



# TOBYHANNA ARMY DEPOT ACCESS CONTROL PROCEDURES



## CAC / DOD ID CARDHOLDERS - OFFICIAL VISITS

Visitors pass & parking pass needed.  
Report to Bldg. 20

Access to controlled area – no escort  
required

Installation access - no escort required

## NO DOD CREDENTIALS

Report to the VCC. Background check &  
vehicle search needed

Access to controlled area - escort  
required to meet you at Bldg. 20

Installation access - no escort required

## DELIVERIES / TRUCKS

Access to controlled area - Some  
deliveries require an escort - on a case  
by case basis

Report to the VCC. background check &  
vehicle search required

Installation access - Some deliveries  
require an escort - on a case  
basis

## NO DOD CREDENTIALS WITH ESCORT

Report to VCC to meet your escort

Access to controlled area –  
escort required

Installation access – escort required

Background Checks are completed for un-escorted access to the Depot. If an individual fails the background check, they are still eligible to enter the Depot with a DOD credentials holder escort, (i.e. CAC, Dependent or Retired ID Card). If an escort is required the Point of Contact will meet the visitor at the Visitor Control Center-VCC.