Fort Riley Regulation 210-15

**Environmental Division** 

## Hunting, Fishing, Trapping and Outdoor Recreation





Headquarters 1<sup>st</sup> Infantry Division and Fort Riley Fort Riley, Kansas 66442 August 15, 2018

# Summary of Change

FR Reg 210-15

Installation Hunting, Fishing, Trapping and Outdoor Recreation

This major revision, dated 8 March 2018

- Collection of invertebrates addressed (ie: Honey bee swarm traps cannot be placed on the installation without approval from the Conservation Chief) para 4-2c
- Name Changes/Updates (Offices, Regulations, etc.); Range Operations Branch vs. Range Support Branch, AR 200-1 vs. AR 200-3, etc. multiple paragraphs
- License sale changes (Fort Riley Hunting Access Permit sold on iSportsman website vs. state of Kansas) para 3-1b
- Fee Waiver exemptions removed per Army guidance (Fee waiver exemptions no longer authorized due to DODI 4715.03 & AR 200-1= E1-E4, WTB Purple Heart, Soldiers with 1/16th American Indian) para 5-5
- Vehicle marker change to iSportsman permit (No longer FR Form 169 "Recreation Motor Vehicle Permit", driver of motor vehicle will print their current iSportman permit and place in windshield to stay consistent with other IMCOM installations) para 6-1b
- Trappers allowed to dispatch with .22 SVSR (Trappers dispatching furbearers and hunters shooting treed raccoons South of Vinton School Road with .22 short ammunition will be authorized) para 6-2b(e)
- Defined dates for when tree stands may be placed and taken down (Tree stands may be placed in the field and left from Aug 1st through Feb 15th) para 7-3a(11)
- Seines/traps for crayfish, turtles, etc. may not be used on Fort Riley (due to spread of Aquatic Nuisance Species) para 7-3-b(4)
- Swimming prohibited in Fort Riley, Lakes, Ponds & Streams (IMCOM Safety Directive) para 7-4k
- KDWPT hunt from vehicle permits only authorized NVSR (DES Physical Security Ask) para 7-5a
- Further define "Improved Road" (Added language to "Improved Road" to include highway and hardened tank trail) Glossary page 29
- ATV/Dirt Bike Safety Video & FR waiver & release form embedded into FR iSportsman website now (Making the process easier on users by not having to go to multiple locations to receive permits and watch videos) para 8-1c

Headquarters 1st Infantry Division and Fort Riley Fort Riley, Kansas 66442

Date: 15 August 2018

#### Installations

### INSTALLATION HUNTING, FISHING, TRAPPING AND OUTDOOR RECREATION REGULATIONS

CHAPTER 1 GENERAL	Para	Page
Purpose Responsibilities References Suggested Improvements Explanation of Abbreviations and Terms Applicability Supplement	1-1 1-2 1-3 1-4 1-5 1-6 1-7	1 1 1 1 2 2
CHAPTER 2 NOTICE OF PUNITIVE REGULATIONS Notice	2-1	3
CHAPTER 3 ADMINISTRATION Fort Riley Hunting and Fishing Permits Use of Natural Resources Natural Resources Regulations Disposition of Dead Wildlife Special Collection Requirements	3-1 3-2 3-3 3-4 3-5	4 4 4 5
CHAPTER 4 LEGAL QUARRY AND AUTHORIZED NONCONSUMPTIVE OUTDOOR ACTIVITIES Legal Quarry Prohibited Taking Non-consumptive Outdoor Activities	4-1 4-2 4-3	6 6 6

\*This regulation supersedes FR Reg 210-15, 24 January 2014

CHAPTER 5 REQUIREMENTS	Para	Page
General	5-1	7
Eligibility	5-2	7
Hunter and Fur Harvesting Permits and Licenses	5-3	7
Fishing Permits and Licenses	5-4	7
Fee Waivers	5-5 5-6	8 8
Activities not Requiring Permits or Licenses Hunting, Fishing, and Trapping Quotas	5-0	о 8
Hunting, Fishing, and Trapping Quotas	5-7	0
CHAPTER 6 PROCEDURES		
Obtaining Permits, Vehicle Markers and Regulations	6-1	9
Hunting Procedures	6-2	9
Fishing Procedures	6-3	12
Trapping Procedures	6-4	12
Miscellaneous Procedures	6-5	13
CHAPTER 7 RULES AND REGULATIONS		
Enforcement	7-1	14
Revocation and Suspension Procedures	7-2	15
Specific Regulations	7-3	15
General Regulations	7-4	17
Disabled Persons	7-5	19
CHAPTER 8 ATV AND DIRT BIKE OPERATIONS		
Purpose	8-1	20
All Terrain Vehicle (ATV) Program	8-2	20
APPENDIXES:		
A. References		22
B. Post Permit Suspension/Revocation Schedule		24
C. Off-Limits Areas		27
Glossary		28

#### GENERAL

1-1. PURPOSE. This regulation establishes procedures for the conservation and management of fish, wildlife and other natural resources on the Fort Riley Military Reservation, to prohibit numerated acts or omissions, which are either unsafe or contrary to the principles of sound wildlife resource management or which conflict with aspects of the military mission of Fort Riley, and to require the performance of designated acts or procedures by all persons engaged in hunting, fishing, fur harvesting or non-consumptive outdoor recreational use of natural resources on the reservation.

#### 1-2. RESPONSIBILITIES.

a. The Conservation Branch, Environmental Division, Directorate of Public Works (DPW) will prepare all regulations concerning natural resources management on Fort Riley, coordinate with the Staff Judge Advocate (SJA); and, as applicable, the Directorate of Emergency Services (DES); Directorate of Plans, Training, Mobilization and Security (DPTMS); Directorate of Family, Morale, Welfare and Recreation (DFMWR); Garrison Safety Office (GSO); and, Veterinary Services of the Medical Department Activity (MEDDAC).

b. The Range Operations Branch, DPTMS, will coordinate with the Conservation Branch on reservation closings.

1-3. REFERENCES. Required and related publication; and, prescribed and referenced forms are listed in appendix A.

1-4. SUGGESTED IMPROVEMENTS. The proponent of this regulation is the Conservation Branch, Environmental Division, DPW. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to the Directorate of Public Works, ATTN: IMRL-PW-E (Conservation Branch), 407 Pershing Ct., Fort Riley, KS 66442.

#### 1-5. EXPLANATION OF ABBREVIATIONS AND TERMS.

a. For the purposes of this regulation, the phrase "outdoor recreational activities" are defined as those activities or pursuits related to natural resources. These activities may include both consumptive and non-consumptive uses. Activities considered "outdoor recreational activities" under the purview of this regulation include: fuelwood cutting, hunting, trail riding, ATV riding, fishing, trapping, scouting, shed antler hunting, mushroom hunting, and gathering plants for consumption or display. Additional activities include archery range use, bird-watching, hiking, biking or horseback riding when they occur in a Training Area on Fort Riley. All individuals recreating in a Training Area shall use the Fort Riley *iSportsman webpage* (https://fortriley.isportsman.net),

register and check-in-out each day they recreate in a Training Area. Other activities not included here may be considered natural resources related if deemed appropriate to preclude wanton waste, as a safety consideration or to preclude the potential for illegal activity.

b. The term "recreationist" pertains to individuals engaging in natural resources related outdoor activities. Natural resources related activities include, but are not limited to fuelwood cutting, hunting, fishing, trapping, bird watching, mushroom hunting, hiking, bicycling, scouting, searching for shed antlers, gathering fruits or vegetation, etc.

1-6. APPLICABILITY. This regulation is applicable to all persons engaging in recreational activities on the Fort Riley Military Reservation.

1-7. SUPPLEMENTATION. Local supplementation of this regulation is prohibited except upon approval of the DPW.

#### NOTICE OF PUNITIVE REGULATIONS

2-1. NOTICE. The provisions of this regulation are punitive. Violations of applicable Federal or Kansas law or the provisions of this regulation will be processed as follows:

a. Military personnel who violate the provisions of this regulation may be subject to prosecution under Article 92 of the Uniform Code of Military Justice (UCMJ), prosecution in Federal District Court, Magistrate Court, and/or appropriate administrative action. Administrative actions include, but are not limited to, suspension or revocation of their Post Outdoor Recreation privileges described in appendix B of this regulation.

b. Civilian personnel who violate the provisions of this regulation may be subject to prosecution in Federal District Court, Magistrate Court, and/or appropriate administrative action. Administrative actions include, but are not limited to, suspension or revocation of their Post Outdoor Recreation privileges as described in appendix B of this regulation, community service or prescribed additional training or educational requirements.

#### **ADMINISTRATION**

#### 3-1. FORT RILEY HUNTING AND FISHING PERMITS.

a. Fort Riley Permit fee funds will be managed by the Conservation Branch, DPW, for management, protection and conservation of fish and wildlife in accordance with Department of Defense (DOD) and Department of the Army (DA) regulations and as stated in the installation's Integrated Natural Resources Management Plan (INRMP), and for no other purpose.

b. The cost of a Fort Riley Hunting Access Permit, sold through the Fort Riley *iSportsman webpage* (https://fortriley.isportsman.net), is currently \$25. Additional permit fees or application fees for lottery drawings such as those for white-tailed deer, turkey and elk, may be required due to high permit demand. An administrative charge not exceeding 10 percent of the cost of the permit may be added by the authorized license vendor to the cost of the permit. Permit fees may be changed at any time by approval of the Fort Riley Garrison Commander.

3-2. USE OF NATURAL RESOURCES. Opportunities for recreational use of natural resources will be available to all eligible persons within quotas established by the Conservation Branch. The Federal Government is not responsible for any injuries or liabilities incurred by any person while engaging in outdoor recreational activities on the installation. All persons indicate knowledge of this fact when they enter the installation to engage in approved outdoor recreational activities on Fort Riley.

3-3. NATURAL RESOURCES REGULATIONS. The Conservation Branch will prepare all regulations concerning natural resources management on Fort Riley, coordinate with the SJA; and, as applicable, the DES, DPTMS, DFMWR, ISO, and Veterinary Services (MEDDAC).

3-4. DISPOSITION OF DEAD WILDLIFE.

a. Road-Killed Animals. Road-killed animals will be disposed of by the DPW, unless requested otherwise by the Conservation Branch, or as follows:

(1) As provided by Kansas law, turkey, deer or elk that are road-killed may, at the discretion of the DES, be given to the person driving the vehicle if the driver wants the animal.

(2) At the discretion of the investigating officer, the animal may be signed over to individuals listed on the road-kill list.

(3) For management information or educational purposes, the Conservation Branch, may request the removal and transfer of portions of road killed wildlife, such as teeth, scales and embryos.

b. Disposition of antlers. Individuals finding carcasses of deer or elk on Fort Riley and wishing to retain the antlers must obtain a Kansas Salvage Tag for the antlers. Salvage tags must be issued if antlers are attached to the skull. Only a Fort Riley Game Warden may issue salvage tags for salvaged antlers found on Fort Riley. The Game Warden has the discretion not to issue a salvage tag if circumstances of the find are deemed suspicious; or, if there is a viable law enforcement or educational use for the antlers. This regulation does not apply to naturally shed antlers, which are antlers that when found are not attached to any portion of a skull. However, naturally shed antlers found by civilian employees of Fort Riley while they are on official duty time may not be sold or removed from Fort Riley.

3-5. SPECIAL COLLECTION REQUIREMENTS. As a condition to hunting, fishing and or fur harvesting on Fort Riley, recreationists may be required to provide all or part of their game or fish to be examined for research purposes. Samples of tissues and/or fluids may be taken by representatives of the Conservation Branch, the Game Wardens, or Fort Riley Veterinary Services, for developing information to improve conservation management, disease control or other official purposes. The taking of samples of consumable portions of fish and game will normally not significantly reduce the volume of edible tissue. Failure to provide fish or game for examination, when requested, will be grounds for revocation of hunting, fishing or fur harvesting privileges and other action as provided for by statute or regulation.

#### LEGAL QUARRY AND AUTHORIZED NONCONSUMPTIVE OUTDOOR ACTIVITIES

4-1. LEGAL QUARRY. Unless otherwise noted in these regulations, those wildlife species expressly designated by the United States Department of the Interior (DOI) and KDWPT as being legal quarry may be taken on Fort Riley; EXCEPT as noted under paragraph 4-2 below. "Take" is defined as harass, harm, pursue, shoot, wound, kill, molest, capture, collect, catch, possess, trap, or otherwise take or attempt to take.

a. Legal animals that may be taken on Fort Riley include game animals (all species designated as legal game animals by the State of Kansas and the Federal Government, EXCEPT as noted under in paragraph 4-2 below), furbearers (all species legally designated as furbearers by the State), coyotes, feral pigeons (Rock Doves), Starlings and English (House) Sparrows.

b. Additional legal quarry include reptiles, Chelonia (turtles) and amphibians.

4-2. PROHIBITED TAKING. Those animals not expressly designated as legal quarry by State and Federal law may not be taken on Fort Riley. Additionally, bag and creel limits may be reduced by the Conservation Branch for any legal quarry in addition to the closure of hunting for certain species across all or parts of Fort Riley.

a. Fort Riley specifically prohibits the taking of Jackrabbits, Timber Rattlesnakes, Massasaugua Rattlesnakes, Western Hognose Snakes, Texas Horned Lizards and the deliberate killing of all species of reptiles and amphibians in instances where the animal was not causing immediate danger, harm or loss, except as allowed by State and this regulation for legal harvest. Taking of other reptiles and amphibians is limited to personal possession limits prescribed by the KDWPT. No more than one individual representative of each species may be taken per person per day.

b. Collection of herbs and other vascular plants for commercial purposes are prohibited except as provided by FR Regulation 200-3 (Fort Riley Forest Resources Disposal Program).

c. Collection or propagation of native or non-native invertebrates for commercial purposes is prohibited without authorization from the DPW Conservation Branch Chief.

4-3. NON-CONSUMPTIVE OUTDOOR ACTIVITIES. Specific non-consumptive outdoor activities are allowed on Fort Riley. These allowable activities are bird watching, mushroom hunting, nature photography, hiking and other similar non-consumptive activities.

#### REQUIREMENTS

#### 5-1. GENERAL.

a. Persons will be allowed to participate in outdoor recreational activities on the Fort Riley Military Reservation, except when such use must be necessarily curtailed because of military requirements. Accomplishment of the military mission has precedence over the announced hunting and fishing seasons. All or parts of the Fort Riley Military Reservation may be closed or reduced in access at any time, without prior notice, due to impassable roads or military activities. The Range Operations Branch, DPTMS, will coordinate with the Conservation Branch on reservation closings.

b. Bag limits and/or seasons may be reduced or otherwise modified from state regulations to conserve or protect game and fish populations or to minimize impacts on military mission accomplishment.

- c. Firearms and other equipment restrictions may be implemented.
- d. Participation quotas may be established.

5-2. ELIGIBILITY. Hunting, fur harvesting and fishing will be permitted on the Fort Riley Military Reservation for all persons having officially vetted access to the installation and valid Kansas permits and licenses; unless exempt by State law, the appropriate special Fort Riley access and hunting permit(s) and/or carcass tags as appropriate. Any civilian or Family member under the age of 18 is prohibited from the use of firearms, unless accompanied and supervised by a parent or legal guardian over the age of 18. Such adult will be responsible for the child's conduct, safety and compliance with Kansas game laws and these regulations. All persons hunting on Fort Riley must comply with Kansas regulations regarding hunter education.

5-3. HUNTING AND FUR HARVESTING PERMITS AND LICENSES. All persons are required to obtain all licenses, permits, tags and/or stamps required by the State of Kansas and the Department of Interior for hunting and/or fur harvesting in Kansas, and a Fort Riley Hunting Permit before hunting or trapping on the installation. Any individual that is actively assisting any big game hunter (as defined by the State of Kansas) must have a Fort Riley Hunting Permit, unless exempt. Additional permits that regulate participation and pre-hunt briefing and/or qualification requirements will be outlined in annual fact sheets.

5-4. FISHING PERMITS AND LICENSES. All persons are required to obtain all licenses, permits, tags and/or stamps required by the State of Kansas for fishing in Kansas before fishing on the installation. This includes a State trout stamp when

actively fishing for trout in any State-designated trout waters on Fort Riley during the State-designated trout season, unless exempt.

5-5. FEE WAIVERS. The following groups of individuals are not required to possess a Fort Riley Hunting Permit while hunting or trapping on the installation. All persons must carry proof of their eligibility to not possess a Fort Riley Hunting Permit with the exception of persons less than 16 years of age.

a. Persons 65 years of age or older.

b. Persons less than 16 years of age.

c. Kansas Disabled Veterans: Veterans must carry evidence on person, (a current disabled veterans entitlement papers showing at least 30% disability or KDWPT exempt license).

5-6. ACTIVITIES NOT REQUIRING LICENSES. No Kansas or Fort Riley license is required to hunt for shed antlers, gather mushrooms and other fungi or collect flowers and plant foliage within the limits prescribed in paragraph 6-5 below; or, to participate in non-consumptive outdoor activities. However, individuals engaging in such activities may only recreate in areas specifically listed as open for recreation by the Conservation Branch and they must check-in/out using the Fort Riley *iSportsman webpage* (https://fortriley.isportsman.net) whenever recreating in a Training Area on Fort Riley. In addition the driver of each motor vehicle used must prominently display their current Fort Riley iSportsman permit in their front windshield while recreating on Fort Riley.

5-7. HUNTING, FISHING AND TRAPPING QUOTAS.

a. The number of persons permitted to hunt, trap and fish will be based upon the military mission, security, safety, biological principles, and providing maximum opportunities for Soldiers and their dependents that are stationed at Fort Riley.

b. The number of persons permitted to hunt or trap, the geographical distribution of hunters and trappers; and, method of take can be restricted to the quotas established by the Chief of the Conservation Branch.

#### PROCEDURES

#### 6-1. OBTAINING PERMITS, VEHICLE MARKERS AND REGULATIONS.

a. Fort Riley Hunting Permits may be purchased through the Fort Riley iSportsman website. State licenses may be obtained at any State license vendor and through the KDWPT official web page. All hunters, trappers and fisherman shall sign their permit/licenses prior to hunting, trapping or fishing on Fort Riley and must carry all required permits, licenses, stamps and tags on their person while hunting, trapping or fishing on Fort Riley.

b. All drivers of motor vehicles used while recreating on Fort Riley must have their current Fort Riley iSportsman permit printed and prominently displayed in the front windshield.

c. Individuals are responsible for understanding Fort Riley regulations prior to hunting, fishing, trapping or engaging in other outdoor recreational activities on the installation. Recreationists are responsible for obtaining copies of all appropriate brochures and regulations.

6-2. HUNTING PROCEDURES.

a. Kansas regulations. All applicable Kansas hunting regulations are in effect on Fort Riley.

b. Open Hunting Areas and Method of Take. Hunting at Fort Riley is restricted to those designated areas authorized on a daily basis by the Conservation Branch.

(1) All Kansas regulations for method of take, including legal equipment, apply on Fort Riley in addition to the following restrictions:

(a) Firearms hunters using rifles, muzzle loading rifles, handguns or shotguns with slugs or shot size larger than No. 2, are restricted to training areas that are not scheduled for military activities and are designated as "open rifle hunting areas".

(b) Firearms hunters using shotguns with shot size No. 2 or smaller, bow hunters, and BB gun/Air rifles may be authorized to hunt concurrently in training areas in which training activities are taking place, which are designated as "open shotgun hunting areas".

(c) Use of shotguns with ammunition containing shot size larger than No. 2 is restricted to areas open for rifle hunting. The exception being shotguns with ammunition containing shot size larger than No. 2 may be used within 50 meters of the edge of the Kansas River, the Republican River, the Smoky Hill River, Milford Lake or Marshall Lake as long as the training area adjacent or within these listed bodies of water is listed as open for shotgun hunting.

(d) Use of shotguns with slug ammunition is restricted to areas that are open for rifle hunting. The exception is shotguns with slug ammunition may be used in any area open for firearms deer hunting, including those areas that are both open for firearms deer hunting and south of Vinton School Road. These areas will be specifically noted on the Open Areas document.

(e) Centerfire and rimfire rifles/handguns may be used only in areas that are open for rifle hunting. The exceptions being rimfire rifles/handguns with .22-caliber short ammunition may be used in open shotgun hunting areas south of Vinton School Road to shoot treed raccoons, trappers dispatching furbearers and rimfire rifles with .22caliber ammunition loaded with shot may be used to hunt starlings and feral pigeons in any area that is open for shotgun hunting.

*(f)* Muzzleloading rifles and muzzleloading handguns may be used only in designated open rifle hunting areas. Exceptions to this may be outlined in the annual Fort Riley Deer Factsheet.

(g) Recurve, long, compound and crossbows and arrows may be used for hunting in areas that are designated open shotgun hunting areas and in accordance with state of Kansas regulations. Crossbows must be disengaged during transport in a vehicle.

(*h*) Falconry may be used in areas that are designated open shotgun hunting areas.

(2) Fort Riley Regulation 190-1, Privately Owned Weapons, Explosives and Ammunition provides guidelines for the legal transport of all weapons on the installation.

c. Information. Information concerning Fort Riley and Kansas hunting and fishing regulations including bag limits, hours, seasons and hunting methods will be posted at the Environmental Division (407 Pershing Court) and on the Fort Riley *iSportsman webpage* (https://fortriley.isportsman.net). Failure to strictly adhere to any of these provisions, including the posted information at the Environmental Division or the *iSportsman webpage*, will subject offenders to the punitive provisions of this regulations. All hunters are to familiarize themselves with current Kansas hunting regulations, seasonal fact sheets and posted hunting information prior to hunting or trapping on Fort Riley. Pertinent information is posted on the *iSportsman webpage*. All recreational

users are expected to review and be familiar with the written regulations and fact sheets.

d. Restrictions. To provide effective wildlife management and increase safety, additional restrictions on bag limits and hunting methods may be required. These additional limits will be determined by the Conservation Branch. Hunters are responsible to stay informed of additional hunting limitations.

e. Hunter Check-in/out. For safety reasons and to provide wildlife management data, all hunters (including reptile, Chelonia and amphibian collectors), are required to check-in/out and obtain the list of open recreation areas using the Fort Riley *iSportsman webpage*.

f. Firearms Deer Season. Special procedures for obtaining access will be in effect during the firearms deer season. All firearms deer hunters shall follow all requirements as prescribed by the Conservation Branch. All requirements will be made available to potential deer hunters on the Fort Riley *iSportsman webpage* on or after 1 July each year.

g. Animals such as horses or mules may not be ridden to purposely hunt, pursue, or drive deer, elk or upland birds on Fort Riley.

h. Deer and Elk drives are prohibited on Fort Riley. (1)A deer or elk drive is defined as a deliberate action by one or more persons (whether armed or unarmed) whose intent is to cause deer or elk to move within firearm range of one or more hunters. Individuals that are within eye sight and hearing of one another, as mentormentee-guest or adult-child hunts are not defined as a deer or elk drive.

i. Baiting is not authorized on Fort Riley, as of June 1, 2013.

(1) No person shall place, deposit, expose, or scatter bait while on Fort Riley or place, deposit, expose, or scatter bait in a manner that causes another person to be in violation of this regulation.

(2) Nothing in this regulation shall prohibit the hunting or taking of wildlife over standing crops, grain found scattered solely as the result of normal agricultural operations, or grain found scattered solely as the result of normal weather conditions.

(3) For the purposes of this regulation, "bait" shall mean any grain, fruit, vegetable, nut, hay, salt, sorghum, feed, other food, or mineral that is capable of attracting wildlife. Liquid scents and sprays shall not be considered bait, however they may only be used as a drag or cover scent. They may not be directly poured on the ground.

(4) Calls, lures, baits and decoys may be used to take furbearers and coyotes, in accordance with Fort Riley's Trapping fact sheet.

#### j. HUNTERS SHALL NOT ENTER ANY PORTION OF THE IMPACT AREA AND SHALL ONLY HUNT IN AREAS DESIGNATED AS OPEN FOR RECREATIONAL USE.

6-3. FISHING PROCEDURES.

a. Kansas regulations. All applicable Kansas fishing regulations are in effect on Fort Riley.

b. Fishing is authorized in those designated areas authorized by the Conservation Branch. Fishing is permitted from one hour before sunrise to one hour after sunset north of Vinton School Road and 24-hours per day south of Vinton School Road. Anglers may obtain the list of open recreation areas on the *iSportsman webpage* at https://fortriley.isportsman.net. All anglers shall check-in/out using the Fort Riley *iSportsman webpage* before fishing in any Training Area on each and every day.

#### c. ANGLERS SHALL NOT ENTER ANY PORTION OF THE IMPACT AREA AND SHALL ONLY FISH IN AREAS DESIGNATED AS OPEN FOR RECREATIONAL USE.

#### 6-4. TRAPPING PROCEDURES

a. All applicable Kansas trapping regulations are in effect on Fort Riley.

b. Special regulations and procedures for trapping will be in effect during the trapping season. Trappers shall follow all requirements as prescribed by the Conservation Branch. All requirements will be made available to potential trappers at the Environmental Division on or after 1 October each year.

c. Legal Equipment and authorized sets are as follows:

- (1) Submerged leg hold traps no larger than No. 1<sup>1</sup>/<sub>2</sub>.
- (2) Submerged body gripping traps with jaw spreads no larger than 10 inches (such as a Conibear 110 through 330.)
- (3) Raccoon egg style traps and live traps.

(4) Any equipment and sets authorized in the annual Trapping fact sheet published by the Conservation Branch.

d. All traps will be marked with the trapper's name and address or KDWPT#.

e. Legally trapped furbearers must be dispatched immediately after capture. Use of firearms for dispatch is restricted in accordance with paragraph 6-2b above.

#### f. TRAPPERS SHALL NOT ENTER ANY PORTION OF THE IMPACT AREA AND SHALL ONLY TRAP IN AREAS DESIGNATED AS OPEN FOR RECREATIONAL USE.

#### 6-5 MISCELLANEOUS PROCEDURES.

a. Non-consumptive outdoor activities are restricted to those designated areas authorized on a daily basis by the Conservation Branch. All recreationists shall check-in/out using the Fort Riley *iSportsman webpage* before recreating in any Training Area on each and every day.

b. Collection of flowers, seeds, fruit and foliage of plants may be taken for ornamental or consumptive purposes without a permit provided that no more plant material is taken by any one individual, each day, than can fit into a standard 3-pound coffee can (6-inch diameter opening). Roots of plants may not be taken.

#### **RULES AND REGULATIONS**

#### 7-1. ENFORCEMENT.

a. As required by Title 10 USC § 2671, all provisions of the fish and game laws of the State of Kansas (KSA Article 32101 et seq) and all other Federal laws will be enforced on the installation. In addition, to provide effective fish and wildlife management, promote safety, and provide for compatibility of recreational activities with the military mission, additional restrictions on hunting, fishing and nonconsumptive recreational use of the installation may be implemented. Such additional restrictions as may be necessary will be available for review at the Conservation Branch and within available resources near affected locations on the installation. Recreationists have a responsibility to stay informed of applicable laws, regulations and additional restrictions.

b. Civilian violators of State or Federal law may be issued a citation (Central Violations Bureau (CVB)); Violation Notice, United States District Court) and prosecuted through Federal District Court or Federal Magistrate Court; and, shall be subject to suspension or revocation of their post privileges to participate in outdoor recreational activities as described in paragraph 7-2 below. Civilians who violate the provisions of this regulation that are not covered by State or Federal laws may be escorted off the installation; their post outdoor recreational pursuit privileges may be suspended or revoked, as described in appendix B of this regulation; and, a letter may be sent by certified mail to the violator, stating the individual is not to reenter the installation for the purpose of engaging in outdoor recreational activities. This letter will be signed by the Garrison Commander or his designated representative. If a civilian violator returns to the installation to engage in outdoor recreation after being so notified, that individual is then in violation of Federal Law 18 USC 1382 and subject to prosecution in Federal Court.

c. Military personnel who violate state or federal laws may be issued a citation (Central Violations Bureau (CVB)); Violation Notice, and prosecuted under Article 92 of the UCMJ and/or through Federal District Court or Federal Magistrate Court and shall be subject to suspension or revocation of their post outdoor recreational pursuit privileges as described in paragraphs 7-2 and 7-3 below. Military personnel who violate the provisions of this regulation, which are not covered by State or Federal laws, may have their post privileges suspended and may be subject to other administrative action as deemed appropriate.

d. Law enforcement personnel are authorized to stop any vehicle or individual within the Fort Riley Military Reservation areas to examine hunting or fishing licenses, tags, permits, firearms, equipment and game or fish that may be in the individual's possession.

#### 7-2. REVOCATION AND SUSPENSION PROCEDURES.

a. Policy. Hunting, fishing, trapping and other natural resources related outdoor recreational activities are considered valuable activities at the Fort Riley Military Reservation and are ultimately the responsibility of the Installation's Garrison Commander. These activities are privileges granted to qualified military and civilian personnel. These privileges may be revoked or suspended for violations of procedures of any content of this regulation. Revocation or suspension will be in addition to any other administrative action, which may be taken by military authorities, or any judicial action that may be taken in the Federal Magistrate Court or Federal District Court.

b. Procedure. Individuals for whom revocation of these privileges is proposed of two years or less will be notified by certified letter from the Chief, Environmental Division, Directorate of Public Works. Individuals for whom revocation of these privileges is proposed of more than two years will be notified by certified letter from the Garrison Commander or his designated representative. Individuals wishing to appeal suspension or revocation of privileges must do so in writing within 10 days of receipt of the revocation notice. Appendix B of this regulation outlines typical penalties for fish and game violations at Fort Riley.

#### 7-3. SPECIFIC REGULATIONS.

#### a. Hunting.

(1) All firearms/bows/knives/equipment must adhere to FR Regulation 190-1 (Privately Owned Weapons, Explosives, and Ammunition) and state of Kansas regulation.

(2) Firearms and bows shall not be shot in the Moon Lake Recreation Area or within 200 meters of any body of troops, any person not in the hunting party of the person discharging the firearm or bow, restricted area or building (including tent frames, observation towers, water towers and signs) located on or off post, except in designated shooting ranges.

(3) Firearms with ammunition larger than No. 2 shot shall not be discharged within 100 meters of any improved road or designated trail on the Fort Riley Outdoor Recreation Map. Firearms with No. 2 shot or smaller ammunition shall not be discharged across or directly from any improved road, highway or hardened tank trail marked on the Fort Riley Outdoor Recreation Map.

(4) Firearms and bows shall not be shot from a vehicle of any type. An exception has been made for disabled persons (see paragraph 7-5 below).

(5) Firearms and bows shall not be shot from or across any improved road, into or at any building or other structure (including road signs and other official painted signs).

(6) Archery hunters shall not release arrows in a way that they would pass over an improved road, highway or hardened tank trail or directly towards any person, restricted area or building.

(7) Shooting birds or other game when they are perched or sitting on overhead lines, signs or any other structure is prohibited.

(8) Persons under the influence of intoxicants are prohibited from hunting.

#### (9) UNDER NO CIRCUMSTANCES WILL A PERSON ENTER THE FORT RILEY MILITARY RESERVATION FOR THE PURPOSE OF ENGAGING IN OUTDOOR RECREATIONAL ACTIVITIES WITHOUT FIRST UNDERSTANDING HOW TO DETERMINE WHAT AREAS ARE OPEN, WHAT AREAS ARE CLOSED, AND HOW TO DISTINGUISH THOSE AREAS FROM EACH OTHER.

(10) Hunter Orange Requirements. In addition to the hunter orange requirements for deer and elk hunters in KSA 115-4-4, individuals recreating on Fort Riley are required to adhere to the following:

(a) During time periods September 1 – May 31, all recreationist in a training or maneuver area that are not in a stationary position must wear at least one of the following articles of visible, external apparel with at least 50 percent of its surface area solid blaze orange in color: hat, cap, vest, coat, jacket, sweatshirt, shirt or coveralls.

(b) During any Fort Riley firearms deer season, all individuals in training or maneuver areas open to firearms deer hunting shall wear the following safety clothing at all times, which must be colored a blaze (international (i.e. hunter)) orange: a cap or hat, and an outer cover of a coat, vest, sweater, coveralls, or shirt. The outer cover must have at least 100 square inches of blaze orange colored surface visible on the front and 100 square inches of colored surface on the back.

(11) Construction and/or use of "permanent" tree stands are prohibited. A "permanent" tree stand is defined as any stand that is fastened to a tree by nails, screws, spikes or similar penetrating objects. Portable tree stands and blinds are permitted. All components of portable tree stands and blinds (including wire, chain, rope or other material used to fasten the stand to the tree) may be placed in the tree or on the ground no sooner than August 1<sup>st</sup> and must be removed no later than February 15<sup>th</sup> each season. Portable stands may be placed and hunted out of on a daily basis outside of those prescribed dates. Use of nails, screws, spikes or similar penetrating objects as "steps" or "ladders" to access portable tree stands is prohibited. Fort Riley is NOT responsible for damage to or loss of tree stands, ground blinds or their components.

(a) All stands/ground blinds must be marked with permanent marker/engraving in an externally visible manner with the hunter's KDWPT#.

(b) Ground Blinds and stands used to conceal the person(s) within them must have no less than 100 square inches of Blaze Orange showing on each side of the stand or blind while it is occupied during a Fort Riley Firearms deer season.

b. Fishing.

(1) White Amur (Grass Carp) may not be legally taken by bow on Fort Riley.

(2) The release of any fish, including minnows or other baitfish, into any Fort Riley impoundment or stream is prohibited if the fish was not caught from that impoundment.

(3) Baitfish may not be taken on Fort Riley.

(4) Seines/Traps for crayfish, turtles, etc. may not be used on Fort Riley.

(5) Bowfishing at Moon Lake and Cameron Springs is prohibited. At other waters, bows may not be discharged within 200 meters of any person not accompanying the archer.

(6) Ice fishing is allowed at ponds and lakes if the thickness of the ice is verified by the angler to be at least four inches thick and sufficient to carry their weight and any other person in their group. Motorized vehicles may not be driven onto the ice.

(7) Gasoline powered motors are permitted only on Marshall and Funston Lakes and the Kansas, Republican and Smoky Hill Rivers. Speed limit is 5-miles per hour (no wake) at all times.

(8) Electric boat motors may be used on all waters except Cameron Springs Pond. All flotation type vessels are prohibited on Cameron Springs Pond.

#### 7-4. GENERAL REGULATIONS.

a. All vehicles used by recreationists are restricted to improved roads and established trails; and, other roads and trails marked on the current version of the Fort Riley Outdoor Recreation Map. The only exceptions is that a vehicle may be used off road to retrieve downed deer or elk. Handicap hunters with a state issued handicap placard or designated license plate may use secondary trails not specifically marked on the Fort Riley Outdoor Recreation and Fuel Wood Cutting Map to include any pathway on which the vegetation is absent or markedly reduced across the entire width of the trail. Off-road travel by an unauthorized vehicle is prohibited. All-terrain vehicles (ATVs) are not authorized for recreational purposes on Fort Riley except in designated areas or for uses specifically outlined in chapter 8.

b. Vehicles shall be parked so as not to disrupt military training or impede the passage of vehicles on any road or trail.

c. All drivers of motor vehicles, while used for approved outdoor recreational activities on Fort Riley, shall have prominently displayed in the front windshield a current Fort Riley iSportsman permit. The Fort Riley iSportsman Permit is available electronically on the Fort Riley iSportsman website. This permit is in addition to any permit/pass needed to access the installation.

#### d. DO NOT TOUCH OR SHOOT AT ANY UNEXPLODED AMMUNITION (DUDS). REPORT LOCATION OF DUDS TO THE PROVOST MARSHAL OFFICE OR RANGE OPERATION BRANCH, DPTMS.

e. Report all injuries resulting from natural resources related outdoor activities to the military police and Installation Safety Office.

f. Open fires shall not be built except in specifically designated picnic areas with fireplace facilities. All fires shall be extinguished before leaving the area. Any group or individual desiring to utilize an open fire in any of the park and picnic areas must have in their possession an approved DA Form 5383-R (Hot Works Permit). This permit is obtainable at the Fort Riley Fire Department.

g. Littering is prohibited at all times on the Fort Riley Military Installation.

h. Zeroing and target practice with any bow may be done in any open "Rifle Area" listed on Fort Riley's open recreational areas document or recording. Individuals engaged in such activity must stay in compliance with paragraph 7-3(a) above. Any objects used for such activity must be removed from site the same day. All other zeroing and target practice with firearms or outside of what is stated above, are prohibited on Fort Riley, except at approved ranges as authorized by DPTMS and the Conservation Branch.

i. All areas north of Vinton School Road will be closed to recreational activities from one hour after sunset to one hour before sunrise the following morning except during the firearms deer season and by approval of the Chief of the Conservation Branch.

j. Metal detecting is not an authorized recreational or commercial activity on Fort Riley.

k. Swimming is prohibited in Fort Riley lakes, ponds, and streams.

I. Camping requests around the Moon Lake area may be approved by the Conservation Branch Chief upon formal request.

m. All fish and game harvested on Fort Riley should normally be cleaned and processed in the field where taken with the disposal of carcass and entrails being at least 100 feet from any road. Carcasses must not be disposed of in any live waterway that contains water or normally contains water to include ponds, lakes, creeks, rivers and dry creek beds. All fish and game must be covered or otherwise completely concealed from view of those outside the vehicle while it is being transported on Fort Riley. Fish and game carcasses that are not taken directly to a processer off post must be completely covered from view at all times until completely consumed or otherwise properly disposed.

n. Any parts of game including fish entrails that are not properly deposited in an Open Recreational Area must be double bagged, tied shut and disposed of in general refuse.

#### 7-5. DISABLED PERSONS.

a. A permanently disabled person who holds an approved special permit from the Secretary of the Kansas Department of Wildlife, Parks and Tourism, may only hunt from a motor vehicle North of Vinton School Road.

b. The authorization to hunt from a vehicle does not permit any person to shoot from or across any improved road, highway or hardened tank trail.

c. All other state or federal laws or regulations or Fort Riley regulations are enforced.

#### ATV AND DIRT BIKE OPERATIONS

#### 8-1. Purpose

a. This regulation prescribes Fort Riley policy, responsibilities, and procedures to protect and preserve Fort Riley personnel and property against accidental loss during recreational use of the All-Terrain Vehicle (ATV) and Dirt Bikes on Fort Riley.

b. According to AR 385-10, personnel who operate privately owned ATV's or MC's off road should complete appropriate operator safety training. Commanders will ensure that all individuals covered by this regulation wear the appropriate PPE outlined in AR 385-10 while operating off-road vehicles, and ATV's on the installation.

#### 8-2. All-Terrain Vehicle (ATV) Program

a. Individuals utilizing the ATV/Dirt Bike riding area must remain within identified riding boundaries of Training Area 10, and abide by the off limit area markers. Maps will be posted in parking lot area, as well as online on the Fort Riley iSportsman website.

b. ATV/Dirt Bike activities on the Post are only open to Soldiers, Family members, and DA civilian employees who meet all of the ATV/Dirt Bike usage requirements specified in this regulation.

c. Individuals and accompanying personnel who utilize the ATV/Dirt Bike area must have received and provide proof of attending All-Terrain Vehicle/Dirt Bike Safety Training provided by the Installation Safety Office, viewed the ATV/Dirt Bike 3 R's (UXO) Safety video on iSportsman or have a Fort Riley Range Safety Card. Individuals must daily acknowledge and accept a Fort Riley Waiver and Release Form when checking in through the Fort Riley iSportsman website. The Fort Riley iSportsman permit must be printed and in the windshield of the drivers motor vehicle being used at the ATV/Dirt Bike Training Area 10 site.

d. Before entering and upon exiting the ATV/Dirt Bike area, all riders and their guests must check-in and out on the automated Fort Riley iSportsman website.

e. No individual under the age of 6 years old may use the ATV/Dirt Bike area. Individuals 6 years of age through 15 years of age must be accompanied by a parent or someone living in the same household over the age of 18.

f. Request for an exception to policy to host ATV competitions open to the general public will be submitted through the Environmental Division Office through the Garrison Safety Office to the Garrison Commander.

g. Violations of any of the provisions of this regulation provide a basis for disciplinary action under the Uniform Code of Military Justice (UCMJ) for individuals subject to its provisions. Civilian employees in violation of this regulation are subject to losing their ATV/Dirt Bike recreation area privileges.

#### APPENDIX A REFERENCES

#### SECTION I Required Publication

Article 92, Uniform Code of Military Justice (UCMJ) Failure to Obey Order or Regulation

Fort Riley Regulation 190-1 Privately Owned Weapons, Explosives, and Ammunition

Fort Riley Regulation 200-3 Fort Riley Forest Resources Disposal Program

Commanding General Policy Letter #13

#### Section II Related Publications

AR 190-11 Physical Security of Arms, Ammunition, and Explosives

AR 200-1 Environmental Protection and Enhancement

AR 385-10 The Army Safety Program

Integrated Natural Resources Management Plan Environmental Division, Directorate of Public Works

#### Section III Prescribed Forms

DA Form 2028 Recommended Changes to Publications and Blank Forms

Fort Riley Hunting Access Permit (Fort Riley iSportsman website)

#### Section IV Referenced Forms

DA Form 5363-R Hot Works Permit

DD Form 1408 Traffic Ticket, Armed Forces

Central Violations Bureau (CVB) Violation Notice, United States District Court

#### APPENDIX B POST PERMIT SUSPENSION/REVOCATION SCHEDULE

1. The following is a list of common violations and administrative actions, which may be taken against personnel who violate applicable Kansas State and federal statutes, and, Fort Riley regulations concerning hunting, fishing or outdoor recreation on or in the vicinity of Fort Riley. Persons who act as guides on Fort Riley are subject to the same suspension schedule as any offender he or she is guiding. Guides are defined as any person who receives monetary compensation or materials/services rendered in exchange for a guided hunt or guided fishing trip.

2. The list below is not inclusive and the Conservation Branch may initiate appropriate action for other violations or offenses. Revocation or suspension of Fort Riley hunting and fishing licenses or recreational access may be immediate. Seizure and return of post licenses will be the responsibility of the Game Warden Section. Community Service or mandatory training may be granted in lieu of a suspension as deemed appropriate by the Chief of the Conservation Branch. Individuals whose fishing, hunting or other recreation privileges are suspended are not authorized to accompany others (including dependents) while suspended. Individuals who have their fishing, hunting, or other recreation privileges suspended for one calendar year or longer may only participate in allowed activities south of Vinton School Road. Individuals whose privileges are suspended are authorized to use archery ranges, POF ranges and Trap/Skeet Ranges on the installation unless otherwise noted. Individuals wishing to appeal suspension or revocation of privileges must do so in writing to the Fort Riley Garrison Commander within 10 days of receipt of the revocation notice.

3. Violations for which an offender (or guide of an offender) may be issued a Central Violations Bureau (CVB) notice, which may be accompanied by a fine or a DD Form 1408 (Traffic Ticket, Armed Forces). The CVB notice and DD Form 1408 can also serve as a warning for future FR Regulation 210-15 violations. Suspensions from fishing, hunting, or pursuing other outdoor recreational activities on Fort Riley are also addressed below:

a. CVB Notice and/or 30-Day Suspension:

- (1) Failure to complete check-out procedures on Fort Riley.
- (2) Failure to wear safety hunting garments including hunter orange.

(3) Failure to properly display parking/iSportsman permits or carry hunting or fishing permits as required by Fort Riley and the State of Kansas.

(4) Failure to follow check-in/out procedures of annual fact sheets published by the Conservation Branch, DPW.

- (5) Failure to return illegal fish to water.
- (6) Failure to have required personal flotation devices (PFDs) in a boat.
- (7) Littering.
- (8) Collecting baitfish in any impoundment.

b. CVB Notice and/or 60-Day Suspension:

(1) Driving on any road or trail in a manner that is not compliant with paragraph 7-4 a, FR Reg. 210-15.

(2) Failure to check in on the Fort Riley *iSportsman webpage* before recreating.

- (3) Exceeding bag limits on fish or game.
- (4) Failure to comply with regulations regarding night hunting.
- (5) Operating a boat in reckless or negligent manner.
- (6) Allowing minors (under 18 years of age) to hunt unattended by an adult.
- (7) Transporting an unloaded firearm in violation of FR Reg 190-1.
- (8) Failure to comply with baiting regulations..

(9) Failure to comply with deer stand and ground blind regulations.

c. CVB Notice and/or One Calendar Year Suspension:

(1) Target practicing or discharging firearms in an unauthorized area that is not compliant with paragraph 7-4h, FR Reg. 210-15.

- (2) Hunting game animals (except deer or elk) out of season.
- (3) Shooting a firearm within 200 meters of a building.
- (4) Hunting with unauthorized firearm or ammunition.
- (5) Loan or transfer of a hunting or fishing permit.
- (6) Fishing with unauthorized equipment.

(7) Recreating in an area not listed as open for recreation or not otherwise authorized.

- (8) Any violations related to trapping.
- (9) Driving or hunting deer, elk or upland birds with a ridden animal such as a horse or mule.

(10) Discharging any firearm with ammunition larger than 2 shot within 100 meters of an established road or trail.

(11) Failure to properly tag deer, elk or turkey.

(12) Failure to obtain a Fort Riley Spring Turkey Permit, Deer Permit, Elk Permit or other permits as required by the Conservation Branch.

- (13) Participating in a deer/elk drive.
- (14) Collecting baitfish in any stream.

d. CVB Notice and/or Two Calendar Year Suspension:

(1) Transporting a loaded firearm in a vehicle.

(2) Recreating in the Impact Area or Multi-purpose Range Complex (MPRC) at any time or in any established Danger Fan while it is in use.

e. CVB Notice and/or Permanent Suspension:

- (1) Shooting or attempting to shoot deer at night.
- (2) Shooting or attempting to shoot deer out of season.

(3) Any violation related to hunting elk illegally.

(4) Any violation related to illegally trapping.

(5) Illegal take or disturbance of Federal or State protected birds and mammals.

(6) Shooting a firearm from a vehicle.

(7) Criminal trespassing.

(8) Collection of historical artifacts.

(9) Theft of a tree stand, game camera or other hunting, fishing or trapping paraphernalia.

(10) Hunting while under the influence of intoxicants.

(11) Habitual violations (accumulation of 91-days of permit suspension within a 365-day period or accumulation of more than \$500 in statutory fines related to hunting, fishing or trespassing within a 365-day period.)

4. Other violations: All other violations related to natural resources will be evaluated based upon the seriousness of the offense, and privileges will be suspended or revoked as determined by the DPW, Environmental Division.

#### APPENDIX C OFF-LIMITS AREAS

1. The following areas within the Fort Riley Military Reservation are off-limits for recreational activities:

a. The Impact Area.

b. The Douthit Range Complex at any time or in any established Danger Fan while it is in use.

c. Other areas as deemed necessary by the Fort Riley Garrison Commander (or his designated representative) for safety and security.

2. The Impact Area, for purposes of this regulation, is all area contained within the following boundary roads:

- a. Old County Road (old KS Hwy 82) on the north.
- b. Mallon (Engineer) Road on the east.
- c. Vinton School Road on the south.
- d. 1st Division Road (Trainfire Road) on the west.

#### GLOSSARY

Section I Abbreviations

ATV All-Terrain Vehicles

**CVB** Central Violations Bureau

**DA** Department of the Army

**DOD** Department of Defense

**DFMWR** Directorate of Family, Morale, Welfare and Recreation

**DOI** Department of the Interior

**DPTMS** Directorate of Plans, Training, Mobilization and Security

**DPW** Directorate of Public Works

FR Fort Riley

**INRMP** Integrated Natural Resources Management Plan

#### ISO

Installation Safety Office

#### KDWPT

Kansas Department of Wildlife, Parks and Tourism (KDWPT)

#### MEDDAC

Medical Department Activity

Douthit Range Complex

**PFD** Personal Flotation Devices

**PMO** Provost Marshal Office

**SJA** Staff Judge Advocate

**UCMJ** Uniformed Code of Military Justice

Section II Terms

**Conibear.** Lightweight, compact, traps used in a wide variety of predator control, fur trapping and wildlife management applications. Primarily used by fur trappers, hunting creatures such as raccoons, fox, beaver, coyote, etc.

**Improved Roads and Established Trails.** Improved roads have concrete, asphalt or gravel across their entire width. Established trails are those marked for POV travel on the most recent version of the Fort Riley Outdoor Recreation Map.

**Outdoor Recreational Activities.** Those activities or pursuits related to natural resources. These activities may include both consumptive and non-consumptive uses. Activities under this regulation include: fuelwood cutting, hunting, fishing, trapping, scouting, shed antler hunting, mushroom hunting, and gathering plants for consumption or display. Additional activities include bird-watching, hiking, biking or horseback riding when they occur in a training area on Fort Riley.

**Recreationist.** Individuals engaging in natural resources related outdoor activities. Natural resources related activities include, but are not limited to hunting, fishing, trapping, bird watching, mushroom hunting, hiking, bicycling, ATV's in authorized areas, scouting, searching for shed antlers; and, gathering fruits or vegetation.

**Take.** To harass, harm, pursue, shoot, wound, kill, molest, capture, collect, catch, possess, trap, or otherwise take or attempt to take.

ØR

CURTIS D. TAN COL, SGS Chief of Staff

OFFICIAL:

LUIS F. ORTEGA Director of Human Resources

DISTRIBUTION: 1<sup>st</sup> Infantry Division and Fort Riley SharePoint