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United Nations Command
Regulation 551-5

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Military Operations

**MILITARY ARMISTICE COMMISSION HEADQUARTERS AREA EDUCATION AND
ORIENTATION PROGRAMS**

***This regulation supersedes UNC Regulation 551-5, dated 4 December 2003.**

FOR THE COMMANDER:

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Summary. This update replaces the previous version of United Nations Command (UNC) Regulation 551-5, Procedures for Requesting, Scheduling and Conducting Joint Security Area Orientations and Visits to the Swedish/Swiss Neutral Nations Supervisory Commission Camp and the Village of Taesong-dong, dated 4 December 2003. It outlines and implements the general responsibilities currently required to ensure compliance with the terms of the 27 July 1953 Armistice Agreement with regard to personnel authorized to enter the Demilitarized Zone (DMZ) as part of UNC Military Armistice Commission Headquarters Area (UNC MACHA) Education and Orientation Programs (E&OP) and includes the UNC MACHA-Panmunjom (PMJ), the

Swedish/Swiss Neutral Nations Supervisory Commission Camp, Observation Post (OP) Dora and Infiltration Tunnel #3.

Summary of Change. This document has been renamed and updates the previous regulation entitled Procedures for Requesting, Scheduling and Conducting Joint Security Area Orientations and Visits to the Swedish/Swiss Neutral Nations Supervisory Commission Camp and the Village of Taesong-dong. A full review of its contents is required.

Applicability. This regulation is applicable to all personnel, military or civilian, who desire to enter the DMZ to participate in the UNC MACHA E&OP.

Supplementation. Supplements to this regulation by subordinate commands is prohibited unless prior approval is obtained from UNCMAC Secretariat, Unit #15294, APO AP 96205-5294.

Records Management. Records created as a result of processes prescribed by this regulation must be identified, maintained, and disposed of according to AR 25-400-2. Record titles and descriptions are available on the Army Records Information Management System (ARIMS) at <https://www.arims.army.mil>.

Suggested Improvements. The proponent of this regulation is the UNCMAC Secretariat. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to UNCMAC Secretariat, Unit #15294, APO AP 96205-5294.

Distribution. Electronic Media Only (EMO).

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Chapter 1

Introduction

1-1. Purpose

This regulation prescribes responsibilities and procedures for requesting and conducting of an Education and Orientation Programs (E&OP) site visit to the United Nations Command Military Armistice Commission Headquarters Area (UNC MACHA) in the Demilitarized Zone (DMZ), to include the UNC MACHA-Panmunjom (PMJ), the Swedish/Swiss Neutral Nations Supervisory Commission (NNSC) Camp, Observation Post (OP) Dora, and Infiltration Tunnel #3.

1-2. References

Required and related publications are listed in Appendix A.

1-3. Explanation of Abbreviations

Abbreviations used in this regulation are explained in the glossary. For the purpose of this regulation, all subsequent uses of the abbreviation MACHA will pertain to the UNC MACHA only.

1-4. Policy

It is UNC policy to encourage visits to the DMZ consistent with scheduling availability, security considerations, and operational commitments. Positive efforts will be made to accommodate all personnel desiring to visit DMZ E&OP sites, subject to procedures contained in this regulation and those prescribed by the UNC Commander and the UNC Deputy Chief of Staff. This regulation assumes that safety and security conditions are met for noncombatants to enter these areas. Various UNCMAC, humanitarian, and sensitive Distinguished Visitor (DV) operations may take priority over scheduled UNC MACHA E&OP orientations.

Chapter 2

Responsibilities

2-1. UNC Commander (UNC CDR)

The UNC CDR, as signatory of the Armistice Agreement (AA), has exclusive responsibility to carry out provisions of the AA in Korea (south of the Military Demarcation Line, MDL). The UNC CDR has designated UNC Deputy Chief of Staff as the sole authority for approving exceptions to this regulation.

2-2. UNC Deputy Chief of Staff (DCS)

The UNC CDR has delegated oversight authority of the MACHA E&OP to the UNC DCS.

2-3. UNCMAC Secretary (SEC)

The SEC directs the UNC CDR's E&OP program within the MACHA and approves access and regulatory control for the program. The SEC establishes and reviews all policies concerning E&OP within the DMZ and directs changes to the program when warranted. The SEC is the final authority for MACHA E&OP scheduling, and will prioritize and approve MACHA DV, Special Guest (SG) and media orientations based on their impacts on UNCMAC and UNCSB-JSA missions, delegating MACHA orientation scheduling to the UNCMAC Secretariat staff, as necessary. All changes to scheduled E&OP visits shall be coordinated with the Commander or Deputy Commander of the UNC Security Battalion-Joint Security Area (UNCSB-JSA) to assess the impacts on security and the safety of visitors. The SEC is the final authority for changes to the daily MACHA E&OP.

2-4. UNCMAC Joint Duty Officer (JDO)

The JDO is responsible for the overall conduct and operation of the MACHA E&OP. The JDO will ensure that MACHA orientation policies and procedures directed by the UNCMAC Secretariat are enforced. The JDO ensures that agencies requesting orientations are aware of MACHA E&OP policies and procedures, and ensures all relevant changes in policy and procedures are disseminated to and implemented by the concerned parties. The JDO will deny entry to the MACHA of any group in accordance with (IAW) MACHA E&OP policy, or whose actions and behavior contravene the intent of this regulation.

2-5. MACHA E&OP Coordinator

The MACHA E&OP Coordinator is a member of the UNCMAC Joint Duty Office and is responsible for coordinating, planning and scheduling the overall MACHA E&OP. The MACHA E&OP Coordinator works under the supervision of the JDO, but liaises directly with SEC designated staff for approval of all MACHA orientation requests. The MACHA E&OP Coordinator will:

- a. Serve as the UNCMAC representative for coordinating and scheduling orientations to MACHA-PMJ, OP Dora, NNSC Camp, and Infiltration Tunnel #3.
- b. Manage day-to-day operations of the MACHA E&OP.
- c. Coordinate with the UNCSB-JSA, Transportation Corridor West Corridor Control Team (TC-West CCT), NNSC and other agencies to execute orientation program tasks.
- d. Submit all MACHA DV, SG and media orientation requests to the SEC or SEC designated staff for approval and then schedule requests, according to the guidance provided by the UNCMAC Secretariat.
- e. De-conflict and schedule all UNCSB-JSA, Regular MACHA orientations as well as DV, SG, or media orientations on a first-come, first-served basis.
- f. Distribute/email MACHA and local area orientation packages and itineraries to each requester or agency concerned.
- g. During working days, publish daily updates to weekly orientation schedules that outline all MACHA and local E&OP activity for the specified week.
- h. Issue immediate notification of changes to scheduled orientations to all relevant parties and assist the requesting agency to reschedule the orientation for another date.
- i. Assist in the coordination of meal requirements for orientations and request dining facility support from the UNCSB-JSA or NNSC.
- j. Perform administrative functions and record keeping in support of the MACHA E&OP.
- k. Prepare and submit a quarterly No Orientation Day memorandum to the SEC for approval in coordination with the UNCSB-JSA and IAW published direction from United States Forces Korea (USFK).
- l. Coordinate clearance requirements with the Republic of Korea Advisory Group (ROKAG) for ROK citizens scheduled to visit the MACHA.
- m. Coordinate for vehicle access to cross the Unification (Tongil) Bridge.

n. Coordinate for DV, SG visits to the ROK Ministry of Unification Freedom House Panmunjom Gallery.

2-6. Republic of Korea Advisory Group (ROKAG) to the UNCMAC

ROKAG is responsible for liaising with the UNCMAC Secretariat on all ROK government-sponsored MACHA education and orientation program activities. The ROKAG will appoint a ROKAG MACHA E&OP Coordinator to submit MACHA orientation and MACHA media orientation requests to the UNCMAC Secretariat. The ROKAG MACHA E&OP Coordinator's first point of contact (POC) will be the MACHA E&OP Coordinator. The ROKAG is also responsible for coordinating clearance requirements with the MACHA E&OP Coordinator for ROK citizens scheduled to visit the MACHA.

2-7. Commander UNCSB-JSA (CDR UNCSB-JSA)

The primary purpose of the MACHA is to provide the UNC CDR with a venue of engagement with the North Korean People's Army (KPA) and other Democratic People's Republic of Korea (DPRK) agencies. The conduct of the MACHA E&OP is a secondary function. The UNC CDR has tasked the UNCMAC SEC with the management of both the engagement and orientation missions. The UNC CDR has tasked the CDR UNCSB-JSA with the security and protection of all personnel authorized to be in the MACHA. Authority and control of access into the MACHA is exclusively delegated to the UNCMAC SEC, and the CDR UNCSB-JSA must consult with the UNCMAC SEC prior to suspending or modifying operations, with the exception of short-notice tactical decisions required to protect life and maintain security within the MACHA. The CDR UNCSB-JSA will:

- a. Provide security and safety for all MACHA E&OP orientations.
- b. Escort and protect all visitors to the MACHA and ensure visitors do not fraternize or communicate with personnel (military or civilian) of the KPA side.
- c. Support operations that involve North-South interaction such as UNCMAC message passing, UNCMAC-KPA talks, north-south bilateral talks, Six-Party Talks, facility and grounds maintenance activities, and repatriations. Tasks associated with North-South interaction shall take precedence over E&OP tasks.
- d. Establish a practical and functional cooperation system. Meetings between the N-S liaison office, UNCMAC Secretariat and UNCSB-JSA may be held on a regular or as required basis. Coordination for major E&OP visits shall be accomplished through preparatory meetings.
- e. Screen and inspect personnel and vehicles prior to entry into Camp Bonifas.
- f. Ensure the MACHA Regular orientation briefing is updated IAW direction from the UNCMAC Secretariat.
- g. Establish procedures and policies for the vehicular and walking portions of the orientation and modify procedures, as necessary, to comply with operational requirements.
- h. Coordinate movement and provide transportation for the vehicular and walking portions of Regular orientations.
- i. Supplement transport of MACHA DV or SG orientations, when able to support.

j. Ensure that all visitors—excluding DV and SG orientations—sign a Regular Orientation, Visitor Declaration (UNC Form 12EK, Appendix E, Figure E-4) prior to departing Camp Bonifas for the MACHA.

k. Ensure that all visitors departing Camp Bonifas for MACHA are dressed appropriately IAW dress and appearance provisions of this regulation. The final determination of acceptable attire and appearance rests with the UNCMAC SEC.

l. Cancel, if deemed necessary, any orientation group that reports to Camp Bonifas more than 10 minutes late for its scheduled orientation, if it has not contacted the UNCSB and/or MACHA E&OP Coordinator in advance.

m. Terminate or adjust any MACHA E&OP orientation if necessary to safeguard visitors. This is an on the ground risk determination based upon the security and safety environment. CDR UNCSB-JSA will execute incident reporting IAW established protocols as per UNC Operational Orders (OPORDS) and procedures, which includes informing the UNCMAC Secretariat.

n. Terminate, if deemed necessary, any orientation when members of the visiting group disregard instructions given by UNCSB-JSA personnel.

o. Upon advanced request, coordinate meal support for approved orientations, should the unit dining facility have sufficient capacity.

p. Liaise and work closely with the MACHA E&OP Coordinator by appointing appropriate POCs to cover:

(1) Any schedule/program related issues (orientation requests, no-shows, cancellations due to late arrival, or delays due to weather or road conditions).

(2) The coordination of transportation tasks and assets.

(3) The coordination of security and security escorts, and the provision of UNCSB-JSA Regular MACHA E&OP briefs.

(4) Inputs for the quarterly requests for “No Orientation” dates to be submitted NLT 45 days prior to the up-coming quarter (i.e. 01 September, 01 December, 01 March, 01 June).

(5) UNCSB-JSA administrative and record keeping functions.

q. Take responsibility for providing security escorts for E&OP visitors, transportation assets for Regular orientations and any required additional support to DV and SG orientations.

2-8. Commander ROKASB-JSA (CDR ROKASB-JSA)

a. Assume the role of Deputy CDR UNCSB-JSA and, when the CDR UNCSB-JSA is not present, assume the responsibilities of the CDR UNCSB-JSA, as stated above.

b. Coordinate the provision of facility maintenance, operational funds and transportation assets in support of the E&OP.

c. Ensure that all UNCSB-JSA transportation assets that support the E&OP are serviced and fully operational.

- d. Ensure that the capability training of all ROKSB-JSA soldiers in accordance with ROKA regulations.
- e. Coordinate with all ROK agencies and organizations on behalf of the CDR UNCSB-JSA.
- f. Advise the CDR UNCSB-JSA on all matters pertaining to the execution of the E&OP.

2-9. UNC Public Affairs Office (PAO)

- a. Receive requests from media personnel to access the MACHA and pass on requests with recommended action to the UNCMAC Secretariat no later than 14 days prior to requested date.
- b. Coordinate media MACHA orientation visits as required and submit requests to the UNCMAC Secretariat not later than 14 days prior to requested date.
- c. Ensure appropriate and trained escort is assigned to any media group accessing the MACHA, to include DV and SG orientations. The escort will be a commissioned officer or civilian of equivalent grade; PAO will provide 1 escort for every 10 media personnel (11-20 media will require 2 PAO escorts, 21-30 media will require 3 PAO escorts, etc); exceptions to this must be specifically approved by the SEC or the SEC's designated approval authority.
- d. Ensure units understand media personnel accessing the MACHA must wear the designated arm band. These arm bands will be provided by the escorting PAO personnel.
- e. Ensure the number of media personnel within the entire southern portion of the DMZ at any given time will not exceed 100 in number.
- f. For media access requests submitted to UNCMAC less than 14 days prior to the requested date, UNC PAO will coordinate directly with the SEC or SEC's designated approval authority. Short notice media operations will be allowed when it is in the best interest of the UNC mission and if UNCSB-JSA and UNC PAO staff are available to support.

**Chapter 3
Procedures for MACHA E&OP**

3-1. MACHA E&OP Orientation Classifications

- a. Distinguished Visitor (DV) MACHA Orientations: A DV is any person that has been designated as such by the UNC CDR, the USFK Chief of Protocol, UNCMAC, or the U.S. Embassy. DV status for military includes personnel in grades O-6 (DV-7) and above, and for civilians, SES-1 (or equivalent) and above. DV MACHA orientations have scheduling priority over Regular MACHA orientations and SG MACHA orientations. UNCMAC-sponsored DV MACHA orientations may include an UNCMAC brief, Conference Row, the Freedom House Panmunjom Gallery, Joint Duty Office, Check Point 3, OP Ouellette, Bridge of No Return, an NNSC brief/lunch, OP Dora, and Infiltration Tunnel #3.
- b. Special Guest (SG) MACHA Orientations: A SG is any person that does not qualify for DV status, yet is deemed by UNC CDR to be of significant importance to be given scheduling priority over Regular MACHA orientations. Examples include, but are not limited to: persons with historical or unique ties to the UNC or Korean War; guests of the UNC, Combined Forces Command (CFC),

USFK, UNCMAC, UNCSB-JSA, ROKASB-JSA, NNSC, ROKAG; dependents of DVs; and other military or civilian groups as designated by the UNCMAC SEC. UNCMAC SG MACHA orientations may include an UNCMAC brief, Conference Row, the Freedom House Panmunjom Gallery, Joint Duty Office, Check Point 3, OP Ouellette, Bridge of No Return, an NNSC brief/lunch, OP Dora, and Infiltration Tunnel #3. Two categories of SG orientations that occur on a frequent basis are:

(1) Executive Orientation Program (EOP): The EOP was established in February 2006 as a UNC outreach program for influential Koreans. The program is designed to familiarize civic leaders with the roles of the UNC, CFC and USFK. EOP SG orientations include up to 45 participants and are conducted periodically. EOP SG orientation is part of an all-day program covering the Korea Update Brief and an UNCMAC brief and tour of all principal locations in the MACHA.

(2) Media MACHA Orientations: Media MACHA orientations are for professional and reputable media agencies, looking to cover stories related to the AA, security of the Korean Peninsula, recent political developments within the DPRK and/or any related crises or issues. Media orientations entail groups of up to 40 media personnel (accompanied by the appropriate number of UNC PAO escorts).

c. Regular MACHA Orientations: A Regular MACHA orientation is defined as an orientation conducted for commercial tour companies and ROK and U.S. military unit tours. Regular MACHA orientations are authorized and coordinated through the UNCMAC Secretariat and executed by the UNCSB-JSA. UNCSB-JSA Regular orientations normally include a UNCSB-JSA brief, Conference Row, Check Point 3, Bridge of No Return, OP Dora, and Infiltration Tunnel #3.

d. NNSC Guests and Receptions: Although not strictly part of the MACHA E&OP, guests and receptions hosted by the NNSC accomplish the same objectives as those of the UNC. As such, the guidance for the NNSC shall be provided by this regulation.

3-2. Scheduling

a. MACHA orientations are ordinarily scheduled between Tuesdays and Saturdays, with Sundays and Mondays designated as No Orientation Days. No Orientation Days may also be scheduled to accommodate ROK or U.S. national holidays, UNCSB-JSA (unit-wide) training days, UNCSB-JSA organization days, or when MAC or other official meetings/activities are scheduled in PMJ. Exceptions to No Orientation Days are generally reserved for high level DVs and are contingent upon SEC approval.

b. The total number of DV, SG and Media orientations will be limited to four per day Tuesdays through Fridays, and two per day on Saturdays. Exceptions to these limits may be granted by the SEC or SEC designated staff, only after mutual agreement between JDO and UNCSB-JSA that the additional orientations are supportable.

c. During the summer schedule (April through October) there are eight available slots for Regular orientations, four of which are allocated for commercial use by designated travel agencies and four for public use by ROK/US units or organizations. During the winter schedule (November through March) there are seven available slots for Regular orientations, four of which are allocated for commercial use by designated travel agencies and three for public use by ROK/US military units or organizations.

d. MACHA orientations may be requested as far in advance as possible; however, due to operational requirements and the quarterly designation of No Orientation Days, in general,

orientations may be scheduled two months in advance of the requested date. However, designated units or travel agencies may negotiate longer term arrangements for assigned Regular time slots. These arrangements must be in the form of written bilateral agreement signed by a designated representative from the unit or travel agency and the SEC. All Regular time slot agreements are subject to review and renewal every two years.

e. Cancellation of scheduled MACHA orientations may be necessary to support short notice official activities in the MACHA to include DV orientations, meetings, special activities or for security reasons, inclement weather/hazardous road conditions, or mission requirements.

f. If an orientation group that has not been scheduled through the MACHA E&OP Coordinator arrives at Camp Bonifas, the group will be denied access to Camp Bonifas.

3-3. Distinguished Visitor (DV) and Special Guest (SG) Orientations

a. DV and SG orientation requests may be submitted to the UNCMAC E&OP Coordinator or the ROKAG E&OP Coordinator from U.S., ROK or UNC units, ROK government agencies or any foreign embassy in Korea. Persons requesting DV or SG MACHA orientations will:

(1) Ensure proposed guests meet terms of eligibility as outlined in this regulation.

(2) Submit requests to the appropriate E&OP Coordinator as far in advance as possible, but completed requests must reach the MACHA E&OP Coordinator not later than 14 days prior to requested orientation date. Requests are to be submitted using the standardized forms found in Appendix C, Figure C-1 of this regulation.

(3) If desired, indicate whether the DV or SG has a significant interest in UNC, Korea and Korean War history and would like to visit the ROK Ministry of Unification Freedom House Panmunjom Gallery.

(4) If desired, request dining facility support. Lunch or dinner requests at the UNCSB-JSA Dining Facility or NNSC Camp must be submitted along with orientation request. Originator must identify any food allergies or dietary requirements (e.g. vegetarian, doesn't eat pork). Meals are provided on a pay-as-you-go basis (see Figure C-2).

(5) Ensure that all personnel participating in the orientation are briefed on the policies and procedures for MACHA orientations, as outlined in the contents of Appendix B "INFORMATION FOR ALL PERSONNEL VISITING THE MACHA."

(6) Identify to MACHA E&OP Coordinator any possible medical issues due to age or condition of guests. The MACHA E&OP Coordinator will ensure all relevant agencies are notified of any applicable medical issues.

(7) As required, ensure ROK citizens comply with the clearance procedures listed in Appendix H of this regulation prior to participating in a MACHA orientation.

b. Transportation to and from Camp Bonifas is the responsibility of the requesting agency or individual. UNCMAC or UNCSB-JSA will provide ground transportation from Camp Bonifas to the orientation sites.

c. Each DV/SG group will be escorted either by a representative from the UNCSB-JSA or UNCMAC and security personnel at all times.

d. Once a DV/SG MACHA orientation has been scheduled, the requesting agency will provide the MACHA E&OP Coordinator, in writing, the name, grade, service, and title of each visitor, a biography of each DV, the mode of transportation to be used including make, model, color, and license plate number, the expected time of arrival at Camp Bonifas, and any other specifics involved or expected with the orientation.

e. All visitors are to be informed that the MACHA orientation entails visiting a sensitive area where the need for absolute compliance with this regulation and with instructions given by the security or guide personnel is a necessity.

f. Prior to leaving their point of origin, all personnel traveling to the MACHA must have either their identification (ID) cards or a passport. ID checks may be conducted prior to crossing the Unification (Tongil) Bridge.

g. If a DV/SG group decides to deviate from the scheduled itinerary for any reason prior to embarking on a proposed or approved orientation, contact the MACHA E&OP Coordinator as soon as possible in order to effect the proper coordination. Examples include: a group deciding not to visit OP Dora due to weather, illness or fatigue.

3-4. Regular Orientations

a. Regular MACHA orientation availability is dependent on the capabilities of the UNCMAC and the UNCSB-JSA, from the standpoint of security, logistics, and time required for each orientation. Maximum emphasis is directed toward accommodating as many visitors as possible without affecting the quality of each orientation.

b. There are numerous designated organizations or travel agencies that require orientations on a frequent basis. In order to assist these organizations or travel agencies, a standardized weekly orientation schedule will be set to fairly allocate orientations, in accordance with written bilateral agreements signed by a designated representative from the organizations or travel agencies and the SEC. The remaining unscheduled orientations are available for allocation to any eligible unit, agency or organization, on a first-come, first-served basis.

c. All Regular MACHA orientation requests must be submitted within the following timelines:

(1) Regular MACHA orientation requests will be submitted NLT 14 days prior to the desired date. Requests are to be submitted using the standardized forms found in Appendix E, Figure E-1 of this regulation.

(2) A complete roster with the names of all Regular MACHA orientation visitors will be submitted to the MACHA E&OP Coordinator NLT 48 hours in advance of the orientation commencing.

d. Visitors on Regular orientations must read and understand these requirements and sign Appendix E, Figure E-4 (UNC Form 12EK). Prior to leaving their point of origin, all visitors traveling to the MACHA must have either their ID cards or a passport. ID checks may be conducted prior to crossing the Unification (Tongil) Bridge.

e. Regular MACHA orientation guide personnel will:

- (1) Meet visitors upon their arrival at Camp Bonifas and direct all personnel to the designated briefing location.
- (2) Provide each visitor with a guest badge and ensure it is worn properly throughout the MACHA.
- (3) Present the current, approved UNCSB-JSA regular MACHA orientation briefing, and answer questions.
- (4) Obtain a copy of the signed UNC Form 12EK (Figure E-4) from each visitor.
- (5) Guide and brief all visitors throughout the rolling and walking portions of the DMZ orientation.
- (6) If deemed necessary, terminate an orientation when visitors misbehave, disregard instructions, or interfere with the UNCSB-JSA security mission.
- (7) Ensure that all visitors remain with their group.
- (8) Report back to the UNCSB-JSA on any peculiarities or incidents involving any orientation.

3-5. Neutral Nations Supervisory Commission (NNSC) Guests and Receptions

a. Guests:

- (1) Subject to the approval of the UNCMAC Secretary, the Swedish and Swiss Delegations to the NNSC are permitted to host guests at their camp in the DMZ. Guests must be invited by an officer from the Swedish or Swiss Delegation.
- (2) Approval for these guests shall be handled through the MACHA access process. Requests shall be forwarded to the UNCMAC Joint Duty Officer.
- (3) Visits will normally be limited to the facilities of the Swedish/Swiss Camps, unless specific permission to visit other areas is requested and approved. If NNSC members desire to take guests onto Conference Row, prior coordination with the JDO, and UNCSB-JSA is required.
- (4) Swedish or Swiss guests may enter the UNC portion of the MACHA under strict control and escort of the sponsoring NNSC delegation and UNCSB-JSA security personnel, if required after coordination. No guests will be permitted to cross the MDL or enter the KPA portions of the MACHA. The only authorized entry and exit points into the MACHA for guests of the Swedish and Swiss Delegations are through the UNC checkpoints.

b. Receptions:

- (1) For the conduct of receptions, NNSC normally hosts large numbers of guests. As such, they will still be subject to the MACHA access process, but shall be exempt from the group size limitations specified in this regulation.
- (2) Transportation to Camp Bonifas for reception guests of the Swedish/Swiss Delegations is the responsibility of the invited guests. UNCMAC and UNCSB-JSA vehicle support for

Swedish/Swiss guests from Camp Bonifas to Panmunjom or Swedish/Swiss Camps is subject to the approval of the UNCMAC SEC and the CDR UNCSB-JSA.

(3) The conduct and movement of reception guests of the Swedish/Swiss Delegations are the responsibility of the Senior Delegate of the sponsoring delegation. Guests will be escorted at all times by either NNSC delegation.

(4) Authorized vehicles entering the DMZ for the purpose of visiting the Swedish/Swiss Camp will display the proper identification (i.e. Korean National Red Cross, UNCMAC, UNCSB-JSA or NNSC flag). For the movements of the Swedish or Swiss Ambassador's car, the appropriate national flag must be displayed.

3-6. Group Limits and Restrictions

a. All MACHA orientation requests will comply with the following size limits:

(1) 90 personnel for regular MACHA orientations.

(2) 65 personnel for DV/SG MACHA orientations (due to bus limitations and seats required for UNCMAC personnel).

(3) 55 personnel for DV/SG MACHA orientations that have briefing and lunch at the NNSC Camp.

(4) 40 personnel for media MACHA orientations (not including the required number of UNC PAO escorts).

b. The following restrictions apply to all MACHA visitors:

(1) Visitors to the DMZ are not allowed to carry weapons without UNCMAC SEC approval and the concurrence of the CDR, UNCSB-JSA.

(2) All orientation visitors will carry personal ID while visiting the E&OP Site (e.g. an ID card, citizenship card, passport, etc.).

(3) All visitors must remain within the confines of the established E&OP Sites.

(4) Visitors to all DMZ E&OP sites must comply with the uniform and dress and appearance requirements as set out by this regulation. See Appendix B "INFORMATION FOR ALL PERSONNEL VISITING THE MACHA."

(5) No persons under the age of ten years of age, as determined by international standards, are permitted access to the MACHA.

(6) Camp Bonifas and Panmunjom are not designated as USFK installations and, therefore, the provisions of USFK Regulation 190-7 for Designated Country Personnel (DCP) do not apply. However, clear readable electronic copies of passports from those personnel from DCP countries must be submitted to the MACHA E&OP Coordinator as part of the tour request submission. Tour request submissions for tours containing DCP without clear readable electronic copies of passports will not be considered.

(7) Based upon the USFK terrorism threat condition and the assessment of the UNCSB-JSA CDR of the local threat, searches of all personnel and vehicles entering the MACHA may be necessary. The UNCSB-JSA CDR will make the determination, and all individuals refusing to comply will be denied access to this area.

Chapter 4

Areas of Operation

a. Military Demarcation Line (MDL) and DMZ: The Korean AA signed on 27 July 1953 established the MDL to divide the DMZ across the width of the Korean peninsula to separate the opposing forces. The AA stipulated that each side would withdraw two kilometers from the MDL and remove all military personnel, weapons, obstacles and defensive architecture from their respective side creating a 4 kilometer wide by 241 kilometer long DMZ. The AA stipulates that no one can enter the DMZ or cross the MDL from either side without the express approval of the Military Armistice Commission.

b. Military Armistice Commission Headquarters Area (MACHA): The MACHA is under the control of both the UNC and KPA components of the MAC. The MACHA was established as a venue for negotiations and discussions on Armistice-related matters between the UNC MAC and KPA MAC. The MACHA is shown in Appendix G. For the purpose of this regulation, the MACHA is used to describe the area in the DMZ, Panmunjom, where the UNC conducts an E&OP for the UNC CDR. The MACHA is geographically located on both sides of the MDL; however, visitors to the UNC portion are not permitted to enter the KPA portion, except inside the UNC buildings with escort. Similarly, visitors on KPA-sponsored orientations to Panmunjom are not permitted to enter the UNC portion of the MACHA, except inside the MAC conference building.

c. Authorized E&OP Sites north of Unification (Tongil) Bridge, in the vicinity of the MACHA: See Site diagrams at Appendix G.

(1) Panmunjom:

(a) Established: 1 May 1970.

(b) Responsible Unit: United Nations Command.

(c) Key Features: Conference Row, Freedom House, Peace House, Joint Duty Office, Check Point Three, Bridge of No Return, Swedish/Swiss Neutral Nations Supervisory Commission Camp, and Camp Bonifas gift shop and Joint Visitors' Center.

(d) Capacity: 90.

(2) OP Dora:

(a) Established: 1 January 1987.

(b) Responsible Unit: ROKA 1 Infantry Division.

(c) Key Features: Observation auditorium, observation deck, small gift shop.

(d) Visitor Center Capacity: 300.

(3) Infiltration Tunnel #3:

(a) Established: 20 January 1979.

(b) Responsible Unit: ROKA 1 Infantry Division.

(c) Key Features: Small theater for informational video, small museum area, tram access to Infiltration Tunnel, walk down tunnel to Infiltration Tunnel, and small gift shop.

(d) Capacity: 250.

Appendix A References

Section I. Required Publication

The Armistice Agreement, Volume 1, 27 July 1953.

a. The Korean Armistice Agreement (AA) includes the Armistice Agreement of 27 July 1953 and all of its subsequent agreements.

b. The DMZ/Han River Estuary encompasses the area depicted in Volume II (Maps) of the AA, less the Military Armistice Commission Headquarters Area (MACHA).

Section II. Related Publications

UNC Reg 551-4, Compliance with the Korean Armistice Agreement.

UNC Reg 525-2, Civil Administration of Taesong-Dong.

Appendix B Information for All Personnel Visiting the MACHA

All visitors to the UNC MACHA must dress appropriately, IAW the following standards:

a. Military personnel must either wear their respective service dress uniform (Class A or B equivalent) or appropriate civilian attire.

b. Civilian personnel must be appropriately dressed in casual, semi-formal or formal attire. This includes a dress suit, khakis or jean trousers with a Polo-style or formal collared shirt. Shoes must be closed-toe and can be either low quarters or boots. Backpacks, purses and camera bags are permitted, but must remain in the vehicle carrying the individual into the UNC MACHA. Jackets and outerwear must be worn, not carried.

c. The following civilian attire and accessories are strictly prohibited within the UNC MACHA:

- (1) Shirts/tops without sleeves or which expose the midriff.
- (2) Any clothing with insulting, profane, provocative or demeaning representations.
- (3) Ripped jeans or trousers which expose undergarments or private parts of the anatomy.
- (4) Shorts or skirts that are above the knee in length.
- (5) Outer articles of clothing that are sheer or stretch material such as warm-ups pants and leggings.
- (6) Sports uniforms, logos or athletic clothing of any kind.
- (7) Shower shoes, sandals or opened-toe shoes.
- (8) Clothing with military-style camouflage to include hunting apparel.
- (9) Oversized clothing or excessively baggy trousers.
- (10) Leather "biker" vests and leather riding chaps.
- (11) Umbrellas (except for during periods of precipitation).
- (12) Tripods (except for authorized media).

d. Visitors wearing attire deemed inappropriate by the UNCSB-JSA security escorts will not be permitted to enter the MACHA. Visitor disputes with the security escort's decision will be immediately referred to an UNCMAC representative. **Visitors participating in an E&OP tour who arrive to Camp Bonifas in inappropriate attire will be allowed to receive the E&OP brief at Camp Bonifas, but will not be allowed to enter the MACHA.**

e. Punctuality is important. Individuals and groups are reminded that the time scheduled for the orientation is the time the briefing begins at Camp Bonifas. Adequate travel time must be taken into consideration to allow orientation personnel to arrive at Camp Bonifas 15 minutes prior to the scheduled orientation time. Any orientation group that arrives more than 10 minutes late, without providing prior notification, is subject to cancellation.

f. Although there is no reason to expect an incident that may endanger the safety of visitors, the MACHA is a sensitive area and all personnel must adhere to instructions given by the UNC guide or security personnel, conducting themselves in manner that does not demean nor provoke the KPA personnel, or reflect unfavorably on the UNC.

g. Visitors will refrain from any form of verbal, non-verbal, or physical contact with personnel from the KPA.

h. Visitors are authorized to make purchases at the JSA Visitors' Center Gift Shop during regular business hours.

i. Photography is permitted in Panmunjom but is prohibited en route between Check Point Bravo (CP B) (between Camp Bonifas and the southern barrier fence of the DMZ) and CP Charlie (the entrance to Panmunjom); film will be confiscated or digital pictures deleted if this ban is violated. Escort personnel will clearly announce when the ban on photography is in effect.

Appendix C
Request Form and Instructions for Distinguished Visitor and Special Guest Orientations

DISTINGUISHED VISITOR/SPECIAL GUEST UNCMACHA AREA ORIENTATION REQUEST FORM – Part A				Date of Application:				
1	Requesters Information							
a	Name of Unit/Agency requesting visit							
b	Location							
c	Rank/Full Name							
d	Duty Title/Position							
e	Work Phone number							
f	Cellular Phone Number							
g	Organization/Host Sponsoring visit							
h	Email							
2	Name/Rank/Title of DV/SG							
a	Name							
b	Rank (or equivalent)							
c	Title/Position (Spell out acronyms)							
d	Country of Citizenship							
NOTE:	Attach a Bio for O7s (& equivalents) and above. Include rank equivalents for civilians							
3	Group Size/List							
a	Total Number of personnel							
b	Personal security for DV/SG will attend * If yes please see notes on Guidelines attached – Part B		Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	NA	<input type="checkbox"/>
c	Name (LIST ALL VISITORS)	Rank	Title/Position	Country of Citizenship				
1.								
2.								
NOTE:	1. Orientations with more than 20 personnel require additional coordination 2. Complete orientation lists with all required information must be submitted for orientation approval							
4	Transportation Method to DMZ							
a	Type (Bus/van/sedan/Helicopter) NOTE: Require inclement wx plan for helicopter							
b	Make/Model, Color, Plate Numbers							
5	Date/Time of UN MACHA Orientation							
a	Preferred Date		Alternative Date					
b	Preferred start time	<input type="checkbox"/> 0900	<input type="checkbox"/> 000	<input type="checkbox"/> 15	<input type="checkbox"/> 1			
6	Language Requirements							
a	English/Korean/Other (specify)							
7	Itinerary							
a	Brief/Orientation type	UNCMAC	<input type="checkbox"/> OR	JSA Security Battalion	<input type="checkbox"/>			
b	Tunnel 3	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>			
c	OP Dora	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>			
NOTE:	UNCMAC briefs focus on UNC, Armistice Agreement and Armistice maintenance activities. Ensure that the Guidance Notes and Rules attached (Parts B and C) are read and understood							

Figure C-1. Part A: DV/SG Orientation Request Form

DV and SG Orientation Planning Considerations: Estimated time for a JSA Security Battalion briefing and visit to Conference Row, UNC Check Point 3 and the Bridge of No Return is 90 minutes

No Orientation Days: Sundays, Mondays, ROK and US holidays.

UNCMAC Brief: Estimated time for brief and questions is 20-30 minutes. These briefs go into detail about the formation of the UNC, the Armistice Agreement, the commissions established by the Armistice, and the current role and function of the United Nations Command Military Armistice Commission (UNCMAC). These briefs are generally designed to target DV/SG groups who influence the security situation on the peninsula or who desire a greater understanding of the historical and political issues affecting the current situation.

Tunnel 3 Planning Considerations:

- Estimated travel time from the MACHA to Infiltration Tunnel #3 is 15 minutes.
- Estimated time for the DMZ Movie, Infiltration Tunnel #3 Museum, and Infiltration Tunnel #3 Visit is 60 minutes.

OP Dora Planning Considerations:

- Estimated travel time from the MACHA to OP Dora is 15 minutes.
- Estimated time for the OP Dora Briefing and visit to the observation deck is 30 minutes.

Neutral Nations Supervisory Commission (NNSC) Support: (includes briefing and Luncheon)

- Approval from NNSC required for this service: Cost: \$5.55 per person (subject to change). NNSC approval depends on availability, advance notice and coordination.
- If approved, the NNSC brief and lunch starts at 1145 and ends at 1315.

Dorasan Station: Not normally provided and requires advance notice (not an E&OP Site).

CIQ: Not normally provided and requires advance notice (not an E&OP Site).

Media Support: Media support will be scheduled through the Chief, Public Affairs Office United Nations Command (UNC PAO). **All media guests, regardless of purpose of visit, must be escorted by UNC PAO representatives.** Contact: DSN 723-6029/723-4668.

Personal Security Detachments: If Distinguished Visitor's entourage will have a Personal Security Detachment (provided by own nation or by ROK government) that carries weapons, advance coordination with UNCMAC and UNCSB-JSA is mandatory. **Commander, UNCSB-JSA, will approve entry to MACHA with weapons on a case-by-case basis.**

DFAC Support: Approval from Commander, UNCSB-JSA for this service: Cost \$5.55 per person (subject to change). Not normally provided and requires **one week advance notice.**

RETURN PART A ONLY to: pacom.yongsan.uncmac.mbx.education-and-orientation@mail.mil 14 days minimum prior to requested date of orientation.

Figure C-2. Part B: DV/SG Orientation-Planning Guidance

To ensure your visit to the Military Armistice Commission Headquarters Area (MACHA) is a successful and memorable experience, review the following rules and procedures and pass them on to all of your travelers:

1. Please understand that there are external factors that could result in your visit being cancelled unexpectedly. These include but not limited to:

a. Operational missions within the MACHA.

b. Meetings between the United Nations Command Military Armistice Commission (UNCMAC) and the North Korean People's Army (KPA).

2. The dress and appearance policy is very specific. Contact the Joint Duty Office with any questions. Personnel (civilian or military) who arrive in inappropriate attire or in violation of the Dress and Appearance Policy will not be allowed access to the MACHA.

3. Prior to leaving your point of origin all personnel traveling to the MACHA must have either their ID cards or a passport. ID checks may be conducted prior to crossing Unification Bridge (Tongil Bridge).

4. Consumption of alcoholic beverages prior to the MACHA Orientation is prohibited and will lead to the cancellation of orientation.

5. Direct questions regarding any of this information, the attachments, or the visit to the MACHA Education & Orientation Program Coordinator at DSN 734-8067. This office is open Monday-Friday, 0900-1700. Outside of duty hours call commercial 010-8995-8515 or email to: pacom.yongsan.uncmac.mbx.education-and-orientation@mail.mil.

6. Other telephone contact information:

- Joint Duty Office: DSN 734-8515
- TC-West (OP Dora): DSN 734-8822
- MACHA TOC: DSN 734-8514

Figure C-3. Part C: DV/SG Orientations-Rules and Procedures

Appendix D

DV/SG Orientation Group Use of the UNCSB-JSA Dining Facility

D-1. The UNCSB-JSA Dining Facility (DFAC) at Camp Bonifas has the capability to serve 20 additional personnel on DV/SG tours per meal. The Camp Bonifas DFAC normally prepares food only in the amounts necessary to feed the military personnel and employees stationed at Camp Bonifas. However, with proper coordination, guests may use the Camp Bonifas DFAC.

D-2. The following guidelines apply for usage of the Camp Bonifas DFAC:

- a. Coordination must be initiated one week prior to the requested meal date.
- b. Meals must be paid in U.S. currency. The cost is \$5.55 per person (subject to change).
- c. If a group coordinates for a meal in advance and chooses to cancel it, they must notify the DFAC of the cancellation no later than 48-hours in advance of the scheduled date. The requesting organization may be held accountable for the food cost if the cancellation is not made 48-hours in advance.

d. Meal serving times are:

(1) Monday – Friday:

Breakfast 0730-0900
Lunch 1130-1300
Dinner 1630-1800

(2) Saturdays:

Breakfast 0730-0900
Lunch 1130-1300
Dinner 1600-1730

(3) Sundays and Holidays:

Brunch 1100-1300

**Appendix E
Forms and Instructions for Regular Orientations**

REQUEST FOR REGULAR PANMUNJOM/JOINT SECURITY AREA (JSA) DMZ Education and Orientation Visit		Date of application:	
Serial	Requirement	Response	
1	Requesters Information		
a	Name of Unit or Agency Requesting Visit		
b	Location		
c	Requesters Name/Rank (POC)		
d	Contact Phone Number - Work		
e	Fax Number		
f	Cell phone		
2	Orientation Group size		
a	Number of Personnel		
NOTE:	Max number of personnel for regular visits is 90, minimum number is 10		
3	Orientation Details		
a	Preferred Date/Time – Option (A, B or C)		
b	Alternative Date/Time – Option (A,B or C)		
c	We wish to visit OP Dora –	Yes <input type="checkbox"/>	No <input type="checkbox"/>
d	We wish to visit Tunnel 3 –	Yes <input type="checkbox"/>	No <input type="checkbox"/>
4	Briefing Language		
a	English / Korean		
5	Group composition		
a	Korean nationals are in /accompanying group	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	(See notes below)		
b	Press/Media accompanying group –	Yes <input type="checkbox"/>	No <input type="checkbox"/>
	(see Notes below)		

GUIDE FOR REQUESTING ORIENTATIONS

- Units / Organizations will provide their own transportation to and from the orientation. POVs are **not** authorized. Regular orientation days: Tuesday through Saturday, with Saturdays reserved for MWR and USO activities only.
- Sundays and Mondays are No Orientation days.
- **A complete roster must be submitted a minimum of 48hrs prior to your scheduled visit to the MACHA.**
- If Korean nationals are included in the group please complete the Korean National Clearance Declaration form and forward to the MACHA E&OP Coordinator **a minimum of two weeks prior to your orientation.**
- Any media members regardless of purpose of visit must be scheduled through the Chief, Public Affairs Office United Nations Command (UNC PAO). All media guests must be escorted by a PAO rep. Contact: DSN 723-6029/723-4668
- Minimum age of guests permitted on orientations is 10 years.
- Requests must be submitted a minimum of 14 calendar days prior to the requested date.

Visits to Tunnel 3 and OP Dora: Tunnel 3 and OP Dora may be scheduled as a follow-on visit to MACHA orientation. Tunnel 3 and OP Dora are closed Sundays and Mondays. **Visits to Tunnel 3 and OP Dora do not include escort or transportation from the MACHA.** The MACHA orientation is approximately 90 minutes. Tunnel 3 and OP Dora are also approximately 90 minutes long. A two-week notice is required when adding Tunnel 3 and OP Dora to your MACHA orientation. Groups more than 10 minutes late will be cancelled upon arrival.

Itinerary Options

Option A: Morning – all year		Option B: Afternoon – SUMMER (1 April – 30 Oct)		Option C: Afternoon – WINTER (1 Nov – 31 Mar)	
0900-1030	MACHA E&O	1400-1500	Tunnel 3	1330-1350	OP Dora
1045-1145	Tunnel 3	1515-1545	OP Dora	1400-1500	Tunnel 3
1200-1230	OP Dora	1600-1730	MACHA E&O	1515-1645	MACHA E&O

Figure E-1. Regular Orientation Request Form

MACHA ORIENTATION ROSTER

Name of Visiting Group:		Leader of Group (P.O.C.) :	
Date of Visit:	Telephone #:	Email:	

SEAT #	NAME (LAST, FIRST Middle Initial)	RANK OR CIVILIAN	CITIZENSHIP w/ Passport # or US MIL ID #
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
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16.			
17.			
18.			
19.			
20.			
21.			

Figure E-2. MACHA Orientation Roster

22.			
23.			
24.			
25.			
26.			
27.			
28.			
29.			
30.			
31.			
32.			
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34.			
35.			
36.			
37.			
38.			
39.			
40.			
41.			
42.			
43.			
44.			
45.			

Return form to MACHA E&OP Coordinator no later than 48 hours prior to your visit

Figure E-2. MACHA Orientation Roster-Continued

Regular Orientation Planning Considerations: Estimated time for a JSA Security Battalion briefing and visit to Conference Row, Building T-2, UNC Check Point 3 and the Bridge of No Return is 90 minutes.

No Orientation Days: Sundays, Mondays, ROK and U.S. holidays.

Tunnel 3 Planning Considerations:

- Estimated travel time from the MACHA to Infiltration Tunnel #3 is 15 minutes.
- Estimated time for the DMZ Movie, Infiltration Tunnel #3 Museum, and Infiltration Tunnel #3 Visit is 60 minutes.

OP Dora Planning Considerations:

- Estimated travel time from the MACHA to OP Dora is 15 minutes.
- Estimated time for the OP Dora Briefing and visit to the observation deck is 30 minutes.

RETURN PART A ONLY to: pacom.yongsan.uncmac.mbx.education-and-orientation@mail.mil 14 days minimum prior to requested date of orientation.

Figure E-3. Part B: Regular Orientation-Planning Guidance

**MACHA VISITOR DECLARATION
(UNC REG 551-5/UNC FORM 12EK)**

VISITORS TO MACHA ARE REQUIRED TO READ AND SIGN THE FOLLOWING:

The visit to the United Nations Command (UNC) Military Armistice Commission Headquarters Area (MACHA) will entail entry into a hostile area and possibility of injury or death as a result of enemy action. The MACHA is a neutral but divided area guarded by UNC military personnel on the one side (South), and North Korean People's Army (KPA) personnel on the other (North). Guests of the UNC are not permitted to cross the Military Demarcation Line into the portion of the MACHA under control of the KPA. Although incidents are not anticipated, the UNC, the United States of America, and the Republic of Korea (ROK) cannot guarantee the safety of visitors and shall not be held accountable in the event of a hostile enemy act.

1. Visitors must comply with the following instructions:

a. UNC/ROK military personnel will wear appropriate service uniform prescribed by their service for wear. Other visitors will be dressed in appropriate civilian attire so as to maintain the dignity of the United Nations Command.

b. Prior to entering the MACHA, each visitor (including military personnel) will receive a laminated guest badge which identifies him/her as an authorized guest of the UNC. Guest badges must be worn on the upper left side of the outermost garment. Guest badges must be returned prior to departure from Camp Bonifas.

c. Fraternalization, including speaking or any association with personnel from the KPA People's Army (KPA) side is strictly prohibited. Personnel from the KPA side are identified as follows:

(1) Military personnel—brown or olive drab KPA uniforms.

(2) Press personnel—green arm bands.

(3) Visitors—civilian clothing.

d. Visitors will not point, make gestures, or expressions which could be used by the KPA side as propaganda against the UNC.

e. Visitors will remain in a group from the beginning to the end of the orientation and will follow instructions from their guide. Any complaints will be registered after returning to Camp Bonifas.

f. Firearms, knives, or weapons of any type will not be taken into the MACHA.

g. The area and buildings (gray or silver colored, across the MDL and on the north side) under military control of the KPA will not be entered for any reason. Permission of the guide must be obtained prior to entry into UNC (blue colored) buildings on Conference Row.

Figure E-4. Regular Orientation, Visitor Declaration (UNC Form 12EK)

h. At no time will visitors stand in the way of or interfere with military formations. Furniture and equipment inside the conference room will not be handled. Photography is permitted in the MACHA but is prohibited en route between Check Point B (between Camp Bonifas and the southern barrier fence of the DMZ) and Check Point C (the entrance to Conference Row).

i. If any incidents should occur, remain calm, and follow instructions issued by security personnel.

2. Any questions concerning the above information should be brought to the attention of the guide.

DECLARATION

I have read, understand and will comply with these instructions. If I am accompanied by minor dependents, minors for whom I am responsible for the purpose of this orientation, my signature constitutes acceptance of the terms of the instructions in their behalf.

SIGNATURE: _____ **DATE:** _____.

Figure E-4 Regular Orientation, Visitor Declaration (UNC Form12EK)-Continued

Appendix F

UNC-Designated Groups Access to Infiltration Tunnel #3 and OP Dora

F-1. The following days and times, at a minimum, will be reserved for UNC-designated DMZ Orientation groups to visit Infiltration Tunnel #3 and OP Dora: Tuesday through Saturday 1045-1200 and 1300-1545. These orientation visits will be conducted IAW the guidance provided in Appendix C, Figure C-2. The total number of people per UNC-designated group should not exceed 65 visitors.

F-2. For DV/SG groups, UNCMAC will make all efforts to notify ROKA 1 Infantry Division no later than 24 hours in advance of visits. However, because of the nature of DV/SG visits, schedules outside of UNCMAC control may change at short notice. Therefore, UNCMAC reserves the right to schedule within the 24 hour window. All DV/SG groups have priority for access to the tram into Infiltration Tunnel #3.

F-3. UNCMAC will make all efforts to notify 1 Infantry Division of DV/SG cancellations as soon as UNCMAC is notified of the cancellation, preferably 24 hours in advance.

F-4. UNCMAC will not schedule regular orientation visits on Sundays, Mondays, or ROK holidays.

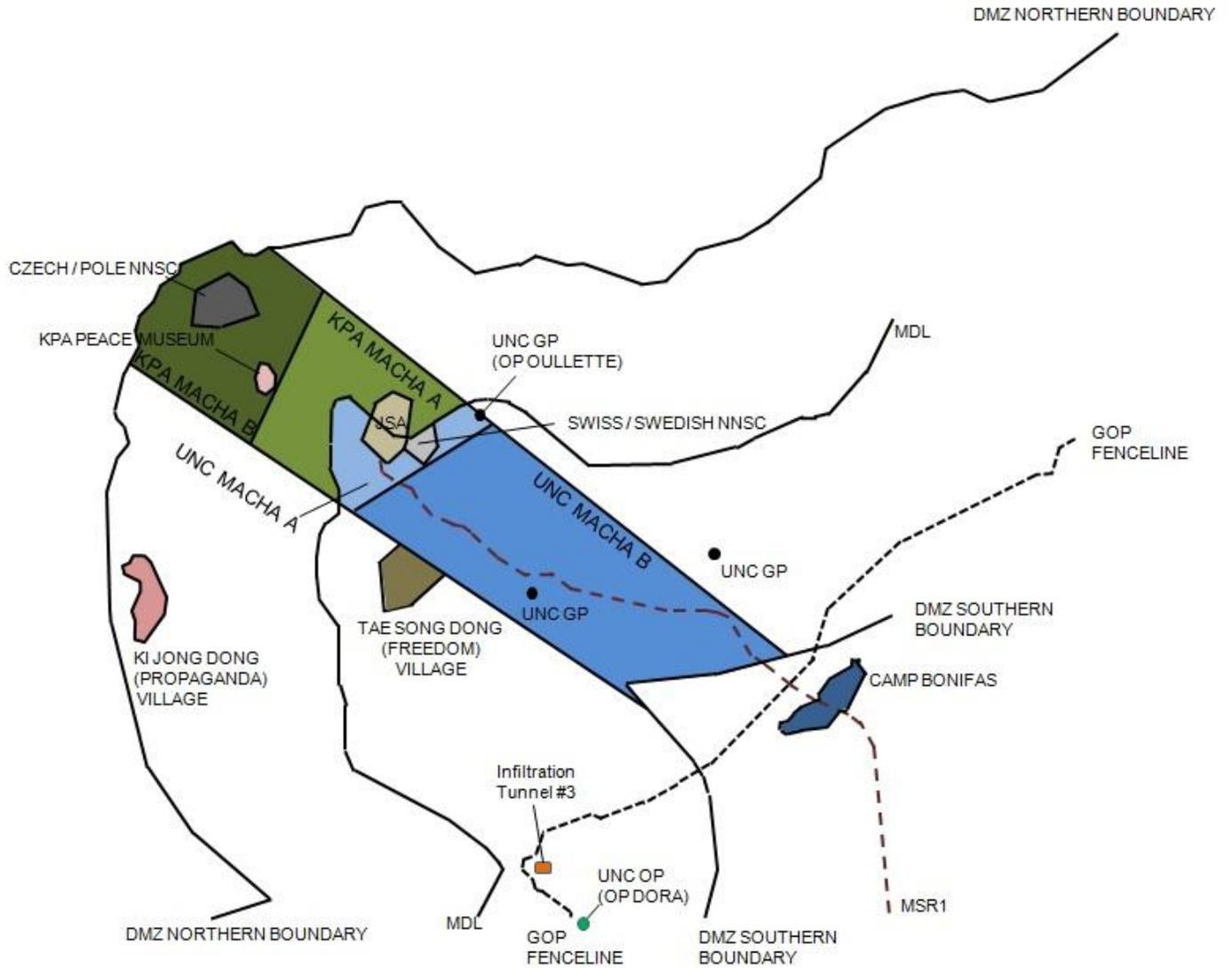
F-5. UNC-designated DMZ orientation groups will not pay any fees to visit Infiltration Tunnel #3 or OP Dora.

F-6. UNCMAC will provide 1 Infantry Division a weekly schedule of regular DMZ Orientation Groups visiting Infiltration Tunnel #3 and OP Dora on the Thursday of the week prior. 1 Infantry Division G-3 Section will be responsible for forwarding the requests to Paju City and OP Dora.

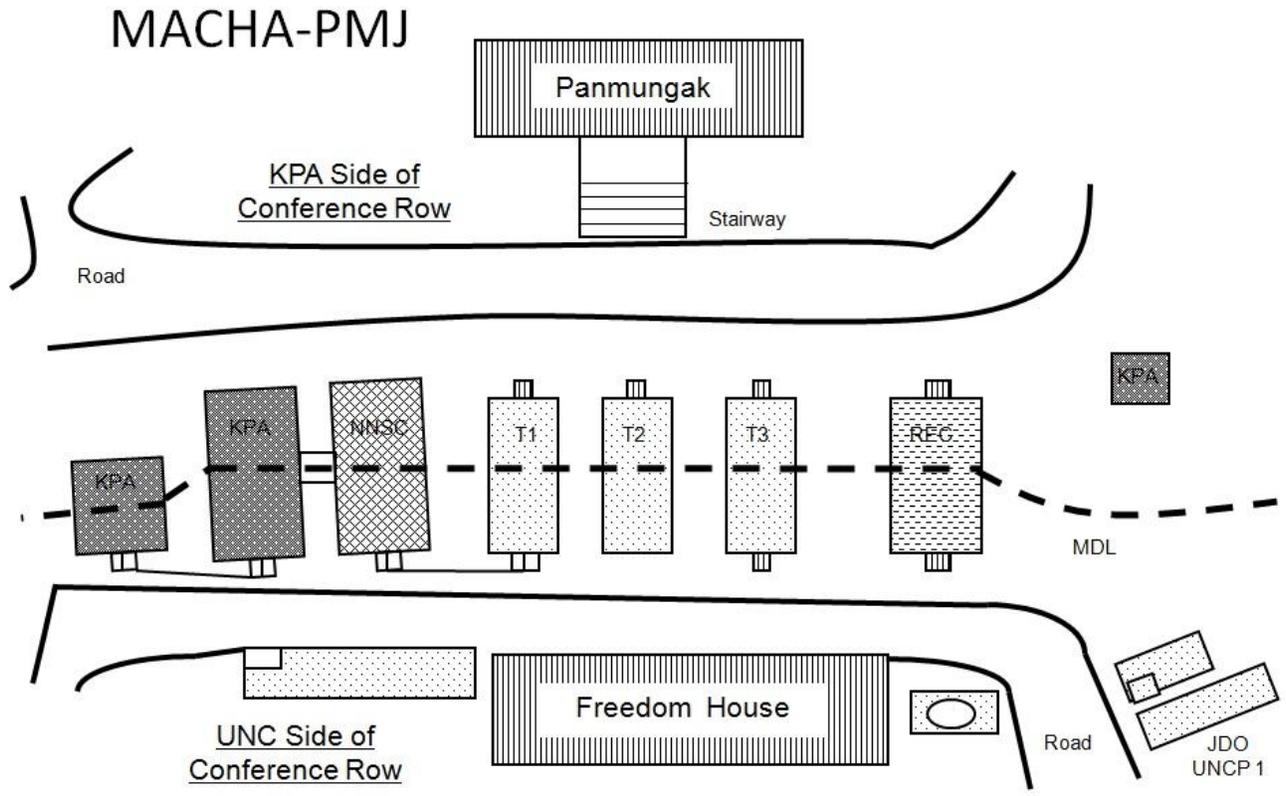
F-7. 1 Infantry Division is responsible to ensure all orientation programs are conducted IAW the Armistice Agreement, United Nations Command Regulation 551-4 and all provisions of this regulation.

Appendix G
Site Diagrams of MACHA, OP Dora and Infiltration Tunnel #3

G1. MACHA Map

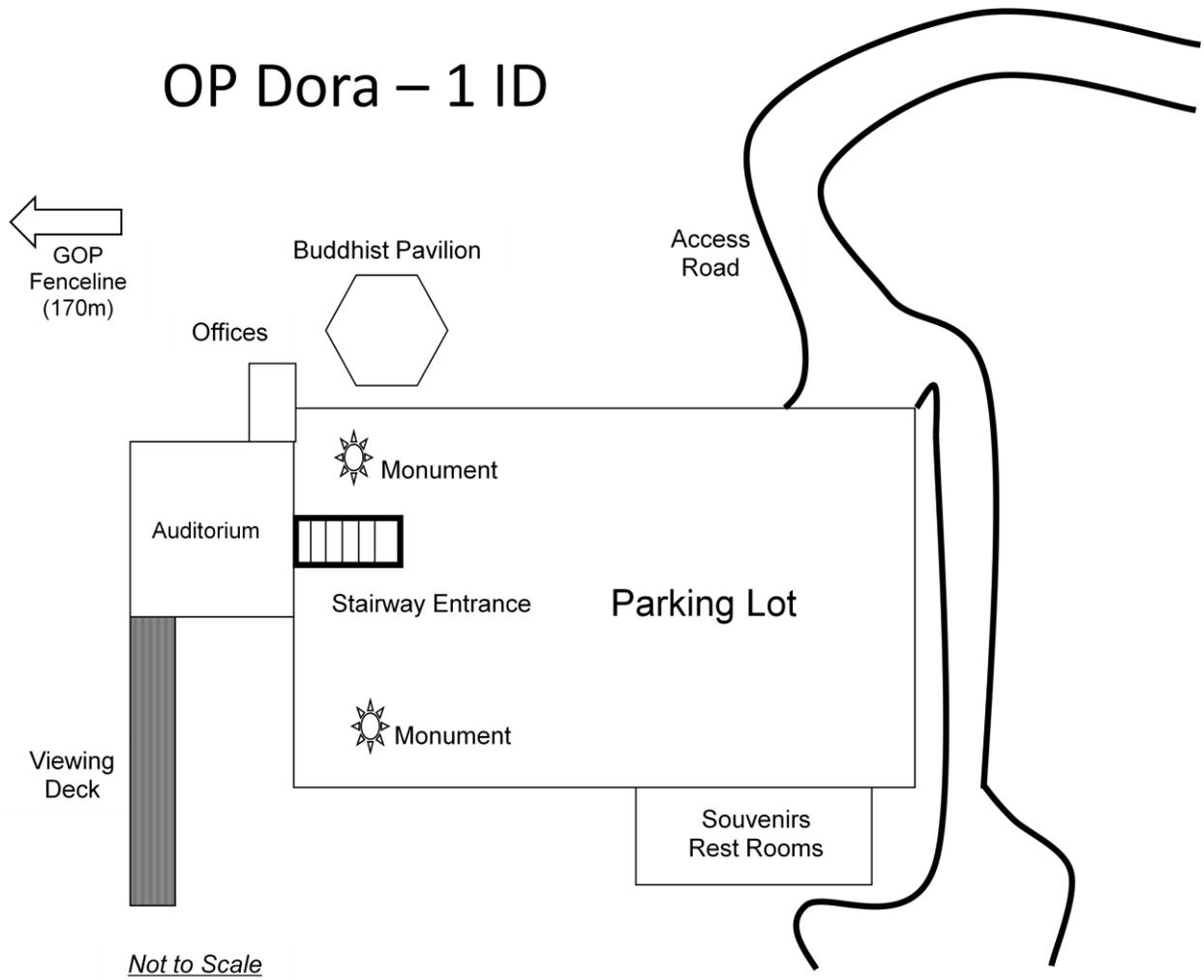


G-2. MACHA-PMJ–Conference Row Site Diagram

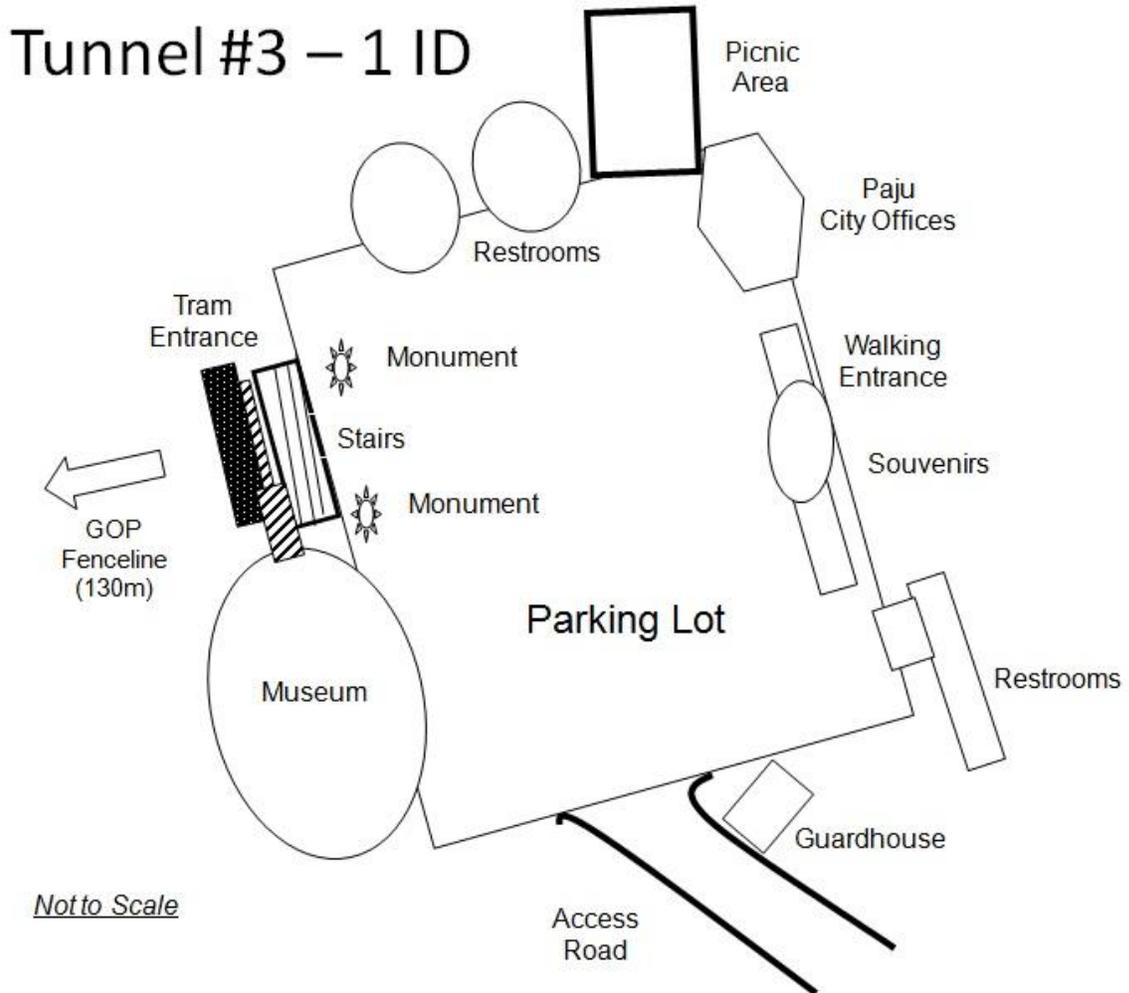


Not to Scale

G-3. OP Dora-1 Infantry Division Education and Orientation Program Site Diagram



G-4. Tunnel #3-1 Infantry Division Education and Orientation Program Site Diagram



Appendix H

Clearance Procedures for ROK Citizens Visiting the MACHA

H-1. The Ministry of Unification of the ROK has requested that all ROK citizens who wish to visit the MACHA be cleared IAW the provisions listed below. This procedure must be accomplished and the authenticated Korean National Clearance Declaration submitted to the UNCMAC Secretariat, ATTN: ROKAG, no later than 14 days prior to the requested date.

H-2. The clearing authority must be an official as follows:

a. ROK General Officers will sign their own clearances; all remaining ROK officers, non-commissioned officers and enlisted personnel will obtain the signature of their commander or supervisor-level commander who must be of field grade or higher rank.

b. ROK enlisted personnel serving with the U.S. Forces in the Korean Augmentation to the United States Army (KATUSA) program will have their clearance forms signed by their unit commanders.

c. ROK Government employees will have their clearance forms signed by government officials with rank of director level or supervisor chief.

d. ROK civilians who are family members of ROK military officers or government officials will have their clearance forms signed by their spouse's supervisor-level section chief or commander.

e. ROK civilians who are employed by the U.S. Forces, the member nations of the UNC, and by foreign diplomatic missions in the ROK will be cleared by their respective commanding officers or supervisor or by the chief of their mission or embassy.

f. ROK civilians who are dependents of U.S. DOD personnel serving in Korea do not have to file a clearance form.

g. ROK civilians who are not covered by the items above will have their clearance forms signed by the chief of the local police station or signed jointly by two public officials who hold the rank of ROK government employee grade of three or higher.

대한민국 국민 신원보증서
KOREAN NATIONAL CLEARANCE DECLARATION

- 방문희망일시 (Date/Time of Visit) :
- 방문단 명칭 (Name of Visiting Group) :
- 인솔자 (Leader of Group) :
- 전화번호 (Tel No.) :

연번 (No.)	성명 (Name)	성별 (Sex)	계급/직위 (Rank)	주민등록번호 (KID No.)	현주소 (Present Address)
1					
2					
3					
4					
5					
6					
7					
8					

본인은 위의 기재된 사항들이 정확한 사실이며 상기 신청인들의 판문점 방문에 아무런 문제가 없음을 보증함.

I certify that the above information is true and correct and that I know of no information which would preclude a visit to the Panmunjom area by the subject applicants.

신원보증 일자 (Date):

신원보증인 서명 · 날인
CERTIFYING OFFICIAL

서명 또는 날인 (Signature or Seal)

성명 (Name)

소속 및 직위 (Organization & Title)

전화번호 (Tel No.)

* If not enough space is allocated, please attach a separate sheet using the same format as above.
공간이 충분치 않을 경우, 위와 같은 양식의 용지를 별도로 첨부해 주십시오.

H-1. Korean National Clearance Declaration

Glossary Abbreviations

AA	Armistice Agreement
CCT	Corridor Control Team
CFC	Combined Forces Command
DCP	Designated Country Personnel
DFAC	Dining Facility
DMZ	Demilitarized Zone
DPRK	Democratic People's Republic of Korea
DV	Distinguished Visitor
E&OP	Education and Orientation Program
EOP	Executive Orientation Program
GP	Guard Post
IAW	In Accordance With
ID	Identification
JCS	Joint Chiefs of Staff
JDO	Joint Duty Officer
JSA	Joint Security Area
KATUSA	Korean Augmentation to the United States Army
KPA	Korean People's Army
MACHA	Military Armistice Commission Headquarters Area
MDL	Military Demarcation Line
NNSC	Neutral Nations Supervisory Commission
OP	Observation Post
OPORD	Operational Order
PAO	Public Affairs Office
PMJ	Panmunjom

POC	Point of Contact
ROK	Republic of Korea
ROKA	Republic of Korea Army
ROKASB-JSA	Republic of Korea Army Security Battalion–Joint Security Area
ROKAG	Republic of Korea Advisory Group
SEC	Secretary
SG	Special Guest
TC-West	Transportation Corridor - West
UNC	United Nations Command
UNCMAC	United Nations Command Military Armistice Commission
UNC MACHA	United Nations Command Military Armistice Commission Headquarters Area
UNCSB-JSA	United Nations Command Security Battalion–Joint Security Area
U.S.	United States
USFK	United States Forces Korea