

**BY ORDER OF THE SECRETARY OF THE
COMMANDER**



**JOINT BASE INSTRUCTION 32-7064 DIX
CANTONMENT AREA/MCGUIRE SECTION
OPERATING INSTRUCTION**

5 April 2014

Civil Engineer

OPR: 87 ABW/CES/CEIE/John Joyce

**JOINT BASE HUNTING PROGRAM
MANAGEMENT**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

**JB MDL DIX CANTONMENT AREA/MCGUIRE SECTION HUNTING, FISHING,
TRAPPING AND BOATING ACTIVITIES**

This Operating Instruction (OI) is in direct conjunction with the Joint Base McGuire-Dix-Lakehurst Instruction 32-7064: Hunting, Fishing, Trapping and Boating on JB MDL.

The purpose of this OI is to administer hunting, fishing, trapping and boating activities in the Dix Cantonment Area/McGuire (DCAM) on Joint Base McGuire-Dix-Lakehurst (JB MDL). The DCAM Archery Program areas are open for hunting when not in use for training. These areas are defined by the DCAM map.

1. RESPONSIBILITIES

1.1. All persons who hunt in the DCAM section will be familiar with the contents of JB MDL Instruction 32-7064: Hunting, Fishing, Trapping and Boating on JB MDL

1.1.1. Attend one annual DCAM Safety/Orientation briefing.

1.1.2. Complete Liability Hold Harmless Agreement (Encl. 1)

1.1.3. Must Complete DCAM Participant Agreement (Encl. 2)

1.2. The Natural Resources Manager will approve all area boundaries prior to the start of the season and make in-season adjustments, as necessary.

2. ELIGIBILITY

2.1. Active duty military personnel and permanent federal employees assigned to JB MDL are authorized to participate. Contractors and retired military personnel ARE NOT authorized to participate. Dependents with an I.D. card and the spouse of an authorized

participant are also eligible. Dependents between the ages of 10-17 must hunt with an eligible sponsor buddy 18 years of age or older.

2.2. Eligibility will be determined by an Identification (I.D.) Card that proves authorized status. Participants must have this I.D. card in their possession while hunting/scouting.

2.3. Individuals not meeting the eligibility requirements above are NOT authorized to participate in the DCAM.

3. JB MDL HUNTING AND FISHING PERMITS

3.1. JB MDL permits can be purchased from the i-Sportsman website at <https://www.jbmdl.isportsman.net>. Proof of completion of the DCAM Safety/Orientation brief is required prior to receiving a JB MDL hunting permit.

4. TRAPPING

4.1. Trapping is permitted in the DCAM section. Coordination with the Natural Resources Manager is necessary to obtain a special permit memorandum and specific instructions.

5. HUNTING

5.1. The DCAM hunting section consists of those Natural Resource Management Areas managed by the Natural Resources section of the Civil Engineer Squadron (CES).

5.1.1. The DCAM section hunting map shows and defines where hunting is permitted.

5.1.2 Long bows, compound and crossbows are allowed. NO FIREARMS ARE PERMITTED.

5.1.3 There is no hunting permitted for bobwhite quail, ruffed grouse, woodcock, opossum, raccoon and crow.

5.2. Assignment of Areas

5.2.1. During regular business hours (Monday – Friday, 1000-1700 and Saturday and Sunday, 0900-1600) those wanting to hunt will do the following:

5.2.1.1. Submit a DCAM Lottery Slip (Encl. 3) for any or all days in the upcoming week. Submit only one per day. Lottery Slips for the upcoming week must be submitted by 1500 on Thursday. The hunt week is defined as Monday through Saturday. Participants submitting illegible, incorrect or multiple Lottery Slips will have all their Lottery Slips voided for that day's drawing.

5.2.1.2. Call or visit Outdoor Recreation (ODR) after 1000 on Friday to confirm the results of the drawing by checking the DCAM Archery Program Area Assignment Sheet.

5.2.1.3. Only one assigned area per day is allowed.

5.2.1.4. Participant(s) unable to hunt their assigned date must sign-in and sign-out on the clipboard indicating that they are done for the day by 1400 or call Outdoor Recreation at 609-562-6667 no later than 1400 the day of hunt.

5.2.1.5. Two DCAM participants may each submit a Daily Hunt Application to hunt as a team in the same area. Both names (Hunter and Hunter Buddy) must be on the application slip at the time of the drawing. The first team member's application drawn will serve as the basis for assignment of the hunt area. The other team member's application will be discarded if drawn later.

5.2.1.6. A participant not assigned an area for the day may buddy hunt in any area as long as the other participant has the area assigned to them and is with them.

5.2.1.7. Only the participant currently assigned to hunt the area may coordinate the addition of a buddy with Outdoor Recreation.

5.2.1.8. Area D is not governed by the lottery. Participants may sign-in on the Sign-In/Sign-Out Sheet and proceed to Area D without registering at the Outdoor Recreation front desk.

5.2.1.9. If a participant has an assigned area and does not wish to hunt in that area in the morning, they may sign-in and out of the area they were assigned and then sign-in to Area D.

5.3. Scouting

5.3.1. Participants that have an assigned hunt day for the upcoming week may only scout their assigned area(s) Sunday from sunrise until 1500.

5.3.2. Prior to and after scouting, participants will sign-in/sign-out at Outdoor Recreation on the DCAM Sign-in/Sign-out Sheet.

5.3.3. Participants will park in the designated area location. A valid Parking Permit (Enc. 3) will be displayed on the left side of the vehicles dashboard.

5.3.4. Authorized participants may be accompanied by a maximum of two companions while scouting. If the companions are not DCAM participants, the authorized participant will transport all companions to and from the hunting area in their permitted vehicle. Everyone scouting will possess a photo I.D. and their DCAM Archery Program membership card (Encl. 3).

5.3.5. If an area is not assigned to any participant for the entire week, you may also scout the area.

5.4. Day of the Hunt

- 5.4.1. Participants will sign-in to hunt no earlier than 0400 on the clipboard outside Building 6045.
- 5.4.2. Parking will be done in the designated location of the area you are hunting. A valid Parking Permit will be displayed on the left side of the vehicle dashboard.
- 5.4.3. Hunting will originate from the designated parking location.
- 5.4.4. When you leave the hunting area, proceed directly to Outdoor Recreation and sign-out of your assigned hunting area. If you are finished hunting for the day, write "Yes" in the "Done for Today" column of the DCAM sign-in/sign-out sheet. This indicates you have given up the area for the remainder of the day and another participant may be assigned that area to hunt for the day. If you are not finished hunting for the day, write "No" in the "Done for Today" column of the DCAM sign-in/sign-out sheet. This indicates you will be returning to hunt that area later in the day. You must return to Outdoor Recreation and sign-in to the area when you return to hunt. Writing "Yes" in the "Done for Today" column does not mean you cannot return to hunt later in the day. You must return to Outdoor Recreation and be assigned an open area in the Area Lottery book to hunt.
- 5.4.5. Participants will have a photo I.D., JB MDL permit, DCAM card and NJ archery license in their possession while hunting. A Zone 37 permit is also required when hunting the Permit Bow season.
- 5.4.6. Participants will sign-out from hunting no later than 1 ½ hours after legal sunset.
- 5.4.7. The DCAM sign-in/sign-out sheet will be faxed to Range 14 at 1700 on hunting days. Participants signing-in to hunt after 1700 will call Range 14 at 609-562-4676 or 609-562-4514 to have their name added to the list. You MUST also sign-in on the sheet located outside Outdoor Recreation. When signing-out as "Done for Today" after 1700, all participants will call Range 14 to let them know you have left the hunting area, even if you are not the last DCAM hunter. This allows Range 14 to ensure all hunters are out of the Cantonment Area.
- 5.4.8. If the DCAM sign-in/sign-out sheet is not available for any reason, hunters signing-in or out from hunting will leave a note with the following information: name, permit #, area and time of hunt.

5.5. Tree Stands

- 5.5.1. Permanent tree stands are prohibited.

5.5.2. All DCAM hunting will be conducted from a portable tree stand elevated to a minimum of eight feet from ground level, as measured from the base of the stand. Hunters are required to use a full-chest safety harness when hunting from an elevated stand. It shall be equipped with a quick release or be configured in such a manner that it won't choke or restrict breathing if used. Belt straps do not meet this requirement.

5.5.3. Portable tree stands in Area 1D may remain in place until the last day of winter bow season. Two stands per person are recommended. ODR is not responsible for lost or stolen stands. All tree stands in 1D will be removed no later than the Sunday following the last day of winter bow season. Having a tree stand in place does not reserve that spot for you. Occupancy is the accepted ethical hunter rule for hunting a spot.

5.5.4. Portable tree stands used in all other Cantonment Archery areas, except 1D, will be installed on the day of the hunt and removed no later than 1 hour after legal sunset. The only exception is if you have an area assigned for consecutive days, you may leave the stand in that area until the last day the area is assigned to you.

5.5.5. Tree stands placed in Area N (1-4) or M (1-2) will be a minimum of 30 yards from any nature trail. NO limbs or bushes over three eighths of an inch (3/8) in. diameter will be cut or trimmed. Lane clearing will be kept to an absolute minimum in order to preserve the natural, wooded appearance of this designated Nature Area adjacent to Laurel Pond.

5.5.6. Tree stands left unoccupied or overnight in ANY hunting area will be identified with the hunter's FULL NAME and permit number.

5.6. Harvesting Deer

5.6.1. Season dates, bag limits and regulations will be determined by the NJ Division of Fish and Wildlife.

5.6.2. The hunter will report the deer harvest confirmation number to Outdoor Recreation within 24 hours of the harvest.

5.6.3. Harvested deer WILL NOT be field-dressed inside the Cantonment Area.

5.6.4. Harvested deer must be dragged/moved to the designated parking area. A participant may leave the area to obtain assistance in dragging/loading their deer. In Areas D, E1 and E2, participants may move their vehicles along Leaf Dump Road in order to load/unload hunting equipment or load deer.

5.6.5. Authorized participants may bring companions into the hunting area to help them track a wounded deer. If the companions are DCAM participants, they will be transported in the authorized participant's vehicle.

5.6.6. Participants who shoot a deer and do not recover it 1 hour after legal sunset will:

5.6.6.1. Return to Building 6045 to sign- out and write a “W” in the Harvest Code Column of the DCAM sign-in/sign-out sheet.

5.6.6.2. Return to Outdoor Recreation the next day at 1030 to request a Parking Permit to go back to the same area and look for the deer from 1100-1400 hours. If no participant has the same area or you are assigned the same area the next day, you may look for the deer at sunrise that day.

5.6.6.3. Any deer leaving the hunting area will be tracked under the supervision of Security Forces Squadron (SFS). The only weapon allowed is a knife.

5.6.6.4. Baiting is allowed during the winter bow season. Baiting is defined as the use of food or attractant that lures deer due to its food or mineral properties. Scent lures may be used during all seasons.

5.7 DCAM REPRESENTATIVE

5.7.1. The purpose of a DCAM Representative is to:

5.7.1.1. Conduct hunter briefings to explain the elements of this OI and clarify any questions that may occur.

5.7.1.2. Be a hunting role model to fellow DCAM hunters, Commanders and all Joint Base Community.

5.7.1.3. Review written complaints submitted to the ODR Program manager by DCAM participants or members of the JB MDL community regarding actions by hunters.

5.7.1.4. Meet with hunters accused of violating this OI and recommend to the Director what penalty, if any, should be enforced.

5.7.1.5. Suggest to the Program Manager ways to improve the DCAM.

5.7.2. DCAM Representative appointment process.

5.7.2.1. Any DCAM hunter may become a representative by obtaining ten signatures of current DCAM hunters.

5.7.2.2. The term of service will be from 1 September through 31 August.

5.7.2.3. Meetings will be called as necessary by the Outdoor Recreation

Program Manager.

6. FISHING

6.1. Fishing is allowed at Willow Pond, Hipps Folly, Duck Pond, Dogwood Lake and Laurel Lake.

6.1.1. Fishing at Laurel Lake is restricted to children under the age of sixteen and handicapped individuals.

6.1.2. Ponds on both golf courses are off limits to fishing.

6.1.3. Archery fishing is not permitted in the DCAM.

7. BOATING

7.1. Boats may be used in Dogwood Lake, Hipps Folly and Willow Pond for fishing purposes.

7.2. Recreational boating is allowed at Willow Pond.

7.2.1. Written permission will be obtained from Outdoor Recreation prior to the activity.

8. VIOLATIONS

8.1. 87th SFS personnel and DCAM participants are responsible for having knowledge of the Summary of Violations.

8.2. A violation of New Jersey or federal law will be handled by apprehension, detention and or issuance of a citation as the situation warrants.

8.3. An administrative violation of this instruction will be punished by a penalty.

8.3.1. Any DCAM participant may report program violations.

8.3.1.1. A Letter of Complaint (LOC) (Encl.8) must be submitted to the Outdoor Recreation Program Manager to report a violation of the DCAM OI.

8.3.1.2. When a participant is identified for a violation, they will be notified telephonically NLT the day after the LOC was received by the Program Manager.

8.3.1.3. The accused may dispute the LOC by scheduling a review with the Program Manager.

8.3.1.4. The Outdoor Recreation Director will consider the LOC and recommendation of the Program Manager to make the final decision to dismiss or uphold the LOC.

8.3.1.5. A suspension penalty will begin the date the LOC is upheld. The days will be consecutive calendar days.

8.4. 87 SFS personnel have the authority to cite the individuals violating provisions of this instruction, New Jersey law and federal law.

9. REFERENCES

9.1. Joint Base McGuire, Dix, Lakehurst Instruction 32-7064, 7 August 2013

9.2. “*New Jersey Freshwater Fishing Digest*”, current edition found at njfishandwildlife.com

9.3. “*New Jersey Hunting and Trapping Digest*”, current edition found at njfishandwildlife.com

9.4. “*New Jersey State Police Boating Safety Manual*”, current edition found at state.nj.us/njsp/info

Lt Col Matt Benivegna Commander 87
CES, JB MDL

LIABILITY/HOLD HARMLESS AGREEMENT

In consideration for the privilege of participation in Joint Base McGuire/Dix/Lakehurst (JB MDL) hunting, trapping, fishing or boating activities, as applicable and as a condition incident to the issuance of a permit for these activities, I do hereby release and agree to forever hold harmless the United States Government and the authorized agents and officials of the aforementioned military installation. I understand that participation in these activities may subject me to potentially hazardous circumstances. Due to these conditions, whether hidden or obvious that might exist, I forever discharge and hold harmless JB MDL and the United States Government from all claims, resulting in any loss, injury or death occurring while hunting, trapping, fishing or boating on JB MDL. I also discharge the officials and agents associated with JB MDL. The conditions referred to but are not limited to include aircraft, vehicles, jet sleds, duds, mines, falling into holes, barbed wire, tripping, falling and drowning. The provisions contained herein shall be binding in behalf of heirs, assigns, personal representatives, executors, guardians, estates and me.

TO BE KEPT ON FILE THREE (3) YEARS

PRINTED NAME

SIGNATURE OF REGISTRANT

DATE SIGNED

WITNESS

PARENT OR GUARDIAN'S ADDITIONAL IDENTIFICATION (for participants under 18)

I hereby grant permission for (print minor's name) to participate in Hunting, Fishing, Trapping and Boating on JB MDL. My signature below indicates that I am authorized to sign on behalf of the minor, that I have read this entire document, I understand it affects my legal rights and the rights of the minor and that I agree, on behalf of the minor, to be bound by its terms.

Parent or Guardian's Signature _____

Date _____

Print Name _____

**DIX CANTONMENT AREA McGUIRE (DCAM) ARCHERY PROGRAM
PARTICIPANT AGREEMENT**

- 1. I have read/received a copy of the DCAM Operating Instruction and agree to abide by all of its provisions.
- 2. I have attended the DCAM briefing held on _____ and am clear on my role as a participant in the DCAM Archery Program.
- 3. I pledge to be a responsible and ethical hunter.
- 4. I will submit in writing to the Outdoor Recreation Program Manager any comments or suggestions I may have regarding the DCAM.

Eligibility Verified by _____
Program Manager Signature

Hunter Information:

_____, **JB MDL Permit #** _____
Printed Name

Signature Date Signed

Home Address: _____
Street

City State Zip Code

Home Phone #: _____ **Cell Phone #:** _____

Driver's License # and State: _____

Vehicles: _____
Make Model Color Tag State

Vehicles: _____
Make Model Color Tag State

Emergency Contact: _____
Name Phone #

Work: _____
Organization Building # Phone #

Installation: _____

Supervisor's Name: _____ **Supervisor's Phone #:** _____

Encl. 2

DCAM ARCHERY PROGRAM PARKING PERMIT		DCAM ARCHERY PROGRAM LOTTERY SLIP	
NAME: _____		NAME: _____	
PERMIT #: _____		PERMIT #: _____	
<u>DAY OF HUNT</u>	<u>AREA OF HUNT</u>	BUDDY NAME: _____	
_____	_____	BUDDY PERMIT# _____	
_____	_____	Intended DAY of hunt _____	
_____	_____	<u>Choices</u>	
_____	_____	1 st _____	6 th _____
_____	_____	2 nd _____	7 th _____
_____	_____	3 _____	8 _____
_____	_____	4 th _____	9 th _____
_____	_____	5 th _____	10 th _____
PLACE ON DRIVERS SIDE DASH		ENSURE FORM IS COMPLETELY FILLED OUT OR IT WON'T BE COUNTED	