



Operational Test and Evaluation Force

Visitor Information

7970 Diven Street
Norfolk, VA 23505
Quarter Deck: (757) 457-6018

Content Date: 27 May 2026

FACILITY INFORMATION

Operational Test and Evaluation Force (OPTEVFOR) is a controlled access facility. Electronic devices including cell phones, cameras and PDAs, Smart Watches, Fitbits etc. are not permitted within OPTEVFOR facilities. If you must bring a laptop/tablet into the facility to support the nature of the work to be conducted, please fill out the form on the next page. Bring the form and equipment to the quarterdeck upon arrival.

VISIT REQUEST / SECURITY POINT OF CONTACT

Visitors to OPTEVFOR must send a visit request via DISS to SMO **57023 (Collateral)** and/or SMO **570233 (SCI)**. Visitors who do not have a visit request approved in DISS will not be authorized unescorted access. Be sure to provide the following information

For visits requiring **SECRET** Clearance:

SMO CODE (DISS CLEARANCE INFO): **57023**

OPTEVFOR POC: _____, (757) 457-XXXX

PURPOSE: Attend _____ event

DATE: Appropriate Date for Event

SECURITY MANAGER:

Mr. Dan Fugett

757-457-6406

daniel.d.fugett.civ@us.navy.mil

For visits requiring **TS/SCI** Clearance:

SMO CODE (DISS CLEARANCE INFO): **570233**

OPTEVFOR POC: _____, (757) 457-XXXX

PURPOSE: Attend _____ event

DATE: Appropriate Date for Event

BASE ACCESS / DIRECTIONS

Visitors to OPTEVFOR must possess a CAC or government ID for access.

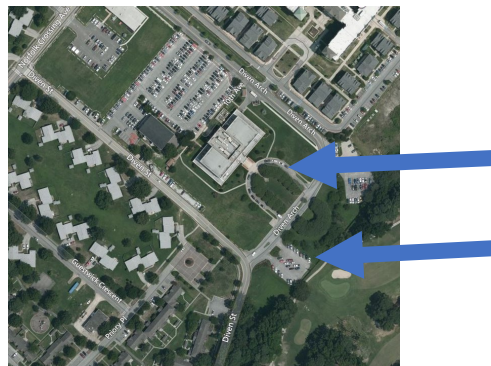
Directions from I-564: Take the off-ramp for Terminal Blvd off of I-564. Proceed ahead on Terminal Blvd to Diven Street. Turn right at the light onto Diven St. Proceed down Diven St. and take your first right onto Diven Arch. OPTEVFOR will be to your left. Parking is available in the horseshoe (DV) or the parking lot to your right.

Directions from Hampton Ave: Turn right onto Terminal Blvd proceed ahead. At the second stop light, turn left at the light onto Diven St. Proceed down Diven St. and take your first right onto Diven Arch. OPTEVFOR will be to your left. Parking is available in the horseshoe (DV) or the parking lot to your right.

PARKING INFORMATION

Distinguished Visitor (DV) Parking: DV is in the horseshoe in front of the building. An OPTEVFOR representative will meet you and escort you into the building.

Visitor Parking: Visitor parking area is located across from the building. Please enter OPTEVFOR through the quarterdeck for badge processing.



Non-OPTEVFOR Equipment Policy and Visitor Check-In

1. IAW COMOPTEVFORINST 5239.1H, non-OPTEVFOR equipment or devices will not be connected to any OPTEVFOR network or system. Non-OPTEVFOR equipment includes all automated information systems and peripheral devices (e.g., laptops, tablets, computers, webcams, headphones, CD-ROM/DVD/Blu-ray drives, external hard drives, thumb drives, digital photo frames, cameras, cell phones, digital music players, smart watches, fitness, trackers, personal electronic devices, docking stations). The only exception is the connection of a visitor's laptop to an OPTEVFOR video display or projector using a VGA, DVI, HDMI, or DisplayPort cable.
2. Non-OPTEVFOR computing devices (laptops, tablets, and computers) can be authorized entry into OPTEVFOR building CA-10 through the completion of this form.
3. Wireless (WiFi) is not permitted in any space designated as a Secure Room in building CA-10. All non-OPTEVFOR equipment will be inspected by CIO personnel to ensure that the WiFi is disabled or turned off prior to being brought into the building. Visitors shall not re-enable the WiFi on their non-OPTEVFOR computing device while in building CA-10.

Visitor's Command or Company:

Visitor's Name:

Phone:

OPTEVFOR POC:

Purpose of Visit:

Date(s) of Visit:

Non-OPTEVFOR Equipment Information

MANUFACTURER:

MODEL:

SERIAL NUMBER:

I acknowledge and agree to comply with the non-OPTEVFOR equipment policy.

Signature of Visitor:

Date:

CIO Use Only

Control Number:

Expiration date:

CIO Security Rep: