



United States Department of the Interior

BUREAU OF LAND MANAGEMENT  
Alaska Fire Service  
P.O. Box 35005  
Ft. Wainwright, Alaska 99703-005  
<http://www.blm.gov/ak>



1/25/2019

To: Prospective Emergency Firefighters 2019

**Fort Wainwright Security Screening** – The Alaska Fire Service (AFS) is based on the Fort Wainwright military installation. The Army has a screening processes for all individuals wishing to gain access onto Fort Wainwright. To participate in the AFS Emergency Fire Fighter (EFF) program all individuals must be able to obtain access to Fort Wainwright for training, mobilization, and potential medical evacuation. This year all individuals wishing to work as EFF will be cleared through the Army's security screening processes.

If you are an EFF responder who may have a criminal background (felony or misdemeanor) and/or think that your criminal background will prevent you from being allowed access onto Fort Wainwright Post, you will need to apply for a waiver. To do so you must obtain and complete the **Access Control Denial Waiver Application**. The application will need to be filled out completely and court documents attached as necessary. The completed denial waiver application package needs to be sent to **the TCC EFF Program Coordinator at:**

**FAX:** 907-459-3852

**MAIL:** Tanana Chief's Conference  
ATTN: TCC Forestry Program  
122 1st Ave Suite 600  
Fairbanks, AK 99701

TCC will forward completed waiver application packets to Fort Wainwright Security. The Army takes up to thirty days to process waiver applications so they must be completed and submitted as soon as possible. Once Fort Wainwright Security makes a determination you will be notified by telephone. You may also pick up your determination packet at the Fort Wainwright Visitor's Center. You can contact the Visitor's Center at 907-361-6144.

Submitting a waiver application does not guarantee an individual access to Fort Wainwright. The Army will review each application and make a determination on whether or not that individual will be granted a waiver for entry on to Fort Wainwright for that fire season. The Army is particularly interested in individuals with a history of misdemeanor and felony convictions for assault or sexual misconduct. Individuals who are not cleared through Fort Wainwright security screening will not be hired by AFS.

If you have a felony or misdemeanor conviction and you do not complete and submit a waiver application, you will not be hired by AFS. EFF who fail to reveal convictions will be permanently removed from the AFS EFF program.

For more information contact TCC at: 907-452-8251 ext. 3373 or 3379



REPLY TO  
ATTENTION OF:

DEPARTMENT OF THE ARMY  
INSTALLATION MANAGEMENT COMMAND  
HEADQUARTERS, U.S. ARMY  
GARRISON, ALASKA 1046 MARKS ROAD  
#7000  
FORT WAINWRIGHT, ALASKA 99703-7000

IMFW-ESS-A

MEMORANDUM FOR RECORD

SUBJECT: Access Denial onto Fort Wainwright

1. This is to notify you that while conducting a background check to determine whether you should be allowed access to Fort Wainwright as a visitor, it was discovered you have information and possible indiscretions in your past which prohibits allowing you access.
2. In order for the Installation Commander to decide whether to allow you access to the installation, more information is needed regarding your past conduct. The attached Access Waiver Application gives you the opportunity to state the pertinent facts and to provide any extenuating or mitigating circumstances you want the Installation Commander to consider in making his determination for access. You are required to provide a certified copy of any criminal history which must include all arrests and convictions, the completed application, and a letter from your probation or parole officer if applicable. You are encouraged to provide witness statements and or letters of reference from other individuals, and any other documents you deem relevant to the Installation Commander's decision whether to allow you access to the installation. Your prompt reply is encouraged. If your waiver packet is denied, you may reapply after one year from date of denial or earlier if you can submit documentation that present significant information that was not available at the time of the original denial or the basis for the denial has expired, been overturned, or rescinded. The Access Waiver Application must be submitted to the Visitor Center by your Government sponsor to begin processing and contain a letter from the sponsor stating that you are being sponsored for unescorted access for a specific purpose with an expiration of 1 year or the end of the contract whichever is soonest. If you do not know who your sponsor is, contact 361-7560 and they may be able to help you identify your sponsor. All visitors are required to have a sponsor to enter the installation. Once submitted, the waiver will take up to 30 days to be processed through the installation offices for fitness determination.
3. Please have your sponsor mail your response promptly to Directorate of Emergency Services, 1046 Marks Road #7230 (Boatman), Fort Wainwright, AK 99703-7230 or deliver to the Fort Wainwright Visitor Center. Once received, your information will be reviewed so that determination by the Installation Commander or his representative can be accomplished. Once completed you may pick up your determination packet at the Visitor Center between 0600-1600 hours M-F, excluding major holidays. Visitor Center phone number is 361-6144. You will be notified of the decision by phone on completion.
4. POC is the Directorate of Emergency Services, Physical Security Division at 361-7560.

Attach  
as  
GILLOGLY

Original Signed/Filed  
RYAN R.

LTC, MP

Director Emergency Services





VERIFICATION

State \_\_\_\_\_ of \_\_\_\_\_

Borough of \_\_\_\_\_

Under the penalty of perjury, the undersigned has examined this request for review and to the best of my knowledge and belief, it is true, complete, and correct.

\_\_\_\_\_  
Your Signature

\_\_\_\_\_  
Your printed name

\_\_\_\_\_  
Date (Month, Day, Year)

Before me, the undersigned, a Notary Public in and for said County and State, personally appeared \_\_\_\_\_ and acknowledged the execution of the foregoing instrument as his/her voluntary act and deed.

WITNESS, my hand and Notarial seal, this \_\_\_\_\_ day of—, 20\_\_

\_\_\_\_\_  
Notary Public, Written  
Signature

<p>Government Representative Authorization:</p> <p>Approved: _____ Denied: _____</p> <p>Expiration: _____</p> <p>Name: _____</p> <p>Signature: _____</p> <p>Organization: _____</p> <p>Phone Number: _____</p>
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