present at the sign-up.

g. Hunters are solely responsible for signing in the correct block on the blind sign-out sheet/form. If a hunting party knowingly signs in the wrong spaces they forfeit the blind at the time the mistake is discovered.

h. If blinds remain open for Monday hunting the HCS staff will continue to take sign-ups for Monday only. All hunters must pick up their AM blind hunting and parking passes on Sunday before 5 pm.

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i. When the last hunter in the sign-up line has made their choice for their blind of the week during the lottery or for Monday hunting, the HCS staff will close the sign-up and lottery procedures for the day.

### 13. BLIND STANDBY LIST:

a. Hunters entering the lottery late or remaining in the sign-up line after the last available blind has been reserved can place their name on a standby list. The hunter may sign a numbered log sheet.

b. If additional blinds are available after the lottery (there will be no cancellations directly following a lottery; the hunter must know if they can hunt on the day they select to hunt during the day of the lottery or they must not participate in the lottery) the standby list will be used to contact hunters and give them the option of reserving an open blind. When a hunter on the standby list is contacted, they may select any unreserved blind from those available or decline the offer. If a hunter declines the standby offer, their name will be removed from the standby list, and that hunter forfeits all rights to any other blinds made available to hunters on the standby list for that week.

### 14. SAME DAY RESERVATIONS:

a. Monday-Saturday Same Day Sign Up: All remaining open blinds after the Sunday lottery on any hunting day will be assigned on a first come/first serve basis. Hunters may walk into the HCS on a Monday through Friday, after 0500 and sign up for any blind that is available or not occupied for morning, afternoon or all day hunting.

b. After the finalized Sunday lottery, phone reservations will be accepted beginning Monday at 0500 for open blinds for the following Monday through Saturday.

c. Telephone reservations require a minimum of two registered hunters for a Saturday or Holiday blind reservation and one registered hunter 18 years of age or older for a Monday through Friday blind reservation.

### 15. PROCEDURES FOR HUNTER CHECK-OUT AND CHECK-IN:

a. AM hunters must return their blind permits to the HCS no later than 1300. PM hunters must return their blind permits at the specified sign-out time. On Saturday and Holiday hunting, AM hunters may call no earlier than 1130 and inquire about a possible PM cancellation for the blind they are currently hunting. If the blind they are hunting during the AM timeframe is cancelled for the PM and there are no hunting parties on the waiting list, the hunting party may remain hunting in their blind. At this time the hunters'

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FMWR green hunting cards will be moved to the appropriate PM blind slots and the hunting party names will be recorded on the PM sign-out sheet for legal PM hunting. This procedure is also allowed during weekday hunting if the identical situation occurs.

b. Hunters are required to sign-out to reserved blinds and sign-in at the end of the designated check-in time posted on the hunting information board. Sign-out and sign-in are done at the HCS. Hunters may sign-out for hunting after 1300 the day prior or beginning at 5:00 am on the day of the hunt. Hunters must sign-in from hunting no later than the sign-in time posted on the hunting information board in the HCS lobby.

c. To sign-out for hunting, a designated hunter from the hunting group must do so in person at the HCS. The hunter will print their green FMWR card numbers in their reserved blind slots, time of sign-out and sign their names on the blind register. The HCS staff will exchange the hunter(s) green FMWR card for blind and parking passes. The blind pass must be carried on the hunter(s) person until returned at sign-in. The parking pass must be displayed on the inside left corner of the hunter's vehicle windshield. The parking pass must be visible to law enforcement officials until returned at sign-in. Hunters launching boats at Pohick Bay Park must also display the HCS parking pass.

d. To sign in from hunting, the hunter must do so in person at the HCS. Hunters will sign the blind register used for sign out with the time they are signing in from hunting. The HCS staff will exchange the hunter's waterfowl blind and parking passes for the hunter's green FMWR card. If the HCS is closed, hunters may place their passes in the drop box located on the right side of the HCS entrance.

e. Hunters will cease hunting as set forth in VDGIF regulations and return to the HCS to sign-in from their blinds.

#### 16. CANCELLATIONS:

a. The hunter who has signed in on the sign in sheet on line number one during the lottery, by walk-in or by telephone is considered the "main designated waterfowl hunter." This is the only hunter who is responsible for canceling a blind reservation.

b. AM blind reservations must be cancelled no later than 1700 on the evening before the reservation. If an emergency occurs, the hunter must notify the HCS no later than 0500 on the day of the hunt and arrange for the blind and parking passes to be returned to the HCS as soon as possible.

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c. PM blind reservations must be cancelled no later than 0600 on the day of the reservation. Call-ins or walk-ins may place their name and contact information on a first come, first serve waitlist for possible PM blind cancellations.

d. See paragraph 25, Violations, Penalties, Sanctions and Fees for failure to cancel reservation in accordance with this LOI. Violators will be suspended from hunting according to the severity of the infraction.

e. Hunters who reserve blinds and subsequently cancel the reservation for the purpose of blocking those blinds exhibit poor sportsmanship. Hunters who engage in this practice risk losing hunting privileges on Fort Belvoir.

#### 17. BLIND INFORMATION AND SPECIAL RESTRICTIONS:

a. A hunting information board is located in the HCS lobby. It is the hunter's responsibility to read and abide by any posted changes or additional information.

b. All blinds must be accessed by water. No blinds shall be accessed by land.

c. A map detailing blind locations/zones is located in the HCS lobby.

d. Blind numbers and special restrictions are posted on the hunting information board as well as blind availability in the HCS lobby. GPS locations will be posted on the hunting information board.

e. Blinds must be occupied by at least two registered hunters on Saturdays and Holidays and must not exceed the capacity established for that blind. (NOTE: for the purpose of meeting the minimum or maximum number of hunters per blind, youth and non-hunting companions as described in this LOI will count toward this requirement). A blind's maximum capacity will be determined after the blind is constructed. This maximum capacity is posted on the Hunting Information Board in the HCS lobby.

f. Hunters are permitted in their blinds only on scheduled hunting days and only during authorized hunting hours.

g. Hunters must remain in their blinds while hunting unless retrieving boats or retrieving harvested or wounded waterfowl.

h. If weather or water conditions interfere with hunters reaching blinds safely, the hunters must call HCS and report the problem. HCS will advise the hunters of the

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availability of other blinds. If contact is not made via phone the hunter must return to the Hunt Check Station and select another blind, if available.

i. Sunset hours are posted on the hunting information board. This identifies the mandatory times to cease hunting and sign-in from PM blinds.

#### 18. PRIVATELY OWNED BOATS

a. Privately owned boats must be licensed, equipped, and operated in full compliance with laws and regulations of the Commonwealth of Virginia.

b. Privately owned motorized or non-motorized boats may be launched from the Fort Belvoir Marina. Only non-motorized boats (boats with trolling motors and canoes) may launch around the Tompkins Basin shoreline. No boat trailers may be used to launch boats in the water around the Tompkins Basin shoreline. No other sites on Fort Belvoir are approved or may be used, regardless of type of craft. Privately owned boats may be launched from off installation launch sites such as Pohick Bay Regional Park. The following procedures apply to each site.

(1) Fort Belvoir Marina: This site is approved for launching boats with gasoline or electric motors, with or without the use of boat trailers. The hunting check station will allow a hunter to check out the Fort Belvoir Marina gate card at no charge, in order to launch from the Marina. The Marina gate card must be signed out on the sign in sheet by writing down the card's identification number. If the gate card is used to unlock the Marina gate, the hunter must ensure it is fully secured after passing through (gate is on an automatic closing timer). If the hunter loses or damages a gate card, a \$50 fee will be charged for replacement of the card.

(2) Tompkins Basin: This area is defined as the land side of Ft. Belvoir adjacent to Accotink Bay and Gunston Cove. It is accessible by vehicle via Warren Road and any of the connected improved roads. Hand-carried watercraft may be launched anywhere in this area. Boats with electric motors may be launched from Tompkins Basin, but gasoline powered boats may not. Gasoline powered boats may not be beached on or tied up to the shore anywhere in Tompkins Basin. Trailers may be used to transport boats to Tompkins Basin, but may not be backed into the water to launch or retrieve boats.

(3) Pohick Bay Regional Park: Hunters launching from Pohick Bay Regional Park must display the Fort Belvoir Parking Permit in their Vehicle for identification by the Park employees. The Park officially opens at 0600. Hunters should appreciate this and abide by Park rules. It is extremely important that hunters launching boats from a trailer

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at the Park pay the user's fee posted at the launch ramp. Park authorities can revoke access to waterfowl hunters for failure to comply with this requirement. There is a fee for launching and hunters must pay all fees associated with launching.

19. USE OF PRIVATELY OWNED WEAPONS:

a. Weapons Restrictions. Shotguns are the only weapons authorized for waterfowl hunting on Fort Belvoir. Handguns are not permitted by Fort Belvoir. Conceal-carry permit holders are also prohibited from bringing handguns onto the installation. Pump and semi-automatic shotguns must be plugged so the magazine and chamber combined accommodate no more than three shells.

b. Transporting Weapons. All weapons shall be unloaded and inaccessible to passengers while transported within the boundaries of Fort Belvoir in accordance with Fort Belvoir Regulation 190-2. Shotguns are considered unloaded when there are no shells in the chamber or magazine. During transportation all weapons shall be ENCASED, DISASSEMBLED, OR LOCKED IN THE TRUNK, CAMPER OR TOOL BOX. Weapons may only be transported directly to and from authorized areas, i.e., Hunting Check Station and Marina; automobile to boat; boat to blind. No deviation is permitted.

20. USE OF DOGS: All dogs trained and/or used for retrieving waterfowl on Fort Belvoir must have collars or tags bearing their owner's name, address, and phone number, and have all required shots and tags, including a rabies tag. The owner shall comply with all Fairfax County dog licensing laws while retrieving waterfowl with a dog. All dogs must remain under voice command. A hunter's failure to retain proper control of a dog may result in the suspension of Fort Belvoir hunting privileges.

21. TRAINING AREA RESTRICTIONS: Waterfowl blinds that are adjacent to training areas are closed when training is scheduled. This may occur without advance notice to hunters. If hunters encounter an unscheduled training exercise in the area adjacent to their assigned blind, they are to immediately cease hunting and contact the HCS. The HCS will contact the training office for information and follow up with a return call to the hunter(s) and allow them to continue hunting or hunters may be asked to clear the blind and report back to the Check Station. When blinds are closed as the result of training, the HCS staff will make every effort to offer other blinds for hunting, if available.

22. DECOY AND BLIND USE POLICIES:

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a. Decoys must be picked up after every hunting period. No decoys may be left out over night. Hunters leaving decoys unattended during the day or night do so at their own risk.

b. Bamboo is prohibited from use as a blind material.

c. Blinds may be painted with water-based paints only. Oil-based paints are strictly prohibited.

d. Hunters must pick up and remove all shotgun shell hulls and any trash before leaving their blind at the end of a hunt.

### 23. YOUTH POLICY:

a. Youth, 17 years or younger, must be accompanied and supervised by a licensed parent, guardian, or other adult designated by the parent or guardian (18 years or older).

b. The hunter who sponsors a youth must accompany the youth at all times during the hunt, and ensure the youth hunts in a manner fully compliant with the procedures in this LOI, and in a safe, ethical manner.

c. A maximum of two (2) youths may accompany the authorized adult waterfowl hunter, 18 years or older.

d. The youth must sign into the same hunting blind as the adult hunter and receive a blind and parking pass.

e. A youth hunter counts as a regular hunting member of the group, regardless of age.

### 24. NON-HUNTING COMPANION POLICY:

a. Non-hunting companions may accompany a registered waterfowl hunter.

b. Non-hunting companions must complete the Fort Belvoir Form (MS) FM 148 with current information.

c. Non-hunting companions under 18 years of age must have a parent or guardian's signature on the application.

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d. Upon completion of the Fort Belvoir form the non-hunting companion will receive a permission letter from the HCS staff.

e. The non-hunting companion will present the permission letter at the Community Center to receive a green FMWR card. The Community Center is located in Bldg 1200, near the entrance of Pence Gate off of Route 1.

f. Non-hunting companions have two stickers for their hunting card, the "10" sticker and the non-hunting companion sticker. The "10" sticker is placed on the front of the card and the non-hunting companion sticker is placed on the back of the card.

g. Non-hunting companions must be accompanied by and must stay in the same blind with their registered and qualified parent, guardian or other designated adult, 18 years or older at all times. The non-hunting companion will receive a non-hunting permit.

h. Non-hunting companions will sign into the same hunting blind slot as the sponsor and receive a non-hunting permit. A maximum of two (2) non-hunting companions may accompany any adult waterfowl hunter. (Sponsors are restricted to either two youth hunters or two non-hunters at all times.)

j. Non-hunting companions may not carry or possess a bow or other weapon at anytime while in the blind.

k. Waterfowl hunters sponsoring a non-hunting companion must:

(1) Be 18 years of age or older.

(2) Accompany non-hunting companions at all times while in a hunting blind.

(3) Ensure sponsored non-hunting companions comply with all Federal, State and Fort Belvoir regulations.

(4) Accept full responsibility for the safe and ethical conduct of the non-hunting companion at all times.

(5) A non-hunting companion counts toward the minimum or maximum number for a blind.

25. SAFETY:

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a. It is the hunter's responsibility to properly identify their targets and ensure a safe field of fire to and beyond their target.

b. Hunters will not place other persons in danger or destroy property.

c. Hunters may not shoot back toward the land adjacent to their assigned blind at anytime.

d. Hunters must immediately cease hunting, contact the HCS at (703) 805-3688 from their blind and report any training observed on the land adjacent to their assigned blind. The HCS will contact the training office for information and return a call to the hunters to either report back to HCS immediately or continue hunting.

e. Hunters may leave their assigned blind to retrieve harvested or wounded waterfowl and are obligated to, consistent with Federal and VGDIF provisions, stop hunting and retrieve all downed or wounded game.

f. The hunter must remain within 100 yards of his/her assigned blind. If it is necessary to proceed farther than 100 yards, the hunter must contact the HCS at (703) 805-3688, report the necessity to exceed the 100 yard guidance and the HCS personnel will report and explain the circumstances to the Federal Game Enforcement Official on duty.

g. When dispatching a wounded waterfowl with a shot, the hunter will be mindful of other hunters, boaters, water skiers, etc. and will not fire if there is any chance of impacting others with shot.

h. Observations of unsafe practices, unauthorized personnel in a hunting area, or suspicion of actual violations of Federal, State and Fort Belvoir regulations will be reported to HCS staff and Federal Game Enforcement Official on duty. Distressed boaters and other unusual activity should also be reported to the HCS.

26. VIOLATIONS, PENALTIES, SANCTIONS AND SPECIAL FEES: The following violations, penalties, administrative sanctions and special fees will be administered by the HCS staff to maintain safety and good order in the Fort Belvoir waterfowl hunting program.

a. Safety violations are the most serious infractions and may result in immediate suspension of hunting privileges for the remainder of the season. These include items listed in paragraph 25 above and other safety violations that may arise.

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b. A first time violation of an item below will result in a documented warning placed in the hunter's file. A second infraction will result in suspension of hunting privileges for one to two weeks. A third infraction will result in suspension of hunting privileges for one month to the remainder of the hunting season.

(1) Attempting to monopolize blinds by repeatedly making blind reservations and canceling. All waterfowl blind reservation sheets will be inspected daily by HCS management.

(2) Failure to cancel a reservation within the specified timeframe. Phone cancellations are accepted by leaving a voicemail message with name, hunting card number and exact time of call-in at (703) 805-3688. In case of an emergency other accessible numbers are the Equipment Issue Center at (703) 805-3081 or Outdoor Recreation Supervisor at 805-5396.

(3) Failure to sign out or sign in from a blind by the required time or failure to call the check station realizing there is a situation causing you to return later than scheduled check in time, i.e. boat engine failure, etc.

(4) Failure to maintain current information on the Application for Hunting Permit. Cell phone numbers are now required for all hunters and must be annotated on the Hunting Application form.

(5) Conduct unbecoming of good sportsmanship.

(6) Verbal abusive behavior toward HCS staff and/or authorized volunteers (Hunters who display such conduct will be asked to leave the HCS immediately or be escorted from the Installation by the Military Police).

(7) Parking vehicles or launching boats from a trailer in unauthorized areas, paragraph 18.b. of this LOI.



(8) Failure to properly display a parking permit.

(9) Failure to keep your blind permit on your person.

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27. POINT OF CONTACT: The point of contact for this LOI is the Outdoor Recreation Supervisor at (703) 805-5396. For additional information, contact the HCS staff at (703) 805-3688.

E-Signed by Larry Kearns   
VERIFY authenticity with ApproveIt  


**WILLIAM F. PARSONS**  
Director, Family and Morale,  
Welfare and Recreation