

SPECIAL INSTRUCTIONS AND RULES
FOR THE 2016 - 2017 DEER HUNT AT
NASA PLUM BROOK STATION, SANDUSKY, OHIO
MANAGED JOINTLY BY

THE NATIONAL AERONAUTICS AND SPACE ADMINISTRATION,
OHIO DEPARTMENT OF NATURAL RESOURCES, DIVISION OF WILDLIFE,
AND USDA/APHIS, WILDLIFE SERVICES

November 19, December 10, and January 28

The NASA Plum Brook Station Deer Hunt is open to U.S. citizens who are licensed Ohio hunters. All persons, 18 or older, arriving at Plum Brook Station must present a valid, government issued photo identification in order to enter the facility. Acceptable forms of identification include: valid state photo ID (driver's license or non-driver), valid United States passport, or valid Federal Government/Military CAC card. No other forms of identification, or non-photo identification, will be accepted. Those not possessing one of the specified forms of photo identification will not be permitted to enter Plum Brook Station. There will be no exceptions. Hunters under the age of 18 must be accompanied by a partner who is at least 21 years old.

ALL hunters will hunt in pairs. Each person drawn is required to find and bring one hunting partner. The primary hunter and partner are BOTH required to fill out and submit the required background forms. Failure to bring a partner who has completed the required background checks will result in an inability to participate in the hunt. Failure to follow controlled hunt rules and conditions could result from dismissal from the hunt, in addition to criminal charges pursuant OAC 1501:31-9-01(u).

SECURITY BACKGROUND INVESTIGATIONS

COMPLETE IMMEDIATELY!!!!!!!!!!!!
LATE SUBMISSIONS WILL RESULT IN LOSING YOUR HUNTING OPPORTUNITY!!!

ALL hunters must pass a background check. Hunters will be divided into two groups (please feel free to utilize the check boxes next to action items in keeping track of your progress in this process):

Group 1:

OHIO RESIDENTS WHO HAVE LIVED IN THE STATE FOR THE LAST SEVEN YEARS:

Ohio Residents (residency must be established for the last seven years in Ohio)

- 1. Complete the **NASA Glenn Deer Hunt Security Application** and mail it to:
Glenn Research Center Office of Protective Services
Attn: Sam Hensley, 21000 Brookpark Road (MS 14-6)
Cleveland, OH, 44135
- 2. The Office of Protective Services will review the form and request an electronic background check.
- 3. Based on the background check results, the hunter will be allowed or denied access to the hunt. Only **denied** hunters will be directly notified by the Office of Protective Services.
 - i. Applications received less than 2 weeks prior to your assigned hunt date will not be processed and you will not be allowed access to the controlled hunt.

Group 2:

NON-OHIO RESIDENTS AND OHIO RESIDENTS WHO HAVE LIVED IN THE STATE FOR LESS THAN SEVEN YEARS:

- 1. Hunters in this group must complete the FBI background check. **Allow 12-14 weeks for this process.**
- 2. Only a Federal (national) criminal history check is acceptable – ***no State of Ohio checks conducted through the Attorney General's Office.***
- 3. A CCW or other form of criminal history background check is ***not accepted.***
- 4. Criminal history check reciprocity will only be accepted from employees currently employed by the Federal government.
- 5. To access NASA Plum Brook Station, all Non-Ohio residents and residents who have lived in the state for less than seven years are required to obtain a Federal Bureau of Investigations (FBI) Criminal History Record and submit this record to the NASA Office of Protective Services prior to receiving access to NASA Plum Brook Station. To satisfy these requirements, each hunter must:
 - a. **Access the FBI website** at <https://www.fbi.gov/about-us/cjis/identity-history-summary-checks/submitting-an-identity-history-summary-request-to-the-fbi> . Each hunter is required to complete the on-line form and obtain a set of fingerprints.
 - b. **Fingerprints**, printed on a standard fingerprint form, may be obtained by the hunter from a local law enforcement agency that provides this service or a local commercial fingerprint service.
 - c. **Payment.**
 - i. Option 1: Pay by credit card using the [Credit Card Payment Form](#) from the FBI application website.

- ii. Option 2: Obtain a money order or certified check for \$18 U.S. dollars made payable to the Treasury of the United States. Please be sure you sign where required.

Important note: Cash, personal checks, or business checks WILL NOT be accepted and sending any of these will delay processing of your request. Payment must be for the exact amount.

- d. Each hunter must mail the signed applicant information form, fingerprint card, and payment to:

- i. FBI CJIS Division – Summary Request
1000 Custer Hollow Road
Clarksburg, WV 26306

- e. If the FBI finds no record, the hunter will receive a “no record” response from the FBI. If the hunter does have a criminal record on file, they will receive their criminal history record. Upon receiving either the criminal history record or “no record” response, **the hunter must provide the results and include your hunt date and sector assignment to the NASA Glenn Office of Protective Services by one of the following two methods:**

- i. Mail to:

NASA – John H. Glenn Research Center
Office of Protective Services
c/o Mr. Sam Hensley
21000 Brookpark Road (M.S. 14-6)
Cleveland, OH 44135

- ii. Fax to: NASA GRC, Office of Protective Services (216) 433-6664,
c/o Mr. Sam Hensley

To ensure proper processing please ensure your FBI record arrives at the NASA Office of Protective Services at least **two weeks** before your hunt date. Applications received less than 2 weeks prior to your assigned hunt date will not be processed and you will not be allowed access to the controlled hunt.

- f. If NASA determines that you have failed your criminal history check (background investigation) or if NASA fails to receive the results of your criminal history record check (background investigation), you will be directly notified that NASA has denied your access. Otherwise, you will not be notified.

INFORMATION FOR ALL HUNTERS, REGARDLESS OF GROUP:

1. A list of approved hunters will be managed and posted by the Office of Protective Services at <https://www.grc.nasa.gov/nasasecurity>. Questions about process of records checks can be directed to or Mr. Sam Hensley at 216-433-3033

2. Release and Indemnity form. You have also received release and indemnity forms (also available on-line at: wildlife.ohiodnr.gov). One must be completed for each hunter and brought with you on the day of the hunt.
3. Each hunter may take two deer per day. Each hunter may either take 1 antlered and 1 antlerless or 2 antlerless deer. Please note that harvesting an antlered deer counts towards the bag limit of 1 antlered deer per year in Ohio.
4. Hunter selection is by lottery only. There are three categories of hunters drawn (Archery hunters; Gun hunters and Alternate hunters) for each hunt day.

a. Archery Sector Hunters

- i. Designated hunting areas will be assigned. You will be notified of this assignment by mail. Archery sectors must be hunted in pairs. Single Archery hunters will not be able to hunt PBS. Archery hunters arriving with firearms will not be permitted to hunt at PBS.
- ii. Archery hunters are permitted to use tree stands and ground blinds (any archery hunter planning on using a tree stand must also bring and use a safety harness.).

b. Gun Hunters

- i. Designated hunting areas will be assigned. You will be notified of this assignment by mail.
 1. If a gun hunter shows up without a hunt partner on their hunt day, the single hunter will have to be placed with an Alternate hunter. The single hunter's name will be placed at the end of the waiting list of Alternate hunters. No hunter is permitted to hunt alone.
 2. If an unplanned event or a safety issue arises and results in the closing of a sector, NASA shall make every effort possible to notify the sector hunters and inform them of their options prior to their assigned hunt date. In the very rare instance that a sector is closed, those assigned to the closed sector will be placed at the top of the alternate list.

c. Alternate Hunters

- i. The next group of names drawn are ALTERNATE hunters. Following in numerical order of draw, Alternate hunters will be utilized as follows:
 1. Fill in for "no-show" Sector hunters
 2. Fill hunting areas vacated by successful hunters

3. Hunt closed sections of the Station under escort
 - ii. Alternate hunters should come prepared to hunt both Gun and Archery sectors. Open Gun sectors will be filled before open Archery sectors. Alternate hunters will not have the opportunity to hunt both gun and archery sectors within the same hunt day.
 - iii. Alternate hunters are not guaranteed a chance to hunt. However, all Alternate hunters have had a chance to hunt in all of the previous hunts. Alternate hunters who do not get a chance to hunt on their designated day may not return at a later date. The controlled hunt permit will only allow entry onto the Station on the designated day.
5. The special hunt permit will contain the following information: a) name and address of the hunter, b) date of the hunt, and c) designation as an Archery or Gun hunt. The hunt sector assignment or gun alternate hunter assignment will be mailed to you at a later date. If a hunter is unable to come on the specified hunt day, his/her permit may be transferred to another person by completing the transfer information on the controlled hunt permit. **Any hunters who have received a transferred permit must complete the security background checks and the Release and Indemnity forms outlined in paragraph 2 of these instructions.**
6. Permits cannot be exchanged for another hunt date.
7. Selected hunters must arrive at the Scheid Road Main Gatehouse of the NASA Plum Brook Station by 6:00 a.m. **Please note that due to the addition of a new gatehouse, this may be a different location than previous years. Please check the posted directions, attached map, and follow any and all directional signs the day of the hunt.** Hunters may hunt from 7:30 a.m. to no later than 4:30 p.m. The Hunt Master may change these times, depending on operational, safety, and security needs for that hunt day, at which time they must be at their drop off point and ready for pickup at the stated time. Pick up times may vary slightly due to daylight limitations.
8. Hunters will be admitted to NASA Plum Brook Station at the Scheid Road Main Gatehouse and directed to the check-in point for processing. **At this point your state or federal issued form of photo identification will be checked. Hunters who do not possess a state or federally issued photo identification card will not be allowed to access the station. Hunters who have not submitted a completed security background investigation to NASA will not be allowed on Plum Brook Station.** Vehicles are subject to inspection upon entering this Federal facility. Persons found carrying contraband will be denied access to Plum Brook Station. Contraband is defined as unauthorized weapons, ammunition, knives, explosives, illegal drugs, and alcoholic beverages. A map is available online with directions for reaching the main gate. Hunters will be taken by Government transport vehicle to and from their assigned hunting area. Personal vehicles may not be driven to the hunt sectors.
9. Hunters arriving after the designated time entrance time of 6 am will not be admitted to the Station to hunt.

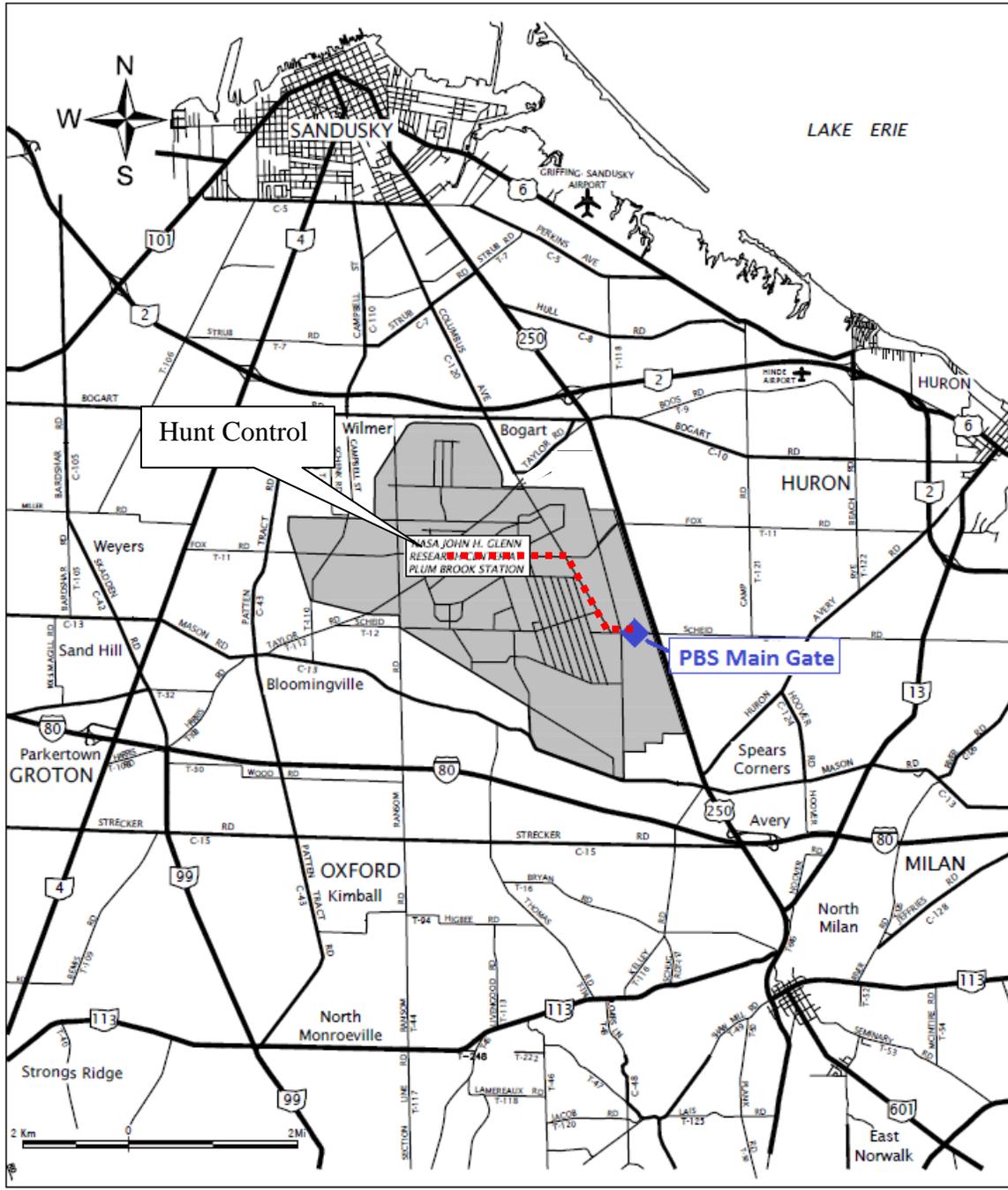
10. **DO NOT bring guns or archery equipment into the briefing building!** Leave them locked in your vehicle. You will have an opportunity to pick them up on your way to the transport vehicle, after you have gone through the check-in process. Transportation within the facility will be provided by a series of Route Drivers. At the end of the hunt day, you will be dropped off at your vehicle prior to check-out. Put your hunting implement in your vehicle and then go through the check-out process. Do not leave your vehicle unlocked.
11. Hunters will be provided with a map of their assigned hunt area. Hunters must remain within their assigned areas (i.e. sectors). Do not go into another sector or into closed areas. This is for your protection as well as the safety of other hunters and Station employees and facilities. If you wound a deer and believe it went down in an adjacent sector, come to the road near the drop-off point and contact a Route Driver. They will contact Hunt Control and a wildlife officer will escort you into the adjacent sector once that sector's hunters have been notified.
12. Hunters are to remain in their sector until both hunters either have harvested deer, decide to stop hunting, or hunting time has expired. Both hunters must leave their sector at the same time. When both hunters have left the sector, they will not be permitted to return. Come prepared to stay within your sector for the entire day. There will be no other hunters in your sector, so it should be safe to let a tagged deer remain there while you help your partner. Field dress deer at least 50 feet away from the nearest road.
13. Sighting-in of hunting implements will not be allowed on the Station. Sight-in your hunting implement before you come to hunt.
14. Hunters should wear waterproof footgear and clothing according to the weather.
15. Hunters must have in their possession the following items:
 - a. A valid state or federally issued form of photo identification for proof of identification and age, such as a valid state photo ID (driver's license or non-driver), valid United States passport, or valid Federal Government/Military CAC card. No other forms of identification, or non-photo identification, will be accepted.
 - b. A current Ohio hunting license
 - c. A current Ohio deer hunting permit(s) and the controlled hunt permit for the Plum Brook Station Deer Hunt
 - i. Special note regarding deer permits: Hunters may use either regular deer permits (\$24) and/or antlerless deer permits (\$15) for this hunt. Antlerless deer permits are still valid for this controlled hunt during December and January. Because this is a controlled hunt, the use of the antlerless deer permits will not count against any county bag limit. Any deer taken during this hunt will count against the state-wide bag limit of 6 deer that can be harvested during controlled hunts. However, the regular deer permit must be used when harvesting an antlered deer. If you tag an antlered deer, this will count as your buck for the year. All other deer must be antlerless for the current season.
 - d. Your signed Release and Indemnity form

- e. A knife suitable for field dressing deer
 - f. A drag rope
 - g. Gun hunters may only use shotguns and muzzleloaders during this hunt. Archery hunters may only use compound bows, longbows, and crossbows. All gun hunters are encouraged to bring both gun and archery equipment.
 - h. A watch
 - i. A compass or GPS unit (recommended)
 - j. Lunch and/or non-alcoholic beverage (recommended)
16. While on Plum Brook Station, no hunter shall have in his/her possession alcoholic beverages, cameras, or any weapon other than an approved deer hunting weapon and a knife suitable for field dressing deer.
17. During the controlled hunt check-in process, each hunter will be given a blaze orange nylon vest with an identifying number on it to designate the assigned hunt area (i.e. hunt sector). Upon checking out, the hunter will return the vest. This will allow Hunt Control to know which sectors are vacant.
18. Guns will not be discharged in the direction of Station buildings, facilities, across roadways, across the boundaries of assigned areas, or towards the Station perimeter fence. There will be agency personnel and Route Drivers driving the Station roads during the hunts. Dead or crippled deer, other than your own, should be reported to the Route Driver or Hunt Control.
19. There are plenty of deer on the Station, but hunters are not guaranteed a deer. Take your time, be sure of your target, know what is beyond your target and make sure that the deer you are shooting at is well within your range. All deer must be tagged in accordance with the State tagging requirements. **All deer are required to be checked via the automated game check and permanent tagging process.**
20. Tag the first deer you shoot, regardless of sex or size. Any attempt to shoot more than one deer or leaving deer lay in hopes of getting a larger or better one will result in the hunter leaving the Station promptly, without any deer and may result in arrest and prosecution for violation of State and Federal wildlife laws. ODNR law enforcement personnel will be on duty at Plum Brook Station during the hunt. All wildlife laws will be strictly enforced.
21. There will be patrol vehicles active throughout the Station at all times during the hunt. A hunter aware of any injury or other emergency shall immediately go to the nearest roadway in his/her assigned hunt area and report the incident to the first patrol vehicle or Route Driver. An emergency number will be posted at Hunt Control prior to transporting hunters into the field.
22. Please do not litter or destroy property. It is essential that all hunters do their part to make this a safe hunting program. Injury to others or damage to property will be cause for immediate termination of the Plum Brook deer harvest program. Hunters may not start fires.
23. No visitors will be allowed on the Station during the hunt. Only those hunters with a valid Plum Brook controlled hunt permit for that day will be admitted to the

Station. Drivers who have transported the hunters to Plum Brook must remain at the security parking lot at the Main Gate or leave the Station during the hunt.

24. Food and beverages are not available for purchase at Plum Brook Station. You are advised to bring supplies for a full day. Alternate hunters may have to wait several hours before entering the field to hunt. Come prepared! Hunters MAY NOT leave the Station to purchase food, coffee, licenses or ammunition. Any hunter leaving the Station will not be allowed to return.
25. **Deer permits will not be sold at the Plum Brook Station. Make sure you have all appropriate deer permits prior to the hunt.**
26. NASA Plum Brook Station controlled deer hunting permits are transferable to another individual; however, all transfers must be made prior to entering Plum Brook Station and persons accepting a transferred permit must complete the background check and fingerprint process described in section 2. **Note: It is unlawful for any person to buy, sell, trade or barter any Division of Wildlife issued controlled hunting, fishing or trapping permit.**

Attached Map of Main Gate Location at NASA Plum Brook Station:
Navigation Address: **3597 E. Scheid Rd. Sandusky OH 44870.**
(This is NOT the official postal address)



NASA Glenn Research Center at Plum Brook Station - Region Map

NASA Glenn Deer Hunt Security Application

Falsification of any information on this document will result in the denial of access to any hunts conducted by the NASA Glenn Research Center at Plum Brook Station.

Hunter Information

All of the following sections must be completed to obtain access to the NASA GRC Plum Brook Station for Controlled Deer Hunts

Full Legal Name (Last, First, Middle, Suffix) :

Home Address: _____

Date of Birth: _____ Social Security Number _____

Home Phone Number _____ Cell Phone Number _____

Assigned Hunt Date: _____ Assigned Sector Number: _____

Full Legal Name of Hunt Partner _____

Have you been employed by the Federal Government within the past 10 years? Yes___ No___

Have you held primary residency in Ohio consecutively for the past 7 years? Yes___ No___

Have you ever been convicted of a felony, arrested, taken into custody, or held for investigation? Yes___ No___

If yes, please provide the following information:

Offense	Year	Disposition

OHIO RESIDENCY DETAILS

If claiming Ohio Residency, please list all residential addresses for the past 7 years

From Month/Year	To Month/Year	Street Address	City	State

FOR NASA SECURITY USE ONLY

Approved Yes___ No___

Comments:

NATIONAL AERONAUTICS AND SPACE ADMINISTRATION

PLUM BROOK STATION CONTROLLED DEER HUNT

RELEASE AND INDEMNITY AGREEMENT

In consideration of a permit having been granted to hunt on the National Aeronautics and Space Administration (NASA), Plum Brook Station, located in Erie County, Ohio, the undersigned permittee, for himself/herself, his/her heirs and assigns, executors, and administrators, hereby releases, waives, and forever discharges the United States of America, including but not limited to NASA, and the U.S. Department of Agriculture/Animal and Plant Health Inspection Service/Wildlife Services (USDA/APHIS/WS), and the Department of the Army (DOA), and also the State of Ohio and its Department of Natural Resources (ODNR), and all of their officers, agents, servants, and employees from all claims, demands, and causes of action for damage to property, or injury, or death, and from all liability for damages of whatsoever kind, nature, or description which may arise out of or are in any way connected with the privileges granted by the permit referred to herein above.

The undersigned also agrees to indemnify and to hold harmless the United States of America including but not limited to NASA, and the USDA/APHIS/WS, and the DOA, and the State of Ohio and the ODNR and all their officers, agents, servants, and employees against all claims, demands, action, and cause of action for damage to property, or injury, or death, arising in like manner as mentioned above with respect to his/her spouse, children, and wards, who might share the privilege granted by said permit, as well as to his/her fellow hunters in the field at Plum Brook Station who might be injured in any way out of the undersigned permittee's conduct arising from or related to his/her deer hunt at Plum Brook Station.

NAME OF PERMITTEE (PRINTED) _____

SIGNATURE OF PERMITTEE: _____

ADDRESS OF PERMITTEE: _____

(street)

(city)

(state)

(zip code)

HUNT SECTOR NUMBER: _____ HUNT DATE: _____

OR

ALTERNATE NUMBER: _____