

**STANDARD**

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# Detainee Operations in a Joint Environment

## DETAINEE OPS

### Multi-Service Tactics, Techniques, and Procedures (MTTP) Package

Suspense: 3 May 04



**MEETING THE IMMEDIATE  
NEEDS OF THE WARFIGHTER  
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# ***DETAINEE OPS***

***MULTI-SERVICE TACTICS,  
TECHNIQUES, AND  
PROCEDURES FOR  
DETAINEE OPERATIONS IN  
A JOINT ENVIRONMENT***

***FM 3-19.401  
MCRP 4-11.8D  
NTTP 3-07.8  
AFTTP(I) 3-2.51***

**3 MAY 2004**

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**FOREWORD**

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## PREFACE

### 1. Purpose

This publication fills a void identified in lessons learned from operations in Afghanistan, Cuba, and Iraq by providing the tactics, techniques, and procedures (TTP) to be employed in planning for and executing the handling, transfer, transport, and release of detainees. This multi-Service TTP (MTTP) will serve as a planning, coordination, and reference guide for the combatant commanders and the Services, providing a framework for dealing with detainees in a manner consistent with law, regulation, joint doctrine, multi-Service instructions, and other applicable policy.

### 2. Scope

The intent of this publication is to support planners and warfighters, by providing consolidated, accurate TTP for planning and executing the handling, transfer, transport, and release of detainees. A general outline of the publication is provided below.

### 3. Applicability

This publication applies to leaders, planners, and all warfighters tasked with overseeing or executing the capture, transfer, transport, holding, or release of detainees. The TTP established in this manual apply to the commanders of combatant commands, subunified commands, joint task forces, and subordinate components of these commands. This MTTP does not supercede established international agreements within theaters, such as the armistice in effect upon the Korean peninsula. For details concerning detainee flow and procedures within Korea, see United States Forces Korea Regulation 190-6.

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# DETAINEE OPS

## MULTI-SERVICE TACTICS, TECHNIQUES, AND PROCEDURES FOR DETAINEE OPERATIONS IN A JOINT ENVIRONMENT

### TABLE OF CONTENTS

		Page
1		
2		
3	<b>EXECUTIVE SUMMARY .....</b>	<b>X</b>
4	<b>CHAPTER I INTRODUCTION .....</b>	<b>I-1</b>
5	Background.....	I-1
6	Purpose .....	I-1
7	Policy.....	I-1
8	Key Definitions.....	I-1
9	Roles and Responsibilities .....	I-2
10	Planning Considerations.....	I-3
11	<b>CHAPTER II CAPTURE AND COMBAT OPERATIONS (INITIAL</b>	
12	<b>DETAINMENT).....</b>	<b>II-1</b>
13	Background.....	II-1
14	Procedures .....	II-1



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SIGNATURE DRAFT

1	<b>CHAPTER III</b>	<b>INITIAL DETENTION AND SCREENING</b> .....	<b>III-1</b>
2		Definition and Overview .....	III-1
3		Positions, Roles and Responsibility.....	III-1
4		Facility Organization and Structure.....	III-6
5		Procedures .....	III-12
6		Movement of Detainees.....	III-22
7		Transfer to Established Recognized National Authority, Allied Facilities, or Inter-Service Agency .....	III-25
8			
9	<b>CHAPTER IV</b>	<b>TRANSPORT MISSION PROCEDURES</b> .....	<b>IV-1</b>
10		Background.....	IV-1
11		Planning Considerations.....	IV-1
12		Procedures .....	IV-1
13		Onboard .....	IV-2
14		Intransit Operations for Escort Missions .....	IV-2
15		Escort Missions: Conveyance Embarkation/Debarcation Operations .....	IV-5
16		Team Composition for Escort Missions.....	IV-6
17		Training .....	IV-6
18		Use of Force/Weapons .....	IV-7
19		Forms and Reports .....	IV-9
20			
21	<b>CHAPTER V</b>	<b>LONG TERM DETENTION FACILITY</b> .....	<b>V-1</b>
22		Definition and Overview .....	V-1
23		Organization, Roles, and Responsibilities .....	V-1
24		Facility Operations.....	V-5
25		Reception of Unprivileged Belligerents.....	V-8
26		Transfer Between Department of Defense Facilities .....	V-12
27	<b>CHAPTER VI</b>	<b>TRANSFER OR RELEASE FROM LONG-TERM DETENTION</b> .....	<b>VI-1</b>
28		Review and Approval Process.....	VI-1
29		Definitions .....	VI-1
30		Transfer or Release Mission .....	VI-1
31			
32	<b>APPENDIX A</b>	<b>USEFUL LINKS AND KEY DOCUMENTS</b> .....	<b>A-1</b>
33	<b>APPENDIX B</b>	<b>DETENTION OF ENEMY COMBATANTS AT DOD MILITARY CONFINEMENT FACILITIES</b> .....	<b>B-1</b>
34		Background.....	B-1
35		Military Commissions .....	B-1
36			
37	<b>APPENDIX C</b>	<b>DETAINEE REPORTING SYSTEM</b> .....	<b>C-1</b>
38		Introduction .....	C-1
39		Background.....	C-1
40		Detainee Reporting System Software .....	C-1
41		Database Management .....	C-2

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1		Detainee Reporting System Integration with Military	
2		Police Doctrine .....	C-2
3		Software Overview .....	C-2
4		System Requirements .....	C-2
5		Software Application .....	C-3
6		Data Validation .....	C-4
7		Contingencies .....	C-4
8		Security and Privacy .....	C-4
9		Assistance and Problem Reporting .....	C-5
10		Use of Other Automated Systems .....	C-6
11	<b>APPENDIX D</b>	<b>FIELD EXPEDIENT RESTRAINTS .....</b>	<b>D-1</b>
12		Purpose .....	D-1
13		Guidance .....	D-1
14	<b>APPENDIX E</b>	<b>TACTICAL LEVEL LOGISTICS CONSIDERATIONS .....</b>	<b>E-1</b>
15		Logistics .....	E-1
16		Logistical Checklist .....	E-1
17	<b>APPENDIX F</b>	<b>FORMS .....</b>	<b>F-1</b>
18	<b>APPENDIX G</b>	<b>CONTROL OF DETAINEES ABOARD MARITIME</b>	
19		<b>VESSELS .....</b>	<b>G-1</b>
20		Introduction .....	G-1
21		Background .....	G-1
22		General Guidelines .....	G-1
23		Personnel Support Considerations .....	G-2
24		Holding Area Considerations .....	G-4
25		Logistical Considerations .....	G-5
26		Detainee Operations Bill .....	G-8
27		Phase I (Embarkation of detainees) .....	G-8
28		Phase II (Holding detainees aboard) .....	G-13
29		Phase III (Debarkation of detainees) .....	G-29
30	<b>APPENDIX H</b>	<b>DETAINEE MOVEMENT BY MILITARY AIR .....</b>	<b>H-1</b>
31		Location .....	H-1
32	<b>APPENDIX J</b>	<b>RELIGIOUS SUPPORT .....</b>	<b>J-1</b>
33		Command Support .....	J-1
34		Religious Requirements .....	J-1
35		Religious Accommodation .....	J-1
36		Religious Practices .....	J-1
37		Religious Items .....	J-1
38		Cultural Considerations .....	J-2
39		Death and Burial .....	J-2
40		US Military Chaplain Involvement .....	J-3

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1	<b>REFERENCES</b>	.....	<b>H-1</b>
2	<b>GLOSSARY</b>	.....	<b>Glossary-1</b>
3	<b>INDEX</b>	.....	<b>Index-1</b>
4			
5	<b>FIGURES</b>		
6	Figure II-1. Detainee Flow Process .....		II-2
7	Figure II-2. Observed Detainee Characteristics.....		II-3
8	Figure II-3. Pocket Litter.....		II-7
9	Figure III-1. Example Initial Detention Facility		
10	Command and Control Structure.....		III-2
11	Figure III-2a. Example Detention Facility .....		III-10
12	Figure III-2b. Example Detention Facility with Female		
13	Locations Identified .....		III-11
14	Figure III-2c. Example Detention Facility with Support		
15	Structure .....		III-11
16	Figure III-3. Example Guard Configuration from Initial		
17	Point of Capture to Detention Facility.....		III-15
18	Figure III-4. Maneuver to Facility .....		III-16
19	Figure III-5. Sample Processing Center.....		III-17
20	Figure III-6. Collection Technique for Personal		
21	Identification Data.....		III-19
22	Figure IV-1. Use of Force Continuum .....		IV-8
23	Figure V-1. Example Long-Term Detention Facility		
24	Command and Control Structure.....		V-2
25	Figure D-1. Single Loop Flex-Cuff on Overlapped Arms .....		D-3
26	Figure D-2. Single Loop Flex-Cuff on Both Wrists.....		D-3
27	Figure D-3. Double Cuff.....		D-3
28	Figure D-4. Double Loop Flex-Cuff on Wrists .....		D-4
29	Figure D-5. Flex-Cuff Equipment.....		D-4
30	Figure D-6. Frontal Restraint .....		D-4
31	Figure F-1. DD Form 509 - Inspection Record of		
32	Prisoners in Segregation.....		F-2
33	Figure F-2. DD Form 515 - Roster of Persons .....		F-3
34	Figure F-3. DD Form 2708 - Receipt For Inmate or		
35	Detained Person.....		F-4
36	Figure F-4. DD Form 2745 - Capture Tag (Front).....		F-5
37	Figure F-5. DD Form 2745 - Capture Tag (Back).....		F-6
38	Figure F-6. DA Form 4137 - Evidence/Property Custody		
39	Document (Front).....		F-7
40	Figure F-7. DA Form 4137 - Evidence/Property Custody		
41	Document (Back).....		F-8
42	Figure F-8. DA Form 5005-R Engineering Change		
43	Proposal-Software (front) .....		F-9

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1	Figure F-9. DA Form 5005-R Engineering Change	
2	Proposal-Software (back) .....	F-10
3	Figure F-10. Detainee Contact Log .....	F-11
4	Figure F-11. Detainee Capture Card .....	F-12
5	Figure F-12. Standard Form 600 - Medical overprint for	
6	SF 600 (Front) .....	F-13
7	Figure F-13. Standard Form 600 - Medical overprint for	
8	SF 600 (Back) .....	F-14
9	Figure F-14. AF Form 52 - Evidence Tag (Page 1 front).....	F-15
10	Figure F-15. AF Form 52 - Evidence Tag (Page 1 back) .....	F-15
11	Figure F-16. AF Form 52 - Evidence Tag (Page 2 front).....	F-16
12	Figure F-17. AF Form 52 - Evidence Tag (Page 2 back) .....	F-16
13	Figure F-18. AF Form 53 - Security Police Desk Blotter	
14	(front) .....	F-17
15	Figure F-19. AF Form 53 - Security Police Desk Blotter	
16	(back) .....	F-18
17	Figure F-20. AF Form 1168 - Statement of	
18	Witness/Suspect (front).....	F-19
19	Figure F-21. AF Form 1168 - Statement of	
20	Witness/Suspect (back) .....	F-20
21	Figure F-22. AF Form 1297 - Temporary Hand Receipt .....	F-21
22	Figure F-23. AF Form 3545 - Incident Report (page 1).....	F-22
23	Figure F-24. AF Form 3545 - Incident Report (page 2).....	F-23
24	Figure F-25. AF Form 3545 - Incident Report (page 3).....	F-24
25	Figure F-25. AF Form 3545 - Incident Report (page 4).....	F-25
26	Figure F-27. AF Form 3545 - Incident Report (page 5).....	F-26
27	Figure F-28. AF Form 3545 - Incident Report (page 6).....	F-27
28	Figure F-29. Use of Force Report (front).....	F-28
29	Figure F-30. Use of Force Report (back) .....	F-29
30	Figure G-1. Alongside Transfers .....	G-10
31		

**32 TABLES**

33	Table II-1. STRESS Principles .....	II-5
34	Table III-1a. Processing Actions at the Initial Processing	
35	Area (Receiving) .....	III-21
36	Table III-1b. Processing Actions at the Initial Processing	
37	Area (Processing) .....	III-22
38	Table III-2. Release Procedures.....	III-24
39	Table V-1a. Generic Inprocessing Actions (Receiving).....	V-11
40	Table V-1b. Generic Inprocessing Actions (Processing	
41	Line).....	V-12
42	Table VI-1. Release Procedures .....	VI-2

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1 Table J-1. Religious Practices Inspectors Checklist..... J-4  
2 Table J-2. Accommodation of Religious Practices for  
3 Detainees ..... J-5  
4

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## EXECUTIVE SUMMARY

# DETAINEE OPS

## Multi-Service Tactics, Techniques, and Procedures for Detainee Operations in a Joint Environment

### Introduction

The events of 11 September 2001 ushered in a new era in warfare. The war on terrorism requires US forces to confront and defeat a new form of threat. With respect to detainee operations, the initial capture and movement of detainees who may pose a threat to US/Allied/Coalition personnel and interests is the first step in a lengthy process.

### Impact

It is the policy of the United States to treat all detainees humanely. The US military will afford protection to those detainees entitled to protected status under the laws and customs of war (*e.g.*, the Geneva Conventions of 1949).

In any given joint operations area (JOA), any of the services may be involved in a mission in which detainees may be captured or placed under the control of US forces. Such missions or operations must emphasize the humane treatment and proper care of those individuals in accordance with United States policy and/or regulations.

### Chapters and Appendices

The six chapters are chronologically ordered, beginning with current policy references. The chapters then describe the flow of detainees from point of capture to the initial detention facility, followed by transport of detainees to a long-term detention facility and their subsequent transfer or release. The publication was developed to mirror the expected flow of actual detainees from capture on the battlefield to final resolution.

Chapter I (Introduction) provides basic definitions and some initial planning considerations. Joint Force Commanders and their staffs should be aware of the different challenges their units are likely to face while conducting detainee operations.

Chapter II (Capture and Combat Operations) details the actions required of the capturing unit, encouraging use of processes represented by the acronym STRESS (Search, Tag, Report, Evacuate, Segregate, and Safeguard). These procedures emphasize the conduct of thorough searches and the documentation of information gleaned from and related to initial capture for use in later interrogation, screening, and disposition processes and decisionmaking.

Chapter III (Initial Detention and Screening) is written for use by any military organization in establishing and operating an initial detention facility. The chapter

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provides details that may be commonly known to individuals and organizations with expertise in corrections, but may be new to other organizations that may be required to plan and execute detainee operations.

Chapter IV (Transport Mission Procedures) describes general planning and execution considerations associated with the transport of detainees. Security of the platform and its crew is the highest priority in all circumstances. Two detailed appendices provide specific information necessary to implement the TTP set forth in this chapter. In addition, Appendix A (Useful Links and Key Documents) provides some examples of movement standard operating procedures (SOPs) used by organizations conducting detainee operations.

Chapter V (Long Term Detention Facility) describes the planning for and operation of a long-term detention facility. The chapter recommends that an organization with training and experience in corrections operate such a facility. This chapter presumes that experienced corrections personnel will operate the facility and, as such, does not provide the same level of detail as Chapter III.

Chapter VI (Transfer or Release from Long-Term Detention) briefly identifies the planning considerations associated with this process.

The appendices provide detailed information in support of the six chapters. These appendices include links to useful supporting documents, information on confinement facilities, the Detainee Reporting System (DRS) and religious support. Amplifying information on field expedient restraints, logistics, and forms to help the warfighters in completing this mission more effectively also is provided. Additional expanded appendices provide information on procedures for the movement of detainees via ship and aircraft.

## **Summary**

This publication supports the warfighter in dealing with detainees; however, detainee status and categorization will ultimately determine the extent of the list of references to support these operations. This document is to provide the warfighter with information more specific to the current problems highlighted by lessons learned from recent operations.

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**Chapter I  
INTRODUCTION**

1 **1. Background**

2 International terrorists, including members of *al Qaida*, have carried out attacks on  
3 United States diplomatic and military personnel and facilities abroad and on citizens  
4 and property within the United States on a scale that has created a state of armed  
5 conflict that requires the use of the United States Armed Forces. Individuals acting  
6 alone and in concert are involved in international terrorism and possess both the  
7 capability and the intention to undertake further terrorist attacks against the United  
8 States that, if not detected and prevented, will cause mass deaths, mass injuries, and  
9 massive destruction of property, and may place at risk the continuity of the operations  
10 of the United States Government. The ability of the United States to protect the United  
11 States and its citizens, and to help its allies and other cooperating nations protect their  
12 nations and their citizens, from such further terrorist attacks depends in significant  
13 part upon using the United States Armed Forces to identify terrorists and those who  
14 support them, to disrupt their activities, and to eliminate their ability to conduct or  
15 support such attacks. To protect the United States and its citizens, and for the effective  
16 conduct of military operations and prevention of terrorist attacks, it is necessary for  
17 individuals to be detained. (President's Military Order of November 13, 2001.)

18 **2. Purpose**

19 The intent of this publication is to support planners and warfighters by providing  
20 consolidated, accurate information on planning for handling, holding, transferring,  
21 transporting and releasing detainees. Recent lessons learned from operations in  
22 Afghanistan, Cuba, and Iraq have identified detainee operations as an area in which  
23 standard tactics, techniques, and procedures (TTP) are lacking. This multi-Service  
24 tactics, techniques, and procedures (MTTP) publication serves as a planning,  
25 coordination, and reference guide for the combatant commanders and the Services,  
26 providing a framework for the conduct of detainee operations in a manner consistent  
27 with law, regulation, joint doctrine, multi-Service instructions, and applicable policy.  
28 This publication provides combatant commanders, joint task forces (JTFs), Services,  
29 and components with a single, consolidated source of TTP for handling and processing  
30 detainees, in particular, the unprivileged belligerent. Additional TTP for the handling  
31 and processing of those detainees designated as enemy prisoners of war, civilian  
32 internees, battlefield confinement of US military prisoners, and other detainees are  
33 contained in Army Field Manual 3-19.40 and in other links provided in Appendix A.

34 **3. Policy**

35 It is the policy of the United States to treat all detainees humanely. Service  
36 members will give protection to those detainees entitled to protected status under the  
37 laws and customs of war (e.g., the Geneva Conventions of 1949).

38 **4. Key Definitions**

39 The following key terms have specific meanings and are used regularly throughout  
40 this document. Other important definitions are provided in Part II of the Glossary.

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a. DETAINEE. Any person captured or otherwise detained by an armed force (JP 1-02). Detainees include, but are not limited to, those persons held during operations other than war (Department of Defense Directive (DODD) 2310.1).

1        b. ENEMY COMBATANT (EC). Any person that US or allied forces could properly  
2 detain under laws and customs of war.

3        c. UNPRIVILEGED BELLIGERENT (UB). An enemy combatant who is not  
4 entitled to combatant immunity or protected status under the laws and customs of war  
5 (e.g., the Geneva Conventions of 1949). In the context of the war on terrorism, such  
6 may include a member or agent of al Qaida, the Taliban, or another international  
7 terrorist organization. Although sometimes referred to as a “unlawful combatant,”  
8 “unprivileged belligerent” is the preferred term.

9        **5. Roles and Responsibilities**

10        a. The Secretary of Defense (SecDef) has overall responsibility for all matters  
11 relating to detainees.

12            (1) Within the Department of Defense (DOD), the Under Secretary of Defense for  
13 Policy (USD(P)) provides for the overall development, coordination, approval, and  
14 implementation of major DOD policies and plans relating to detainee operations,  
15 including final coordination of proposed plans, policies, and new courses of action with  
16 the DOD components and other Federal departments and agencies as necessary. The  
17 specific division within USD(P) responsible for detainee policy issues is the Detainee  
18 Policy Group.

19            (2) The DOD General Counsel provides legal advice to SecDef and DOD on  
20 detainee matters as appropriate.

21        b. The Secretary of the Army is the designated DOD Executive Agent for the  
22 administration of DOD Enemy Prisoner of War (EPW) Detainee Program (DODD  
23 2310.1). Within the Army, the Office of the Provost Marshal General exercises primary  
24 Headquarters, Department of the Army, staff responsibility for the Enemy Prisoner of  
25 War (EPW)/Civilian Internee(CI)/Retained Person(RP) and detainee programs.

26        c. Combatant commanders and JTF commanders have overall responsibility for  
27 detainee, EPW, CI and RP programs, operations, and contingency plans in their area of  
28 responsibility, or areas of operations, respectively, and will ensure compliance with the  
29 international law of armed conflict, domestic law, and applicable national policy and  
30 directives.

31        d. Unit commanders are responsible for ensuring that forces under their command  
32 operate in full compliance with applicable guidance provided by the chain of command.  
33 All subordinate commanders shall ensure that operation orders specify command  
34 relationships and coordination responsibilities to ensure this compliance.

35        e. National Detainee Reporting Center (NDRC) has the responsibility to:

36            (1) Forward blocks of internment serial numbers (ISNs) to the designated  
37 Theater and continental US (CONUS) commands, as required.

38            (2) Obtain and store accountability information concerning detainees and their  
39 confiscated personal property.

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1 (3) Process all inquiries concerning detainees captured by the Armed Forces.

2 (4) Make reports to the USD(P), Army Staff, and the Office of the Provost  
3 Marshal General.

4 (5) Provide accountability information to the International Committee of the Red  
5 Cross (ICRC) through the ICRC's central tracing agency.

6 f. Theater detainee reporting center (TDRC), a field operating agency of the NDRC,  
7 is the central tracing agency responsible for maintaining information on all enemy  
8 combatants and their personal property within a theater of operation or assigned area  
9 of operations. The TDRC:

10 (1) Serves as the theater or area of responsibility repository for information on  
11 accountability of enemy combatants in accordance with DOD policy.

12 (2) Provides initial and replacement blocks of ISN assignments to area processing  
13 organizations.

14 (3) Obtains and stores all accountability information concerning enemy  
15 combatants originating within their theater or area of responsibility.

16 (4) Establishes and enforces the accountability information requirements that the  
17 US forces will collect. The TDRC will receive these requirements from the NDRC.

18 (5) In the absence of a theater detainee reporting center, the TDRC  
19 responsibilities fall to the combatant commander, JTF commander or their designee.

20 **6. Planning Considerations**

21 Joint force commanders (JFCs) and their staffs should be aware of planning  
22 considerations they will encounter during the conduct of operations involving detainees.  
23 While most of these considerations are present in all operations, many increase the  
24 demand upon units and commanders and are of greater intensity in detainee  
25 operations. Units anticipating a requirement to participate in detainee operations  
26 should ensure they have plans and procedures in place in advance.

27 a. Nongovernmental organizations (NGOs). Also called international  
28 organizations. These organizations may request access to and/or information about  
29 detainees at any phase of the operation. All requests for access or information should  
30 flow via the established chain of command to the Office of the Secretary of Defense  
31 (OSD). Per DOD policy, generally the ICRC is the only NGO authorized conditional  
32 access to detainees.

33 b. International and domestic media. Media attention concerning detainees will  
34 likely be substantial. Commanders and staffs should anticipate such attention and  
35 ensure that supporting public affairs personnel develop procedures, in advance, for  
36 dealing with media requests for visits and information. Strickly control, and only allow  
37 photographing, filming, and videotaping of detainees in accordance with DOD policy.  
38 OSD is the sole release authority for photographs of detainees. Prepare and coordinate  
39 in advance public affairs plans for events such as detainee movement for transfer and/or  
40 release, with both the transferring and receiving combatant commanders.

41 c. Non-DOD (US Government and nongovernment) organizations. Requests by  
42 United States Government (USG) agencies outside DOD for access to detainees are

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1 common. As with all visit requests, they should flow through the chain of command to  
2 the appropriate approval authority. For various reasons, such visits may occur with  
3 little advance notice. Established procedures will assist units in verifying visit approval  
4 and in coordinating the actual conduct of the visit.

5 d. Translators/Linguists. Personnel with native language capabilities and  
6 appropriate US security clearances may be in short supply. While the vetting of such  
7 personnel occurs at higher levels, units should develop techniques and procedures to  
8 verify the accuracy of translation and to identify potential security risks generated by  
9 contact between detainees and translators. The need to enforce standing operational  
10 security requirements is paramount. Army FM 3-05.301 (Psychological operations TTP)  
11 identifies some techniques useful in verifying the accuracy of translations and  
12 identifying security risks.

13 e. Cultural implications. Detainee diet, clothing, religious, and other cultural  
14 requirements may differ from those common to US personnel involved in detainee  
15 operations. Unit commanders and staffs can anticipate such requirements by  
16 requesting information from regional experts and civil affairs (CA) units.

17 f. Human Intelligence (HUMINT) Collectors/Interrogators. These personnel may  
18 also be in short supply and high demand. Units anticipating a requirement to  
19 participate in detainee operations must request such support in advance. Joint forces  
20 commanders and their staffs maximize operational efficiency by planning, in advance,  
21 for the priority placement of these personnel.

22 g. Logistics. Appendix E contains a list of tactical logistical considerations  
23 applicable to the conduct of detainee operations.

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Chapter II  
**CAPTURE AND COMBAT OPERATIONS (INITIAL DETAINMENT)**

1 **1. Background**

2 a. The events of 11 September 2001 ushered in a new era in warfare. The war on  
3 terrorism requires US forces to confront and defeat a new form of threat. With respect  
4 to detainee operations, the initial capture and transfer of individuals who may pose a  
5 threat to US/Allied/Coalition forces is the first step in a lengthy process.

6 b. In any given joint operations area (JOA), any of the Services may be involved in  
7 a mission in which detainees are captured or placed under the control of US forces.  
8 Such missions or operations must emphasize the humane treatment and proper care of  
9 those individuals as they are moved to either temporary or permanent facilities in  
10 accordance with United States policy and/or regulations regarding such treatment. If  
11 there is any doubt as to the status of any detainee, treat the detainee as an EPW.

12 c. The initial point of capture (IPOC) may be at any place or time in any military  
13 operation: on an objective, during a raid operation, during a cordon and search mission,  
14 at a traffic control point (TCP), at border crossing points, on base camps, or even as local  
15 nationals attempt to gain information on US, Allied, or coalition forces.

16 **2. Procedures**

17 The tactical commander/leader on the ground ensures the following steps are taken  
18 when handling individuals of interest to US and coalition forces. See Figure II-1 for a  
19 diagram of the overall flow of detainees from the IPOC to a long-term detention facility.

20 a. Processing detainees.

21 (1) Processing begins when US, allied, or coalition forces capture or detain an  
22 individual. This is accomplished in the combat zone and aids in security, control, initial  
23 information collection, and the welfare of detainees. This is referred to as field or  
24 tactical processing.

25 (2) The capturing unit begins field tactical processing by using the STRESS  
26 principles:

- (a) Search.
- (b) Tag.
- (c) Report.
- (d) Evacuate.
- (e) Segregate.
- (f) Safeguard.

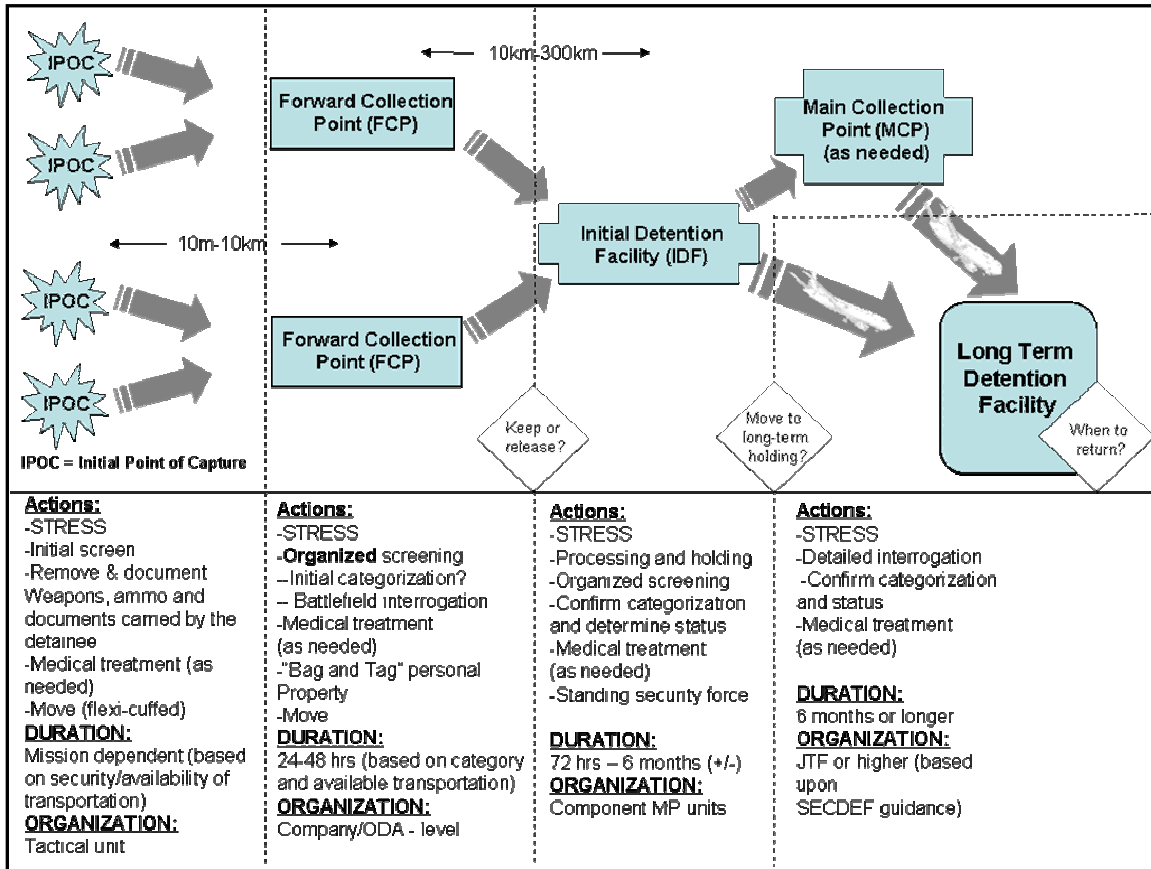
27 

---

Note: See Table II-1 for an explanation of the STRESS principles. STRESS is  
28 interchangeable with the 5 S's & T: (Search, Segregate, Silence, Speed,  
29 Safeguard, and Tag). However, the STRESS principles as described are  
30 used throughout this manual.

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**Figure II-1. Detainee Flow Process**

1 Note: Durations listed above are provided for planning purposes only; times may  
2 vary greatly in actual operations. This figure does not apply to Korea.

3 b. The capturing unit must determine whether further detention is warranted. The  
4 capturing unit should consider the following characteristics at the IPOC when making  
5 a determination whether to detain or release a detainee:

- 6 (1) Characteristics observed prior to capture:
- (a) Did they act hostile to US/Allied/Coalition forces during the operation?
  - (b) Did they have weapons on their persons when they were captured?
  - (c) Did they drop the weapons and attempt to escape?
  - (d) Did they shoot at the capturing unit at any time during the operation?
  - (e) Are they a member of an opposing identified (uniformed) force?
- 7 (2) Characteristics observed after capture (see Figure II-2):
- (a) What were they doing upon capture?
  - (b) Is there a physical difference/appearance between the individuals  
8 captured (i.e., are some wearing shoes and some not)?  
9



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- 1 (c) What is the condition of their equipment/belongings?
- 2 (d) Do some have teeth in better condition than others?
- 3 (e) Are some clothed differently?
- 4 (f) Is there a language difference between those in the group (reflection of
- 5 education, dialectic differences within the group)?
- 6 (g) Were multiple identity documents found on the individual?
- 7 (h) Were large sums of cash found on persons, homes, or vehicles?
- 8 (i) How do other members of the group react towards certain individuals
- 9 (respectful, fearful, etc.)?
- 10 (j) Has the individual been in the village/town for very long?



**Figure II-2. Observed Detainee Characteristics**

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11 Note: See the differences in headgear and body language between the circled  
12 individual and the rest of the group in Figure II-2. Minor differences in  
13 dress or mannerisms can indicate individuals that deserve closer  
14 attention.

---

15 (3) The capturing unit must consider the potential intelligence value of  
16 individuals detained. Categories of intelligence value include:

(a) High-level detainees (HLDs) or high-value targets (HVTs) whose broad or specific knowledge makes it necessary to question them without delay by specifically qualified interrogators or debriefers. These detainees will require multiple interrogations and/or debriefings. In the event the detaining unit has no qualified interrogation personnel, transfer the HVT immediately to a holding facility. If that is not possible, request that a mobile interrogation team (MIT) composed of specifically qualified interrogators and/or debriefers, accompanied by a security element, be dispatched to the location of the HVT or the forward collection point (FCP).

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1 (b) Detainees who appear to have enough enemy information on any subject  
2 of intelligence value, including information of immediate tactical value, to warrant a  
3 second interrogation or debriefing at a holding facility.

4 (c) Detainees who only have information of immediate tactical value and do  
5 not appear to warrant further questioning at a holding facility.

6 (d) Other detainees who appear to have no information of intelligence value.

---

7 Note: The fact or determination that a detainee does not appear to have  
8 information of intelligence value is a factor in their detention, but may  
9 not be the sole factor in determining their transfer or release at the IPOC.

---

10 c. Other considerations at the IPOC:

11 (1) Whenever possible, make trained HUMINT part of operations at the IPOC.  
12 Their primary mission is to gain immediate and future tactical combat information.  
13 They can assist in screening and categorizing detainees that are detained during  
14 operations. These battlefield interrogations can produce actionable intelligence  
15 products for future use by friendly forces. The HUMINT teams also make  
16 recommendations to the senior ground commander regarding continued detention or a  
17 release-on-site decision when the tactical situation permits.

18 (2) If possible, commanders should ensure that linguists are available to support  
19 the operation.

20 (3) The ongoing war on terrorism will also require US personnel to screen and  
21 categorize detainees for priority transport using the above guidelines. Detain all  
22 personnel until an initial determination is made as to who to transport and who to  
23 release from the IPOC.

(4) The capturing unit is responsible for safeguarding and accounting for the  
detainee at each stage of removal from the point of capture. The processing procedure  
begins upon capture and continues until the detainee reaches a collection point or a  
holding facility. The process of identifying and tagging detainees aids  
US/Allied/Coalition forces to control and account for them as they are moved from the  
point of capture.

---

24 Note: Restrain all detainees for security purposes (see Appendix D for field  
25 expedient restraints).

---

(5) Units should have a supply of restraints, capture tags, and some form of  
material/equipment to contain and maintain accountability of items found on the  
detainee(s) during transport to the initial detention facility.

(6) Units should also consider that embedded media, combat camera, public  
affairs, CA, and PSYOP personnel may accompany them on a mission. Commanders  
and leaders must ensure that regulations/policies on photography of detainees and  
public release of information are strictly enforced. Enforce guidance prohibiting  
personal photographs of detainees all levels. The chain of command may authorize the  
transfer of official detainee photographs to other DOD personnel with an official need  
for the information. Do not transmit official photos without the approval of the JFC.  
(OSD remains the release authority for all detainee photographs).

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1 d. Capturing unit actions

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Note: Implement the STRESS principles (see Table II-1) in all detainee operations. Following these principles will make for a smooth and successful transition of detainees from IPOC to a FCP or initial detention facility (IDF).

---

2 **Table II-1. STRESS Principles**

<b><i>Procedure</i></b>	<b><i>Description</i></b>
Search	<p>Search detainees for weapons and ammunition, items of intelligence value, and other inappropriate items. The search should include all clothing on the individual, to include shoes. To ensure the safety and security of the capturing force, do not exempt anything from search.</p> <hr/> <p>Note: Conduct same-gender searches when possible. If mixed-gender searches are necessary for speed or security, conduct them in a respectful manner and avoid any action that could be interpreted as sexual molestation or assault. To prevent allegations of sexual misconduct, the on-site supervisor must carefully control soldiers who perform mixed-gender searches.</p> <hr/> <p>Search is intended not just for force protection but also as a means for securing and preserving any evidence deemed of possible intelligence value prior to removal of the detainee. Whenever possible, restrain detainees prior to conducting a search.</p>
Tag	<p>Tag detainees with a DD Form 2745 (Capture Tag) or a field-expedient capture tag that includes the following information:</p> <ul style="list-style-type: none"> <li>Date and time of capture.</li> <li>Location of capture (grid coordinates).</li> <li>Capturing unit.</li> <li>Special circumstances of capture (how the person was captured, if the detainee resisted, if the detainee surrendered, and so forth).</li> <li>Did the person have weapons on them at the time of capture?</li> <li>List all documents and other items on their person at the time of capture</li> </ul> <hr/> <p>Note: The capturing unit must complete a capture tag in order to facilitate further processing and disposition.</p> <hr/>
Report	<p>Report number of personnel detained and their categories Initiate coordination for transportation of detainees to a more fixed-site facility</p>
Evacuate	<p>Evacuate to an initial detention facility (May be found at the Corps or Theater level). Deliver all documents/pocket litter captured with the detainee(s) to the IDF to assist interrogators.</p>
Segregate	<p>Segregate detainees based on perceived status of authority or position. During initial screening, identify leaders and segregate them from the remainder of the population.</p>
Safeguard	<p>Safeguard detainees according to the Geneva Conventions and the US policy. Provide medical care as needed.</p>

3 (1) Search

4 (a) Prior to conducting a search, place detainees in restraints, whenever  
5 possible. Search and inspect each detainee and his possessions, to include all clothing,  
6 shoes, headgear. Conduct same-gender searches when possible. If mixed-gender  
7 searches are necessary for speed or security, conduct them in a respectful manner and

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1 avoid any action that could be interpreted as sexual misconduct. To prevent allegations  
2 of sexual misconduct, the on-site commander/leader must provide appropriate  
3 supervision, with more mature and experienced personnel conducting mixed-gender  
4 searches. Some items are impounded and eventually returned, while other items are  
5 confiscated and never returned, even if the detainee is released. Make the  
6 determination to return specific items at the IDF. Searches are conducted for the safety  
7 and security of US/Allied/Coalition forces and for the collection of evidence for future  
8 use in prosecutorial courts or in support of subsequent intelligence operations.

9 (b) Return personal protective equipment to the captured person once all  
10 items have been searched and deemed safe to US/allied and coalition forces. These  
11 items include:

- 12 • Helmet.
- 13 • Protective clothing and equipment: nuclear, biological, and chemical  
14 (NBC) suits, helmets, and protective masks.

15 (c) Confiscated items. All items, minus the above protective equipment, are  
16 confiscated and accompany the capturing unit and detainee to the IDF, where  
17 appropriate officials will determine their final disposition.

18 (d) The capturing unit coordinates with accompanying  
19 interrogation/intelligence teams (if available) to determine which confiscated items have  
20 intelligence value. Interrogation/intelligence teams may take personal items (diaries,  
21 letters from home, and family pictures) for review.

---

22 Note: For an in-depth discussion on impounded and confiscated property, see  
23 multi-Service, Army Regulation (AR) 190-8 and Defense Finance &  
24 Accounting Service Indianapolis (DFAS-IN) 37-1.

---

25 (e) Property accountability. When seizing property from a detainee, bundle  
26 it or place it in a properly identified bag to keep it intact and separate from other  
27 detainees' possessions. Prepare for the turnover of those items to the holding facilities.  
28 Such carrying items could include:

- 29 • Zip-lock bags.
- 30 • Sandbags/trash bags.
- 31 • Duct tape.
- 32 • 550 (parachute) cord.
- 33 • Socks.

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**Figure II-3. Pocket Litter**

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1 Note: Pocket Litter is defined as items on the detainees, such as receipts,  
2 identification (ID) cards, notes, cigarettes, watches, and electronics that  
3 may have intelligence value or could be used as evidence for future  
4 prosecution or identification.

---

5 (2) Tag

6 (a) Tag each detainee with a Capture Tag (DD Form 2745), if available. At a  
7 minimum the following information is required:

- 8 • Date and time of capture.
- 9 • Capturing unit.
- 10 • Place of capture.
- 11 • Circumstances of the capture.
- 12 • Did the individual have a weapon on them during capture?
- 13 • The remaining information on the tag is included as it becomes available.

---

Note: Since the capture tag is made of waterproof paper, many writing  
implements do not work well. Wax pencils and indelible (permanent)  
markers work best on this type of paper.

---

14 (b) The capture tag is a perforated, three-part form that is individually  
15 serial-numbered. It is constructed of durable, waterproof, tear-resistant material with  
16 reinforced eyeholes on Parts A and C. Part A is attached to the detainee with wire,  
17 string, or any field expedient material. Part B is maintained by the capturing unit for  
18 their records, and Part C is attached to confiscated property so that the owner can  
19 identify it later.

---

Note: Units in Operation Iraqi Freedom used a locally produced form in lieu of  
the DD Form 2745. An example is provided in Appendix F.

---

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(c) Place the capture tag on each detainee as soon as practical after capture and prior to the arrival at the holding facility. If no capture tag is present on the detainee upon arrival at the IDF, IDF personnel may direct the capturing/transporting unit to complete a capture tag with as much detail as possible before the IDF will accept the detainee.

1 (d) Instruct the detainee not to remove or alter the tag.

2 (e) Annotate the tag serial number and the detainee's name on a locally  
3 developed manifest.

4 

---

Note: See Soldier Training Publication (STP) 21-24-SMCT for more information  
5 on DD Form 2745.

---

6 (3) Report. Report the number of detainees at each point of capture through  
7 appropriate command channels. This aids in determining transportation and security  
8 requirements.

Historical Example - Operation Just Cause

The short-lived conflict in Panama led to unique EPW operations. The Law of Armed Conflict was evenly and fairly applied to civilians and combatants alike; telling one from another was the problem. There were two major flaws in the EPW status determination process: poor or no capture card information accompanying detainees, and initial personnel processing bound up in regulatory requirements.

9 (4) Evacuate

10 (a) Evacuate detainees from the point of capture through appropriate  
11 channels as quickly as possible. When moving detainees, give them clear, brief  
12 instructions in their own language when possible. Military necessity may require a  
13 delay in movement. When this occurs, ensure that there is an adequate supply of food,  
14 potable water, appropriate clothing, shelter, and available medical attention.

15 (b) When time and mission priorities allow, the capturing unit ensures the  
16 proper paperwork is complete before detainees are evacuated (DA Form 4137,  
17 Evidence/Property Custody document; DD Form 515, Roster of Prisoners; and DD Form  
18 2708, Receipt for Inmate or detained person are found in Appendix F). If necessary, a  
19 DD Form 2708 (annotated with the number of prisoners) and a manifest will suffice.  
20 The capturing unit will document, as much as possible, the above information by any  
21 means possible, using any format.

22 

---

Note: At a minimum, the capturing unit should describe the Who, What, When,  
23 Where, and Why (5 W's) of capture for subsequent release to IDF  
24 personnel.

---

25 (c) Do not expose detainees to unnecessary danger, and protect them while  
26 they are awaiting evacuation. For seriously wounded or sick detainees, the commander  
27 will consider the recommendation of medical personnel as whether to move or maintain  
28 the detainee in place.

29 (5) Segregate. Segregation is critical to an effective interrogation process.

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1 (a) The commander/leader is responsible for the custody of detainees. He  
2 determines segregation procedures and levels to ensure both the safety of  
3 US/Allied/Coalition personnel and the detainees' security, health, and welfare, as well  
4 as to prevent detainees from communicating amongst themselves.

5 (b) Treat all detainees humanely (See multi-Service regulation AR 190-8 for  
6 additional information).

7 (c) Members of the capturing unit should not speak to detainees except to  
8 give orders or directions. Do not let detainees talk to or signal each other. If a gag is  
9 used, ensure that it does not harm the detainee. Maintaining silence prevents  
10 detainees from plotting ways to plan escapes or counter security and interrogations

11 (6) Safeguard measures include:

12 (a) Providing first aid and medical treatment, as available, for wounded and  
13 sick detainees. Evacuate them under medical supervision, when possible.

14 (b) Providing food and water. These supplies must be commensurate to food  
15 and water provided to US/Allied/Coalition forces, when possible (see AR 27-10, Military  
16 Justice, and Standardization Agreement (NATO) STANAG 2044).

17 (c) Providing firm, but humane treatment.

18 (d) Allowing detainees to use protective equipment in case of hostile fire or  
19 NBC threat.

20 (e) Protecting detainees from abuse by others. If other detainees observe a  
21 detainee doing something perceived as assisting our forces, that detainee's life may be  
22 in danger.

23 (f) Reporting acts and allegations of inhumane treatment through  
24 appropriate command channels (see AR 190-40, Serious Incident Report). Notify the  
25 supporting judge advocate.

26 (g) If detainee is identified as a suicide risk, take measures to preclude the  
27 possibility of a suicide attempt.

28 (h) Do not locate detainees near obvious military targets (ammunition sites,  
29 fuel facilities, or communications equipment).

30 e. Evacuating detainees

31 (1) Movement. A significant planning consideration is the identification of assets  
32 and units responsible for the movement of detainees from the IPOC to an IDF and  
33 beyond. Address this early in the planning stages to ensure availability of  
34 transportation assets and to minimize impact on US/Allied/Coalition operations.  
35 Failure to so plan in advance could lead to significant adverse impacts on combat forces  
36 in the field.

37 (2) General guidance applying to both sick and wounded detainees and able-  
38 bodied detainees:

39 (a) Dependent on the tactical situation, units may evacuate the detainees to  
40 an FCP or to an IDF (various terms are used to describe this type of facility including:  
41 short-term holding facility, IDF, and theater holding facility).

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1 (b) The FCP, if in operation, will allow for more detailed intelligence  
2 screening. This will filter out some captured individuals from being transferred to the  
3 IDF. Operating an FCP and conducting a more detailed screening process will allow for  
4 a more consolidated and finely-tuned intelligence collection effort at the actual IDF or  
5 other detention facility.

(c) If an FCP is not in operation, detainees are moved from the IPOC directly to an IDF. Current doctrine stipulates that supporting units move forward to a collection point to pick up and transport detainees from a capturing unit. However, depending on the tactical situation, this may not be feasible.

6 (d) At either the IPOC or the FCP, units must make the decision either to  
7 retain the detainees for subsequent movement to an IDF, or to prepare for their  
8 immediate release. The senior ground commander must make this decision based on  
9 knowledge of the mission, any input from interrogation, and/or any other circumstances  
10 that warrant detention. If no HUMINT teams are available, the commander must  
11 make the best decision based on the facts known at the time and guidance from higher  
12 headquarters. Geographic considerations also apply with respect to the distances from  
13 the IPOC to either the FCP or the IDF.

14 (3) Sick and wounded detainees. Seriously wounded or ill detainees are  
15 stabilized and evacuated through existing channels to a medical facility as quickly as  
16 possible. If the detainee requires evacuation, units should-

17 (a) Report the detainee's medical condition through command channels to  
18 the next higher echelon.

19 (b) Request disposition instructions from the higher command authority.

20 (c) The command authority coordinates transportation and identifies the  
21 treatment facility where wounded and sick detainees are taken.

22 (d) The capturing unit must provide appropriate medical support to  
23 detainees. However, if a detainee is a security risk, despite injuries, take appropriate  
24 measures to maintain control. Properly secure all detainees at all times.

25 (4) Able-bodied detainees. The unit designated to transport detainees should  
26 provide guards during movement to prevent escape, liberation by the enemy, or injury.  
27 A general planning consideration when determining the number of guards necessary is a  
28 ratio of 1 guard for every 5 to 10 detainees

---

Note: During extended transport in/or out of theater, a higher ratio may be necessary.

---

29 (a) The following are some specific considerations to consider before  
30 determining the number of guards needed:

- The mission, enemy, terrain and weather, troops and support available, time available, and civilian considerations.
- The number of detainees being moved.
- The condition and morale of the detainees.
- The type of transportation and arrival schedule.

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- The type of terrain along the evacuation route. Routes where dense vegetation is close to the road often require more guards than open, clear terrain.
- The threat level along the route. As the threat level increases, so does the need to increase security. Consider the potential for suspected sympathizers and hostile, local nationals present along the route.
- The location of US/Allied/Coalition units along the route.
- The location and number of rest stops. This is based on the transportation, the distance, and the terrain.

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## Chapter III INITIAL DETENTION AND SCREENING

### 1. Definition and Overview

a. The initial detention and screening takes place at an in-theater detention site, at which detainees with an undetermined status are secured for screening while their status is pending, or where a detainee is interrogated and exploited for actionable intelligence (normally the IDF). Normally, the appropriate authority will make the status determination at this time. This facility should exist as a permanent or semi-permanent facility at either a corps or equivalent, JTF or theater level within the general area of combat operations. Circumstances will vary with each situation. Each operation will dictate the type or level of detention and screening available. It is possible to bypass an IDF and be transferred detainees directly to a long-term detention facility, however, units must enter detainee information into the Detainee Reporting System (DRS).

b. An operation's mission, intelligence requirements, and logistics conditions affect detention length. In general, detention at this level should last only until it is administratively/logistically feasible to process, determine status, and transfer detainees as appropriate. Intelligence requirements will heavily influence the length of detention. Transfer or release of detainees from this facility is the responsibility of the combatant commander, based upon guidance from the SecDef.

c. This chapter is written to enable units with no corrections/military police training to effectively operate an IDF, as has happened during Operation ENDURING FREEDOM.

### 2. Positions, Roles and Responsibility

a. Combatant Commander. Has overall responsibility and receives guidance from SecDef. Also responsible for the following:

(1) All facets of the operation of detention facilities, and all facility-related administrative matters.

(2) Ensuring detention operations are conducted in a humane manner.

(3) Ensuring all those who have contact with detainees are briefed on the requirements of the intelligence-gathering process.

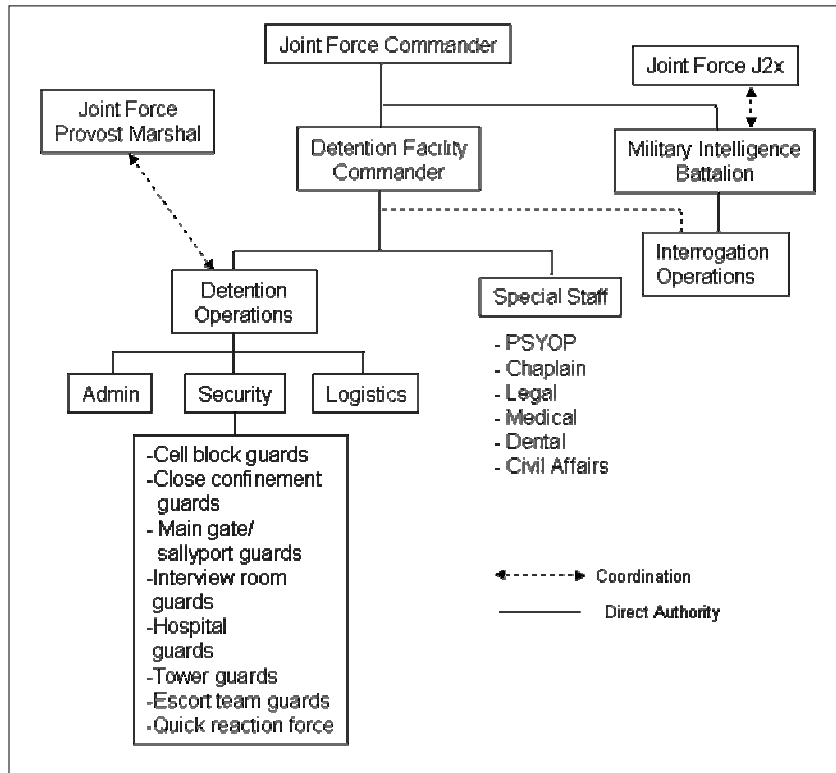
b. Joint task force commander. The JTF commander organizes for and conducts detention operations as directed by the combatant commander.

c. Chief of detention operation (Staff officer responsible for detention operations). Responsibilities include drafting, editing, and staffing local detainee policies, fragmentary orders (FRAGOs), and directives; tracking and reporting operational data; directing the issuance of ISNs; and establishing, maintaining, and participating in the detainee review process.

d. Detention facility commander (The commander tasked with operating a detention facility). Responsible for the safety and well-being of all personnel housed within the facility. Since the unit may handle personnel of different status' (EPW, CI,

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1 UB, refugee, and US military detainee), the commander and assigned/attached  
2 personnel must fully understand the requirements for each status.



**Figure III-1. Example Initial Detention Facility Command and Control Structure**

3 (1) The detention facility commander is responsible for the proper distribution of  
4 interpreters to the IDF and the interrogation elements to support both the detention  
5 and interrogation missions.

6 (2) The detention facility commander may be either the joint provost marshal or a  
7 commander with no military police/security force background.

8 (3) The detention facility commander should meet, on a weekly basis, with the  
9 special staff, detention operations element commander, and the joint interrogation  
10 element commander to discuss problems within the facility, including: incentive  
11 programs for the detainees (caffeine products/tobacco products); security concerns for  
12 the detainees; the guard force and the interrogation teams; transfer/release of detainees  
13 for the subsequent week; logistical concerns (food, clothing, and water). The personnel  
14 required to run this type of facility will vary and is dependent on mission requirements  
15 and the current operational situation.

16 (4) The detention facility commander will ensure that all allegations of  
17 maltreatment of detainees are immediately reported to the supporting judge advocate.

18 (5) Detention facility commanders will ensure that all personnel are properly  
19 trained on the rules for use of force. Additionally, they will establish procedures to  
20 document all applications of force during operations. Ensure, if appropriate, that higher  
21 authorities are informed as necessary. One example of a use of force form can be found

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1 in Appendix F. Another form that can be used to report the use of force is the DD Form  
2 2824.

3 e. Detention operations element commander (normally a military police/security  
4 police/corrections officer). Responsible to the facility commander for the execution of all  
5 detention functions at the facility. Responsibilities include:

6 (1) Perimeter/internal security, including: personnel and material aspects  
7 (fencing, barricades, gates, lighting), response force operations and planning. As a rule,  
8 and for planning purposes under optimal conditions, use a ratio of one guard for each  
9 detainee (if no augmentation forces are available) to determine the size of the security  
10 force. Ideally, use Military Police/Security Police personnel specifically trained in  
11 corrections operations as guards.

12 (2) Maintenance/logistical functions, including: lighting requirements, food,  
13 water, and clothing for detainees, hygiene facilities, bedding, tentage and protective  
14 material (for detainees and guard force).

15 (3) Administrative responsibilities.

16 (a) Reception and Processing.

- Receipt of detainee.
- Initiation of detainee record.

Historical Example:

SecDef policy for OEF directed that the relevant military police element assign an  
ISN within 5 days or as soon as operationally practical.

- 18 • Issuance of an ISN upon inprocessing.
- 19 • Receipt, maintain, and store detainee property, including chain of  
20 custody records.
- 21 (b) Accountability/reporting.
  - 22 • Maintain detainee roster.
  - 23 • Submit strength reports.
  - 24 • Prepare transfer/release orders and manifests.
  - 25 • Act as direct liaison to the TDRC, or NDRC if no TDRC is in theater.

26 (4) Ensure detention personnel work closely with the interrogation element to  
27 synchronize operations in order to enhance intelligence collection efforts

28 f. Joint interrogation element commander (a military intelligence officer with  
29 experience in interrogation operations). Responsible to the JTF commander for all  
30 matters relating to interrogation, intelligence collection and reporting, and interaction  
31 with other agencies involved in the intelligence and/or evidence-gathering process.

32 (1) Intelligence analysts and interrogators assigned/attached to the interrogation  
33 element should receive as much information as possible on all incoming detainees prior  
34 to their arrival at the facility. This information should include basic biographical  
35 information, name, DOB, nationality, capture information and any intelligence

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1 assessments that are available. Pictures are also helpful prior to arrival. It is  
2 particularly important to provide interrogators with information on individual  
3 detainees' possessions at the time of capture, as this may provide leads to assist  
4 interrogators. There should be a clear chain of custody on the detainees' belongings  
5 from IPOC to the detainees' arrival at the IDF. Interrogators must work closely with  
6 detention operations personnel to coordinate and synchronize operations.

7 g. Medical Officer/JTF Surgeon.

8 (1) Provide a full array of medical services to the detainee population. Such  
9 support includes: monitoring of the general health of the detainees, routine and  
10 emergency medical treatment, dental treatment, and mental health services.

11 (2) Advise the commander on medical and health-related issues.

12 (3) The medical treatment facility provides isolation of communicable diseases,  
13 disinfection, and inoculations. When necessary and authorized, transfer detainees to  
14 military or civilian medical facilities where the required treatment is available.

15 (4) Coordinate for the visit of medical specialists as needed.

16 (5) Medical requirements of the facility include:

17 (a) A medical officer, a physician's assistant (PA), or a nurse practitioner if  
18 available to —

- 19 • Record detainees' height and weight on appropriate form.  
20 • Monitor general health, nutrition, and cleanliness.  
21 • Examine detainee for contagious diseases, especially tuberculosis (TB),  
22 venereal disease, lice, louse-borne disease, and human immunodeficiency virus (HIV).

23 (b) Detainees should have 24-hour access to latrines that are clean and  
24 conform to the rules of hygiene; provide separate latrines for male and female  
25 detainees. Provide detainees with facilities, soap, and water for their personal needs  
26 and laundry. Consider the following sanitation measures to prevent disease and ensure  
27 cleanliness of the facility:

- 28 • Distributing information to detainees (in their language) on the  
29 importance of proper hygiene, sanitation, and food sanitation.  
30 • Teaching food sanitation procedures and ensuring that they are observed  
31 and practiced.  
32 • Disposing of human waste properly to protect the health of everyone  
33 associated with the facility according to the guidelines established by preventive  
34 medicine (PVNTMED)

35 (6) Providing—

36 (a) Adequate space to prevent overcrowding.

37 (b) Sufficient showers and latrines and ensuring that they are cleaned and  
38 sanitized daily.

39 (c) Enough potable water for drinking, bathing, laundry, and conducting  
40 food service operations.

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1           (d) Personal hygiene materials.

2           h. PSYOP company/detachment commander. The commander of the supporting  
3 PSYOP element serves as the PSYOP staff planner for the facility commander,  
4 copordinates PSYOP support to both the detention operations element and the joint  
5 interrogation element, and maintains communication with the Joint PSYOP Task Force  
6 in order to coordinate with and report PSYOP-relevant information gathered from the  
7 detainees.

8           i. Judge Advocate. Provides legal support to the commander.

9           (1) The Judge Advocate advises the commander on all matters regarding Law of  
10 War, Geneva Conventions and standing policies.

11           (2) Any time there are allegations of maltreatment, or mistreatment is  
12 suspected, notify the judge advocate.

13           j. ICRC liaison. Serves as a representative for the Commander in all matters  
14 dealing with the ICRC and International Community; normally a collateral duty of the  
15 judge advocate, if one is assigned.

16           k. Guard commander. Responsible to the detention operations element  
17 commander. The guard commander:

18           (1) Supervises custodial personnel.

19           (2) Is responsible for detainee activities.

20           (3) Monitors custody, control, and security measures.

21           (4) Ensures compliance with the facility schedule.

22           (5) Initiates emergency control measures.

23           (6) Maintains the facility blotter.

24           (7) Deals with situations involving detainee admission in the absence of the  
25 Facility Commander.

26           l. Guards. Missions are assigned based on situation and current threat.

27           (1) The guards are responsible for:

28           (a) Detainee security.

29           (b) Accountability.

30           (c) Intelligence. An excellent source of intelligence gathering is the guard  
31 force. Intelligence information is obtained through observation by guards who are in  
32 daily contact with detainees. Report this information to the interrogation element. It is  
33 important that the guard force work closely with the interrogation element to coordinate  
34 activity, share information, and enhance the intelligence collection process.

35           (d) Orders. There are two types of orders for the guard force - general and  
36 special. General orders apply to all guards and special orders apply to particular posts  
37 and duties.

38           (e) Escape prevention.

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1           (2) The guard force normally includes:

- 2           (a) Cellblock guards.
- 3           (b) Close-confinement guards.
- 4           (c) Main gate and sally port guards.
- 5           (d) Interview room guards.
- 6           (e) Hospital guards.
- 7           (f) Tower guards.
- 8           (g) Perimeter guards.
- 9           (h) Escort teams.

10           m. Military working dogs (MWDs). Patrol dog teams are used during detainee  
11 operations for facility security and to use as a deterrent to escape or escape attempt. In  
12 the event of escape, the patrol dog is used as an apprehension tool that can assist in the  
13 search and recovery of escapees. In addition to perimeter and other security duties,  
14 conduct searches of the IDF camp using MWDs to ensure that no illegal drugs or  
15 explosives have entered the IDF camp. Consider using MWDs to search all inbound  
16 supplies or equipment. MWDs can attack and hold individual enemy and terrorist  
17 forces. Handlers can send MWDs into buildings, confined spaces, or caves to find,  
18 attack, and hold individuals until the handler and friendly forces can arrive to place the  
19 individual into custody. Although disadvantages do exist (injury or death of the dog),  
20 the dog is better suited to immediately find and subdue a subject in an area where the  
21 interior structure is unknown to friendly forces.

22           n. Quick reaction force (QRF). Responsible for responding to security incidents.  
23 within the facility. The QRF must remain at a constant state of readiness to react to  
24 any situation at a moment's notice.

25           o. Chaplain. Responsible to the commander for providing religious support for the  
26 guard force, advising the commander on detainee religious issues, and coordinating for  
27 the religious needs of the friendly force and the detainees. Support to detainees should  
28 reflect a respect for their cultural beliefs. While the chaplain is the commander's  
29 principal advisor on religious issues, other sources for information on cultural  
30 sensitivities include: the US Citizenship and Immigration Service, international  
31 support groups, PSYOP, CA, and host nation authorities. (See Appendix J, "Religious  
32 Support," for detailed information regarding religious support issues and the role of the  
33 chaplain.)

34           p. Counterintelligence. Allow DOD counterintelligence representatives/special  
35 agents access to all those who have responsibilities within the facility to prebrief and/or  
36 debrief when necessary. Counterintelligence personnel will also coordinate with and/or  
37 work with the military police/security force/corrections personnel and interrogators.

### 38 **3. Facility Organization and Structure**

39           Structure detention facilities to take into account the general safety, hygiene,  
40 health, and welfare of the detainees given the current tactical situation. In facilities  
41 accommodating both sexes; quarter detainees of the opposite sex separately. When

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1 possible, consult the preventive medicine authority in theater for provisions of  
2 minimum living space and sanitary facilities.

3 a. Logistics considerations. Commander must ensure all logistics elements to  
4 accomplish the mission are provided. Items to consider include the following:

5 (1) Consumables: uniforms, flex-cuffs, hoods, food (considerations made for  
6 religious and cultural backgrounds), health, hygiene, etc.

7 (2) Transportation.

8 (3) Support equipment: medical, electrical, and communications.

9 (4) Engineer/Construction capabilities.

10 (5) Electricity (generators) and lighting.

11 (6) Communications capabilities; internal and external, public address system,  
12 classified and unclassified information systems, radio communication systems, and  
13 telephone (digital nonsecure voice terminal (DNVT) and/or mobile subscriber radio  
14 terminal (MSRT) as provided by the signal unit).

15 b. IDF planning. Figures III-2a through III-2c provide examples of detention  
16 facilities. When conducting detention operations, facility design will depend on  
17 operational requirements. As a rule, design the facility, then develop procedures based  
18 on the design, and formalize in writing the proper procedures regarding:

19 (1) Entering a holding area.

20 (2) Exiting a holding area.

21 (3) Restraint techniques.

22 (4) Extraction techniques/considerations.

23 (5) Security inspections.

24 (6) Use of force/rules of engagement (in consultation with the judge advocate);

25 Record all incidents of use of force with detainees. Appendix F provides one example of  
26 a use of force report form. The DD Form 2824 may also be used to document the use of  
27 force.

28 (7) Medical procedures.

29 (8) Key and lock control.

30 (9) Food service operations.

31 (10) Shower/hygiene operations.

32 (11) Recreation.

33 (12) Internal movement.

34 (13) Emergency plans. Housed personnel actions that support the emergency  
35 action plans of the IDF, such as—

36 (a) Fire drills.

37 (b) Air raid drills.

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- 1 (c) Emergency evacuations.
- 2 (d) Natural disaster drills.
- 3 (e) Blackouts.
- 4 (f) Escapes.
- 5 (14) Count procedures.
- 6 (15) Security and control.
- 7 (16) Contraband.
- 8 (17) Disciplinary policy.
- 9 (18) Administration procedures.
- 10 (19) Isolation/holding areas.
- 11 (20) Posting the standing orders that provide for the uniform, orderly  
12 administration of an IDF. Publish and post orders for the detainees to obey in their  
13 language and where they can read the orders and refer to them. Standing orders  
14 include rules, procedures, and instructions. (Refer to FM 3-19.40 for an example of  
15 standing orders.)
- 16 (21) Hunger strikes.
- 17 (22) Suicide prevention.
- 18 (23) Terminal illness and death (provide for religious/cultural preparations as  
19 well as proper notification to established recognized national authority (ERNA) and  
20 ICRC upon demise).
- 21 (24) Mail operations and other correspondence methods, including censorship.
- 22 (25) Detainee grievance procedures.
- 23 (26) ICRC relations.
- 24 (27) Tool control.
- 25 c. Interrogation facility planning. Colocated the interrogation facility with the IDF,  
26 if possible. Relocate detainees identified as candidates for interrogation to this facility.  
27 If at all possible, isolate these detainees from one another so that they cannot  
28 communicate by voice or signal, and cannot observe movements of guards and other  
29 detainees in the area. Ideally, the interrogation facility should contain rooms for  
30 individual interrogations that are optimized to support the interrogation process.  
31 Listed below are key requirements and considerations to incorporate into the design of  
32 the facility when possible (however, it is recognized that most or all of these  
33 considerations may be difficult to address when operating in austere field conditions):
- 34 (1) Acoustic isolation. Use simple carpeting, acoustic ceiling and wall material,  
35 and appropriate insulation in construction in order to prevent transmission of sound  
36 into the Interrogation rooms. This ensures the subject is not distracted by activity  
37 outside the room, and that the interrogator has the detainee's undivided attention.
- 38 (2) Furnishings. It is important that the interrogator have the capability to  
39 arrange the room as required to support the interrogation process. Give consideration

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1 to furnishing each interrogation room with one chair for the subject of the interrogation,  
2 one simple table, one chair for the interrogator, and an additional chair for an  
3 interpreter, if one is used. Place an eyebolt in the floor on the subject's side of the table  
4 for use in restraining the subject of the interrogation, if desired.

5 (3) Facilities should have heating and air conditioning available, and be wired for  
6 both video and audio monitoring of the interrogation.

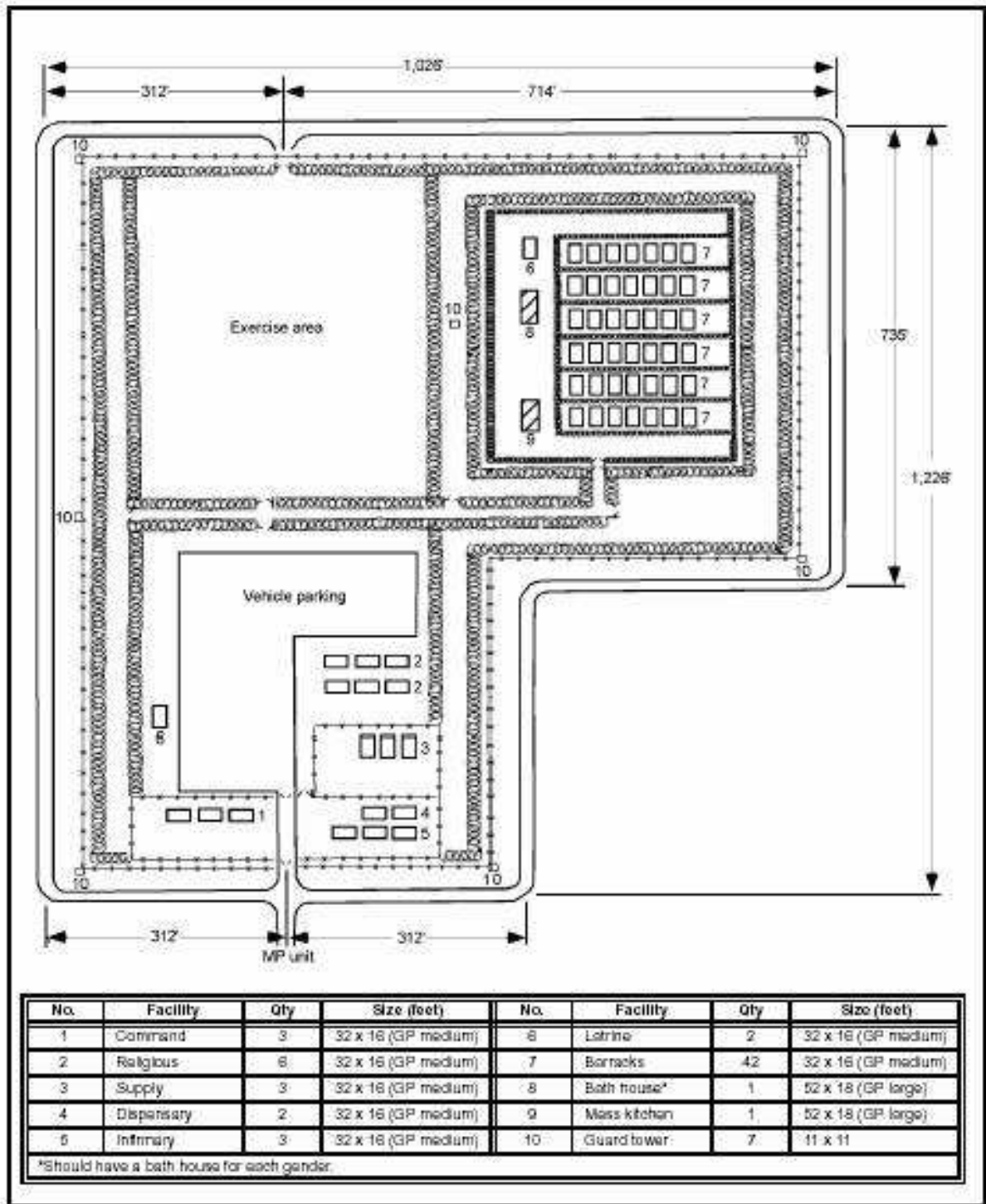
7 (4) Equip each interrogation room with the means to summon security or medical  
8 personnel as required.

9 (5) Each interrogation room should have an observation window with one-way  
10 mirror, enabling an observer in an adjoining observation room to observe listen and  
11 record events.

12 (6) The observation room should provide for visual observation of the  
13 interrogation via an observation window, and audio and video monitoring and recording  
14 of events, and should include a computer workstation with classified internet access, if  
15 possible.

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**Figure III-2a. Example Detention Facility**

1 Note: Detention facilities may have an interrogation facility collocated either  
2 inside the perimeter or immediately adjacent to it.

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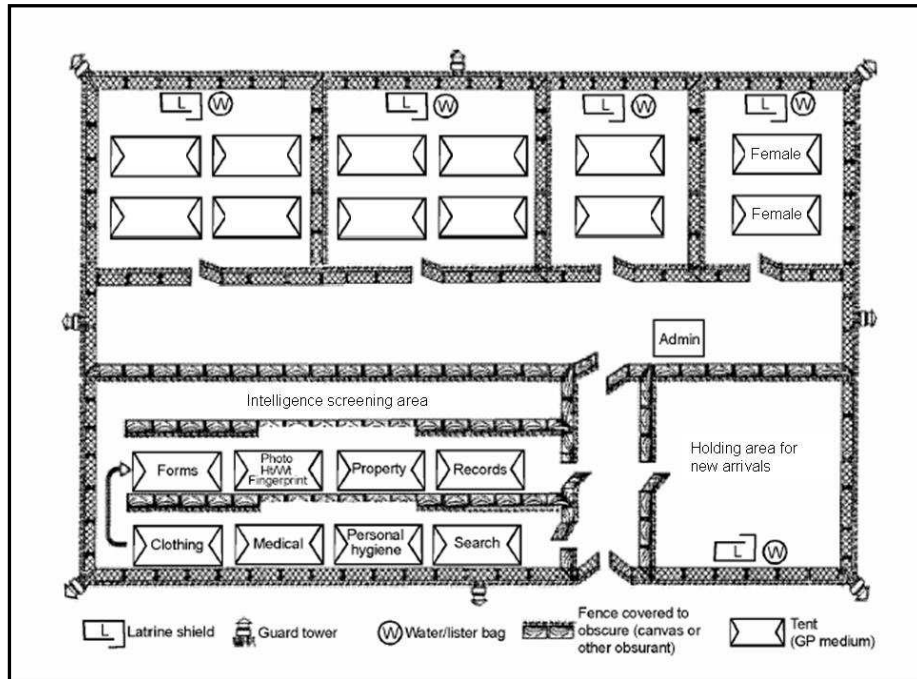
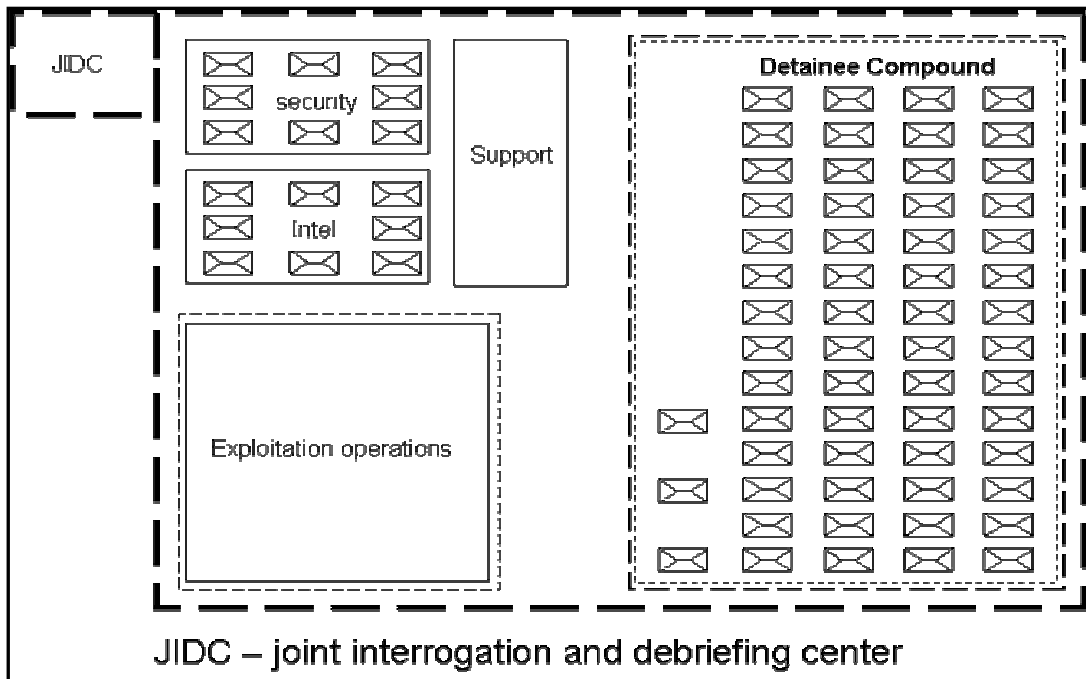


Figure III-2b. Example Detention Facility with Female Locations Identified

1  
2

Note: Detention facilities may have an interrogation facility collocated either inside the perimeter or immediately adjacent to it.



JIDC – joint interrogation and debriefing center  
Figure III-2c. Example Detention Facility with Support Structure

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1 **4. Procedures**

2 Consider the following procedures when operating an IDF.

3 a. Guard force.

4 (1) Cell block guards.

5 (a) Maintain custody, control, and discipline of detainees under their  
6 supervision.

7 (b) Supervise all activities according to the schedule of calls.

8 (c) Supervise the response to emergency action plans.

9 (d) Conduct periodic inspections, searches, head counts, roll calls, and bed  
10 checks.

11 (2) Close-confinement guards.

12 (a) Maintain custody and control of detainees who are segregated from the  
13 general population due to inprocessing or administrative or disciplinary reasons.

14 (b) Accomplish activities within the schedule of calls, as applicable to the  
15 close-confinement area.

16 (c) Conduct random checks; gaps between checks should not exceed  
17 30-minute intervals (or 15-minute intervals for special-status detainees) when a  
18 DD Form 509 (inspection record of prisoners in segregation) is required to  
19 inspect/monitor a detainee.

20 (d) Ensure that all required signatures on DD Form 509 are obtained on a  
21 daily basis.

22 (3) Main gate and sally port guards.

23 (a) Maintain custody and control of detainees.

24 (b) Ensure that only authorized persons enter the facility.

25 (c) Inspect vehicles entering and exiting the facility.

26 (d) Inspect packages.

27 (e) Conduct inventories of items entering and exiting the facility.

28 (f) Require noncustodial personnel to register on sign-in logs.

29 (4) Interview room guards.

30 (a) Maintain custody and control of detainees during interviews or visits by  
31 authorized persons. Be responsive to interrogators during the interrogation process.

32 (b) Detect violations of rules and regulations, improper behavior, and  
33 contraband.

34 (c) Position themselves in inconspicuous places and observe conversations  
35 rather than listening to them.

36 (d) Identify and report infractions, which may be grounds for terminating  
37 visits.

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1           (5) Hospital guards.

2           (a) Maintain custody and control of detainees while escorting them to and  
3 from medical appointments and during hospitalization.

4           (b) Ensure that rooms are clear of contraband.

5           (c) Prevent unauthorized communications.

6           (6) Tower guards.

7           (a) Maintain custody and control by observing specific sectors of the  
8 perimeter.

9           (b) Are briefed on the use of force and are familiar with assigned weapon.

10          (c) Ensure that contraband is not passed through the perimeter.

11          (d) Provide protection for compound guards.

12          (7) Escort teams. Safety and security protocol dictate a ratio of two guards per  
13 detainee for internal facility moves. For external moves the ratio will be situation  
14 dependent. Established, stringent custody and control measures reduce the likelihood  
15 of escapes. The facility commander or the commander directing the movement can  
16 modify procedures and techniques for moving detainees as needed.

17          b. PSYOP support procedures. Supporting PSYOP forces will perform the functions  
18 described below:

19           (1) Support to the guard force. PSYOP elements supporting the guard force must  
20 be capable of tactical loudspeaker operations, at a minimum. Use mounted or  
21 dismounted loudspeaker teams to augment the facility public address system and to  
22 support reaction force operations. Additionally, use loudspeaker teams outside the  
23 facility perimeter to mislead detainees and deter escape attempts. If allowed by the  
24 guard force commander, form PSYOP personnel into an enclosure team to support the  
25 internal guard force by conducting face-to-face PSYOP inside the detainee enclosure.  
26 However, undertake this mission only after thorough and detailed rehearsals with the  
27 guard force.

28           (2) Support to the interrogation element. PSYOP personnel will integrate fully  
29 with the interrogation element to assist the supported element in obtaining its  
30 intelligence gathering objectives as well as collecting any available information relevant  
31 to the effectiveness of the ongoing PSYOP campaign.

32           (3) Support to the detention operations element. PSYOP personnel will assist in  
33 the overall functioning of the facility in the course of accomplishing their mission of  
34 keeping the detainee population as docile and compliant as possible. Examples include,  
35 but are not limited to:

36           (a) Facility rules products. PSYOP personnel can develop audio and print  
37 products to inform detainees of facility rules.

38           (b) Facility newspaper/newsletter. Distributing selected information in a  
39 newspaper/newsletter format provides the facility commander with a method of direct  
40 communication to the detainees and is a powerful weapon in quelling rumors inside a  
41 facility population.

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1 (c) Religious support. PSYOP personnel can provide non-PSYOP products to  
2 facilitate the religious needs of the detainee population. Take care to ensure that  
3 religion or religious materials are not used in a manipulative manner.

4 (d) Music/video editing and broadcasting. PSYOP personnel can use music  
5 and video broadcasts as a tool reward detainees for acceptable behavior; or, after the  
6 detainees grow accustomed to these broadcasts, PSYOP can use loss of this privilege to  
7 punish unwanted behavior. PSYOP can also use video and audio broadcasting to  
8 propagate PSYOP themes to encourage specific behavior in the facility or to change  
9 attitudes with an eye to long-term behavior after detainees are released.

10 (e) Hygiene/health products. PSYOP personnel can develop a wide range of  
11 products to support hygiene procedures or rules established in the facility.

12 (f) Escape deterrence products. PSYOP can develop audio products to  
13 broadcast outside the facility perimeter that will discourage detainees from escape  
14 attempts.

15 c. Receipt of detainees

16 (1) A capture tag and a list of all personal items confiscated at the time of capture  
17 (pocket litter) should accompany each detainee; at a minimum, the transporting unit  
18 should provide some documentation of the 5 W's on each detainee. The officer, assigned  
19 by the IDF, will sign for and properly receive all detainees. The receipt will indicate the  
20 place and date the facility assumed custody and the name, grade, and nationality of  
21 each transferred detainee. Prepare three or more copies of the receipt. Deliver the  
22 original, plus one copy, to the commander of the facility that the detainee is assigned.  
23 Upon receiving the copies, the facility commander will immediately forward one copy  
24 directly to the TDRC, or to the NDRC if the TDRC is not operational. Deliver a "receipt  
25 for detainee" form for individuals listed on the receipt to the accepting officer at the time  
26 the transfer is effected.

27 (2) Use the same procedure as above for detainees transferred between facilities  
28 and hospitals, except when it is known that they will return to the original facility.  
29 When detainees are transferred to hospitals outside the jurisdiction of the IDF, assign  
30 hospital guards to accompany the injured detainee.

31 (3) The use of a manifest, identifying the name, identification number,  
32 nationality, and physical condition (to include the statement "communicable disease" if  
33 applicable) of each detainee transferred and received, is required. Attach the manifest  
34 to the original receipt of transfer and forwarded to the TDRC.

35 (4) Detainees held by other US Services or agencies are turned over to the  
36 facility's operating service at receiving points designated by the combatant commander.

37 (a) Effect all inter-Service transfers as soon as possible after accomplishing  
38 initial classification and administrative processing.

39 (b) Attach the manifest to the receipt of transfer, where it will become a  
40 permanent record to assure accountability of each detainee.

41 d. Receiving procedures.

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1 (1) Chain of custody. The receiving facility will account for each detainee and his  
2 or her equipment when the detainees arrive at the central receiving point. Provide a  
3 receipt for all currency using an evidence/property custody document. The IDF  
4 personnel may allow detainees to retain personal protective equipment as designated by  
5 the commander such as: helmets, canteens, protective mask and chemical protective  
6 garments, clothing.

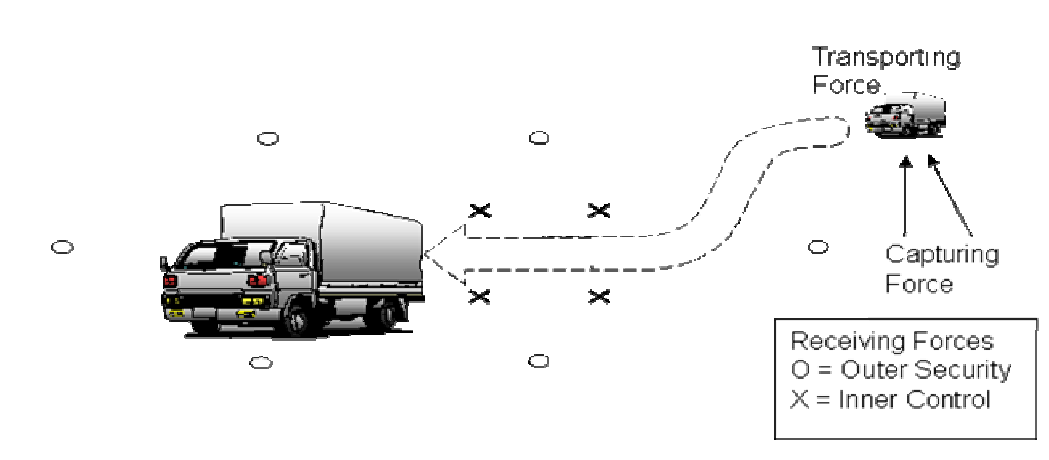
7 (2) Prepare the receiving area. Coordinate with interrogation element for  
8 interpreters and interviewers; determine the number of detainees that will be arriving;  
9 notify medical personnel, supporting personnel, interagency assets.

10 (3) Use the STRESS method (Search, Tag, Report, Evacuate, Segregate, and  
11 Safeguard) as a general guide to inprocess detainees into the facility. Facility personnel  
12 should focus on segregation to maximize preservation of intelligence collection. The  
13 guard force should also enforce silence among the detainees to ensure intelligence  
14 collection is not compromised. Additionally, the facility will conduct a detailed medical  
15 screening, evidence collection (including personal identification data), orientation and  
16 integration procedures, and an initial interview (conducted by intelligence personnel) of  
17 all detainees upon receipt.

18 (4) Actions at dropoff site. Detainees may arrive at the facility through a various  
19 methods dependent on the location of the facility and ongoing operations. Examples of  
20 transportation could include trucks, aircraft (fixed or rotary wing), ship, or Army  
21 watercraft. Security considerations to consider:

- 22 (a) Security (see Figure III-3).
  - 23 • Outer security.
  - 24 • Inner security.
  - 25 • Operations security (OPSEC).
- 26 (b) ROE/Rules for use of force identified.

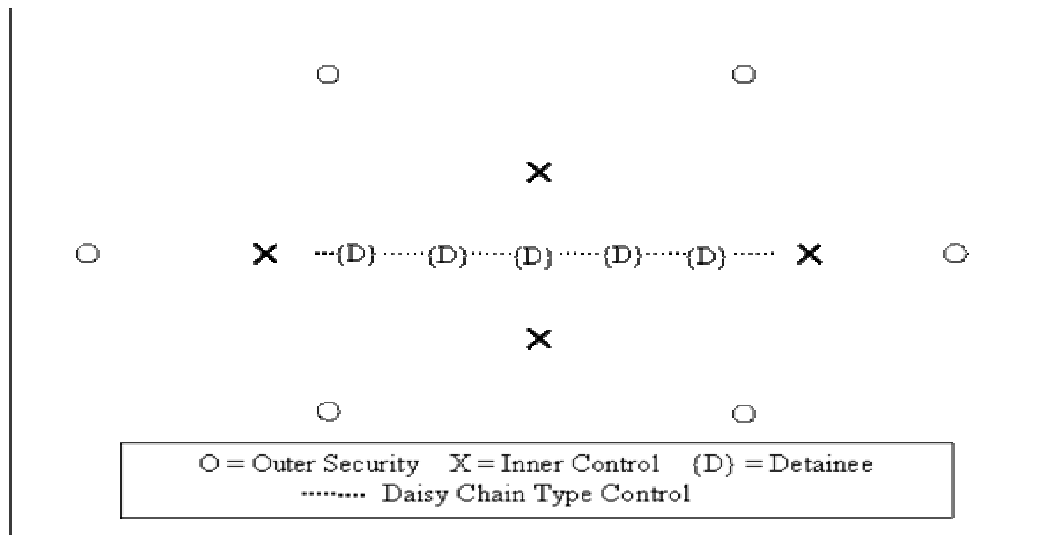
27 (c) Team for determining property accountability and collection of that  
28 property of capturing unit or transport personnel.



**Figure III-3. Example Guard Configuration from Initial Point of Capture to Detention Facility**

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- 1 e. Movement from dropoff site to the IDF. Planners should task appropriate escort  
2 teams to move detainees from the dropoff site to the IDF. Escorting teams will escort  
3 detainees from the dropoff site to the IDF in as expeditious a manner as possible  
4 without compromising the security of the operation or the the safety of the detainees or  
5 US/Allied/Coalition forces members. Considerations for this phase:
- 6 (1) Route of movement.
  - 7 (2) Security fomation (see Figure III-4).
  - 8 (3) Control methods.
  - 9 (4) Equipment/weapons needed by the movement team.



**Figure III-4. Maneuver to Facility**

- 10 f. Receiving line:
- 11 (1) Initial search of the individual – Search each detainee immediately upon  
12 receipt at the facility. Whenever possible, use members of the same sex as the detainee  
13 to conduct the searches. Confiscate weapons, ammunition, and equipment (minus  
14 personal protective gear) and documents associated with a particular detainee and turn  
15 them over to the interrogation element. Confiscate propaganda and other PSYOP  
16 materials, identified by the detainee name and identification number and turn them  
17 over to the supporting PSYOP unit through intelligence channels. Personnel conducting  
18 the search will focus on:
    - 19 (a) Security.
    - 20 (b) Safety of the detainee and guard force personnel.
    - 21 (c) Property accountability. Reciept all property, including currency, using a  
22 evidence/property custody document. Handle personal property that is deemed to have  
23 evidentiary value in such a manner as to preserve the forensic value of the item.  
24 Properly receipt for it on the DA Form 4137 to maintain the chain of custody.  
25 Commanders may allow detainees to retain personal protective as designated by the

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1 commander such as: helmets, canteens, protective mask and chemical protective  
2 garments, clothing.

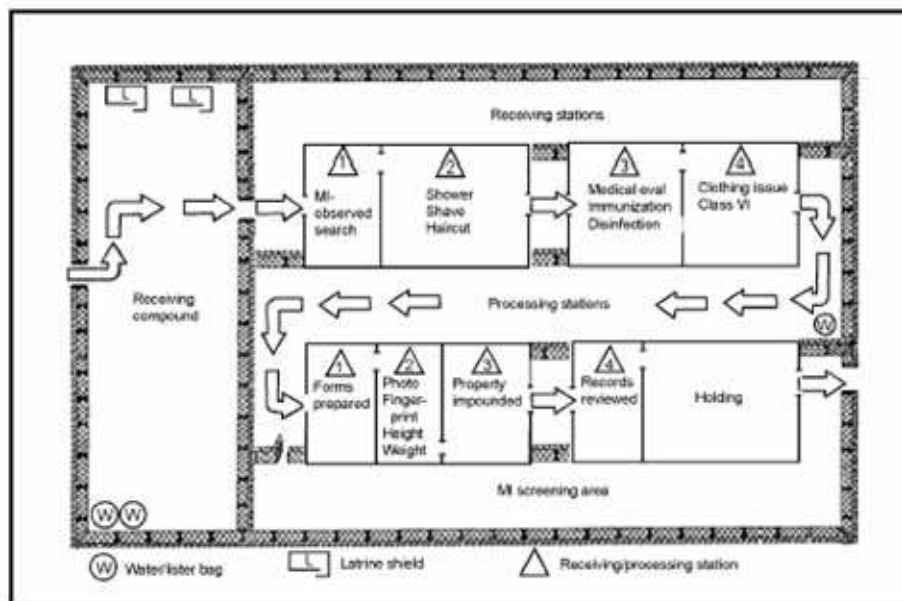
3 (2) Receiving and processing begin when detainees arrive. However, due to  
4 limited manning, these functions may not operate 24 hours a day. Units will receive,  
5 secure, house, and feed detainees until receiving and processing lines are operational.  
6 The facility should plan for and have the ability to conduct receiving operations under  
7 short notice or no-notice conditions. Once the receiving lines are established, the  
8 detainees are brought forward, and the detention process begins.

9 (3) Use a controlled-flow format to escort detainees through the processing line.  
10 Normally, at this level, detainees are processed one at a time. Units can process  
11 detainees as slow as two per hour. These numbers may increase or decrease based on  
12 the capture rate and the nature of the operation. Segregate and secure unprocessed  
13 detainees in a holding area.

14 (4) Request interpreters from intelligence, CA, PSYOP, allied forces, or local  
15 authorities, as necessary, to aid in the inprocessing. Interpreters are usually necessary  
16 for command and control, intel collection and when collecting data. Record all that is  
17 said and done by the detainee, to include corrections made by the detainee.

18 (5) The preparation and dispatch of strength reports are governed by multi-  
19 Service regulation AR 190-8, and they are prepared at each IDF. Detention facility  
20 commanders may require feeder reports from various compounds to facilitate the  
21 preparation of detainee strength reports.

22 g. Initial processing (see Figure III-5). During initial processing (at the point of  
23 capture), gather critical information from detainees.



**Figure III-5. Sample Processing Center**

- 24 (1) The minimum information needed during initial processing includes:  
25 (a) Complete name, including aliases.

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- 1           (b) Identification information (Service number, nationality, tribe, etc.).
- 2           (c) Rank/position.
- 3           (d) Capturing unit.
- 4           (e) Date of capture.
- 5           (f) Place of capture (grid coordinates).
- 6           (g) Circumstances of capture.
- 7           (h) List of items carried on detainee at time of capture.

8           (2) The initial processing information, along with the capturing country, the  
9 power served, the sequence number, and the detainee category (EPW, UB, ect.), is  
10 enough to move the detainee into a long-term detention facility where additional  
11 information is gathered. Much of the initial information is provided from the capture  
12 tag. The TDRC, or the NDRC if no TDRC is established, provides block ISNs. The  
13 initial processing is performed in a timely, deliberately, and thorough manner.  
14 Paragraph 3 and Figure III-6 provide examples of techniques of collecting personal  
15 identification data from detainees.

16           (3) Collection techniques - The purpose of collecting personal identification data  
17 is to identify detainees. If an individual meets the specified criteria, they are taken into  
18 custody in a detainee status and secured for further processing.

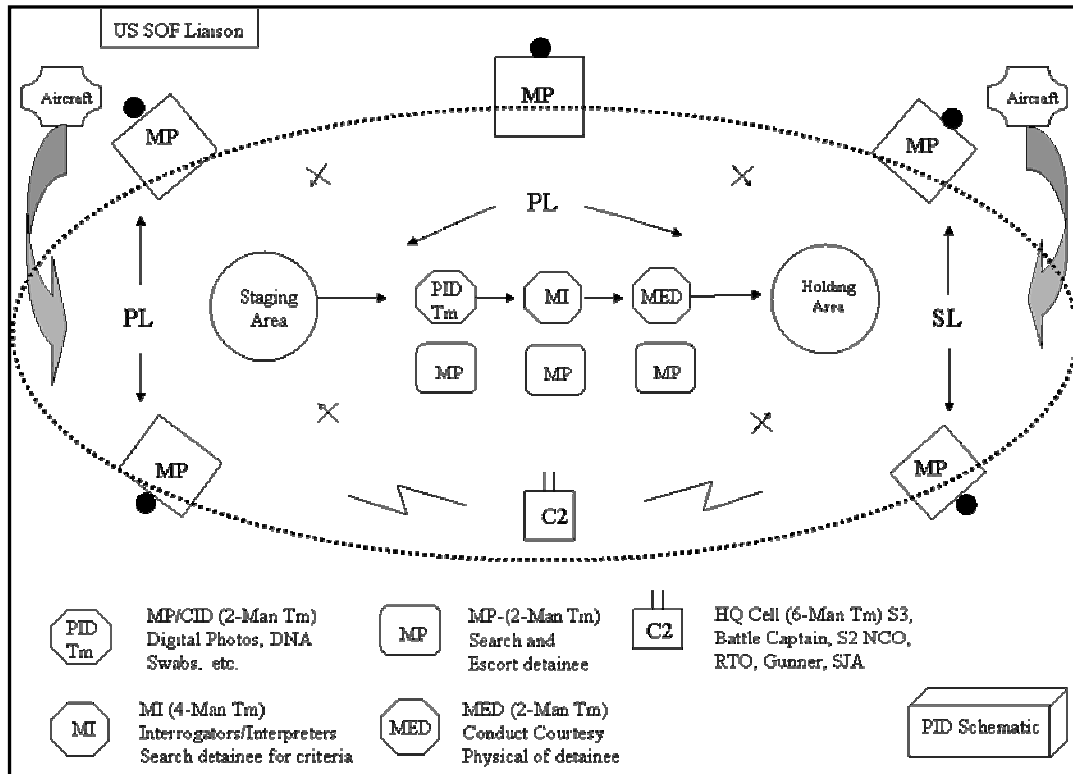
19           (a) Host nation (HN) forces may encounter pockets of resistance throughout  
20 the area of operations (AO) and secure the detainees until US forces can conduct  
21 personal identification data collection operations. These operations are conducted in  
22 conjunction with multiple battlefield operating systems in a combined arms effort to  
23 properly conduct the collection of personal identification data. Personal identification  
24 data collection packets, consisting of names, fingerprints, deoxyribonucleic acid (DNA),  
25 and digital photos, have become a key tool in current operations.

26           (b) Special operations forces (SOF) may liaison with the local indigenous  
27 population, ensuring that candidates for detainee status actually exist in the area.

28           (c) Security. It is imperative that security forces have a full 360-degree  
29 coverage around these operations.

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**Figure III-6. Collection Technique for Personal Identification Data**

(4) Table III-1 outlines processing actions at the initial processing area. It shows who is responsible for each step and what actions they must accomplish. Based on military necessity, the facility commander may tailor stations to meet the current conditions and situation. Generally, this process needs a ratio of two guards per detainee. Stations 1 through 4 are in the receiving line, and stations 5 through 9 are in the processing line.

h. Follow-on processing/interviews. Per SecDef guidance, TDRC is responsible for collecting the following items to complete intermediate processing:

- (1) Complete name, including all aliases.
- (2) Identifying physical characteristics.
- (3) Membership and rank in organization or group.
- (4) Date of birth.
- (5) City and place of birth.
- (6) Nationality/citizenship.
- (7) Religion.
- (8) Name and address of next of kin (NOK).
- (9) Date and place of capture.
- (10) Capturing unit.

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- 1           (11)    Circumstances of capture.
- 2           (12)    General statement of health.
- 3           (13)    Location of confiscated personal property.
- 4           (14)    Name and address of a person to be notified of the individual's capture.
- 5           (15)    Any special skills, such as engineer, chemist, medical professional, etc.,  
6 which could be relevant to the threat assessment.
- 7           (16)    Whether a member of the clergy.
- 8           (17)    Language spoken and where learned.

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**Table III-1a. Processing Actions at the Initial Processing Area (Receiving)**

<i>Receiving Line</i>			
<b>Station</b>	<b>Purpose</b>	<b>Responsible Individuals*</b>	<b>Actions</b>
1	Search	Guards	<p>Assign ISN.            Instruct detainees on the rules and procedures in the IDF.            Follow accountability procedures.            Escort detainees and their property.            Strip-search detainees (by guard of the same sex if possible) before entering the processing area unless prohibited by conditions.            Remove and examine property, place it in a container or a tray, mark it with a control number, and take it to a temporary storage area. (Some property may be returned in the processing line.)            Supervise the movement of detainee to the next station.</p>
2	Clean / Hygiene	Guards	<p>Shower or bathe detainee and provide haircuts.            Disinfect detainees using the guidelines established by the PVNTMED officer.            Supervise the movement of detainees to the next station.</p>
3	Medical evaluation	Medical personnel and guards	<p>Inspect detainees for signs of illness or injury and document all findings.            Evacuate detainees who need treatment at a medical facility.            Give immunizations or request immunization support from the supporting medical unit before detention evacuation.            Initiate treatment and immunization records.            Place control numbers on medical records to reduce linguist support. (Names, service numbers, and control numbers are entered at station 1 with the aid of an interpreter.)            Annotate medical records with the date and place detainees were inspected, immunized, and disinfected.            Weigh detainees and establish a weight register.            Supervise the movement of detainees to the next station.</p>
4	Personal items	Guards	<p>Issue personal items (toilet paper, soap, etc.). Be aware that some items can be used as weapons.            Issue uniforms (clean and distinctive, such as brightly colored jumpsuits if available). Uniforms may be obtained:                - from detainees at station 1.                - from captured enemy supplies.                - through normal supply channels.            Ensure that uniforms are clearly marked with detainees' ISN.            Escort detainees to the processing area (Station 5).</p>

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**Table III-1b. Processing Actions at the Initial Processing Area (Processing)**

<i>Processing Line</i>			
<b>Station</b>	<b>Purpose</b>	<b>Responsible Individuals*</b>	<b>Actions</b>
5	Admin and account-ability	Processing clerk (assisted by interpreter, intel, or others) and guards	<p>Ensure that control numbers are assigned to detainees. Note and correlate the capture tag numbers that control numbers are replacing so that late-arriving property can be matched to its owner, and assist in later identification of detainee, if necessary.</p> <p>Initiate personnel records, ID documents, and property receipts.</p> <p>Use digital equipment to generate forms and records.</p> <p>Prepare forms and records to maintain the accountability of detainees and their property (capture tag, etc.).</p> <p>Supervise the movement of detainees to the next station.</p>
6	Photography and personal identification data	Guards	<p>Fingerprint detainees. Identify and record the information on fingerprint cards.</p> <p>Take two photographs (with instant film or digital technology).</p> <p>Have detainees look straight ahead, and fill the frame with their face.</p> <p>Use photograph name boards (black background with white characters). List control numbers and names (translated into English) at the bottom center.</p> <p>Attach one photograph to the detainee's personnel record.</p> <p>Collect DNA</p> <p>Supervise the movement of detainees to the next station.</p>
7	Personal property	Guards	<p>Inventory and record property (in the presence of detainees) brought from temporary property storage areas.</p> <p>Make separate lists for returned, stored, impounded, and confiscated property. List property to be returned to detainees or stored during detention on a separate list.</p> <p>Provide receipts for property placed in temporary storage.</p> <p>Provide receipts for money placed in detainee accounts (multi-Service regulation AR 190-8 and DFAS-IN-37-1).</p> <p>Return retained property taken from the detainee at station 1 (as deemed by the facility commander).</p> <p>Supervise the movement of detainees to the next station.</p>
8	Records review	Guards	<p>Review processed records for completeness and accuracy.</p> <p>Escort detainees back to processing stations to correct errors if necessary.</p> <p>Prepare and maintain an accountability roster of all detainees.</p>
9	Account-ability transfer	Guards	<p>Sign for and take custody of detainees (can use movement manifest), their records, and their impounded property if moving to another facility.</p> <p>Evacuate or ship impounded property separately.</p>
<p>*The number of people used to perform tasks depends on the number of detainees and the amount of time available. Other personnel assigned to the unit may perform non-guard-specific tasks if necessary.</p>			

**1 5. Movement of Detainees**

- 2 a. Preparation for movement. Upon transfer approval notification to move a  
 3 detainee from the initial facility to a long-term detention facility, take action to prepare  
 4 the detainees and the detainees' records. Commanders should ensure the following  
 5 when preparing for any movement:

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1           (1) Medical screening and physicals (prepare all records for transfer with the  
2 detainee).

3           (2) Record review and preparation.

4           (3) Property accountability and preparation for transport.

5           (4) Detainee briefs and segregation.

6           (5) Security requirements.

7           (6) Movement rehearsals (to include route and procedures).

8           b. Release from the IDF (if established).

9           (1) Release is the process of returning a detainee to the IPOC, or other locations,  
10 as directed by higher authorities. Release detainees who are not sick or wounded from  
11 the IDF, upon determination that they do not, or no longer, meet the criteria for  
12 detention in a long-term facility as directed by the SecDef. The release criteria and  
13 procedures for release from an initial facility are separate and distinct from those for  
14 release from a long-term facility as discussed in Chapter VI. The keys to a successful  
15 release process are control and accountability.

16           (2) To complete the transfer, the transporting unit forwards the official receipt of  
17 transfer (DD Form 2708) to the TDRC. Upon notification from the NDRC that the  
18 transfer is complete, the losing facility forwards official records and unreleased  
19 confiscated property to the TDRC for final disposition. The TDRC—

20           (a) Notifies the NDRC of the final status of released detainees.

21           (b) Disposes of confiscated property according to the applicable regulations.

22           (3) Table III-2 outlines the release procedures for detainees. It shows who is  
23 responsible for each step and what actions they must accomplish. Based on current  
24 situation and conditions, the facility commander may tailor stations to meet the  
25 situation.

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**Table III-2. Release Procedures**

<b>Step</b>	<b>Actions</b>
Control and accountability	Maintain control and accountability until releases are received by the serving power or the designated protecting power. Maintain a manifest that contains the— -Name. -Rank/status. -Control number. -Power served/nationality. -Physical condition (to include the statement “communicable disease” if applicable).  Note: A manifest can be used as an official receipt of transfer if a signature is obtained from receiving authority, and becomes a permanent record to ensure accountability of each detainee until his final release.
Records	Ensure that copies of appropriate personnel, finance, and medical records accompany released detainees. Transfer the records to the designated receiving authority
Personal property	Ensure that confiscated personal property (that can be released) accompanies released detainees. Ensure accountability of personal property not authorized for release with detainee Conduct an inventory and identify discrepancies. Ensure that detainees sign property receipts. Ensure release is provided with appropriate food, clothing, and equipment for safe transition and movement upon release.

1 c. Transfer between facilities.

2 (1) Reclassifications or other situation requiring the movement of a detainee may  
3 result in an intra- or intertheater transfer.

4 (2) When possible, transfer detainees from one facility to another under conditions  
5 that are comparable to those for a member of the US armed forces. Security measures  
6 are determined by the transferring unit and are influenced by the status of the detainee  
7 being transferred, the mode of transportation used, and other pertinent conditions. See  
8 Chapter IV for detailed transportation planning considerations.

9 (3) The facility commander—

10 (a) Publishes a transfer order and informs the TDRC.

11 (b) Verifies the accuracy and completeness of detainee personnel records and  
12 provides records (in a sealed envelope) to the guards accompanying the movement.

13 (c) Ensures intelligence and interrogation records relating to the detainee  
14 are forward to appropriate elements at the receiving facility.

15 (d) Verifies that detainees possess their authorized clothing and equipment.

16 (e) Prepares impounded personal property for shipment with escorting unit  
17 or separate shipment as appropriate.

18 (f) Briefs escort personnel on their duties and responsibilities, including  
19 procedures to follow in case of an escape, a death, or another emergency.

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1           (g) Provides or arranges for rations, transportation, and notifications  
2 according to prescribed procedures.

3           (h) Ensures that detainees are manifested by name, ISN, nationality, and  
4 physical condition (to include the statement “communicable disease” if applicable).  
5 Attach the manifest to the original receipt and forward it to the NDRC.

6           (i) Prepares written manifest for dissemination by chain of command.

7           (j) Prepares paperwork in English and other languages (if required) before  
8 transferring detainees.

9           (k) Ensures the originating detention center medical authority conducts and  
10 reports the results of medical screening and/or treatments for transferred detainee. The  
11 minimum medical information required includes medical diagnosis(es), treatments that  
12 must continue during transport, mental health/behavior assessment, infectious diseases  
13 detected in the detainee, and the prescribed infection control/protection measures to  
14 protect transportation personnel/assets. Utilize Standard Form (SF) 600, Chronological  
15 Record of Medical Care (see Appendix F, Sample SF 600) to document all medical  
16 information before/during/after transport.

17 **6. Transfer to Established Recognized National Authority, Allied Facilities, or**  
18 **Inter-Service Agency**

19           OSD approval is required prior to transferring any detainee to an ERNA allied  
20 facility or other US government agencies.

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## Chapter IV TRANSPORT MISSION PROCEDURES

### 1 1. Background

2 The primary consideration in all facets of the detainee escort mission is to ensure  
3 the security of the conveyance and safety all US resources. A properly trained and  
4 equipped force of military specialists, capable of providing the entire continuum of force,  
5 to include deadly force, will accomplish this. The secondary consideration is to ensure  
6 the security of the detainees. No single instruction can outline all tactics, techniques  
7 and procedures used throughout the detainee escort missions, thus, it is necessary for  
8 security elements and other personnel to use their best judgment when determining  
9 what course of action to take when completing their mission. Given time, address  
10 questions through the chain of command for resolution. This chapter provides basic  
11 guidance and information to support detainee transportation. More detailed  
12 information for sea movement is in Appendix G. For air movement, more detailed  
13 information is in Appendix H.

### 14 2. Planning Considerations

15 Route all mission information through appropriate command and control cells. To  
16 ensure mission success, share detainee information and requirements (security,  
17 intelligence, operational, and medical) and coordinate between supported and  
18 supporting agencies.

19 a. Security. Identify to the transport team, all exceptionally dangerous detainees  
20 or those designated as leaders.

21 b. Medical. Forward medical units at the detention site will screen all detainees  
22 and provide the responsible component surgeon with a summary of each detainee's  
23 medical condition. The patient movement requirements center and/or evac control team  
24 personnel may assist security forces planners in mission planning as required.

25 c. Liaison officer (LNO). Locate medical, security, and operations LNOs at  
26 embarkation, transit, and debarkation points to coordinate their respective areas.

27 d. Operations. Operations of conveyance/crew will be as specified in appropriate  
28 service regulations.

29 e. Linguistics. Accommodate coverage of detainees' languages and dialects.

30 f. Communications. Mission may require radio and/or satellite communications  
31 (SATCOM) personnel as well as Combat Camera/combat photographer.

### 32 3. Procedures

33 A thorough assessment of the tactical situation will provide the framework for  
34 accomplishing the mission. The guidelines and tactics, techniques, and procedures for  
35 completing the transport missions are outlined in Appendices G and H to this document.  
36 The following apply to all detainee-handling operations:

37 a. Prior to transport teams receiving the detainees from the pick-up location  
38 processing unit, all detainees will receive a complete medical exam, be deloused and

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1 thoroughly bathed, classified, and shaved. Also, conduct a complete cavity inspection  
2 prior to and immediately before boarding the conveyance. Brief all detainees about  
3 total restrictions while onboard. Pick-up location personnel will escort detainees from  
4 their holding area to the conveyance location. Place detainees in restraints and under  
5 positive control while being escorted.

6 b. Coordinate key mission details (outlined in predeparture brief) between  
7 conveyance commander and security officer-in-charge (OIC)/noncommissioned officer-in-  
8 charge (NCOIC).

9 c. Crew predeparture briefing. Prior to mission departure the security OIC/NCOIC  
10 will complete a predeparture briefing with the crew.

11 (1) Security OIC/NCOIC will introduce self and team to crew.

12 (2) Security OIC/NCOIC will ensure the briefing is in a secure area.

13 (3) Chain of command onboard the conveyance.

14 (4) Communication.

15 (5) Situation: how many detainees, changes to configurations, etc.

16 (6) Security element responsibilities.

17 (7) Crew responsibilities.

18 (8) Requests/requirements from crew.

19 (9) Intelligence briefing.

20 (10) Contingency operations.

21 (11) Review/practice emergency procedures.

22 (12) Review/practice egress procedures.

23 (13) Converse with crew on what weapons/equipment is onboard and ROE in  
24 use.

25 (14) Antihijacking procedures.

26 (15) Force health protection briefing by medical personnel.

27 **4. Onboard**

a. Use DD Form 515, roster of prisoners, as a detainee manifest. If a DD Form 515  
is not received or unavailable, make sure a list of all detainees is prepared.

b. Keep detainees under positive control of security personnel at all times. (For  
specific guidance see Appendices G and H.)

28 **5. Intransit Operations for Escort Missions**

29 a. Intransit operations represent the most vulnerable period of detainee operations.  
30 The security of detainees will require feeding, latrine escorts, the adjustment of  
31 restraints, and other actions.. The security OIC/NCOIC has tactical command and  
32 control of all operations in the detainee holding area and will adopt tactics, techniques,  
33 and procedures to meet mission requirements. The transport detail may implement

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1 emergency actions, for example, emergency evacuation, rapid decompression of an  
2 aircraft, onboard fire, or abandon ship.

3 b. Personnel. Planners must determine the security; medical; linguistic;  
4 communication personnel, (to include combat camera); and the conveyance crew  
5 requirements based on the type of mission being performed, mode of conveyance and  
6 other operational requirements.

7 c. Procedures. Only allow one detainee out of his/her seat/cell at a time. Whenever  
8 possible, isolate detainees and do not allow them to interact with each other. All  
9 restraints will remain in place at any one time, except during an emergency evacuation  
10 or egress. Do not allow friendly forces personnel to operate or move within close  
11 proximity to detainees without a second security person able to immediately detect and  
12 respond to any hostile action. Allow no exceptions to this rule. Establish buffer zones  
13 around the area where the detainees are secured to provide room for the friendly forces  
14 to maneuver. Security personnel will not spontaneously respond to security or medical  
15 incidents without alerting others to the situation. They will alert friendly forces to the  
16 incident and then respond with them to restore control, order or safety.

17 (1) Adjusting restraints. Minor adjustments of restraints may not require their  
18 removal. Restraints are never released without the order of the security OIC or  
19 NCOIC.

20 (a) Only remove the minimum amount of restraint equipment if the  
21 restraints need to be adjusted.

22 (b) If utilized, goggles, hearing protection and gloves will remain on the  
23 detainees at all times.

24 (c) Security personnel will maintain positive control of the detainees at all  
25 times. At least three security element personnel will secure the detainee/adjust the  
26 restraints if they must be removed.

27 (d) Document the removal of restraints. If a minor adjustment is completed  
28 that does not require the removal of any of the equipment, documentation is not  
29 required.

30 (2) Administering medication or aid (for friendly forces). Medical personnel  
31 assigned to the mission will administer medication and aid within established  
32 protocols and directives. Administer medication and aid in a secure location (buffer  
33 zone) away from any detainee operations (seating, feeding, latrine escorts, etc.).  
34 Notify the security OIC/NCOIC of any medication or aid applied to friendly forces and  
35 the possible impact on the mission.

36 (3) Administering medication or aid (for detainees). Medical personnel assigned  
37 to the mission will administer medication and aid within established protocols and  
38 directives. Do not administer medication to any detainee without security personnel  
39 restraining the detainee. Notify the security OIC/NCOIC of any medication or aid  
40 given to the detainees.

41 (a) Security personnel will alert medical personnel that medical care is  
42 required, either verbally or by hand and arm signals.

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1 (b) A minimum of two security personnel will restrain the detainee prior to  
2 medical personnel coming in contact with the detainee. If masks, blindfolds, hearing  
3 protection equipment, or gloves are utilized, security personnel will ensure those items  
4 remain in place and are properly applied to provide for security and health of the  
5 detainee. Do not remove the restraining equipment except at the direction of the  
6 security OIC/NCOIC (see 1(c) above for procedures).

7 (c) Medical personnel will administer aid or medications as needed while the  
8 detainee is secured. These personnel should exercise caution and good situational  
9 awareness so as to not unduly expose themselves to danger with the detainees.

10 (d) Document medical aid and administration of medication.

11 (4) Feeding/hydration. Feed and provide water to detainees on a schedule  
12 determined by the security OIC/NCOIC. OICs will ensure all detainees are fed only  
13 culturally appropriate meals.

14 (a) Security personnel are assigned the responsibility of feeding the  
15 detainees. The security personnel will provide the food for the detainee to feed him or  
16 herself.

17 (b) If utilized, do not remove gloves and ear/hearing protection.

18 (c) Security personnel will position themselves in a manner to observe the  
19 detainees' feeding and be able to alert others to security and medical incidents. They  
20 will assist the detainees with eating or drinking to the extent it does not endanger their  
21 safety or reduced the overall security posture on the conveyance.

22 (d) Document feeding and hydration.

23 (5) Latrine escorts. Security personnel will restrain and physically control  
24 detainees at all times. Document latrine visits. (For specific guidance refer to  
25 Appendices G and H.)

26 (6) Emergency evacuation/egress.

27 (a) Upon orders of the conveyance commander, the security and supporting  
28 forces will begin emergency evacuation. For platform specific guidance, refer to the  
29 appropriate annex.

30 (b) The OIC/NCOIC will be the last person of the security/support team to  
31 exit the conveyance and will account for all personnel. The OIC/NCOIC will make every  
32 effort to carry the information package(s) provided at the processing unit.

33 (c) If on land, the detainees and security/support personnel will rally at a  
34 location directed by the conveyance commander.

35 (d) Once off the conveyance, establish a security perimeter. For specific  
36 guidance see Appendix H, Section 6.

37 (e) It is imperative that the security team OIC/NCOIC and crew discuss  
38 emergency evacuation procedures prior to the start of each mission. Conduct rehearsals  
39 when possible.

40 (7) Divert security procedures. Security and supporting actions during  
41 conveyance diverts are outlined in the Appendix H, Section 6.

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1 (8) Deadly force. Refer to Appendix H, Section 8 for air transport details.

2 (9) Decompression/Depressurization. Refer to Appendix H, Section 7,  
3 Paragraph (i).

4 d. Logistics. Security teams will account for equipment as it is issued prior to the  
5 mission and again after the mission is complete. The medical custodian will maintain  
6 medical equipment and supplies. Establish conveyance coordination and repair through  
7 specified service command and control centers.

8 e. Standdown. The security team OIC/NCOIC will order a standdown of security  
9 and supporting forces only after all mission requirements are complete.

10 f. Administration and reports. The security team OIC/NCOIC and senior medical  
11 official have administrative requirements during the mission.

12 (1) The security team OIC/NCOIC will collect all documentation on each  
13 detainee after the mission.

14 (2) Maintain a security blotter under the direction of the security team  
15 OIC/NCOIC during the mission and outline significant events and incidents.

16 (3) Document any use of force on the use of force form. The security team  
17 OIC/NCOIC will collect these forms after the mission. The OIC/NCOIC may request  
18 the completion of voluntary statements to supplement/support the use of force form  
19 found in Appendix F. The OIC/NCOIC will ensure copies are provided to the  
20 detainee's gaining unit and his higher headquarters.

21 (4) The senior medical representative will maintain SF 600 forms and ensure  
22 accountability for dispensed medications. An example SF 600 is found in Appendix F.

23 (5) The security team OIC/NCOIC will maintain custody logs, packages, and  
24 articles concerning the detainees and ensure they are delivered to the appropriate  
25 office or agency.

26 **6. Escort Missions: Conveyance Embarkation/Debarcation Operations**

27 a. Conduct all embark/debark operations under the supervision of the security  
28 team OIC/NCOIC. Maintain accountability of detainees and friendly forces between the  
29 security team OIC/NCOIC and the processing unit OIC/NCOIC.

30 b. Personnel. Planners will determine the number of security, supporting, medical,  
31 and linguistic personnel, to include the crew based on mission requirements.

32 c. Procedures. Security OICs and NCOICs are responsible for the embarkation and  
33 debarkation of all detainees to/from the conveyance and will adopt tactics, techniques,  
34 and procedures to meet mission requirements.

35 (1) The security OIC/NCOIC will alert and position security elements and  
36 supporting units and will move in position to oversee embark/debark operations. The  
37 gaining OIC/NCOIC receives a package from the losing OIC/NCOIC (documents,  
38 manifests, medical records, personal effects, military intelligence folders, forensic  
39 folder, and identification electronic media (CD, disk, etc.), and keys if required). The  
40 losing OIC/NCOIC also provides a threat briefing on the detainees.

41 (2) Medical personnel will accomplish a transfer briefing.

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1           (3) Prior to embarkation, the receiving team conduct a search of each detainee.

2           (4) After the detainee search is completed, escort and secure the detainee on the  
3 conveyance. Ensure that appropriate security measures are utilized in accordance  
4 with the appropriate annex. If required, ensure the detainee is masked/blindfolded  
5 and that proper hearing protection is in place.

6           (5) The OIC/NCOIC will call on medical and linguistic personnel to assist, as  
7 needed.

8           d. Logistics. The security team OIC/NCOIC will ensure that any security supplies  
9 and/or materials destined for that location are offloaded and handed to the appropriate  
10 agency/personnel.

## 11 **7. Team Composition for Escort Missions**

12           a. Experience has shown that the most efficient ratio of security personnel to  
13 detainees is one to one. Intransit procedures require adequate personnel to provide for  
14 two escorts during latrine/head calls and medical emergencies. Situations, such as  
15 emergency evacuation and/or emergency divert, will affect the minimum number of  
16 security personnel. Find specific guidance in Appendix H.

            b. Support personnel.

17           (1) Medical personnel.

18           (2) Linguist.

19           (3) Communications personnel, to include combat camera.

20           c. Relief concept. During the course of the mission, the OIC will establish and  
21 enforce a relief schedule to ensure an adequate number of security and other personnel  
22 are alert and on post at any given time.

## 23 **8. Training**

24           This type of specialized mission requires knowledge of procedures and techniques  
25 not normally encountered during regular training.

26           a. Security element training. The security element should train by focusing on  
27 essential knowledge-level subject areas, the development of basic tactics, techniques,  
28 and procedures, and on critical actions on the objective. Subject areas should represent  
29 mission-essential tasks and events for the mission. Structure training to develop the  
30 necessary skills for meeting the minimum standards of the required tasks. For specific  
31 guidance see Appendix H, Section 10.

32           b. Support element training. The support element should train by focusing on  
33 essential knowledge-level subject areas and on critical actions on the objective. There is  
34 no requirement for instruction on offensive or defensive battle/handling techniques  
35 when dealing with the detainees or on the application of restraining systems as the  
36 security element will handle these tasks. For specific guidance see Appendix H,  
37 Section 10.

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1 **9. Use of Force/Weapons**

a. Use of force. Follow established use of force policy in responding to all detainee uprisings. Employ the minimum amount of force necessary to compel compliance. Never use excessive force. In almost every situation, non-deadly force will be sufficient to control the situation.

(1) Use of force continuum.

(a) A model for determining when and what types of force to use against noncompliant individuals in enforcement situations includes the use of force continuum. The demeanor and activity of the persons against whom the security force are taking action determines the force recommended by the continuum. The continuum recognizes four basic types of subjects:

- Passive compliant: a person who follows the staff member's requests or verbal directions.
- Passive resistor: does not follow orders or requests but offers no physical resistance to the officer's attempts to gain control.
- Active resistor: does not follow the staff member's request or direction, offers physical resistance to the staff member's attempts to gain control but does not attempt to harm the staff member (examples: bracing or pulling away; attempting to flee).
- Active aggressor: attempts to harm or attack the staff member.

(b) The use of force continuum consists of six levels. Ideally, the staff member starts at level I and moves up the scale one step at a time until the subject complies with lawful orders. However, aggressive actions by the subject may require skipping steps and moving directly to a higher but appropriate force level.

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Note: Nothing in these rules limits the service members' inherent right of self defense.

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- Level 1, Staff Member Presence. This is the baseline for the model, and is satisfied as security members carry out their duties.
- Level 2, Verbal Commands. Security member actions include verbal commands and task direction aimed at the subject. Passive compliant persons will respond to these commands.
- Level 3, Soft Control Techniques. The techniques authorized at this level are designed to bring a subject under control with a low probability of causing connective tissue damage, lacerations of the skin, or broken bones. These techniques include the normal application of handcuffs, pain compliance, and strength techniques.
- Level 4, Hard Control Techniques or Chemical Irritants. Hard control techniques are used against active resisters and aggressors. The techniques authorized at this level are designed to bring a subject under control with a probability of causing connective tissue damage, lacerations of the skin, or broken bones. Techniques include kicks and punches, stuns, and takedown maneuvers. Using OC spray is also an effective method for gaining compliance of active resisters and aggressors. However, OC

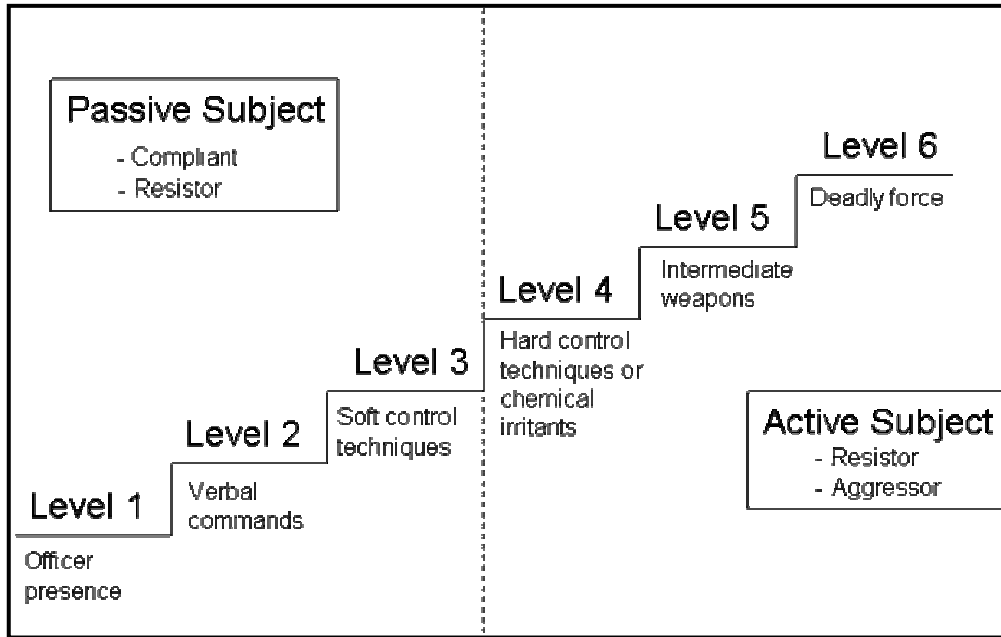
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spray is not infallible, and other level 4 techniques may be necessary after using the spray. DOD personnel must receive preauthorization from the appropriate commander to use OC spray.

- Level 5, Intermediate Weapon. This is a defensive technique that relies upon authorized expandable baton strikes to bring an active aggressor under control. The techniques authorized at this level are designed to bring a subject under control with a high probability of causing connective tissue damage, lacerations of the skin, or broken bones.

- Level 6, Deadly Force. Deadly force is used only as a last resort, to counter force by a subject that poses a substantial risk of death or serious bodily injury.



**Figure IV-1. Use of Force Continuum**

b. Security element personnel must remember at all times to use force appropriate for the circumstances. No list can give all scenarios where force is needed. The security element personnel must use their own experience and training when deciding what level of force is appropriate. Employ the use of force continuum as a method of determining the most applicable use of force. Security element personnel will not tolerate disruptive or violent behavior, but they will not be abusive in their use of force. The safety of the crew and the detainees requires fair but firm use of force.

1 c. Procedures. Train all security personnel in approved use of force policies prior to  
2 coming in contact with any detainees.

3 (1) ROE/use of deadly force. Security OICs and NCOICs must review and brief  
4 use of deadly force and any supplemental ROE issued by the combatant commander  
5 regarding the use of force.

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1           (2) Weapons. In order to meet the requirements of the mission and use of force  
2 policies, the security element may field various weapons. For specific guidance see  
3 Appendix G, Section 9 o. or Appendix H, Section 8.

4 **10. Forms and Reports**

5           a. Security OIC/NCOICs are responsible for completing/maintaining logs and forms  
6 for the detainee transport missions. Situation reports (SITREPs) are required during  
7 detainee missions. The OIC/NCOIC or the person completing the log or report must  
8 sign it. See Appendix H, Section 9 for additional information.

9           b. Forms:

10           (1) Incident report. Complete this form at the direction of the OIC/NCOIC for  
11 significant events, incidents, or occurrences (see Appendix F).

12           (2) Statement of witness/suspect. Complete this form at the direction of the  
13 OIC/NCOIC to supplement any other documentation or as a stand-alone document, as  
14 needed (see Appendix F).

15           (3) Security police desk blotter. Complete this form and have the OIC/NCOIC  
16 sign it for every detainee escort mission. It should include a duty roster of security  
17 and supporting personnel (see Appendix F).

18           (4) Temporary hand receipt. Use this form to account for detainees and  
19 equipment/packages as they are transferred from person to person and agency to  
20 agency when other forms are not already in use. (see Appendix F).

21           (5) Evidence tag. Use this form at the discretion of the OIC/NCOIC (see  
22 Appendix F).

23           (6) Detainee contact log. Use this form for every detainee on every escort  
24 mission (see Appendix F).

25           (7) Use of force form. Use this form for every instance of force above verbal  
26 commands when dealing with the detainees (see Appendix F).

27           (8) SF 600. Chronological record of medical care. Use this form for every  
28 instance of medical care (see Appendix F).

29           (9) Controlled substance log. Maintain a log of all controlled substances given  
30 to detainees.

31           c. Reports.

32           (1) Situation reports (SITREPs). Complete formal SITREPs and forward them  
33 verbally, electronically, or in writing as directed. Appendix H, Section 9 provides  
34 expanded information concerning SITREPS.

35           (2) After-action reports (AARs). OICs will complete an AAR upon mission  
36 completion and submit to their next higher headquarters.

37           (3) Lessons learned. Compile lessons learned after every mission and submitted  
38 them for Joint Unified Lessons Learned System (JULLS ) consideration through the  
39 chain of command.

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## Chapter V LONG TERM DETENTION FACILITY

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Note: Chapter V focuses on those detainees classified as UBs and identified for transfer to a long-term detention facility. Related information on other categories of detainees is found in FM 3-19.40.

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### 1. Definition and Overview

a. The long-term detention facility is the location at which UBs are secured until otherwise directed. Friendly forces may locate it in CONUS, in theater, or outside the continental US (OCONUS). The long-term detention facility is either where a UB is interrogated and exploited for strategic intelligence and/or the location where a UB who poses a threat to the United States or US interests is further detained.

b. It is the policy of the United States to treat all detainees humanely. Accordingly, commanders shall ensure that UBs are -

(1) treated humanely, without any adverse distinction based on race, color, religion, gender, wealth, or similar criteria;

(2) afforded adequate food, drinking water, shelter, clothing, and medical treatment;

(3) afforded the opportunity to exercise religious practices consistent with the security requirements of detention;

(4) detained in accordance with other such conditions as prescribed by higher authority.

c. Detention length is determined by higher authority and takes into consideration intelligence, evidentiary collection requirements, and/or threat. Requests of intelligence, counterintelligence, and/or law enforcement agencies (LEAs) will heavily influence length of detention. There may be a case where a UB with no intelligence value is detained without further interrogation.

### 2. Organization, Roles, and Responsibilities

The personnel structure required to run this type of facility will vary and is dependent on mission requirements and the current operational situation. The manpower intensive, close quarters nature of long-term detention requires the specialized training, knowledge, and skills of correction specialists and corrections support personnel.

a. Long-term detention facility commander. This position could be a JTF commander, if a JTF has been established; alternately this position could be the director of a permanent fixed facility (see Figure V-1).

(1) Responsible for all facets of detention facility operations, and all facility-related administrative matters.

(2) Ensures detention operations conducted consistent with the principles of the Geneva Convention subject to the requirements of military necessity.

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- 1 (3) Complies with the intent and guidance of higher authority (e.g. SecDef).
- 2 (4) Supports the intelligence-gathering process.

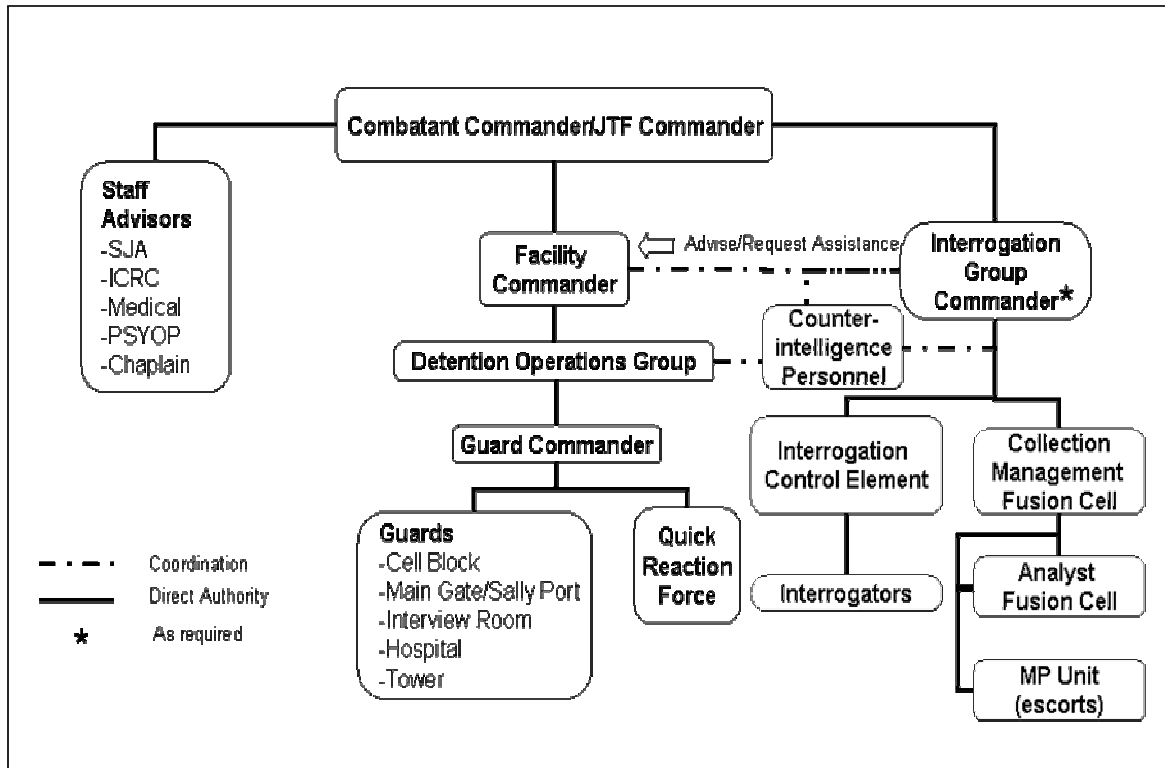


Figure V-1. Example Long-Term Detention Facility Command and Control Structure

3 b. Detention operations group.

4 (1) Conducts detention and security operations with an emphasis on force  
5 protection and the humane treatment of UBs. Conducts detention operations in a  
6 manner that supports both intelligence gathering efforts and law enforcement efforts,  
7 where applicable. Assigned/attached security forces provide the external security  
8 necessary to detect, deter, and defend against enemy sabotage, surveillance, and attack.  
9 The desired end state is an efficiently-run detention facility, a secure operating  
10 environment, and a force protection posture that provides for the safety and security of  
11 all civilian communities, military and civilian personnel, and UBs.

12 (2) Responsibilities include drafting, editing, and staffing policies, procedures,  
13 and directives; tracks and reports operational data (to TDRC); establishes, maintains,  
14 and participates in the UB review process.

15 (3) The guard commander.

- 16 (a) Supervises custodial personnel.
- 17 (b) Is responsible for UB activities during tour of duty.
- 18 (c) Monitors custody, control, and security measures.



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1 (d) Ensures compliance with the facility daily operations plan for general  
2 and close confinement.

3 (e) Initiates emergency control measures.

4 (f) Maintains the facility blotter/log.

5 (g) Deals with situations involving UB admission in the absence of the  
6 facility commander.

7 Note: Assign the various guard missions based on situation and current threat.

8 (4) Cellblock guards.

9 (a) Maintain custody, control, and discipline of UBs.

10 (b) Conduct all activities according to the daily operations plan.

11 (c) Respond to emergencies in accordance with emergency action plans.

12 (d) Conduct inspections, searches, head counts, roll calls, and bed checks in  
13 accordance with facility SOP.

14 (e) Maintain custody and control of UBs who are segregated from the  
15 general population due to inprocessing, administrative, or disciplinary reasons.

16 (f) Annotate required checks, visits, and other procedures on DD Form 509  
17 as directed by local SOP.

18 (5) Main gate and sally port security

19 (a) Maintain custody and control of UBs.

20 (b) Ensure only authorized persons enter or exit the facility.

21 (c) Inspect vehicles entering and exiting the facility.

22 (d) Inspect packages.

23 (e) Conduct inventories of items entering and exiting the facility.

24 (f) Require designated personnel to register on sign-in logs.

25 (6) Interview room guards.

26 (a) Maintain custody and control of UBs during interviews or visits by  
27 authorized persons. Are responsive to interrogators during the interrogation process.

28 (b) Detect violations of rules and regulations, improper behavior, and  
29 contraband.

30 (c) Position themselves in inconspicuous places and observe conversations  
31 rather than attempting to listen to them.

32 (d) Identify and report infractions, which may be grounds for terminating  
33 visits.

34 (7) Hospital guards.

35 (a) Maintain custody and control of UBs while escorting them to and from  
36 medical appointments and during hospitalization.

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- 1           (b) Ensure rooms are clear of contraband.
- 2           (c) Prevent unauthorized communications.
- 3           (8) Tower guards/perimeter guards.
- 4           (a) Maintain custody and control by observing specific sectors of the
- 5 perimeter.
- 6           (b) Are briefed on the use of force and are qualified with assigned weapon.
- 7           (c) Ensure that contraband is not passed through the perimeter.
- 8           (d) Provide protection for compound guards.

9           (9) Quick Reaction Force. There are two general types of emergency crises

10 requiring the use of a QRF. One crisis is from an external threat and the other crisis is

11 from an internal situation involving UBs. Commanders must establish trained and

12 equipped teams to respond to both types of emergency crises.

c. Staff advisors.

(1) Medical support.

13           (a) Provide a full array of medical services to the UB population. Such

14 support includes: monitoring of the general health of the UBs, routine and emergency

15 medical treatment, dental treatment, and mental health services.

16           (b) Advise the commander on medical and health related issues.

17           (c) The medical treatment facility provides isolation of communicable

18 diseases, disinfection, and inoculations. When necessary and authorized, transfer UBs

19 to military or civilian medical facilities where the required treatment is available.

20           (d) Coordinate for the visit of medical specialists as needed.

21           (2) Staff Judge Advocate (SJA). Advise commander on all matters regarding Law

22 of War, Geneva Convention and standing detainee policies.

23           (3) ICRC liaison. Serves as a representative for the commander in all matters

24 dealing with the ICRC and International Community; SJA may hold this position.

25           (4) PSYOP officer. Serves as staff planner to the facility commander for PSYOP

26 support. In addition to providing support to the facility interrogators, PSYOP can

27 support the operations section, mainly by developing and discussing non-PSYOP

28 information to the facility population. The PSYOP officer also provides target audience

29 analysis gleaned from the UBs back to the PSYOP community and task force (if

30 established), for use in other operations.

31           (5) Chaplain. Responsible to the commander for providing religious support for

32 the guard force, advising the commander on detainee/UB religious issues, and

33 coordinating for the religious needs of the UBs. Support to UBs should reflect a respect

34 for their cultural beliefs. While the chaplain is the commander's principal advisor on

35 religious issues, other sources for information on cultural sensitivities include: the

36 Bureau of Immigration and Customs Enforcement; international support groups;

37 PSYOP; CA; and HN authorities. (See Appendix J, "Religious Support" for more detailed

38 information regarding religious support issues and the role of the chaplain.)

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d. Interrogation Group Commander/Director (where applicable).

1 (1) The interrogation group commander is responsible for conducting  
2 interrogations to gather intelligence in support of ongoing operations. The interrogation  
3 group also analyzes, fuses, and disseminates intelligence collected through the  
4 interrogation process.

---

Note: The interrogation group will only be present when the facility has the  
mission to collect strategic intelligence.

---

5 (2) Intelligence analysts and interrogators should receive as much information as  
6 possible on all incoming UBs prior to their arrival. This information should include  
7 basic biographical information, capture information, and any available intelligence  
8 assessments. Pictures are also helpful prior to arrival. It is particularly important to  
9 provide interrogators with information on individual UBs' possessions at the time of  
10 capture, as this may provide leads to assist interrogators. There should be a clear chain  
11 of custody on the UBs' belongings from IPOC to the UBs' arrival at the long-term  
12 detention facility. Interrogators must work closely with detention operations personnel  
13 to coordinate and synchronize operations.

14 (3) Immediately after inprocessing, the intelligence section will begin to  
15 interrogate UBs.

16 (4) Interrogators and analysts will work closely with the detention operation  
17 personnel to inform them of what to report to enhance the intelligence collection efforts.

18 (5) Assign a military police (MP) platoon to the interrogation group to provide  
19 escorts available at the interrogation group commander's direction. They are to escort  
20 UBs to and from the interrogation facility and provide security during interrogations.

21 **3. Facility Operations**

22 a. Facility design and construction will primary be focused on providing security and  
23 support to interrogations. As a secondary consideration, facility conditions should make  
24 reasonable allowance for the habits and customs of the UBs, subject to the requirements  
25 of military necessity. Specific guidelines for construction may be found in Secretary of  
26 the Navy Instruction (SECNAVINST) 1640.9 SER and AR 190-47. In facilities  
27 accommodating both sexes, UBs of opposite sexes will be quartered separately; juveniles  
28 will also be segregated from adults.

29 b. The interrogation facility should be collocated with the detention facility. UBs  
30 identified as candidates for interrogation should be relocated to this facility. If at all  
31 possible, these UBs should be isolated from one another, so that they cannot  
32 communicate by voice or signal, and cannot observe movements of guards and other  
33 UBs in the area. Ideally, the interrogation facility should contain rooms for individual  
34 interrogations that are optimized to support the interrogation process. Listed below are  
35 key requirements and considerations that should be incorporated into the design of the  
36 facility, when possible (however, it is recognized that most or all of these considerations  
37 may be difficult to address when operating in austere field conditions):

38 (1) Acoustic isolation. Simple carpeting, acoustic ceiling and wall material and  
39 appropriate insulation should be employed in construction, in order to prevent

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1 transmission of sound into the interrogation rooms. This ensures the subject is not  
2 distracted by activity outside the room, and that the interrogator has his or her  
3 undivided attention.

4 (2) Furnishings. It is important that the interrogator have the capability to  
5 arrange the room as he requires to support his interrogation. Consideration should be  
6 given to furnishing each interrogation room with one chair for the subject of the  
7 interrogation, one simple table, one chair for the interrogator, and a second chair for an  
8 interpreter, if one is utilized. An eyebolt should be placed in the floor on the subject's  
9 side of the table, for use in restraining the subject of the interrogation, if desired.

10 (3) Facilities should have heating and air conditioning available, and be wired for  
11 both video and audio monitoring of the interrogation.

12 (4) Each interrogation room should be equipped with the means to summon  
13 security or medical personnel as required.

14 (5) Each interrogation room should have an observation window with one-way  
15 mirror, enabling an observer in an adjoining observation room to observe listen and  
16 record events.

17 (6) The observation room should provide for visual observation of the  
18 interrogation via an observation window, and audio and video monitoring and recording  
19 of events, and should include a computer workstation with classified internet access , if  
20 possible.

21 c. Logistics considerations. The facility commander must ensure all logistics  
22 elements required to accomplish the mission are provided. These may include:

23 (1) Consumables: uniforms, food (considerations made for religious and cultural  
24 backgrounds), and health and hygiene items

25 (2) Transportation

26 (3) Support equipment: medical, electrical, and communications

27 (4) Engineer/construction capabilities

28 d. Detention facility operations – When conducting detention operations, cell and  
29 facility design will depend on operational requirements. As a rule, design the cell and  
30 facility, then develop procedures based on the design. The commander shall formalize  
31 in writing the procedures regarding: (For an example refer to Guantanamo Bay (GTMO)  
32 SOP link in Appendix A.)

33 (1) Entering a cell

34 (2) Exiting a cell

35 (3) Restraint techniques

36 (4) Extraction techniques/considerations

37 (5) Physical security inspections

38 (6) Use of force

39 (7) Medical support

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- 1 (8) Key and lock control procedures
- 2 (9) Food service operations
- 3 (10) Shower / hygiene operations
- 4 (11) Recreation
- 5 (12) Internal movement
- 6 (13) Emergency plans , such as—
  - 7 (a) Fire
  - 8 (b) Air raid
  - 9 (c) Emergency evacuations.
  - 10 (d) Natural disaster
  - 11 (e) Blackouts.
  - 12 (f) Escapes.
  - 13 (g) Mass casualty
  - 14 (h) External attack
  - 15 (i) Internal disturbance
  - 16 (j) Hostage situation
  - 17 (k) Staff work strike
  - 18 (l) Reaction to suicide attempt
  - (m) Hunger strikes
  - (n) Bomb threat
- (14) Count procedures
- 19 (15) Security, custody, and control
- 20 (16) Contraband searches
- 21 (17) Disciplinary policy
- 22 (18) Administration procedures
- 23 (19) Segregation areas
- 24 (20) Post orders for guard personnel
- 25 (21) Camp rules for UBs translated into appropriate languages
- 26 (22) Suicide prevention
- 27 (23) Terminal illness and death (provide for religious/ cultural preparations
- 28 as well as proper notification to host nation and ICRC upon demise)
- 29 (24) Mail operations and other correspondence methods
- 30 (25) UB grievance procedures

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1           (26)    ICRC relations

2           (27)    Tool control

3   **4. Reception of Unprivileged Belligerents**

4           a. The SecDef or the SecDef's designee approves all UB transfers to the long term  
5 detention facility. All UBs received will be properly receipted for by the officer  
6 designated to accept them. A DD Form 2708 (see Appendix F) or an allied equivalent  
7 form is used to document all transfers.

8           b. For mass movements of UBs to the long-term detention facility, the use of a  
9 manifest identifying the name, ISN, nationality, and physical condition (to include the  
10 statement "communicable disease" if applicable) of each UB is required. The manifest will  
11 be attached to the original receipt of transfer and forwarded to the NDRC.

12          c. The long-term detention facility commander will determine receiving points for  
13 incoming UBs.

14          d. Receiving procedures:

15           (1) Chain of custody. The receiving facility will account for each UB and his  
16 belongings when they arrive at the central receiving point. Personal property that is  
17 deemed to have evidentiary value will be handled in such a manner as to preserve the  
18 forensic value of the item and properly receipted on the DA Form 4137 to maintain the  
19 chain of custody. Currency will also be receipted for using DA Form 4137  
20 (evidence/property custody document). UBs may be allowed to retain personal effects as  
21 designated by the commander.

22           (2) Prepare the receiving area (coordinate with interrogation group for  
23 interpreters and interrogators, determine the number of UBs that will be arriving,  
24 notify medical personnel, supporting personnel, interagency assets) Figure III-5  
25 provides an example receiving area and processing line within a detention facility.

26           (3) Actions at dropoff site. UBs may arrive at the facility in a variety of ways  
27 dependent on the location of the facility and ongoing operations. Examples of  
28 transportation include trucks, aircraft (fixed or rotary wing), or ship. Security  
29 considerations to consider: (see Figure III-2)

30           (a) Outer security

31           (b) Inner security

32           (c) OPSEC and communications security (COMSEC)

33           (4) ROE/use of force criteria identified.

34           (5) Team for determining property accountability and collection of property from  
35 transport personnel.

36           (6) Movement from dropoff point to facility. UBs will be moved from the dropoff  
37 site to the facility in as expeditious a manner as possible without compromising the  
38 security of the operation or the the safety of the UBs or service members.  
39 Considerations for this phase (see Figure III-3):

40           (a) Route of movement

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- 1 (b) Security formation
- 2 (c) Control methods
- 3 (d) Equipment/weapons needed by the movement team
- 4 (e) Communications
- 5 (f) Coordination with local authority (if applicable)

6 (7) Receiving line concept of operations:

(a) Each UB will be strip searched immediately upon receipt at the facility. Whenever possible, use members of the same sex as the UB to conduct the searches. Personnel conducting the search will focus on:

- 7 • Security
- 8 • Contraband detection
- 9 • Safety/condition of the UB
- 10 • Property accountability

(b) Use a controlled-flow format to escort UBs through the processing area. Normally at this level, UBs are processed one at a time. Secure unprocessed UBs in a holding area.

(c) Facility staff interpreters from the interrogation group, military intelligence, CA, PSYOP, or local authorities as necessary to aid in the inprocessing. Interpreters are usually necessary when collecting data for entering into the DRS.

(d) Inprocessing. Periodically, UBs will arrive at the detention facility to be detained until an appropriate disposition is decided. An example of inprocessing procedures for this process is shown in Table V-1. At a minimum, inprocessing will include:

- (e) Strip search.
- (f) Shower.
- (g) Dressing/shackle exchange.
- (h) Collect personal identification data.
- (i) Record height and weight.
- (j) Add new arrivals to facility count.
- (k) Collect data on new UBs to include:
  - 11 • ISN.
  - 12 • Capturing country.
  - 13 • Theater command/combatant command.
  - 14 • Power served.
  - 15 • Detainee category.
  - 16 • Full name, including aliases.

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- 1           • Rank/position.
  - 2           • Place of birth.
  - 3           • Nationality.
  - 4           • Sex.
- (l) Intelligence representatives may be present and ask additional questions.
- (m) ID wristband/dossier/pictures.
  - (n) Fingerprint.
  - (o) Post the facility rules, If UB cannot read, provide a linguist to read the rules to him
- 5           (8) Follow-on processing
- 6           Commander may be requested by NDRC to assist in collecting additional data per
- 7           SecDef guidance, (refer to SecDef Guidance: Detainee Capture and Handling Guidance,
- 8           dated 7 Feb 02).

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**Table V-1a. Generic Inprocessing Actions (Receiving)**

1

<b>Station</b>	<b>Purpose</b>	<b>Responsible Individuals*</b>	<b>Actions</b>
1	Search	Guards	<ul style="list-style-type: none"> <li>-Assign control numbers</li> <li>-Instruct UBs on facility rules and procedures</li> <li>-Follow accountability procedures.</li> <li>-Escort UBs and their property.</li> <li>-Strip-search UBs (by MP of the same sex if possible) before entering the processing area unless prohibited by conditions.</li> <li>-Remove and examine property, place it in a container or a tray, mark it with a control number, and take it to a temporary storage area. (Some property may be returned in the processing line.)</li> <li>-Supervise movement of UB to the next station.</li> </ul>
2	Clean/hygiene	Guards	<ul style="list-style-type: none"> <li>-Shower UB and provide haircuts.</li> <li>-Disinfect UBs using the guidelines established by the medical officer.</li> <li>-Supervise movement of UBs to the next station.</li> </ul>
3	Medical evaluation	Medical personnel and guards	<ul style="list-style-type: none"> <li>-Medically examine UBs</li> <li>-Transport UBs needing treatment to a medical facility.</li> <li>-Immunize UBs</li> <li>-Create medical treatment record.</li> <li>-Weigh UBs and establish a weight register.</li> <li>-Supervise movement of UBs to the next station.</li> </ul>
4	Personal items	Guards	<ul style="list-style-type: none"> <li>-Issue personal items (toilet paper, soap, toothbrush, and toothpaste)</li> <li>-Issue UB uniforms</li> <li>-Escort UBs to the processing area (Station 5).</li> </ul>
<p>*The number of people used to perform tasks depends on the number of UBs and the amount of time available. Other soldiers assigned to the unit may perform non-guard-specific tasks if necessary.</p>			

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**Table V-1b. Generic Inprocessing Actions (Processing Line).**

<b>Station</b>	<b>Purpose</b>	<b>Responsible Individuals*</b>	<b>Actions</b>
5	Administrative accountability	Processing clerk (assisted by interpreter, intelligence, or others) and guards	-Ensure ISNs are assigned to UBs. Note the capture tag numbers that the ISNs are replacing so late-arriving property is matched to its owner. -Initiate personnel records, ID documents, and property receipts. -Prepare forms and records to maintain the accountability of UBs and their property (capture tag etc.). -Supervise movement of UBs to the next station.
6	Photography and fingerprinting	Guards	-Fingerprint UBs. Identify and record the information on fingerprint cards. -Photograph UBs (with instant film or digital technology). Use photograph name boards (black background with white characters). List control numbers and names (translated into English) at the bottom center. -Collect personal identification data -Supervise movement of UBs to the next station.
7	Personal property	Guards/ Law enforcement agencies	-Inventory/record property (in presence of UBs) brought from temporary property storage areas. -Make separate lists for returned, stored, impounded, and confiscated property. List UBs returnable property or stored property a separate list. -Provide receipts for property placed in temporary storage. -Provide receipts for money placed in UB accounts (multi-Service regulation AR 190-8 and DFAS-IN-37-1). -Return retained property taken from the UB at Station 1 (as determined by the facility commander). -Supervise movement of UBs to the next station. -Personal property that is deemed to have evidentiary value will be handled in such a manner as to preserve the forensic value of the item and properly receipted on the DA Form 4137 to maintain the chain of custody and released to appropriate law enforcement agencies.
8	Records review	Guards	-Review processed records for completeness and accuracy. -Escort UBs back to processing stations to correct errors if necessary. -Prepare/maintain accountability roster of all UBs.
9	Accountability transfer	Guards	-Sign for and take custody of UBs (can use movement manifest), their records, and their impounded property if moving to another facility. -Prepare, maintain and distribute accountability rosters
*The number of people used to perform tasks depends on the number of UBs and the amount of time available. Other soldiers assigned to the unit may perform non-guard-specific tasks if necessary.			

1 **5. Transfer Between Department of Defense Facilities**

2 a. Reclassification or other situations may result in a UB's transfer. The  
3 transferring unit will determine security measures based on the type of UB being  
4 transferred, the mode of transportation used, and other pertinent conditions. See  
5 Chapter IV and Appendices G and H for movement details.

6 b. The facility commander—

- (1) Publishes a transfer order and informs the NDRC.

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- 1           (2) Verifies the accuracy and completeness of UB personnel records and provides  
2 records (in a sealed envelope) to the guards accompanying the movement.
- 3           (3) Verifies that UBs possess their authorized clothing and equipment.
- 4           (4) Prepares impounded personal property for shipment with escorting unit or  
5 separate shipment, as appropriate.
- 6           (5) Briefs escort personnel on their duties and responsibilities, including  
7 procedures for an escape, a death, or another emergency.
- 8           (6) Provides or arranges for rations, transportation, and notifications according to  
9 prescribed procedures.
- 10          (7) Ensures that UBs are manifested by name, ISN, nationality, and physical  
11 condition (to include the statement “communicable disease” if applicable). Attach the  
12 manifest to the original receipt and forward it to the NDRC. Commander prepares  
13 written manifest for dissemination by chain of command.
- 14          (8) Prepares paperwork in English and other languages (if required) before  
15 transferring UBs.
- 16          (9) At transfer, UB is given a full physical, instruction for medication, and a  
17 supply of medications. Also, transfer the UB with all appropriate medical, mental,  
18 dental, and disciplinary records.
- 19          (10) UB personal property will accompany the UB when transferred.

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Chapter VI  
**TRANSFER OR RELEASE FROM LONG-TERM DETENTION**

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Note: Chapter VI focuses on those detainees classified as UBs and are detained at a long-term detention facility. Related information on other categories of detainees is found in FM 3-19.40.

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1 **1. Review and Approval Process**

2 Designated combatant commanders and the Secretary of the Army (executive agent  
3 for law enforcement investigations) shall assess UBs for potential release or transfer on  
4 a comprehensive and ongoing basis. Recommendations for release or transfer are  
5 coordinated with US governmental agencies as appropriate and forwarded to the SecDef  
6 for decision.

7 **2. Definitions**

a. Transfer. A transfer is the change of custody of the UB between competent authorities. (Transfer within DoD is considered movement, see Chapter 4.)

8 b. Release. The process of conditionally releasing a UB who has been determined  
9 no longer to pose a threat to the United States or US interests, under a promise or  
10 agreement of that the UB will not to take up arms, or participate in further fighting,  
11 against the United States or its allies.

12 **3. Transfer or Release Mission**

13 The SecDef, or his designee, will send official notification of transfer or release from  
14 long-term detention. Applicable Joint Staff execute orders will delineate the  
15 responsibilities and procedures to undertake. Some steps normally taken to execute the  
16 order include the following:

17 a. The releasing unit must prepare, maintain and report the chain of custody and  
18 transfer/release documentation in accordance with current transfer and release  
19 procedures as directed by the SecDef. Those procedures are maintained by the NDRC;  
20 units can obtain this info via SIPRNET email to: [NDRC@hqda.army.smil.mil](mailto:NDRC@hqda.army.smil.mil).

21 b. Table VI-1 outlines the release process from long-term detention for UBs. The  
22 table shows who is responsible for each step and what actions they must accomplish.  
23 Based on military necessity, the facility commander may tailor stations to meet current  
24 situations and conditions.

25 c. Individual UB preparation.

26 (1) Segregation and out-briefing.

27 (2) Medical screening.

28 (3) For those UBs being released, execute conditional release agreement  
29 (available from combatant command).

30 d. Determination of receipt/transfer location. As directed by the SecDef or his  
31 designee.

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- 1 e. Movement routes to transfer location. Take into account legal and political  
2 considerations when developing movement routes. Coordinate all routes through  
3 appropriate combatant commanders.
- 4 f. Movement operations. See Appendices G and H.

**Table VI-1. Release Procedures**

<b>Step</b>	<b>Actions</b>
Control and accountability	Maintain control and accountability until releases or transfers are received by the appropriate authorities Maintain a manifest that contains the— -Name. -Rank/status. -Control number. -Power served/nationality. -Physical condition.  Note: A manifest is used as an official receipt of transfer and becomes a permanent record to ensure accountability of each UB until release.
Records	Ensure that copies of appropriate personnel, finance, and medical records accompany released UBs. Signed release agreement will be maintained within DoD. Transfer the records to the designated receiving authority.
Personal property	Ensure that confiscated personal property (that can be released) accompanies released UBs. Conduct an inventory and identify discrepancies. Ensure that UBs sign property receipts. Ensure that UB is provided with appropriate food, clothing, and equipment for safe transition and movement upon release.

- 5 g. Planning procedures to consider for transfer or release of UBs in area of  
6 responsibility (AOR).
- 7 (1) Preparations at receiving station.
- 8 (2) Security considerations.
- 9 (3) Information Operations.
- 10 (4) Receipt procedures.
- 11 (5) Transfer procedures.
- 12 (6) Release.
- 13 h. Records. Upon transfer/release, attach the manifest to the original receipt and  
14 forwarded to the area of responsibility/TDRC.
- 15 i. Public affairs. Due to operational security concerns, only make public  
16 notification of a release and/or transfer in consultation and coordination with OSD.

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**Appendix A**  
**USEFUL LINKS AND KEY DOCUMENTS**

**Unclassified**

1  
2 [US Department of Justice Detention Standards M482 Manual](#)  
3 [AFI 31-207, Arming and Use of Force by Air Force Personnel, Dated 30 October 2001](#)  
4 [AR 27-10, Military Justice Dated 6 September 2002](#)  
5 [AR 190-8, OPNAVINST 3461.6, AFI 31-304, MCO 3461.1, Enemy Prisoners of War,](#)  
6 [Retained Personnel, Civilian Internees and Other Detainees Dated 1 October 1997](#)  
7 [AR 190-40, Serious Incident Report Dated 30 November 1993](#)  
8 [AR 190-47, Army Corrections System Dated 15 August 1996](#)  
9 [CJCSI 3290.01A, Program for Enemy Prisoners of War, Retained Personnel, Civilian](#)  
10 [Internees, and Other Detained Personnel \(EPW/Detainee Policy\) Dated 15 October 2000](#)  
11 [DA Pam 25-6, Configuration Management for Automated Information Systems](#)  
12 [DOD Military Commissions Order #1, Dated 21 March 2002](#)  
13 [DODD1325.4 Confinement Dated 17 August 2001](#)  
14 [DODD2310.1 EPWs Dated 18 August 1994](#)  
15 [FM 3-19-40 Military Police Internment/Resettlement Operations](#)  
16 [FM 2-22.3 \(FM 34-52\) Intelligence Interrogation Dated 8 May 1987](#)  
17 [MCO P1640.4C Marine Corps Correctional Custody Manual, Dated: 9 March 1999](#)  
18 [Presidential Order, Dated 13 November 2001](#)  
19 [SECNAVINST 3461.3 Dated 30 Apr 73](#)  
20 [SECNAVINST 1640.9B Department of the Navy Corrections Manual](#)  
21 [STP 21-24-SMCT, Soldier's Manual of Common Tasks Dated August 2003](#)

**Available on SIPRNET**

22  
23  
24 [GTMO Tiger Team Standard Operating Procedures, Dated 21 January 2003, revised](#)  
25 [12 June 2003](#)  
26 [GTMO Standard Operating Procedures](#)  
27 [GTMO Medical Standard Operating Procedures](#)  
28 [Kandahar Detention Facility Standard Operating Procedures, Dated 24 January](#)  
29 [2002](#)  
30 [SecDef Message Dated: 27 November 2002](#)  
31 [Task Force Seven Standard Operating Procedures](#)

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- 1 [Draft Global Screening Criteria](#)  
2 [Example of C-130 Detainee Transportation](#)  
3 [NWP 3-07.4, Maritime Counter Drug and Alien Migrant Interdiction Operations,](#)  
4 [Dated May 2000](#)  
5 [HQ EUCOM Directive 45-1 Dated 27 June 2002](#)

6

7

**Websites**

- 8 <http://www.iwar.org.uk/iwar/resources/call/swengros.htm>  
9 [http://www.hqda-aoc.army.pentagon.mil/AOC\\_Org/ODL/NDRC/NDRC.htm](http://www.hqda-aoc.army.pentagon.mil/AOC_Org/ODL/NDRC/NDRC.htm)  
10 [http://www.juvjus.state.nc.us/about/pdf/policy/UseofForceDirective\\_DJJDP1.pdf](http://www.juvjus.state.nc.us/about/pdf/policy/UseofForceDirective_DJJDP1.pdf)  
<http://www.unhchr.ch/html/intlinst.htm>  
11 [http://www.cjtf180.army.smil.mil/SJA\\_Web/sjaweb.htm](http://www.cjtf180.army.smil.mil/SJA_Web/sjaweb.htm) (SIPRNET)

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Appendix B  
**DETENTION OF ENEMY COMBATANTS AT DOD MILITARY  
CONFINEMENT FACILITIES**

1 **1. Background**

2 a. Detention and release authority of enemy combatants (including unprivileged  
3 belligerents) at DOD military confinement facilities rests with the SecDef or his  
4 designee.

5 b. When detained at DOD military confinement facilities, separate enemy  
6 combatants from members of the US Armed Forces. At no time, place an enemy  
7 combatant in the immediate association of a member of the US Armed Forces (Title 10,  
8 US Code (USC), Section 812).

9 c. In the absence of applicable guidance, to the largest extent practical, follow the  
10 provisions of DODD 1325.4, DOD Instruction 1325.7 and applicable Service regulations  
11 in administering correctional functions.

12 d. Consider unprivileged belligerents, not adjudged by military commission,  
13 national security risk detainees. Confinement facility commanders shall ensure that  
14 appropriate security safeguards are implemented for purposes of control, to prevent  
15 escape or belligerent acts, for prevention of injury to themselves or others, and for the  
16 orderly and safe administration of the confinement facility.

17 **2. Military Commissions**

18 a. DOD Military Commission Order No. 1 of March 21, 2002 and accompanying  
19 instructions implement policy, assign responsibilities, and prescribe procedures for  
20 trials before military commissions of individuals subject to the President's Military  
21 Order.

22 b. Upon conviction of an accused by the commission that includes a sentence to  
23 confinement, the SecDef or his designee shall determine where to confine a detainee.

24 c. Post-trial procedures are identified within [DOD Military Commission Order No.](#)  
25 [1 of March 21, 2002](#) and accompanying instructions.



## Appendix C DETAINEE REPORTING SYSTEM

### 1. Introduction

This annex provides an overview of the DRS software. The DRS software automates the processing, data entry (to include digital photographs), tracking, and reporting of detainee information from beginning of detention to termination of detention. This includes the automated issuance of ISNs, collection of processing data (to include digital photo), generation of automated forms, standardized and query reports, tracking of data changes, generation of transfer orders/receipts and release or repatriation documents, and the generation of transfer data uploads, change only uploads or complete uploads to meet the requirements established by the Executive Agent for detainee operations.

### 2. Background

The SecDef, per DOD Directive 2310.1 directs the Secretary of the Army to be the DOD's executive agent for Enemy Prisoner of War Detainee Program. Within the Army, the Office of the Provost Marshal General has responsibility for the staffing of the NDRC to collect, maintain and report accountability data as directed by multi-Service Regulation AR 190-8 and current SecDef requirements. The DRS is established as the sole automated software authorized for all detainee data collection, management and reporting for all US Armed Forces, combatant commanders, JTF commanders and detention facility commanders. Current information and support for the DRS and other detainee links is located at the NDRC website:

[http://www.hqda-aoc.army.pentagon.mil/AOC\\_Org/ODL/NDRC/NDRC.htm](http://www.hqda-aoc.army.pentagon.mil/AOC_Org/ODL/NDRC/NDRC.htm)

### 3. Detainee Reporting System Software

a. The DRS software was written to provide an automated system to relieve the paperwork burden on processing units as well as to standardize the data collection and reporting requirements into one user friendly system. The user's manual for the system is located at the below website:

[http://www.hqda-aoc.army.pentagon.mil/AOC\\_Org/ODL/NDRC/Detainee%20Reporting%20System.htm](http://www.hqda-aoc.army.pentagon.mil/AOC_Org/ODL/NDRC/Detainee%20Reporting%20System.htm)

b. The user's manual was written for individual self instruction and provides the "how to" for use of the system. It is organized in conjunction with the four main modules within the software: processing, query, standard reports, and system administration. The basic purpose of each module is as follows:

(1) Accounting. This provides three functions, which allow the user to perform administration functions, as well as internee admissions, releases, transfers, escapes, and deaths.

(2) Query. This provides two functions, which enable the user to generate various selected queries.

c. Standard Reports. This provides four functions, which enable the user to generate standard reports.

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1       d. System Admin. This provides five functions that allow the user to perform  
2 various database maintenance functions, as well as username and password access.

3       **4. Database Management**

4       The DRS creates a sizeable database. As with all databases, the management and  
5 maintenance can require special education or knowledge. With the DRS, those  
6 database management and maintenance requirements are minimized to improve user  
7 friendliness of the program. Access the program through the DRS software system  
8 administration menu. The primary administrative functions are: backing up data, and  
9 compacting and repairing the database. These functions are routine operations that  
10 will ensure the integrity of the database; perform them periodically. The system  
11 administrator also assigns permissions to approved users to access specific areas of the  
12 database.

13       **5. Detainee Reporting System Integration with Military Police Doctrine**

14       The DRS was developed to assist receiving and processing centers of  
15 internment/resettlement (I/R) and detention facilities and to automate the manual  
16 system of military forms and files used to maintain records according to AR 190-8. FM  
17 3.19-40, Chapter VI outlines the structure of receiving and processing centers for these  
18 facilities. Although there is no set standard for the setup of the processing stations,  
19 understanding this manual will enable the user to employ operational considerations to  
20 operate the DRS in a networked configuration and enable maximum productivity. See  
21 Figure III-5 for an example of a processing center integrated within a detention facility.

22       **6. Software Overview**

23       a. Software Purpose. The DRS software is designed to assist the I/R or detention  
24 facility with an automated processing system in addition to meet daily reporting  
25 requirements to the TDRC or NDRC, respectively. The DRS provides easy-to-follow  
26 data entry screens to assist in the collection of detainee related data, which is then  
27 stored in a relational database management system for future use.

28       b. Software Environment. Users can run DRS in a stand-alone (single personal  
29 computer (PC)) environment or in a multi-user configuration such as on a Novell or MS  
30 Windows NT network. In both cases, load the application software on the workstations  
31 of the operators using the application. In a multi-user environment, load the DRS data  
32 files on the file server or network application server. The workstation systems must be  
33 IBM PC compatible. When installed on a local area network (LAN), the DRS  
34 application takes advantage of all the productivity enhancements that a network  
35 provides. These include the electronic sharing of information and resources such as  
36 printers, routers, and software. Additionally, users can route files and reports  
37 electronically, thus saving time and money.

38       **7. System Requirements**

39       Each workstation is recommended to meet the following minimum specifications:

40       a. Hardware.

- (1) INTEL® Pentium III or equivalent processor.

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- (2) 512 megabyte (or higher) memory.
- (3) 10 gigabyte (or more) free hard disk space.
- (4) CD-RW drive.
- (5) Network cable port for CAT 5 LAN connection.
- (6) Keyboard.
- (7) Mouse.
- (8) Video graphics array (VGA) color monitor.
- (9) Digital camera.

1

b. Software.

- (1) Microsoft Windows operating system (Any).
- (2) DRS application software.
- (3) Network operating system (NOS) for network operations.
- (4) Printer drivers.
- (5) Communication Software (as needed).

2

**8. Software Application**

3

DRS functions at the user level, 24 hours a day, 7 days a week. It provides the user immediate data entry and retrieval with standard reports and related forms thus reducing the work required to maintain a manual system.

4

5

6

a. Microsoft® Windows interface. Since DRS is written according to the Microsoft® Windows application-programming interface, its operation is closely tied to the way Microsoft® Windows works. Therefore, users should be familiar with Microsoft® Windows to operate this application. These standard Windows conventions are consistent throughout the DRS application. For a detailed list of features and explanations, please refer to the operating system manual for the version of Microsoft® Windows you are using.

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b. Navigation. When working in Windows, you work in rectangular areas of the screen called “windows.” The windows are displayed on the background, which is called the desktop. The applications are often represented on the desktop or in windows as icons (small graphical symbols).

14

15

16

17

(1) Desktop Icons. The DRS will appear on the desktop as an icon. You can start the DRS application by simply double-clicking the icon with the mouse. The DRS icon is called a program-item icon, and when you open it up, it opens the application window. The window you have opened up is called the active window. To make a window active you simply click anywhere on the window.

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22

(2) Task Bar Application. Another method of managing the application is to use the task bar feature of Windows. You can use the task bar to display the “Start” button. Clicking the Start button opens the Start menu, which gives you access to your programs, recently opened documents, settings, the Find utility, and the Windows Help

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1 system. You can also use options on the Start menu to run programs and shut down  
2 Windows. Pressing <CTRL>+<ESC> will bring up the “Start” menu.

3 (3) <ALT>/<TAB> keys. You can also cycle through active programs by holding  
4 down the <ALT> key and hitting the <TAB> key.

5 c. Navigation within the DRS. When working within the DRS application window,  
6 a series of menu names are displayed where each name represents a DRS function,  
7 subsystem, or module. Clicking on the menu name displays the menu commands or  
8 another list of menu names (submenus). Further clicking of a menu command carries  
9 out an action, usually, opening another window. When you click on most menu  
10 commands in DRS it will open up a window that contains forms. Data entry, reports,  
11 archiving, etc., are all accomplished via windows that contain forms that allow the user  
12 to enter data, enter selection criteria, and/or execute commands.

### 13 **9. Data Validation**

14 Data validation occurs as information enters DRS via the various input screens.  
15 The edits include checks for permissible data (correct, syntax, proper codes). Attempts  
16 to input erroneous data will result in the display of an error message. This display  
17 identifies the error and assists in its correction. Turnaround time for data corrections  
18 and output report generation is immediate.

### 19 **10. Contingencies**

20 Contingencies and alternate states and modes of operation are available. In the  
21 event of file server failure, the system administrator can set up DRS in stand-alone  
22 mode and restore the last backup to the stand-alone computer. In the event the system  
23 fails due to lack of power, the user reverts to manual operations.

### 24 **11. Security and Privacy**

25 The DRS was designed with security measures capable of protecting the Privacy Act  
26 Information that it contains. The security requirements for this system employ a  
27 combination of software security and physical security to ensure security requirements  
28 are met or exceeded. Within the software environment, there are two different levels of  
29 control. One level of control is exercised through the network operating system and the  
30 other is through the DRS application. Novell Netware has extensive controls to prevent  
31 unauthorized access to volumes (drives) and files loaded on the file server. Within the  
32 DRS application there are two additional levels of control. The DRS application  
33 supports discretionary access through the use of passwords and the assignment of user  
34 permissions. Both system security and optimum system operation mandate the use of  
35 these restrictions. One last feature of DRS is that the database is encrypted and cannot  
36 be read except via the DRS application. The local physical security plan must further  
37 prevent unauthorized personnel from viewing the personal information manipulated by  
38 DRS. Backup copies of data files, this software User’s Manual, and system executable  
39 programs are authorized FOR OFFICIAL USE ONLY. No other copies of data,  
40 documents or software are authorized.

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1 **12. Assistance and Problem Reporting**

2 a. Report a problem on DRS that cannot be fixed at the local level (PROBLEM  
3 REPORT) or request an enhancement via an engineering change proposal – software  
4 (ECP-S) on DA Form 5005-R. Submit when a technical problem with DRS occurs that  
5 requires immediate action, to include further clarification or requesting new copies of  
6 disks or manuals. The following process is to comply with US Army Information  
7 Systems Engineering Command (USAISEC) requirements for user identified system  
8 problem reporting:

9 (1) When a user encounters a problem, that person should immediately alert the  
10 system administrator. Ensure that the following are accurately recorded:

- 11 (a) Which screen was being used.
- 12 (b) Which data field.
- 13 (c) Error message.
- 14 (d) Steps taken before the occurrence of the problem.
- 15 (e) Steps taken to correct the problem.

---

16 Note: If possible, do a <Print Screen>.

---

17 (2) The system administrator is responsible for reporting system problems by  
18 completing DA Form 5005-R, in accordance with DA Pam 25-6. However, when the  
19 system administrator cannot resolve the problem, that individual will contact  
20 DAMO-ODL. The web address is:

21 [http://www.hqda-aoc.army.pentagon.mil/AOC\\_Org/ODL/NDRC/NDRC.htm](http://www.hqda-aoc.army.pentagon.mil/AOC_Org/ODL/NDRC/NDRC.htm)

22 (3) The system administrator is responsible for forwarding a copy of the DA Form  
23 5005-R (either facsimile or mail), with an information copy sent to the respective major  
24 command (MACOM).

25 (4) The Office of the Provost Marshal General will immediately notify a DRS  
26 system developer by telephone or send a facsimile copy of the problem report and  
27 printed screen (if available). The DRS system developer will analyze the problem,  
28 determine which action to take, and complete DA 5005-R, blocks 18 and 19. The DRS  
29 system developer will notify the “point of contact” in DA Form 5005-R, block 4, of the  
30 results of block 18, “problem report action taken.”

31 b. Engineering change proposal-software (ECP-S). Submit this when a DRS  
32 proposed improvement is identified, i.e., operational characteristics such as a new data  
33 field, change of interface systems, new regulation establishing new policy, cosmetic  
34 changes, etc. To request a proposed enhancement (ECP-S) to DRS:

35 (1) Complete DA Form 5005-R, blocks 1 through 15, in accordance with  
36 DA Pam 25-6.

37 (2) Forward all ECP-S (DA Form 5005-R) to respective MACOM.

38 (3) MACOM representative will review and complete DA Form 5005-R, blocks 16  
39 and 17.

40 (4) MACOM will forward the DA Form 5005-R to the proponent agent:

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1           The Office of the Provost Marshal General (DACS-PM)  
2           2800 Army Pentagon  
3           Washington, DC 20310-2800

4           (5) A representative will analyze the proposed change, determine next course of  
5           action, and complete DA 5005-R, blocks 20 through 29, NAME AND TITLE and  
6           SIGNATURE blocks.

7           **13. Use of Other Automated Systems**

8           a. The use of locally developed automation systems does not relieve the  
9           requirement to utilize the DRS for detainee reporting and record management to the  
10          TDRC or NDRC, respectively.

11          b. The Office of the Provost Marshal General must approved requests for use of  
12          other automation systems.

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## Appendix D FIELD EXPEDIENT RESTRAINTS

### 1 1. Purpose

2 The purpose of this appendix is to identify techniques for the use of field expedient  
3 restraints on detainees to ensure unit security and to provide temporary custody and  
4 control.

### 5 2. Guidance

6 In tactical situations, the use of field expedient restraints include flexi-cuffs, duct  
7 tape, parachute cord, and other assets necessary to temporarily restrain detainees for  
8 force protection, custody and control, and movement. Whenever possible, place  
9 detainees into restraints prior to searching or moving them. The following  
10 considerations are provided:

11 a. Employ field expedient restraints on detainees in a manner that is safe, secure,  
12 humane, and professional. With all restraint types, use the following guidance:

(1) Exersize caution in cases where detainees are gagged and/or hooded. Field expedient measures, when required, may impair a detainee's ability to breathe. Sand bags as hoods restrict airflow, use them only as a last resort. In some areas of the world, using the detainees' own headgear as hood device is ideal, i.e. turbans and/or burqas. Blackened goggles are the preferred security measure.

13 (2) With different bindings, ensure blood flow is not restricted from the restraints  
14 being to tight. Monitor detainees after restraints are applied, check for discoloration of  
15 skin, which is one indication that the restraints are to tight.

16 (3) Flex-cuffs, 550 cord, and duct-tape are light weight and easy to use. See  
17 Figures D-1 through D-6 for pictures of flex-cuffs and their use.

18 (a) Flex-cuffs (national stock number 8465-0007-2673). A plastic band with  
19 a self-locking mechanism at one end. When threaded, the restraint band circles around  
20 the wrist or ankles impeding and securing the individual. Use two flex if available. If  
21 supply is limited, use one flex-cuff as shown in Figure D-1 or D-2.

22 (b) Wrap 550 cord around the wrist several times and then wrap the cord  
23 around between the wrists to help prevent extra loosening around the wrist. Tie cord  
24 using a knot like the square knot. Be extra careful to ensure blood flow is not  
25 restrained.

26 (c) Use duct tape in the same manner as the flex-cuff or 550 cord. Take  
27 caution not to restrict blood flow. Use your best judgement as to the number of times to  
28 wrap with tape based on the detainee's strength and size.

29 (4) The preferred method of restraint is behind the back with palms facing away  
30 from each other. If injury prevents this technique, bind detainee's wrists in the front  
31 with palms together as shown in Figure D-6. Injuries such as upper body wounds or  
32 broken arms may make this the best option.

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1       b. Combat commanders shall plan for and train personnel in field expedient  
2 restraint measures. US personnel are expected to employ restraints in a manner  
3 consistent with training provided by the Service.

4       c. US personnel handling detainees shall make an assessment of the detainee's  
5 risks to the unit mission. This assessment will include, at a minimum, the detainees'  
6 behavior and physical condition for purposes of restraint positioning (i.e., front or rear).  
7 US personnel should also take into consideration the nature of the mission, such as type  
8 of detainee, length of travel, destination, and current situation.

9       d. Regardless of whether restraints are used, or the level of restraints, do not  
10 transport a detainee without first searching for weapons or contraband except when  
11 circumstances pose a safety hazard or danger to the mission. In the latter case, conduct  
12 a search as soon as practicable. At the minimum, conduct a frisk search. Bag and tag  
13 confiscated items as soon as practical. The use of zip lock bags is suggested to secure  
14 identity documents and small personal items. Place an inventory sheet of all items  
15 confiscated in the zip lock bag and affix to the detainee to prevent loss. Personnel may  
16 use duct-tape to secure zip lock bag to the detainee during transport. Use large trash  
17 bags to secure larger items.

18       e. Restrain detainees who have demonstrated violent behavior or a strong  
19 likelihood of escape behind the back while being transported as well as at any other  
20 time in custody when held in nonsecure areas like vehicles or buildings. Compliant  
21 detainees are restrained in the front to facilitate movement during transport.

22       f. There may be advantages in restraining detainees to fixed objects, or in  
23 multiples, in emergent circumstances. For example, personnel can and should link  
24 detainees together during transport, i.e. daisy chain.

25       g. The mission leader has the discretion to remove, adjust, or apply restraints  
26 during transportation or escort.

27       h. Use a reasonable amount of restrains given the circumstances. Do not use  
28 restraints to inflict punishment nor to restrict blood circulation or breathing. US  
29 personnel shall take reasonable and prudent care to avoid causing unnecessary physical  
30 pain or extreme discomfort when applying restraints.

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Figure D-1. Single Loop Flex-Cuff on Overlapped Arms



Figure D-2. Single Loop Flex-Cuff on Both Wrists

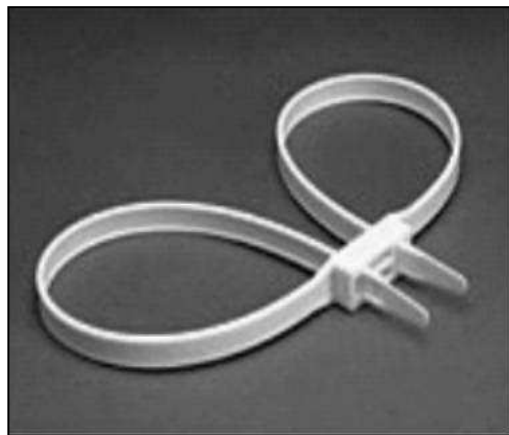


Figure D-3. Double Cuff

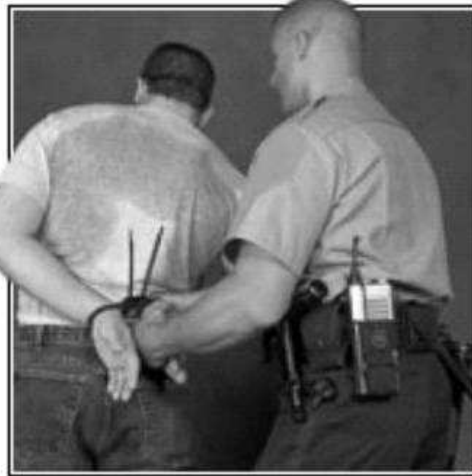


Figure D-4. Double Loop Flex-Cuff on Wrists



Figure D-5. Flex-Cuff Equipment



Figure D-6. Frontal Restraint

## Appendix E TACTICAL LEVEL LOGISTICS CONSIDERATIONS

### 1 **1. Logistics**

2 Commanders and planners need to deeply involve themselves in the logistical  
3 aspects of detention operations, from the IPOC to the initial detention facility and  
4 subsequently to the long-term detention facility. Failure to maintain the logistical  
5 standards will impact the operation and may bring unwelcome attention from news  
6 media and the ICRC.

### 7 **2. Logistical Checklist**

8 The following are some factors to consider when developing a logistical standard for  
9 a facility.

10 a. Planning factors:

11 (1) Acquisition law/procedures for detainee supply requirements. Planners need  
12 detailed information on how to acquire and maintain supplies to meet the needs of the  
13 facility.

14 (2) Aerial/seaport throughput capacity (current and projected). Is there a  
15 standard flow of aircraft/ships in a given location? How can planners access those  
16 resources to ensure detention facility is properly supplied and maintained?

17 (3) Airfields/airstrips in area of operations. This consideration is important when  
18 determining a suitable location for a facility.

19 (4) Line of communications requirements and status. Planners and operators at  
20 the detention facility need to ensure that they have visibility on aircraft when they  
21 arrive with detainees onboard.

22 (5) Allied/coalition support provided and required. What resources do these  
23 elements bring to detention operations?

24 (6) Area damage control and fire fighting resources. SOPs should address  
25 procedures in the event of a fire in the detention facility.

26 (7) Armed services blood program status. Is there a plan in place for a blood  
27 resupply program for the detainees?

28 (8) Chemical alarms. An SOP should address the response of the guard force in  
29 the event of a chemical attack on the facility or the compound on which the facility is  
30 located.

31 (9) Clothing for detainees. Planners need to consider how to purchase, supply,  
32 accounted for, and maintain clothing items in the facility.

33 (10) Combat health logistics. Determination for the medical and dental needs of  
34 the detainees: physical exams; dental work required; nonbattle injuries and subsequent  
35 treatment.

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1 (11) Commander's supply priorities. Logistics planners need to consider the  
2 detention facility requirements when recommending supply priorities to the  
3 commander.

4 (12) Concept of support coordination (engineer, medical, dental, religious).  
5 Detention facility planners should identify the type of day-to-day support needed to run  
6 and maintain the facility. Subsequently, sending those requirements up to higher  
7 headquarters to ensure such assets are available in support.

8 (13) Food and water consumption. Compile a detailed analysis of the current  
9 and projected consumption rates to assist the planners in ordering and maintaining food  
10 and water supplies for the detainees. In addition, identify food and water requirements  
11 for the guard force and personnel supporting the facility.

12 (14) Contractor support (with local indigenous personnel). Identify what the  
13 screening/vetting process is for allowing contractors in or near the facility. In addition,  
14 planners should identify where to use contractors for their best use.

15 (15) Echelon above corps (EAC) logistics unit adequacy. Identify what the  
16 logistical transportation distances are for support to the detention supply.

17 (16) Emergency resupply plans. Contingencies, branch/sequel plans, if logistical  
18 needs are not met within the facility. Identification of where those supplies are located  
19 and how to access them for use in the facility.

20 (17) Engineering and construction standards/policies. Planners should research  
21 the structural requirements for building and maintaining the facility. Such structures  
22 include: guard towers; fencing/barrier requirements; isolation facilities; latrine/shower  
23 facilities; perimeter security requirements and construction.

24 (18) Flex cuff availability. Identify if reusable flex cuffs are available.

25 (19) Food service support. Planners should identify if there are special  
26 religious/cultural requirements for the detainees.

---

Note: If detainees are given Meals-Ready-To-Eat, take out and account for any hardware within the meals prior to giving the meal to the detainee. Planners and facility operators should ALWAYS consider security of the guard force when determining what and how to feed to detainees.

---

27 (20) Time Phased Force and Deployment Data (TPFDD) considerations.  
28 Planners should identify the force necessary to conduct the mission. What other  
29 external assets are required to run and maintain the facility? Considerations should be:  
30 medical and dental personnel, SJA, chaplain support, and engineer support;

31 (21) Generator availability. Lighting and generator requirements are critical to  
32 maintaining security within the facility. In addition, identify mechanics for  
33 maintaining generators as a requirement. Consider lighting (internal/external)  
34 requirements for the facility. Planners should walk the ground in and around the  
35 holding area, the corridors along the perimeter to ensure that all dead space or dark  
36 spots are covered with light and also covered by guard towers.

37 (22) Health service support posture (current and projected). Identify the status  
38 of current medical and dental personnel who support the detention facility.

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1           (23) Heavy equipment transport asset posture. Are there special equipment  
2 requirements necessary to maintain and sustain the facility? Are trenches required for  
3 bunkers to mitigate against indirect fire? A latrine trench for use by the detainees?

4           (24) Host nation support (HNS) arrangements (food, clothing). Planners should  
5 consider what HN assets are available to support the facility in terms of food and  
6 clothing. This is especially important when meeting any religious or cultural needs.

7           (25) Intransit visibility of logistics resources. A measure available to ensure  
8 visibility of when logistical resources will arrive at the facility.

9           (26) Intratheater airlift and/or sealift capabilities. Planners determine the  
10 necessity and the capability for air and sea assets for moving detainees and supplies.

11           (27) Key control SOP. Based on the structure of the facility, key control is  
12 critical to maintaining a safe and secure environment for the detainees and the guard  
13 force. Accountability and proper maintaining of ALL keys is a vital aspect of detention  
14 operations.

15           (28) Labor and funding sources. Identify where and how funding is obtained.

16           (29) Linguists. This is a requirement for the guard force and the interrogation  
17 teams. The detention facility commander should control the linguists and place them  
18 where they are most needed in support of the overall operation.

19           (30) Litters. Placed at a location with quick access by the guard force in the  
20 event of a medical emergency.

21           (31) Local purchase procedures and theater policy. Identify what the  
22 requirements are for local purchasing of food, clothing, water, etc.,.

23           (32) Logistics situational understanding at all levels. All levels of involvement in  
24 detention operations, from planners to the lowest ranking individual must understand  
25 the complexities and necessity for properly maintaining the logistical needs of the  
26 facility.

27           (33) Logistics capabilities (current and projected). Identify what the  
28 requirements are for the facility and the means to meet those requirements.

29           (34) Logistics shortfalls/challenges. The detention facility commander should  
30 meet once a week with all personnel involved in the facility operations to identify  
31 logistics shortfalls.

32           (35) Logistics infrastructure maturation. Once the facility has been maintained,  
33 make continual improvement on the facility to ensure safety and security for the guard  
34 force and detainees.

35           (36) Logistics lessons learned. Planners should consider investigating past  
36 operations and search out those lessons learned when developing plans and  
37 contingencies for detention operations.

38           (37) Long-lead procurement items. Planners should, up front, identify those  
39 requirements that may take an extended period of time before arrival to the facility and  
40 identify measures to mitigate against risk in the interim.

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1           (38) Media coverage. Identify what the media plan is and provide guidance on  
2 media operations to all personnel involved in detention operations. OSD must approve  
3 all media plans.

4           (39) Mortuary affairs. Identify what the guidance is if a detainee dies while in  
5 custody at a detention facility. What is the notification process? What is the media  
6 guidance for this?

7           (40) Public address system. Planners should consider a method/means to ensure  
8 information that needs to be addressed to all the detainees can be executed. Check into  
9 systems available for audio pick up.

10          (41) Ration cycle for detainees. Taking into account cultural and religious needs,  
11 ensuring that ration cycles are consistent with the ration cycle for US/or coalition forces.

12          (42) Tool control. Tool control is critical for maintaining a safe and secure  
13 environment in the facility. Account for and properly store all tools to prevent detainee  
14 access to them.

15          b. Initial Point of Capture (IPOC) requirements:

16           (1) Ziplock bags/Trash bags.

17           (2) Flex cuffs.

18           (3) 550 (parachute) cord.

19           (4) Duct-tape.

20           (5) Capture tags.

21          c. Riot control considerations and equipment (at the initial and long term detention  
22 facilities):

23           (1) Non-lethal weapon agents/determination for release authority.

24           (2) Shinguards.

25           (3) Helmet/face shield.

26           (4) Baton.

27           (5) Body shield.

28           (6) Groin protector.

29           (7) NBC mask.

30           (8) Gloves.

31           (9) Handcuffs, chain belts, and leg shackles.

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**Appendix F**  
**FORMS**

The forms provided in this appendix are for use as examples. Obtain actual forms through appropriate channels. If access to original forms is unavailable, copies of these may be used.

Figure F-1. DD Form 509 - Inspection Record of Prisoners in Segregation (SN 0102-LF-005-2500)

Figure F-2. DD Form 515 - Roster of Persons (Back side of form continues list only)

Figure F-3. DD Form 2708 - Receipt For Inmate or Detained Person

Figure F-4/5. DD Form 2745 - Capture Tag (front-back)

Figure F-6/7. DA Form 4137 - Evidence/Property Custody Document (front-back)

Figure F-8/9. DA Form 5005-R Engineering Change Proposal-Software (front-back)

Figure F-10. Detainee Capture Log

Figure F-11. Detainee Contact Card

Figure F-12/13. SF 600 - Medical overprint for SF 600 (front-back)

Figure F-14 through 17. AF Form 52 - Evidence Tag (pg 1 front-back & pg 2 front-back) (US GPO: 2001-481-608)

Figure F-18/19. AF Form 53 - Security Police Desk Blotter (front-back)

Figure F-20/21. AF Form 1168 - Statement of Witness/Suspect (front-back)

Figure F-22. AF Form 1297 - Temporary Hand Receipt

Figure F-23 through 28. AF Form 3545 - Incident Report (pages 1-6)

Figure F-29/30. Use of Force Report (front-back)

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RECEIPT FOR INMATE OR DETAINED PERSON		
1. RECEIVED FROM <i>(Unit or Agency and Station)</i>	2. TIME	3. DATE (YYYYMMDD)
4. INMATE NAME <i>(Last, First, Middle)</i>	5. SSN	6. GRADE
7. ORGANIZATION	8. STATION	
9. OFFENSE		
10. PERSONAL PROPERTY		
11. REMARKS		
12. NAME AND TITLE OF PERSON RECEIVING ABOVE INDIVIDUAL	13. SSN	14. GRADE
15. RECEIVING UNIT OR AGENCY AND STATION	16. SIGNATURE	

DD FORM 2708, NOV 1999

**Figure F-3. DD Form 2708 - Receipt For Inmate or Detained Person**

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<p align="center"><b>ATTACH TO PW</b></p> <p>DATE OF CAPTURE [ ]</p> <p>NAME [ ]</p> <p>SERIAL NUMBER [ ]</p> <p>RANK [ ]</p> <p>DATE OF BIRTH [ ]</p> <p>UNIT [ ]</p> <p>LOCATION OF CAPTURE [ ]</p> <p>CAPTURING UNIT [ ]</p> <p>SPECIAL CIRCUMSTANCES OF CAPTURE [ ]</p> <p>WEAPONS / DOCUMENTS [ ]</p> <p>FORWARD TO UNIT [ ]</p> <p>DATE OF CAPTURE [ ]</p> <p>NAME [ ]</p> <p>SERIAL NUMBER [ ]</p> <p>RANK [ ]</p> <p>DATE OF BIRTH [ ]</p> <p>UNIT [ ]</p> <p>LOCATION OF CAPTURE [ ]</p> <p>CAPTURING UNIT [ ]</p> <p>SPECIAL CIRCUMSTANCES OF CAPTURE [ ]</p> <p>WEAPONS / DOCUMENTS [ ]</p> <p>ATTACH TO ITEM [ ]</p> <p>DATE OF CAPTURE [ ]</p> <p>NAME [ ]</p> <p>SERIAL NUMBER [ ]</p> <p>RANK [ ]</p> <p>DATE OF BIRTH [ ]</p> <p>UNIT [ ]</p> <p>LOCATION OF CAPTURE [ ]</p> <p>DESCRIPTION OF WEAPONS / DOCUMENTS [ ]</p> <p>DD 2745 STANAG 2044</p>	<p align="center"><b>ATTACH TO PW</b></p> <p>DATE OF CAPTURE [ ]</p> <p>NAME [ ]</p> <p>SERIAL NUMBER [ ]</p> <p>RANK [ ]</p> <p>DATE OF BIRTH [ ]</p> <p>UNIT [ ]</p> <p>LOCATION OF CAPTURE [ ]</p> <p>CAPTURING UNIT [ ]</p> <p>SPECIAL CIRCUMSTANCES OF CAPTURE [ ]</p> <p>WEAPONS / DOCUMENTS [ ]</p> <p>FORWARD TO UNIT [ ]</p> <p>DATE OF CAPTURE [ ]</p> <p>NAME [ ]</p> <p>SERIAL NUMBER [ ]</p> <p>RANK [ ]</p> <p>DATE OF BIRTH [ ]</p> <p>UNIT [ ]</p> <p>LOCATION OF CAPTURE [ ]</p> <p>CAPTURING UNIT [ ]</p> <p>SPECIAL CIRCUMSTANCES OF CAPTURE [ ]</p> <p>WEAPONS / DOCUMENTS [ ]</p> <p>ATTACH TO ITEM [ ]</p> <p>DATE OF CAPTURE [ ]</p> <p>NAME [ ]</p> <p>SERIAL NUMBER [ ]</p> <p>RANK [ ]</p> <p>DATE OF BIRTH [ ]</p> <p>UNIT [ ]</p> <p>LOCATION OF CAPTURE [ ]</p> <p>DESCRIPTION OF WEAPONS / DOCUMENTS [ ]</p> <p>DD 2745 STANAG 2044</p>	<p align="center"><b>ATTACH TO PW</b></p> <p>DATE OF CAPTURE [ ]</p> <p>NAME [ ]</p> <p>SERIAL NUMBER [ ]</p> <p>RANK [ ]</p> <p>DATE OF BIRTH [ ]</p> <p>UNIT [ ]</p> <p>LOCATION OF CAPTURE [ ]</p> <p>CAPTURING UNIT [ ]</p> <p>SPECIAL CIRCUMSTANCES OF CAPTURE [ ]</p> <p>WEAPONS / DOCUMENTS [ ]</p> <p>FORWARD TO UNIT [ ]</p> <p>DATE OF CAPTURE [ ]</p> <p>NAME [ ]</p> <p>SERIAL NUMBER [ ]</p> <p>RANK [ ]</p> <p>DATE OF BIRTH [ ]</p> <p>UNIT [ ]</p> <p>LOCATION OF CAPTURE [ ]</p> <p>CAPTURING UNIT [ ]</p> <p>SPECIAL CIRCUMSTANCES OF CAPTURE [ ]</p> <p>WEAPONS / DOCUMENTS [ ]</p> <p>ATTACH TO ITEM [ ]</p> <p>DATE OF CAPTURE [ ]</p> <p>NAME [ ]</p> <p>SERIAL NUMBER [ ]</p> <p>RANK [ ]</p> <p>DATE OF BIRTH [ ]</p> <p>UNIT [ ]</p> <p>LOCATION OF CAPTURE [ ]</p> <p>DESCRIPTION OF WEAPONS / DOCUMENTS [ ]</p> <p>DD 2745 STANAG 2044</p>
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**Figure F-4. DD Form 2745 - Capture Tag (Front)**

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<p>SEARCH THOROUGHLY TAG CORRECTLY REPORT IMMEDIATELY EVACUATE RAPIDLY SEGREGATE BY CATEGORY SAFEGUARD FROM DANGER / ESCAPE</p>	<p>SEARCH THOROUGHLY TAG CORRECTLY REPORT IMMEDIATELY EVACUATE RAPIDLY SEGREGATE BY CATEGORY SAFEGUARD FROM DANGER / ESCAPE</p>	<p>SEARCH THOROUGHLY TAG CORRECTLY REPORT IMMEDIATELY EVACUATE RAPIDLY SEGREGATE BY CATEGORY SAFEGUARD FROM DANGER / ESCAPE</p>
---	---	---

Figure F-5. DD Form 2745 - Capture Tag (Back)

SIGNATURE DRAFT  
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EVIDENCE/PROPERTY CUSTODY DOCUMENT		MPR/CID SEQUENCE NUMBER		
For use of this form - see AR 190-45 and AR 195-5; the proponent agency is US Army Criminal Investigation Command		CRD REPORT/CID ROI NUMBER		
RECEIVING ACTIVITY		LOCATION		
NAME, GRADE AND TITLE OF PERSON FROM WHOM RECEIVED <input type="checkbox"/> OWNER <input type="checkbox"/> OTHER		ADDRESS (include Zip Code)		
LOCATION FROM WHERE OBTAINED		REASON OBTAINED	TIME/DATE OBTAINED	
ITEM NO.	QUANTITY	DESCRIPTION OF ARTICLES <i>(include model, serial number, condition and unusual marks or scratches)</i>		
CHAIN OF CUSTODY				
ITEM NO.	DATE	RELEASED BY	RECEIVED BY	PURPOSE OF CHANGE OF CUSTODY
		SIGNATURE	SIGNATURE	
		NAME, GRADE OR TITLE	NAME, GRADE OR TITLE	
		SIGNATURE	SIGNATURE	
		NAME, GRADE OR TITLE	NAME, GRADE OR TITLE	
		SIGNATURE	SIGNATURE	
		NAME, GRADE OR TITLE	NAME, GRADE OR TITLE	
		SIGNATURE	SIGNATURE	
		NAME, GRADE OR TITLE	NAME, GRADE OR TITLE	
		SIGNATURE	SIGNATURE	
		NAME, GRADE OR TITLE	NAME, GRADE OR TITLE	

DA FORM 4137, 1 JUL 76 Replaces DA FORM 4137, 1 Aug 74 and DA FORM 4137-R, Privacy Act Statement 20 Sep 75 Which are Obsolete USAPPC V1.00

LOCATION \_\_\_\_\_ DOCUMENT NUMBER \_\_\_\_\_

**Figure F-6. DA Form 4137 - Evidence/Property Custody Document (Front)**

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SIGNATURE DRAFT**

ITEM NO.	DATE	CHAIN OF CUSTODY <i>(Continued)</i>		
		RELEASED BY	RECEIVED BY	PURPOSE OF CHANGE OF CUSTODY
		SIGNATURE	SIGNATURE	
		NAME, GRADE OR TITLE	NAME, GRADE OR TITLE	
		SIGNATURE	SIGNATURE	
		NAME, GRADE OR TITLE	NAME, GRADE OR TITLE	
		SIGNATURE	SIGNATURE	
		NAME, GRADE OR TITLE	NAME, GRADE OR TITLE	
		SIGNATURE	SIGNATURE	
		NAME, GRADE OR TITLE	NAME, GRADE OR TITLE	
		SIGNATURE	SIGNATURE	
		NAME, GRADE OR TITLE	NAME, GRADE OR TITLE	
		SIGNATURE	SIGNATURE	
		NAME, GRADE OR TITLE	NAME, GRADE OR TITLE	
		SIGNATURE	SIGNATURE	
		NAME, GRADE OR TITLE	NAME, GRADE OR TITLE	
		SIGNATURE	SIGNATURE	
		NAME, GRADE OR TITLE	NAME, GRADE OR TITLE	
		SIGNATURE	SIGNATURE	
		NAME, GRADE OR TITLE	NAME, GRADE OR TITLE	
<b>FINAL DISPOSAL ACTION</b>				
RELEASE TO OWNER OR OTHER <i>(Name/Unit)</i> _____				
DESTROY _____				
OTHER <i>(Specify)</i> _____				
<b>FINAL DISPOSAL AUTHORITY</b>				
ITEM(S) _____ ON THIS DOCUMENT, PERTAINING TO THE INVESTIGATION INVOLVING _____ <i>(Grade)</i>				
_____ <i>(Name)</i> _____ <i>(Organization)</i> _____ (S) (ARE) NO LONGER				
REQUIRED AS EVIDENCE AND MAY BE DISPOSED OF AS INDICATED ABOVE. <i>(If article(s) must be retained, do not sign, but explain in separate correspondence.)</i>				
_____ <i>(Typed/Printed Name, Grade, Title)</i> _____ <i>(Signature)</i> _____ <i>(Date)</i>				
<b>WITNESS TO DESTRUCTION OF EVIDENCE</b>				
THE ARTICLE(S) LISTED AT ITEM NUMBER(S) _____ (WAS) (WERE) DESTROYED BY THE EVIDENCE CUSTODIAN, IN MY PRESENCE, ON THE DATE INDICATED ABOVE.				
_____ <i>(Typed/Printed Name, Organization)</i> _____ <i>(Signature)</i>				

USAPPC V1.00

**Figure F-7. DA Form 4137 - Evidence/Property Custody Document (Back)**

**SIGNATURE DRAFT  
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SIGNATURE DRAFT**

ENGINEERING CHANGE PROPOSAL-SOFTWARE (ECP-S) <small>For use of this form, see AR 25-3; the proponent agency is DDISC4</small>		<small>(Check one)</small> <input type="checkbox"/> PROBLEM REPORT <input type="checkbox"/> ECP-S
1. TO:		2. FROM:
3. ORIGINATOR NUMBER	4. POINT OF CONTACT (Name and telephone no.)	5. PRIORITY (Check one if ECP-S) <input type="checkbox"/> EMERGENCY <input type="checkbox"/> URGENT <input type="checkbox"/> ROUTINE
6. APPLICATION CI BASELINE/VERSION	7. EXECUTIVE SW BASELINE VERSION	8. PROBLEM DATE (YYMMDD)
9. JOB/CYCLE/PROGRAM ID:		
10. TITLE OF PROBLEM/CHANGE		
11. DESCRIPTION OF PROBLEM/CHANGE (List all attachments and referenced documents) (If additional space is needed, use item 15, Remarks)		
12. EFFECT ON USER (If additional space is needed, use item 15, Remarks)		
13. RECOMMENDED SOLUTION/JUSTIFICATION (If additional space is needed, use item 15, Remarks)		
14. DATE (YYMMDD)	NAME AND TITLE OF SUBMITTING AUTHORITY	SIGNATURE
DA FORM 5005-R, NOV 81	REPLACES DA FORM 4157-R, 1 FEB 76, WHICH IS OBSOLETE.	USAPPC V1.00

**Figure F-8. DA Form 5005-R Engineering Change Proposal-Software (front)**

**SIGNATURE DRAFT  
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15. REMARKS (If additional space is needed, use separate sheet of paper)		
USER/MACOM ACTION (ECP-S Only)		
16. MACOM (Check one and include any comments)		
<input type="checkbox"/> APPROVE <input type="checkbox"/> DISAPPROVE		
17. DATE (YYMMDD)	NAME AND TITLE	SIGNATURE
ASSIGNED RESPONSIBLE AGENCY (Problem Report Only)		
18. PROBLEM REPORT ACTION TAKEN (Check one)		
<input type="checkbox"/> RESOLVED BY CUSTOMER ASSISTANCE <input type="checkbox"/> IDENTIFIED AS URGENT OR ROUTINE <input type="checkbox"/> EMERGENCY ECP FORMALIZED		
<input type="checkbox"/> DUPLICATE OF EXISTING ECP: NO. <input type="checkbox"/> CANCELLED BY ORIGINATOR <input type="checkbox"/> CANCELLED FOR INSUFFICIENT IDENTIFICATION <input type="checkbox"/> CANCELLED FOR INSUFFICIENT DOCUMENTATION		
19. DATE (YYMMDD)	NAME AND TITLE	SIGNATURE
PROPONENT AGENCY and/or ASSIGNED RESPONSIBLE AGENCY (ECP-S Only)		
20. CLASS OF ECP (Check one)	21. JUSTIFICATION CODE	22. ECP NUMBER
<input type="checkbox"/> I <input type="checkbox"/> II		
23. ECP TYPE (Check one)	24. ESTIMATED COST/SAVINGS	
<input type="checkbox"/> PRELIMINARY <input type="checkbox"/> FORMAL		
25. OTHER SYSTEM/CI AFFECTED		
26. CHANGE IDENTIFICATION (Check one in each column)		
<input type="checkbox"/> FUNCTIONAL/ALLOCATED <input type="checkbox"/> TECHNICAL/PRODUCT	<input type="checkbox"/> MAJOR <input type="checkbox"/> MINOR	<input type="checkbox"/> MAINTENANCE <input type="checkbox"/> MODIFICATION
27. PROJECTED IMPLEMENTATION		
28. APPROVAL AUTHORITY (Check agency and action taken)		
<input type="checkbox"/> PROPONENT AGENCY <input type="checkbox"/> ASSIGNED RESPONSIBLE AGENCY <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED		
29. DATE (YYMMDD)	NAME AND TITLE	SIGNATURE
REVERSE OF DA FORM 5005-R, NOV 81		
USAPPC V1.00		

**Figure F-9. DA Form 5005-R Engineering Change Proposal-Software (back)**

**SIGNATURE DRAFT  
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SIGNATURE DRAFT

DETAINEE CONTACT LOG										
DETAINEE NUMBER	CONTACT OFFICER(S)			DATE	TEAM					
SCHEDULED TIME	ACTUAL TIME	FOOD	WATER	LATRINE	MEDS	OIC COMMENTS				

Figure F-10. Detainee Contact Log

SIGNATURE DRAFT  
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<h1>Detainee Capture Card</h1>
Who: Identify the detainee
What: What was the operation?
When: When was the detainee captured (DTG)?
Why: Why is the individual being detained?
Where: Where was the individual detained?
Condition: What was the condition of the detainee upon capture?
Possession: What did the detainee have in his possession at the time Of capture?

Figure F-11. Detainee Capture Card

**FOR OFFICIAL USE ONLY  
SIGNATURE DRAFT**

HEALTH RECORD		<b>CHRONOLOGICAL RECORD OF MEDICAL CARE</b>	
DATE	SYMPTOMS, DIAGNOSIS, TREATING ORGANIZATION (Sign each entry)		
<b>PRE-TRANSFER MEDICAL ASSESSMENT</b>			
**LIST ANY YES RESPONSES IN RAMARKS SECTION ON REVERSE SIDE OF FORM			
AGE: _____			
(Y) (N)			(Y) (N)
( ) ( ) Allergies			( ) ( ) Recent illness/injury
( ) ( ) Dental Problems			( ) ( ) History of psychological problems (Date)
( ) ( ) HIV positive			( ) ( ) Chronic health problems or infectious diseases
( ) ( ) Previous Suicide Attempts (Date)			( ) ( ) Females only; Are you pregnant?
( ) ( ) History of alcohol abuse/treatment (Date)			( ) ( ) Current medications
( ) ( ) Current physical complaint(s)	1.		
1. Cough/Sputum Production	2.		
2. Rash	3.		
3. Diarrhea/Vomiting			
4. Night sweats			
5. Pain			
6. Exposure to TB			
7. Lice/Other infestation			
8. Contagious disease in the past 12 months?			
8. Other:			
*****	FOR MEDICAL PERSONNEL USE ONLY		DETAINEE'S INITIALS (_____)
HIV/TUBERCULOSIS QUESTIONNAIRE			
Do you have a history or, or do you presently have any of the following symptoms or conditions:			
(Y) (N)			(Y) (N)
( ) ( ) Persistent cough/shortness of breath			( ) ( ) Cough with blood and/or dry cough
( ) ( ) Unexplained weight loss/diarrhea X 2 weeks			( ) ( ) Unexplained persistent fever
( ) ( ) Night Sweats			( ) ( ) Swollen glands/lymph nodes
( ) ( ) Prolonged fatigue or run-down feeling			( ) ( ) Loss of appetite and or white patches in mouth
( ) ( ) Recent exposure to someone with TB			( ) ( ) Past abnormal X-Ray (Date)
( ) ( ) Hepatitis B series completed			( ) ( ) Previous TB infection or treatment
( ) ( ) Stomach surgery, Kidney failure, Blood disorders			
( ) ( ) Scars, birthmarks, tattoos:			
1.			4.
2.			5.
3.			6.
PATIENT'S IDENTIFICATION (Use this space for Mechanical imprint)	RECORDS MAINTAINED > AT:		
	PATIENT'S NAME (Last, First, Middle Initial)		SEX
	RELATIONSHIP TO SPONSOR	STATUS DETAINEE	RANK/GRADE
	SPONSOR'S NAME		ORGANIZATION
	DEPART/SERVICE	SSN/IDENTIFICATION NO.	DOB

**Figure F-12. Standard Form 600 - Medical overprint for SF 600 (Front)**

**SIGNATURE DRAFT  
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SIGNATURE DRAFT**

DATE	SYMPTOMS, DIAGNOSIS, TREATING ORGANIZATION (Sign each entry)					
	----- <b>BELOW PORTION TO BE COMPLETED BY MEDICAL STAFF</b> -----					
	<b>PHYSICAL APPEARANCE</b>					
	Clean, well groomed	(Y) (N)	Tremors, sweating	(Y) (N)		
	Rashes, needle marks	(Y) (N)	Exposure to tuberculosis	(Y) (N)		
	Body deformities	(Y) (N)	Infestations	(Y) (N)		
	Cuts, bruises, lesions	(Y) (N)	Confinement Phys. Date: _____			
	VITAL SIGNS: Weight:                  Height:                  Temp:                  B/P:                  Pulse:                  Resp:					
	PPD given:		HIV drawn:		RPR drawn:	
	Physical Exam: Within normal limits                  (Y) (N)                  See remarks for any (N) answers					
	Head		( ) ( )			
	Lungs/Chest		( ) ( )		LAB (If available)	
	Back		( ) ( )		CBC:	
	Heart		( ) ( )		U/A:	
	Extremities		( ) ( )		Chest X-Ray:	
	<b>MENTAL STATUS</b>					
	(Y) (N)					
	( ) ( ) Alert, well oriented					
	( ) ( ) Long and short term memory intact					
	( ) ( ) Experiencing hallucinations, delusions, or feelings of paranoia					
	( ) ( ) Calm, cooperative					
	<b>DISPOSITION</b>					
	(Y) (N)		Prescriptions:			
	( ) ( ) <b>Cleared</b> for basic transfer procedures					
	( ) ( ) <b>Cleared</b> for litter transfer procedures					
	( ) ( ) <b>NOT</b> medically cleared for transfer _____ (days/weeks)					
	Recommended type of confinement ( ) Normal ( ) Solitary ( ) Other -explain:					
	I do not have any SUICIDAL and or HOMICIDAL feelings at this time. If I develop any such ideas or plans, I will notify a staff member before acting on such feelings or ideas. (SIG.)					
	Date/Time information transmitted to component surgeon's office					
	Infection Control recommendations					
	( ) Standard Precautions					
	( ) Contact/Droplet Precautions					
	( ) Airborne Precautions					
	SCREENER					
	MEDICAL STAFF SIGNATURE					
	SCREENER					
	MEDICAL STAFF SIGNATURE					

**Figure F-13. Standard Form 600 - Medical overprint for SF 600 (Back)**

**SIGNATURE DRAFT  
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**FOR OFFICIAL USE ONLY  
SIGNATURE DRAFT**

<b>EVIDENCE TAG</b>	DATE	TAG NO.	CASE FILE NO.	AF BASE OR DET/BID NO.	LOG PAGE
	On (date) _____ at (place) _____ the property described below was (received from) (seized from) (obtained during search of):				
	DESCRIPTION (If property is to be returned, include condition and claimed value.)				
SIGNATURE OF WITNESS					SIGNATURE OF PERSON RECEIVING PROPERTY

U.S. GPO: 2001-481-008  
**AF FORM 52, JUL 86** PREVIOUS EDITION WILL BE USED.

**Figure F-14. AF Form 52 - Evidence Tag (Page 1 front)**

CHAIN OF CUSTODY RECEIPT			
RELEASED BY <i>(Printed name, signature, &amp; date)</i>	PURPOSE	CONDITION	RECEIVED BY <i>(Printed name, signature, &amp; date)</i>

*(Reverse of Copy 1, AF Form 52, Jul 86)*

**Figure F-15. AF Form 52 - Evidence Tag (Page 1 back)**

**FOR OFFICIAL USE ONLY  
SIGNATURE DRAFT**

<b>EVIDENCE TAG</b>	DATE	TAG NO.	CASE FILE NO.	AF BASE OR DET/BID NO.	LOG PAGE
	On (date) _____ at (place) _____ the property described below was (received from) (seized from) (obtained during search of):				
DESCRIPTION (If property is to be returned, include condition and claimed value.)					
<b>AF FORM 52, JUL 86 PREVIOUS EDITION WILL BE USED.</b>					SIGNATURE OF WITNESS
					SIGNATURE OF PERSON RECEIVING PROPERTY

**Figure F-16. AF Form 52 - Evidence Tag (Page 2 front)**

<b>RETURN OF PROPERTY RECEIPT</b>
This tag receipts for property (taken) (seized) from the holder by Air Force Security Police/Air Force Office of Special Investigations. It must be presented to the Evidence Custodian of the retaining office or his/her representative to obtain release of the property listed on front.
DATE PROPERTY ON REVERSE RELEASED
NAME OF PERSON TO WHOM RELEASED
ADDRESS
SIGNATURE OF PERSON TO WHOM RELEASED
PLACE WHERE PROPERTY WAS RELEASED
SIGNATURE OF RELEASING AGENT
REMARKS (Indicate item(s) of property from front returned to owner/authorized person)
<i>(Reverse of Copy 2, AF Form 52, Jul 86)</i>

**Figure F-17. AF Form 52 - Evidence Tag (Page 2 back)**



**FOR OFFICIAL USE ONLY  
SIGNATURE DRAFT**

FOR OFFICIAL USE ONLY (When filled in)								
SECURITY FORCES DESK BLOTTER			FROM		TO		PAGE NO.	
			TIME	DATE	TIME	DATE		
INSTRUCTIONS: Person making entry will type his or her initials in parenthesis at the end of the entry. Double space between entries.			ORGANIZATION AND BASE					
ENTRY NO.	TIME	INCIDENT OR MESSAGE AND ACTION TAKEN						
THE LAST ITEM FOR THIS TOUR OF DUTY IS							ENTRY NO.	PAGE NO.
PREPARED BY (Please type)			TYPED NAME AND GRADE OF FLIGHT SERGEANT		SIGNATURE			

AF FORM 53, 20001201 (IMT-V1)

PREVIOUS EDITION WILL BE USED

FOR OFFICIAL USE ONLY (When filled in)

**Figure F-18. AF Form 53 - Security Police Desk Blotter (front)**

**SIGNATURE DRAFT  
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**FOR OFFICIAL USE ONLY  
SIGNATURE DRAFT**

FOR OFFICIAL USE ONLY <i>(When filled in)</i>			
NAME	GRADE	POST ASSIGNMENT	TIME POSTED
SECURITY FORCES VEHICLES			
VEHICLE	OPERATOR	VEHICLE	OPERATOR

**Figure F-19. AF Form 53 - Security Police Desk Blotter (back)**

**SIGNATURE DRAFT  
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SIGNATURE DRAFT**

<b>STATEMENT OF SUSPECT/WITNESS/COMPLAINANT</b>				SUSPECT
				WITNESS/COMPLAINANT
<b>PRIVACY ACT STATEMENT</b>				
<p><i>AUTHORITY: 10 U.S.C. 8013; 44 U.S.C. 3101; and EO 9397</i></p> <p><i>PRINCIPAL PURPOSES: Used to record information and details of criminal activity which may require investigative action by commanders, supervisors, security police, AFOSI special agents, etc.; and to provide information to appropriate individuals within DoD organizations who ensure proper legal and administrative action is taken.</i></p> <p><i>ROUTINE USES: Information may be disclosed to local, county, state, and federal law enforcement/investigative authorities for investigation and possible criminal prosecution or civil court action. Information extracted from this form may be used in other related criminal and/or civil proceedings.</i></p> <p><i>DISCLOSURE IS VOLUNTARY: SSN is used to positively identify the individual making the statement.</i></p>				
<b>I. STATEMENT INFORMATION</b>				
DATE (YYYYMMDD)	TIME	LOCATION AND INSTALLATION (Bldg/Room No)	UNIT TAKING STATEMENT	REPEAT (If known)
				OFFENSE
				COMPLAINT
<b>II. PERSONAL IDENTIFICATION (Print or Type)</b>				
NAME (Last, First, Middle Initial)		SSN	STATUS/GRADE	
LOCAL ADDRESS (Include Zip Code)		DATE AND PLACE OF BIRTH (If required)	TELEPHONE	
			HOME	DUTY
PERMANENT ADDRESS OR HOME OF RECORD (Include Zip Code)		MILITARY ORGANIZATION/EMPLOYER		DEROS
<b>SPONSOR INFORMATION</b>				
NAME (Last, First, Middle Initial)		GRADE	SSN	ORGANIZATION
				DUTY PHONE
<b>III. ACKNOWLEDGEMENT OF OFFENSES AND 5TH AMENDMENT/ARTICLE 31 RIGHTS ADVISEMENT (Suspect Only)</b>				
<i>I have been advised that I am suspected of the following offenses:</i>				
ADVISED BY (Full Name and Rank)			INDIVIDUAL IDENTIFIED HIMSELF/HERSELF AS A (SF, special agent, etc.)	
SUSPECT INITIALS	<i>and advised me that I have the following rights according to the 5th Amendment of the U.S. Constitution/Article 31 of the Uniform Code of Military Justice.</i>			
	I have the right to remain silent - that is to say nothing at all.			
	Any statement I make, oral or written, may be used as evidence against me in a trial or in other judicial, non-judicial, or administrative proceedings.			
	I have the right to consult with a lawyer.			
	I have the right to have a lawyer present during this interview.			
	I may obtain a civilian lawyer of my own choice at no expense to the government.			
	I may request a lawyer any time during this interview.			
	If I decide to answer questions with or without a lawyer present, I may stop the questioning at any time.			
	MILITARY ONLY: If I want a military lawyer, one will be appointed for me free of charge.			
	CIVILIANS ONLY: If I cannot afford a lawyer and want one, a lawyer will be appointed for me by civilian authorities.			
SUSPECT INITIALS	<i>I have read my rights as listed above and I fully understand my rights. No promises, threats, or inducements of any kind have been made to me. No pressure or coercion has been used against me. I make the following choice. (Initial One)</i>			
	I do not want a lawyer. I am willing to answer questions or make a statement or both, about the offense(s) under investigation.			
	I do not want a lawyer and I do not wish to make a statement or answer any questions.			
	I want a lawyer. I will not make any statement or answer any questions until I talk to a lawyer.			
	<i>I fully understand my rights and that my signature does not constitute an admission of guilt.</i>			
SIGNATURE OF SUSPECT			SIGNATURE OF WITNESS/INTERVIEWER	

**Figure F-20. AF Form 1168 - Statement of Witness/Suspect (front)**

**SIGNATURE DRAFT  
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SIGNATURE DRAFT

<b>IV. STATEMENT</b>	
<b>V. OATH/SIGNATURE</b>	
<i>"I hereby voluntarily and of my own free will make this statement without having been subjected to any coercion, unlawful influence, or unlawful inducement. I swear (or affirm) I have read this statement, initialed all pages and corrections, and it is true and correct to the best of my knowledge."</i>	
SIGNATURE OF PERSON MAKING STATEMENT	SIGNATURE OF WITNESS/INTERVIEWER
<i>Subscribed and sworn to before me, a person authorized by law to administer oaths, this _____ day of _____, _____ (year).</i>	
SIGNATURE OF PERSON ADMINISTERING OATH	
<b>VI. INSTRUCTIONS FOR CONTINUATION PAGE(S)</b>	
<small>Use plain bond paper (both sides optional). At the top right of each page, print or type "(Last name of individual making the Statement) on (Date)." At the bottom of each page, print or type "Page _____ of _____ Pages." The individual must initial the top and bottom entries and sign his/her name at the bottom of each page.</small>	
AF FORM 1168, 19980401 (REVERSE) (IMT-V1)	
PAGE 2 OF _____ PAGES	

Figure F-21. AF Form 1168 - Statement of Witness/Suspect (back)

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I acknowledge receipt of and responsibility IAW AFI 23-111 for the items described below and will return them by the return date indicated.

ISSUED TO: SIGNATURE		DUTY PHONE	ISSUED BY		
ISSUED TO: NAME, GRADE, ORGN (Type or print)		ORGN ACCT NO.	DATE OF ISSUE	RETURN DATE	
STOCK NUMBER	DESCRIPTION OF ITEM			UNIT	QNTY

AF FORM 1297, 19870701 (IMT-V1)      PREVIOUS EDITION WILL BE USED.      TEMPORARY ISSUE RECEIPT

---

I acknowledge receipt of and responsibility IAW AFI 23-111 for the items described below and will return them by the return date indicated.

ISSUED TO: SIGNATURE		DUTY PHONE	ISSUED BY		
ISSUED TO: NAME, GRADE, ORGN (Type or print)		ORGN ACCT NO.	DATE OF ISSUE	RETURN DATE	
STOCK NUMBER	DESCRIPTION OF ITEM			UNIT	QNTY

AF FORM 1297, 19870701 (IMT-V1)      PREVIOUS EDITION WILL BE USED.      TEMPORARY ISSUE RECEIPT

**Figure F-22. AF Form 1297 - Temporary Hand Receipt**

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INCIDENT REPORT						OR NUMBER	CASE NUMBER (SFAR use only)																												
<b>PRIVACY ACT STATEMENT</b>																																			
<p><b>AUTHORITY:</b> 10 U.S.C. 8013; 44 U.S.C. 3103; and EO 9397</p> <p><b>PRINCIPAL PURPOSE:</b> Used to record information and details of criminal activity which may require investigative action by commanders, supervisor, security forces, AFOSI special agents, etc. Used to provide information to the appropriate individuals within DoD organizations who ensure that proper legal and administrative action is taken.</p> <p><b>ROUTINE USES:</b> Information may be disclosed to local, county, state and federal law enforcement or investigatory authorities for investigation and possible criminal prosecution or civil court action. Information extracted from this form may be used in other related criminal and/or civil proceedings.</p> <p><b>DISCLOSURE IS VOLUNTARY:</b> SSN is used to positively identify the individual making the statement and as a conduit to check past criminal activity records.</p>																																			
<b>SECTION I - INCIDENT NOTIFICATION</b>																																			
DATE REC'D		TIME REC'D (24 Hour)		HOW COMPLAINT RECEIVED (911, radio, telephone, in person, etc.)																															
<b>SECTION II - OFFENSE</b>																																			
INCIDENT OCCURRED BETWEEN:		DATE		TIME (24 HOUR)		AND DATE																													
TIME (24 HOUR)		DATE		TIME (24 HOUR)		AND DATE																													
OFFENDER NO.	OFFENSE IDENTIFIER	OFFENSE STATUTORY BASIS	OFFENSE RESULT	INVOLVEMENT	BIAS CODE	LOCATION/ADDRESS	IN U.S. (Y/N)	SECTOR	IGN BASE (Y/N)																										
<b>OFFENSE STATUTORY CODES:</b> A = UCMJ; B = NON CRIMINAL FATALITY (HIGH INTEREST); C = STATE; D = LOCAL; E = FOREIGN; F = FEDERAL, NON UCMJ <b>OFFENSE RESULT CODES:</b> A = ATTEMPTED; B = COMPLETED <b>INVOLVEMENT CODES:</b> P = PRINCIPLE; A = ACCESSORY; C = CONSPIRACY; S = SOLICIT <b>BIAS MOTIVATION CODES:</b>																																			
<table border="0" style="width:100%;"> <tr> <td>AV = Anti White</td> <td>AT = Anti Pacific Islander</td> <td>AY = Anti Other Religions</td> <td>AG = Anti Bisexual</td> </tr> <tr> <td>AH = Anti Black</td> <td>AZ = Anti Other Ethnicity</td> <td>AS = Anti Multi Religious Group</td> <td>AX = Unknown Bias</td> </tr> <tr> <td>AD = Anti Arab</td> <td>AR = Anti Multi Racial Group</td> <td>AA = Anti Agnostic</td> <td>BA = Anti Mental Disability</td> </tr> <tr> <td>AM = Anti Hispanic</td> <td>AO = Anti Jewish</td> <td>AW = Anti Homosexual</td> <td>BB = Anti Physical Disability</td> </tr> <tr> <td>AC = Anti American Indian</td> <td>AI = Anti Catholic</td> <td>AQ = Anti Male Homosexual</td> <td></td> </tr> <tr> <td>AB = Anti Alaskan</td> <td>AN = Anti Islamic (Moslem)</td> <td>AK = Anti Female Homosexual</td> <td></td> </tr> <tr> <td>AE = Anti Asian</td> <td>AU = Anti Protestant</td> <td>AL = Anti Heterosexual</td> <td></td> </tr> </table>								AV = Anti White	AT = Anti Pacific Islander	AY = Anti Other Religions	AG = Anti Bisexual	AH = Anti Black	AZ = Anti Other Ethnicity	AS = Anti Multi Religious Group	AX = Unknown Bias	AD = Anti Arab	AR = Anti Multi Racial Group	AA = Anti Agnostic	BA = Anti Mental Disability	AM = Anti Hispanic	AO = Anti Jewish	AW = Anti Homosexual	BB = Anti Physical Disability	AC = Anti American Indian	AI = Anti Catholic	AQ = Anti Male Homosexual		AB = Anti Alaskan	AN = Anti Islamic (Moslem)	AK = Anti Female Homosexual		AE = Anti Asian	AU = Anti Protestant	AL = Anti Heterosexual	
AV = Anti White	AT = Anti Pacific Islander	AY = Anti Other Religions	AG = Anti Bisexual																																
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AC = Anti American Indian	AI = Anti Catholic	AQ = Anti Male Homosexual																																	
AB = Anti Alaskan	AN = Anti Islamic (Moslem)	AK = Anti Female Homosexual																																	
AE = Anti Asian	AU = Anti Protestant	AL = Anti Heterosexual																																	
<b>LOCATION OF OFFENSE</b>																																			
<input type="checkbox"/> Exchange/Dept/Discount Store <input type="checkbox"/> Bank/Credit Union <input type="checkbox"/> NCO Club/Officer Club/Bar <input type="checkbox"/> Highway/Road/Alley <input type="checkbox"/> VAQ/VQ/TLQ/Hotel <input type="checkbox"/> Class VI/Liquor Store <input type="checkbox"/> Shoppette/Convenience Store <input type="checkbox"/> Child Care Facility		<input type="checkbox"/> Air/Bus/Train Terminal <input type="checkbox"/> Hospital/Clinic <input type="checkbox"/> Training Area/Field/Woods <input type="checkbox"/> Government/Public Building <input type="checkbox"/> Commissary/Grocery Store <input type="checkbox"/> Church/Synagogue/Temple <input type="checkbox"/> Commercial/Office Building <input type="checkbox"/> Recreation Area/Park		<input type="checkbox"/> Corrections Facility/Jail/Prison <input type="checkbox"/> Lake/Waterway/Ocean <input type="checkbox"/> Construction Site <input type="checkbox"/> Motor Pool/Parking Lot/Garage <input type="checkbox"/> Service/Gas Station <input type="checkbox"/> Rental/Storage Facility <input type="checkbox"/> Quarters/Dorm/BOQ/BEQ <input type="checkbox"/> Training/Service School		<input type="checkbox"/> Dining Facility/Restaurant <input type="checkbox"/> School (Elem, High)/College <input type="checkbox"/> Specialty Store/Concessionaire <input type="checkbox"/> On Board Ship <input type="checkbox"/> Other (Specify)																													
TYPE OF CRIMINAL ACTIVITY ("X" Up to three)						ALL ILLEGAL ENTRIES (X)																													
<input type="checkbox"/> Buying/Receiving <input type="checkbox"/> Cultivating/Manufacturing <input type="checkbox"/> Distributing/Selling <input type="checkbox"/> Exploiting Children		<input type="checkbox"/> Operating/Promoting/Assisting <input type="checkbox"/> Possessing/Concealing <input type="checkbox"/> Transporting/Importing <input type="checkbox"/> Using/Consuming		<input type="checkbox"/> Forced <input type="checkbox"/> No Force <input type="checkbox"/> Number of Premises Entered																															
AF FORM 3545, 19990401 (EF-V3)						PAGE 1 OF ___ PAGES																													

**Figure F-23. AF Form 3545 - Incident Report (page 1)**

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SECTION III - OFFENDER										
SUSPECT					SUBJECT		OFFENDER IDENTIFIER:			
LAST NAME		FIRST		MIDDLE NAME		NAME CADENCY (A, S, J)		GRADE		
ALIAS (AKA) LAST NAME		FIRST		DRIVER'S LICENSE NO.		DRIVER'S LICENSE SOURCE:				
SSN/ALIEN REGISTRATION DESIGNATION AND NUMBER (I, S, or R)		DOB	AGE	CITY OF BIRTH		STATE OF BIRTH		COUNTRY OF BIRTH		
CURRENT STREET ADDRESS (Include Apartment Number)			CITY			STATE		ZIP		
ORGANIZATION/EMPLOYER/SPONSOR'S NAME AND GRADE						WORK TELEPHONE		HOME TELEPHONE		
SERVICE					COMPONENT					
Army		Marine Corp		Public Health		Regular				
Navy		Coast Guard				Reserve				
Air Force		National Oceanic and Atmospheric Administration				National Guard				
PERSONAL STATUS			HAIR COLOR		EYE COLOR		HEIGHT		WEIGHT	
Federal Civil Servant		Uniformed Service Retired		HOW DRESSED (Military or Civilian, and condition of clothing.)						
Federal Contractor		Unknown								
Uniformed Service Family Member		Other (Specify)								
IDENTIFYING MARKS (T - TATOO, S - SCAR, M - MARK)										
Scalp	Neck	Left Lower Arm		Right Hand	Left Hip		Right Lower Leg			
Face	Right Shoulder		Right Lower Arm		Back	Right Hip		Left Ankle		
Left Eye	Left Shoulder		Left Wrist	Chest		Left Upper Leg		Right Ankle		
Right Eye	Left Upper Arm		Right Wrist	Abdomen		Right Upper Leg		Left Foot		
Teeth Set	Right Upper Arm		Left Hand	Buttocks	Left Lower Leg		Right Foot			
IDENTIFYING MARK DESCRIPTION (i.e. Flower, 2-inch scar, etc.)										
RACE			SEX		APPREHENSION DATE					
American Indian		White		Male		TYPE OF APPREHENSION/DETENTION				
Asian/Pacific Islander		Hispanic		Female						
Black		Unknown		Unknown		ON VIEW	SUMMONS		TAKEN INTO CUSTODY	
JUVENILE DISPOSITION (if applicable)						DETENTION TYPE				
						NON-UNIFORMED SERVICE		UNIFORMED SERVICE		
HANDLED WITHIN DEPARTMENT					FIRST RECORD OF MULTIPLE					
REFERRED TO OTHER AGENCIES					MULTIPLE RECORDS					
OFFENDER USED (X)		TYPE WEAPON/FORCE USED (X up to Three) Firearm Codes: A = Fully automatic, M = Manual, S = Semi-automatic.								
Alcohol	Handgun		Blunt Object		Explosives		Firearm Unknown		Other (Specify)	
Drugs/Narcotics	Rifle		Motor Vehicle		Fire/Incendiary		Knife/Cutting Tool			
Computer Equipment	Shotgun		Personal Weapon		Narcotic/Drug		Club/Blackjack/Brass Knuckles			
Not applicable	Bow and Arrow/Crossbow		Poison		Asphyxiation		Unarmed			

**Figure F-24. AF Form 3545 - Incident Report (page 2)**

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SECTION IV - VICTIM, WITNESS, COMPLAINANT									
VICTIM			WITNESS			COMPLAINANT			
DD2701 ISSUED?		YES	NO		VICTIM IDENTIFIER:				
LAST NAME		FIRST	MI	GRADE	SSN	DOB	AGE		
CURRENT STREET ADDRESS (Include Apartment Number)				CITY		STATE	ZIP CODE		
ORGANIZATION/EMPLOYER/SPONSOR'S NAME AND GRADE					WORK TELEPHONE		HOME TELEPHONE		
SERVICE					COMPONENT				
Army		Marine Corp		Public Health		Regular			
Navy		Coast Guard				Reserve			
Air Force		National Oceanic and Atmospheric Administration				National Guard			
TYPE OF VICTIM		PERSONAL STATUS			VICTIM'S RACE		VICTIM'S SEX		
Individual	Government	Federal Civil Servant	Uniformed Service Retired		American Indian	White	Male		
Business	Religious Org'n	Federal Contractor	Unknown		Asian/Pacific Islander	Hispanic	Female		
Financial	Society/Public	Uniformed Service Family Member	Other (Specify)		Black	Unknown	Unknown		
RELATIONSHIP OF VICTIM TO OFFENDER (If more than one offender enter Offender Number)									
Spouse		Grandparent		Stepsibling		Babysitree (Baby)		Victim Was Offender	
Common Law Spouse		Grandchild		Extended Family Member		Love Interest		Employer	
Parent		Parent In-Law		Acquaintance		Child of Love Interest		Otherwise Known	
Sibling		Stepparent		Friend		Homosexual Relationship		Stranger	
Child		Stepchild		Neighbor		Ex-Spouse		Relationship Unknown	
JUSTIFIABLE HOMICIDE CIRCUMSTANCES CODES (Select from TABLE 1 below for Victims only.)									
INJURY TYPE CODES (Select from TABLE 2 below for Victims only.)									
AGGRAVATED ASSAULT/HOMICIDE CIRCUMSTANCE CODES (Select from TABLE 3 below for Victims only.)									
TABLE 1 - JUSTIFIABLE HOMICIDE CIRCUMSTANCES CODES					TABLE 2 - INJURY TYPE CODES				
A = Criminal Attacked Police Officer and that Officer Killed Criminal B = Criminal Attacked Police Officer and Criminal Killed by Another Police Officer C = Criminal Attacked a Civilian D = Criminal Attempted Flight from a Crime E = Criminal Killed in Commission of a Crime F = Criminal Resisted Arrest G = Unable to Determine X = None					B = Apparent Broken Bones I = Possible Internal Injury L = Severe Laceration M = Apparent Minor Injury O = Other Major Injury T = Loss of Teeth U = Unconsciousness X = None				
TABLE 3 - AGGRAVATED ASSAULT/HOMICIDE CIRCUMSTANCES CODES									
01 = Argument			06 = Domestic Quarrel			30 = Child Playing with Weapon			
02 = Assault on LE Officer			07 = Mercy Killing			31 = Gun-Cleaning Accident			
03 = Drug Dealing			08 = Other Felony Involved			32 = Hunting Accident			
04 = Gangland			20 = Criminal Killed by Private Citizen			33 = Other Negligent Weapon Handling			
05 = Juvenile Gang			21 = Criminal Killed by Police Officer			34 = Other Negligent Killing			
99 = None									

**Figure F-25. AF Form 3545 - Incident Report (page 3)**

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SECTION V - PROPERTY (Use Tables 4 - 8 below to complete this section. Use Narrative if more space is needed.)											
DESCRIPTION	SERIAL NUMBER	SECURITY (U or S)	LOSS CODE	QUANTITY	OWNERSHIP	VALUE	DATE RECOVERED	DATE RETURNED	DRUG CODE	DRUG QUANTITY	DRUG MEASUREMENT
TABLE 4 - PROPERTY DESCRIPTION CODES											
01 - Aircraft 02 - Alcohol 03 - Automobile 04 - Bicycle 05 - Buses 06 - Clothes/Furs 07 - Computer Hard/Software 08 - Consumable Goods 09 - Credit/Debit Cards 10 - Drugs/Narcotics 11 - Drug/Narcotic Equipment	12 - Farm Equipment 13 - Firearms 14 - Gambling Equipment 15 - Heavy Construction Equip. 16 - Household Goods 17 - Jewelry/Precious Metals 18 - Livestock 19 - Merchandise 20 - Money 21 - Negotiable Instruments 22 - Nonnegotiable Instruments	23 - Office-Type Equipment 24 - Other Motor Vehicles 25 - Purse/Handbag/Wallet 26 - Radio/TV/VCR 27 - Recording - Audio/Visual 28 - Recreational Vehicle 29 - Structures - Single Occupancy 30 - Structures - Other Dwellings 31 - Structures - Commer./Business 32 - Structures - Industrial/Manuf.	33 - Structures - Public/Community 34 - Structures - Storage 35 - Structures - Other 36 - Tools - Power/Hand 37 - Trucks 38 - Vehicle Parts/Accessories 39 - Watercraft 77 - Grouped Items 88 - Pending Inventory 99 - Fad Items								
TABLE 5 - LOSS CODES				TABLE 6 - OWNERSHIP CODES							
1 = None 2 = Burned 3 = Counterfeited/Forged 4 = Damaged/Destroyed/Vandalized	5 = Recovered 6 = Seized 7 = Stolen	A = U. S. Federal Government B = U. S. State Government C = U. S. City Government D = U. S. County Government E = Foreign Government F = Private Sector									
TABLE 7 - DRUG CODES											
A = Crack Cocaine B = Cocaine C = Hashish D = Heroin E = Marijuana F = Morphine G = Opium	H = Other Narcotics I = LSD J = PCP K = Other Hallucinogens L = Amphetamines/Methamphetamines M = Other Stimulants	N = Barbiturates O = Other Depressants P = Other Drugs Q = Steroids U = Unknown Type Drug									
TABLE 8 - DRUG MEASUREMENT CODES											
GM = Gram KG = Kilogram	OZ = Ounce LB = Pound	ML = Milliliter LT = Liter	FO = Fluid Ounce GL = Gallons	DU = Dosage Unit NP = Number of Plants							
SECTION VI - SECURITY FORCE MEMBER AT INCIDENT (Use Narrative if more than four.)											
SECURITY FORCE MEMBER #1 LAST NAME	FIRST	MI	SECURITY FORCE MEMBER #2 LAST NAME	FIRST	MI						
GRADE	ORGANIZATION	OFFICE SYMBOL	GRADE	ORGANIZATION	OFFICE SYMBOL						
SECURITY FORCE MEMBER #3 LAST NAME	FIRST	MI	SECURITY FORCE MEMBER #4 LAST NAME	FIRST	MI						
GRADE	ORGANIZATION	OFFICE SYMBOL	GRADE	ORGANIZATION	OFFICE SYMBOL						
ENCLOSURES (Statements and receipts)											
SECTION VII - ADMINISTRATIVE DISPOSITION (FOR SFAR USE ONLY)											
REFERRED TO	NUMBER OF VICTIMS NOTIFIED USING DD 2701				NUMBER OF WITNESSES NOTIFIED USING DD 2701						
AFOI											
SFOI	DISTRIBUTION										
LOCAL POLICE											
OTHER											
INCIDENT CLEARED REASON CODE (Select Code Below. Use Narrative if more than one offender.)										EXCEPTIONAL CLEARANCE DATE	
U = Unfounded X = Arrest	A = Death of Offender B = Prosecution Declined	C = Extradition Declined D = Victim Refused to Cooperate	E = Juvenile, No Custody								

**Figure F-25. AF Form 3545 - Incident Report (page 4)**

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SECTION VIII - COMMANDER'S SECTION													
FROM			THRU				TO						
SUSPECT/ SUBJECT/ OFFENDER LAST NAME			FIRST		MI	GRADE		SSN					
REFERRALS													
TYPE		REFERRAL DATE		RESPONSE DATE		TYPE		RESPONSE DATE					
Family Advocacy						Drug/Alcohol Abuse Office							
Equal Opportunity						Legal Office							
Mental Health						Relief Agency							
						Special Referral (Explain)							
COMMANDER'S ACTION TAKEN			NO ACTION TAKEN										
ADMINISTRATIVE ACTION													
TYPE ACTION			INITIATION DATE		COMPLETE DATE		TYPE ACTION			INITIATION DATE		COMPLETE DATE	
Withholding of Privileges							Clearance Revocation						
Adverse Performance Evaluation							Control Roster						
Mandatory Reassignment							Promotion Revocation						
Transfer							Resignation						
Adverse Record Entries							Retirement						
Denial of Reenlistment or Continuation							Retirement at Lower Grade of						
Withholding of Promotion							Transfer to Inactive Reserve Status						
Delay of Promotion							Military Occupational Specialty Reclassification						
Counseling			ORAL		WRITTEN		IN PIF, UIR, SR						
Non-Punitive Admonition or Reprimand			ORAL		WRITTEN		IN PIF, UIR, SR						
Administrative Separation			HONORABLE		GENERAL		UOTHC						
Administrative Separation in lieu of trial			HONORABLE		GENERAL		UOTHC						
NON-JUDICIAL ACTION													
INITIATION DATE:			APPEAL DATE:			COMPLETE DATE:							
COMPANY GRADE		FIELD GRADE		GENERAL OFFICER		GENERAL COURT-MARTIAL CONVENING AUTHORITY			PRINCIPAL ASSISTANT				
TYPE ACTION			AMOUNT			SUSPENSION/VACATION							
REDUCTION			TO:										
FORFEITURE			TOTAL:										
CORRECTIONAL CUSTODY			DAYS:										
RESTRICTION/ARREST			DAYS:										
EXTRA DUTIES			DAYS:										
REPRIMAND			YES		NO								
JUDICIAL ACTION													
REFERRED TO COURT-MARTIAL					REMANDED TO CIVILIAN CRIMINAL COURT								
SUMMARY COURT-MARTIAL			SPECIAL COURT-MARTIAL			GENERAL COURT-MARTIAL							
PENDING		TRIAL COMPLETED		PENDING		TRIAL COMPLETED		PENDING		TRIAL COMPLETED			
CIVILIAN CRIMINAL COURT DISPOSITION													
GUILTY			NOT GUILTY			DEFERRED		NOLO CONTENDERE					
CIVILIAN CRIMINAL OFFENSE CATEGORY													
FELONY					MISDEMEANOR								
CIVILIAN COURT LOCATION ZIP CODE					CIVILIAN COURT LOCATION COUNTRY CODE								
COMMANDER'S COMMENTS													
TYPED NAME AND GRADE OF COMMANDING OFFICER					SIGNATURE			DATE					

AF FORM 3545, 19990401 (EF-V3)

PAGE OF PAGES

**Figure F-27. AF Form 3545 - Incident Report (page 5)**

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SECTION IX - NARRATIVE

AF FORM 3545, 19990401 (EF-V3)

PAGE \_\_\_\_ OF \_\_\_\_ PAGES

**Figure F-28. AF Form 3545 - Incident Report (page 6)**

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***USE OF FORCE REPORT***

Although other use of force may need a report, the following is a non-exhaustive list of the types of uses of force for which a use of force report is required:

- 1           a. The intentional propelling, throwing, pushing, or forcing of a detainee
- 2           onto the ground or into another object
- 3           b. Use of duct taping above and beyond the normal taping configuration
- 4           (over gloves, over goggles, etc).
- 5           c. Strikes with closed hands or feet
- 6           d. Use of any less than lethal weapon, laser, baton, LTL shotgun rounds, or
- 7           use of a piece of equipment/tool as a weapon
- 8

1. Date of Incident:\_\_\_\_\_ 2. Time of Incident:\_\_\_\_\_ 3. Mission Number:\_\_\_\_\_

4. Country:\_\_\_\_\_ 5. Location of Incident: On Ground/In Flight

***DETAINEE INFORMATION***

6. Full Name: \_\_\_\_\_

7. Identification Number: \_\_\_\_\_ 8. DoB (if known): \_\_\_\_\_

***FORCE USED***

9. Type of Force Used to Control Aggressive Actions of the Detainee(s)—circle all that apply

- 9           Extra Duct Taping           Throwing Person to Ground or into Object
- 10          Strikes-Closed Fist/Feet    Stun Gun/TASER
- 11          Baton                            Deadly Force
- 12          Other (explain):
- 13

10..Did Level of Force Used Stop Aggressive Actions of Detainee(s): Yes or No

11. Describe any injury to the Detainee: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

12. Was medical assistance necessary?

- 14                           a. If so, by whom?
- 15                           b. If so, what type?
- 16

**Figure F-29. Use of Force Report (front)**

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13. Were any Friendly Forces Injured?

1  
2

a. If so, type of injury?

14. Briefly describe Incident. Narrative must include 1) the resistance level of the detainee on the Air Force Use of Force continuum and 2) the rationale for the use of force. \_\_\_\_\_

3  
4  
5

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

***SECURITY FORCE MEMBER(s) USING FORCE***

15. NAME: \_\_\_\_\_ SER# \_\_\_\_\_ TEAM # \_\_\_\_\_ UNIT: \_\_\_\_\_

NAME: \_\_\_\_\_ SER# \_\_\_\_\_ TEAM # \_\_\_\_\_ UNIT: \_\_\_\_\_

6

Any additional names/Witnesses

7

16. Report submitted by Signature \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

***TEAM LEADER REVIEW***

8

17. Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_

9

Printed Name: \_\_\_\_\_

10

11

HHQ Review

12

13 Stage Manager Review: \_\_\_\_\_ HQ AMC/SF Representative Review: \_\_\_\_\_

13

14

15 Additional Notes/Comments: \_\_\_\_\_

15

16

\_\_\_\_\_

17

\_\_\_\_\_

18

\_\_\_\_\_

19

\_\_\_\_\_

20

\_\_\_\_\_

21

\_\_\_\_\_

**Figure F-30. Use of Force Report (back)**



## Appendix G CONTROL OF DETAINEES ABOARD MARITIME VESSELS

### 1. Introduction

1 This annex provides tactics, techniques, and procedures (TTP) for use in planning  
2 for embarking, temporarily holding, and debarking detainees aboard naval vessels.  
3 While this appendix outlines procedures for the long-distance movement of detainees  
4 aboard naval vessels, the procedures also are of use as planning considerations for  
5 short-duration/short-distance movements by any maritime vessels, including by Army  
6 watercraft. In those cases, the commanding officer (CO) should use these TTP as  
7 onboard resources and time allowances. When a ship's brig is available, confine  
8 detainees per SECNAVINST 1640.9B as applicable to detention operations aboard ship.

### 2. Background

a. As a result of their specified mission or through actions of other combatant forces, COs of naval vessels may engage in detainee operations. Security, custody, and control of detainees are key factors that COs must address to ensure the safety and security of both the vessel and detainees.

b. The following are situations where naval vessels may engage in detainee operations:

(1) Capturing detainees in the conduct of hostile operations.

(2) Transferring detainees to the custody of the CO for transport to another holding facility.

(3) Temporarily holding personnel detained at sea, pending a reasonable opportunity to transfer them to a shore facility or to another vessel for evacuation to a shore facility.

### 3. General Guidelines

9 When conducting detainee operations the following guidelines apply:

10 a. COs must keep the holding of detainees onboard vessels truly temporary, limited  
11 to the minimum period necessary to evacuate the detainees from a combat zone or to  
12 avoid significant harm detainees would face if detained on land (Article 11203 of  
13 SECNAVINST 1640.9B).

14 b. Detention and release authority of detainees aboard naval vessels rests with the  
15 SecDef or his designee.

16 c. When detained aboard naval vessels, administrate detainees separately. Do  
17 not place any confined member of US Armed Forces in their immediate association (10  
18 USC, Section 812).

19 d. Until determined otherwise by the CO, consider detainees a national security  
20 risk. Ensure appropriate security safeguards are implemented for purposes of control,

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1 to prevent escape or belligerent acts, for prevention of injury to themselves or others,  
2 and for the orderly and safe administration of the ship.

3 e. Provide firm but humane treatment at all times. Report to the CO all acts or  
4 allegations of inhumane treatment.

#### **4. Personnel Support Considerations**

5 Naval crews involved in detainee operations often require outside assistance to  
6 conduct safe and efficient operations. Ideally, augmentation by appropriate personnel  
7 will occur before the unit commences operations. Determine a rough estimate of  
8 support needs by reviewing the expected area of operations, the anticipated level of  
9 activity, and organic unit capabilities. Once needs are determined, the unit should work  
10 with its administrative and operational commanders to arrange proper support. In  
11 many instances, a unit will become involved in a detainee operation case that is  
12 exceedingly complex or requires personnel support beyond expectations. When faced  
13 with a short-notice need for personnel support, contact the operational commander  
14 immediately and describe precisely what help is needed. Early notification is essential  
15 in preventing naval crews from being overwhelmed during dire circumstances.  
16 Consider the following personnel support augmentation:

17 a. Interpreters. Detainee operations often bring US personnel into contact with  
18 vessel crews or detainees that do not speak English. Depending on the operating area,  
19 the vessel may require specialty language translation (i.e., Arabic, Korean, etc.). If the  
20 CO does not have a crewmember aboard with necessary language skills, the CO should  
21 request an interpreter through the JTF commander. Assign interpreters, when  
22 assigned, to the unit's operations department. They should receive berthing  
23 appropriate for their rank. Berth civilian interpreters in chief petty officer or E-6  
24 quarters as available. COs may want to consider language cards that offer basic  
25 instructions (i.e, stand up, sit down, do not speak, come with me, etc.).

26 b. US Marine Corps Security Detachment. When deemed necessary for the safety  
27 of the crew and detainees the CO should consider requesting temporary assignment of  
28 US Marine security personnel indigenous to the task force.

29 (1) Make the embarked Marine detachment task-organized for the specific  
30 security mission. The size and composition of the detachment is situation dependent,  
31 with the principal considerations being the number of detainees involved and the size of  
32 the cutter or ship. The detachment can range from a small 2-person team to a large  
33 force of more than 100 Marines. A 4- to 6-person detachment is typically embarked  
34 aboard patrol boats; 8- to 16-person detachments are normally detailed to frigates and  
35 cruisers. Naval amphibious ships engaged in detainee operations often require a  
36 detachment of more than 50 Marines.

37 (2) Chain of Command. There are two ways to integrate a detachment of Marines  
38 into the host unit's chain of command.

39 (a) Aboard smaller units, where the Marines will perform all or the majority  
40 of security duties, the Marine CO or OIC may report directly to the ship's executive  
41 officer as do other department heads. In this instance, the senior Marine coordinates  
42 with the department heads to carry out the assigned security duties. The CO or OIC  
43 may assign a few naval unit crewmembers to assist the Marines in their security

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1 mission. This arrangement is ideal for smaller vessels such as Coast Guard patrol boats  
2 or buoy tenders and Navy patrol craft.

3 (b) The second option is more appropriate aboard units where onboard  
4 personnel perform much or most of the security duties with augmentation from the  
5 Marines. In this case, the Marine Detachment CO or OIC should report to the  
6 department head responsible for shipboard security (normally the operations officer or  
7 first lieutenant) as would a division officer. This arrangement is used aboard Coast  
8 Guard high- and medium-endurance cutters and most Navy combatants. In large Navy  
9 ships, the unit's master at arms (MAA) is often assigned security duties. In this  
10 instance, if the senior Marine is a non-commissioned officer, the Marine detachment  
11 may report directly to the ship's MAA.

12 (3) Berthing Arrangements. Marine Corps security detachments should deploy  
13 aboard ship with sleeping bags and isopor mats. In lieu of assignment to berthing  
14 areas, provide the Marines with a space to set up their gear: lounges, hangars, or other  
15 open spaces are appropriate. Berth the security detachment together as space permits.  
16 For detachments that embark without sleeping gear, assign members to berthing  
17 commensurate with rank, in the same space if possible.

18 (4) Armory Space. The unit CO/OIC shall provide the Marine security  
19 detachment with adequate armory space to store all embarked weapons and  
20 ammunition.

21 c. SAR swimmers and US Navy divers. During off-load and on-load phases,  
22 whether alongside, from shore, or by helo, jock-up two search and rescue swimmers and  
23 two divers to rescue detainees or US forces who go overboard. Maintain two-on-one  
24 concept to overcome detainee and to maintain dive pair safety. Divers and swimmers  
25 better serve if on small boat loitering near the ship. Understand that sea state and ship  
26 speed may dictate where swimmers and divers are posted when transfers are  
27 accomplished underway.

28 d. Chaplains. Chaplains can play an important role in detainee operations  
29 missions by advising the CO as to all matters regarding religious practices for embarked  
30 detainees. Unfortunately, the small number of chaplains in the military limits their  
31 availability during routine detainee operations. A unit CO engaged in detainee  
32 operations may request a chaplain be assigned at any time when deemed necessary for  
33 the interests of the crew and embarked detainees. Chaplains report directly to the unit  
34 CO and act as the religious and spiritual advisor for the command. They work with the  
35 executive officer for administrative functions and work closely with department heads to  
36 coordinate activity. All chaplains are commissioned officers, berth them accordingly  
37 (see Appendix J for Religious Support).

38 e. Medical personnel. Embarking large numbers of detainees can quickly  
39 overwhelm shipboard medical personnel. Most Coast Guard cutters and naval vessels  
40 have limited medical personnel assigned. While large Navy combatants have medical  
41 officers assigned, most vessels operate with independent duty corpsman. Having  
42 sufficient medical personnel available to handle the needs of large number of detainees  
43 is essential. In detainee operations where large numbers of detainees are embarked the  
44 unit CO should consider augmenting the number of fully trained medical personnel  
45 aboard. COs can augment their billeted medical personnel by aggressively pursuing

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1 medical training for other crewmembers. Build upon the education that many Coast  
2 Guard and Navy personnel have in advanced cardiopulmonary resuscitation, emergency  
3 medical technician, or other medical training to provide a valued resource when  
4 conducting triage and follow on care. In some cases, units can expect to conduct  
5 detainee operations on short notice. In this case, the unit CO should request rapid  
6 medical augmentation through the operational commander so as to not overwhelm  
7 medical staff. Medical augmentees are assigned to the unit's medical department or  
8 division with the senior medical official reporting directly to the executive officer.

**5. Holding Area Considerations**

9 Detainee operations on naval vessels, with or without brigs, should anticipate  
10 detainee operations. Even if the vessel maintains a brig, the CO must plan for  
11 exceeding such capacity.

12 a. Detainee holding area. The CO shall designate a secure and safe space to house  
13 detainees. The layout of the detainee holding area will depend on the physical structure  
14 of the ship, the number of detainees, and various other factors. Most commonly,  
15 detainees are housed in an open area on the weather decks such as a fantail or flight  
16 deck where few pieces of deck machinery or other interferences exist but they are  
17 provided reasonable shelter from the elements. Do not house detainees within the skin  
18 of the ship unless required by adverse weather or other constraints. Physically isolate  
19 the detainee holding area away from main passageways and centers of activity and,  
20 when necessary, where security personnel can secure necessary detainees to stanchions  
21 or other structures using leg irons or handcuffs. The security watch must restrict and  
22 keep positive control of access to the ship's interior from the detainee holding area. Arm  
23 the security watch. On most vessels, this will require that several doors, hatches, or  
24 scuttles leading to the holding area be secured from the inside. For the benefit of the  
25 ship's crew, clearly post on the interior of each fitting a warning, such as "This fitting  
26 leads into the detainee holding area, only open in emergencies." On some vessel classes,  
27 ladders leading to the detainee holding area can be removed or lifted to prevent their  
28 use, thereby limiting the number of entrances to the holding area. Use portable cells if  
29 detainees are isolated to the fantail or open area outside skin of ship conex boxes for  
30 longer than 20 days. If possible, do not use flight decks so that they are available for  
31 evacuation, resupply, or as a means of detainee embarkation.

32 b. Showers. Providing showers for embarked detainees will help maintain sanitary  
33 and health standards in the detainee holding area. At a minimum, the shower should  
34 consist of a garden hose. Rig showers on the periphery of the holding area in a location  
35 that provides privacy. Place a curtain around each shower. Pay close attention to  
36 adequate drainage, cleaning, and the prevention of safety hazards (e.g., slippery  
37 surfaces) for installed showers.

38 c. Fresh water supply. To prevent dehydration, detainee groups housed aboard  
39 vessels require access to fresh water. Consistent with available onboard supplies, make  
40 every effort to provide ample water to meet the needs of embarked detainees. Locate  
41 the fresh water source where shipboard security detail can exercise positive control over  
42 it. Personnel can use two general fresh water sources: continuous flow (garden or  
43 potable water hoses) and set amount (coolers, pitchers, or jugs of water).

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1 d. Toilets. Hosting detainees or large numbers of detainees requires setting up  
2 additional toilets on the ship's weather decks. The type of toilet employed will depend  
3 on the storage and fabrication capabilities of the host unit. Toilets can range from  
4 simple buckets to fully operational commercial-grade commodes. Regardless of the type  
5 toilet used, it should be located in an area that allows privacy and rig it with a privacy  
6 curtain.

7 e. Hand washing facility. Set up a hand washing station near weather deck toilets  
8 for use by detainees. A garden hose or makeshift sink is adequate to meet this need.

9 f. Decontamination stations. Detainee operations may expose US personnel to  
10 significant health threats. The fundamental purpose of a decontamination station is the  
11 control of communicable disease transmission through the effective and consistent use  
12 of personal hygiene. Additional preventative health measures may include  
13 decontamination stations and should include:

14 (1) A hand washing station that includes wash basins with warm soapy water, a  
15 sanitizing rinse, and disposable towels. Medical wet wipes with a strong disinfectant  
16 may suffice (alcohol pads are not suitable as a substitute for hand washing).

17 (2) A boot cleaning station that includes scrub brushes, warm soapy water, a mild  
18 bleach solution (one capful of bleach per gallon of water), and rinse water. Immerse  
19 both boots and laces in the bleach solution for at least 1 minute before rinsing.

20 (3) Shower facility. Showers will require plastic bags for clothing, soap, shampoo,  
21 towels, and adequate drainage.

22 (4) A clothing exchange point that provides plastic bags for dirtied clothing in  
23 need of laundering. Treat clothing grossly contaminated with blood, body fluids, or  
24 human waste as infectious waste.

25 (5) Other equipment. Provide a mild detergent to scrub down, rinse, and air-dry  
26 web gear, jackets, and other items personnel cannot launder. Locate the  
27 decontamination station as close as possible to the boarding party embarkation point. If  
28 the ship's construction makes this impracticable, establish a preliminary  
29 decontamination point at the embarkation point.

30 g. Awnings. Awnings are the primary means used to shelter detainees from the  
31 elements. Naval vessels that have a reasonable probability of engaging in detainee  
32 operations should fabricate awnings and carry them aboard during patrols. Awnings  
33 should be:

34 (1) Constructed to cover as much of the primary detainee holding facility as  
35 possible.

36 (2) Sturdy enough to withstand heavy winds, spray, and rain.

37 (3) Protective against ultraviolet rays.

38 (4) Relatively easy to assemble.

## **6. Logistical Considerations**

39 Conducting detainee operations may require a significant commitment of safety,  
40 health, and hygiene supplies and resources to care for detainees while onboard naval

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1 vessels. At a minimum, these supplies should include an adequate number of  
2 lifejackets, basic necessities such as food, blankets, clothing, and hygiene items.  
3 Coordinate with the task force commanders for provisioning for detainee operations.  
4 Address the following supplies and equipment when planning detainee operations:

5 a. Lifesaving Supplies. The International Convention for Safety of Life at Sea  
6 (SOLAS) mandates that all vessels operating on the high seas carry lifejackets and have  
7 life raft space for all persons embarked. When detainee operations are expected, unit  
8 COs should assess how much additional lifesaving equipment is required to conduct  
9 these operations.

10 (1) Rafts. The standard detainee operations raft is a rectangular, rigid styrofoam  
11 rig with a mesh bottom, colloquially referred to as a life float. A small rubber combat  
12 raiding craft (CRC) outfitted with two 40 to 55 horsepower engines, the second is used  
13 as a spare, for surface support and may also suffice for a lifeboat.

14 (2) Personal floatation devices (PFDs). Use a simple PFD that people unfamiliar  
15 with the device can easily don. Type III PFDs are the accepted standard. Mark all  
16 PFDs with retroreflective tape.

17 b. Crew protective gear. These items are used by shipboard personnel for  
18 protection against contagious disease, vermin, and other health hazards.

19 (1) Latex gloves. All personnel having direct contact with detainees or their  
20 belongings use latex gloves. Replace latex gloves regularly.

21 (2) Respiratory protective masks. These masks are used primarily for personnel  
22 engaged in direct face-to-face contact with suspected TB patients or persons suffering  
23 from other serious airborne illnesses. They are not needed for brief exposure or where  
24 adequate ventilation exists. Respiratory protective masks must filter particles to the  
25 1.0-micron size. The minimum respiratory protective device is a National Institute for  
26 Occupational Safety and Health (NIOSH) approved high-efficiency particulate air  
27 respirator. Two series of respirators that meet NIOSH requirements are available in  
28 the federal stock system: NSN 4240-01-342-5237, and NSN 4240-01-272-1877.

29 (3) Biohazard bags. Carry biohazard bags to store infectious or contaminated  
30 wastes.

31 (4) Disposable coveralls. Cleanup and decontamination crews using disposable  
32 paper coveralls have fewer soiled and contaminated uniforms.

33 (5) Disinfectant and cleaning gear. Carry sufficient quantities of bleach,  
34 disinfectant, scrub brushes, and other cleaning gear to conduct thorough  
35 decontamination and cleanup.

36 c. Safety and security gear. Additional gear is needed during detainee operations  
37 to exert firm control over a detainee population.

38 (1) Flex cuffs. Carry a large supply of flex cuffs. They are inexpensive and take  
39 up little room, but are invaluable in temporarily securing large groups of recalcitrant  
40 detainees.

41 (2) Portable fire fighting equipment. US personnel may use a P-250 pump or  
42 other source of high-pressure fire fighting water to quell a detainee uprising.

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1           (3) Night illumination. Chemlites are essential for marking lines, personnel, and  
2 critical objects during night embarkation evolutions and for monitoring safety hazards  
3 in and around detention holding areas at night. Maintain a large supply of chemlites  
4 aboard the unit.

5           (4) Chemical irritants. Oleoresin capsicum (OC) spray is a vital tool for use in  
6 quelling disturbances and subduing violent persons. Carry extra OC canisters to  
7 replenish onboard supplies in case they are exhausted during detainee unrest. Large  
8 canisters of OC are very useful for controlling large detainee crowds.

9           (5) Restraint devices and portable brigs. The Coast Guard prestages one alien  
10 migration interdiction operations (AMIO) kit on each coast at Air Station Elizabeth  
11 City, NC, and at the Pacific Area TACLET, San Diego, CA. Units can use this kit for  
12 detainee operations. Each AMIO kit contains a restraint harness assembly that can  
13 detain up to 125 persons simultaneously and a portable brig that units can erect on a  
14 cutter, Navy ship, or detainee vessel. Request the use of these AMIO kits through  
15 operational commanders. Refer to equipment list for guards and detainees in  
16 Appendix E.

17           (6) Infant hoist. The high freeboard of most US vessels make the transfer of  
18 infants from a small boat onto a cutter or Navy ship difficult. An easy solution is to  
19 employ a standard infant carrier or car seat and use it as a hoist. Commercially procure  
20 an infant carrier and modify it by attaching a hoisting line to its frame or handle.  
21 Additionally, attach flotation to both sides of the carrier to ensure that it will float if  
22 inadvertently dropped into the water. This arrangement allows for crew on deck of the  
23 cutter to quickly hoist the infant up the side of the ship in the carrier. Use a sturdy  
24 infant carrier that include a strap that keeps the infant firmly in place while being  
25 hoisted.

26           (7) Public address system. A portable, battery powered public address system  
27 provides additional control for US personnel overseeing large crowds of detainees.  
28 Several commercial models are available for use.

29           (8) Detainee morale gear. Having morale gear aboard that can be issued or used  
30 by detainees following embarkation can help retain calm among the detainee  
31 population. Ideas include:

32           (a) Packs of cards.

33           (b) Music particular to the culture or ethnicity of potential detainees.

34           (c) Portable stereos or other equipment for playing music and receiving  
35 commercial radio broadcasts.

36           (d) Religious materials particular to the culture or ethnicity of potential  
37 detainees.

38           (e) Movies.

39           (9) Food. Standard detainee rations should be consistent their dietary habits.  
40 Unit COs should coordinate with their operations commander to ensure adequate food  
41 stores are available to support detainee operations.

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1           (10) Comfort and hygiene. These items, which include towels, toiletries, and  
2 blankets, are essential for providing for the basic well-being of the detainees.

### **7. Detainee Operations Bill**

3           A clearly written and detailed detainee operations bill is essential to mission  
4 success. The unit detainee operations bill should clearly spell out preparations  
5 necessary for embarking any number of detainees. Embarking large numbers of  
6 detainees is a complex and demanding evolution. The myriad of safety, medical, and  
7 security variables inherent in detainee embarkation require the utmost diligence and  
8 adherence to prescribed procedures by all hands. Prior to the receipt of detainees, units  
9 should set the detainee operations bill. Post all personnel at their assigned stations and  
10 prepare them to receive detainees upon their arrival. Make personnel familiar with the  
11 detainee holding area, including the location and layout. Have awnings, toilets,  
12 showers, and other facilities ready and limit access to the area to security detail  
13 personnel. Complete a final security sweep to locate and move potential hazards and  
14 weapons prior to embarking detainees. All personnel should confirm rally points. If  
15 necessary, complete preparation and outfitting of any decontamination stations. Units  
16 can break detainee operations into three distinct phases: Phase I, embarkation of  
17 detainees; Phase II, holding detainees aboard; and Phase III, debarkation of detainees.

18           a. Billet structure. In addition to existing watch, quarters, and station bill  
19 assignments (e.g., medical personnel, boat crews and lowering details, rescue swimmers  
20 and handlers, supply personnel etc.), consider the following additional functions in the  
21 conduct of detainee operations.

- 22           (1) Person in charge of detainee embarkation and the overall evolution.
- 23           (2) Guard personnel.
- 24           (3) Head count team.
- 25           (4) Photo team.
- 26           (5) Emergency reaction team (ERT).

### **8. Phase I (Embarkation of detainees).**

a. Pre-arrival actions.

(1) Establish embarkation point and route to detainee holding area. Predetermine where and how detainees will come aboard and the exact path they will follow from initial embarkation to the detainee holding area. As needed, rope off certain areas and post signs to clearly delineate the embarkation route. More than one route may be necessary depending on the weather, the medical condition of the detainees.

(2) Setup of the detainee holding area. Larger classes of ships have some flexibility in where they can place detainees. Decide the confines of the area of the detainees housing. Ensure all hands are familiar with the exact location of the detainee holding area. Set up portable awnings, showers, toilet facilities, and a source of fresh water.

(3) Conduct safety and security sweep prior to embarkation of detainees. Remove all safety hazards and potential weapons prior to commencing embarkation. Carefully

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inspect the small boats in use, the embarkation route, and the detainee holding area for any safety hazards and potential weapons. Correct or clearly mark any safety deficiencies and relocate potential weapons so that they are not available to the detainees. Among items to specifically inspect for are:

- (a) Tripping hazards.
- (b) Loose helicopter nets or lifelines.
- (c) Dogging wrenches.
- (d) Portable fire extinguishers.
- (e) Gasoline cans.
- (f) Fire axes and other damage control gear.

(g) Set the detainee operations bill. Ensure that all assigned personnel, including security detail section and ERT personnel (the ERT responds to detainee uprisings), are on station and ready to receive detainees.

b. Transfer procedures.

(1) In addition to the inherent dangers associated with transfers at sea, the CO must weigh necessary security needs against the possibility of injury or harm coming to the detainee and crew. Such security consideration includes restraints and detainee behavior.

(2) Detainee transfer via small boat. COs should consider how the security aspect of transfer alter standard small boat operations. For example:

(a) Handcuffs. If the detainee appears compliant and was searched prior to detainment, the security detail may remove the handcuffs during the transfer operation. Removing handcuffs will significantly enhance a detainee's ability to protect his or her own life if falling in the water or facing other perils. Transport uncooperative or violent detainees in handcuffs, but the security detail must exercise exacting control over the detainees to ensure they are not injured during the transfer. Conditions permitting, detainees determined to be enemy combatants should be transferred cuffed and blindfolded. Keep flotation device secured, have a safety boat in the water with two divers and two search and rescue swimmers on standby for rescue. Maintain the two-on-one concept. When an interpreter is available, the interpreter should remain with the transferring vessel to offer guidance to the detainees on how to move about and behave before they enter the small boat.

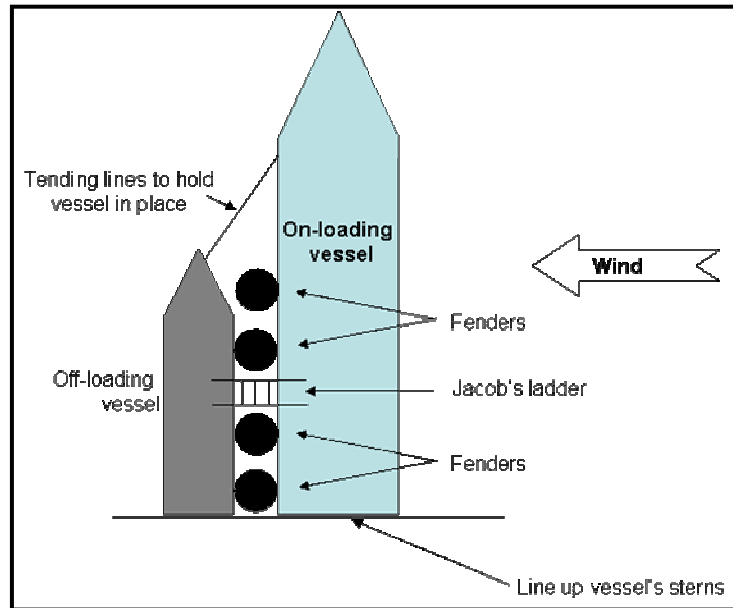
(b) Alongside transfers (see Figure G-1). Units may also use underway replenishment rigs for personnel transfer. Use interpreters and security personnel to oversee the alongside transfer and offer positive control and clear guidance to the detainees regarding how they should embark. Procedures for alongside embarkations:

- Hand out PFDs to all detainees before they disembark the transferring vessel.
- Post a sufficient amount of personnel at embarkation points to control the detainees and offer assistance to any persons having difficulty during the embarkation.

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- Direct detainees to come aboard one at a time.
- If appropriate, remove PFDs from detainees as they arrive onboard.



**Figure G-1. Alongside Transfers**

(3) Transfer considerations. Conduct transfers using small boats or by direct alongside transfers. In most cases, use these these procedures:

- (a) Where possible, assign a minimum of two guards to escort each detainee throughout the transfer (boat crew do not count as guards).
- (b) Inspect the entire path from the detainee's embarkation to the detainee holding area and remove all potential weapons and hazards.
- (c) Arm security detail and boat crew with impact weapons only (i.e., expandable baton). Do not allow chemical irritants, sidearms, and long guns in the small boat during detainee transfers due to weapons retention concerns.
- (d) Remove the detainee's handcuffs immediately before being transported.
- (e) Provide the detainee with a PFD. If the detainee remains cuffed, unlace a type III PFD and relace it onto the detainee's body.
- (f) For small boat transfers, guide the detainee into the boat while maintaining positive control at all times.
- (g) Direct the detainee to sit with hands either on the head or clearly visible holding onto a handhold for safety. For an added degree of security, direct the detainee to kneel vice sit.
- (h) Do not allow the detainee to talk at any time during the transfer except for emergencies.
- (i) Transport only a single detainees or small groups of two to three detainees at a time via small boat.

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(j) When alongside transfer is conducted, have one detainee embark at a time, met by a security force.

(k) Remove the PFD (if appropriate), immediately handcuff the detainee if he or she was not cuffed prior to boarding, and escort to the detainee holding facility.

(4) Transporting violent detainees. Use the minimum force necessary to compel uncooperative or violent detainees to comply with orders during transfer. If needed, physically restrain the detainee in one of the following devices for the duration of the transport. Assign at least four guards per detainee for the transport if use of one of these devices is necessary.

(a) Stokes litter. This is a transport litter equipped with flotation used to move accident victims. Retain detainee in a Stokes litter and transport to the receiving unit. Since the Stokes litter provides flotation, it is the preferred method.

(b) Miller body board. This is a rigid plastic board used to transport injured persons. Detainees are transported in it similar to a Stokes litter.

(c) Neil Robertson stretcher. This is a stretcher designed to immobilize victims during transport. It is made of green canvas with wood or fiberglass slats running lengthwise. All straps are color-coded.

(5) Receiving detainees aboard. Incorporate four steps into the check-in procedures: head count and identification; detainee and luggage search; medical triage; and supply issue. Depending on the ship's layout, units can reverse the first two steps in the order. Take detainees requiring urgent medical attention directly to medical triage, bypassing other normal check-in stations. The check-in process should resemble an "assembly line" with detainees following a specified route and passing through each station in order. Station an adequate number of shipboard personnel along the route and at each station to guide the detainees as they pass through. Ensure proper tactical spacing of the security personnel. Spread these members out evenly along the embarkation route so that they can quickly respond to unrest at any location. Chapter V offers detailed processing requirements.

(6) Head count and identification

(a) For small boat transfers, maintain two separate running counts of arriving detainees: from the bridge of the unit, and at each embarkation point. The bridge counter should receive word from each small boat as it approaches regarding the number of detainees aboard. The counters stationed at the embarkation points will count each detainee as they step aboard. A single person can normally handle the bridge count, but use two or more crew, as available, to count at each embarkation point. The persons conducting the count on the bridge and at embarkation points should remain in direct contact with each other using radios, telephones, or sound powered phones, and should periodically compare their counts to ensure accuracy.

(b) For alongside transfers, conduct the head count at the point of embarkation as each detainee steps aboard from the transferring unit. Conduct dual counting with counters stationed at the point of embarkation.

(7) Detainee identification and search. As detainees step aboard the vessel, the embarkation point count team should remove the detainee's PFD, if appropriate

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(alternately, allow detainees to hold onto their PFD for use as a pillow). If the transferring unit has completed identification of detainees being transferred, the transferring unit should inform the receiving unit and provide a copy of their detainee log and custody records. The receiving unit will verify the identification of each detainee as they arrive onboard and ensure a thorough search. If the transferring unit does not perform detainee identification, the receiving unit should prepare and affix a capture tag to each person. The count team should obtain a copy of the detainee custody log from the transferring unit or initiate and maintain a detainee custody log listing each number issued if a detainee custody log is not provided by the transferring unit. The log should identify each detainee by the number and their status (e.g., adult male, adult female). It is not necessary to obtain names of the detainees.

(8) Detainee and luggage search. The second step is to conduct a search of each detainee to inspect for weapons, illegal substances, or other dangerous items. Though not preferred, if the transferring unit has previously conducted detailed detainee and luggage search, expedite this step by simply verifying the proper tagging of all detainee possessions transferred. If a search is necessary and sufficient security personnel are available, conduct two or more detainee searches simultaneously to speed up the embarkation process. The following guidelines apply:

(a) Conduct a standard “crush and feel” frisk of the detainee’s outer clothing. If necessary, when there is heightened concern of unrest or violence, conduct full searches of the detainees to include a strip search if deemed necessary. If required, medical personnel should perform body cavity searches. Male crewmembers should search male detainees and female crewmembers should search female detainees. In the event that no female crewmembers are available, male crewmembers should conduct the search, showing due regard for the privacy of the detainee.

(b) Remove for closer inspection any items that detainees could potentially use as weapons: knives, guns, tools, keys, or other items.

(c) Remove any possible health risk items, such as animals or animal parts, food and beverages, or illegal substances.

(d) List on a sheet of paper, DD Form 2817, DA Form 4137, or AF Form 52, all items removed from each detainee, using the detainee’s ID tag number as an identifier.

(e) Dispose of any items that constitute a health risk to others.

(f) Detain and bag any property that poses a safety risk. Place the sheet of paper or copy of the DD or DA Form listing the items in the bag. Retain all bags for safekeeping.

(g) Destroy at sea any personal use quantities of illegal drugs found.

(9) Separating, tagging, and searching luggage. Coincident with the search, thoroughly examine all detainee luggage or other personal belongings. At a minimum, outfit personnel conducting detainee and luggage searches with latex gloves. If there are any indications of contagious disease, employ additional measures such as goggles, long sleeve shirts, and protective masks, as necessary. Additionally, disputes over possessions are one of the most frequent causes of skirmishes among detainees. It is

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essential to strictly follow luggage tagging procedures and to safeguard detainee belongings throughout the time the detainees are embarked. Procedures:

- (a) Thoroughly search all items of luggage. Look into all luggage compartments. Dispose of, detain, destroy, or seize items as noted above.
- (b) Carefully consider and manage small personal effects that detainees may retain.
- (c) Tag larger pieces of luggage with each detainee's ID number and separate them from their owners. Maintain a luggage list noting each piece of luggage and the owner's ID number.
- (d) Store all detainee luggage together in a safe location where no one can pilfer it. Hold all bags in a secure location for transfer to the agency taking custody of the detainees at a later date. Return confiscated items (except for contraband or weapons) to the detainee using the person's ID tag as a receipt, after the detainees are delivered to their ultimate destination.
- (e) Inform detainees that their luggage can claim their luggage at a later date.

(10) Medical triage. Another key process is providing medical triage to the detainees. Shipboard medical personnel should screen each detainee for obvious signs of injury or illness. Commence immediate treatment for detainees whose lives are in danger. Separate all detainees displaying indicators of contagious disease, and isolate them. Make immediately available all supplies needed during the embarkation and early care phases: toiletries, blankets, medical supplies, paper cups, shower shoes, identification tags, latex gloves, and other materials. Establish records as necessary.

(11) Supply issue. The final step of the check-in process is to provide each detainee with the supplies he or she will need during the course of the embarkation. Normal supply issue to each detainee consists of:

- (a) Blanket.
- (b) One pair shower shoes.
- (c) Paper cup.
- (d) Toiletries (soap, towel, toothpaste, toothbrush) as needed. These materials are often not needed during embarkations of limited duration.

(12) In briefings for detainees (optional).

## **9. Phase II (Holding detainees aboard).**

General. Following detainee embarkation, the vessel transitions from detainee operations Bill Phase I (embarkation) to Phase II (holding). Except for small detainee groups, Phases I and III (embarkation) normally involve all or most of the crew working at once. Phase II sets a more measured pace by establishing watch sections and a set routine. Most of the ship's crew will work in shifts, rather than continuously. The host unit may care for detainees for days or possibly even weeks. The following text outlines procedures for the care of detainees aboard naval vessels including techniques for security, medical attention, daily routine, feeding, and emergency response.

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Information herein is applicable to any Coast Guard cutter or Navy vessel that embarks and provides care to detainees.

a. Crew-Detainee relationship. It is essential to establish from the start a proper relationship between the ship's crew and the embarked detainees. Make all members of the ship's company intimately familiar with their responsibilities both toward their vessel's safety and security and the well-being of the detainees embarked. Complacency will become a risk as the crew becomes familiar with their duties, routine, and the detainees.

(1) The ship's crew has the legal and moral responsibility to care for the detainees onboard and will tend to their needs using consistent and reasonable means.

(2) Fairly, but firmly, enforce all rules and regulations. The ship's crew will remain fully in charge and will not tolerate belligerent, hostile, or violent behavior.

(3) Do not compromise the safety and security of the host vessel, as it is of prime importance.

(4) The crew will treat detainees with humanity, respect, and compassion and will accommodate the ethnic, religious, and cultural customs and practices of the detainees with due regard to security.

(5) In all situations, the demeanor and actions of the ship's company must remain professional and fair.

(6) When in the custody of US forces, detainees are bound by the rules, regulations, and directions given them by the ship's crew. Detainee cooperation is the key to a successful embarkation. The ship's force must strive to create the impression that they are clearly in control of the situation but are interested in the detainees' concerns and well-being. A determining factor over which the ship's crew has little control is the state of mind and level of cooperation from the detainees themselves: an uncooperative group will create a more difficult and tense relationship, while docile detainee groups will reap the benefits of more subdued control by the ship's security force.

b. Initial briefing. As time permits, an initial briefing to detainees can help set the proper tone for their time aboard, clear misconceptions, and deter potential problems. The "in briefing" is an optional tool that should not take precedence over the myriad of other security and logistical arrangements necessary during the first few hours of an embarkation. If used, conduct the initial briefing in small groups or with the detainee population as a whole. Cover these topics:

- (1) Established rules and regulations.
- (2) How to summon help.
- (3) Routine of the day
- (4) Available logistics and resources: water, food, toilets, showers, and supplies.
- (5) Identity of the detainee ombudsman (if assigned).
- (6) Supply issue and conservation.
- (7) Applicable emergency bills.

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c. Rules and Regulations. Establishing a set of basic rules and regulations for embarked detainees will help set expectations and diffuse uncertainties. Pass rules to the detainees through the detainee ombudsman or during initial briefings. These shipboard rules have proven effective in numerous real-world applications. Make modifications or add to these rules as needed:

- (1) Detainees shall cooperate with ship's crew at all times.
- (2) Unless otherwise permitted, detainees should remain seated or prone.
- (3) All persons shall clean up after themselves.
- (4) If in need of medical or other assistance, immediately notify a crewmember.
- (5) Be safety conscious: do not lean on life lines or nets and beware of tripping hazards.
- (6) Refrain from all sexual relations while aboard the vessel.
- (7) Remain within designated areas at all times (define limits of movement).

d. First impressions. Essential to setting the proper tone for an embarkation is how the detainees are treated as they come aboard the vessel. Horseplay, taunting, and any mean-spirited actions toward the detainees are expressly forbidden. Conversely, the crew must not appear too eager to curry favor with the detainees as it may lend an improper impression regarding control and enforcement of rules. Crewmembers must pay close attention to their actions and only exhibit behaviors that support the professional, fair, firm, and compassionate image that is essential to successfully dealing with detainees. If faced with any sign of detainee unrest, violence, or unruly behavior, the ship's force should make a very visible and immediate show or separating or restraining uncooperative or hostile detainees.

e. Security considerations. Hosting, aboard a Coast Guard or Navy vessel, dozens or hundreds of potentially unhappy, ill, or inconsolable detainees generates unique security concerns. Because the ship's crew is familiar with their surroundings and is in control of supplies, food, and movement, detainees desiring to cause unrest are at a distinct disadvantage. Nonetheless, personnel must follow security procedures closely to deter and prevent any disruptive activity.

f. Security forces

(1) Detainees shall remain under the control of a dedicated shipboard security force at all times. Dictate the size of the security force by:

- (a) The number, health, and disposition of the detainees.
- (b) The threat of unrest or violence.
- (c) Weather conditions.
- (d) Primary ship operations,

(2) During the embarkation process, employ the entire security force to safely guide the detainees to the holding area. After embarkation is complete, the security detail will stand guard over the detainees.

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(3) Phase II of the unit detainee operations will divide the shipboard security force into watch sections or teams. Each team is responsible for security of the detainees during their assigned watch period. Use these guidelines to assess the number of security personnel needed on deck to care for detainees during each watch: (Due to the detainees being enemy combatants ship CO may want to consider a higher ratio of security personnel.)

(a) The minimum size of the watch team is two, except where the small crew size of the embarking vessel prohibits a dedicated two-person watch.

(b) Notional formula: employ 2 security personnel for the first 50 detainees. Add a third watch stander for groups of 51 to 99. For 100 or more detainees, use 4 watch standers, and add a security team member for every additional 100 detainees.

(c) If detainees show signs of violence or hostility, increase the number of security watch standers by at least 50 percent. Assign additional personnel as needed in extreme circumstances.

(4) Composition. Employ security forces personnel who are fully trained in use of force, assigned weapons, shipboard security procedures, and means of dealing with detainees. Security personnel shall be fully qualified to carry the weapons or protective devices issued to them. Shipboard personnel, embarked Marine Corps detachments, or any combination of the two can comprise the overall security force. Ideally, if the security force includes ship's crew and Marine Corps personnel, each watch section will include a mixture of crew and Marines. This will combine the onboard expertise of the crew with the security expertise of the Marines. Obtain authorization for DOD personnel to use riot control agents (OC Pepper spray) from the appropriate combatant commander prior to employing these personnel in detainee security duties.

(a) Security watch section leader. The senior security watch stander present will lead each watch section. The ship's CO should grant the section leader complete authority for control and security of the detainees onboard. The section leader reports directly to the officer of the deck and oversees the employment of all security personnel assigned to his or her watch section. In addition, all other personnel engaged in caring for the detainees shall coordinate their activities with the security watch section leader.

(b) Other personnel. As well as security watch standers, each watch section should include mess cooks and medical personnel. The number of mess cooks and medical assignees for each section will depend on the need and availability of personnel. During late night hours, place these assignees on "standby" status if not immediately needed to care for the detainees.

(5) Rotation. Excuse security watch standers from other shipboard duties for the duration of the detainee embarkation, as personnel levels allow. The ideal rotation is a one-in-three watch with each watch lasting four hours. Alternatively, personnel can maintain a "port and starboard" with each watch lasting 6 hours. Avoid employing security watch standers for periods of longer than six hours whenever possible.

(6) Arming security personnel. Equip security forces with weapons or nonlethal personal protective devices as needed to provide self-defense and to maintain control of the detainee population. In the vast majority of situations, the use of side arms and rifles are unnecessary and inappropriate. Detainees are searched during the

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embarkation process and are unlikely to possess weapons that may necessitate the use of deadly force against them. Carrying deadly weapons among the detainee population may exacerbate tensions or may even become a tempting target for detainees bent on serious unrest. It is feasible that a rush of detainees could overwhelm security personnel, and take the weapons. The standard protective devices issued to security personnel are the expandable baton and chemical irritant. Equip each qualified security watch stander with one or both devices. Security personnel should wear them on the standard weapons belt. In addition, carry handcuffs or flex cuffs for use in restraining violent or aggressive detainees. Do not arm security personnel, who come in frequent contact with detainees, but ensure restraints are used before transferring from one part of the ship to another and maintain a two on one concept if possible. Quick reaction teams (QRTs) should overwatch during movement. Arm them with less-than-deadly-force weapons (baton, OC spray, Tasers). Also, consider posting Denial Teams, armed with pistols or rifles, outside of sensitive areas and in close enough proximity for overwatch of detainees holding area.

(a) Safety equipment. Use these items to protect security personnel against potential safety or health threats:

- Steel toed shoes or boots to protect against foot injury.
- Latex gloves: standard issue for all persons dealing directly with detainees. Remove gloves if use interferes with the safe carriage and use of a weapon.
- Respiratory masks (where recommended by medical personnel).
- Goggles: use in volatile situations to protect from eye hazards.
- Long pants protect the legs of personnel from scratches or cuts.
- Body armor is normally not needed while providing security. Employ body armor when dealing with hostile detainees, in volatile situations, and when carrying weapons. Level II body armor is for use mainly to defend against punctures from objects detainees may have acquired.

(7) ERT. The detainee operations bill should establish an ERT to respond to detainee unrest or uprising. The ERT is led by the command's senior security officer and is normally comprised of all on- and off-duty members of the ship's security watch sections. The detainee operations bill may list other personnel specifically designated to assist the ERT in case of riot (e.g., fire hose handlers, interpreters).

g. Security procedures.

(1) Rally point. The rally point is the location(s) where security personnel will muster in the face of an uncontrolled detainee uprising. The ERT will defend the rally points and use them as a staging ground for restoring control over the detainees. Establish rally points at each exit from the detainee holding area to prevent detainees from unfettered access to off-limit areas. Each rally point should be a constricted area that is easily defensible and offers a tactical advantage to security forces: the top of a ladder, a watertight door, or a narrow walkway. Locate the rally point just outside the normal confines of the detainee holding area. The unit detainee operations Bill will list pre-determined rally points. Ensure all security watch standers are aware of rally point locations.

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(2) Pre-stage gear. Security personnel must have at the ready all gear needed to deal with security threats. Pre-stage this gear as needed:

(a) Fire hoses. Fire fighting water is the primary tool to use against mobs of detainees. Fake out one fire hose near each rally point, made ready for immediate use.

(b) Restraining devices. Handling hostile detainees may require use of several flex cuffs or other restraining devices. Supply the security watch with an adequate number of flex cuffs, extra handcuffs, leg irons (and keys), or other devices as called for by the circumstances.

(3) Communications. The security watch section should remain in direct contact with the vessel's bridge. The best communications are via hand-held radios which are portable and afford instant notification of emergencies. Backup systems include personal communicators, sound powered phones, or the ship's telephone service. Conduct communications checks at regular intervals, not to exceed every 30 minutes.

(4) Remote surveillance. Employ closed circuit television or other installed surveillance gear on the bridge or combat information center (CIC)/command security center (CSC) to keep a remote watch on the area where detainees are housed. This provides a backup in case communications are lost during an emergency.

(5) Access. Restrict crew access to the detainee holding area to "official business only." Allow only those personnel with a direct role in providing security or care to the detainees to enter the holding area.

(6) Alarms. Establish and use a distinct alarm in case of a detainee uprising or other security threat on deck. The alarm can consist of a verbal pipe over the loudspeaker (MC) system, a dedicated alarm, or a combination of both. Use of the detainee uprising alarm should immediately trigger activation of the ship's ERT. Verbal announcements should precede alarms.

(7) Consistency. Detainees will quickly learn to take advantage of watch sections or individuals that laxly enforce regulations. Consistency in the application of force, enforcement of rules, and degree of care provided to the detainees is essential to maintaining calm and control. The senior security officer should ensure all watch sections conform to given standards of treatment, care, and security.

(8) Daily Routine. Establishing a set routine for detainees imparts an aura of stability and normalcy to an otherwise uncomfortable situation and allows the ship's crew a planning tool for supporting those embarked. In many cases, it will not be possible to establish a firm routine, due to other operations; nonetheless, the closer the ship can adhere to a schedule, the better. Establish a schedule that incorporates all major events. Attempt to schedule minor evolutions so as not to interfere with the daily routine. The established routine for each cutter and Navy ship will be different and will depend on the particular situation. This list provides generic guidance that each unit can adjust to unique circumstances.

(a) Morning hygiene period. Experience has shown that detainees prefer the opportunity to freshen themselves shortly after awakening. Set aside 30 to 60 minutes to allow the detainees to use toilets, showers, and hand washing facilities and to police the holding area for trash and debris.

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(b) Morning sick call. Make sick call one of the first evolutions each morning to treat non-emergent illnesses and to conduct check-ups of patients in ongoing care programs.

(c) Morning meal. This meal is normally served after the ship's crew has been fed. Delay the morning meal until mid-morning when feeding detainees twice daily.

(d) Noon meal. Serve after the ship's crew has been fed. Do not serve if employing twice-daily feedings.

(e) Afternoon rest period. Similar to a nap or siesta, an afternoon rest period can allow the detainee population a break from interruptions. It is especially useful in hot climates where high temperatures and humidity dictate against other activities.

(f) Afternoon sick call. If needed, conduct a second sick call each afternoon.

(g) Housekeeping period. Each afternoon, employ several detainees, assisted by ship's personnel, to patrol the detainee holding area to police trash, garbage, soiled blankets, and other items. This housekeeping will help negate potential health and safety risks generated by accumulations of refuse.

(h) Evening meal. When employing the twice-daily feeding schedule, serve the evening meal in late afternoon, preferably before the ship's crew is fed. For thrice-daily feedings, serve the detainees after the crew is fed. Consider supplying food consistent with detainee's diet due to religious beliefs.

(i) Divine services. Schedule for any time during the day as operations allow.

h. Medical care. Following initial triage, the CO is responsible for the ongoing essential medical care of detainees aboard. The duty medical personnel assigned to the security watch team will respond to immediate and urgent needs with routine needs handled during daily sick call. Medical personnel have to be equally alert to mental health issues.

(1) Emergency care. The CO should provide emergent medical support to detainees around the clock. Assign a medical official (doctor, corpsman, EMT) to each security watch section to respond to emergencies. This person can be "on call" during late night hours or for small detainee loads. The duty medical provider is responsible to the senior medical official aboard but coordinates his or her actions with the security watch team leader. Aboard smaller vessels, a solitary ship's corpsman or EMT will face an enormous challenge in providing around-the-clock emergency medical response. It is essential to request necessary medical augmentation from the operational commander as early as possible during a major operation.

(2) Sick call. Held once or twice daily, sick call provides an opportunity for detainees to address routine medical concerns with onboard personnel. Hold sick call in three phases:

(a) Set up medical equipment in a designated area and treat detainees who come forward for assistance.

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(b) Check on the progress of detainees already being treated by shipboard personnel.

(c) Circulate medical personnel among the general detainee population; accompanied by an interpreter or the detainee ombudsman, to ensure no other detainees are in need of medical attention (some persons may be afraid to seek treatment).

(3) Assistance. Detail other crewmembers to assist fully trained doctors, corpsmen, and EMTs. Assistants can help the medical officials by providing supplies, participating in initial triage, soothing upset detainees, and performing other necessary tasks. Prime candidates for medical assistants are crewmembers that have received advanced medical training, EMTs with lapsed qualifications, personnel with civilian medical experience, and crewmembers interested in the medical profession.

(4) Precautions. By interacting closely with detainees, medical personnel face direct threats from airborne and blood borne pathogens and a variety of other dangers. Of utmost concern is the threat of contagious disease. COs should ensure complete and strict compliance with crew protective measures and procedures for contagious disease control.

(5) Records. As time and circumstance permit, record information on health care provided to individuals on Standard Form 600, "Chronological Record of Health Care," (see Appendix F). Identify each detainee using their ID tag number. In addition, summarize information regarding health care provided to the entire detainee population on a separate SF 600. This form should list:

(a) Total number of persons treated.

(b) Distribution of detainee population by sex and age (obtain from the official head count).

(c) Number and types of diseases encountered.

(d) Other amplifying information.

i. Providing additional supplies. The initial supply issue to detainees during embarkation is adequate to meet their short-term needs. Additional supplies to replenish those already issued will be necessary during the course of most embarks to replace soiled or wet blankets, lost cups or toiletries, or damaged shower shoes. Retain small stockpiles of additional supplies in a location close to the detainee holding facility, where they are accessible by security and care personnel. Shipboard supply personnel should check and replenish the stockpile at regular intervals, at least every 4 hours during the day. Conserve onboard detainee supplies consistent with potential future needs, as they are limited. Keep supply stockpiles under the control of security personnel. Do not allow detainees direct access to supplies. The normal procedure for issuing additional supplies is for the detainee to signal to a security watch stander that they need assistance. The watch stander will then determine the items needed and, if they are available, issue them to the detainee.

j. Food distribution. Feeding detainees is an essential task made difficult by limited personnel and supplies, differences in diet, and the physical condition of the

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detainees. Providing healthy and edible food is one of the most important aspects of the detainee care process.

(1) Type of food. The vast majority of detainees hail from nations with a markedly different culture than that of the United States. American cuisine is much richer than that found in most detainee source countries. Feeding normal American fare to detainees can lead to digestive difficulties and illness. In as far as possible, the basic philosophy for feeding detainees is to provide meals consistent with their cultural and religious norm.

(2) Quantity. The rule of thumb for daily caloric needs is a minimum of 2,100 calories per person per day. Provide at least 10 percent of the calories as fats and 12 percent as proteins. Serving meals twice a day in generous quantities should meet the nutritional needs of most persons. Individuals, who are ill, suffer chronic nutritional deficiencies, or pregnant have nutritional needs that require more frequent and specialized meals.

(3) Periodicity of feeding. Feed detainees no more than three and no less than two times each day. The standard feeding schedule is three times per day, providing meals to detainees after the vessel's crew has eaten. This is easily accomplished for most small- to medium-sized groups of detainees. Twice-daily feedings are employed when large groups of detainees tax the logistical capabilities of the unit. Start feedings in mid-morning (between 0830 and 0900) and late afternoon (around 1530 or 1600). It may take several hours to undertake each feeding of a large detainee group. When using a twice-daily feeding schedule, provide additional meals for persons who are ill or suffer chronic nutritional deficiencies.

(4) Drink. If supplies permit, make fresh drinking water available to detainees at all times. The source of fresh water should remain under the positive control of security personnel. When water rationing is necessary, provide water at meal times and during the heat of the day (1000 to 1600).

k. Feeding procedures. Two notional procedures are generally used.

(1) Buffet style. This procedure is best used for small- to medium-sized groups of compliant detainees. It is the quicker of the two methods but provides less control over the detainees. Do not use this practice for detainee groups that have displayed hostile or uncooperative attitudes.

(a) Set up a feeding station in a commonly accessible location at the periphery of the detainee holding area. Assign extra security personnel to the feeding station and assign enough personnel to efficiently serve the detainees as they traverse the food line.

(b) Security personnel should direct small groups of detainees (8 to 12 people) to stand and queue up in the food line. Direct the detainees to bring their paper cups with them.

(c) Serving personnel provide the detainees a paper plate, plastic utensils (if security conditions allow), food, and a refill of water. Make serving sizes uniform.

(d) After receiving their food, direct the detainees to return to their original seating location to eat.

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(e) As the first group is returning to its seats, queue up a second group and repeat the process. Maintain close control over detainee groups as they queue up and return to their seats to prevent detainees from entering the line more than once. Be cautious, as detainees moving around may capitalize the opportunity to organize or exchange information. There are three standard procedures for ensuring each detainee is fed:

- Use a line or chain to temporarily rope off sections of the detainee population that have already been fed.
- Provide personnel at the food serving station with a list of all detainees embarked. As detainee receives food, check the number on their identification bracelet and cross them off the list.
- Mark an “X” with magic marker on each detainee’s plate or bowl as they are served. Modify the size of the groups queuing up at the food serving station to allow families to be served as a unit.

(2) Direct serving. A slower but more controlled feeding method is for the ship’s crew to serve the detainees directly. This method is best used for large crowds and when potential unrest is possible.

(a) Set up a food station near the detainee holding area. Assign serving and delivery personnel. Assign extra security personnel to assist in maintaining control and order.

(b) Ensure all detainees remain seated during the serving process.

(c) Prepare dishes for the detainees at the food station.

(d) Security personnel rope off small sections of the detainee population (15 to 20 people) prior to each section receiving its food. It is easiest to start at one end of the detainee holding area and work toward the other side.

(e) Servers take dishes directly to each detainee in the roped-off section. Refill water cups using a pitcher filled with potable water.

(f) After the entire section has been fed, rope off a second section and repeat. Remain cautious of detainees trying to move between sections to receive extra rations. Unless strictly controlled, detainees may rush food services personnel, especially during their first feeding after embarkation. Take great care in controlling the actions of detainees during feeding evolutions. Providing 20 minutes for individual detainees to eat is a rule of thumb.

(g) Utensils. Normally the crew can issue plastic utensils for the detainees’ use. However, the introduction of plastic utensils to a hostile detainee population may pose a potential threat to security personnel. Detainees can use plastic utensils as weapons against shipboard personnel. Issue utensils only when detainees have shown no signs of hostile or violent behavior. Confiscate utensils if detainee unrest begins to surface. It may be appropriate to consider utensil counts for security and control purposes.

1. Maintaining calm among detainees. Most detainees embark naval vessels in a compliant fashion. Exhausted from their journey, scared, and craving food and water,

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the detainees may appear “harmless” to shipboard personnel. After regaining their strength and becoming more aware of their fate, it is not unusual for detainee groups to become temperamental, belligerent, or even hostile toward the crew. This change is best defused through the application of firm and fair treatment of the detainees, and by separating ringleaders and instigators from the crowd. Experience has also shown that, if firmly dissuaded from recalcitrant and disruptive behavior, the detainee group will pass through its “belligerent stage” and come to accept the reality of the situation. At this point, the detainees will grudgingly accept their ultimate disposition and become more cooperative with shipboard personnel. It is essential that throughout the embarkation and care of detainees that shipboard personnel continually analyze the their behavior for signs of unrest or hostility. The procedures below list means to mitigate tensions, provide thorough control, and best ensure the safety and security of a detainee group.

(1) Sitting vice standing. The default position for detainees when embarked in a naval vessel is sitting or prone. This position affords security personnel maximum control, places the least strain on the detainees, and reduces the possibility of persons falling overboard. By providing a blanket to detainees during the initial supply issue, each person will have a cushion to sit or lay upon on the vessel’s deck. In addition to blankets, the crew can provide available cardboard sheets and flattened boxes for detainees to rest upon.

(2) Controlling movement. Allow detainees to stand and move about to accomplish certain tasks (e.g., using the toilet or showers; medical care) and for general relief of boredom. The amount of movement allowed will depend upon the circumstances, including the number of detainees; the available space in the holding facility; the attitude of the detainees; and the availability of security forces to shepherd the persons moving about. There are two general policies for detainee movement.

(a) In the first, detainees are authorized to move about on their own volition to use toilet, shower, or other facilities. When not moving about for a specified purpose, each detainee should remain seated. This policy works well for compliant detainee groups.

(b) A more controllable option is for each detainee to require permission to stand and move about. This policy is best used for large detainee groups or when uncooperative attitudes are an issue. The detainee must raise his or her hand and request permission from the security watch to use the facilities or otherwise leave their seat. If necessary, escort detainees to the facility vice allowing them to transit on their own.

(3) Entertainment. Providing music during daylight hours can help soothe detainees and relax tensions. Use music native to the culture from which the detainees originate and play it at comfortable levels. Optionally, broadcast native language radio stations, if received aboard the vessel. Providing packs of cards to adults provides them with amusing activities. Detainees may create among themselves other forms of entertainment: singing, playing games, or other impromptu activities. In general, these activities are helpful as they occupy the detainees’ time and keep their minds focused on events unrelated to the situation at hand. Consider security implications (e.g., language barriers, news, covert signals to embedded agents).

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(4) Divine services. Detainees may request permission to hold divine services during the course of the embarkation. Allow divine services so long as they do not jeopardize security and are not used as a forum to generate detainee unrest. Discreetly monitor divine services as they are conducted to ensure compliance with safety and security regulations.

m. Role of chaplains. Military chaplains offer a unique and valuable resource that can be of great benefit during detainee operations. Detainee operations can involve intense mental stresses and emotional turmoil on the part of both detainees and crew; chaplains possess counseling and spiritual skills that can help mitigate these stresses. Chaplains advise and report directly to the unit's CO. For administrative purposes, they work through the executive officer and coordinate their activities with the appropriate department heads and security watch section leaders. The following are functions and services provided by chaplains:

(1) Provide spiritual counseling and support to the ship's crew.

(2) Conduct divine services for ship's crew.

(3) Work with the detainee ombudsman (if provided) to determine the spiritual needs of the detainee population.

(4) Assist in defusing tensions among detainees, with the backing of security personnel.

(5) Conduct divine services for detainees consistent with religious background and the desire of the detainees. However, as noted in Appendix J, there is no obligation for US military commanders to provide US military chaplains to detainees for the performance of direct religious ministry to the detainee population. Any consideration to utilize the professional service of US military chaplains for detainees is decided by the commander, in consultation with higher echelon command authorities, the Command Chaplain and SJA. Such a consideration, however, is to have exhausted all other possibilities to support the detainees religious practices or care. Only when the circumstances are judged to be extremis and in direct support of humane treatment or humanitarian care should the direct involvement of temporary services from a US military chaplain be utilized. When speaking with detainees, chaplains will have security personnel nearby for safety and control of the detainees.

(6) Religious support to detainees. While the chaplain assists the commander in ensuring that detainees receive religious support, there is no obligation for US military commanders to provide US military chaplains to detainees for the performance of direct religious ministry to the detainee population. Accordingly, chaplains will normally not interact directly with the detainee population, and will normally not provide direct one-on-one ministry services to the detainee population. However if the commander determines a need or requirement for chaplain direct interaction with detainees the privileged communication status with the chaplain will be honored

(7) Divine services for both crew and detainees shall not be held in the same location. Hold divine services for the ship's company out of sight and sound of the detainees.

n. Separating instigators. A small cadre of loyal detainees may protect the ringleader or instigator, making it difficult for security personnel to separate the

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ringleader from the general population without incident. To prevent a disturbance, the easiest time to remove an instigator is while he or she is returning from using the toilet or shower facilities. Alternately, remove a ringleader during meals or entertainment, when other detainees are distracted, or while the detainees are sleeping. Security personnel should immediately remove any person who commits violent acts or otherwise endangers the detainees or ship's crew. The easiest method for removing violent or belligerent detainees is to:

- (1) Augment the security watch section with additional personnel.
- (2) Gain the detainee's attention while a securing detail approaches him from behind.
- (3) Immobilize the instigator using flexible cuffs or handcuffs.
- (4) Quickly escort the detainee out of the holding area and out of sight and sound of the general detainee population. After separating ringleaders, place them under close guard and physically isolate them from other detainees to prevent communication.
  - o. Use of force. Follow established use of force policy in responding to all detainee uprisings. Employ the minimum amount of force necessary to compel compliance. Never use excessive force. In almost every situation, non-deadly force will be sufficient to control the situation. See use of force continuum in Chapter IV for more information.
    - (a) Use of force options. The standard tools used to employ nondeadly force against unruly detainees are fire hoses, OC spray, and expandable batons.
      - Fire hoses. Use fire fighting water to effectively fend off attack or force unruly detainees into submission. High-pressure fire fighting water is an excellent standoff weapon and can be used to great effect from distances of 20 to 30 feet or more. Use fire fighting water against several unruly detainees simultaneously. The use of fire hoses equipped with variable nozzles allows a range of responses, from employment of low velocity fog as a warning to use of full stream spray to beat back a rush of detainees. Do not use full stream water except as necessary to protect security personnel from injury or bodily harm. To prevent serious injury, when using full stream water, aim at the detainee's torso or legs, and not at the person's head.

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Note. The simple act of spraying detainees with low velocity fog and getting them wet will often be sufficient to quench their thirst for unrest.

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- OC Spray. Chemical irritants such as OC spray are a second choice for dealing with detainee unrest. OC spray is best used against a single detainee, although, personnel can use it to incapacitate small groups. OC spray provides little standoff distance and can potentially be a hazard to its user if sprayed into the wind or if it falls into the hands of detainees.

- Expandable baton. Use the expandable baton as a last ditch point defense against attackers or to force a violent person to submit to legitimate commands. It is best used against a single person and provides no standoff distance. Aim blows from the baton at authorized target areas (arms or legs, not at the person's head).

(2) Procedures for responding to a detainee uprising. The security watch section leader, the officer of the deck (OOD), or the CO can make the decision to sound the

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detainee uprising alarm. When any of these individuals feel that detainee unrest has risen to an unacceptable level and threatens the security of the vessel or crew, they should immediately energize the alarm and initiate actions to defend the ship and crew.

(a) Officer of the deck. After calling away the disturbance and sounding the alarm, the OOD should:

- Charge the fire hoses.
- Maneuver the ship to provide the best ride for security personnel.
- Act as a conduit for information between the on scene security forces and backup personnel.
- Have fresh water feeds to the detainee holding facility remotely secured.
- Conduct a ship-wide muster to account for all US personnel.
- Direct augmentation of the ERT using available personnel as the situation dictates.

(b) Security watch section. When the detainee uprising alarm is sounded, the on watch security team should:

- Ensure all shipboard personnel immediately exit the detainee holding area.
- As soon as possible, fall back to the pre-designated rally points.
- Man and charge fire hoses at the rally points.
- Continually order any advancing detainees to cease their advance.
- Defend rally points using fire hoses, OC spray, and expandable batons as necessary.

(c) ERT. The primary goal of the ERT is to augment the security personnel guarding the rally points and ensure no detainees pass out of the detainee holding area. By penning the detainees in the holding area, potential damage to the ship will be reduced. The unit detainee operations bill should direct off watch ERT members to man specific rally points. As the ERT responds to the uprising, the ERT leader will assume charge of efforts to stem the detainee unrest. The following are key steps in quelling a riot:

- Establish firm control of the rally points.
- Use fire fighting water to drench uncooperative detainees and beat back any detainees attempting to rush security forces.
- Slowly advance from the rally points into the detainee holding area and reclaim lost ground.
- Continually direct all detainees to immediately cease their actions and to sit or lie on the deck.
- Separate vocal or actively violent detainees from the crowd and secure them using flexible cuffs, handcuffs, or leg irons.

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- Direct detainees to drop or throw over the side any weapons being employed.

- Continue the advance into the holding area until all detainees have been subdued. In the event of a major riot, it may take many hours to quell the disturbance. Time is on the side of shipboard personnel: the detainees will have little ability to field weapons, will be deprived of food and water, and will be quickly drenched by fire fighting water. The disturbance will eventually end after all the detainees have submitted to the authority of the ERT.

(d) Crew response. The unit detainee operations bill will spell out response procedures for personnel not detailed to the ERT. In most cutters and smaller Navy ships, all uninvolved personnel not on watch should muster in a central location such as the vessel's mess deck. Upon mustering, do the following:

- Conduct a head count to account for all personnel. Report results to the OOD.

- Maintain constant communications with the bridge.

- Provide additional personnel as directed by the OOD to assist the ERT.

(e) Post uprising procedures. Following any detainee uprising, small or large, perform these tasks:

- Physically restrain and isolate all riot instigators.

- Conduct a detainee head count to ensure that none were lost overboard or remain in hiding.

- Conduct a final crew head count to assess any injuries.

- Treat all crew and detainee injuries sustained in the riot.

- Conduct a thorough debrief with involved security watch standers and other key personnel.

- Increase the size of the security watch section and implement additional security controls as needed.

- Notify the operational commander via operational report (OPREP)/SITREP of the unrest and current situation.

p. Shipboard emergencies. The unit detainee operations bill outlines specific actions to take during shipboard emergencies when detainees are embarked. In general, unit responses to emergencies will be very similar to responses when detainees are not embarked; with the key difference that on-watch detainee security personnel should remain on station and not immediately respond to the emergency. Personnel responsible for maintaining the unit's Watch, Quarter, and Station Bill (WQSB) must modify it during detainee embarks to reflect the smaller number of personnel responding to an emergency. At the discretion of the security watch section leader, pare down the watch section below its normal size to provide additional personnel to respond to the emergency. The number of security watch standers remaining must be sufficient to maintain effective control of the detainee population. All mess cooks, medical

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personnel, food handlers, and others providing support services should immediately suspend their care to the detainees and respond to the emergency.

(1) Man overboard. Immediately after the report of “man overboard,” take the following actions:

- (a) Direct all detainees to sit and refrain from talking.
- (b) Advise detainees that the ship may experience heavy rolls as it maneuvers to recover the person overboard.
- (c) Move all detainees away from areas that response personnel will need to access (e.g., boat decks).
- (d) Report the names and ranks of security personnel remaining on station to the bridge.
- (e) Query the detainee population as to whether anyone saw a person fall overboard.
- (f) Conduct a detainee head count and report results to the bridge.

(2) General emergency. For fire, flooding, collision, or other general emergency:

- (a) Direct all detainees to sit and refrain from talking.
- (b) Move all detainees away from areas that response personnel will need to access (e.g., pumps, damage control lockers).
- (c) Report the names of security personnel remaining on station to the bridge.
- (d) Relocate detainees as needed to keep them from smoky areas or from any location that is endangered by fire, flooding, or collision.

(3) Abandon ship. Circumstances that dictate abandoning ship provide a “worst case” scenario for a ship’s crew; not only must the crew deal with the emergency at hand, they must provide for the safe egress of the detainee population.

- (a) Direct all detainees to sit and refrain from talking.
- (b) Move all detainees away from areas that response personnel will need to access such as lifejacket lockers and boat decks.
- (c) Report the names of security personnel remaining on station to the bridge.
- (d) Provide lifejackets to each detainee and offer instruction as to proper donning.
- (e) Direct detainees to the proper location for egress and entry into the water, proper life raft or boat. Move detainees in small groups and offer firm, positive control to prevent panic.

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**10. Phase III (Debarkation of detainees).**

Conceptually, debarkation reverses the embarkation process and procedures. Phase II procedures should be reviewed and employed. Give additional emphasis to administrative requirements as necessary.

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Appendix H  
**DETAINEE MOVEMENT BY MILITARY AIR**

**1. Location**

For OPSEC reasons, this appendix can be found on ALSA's SIPRNET website at:  
<http://wwwacc.langley.af.smil.mil/alsa>.



## Appendix J RELIGIOUS SUPPORT

### 1 1. Command Support

2 The chaplain, as a special and/or personal staff officer, assists the commander to  
3 meet the religious support requirements of assigned US military personnel, is the  
4 principal advisor on the religious needs of detainees, and works with command  
5 personnel to foster humane treatment of detainees.

### 6 2. Religious Requirements

7 a. US military personnel are afforded religious support consistent with the free  
8 exercise provisions of the Constitution, DOD policy, and corresponding Service manuals.  
9 Religious support is to comprise those activities that support observance of faith  
10 practices, pastoral care, and faith development.

11 b. Subject to military necessity, detainees may be afforded religious support.

### 12 3. Religious Accommodation

13 Commanders are responsible for all religious accommodation issues and decisions  
14 pertaining to detainee religious exercise. Commanders may decide that mission  
15 requirements and military necessities prohibit the exercise of some religious activities of  
16 detainees. It is the role of the chaplain, often in conjunction with the SJA, to advise the  
17 commander in making such decisions.

### 18 4. Religious Practices

19 a. As deemed appropriate by the Commander, give detainees latitude in the  
20 exercise of their religious practices, including observance of or attendance at the service  
21 of their faith, on condition that they comply with the requirements prescribed by the  
22 military authorities. When group services are permitted, provide adequate space.  
23 Govern group services with regards to safety, security, and the orderly operation of the  
24 facility.

25 b. Prohibiting acts associated with the exercise of religious practices may have a  
26 detrimental effect and strengthen the resolve of detainees' resistance or noncompliance.  
27 Whereas permitting **individual** expressions of faith is in accordance with humane  
28 treatment, disciplinary measures may include a loss of privilege to participate in **group**  
29 services.

30 c. Dietary requirements for detainees will attempt to meet the standards according  
31 to dietary regulations within the detainee's religion.

### 32 5. Religious Items

33 a. When approved and authorized by the commander, detainees shall have access  
34 to personal religious property, consistent with facility security.

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1        b. When authorized, the chaplain will obtain and coordinate the distribution of  
2 approved sacred books and religious items to detainees in accordance with facility  
3 regulations. Have military personnel escort the chaplains if they participate in the  
4 physical distribution of the material. There is no obligation that the chaplain  
5 personally distribute the sacred items. Anyone who distributes sacred items, is  
6 obligated to ensure that they are distributed respectfully to the detainee recipients.

7        c. Detainee religious property should be inclusive of only those items deemed  
8 absolutely essential for faith practices. Detainees do not determine the need for such  
9 items. Verification of items to use for religious practices is determined by the chaplain.  
10 Detainees' religious items, like all items part of a detainee's personal property, are  
11 subject to normal considerations of safety and security.

12        d. A detainee ordinarily shall be allowed to wear or use personal religious items  
13 during religious services or ceremonies unless military authorities determine that the  
14 wearing or use of such items would threaten facility security, safety, or good order.

15        e. Religious headwear is subject to the normal considerations of security and good  
16 order, including inspection by military personnel. Religious preference data on the  
17 detainee will assist command personnel in verifying the legitimacy of the claim to wear  
18 religious headwear.

19        f. Religious literature is permitted in accordance with established facility  
20 regulations. Distribution to detainees of religious literature is contingent on approval  
21 from the commander and in consultation with the Chaplain and SJA.

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22        Note: Do not allow detainees to share sacred text and/or religious literature due  
23 to the possibility of covert communications. It may be prudent to replace  
24 sacred text on a rotating basis to minimize the potential for covert  
25 communications. Any replacement should be viewed by detainees as part  
26 of camp procedures. Religious articles are subject to a physical search by  
27 military personnel at any time.

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## 28 **6. Cultural Considerations**

29        Make every effort to understand the ethnic and cultural makeup of detainees by  
30 military personnel. This will assist command personnel in controlling detainees  
31 without unintentionally angering, upsetting, or violating religious or cultural standards  
32 that govern their behavior.

## 33 **7. Death and Burial**

34        a. Bury deceased detainees honorably in a cemetery established for them according  
35 to AR 638-30. Bury them, if possible, according to the rites of their religion and customs  
36 of their military forces. Unless unavoidable circumstances require the use of collective  
37 (group or mass) graves, individually bury detainees. Only cremate due to imperative  
38 hygiene reasons, the detainees' religion, or the personal request for cremation.

39        b. If a detainee dies at sea, do not bury the body unless absolutely necessary. If  
40 necessity dictates a burial at sea, follow the procedures prescribed for US troops as far  
41 as possible; however, do not use a US flag.

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1 c. Additional guidance on burial practices and services of committal by major world  
2 religions is available in the latest version of JP 4-06.

3 d. Compile the following information concerning the deceased detainee and file with  
4 their record:

5 (1) Name.

6 (2) Registration number.

7 (3) Date of birth.

8 (4) Date, time, and location of death.

9 (5) Apparent cause of death.

10 (6) Investigative steps being taken, if necessary.

11 (7) Name and address of next of kin.

12 (8) Notifications made.

13 (9) Brief medical history related to death.

14 (10) Status of autopsy request, if necessary.

15 (11) Provide funeral or burial service consistent with religious practice.

16 (12) If funeral or memorial performed aboard ship, log latitude and longitude.

17 **8. US Military Chaplain Involvement**

18 a. Advising the Commander. US military chaplains advise commanders on the  
19 religious practices and religious needs of detainees. This includes, but is not limited to,  
20 worship requirements, prayer, sacred text, diet, and seasonal or special observances.  
21 While the chaplain should possess a high level of expertise regarding the specific faith  
22 groups of the detainees, there is no requirement that the command's chaplain belong to  
23 the same faith group as the detainees in order to meet this advisory responsibility to the  
24 command.

25 b. Training and education. In order to foster humane care and treatment  
26 chaplains, at the direction of commanders, may provide training and educational classes  
27 for command personnel that specifically address the religious tenets and faith practices  
28 of the detainees. The conduct of such training supports the chaplain's advisory  
29 responsibility to the command, which is the chaplain's primary responsibility with  
30 regard to the detainees.

c. Religious support to detainees. While the chaplain assists the commander in  
ensuring that detainees receive religious support, there is no obligation for US military  
commanders to provide US military chaplains to detainees for the performance of direct  
religious ministry to the detainee population. Accordingly, chaplains will normally not  
interact directly with the detainee population, and will normally not provide direct one-  
on-one ministry services to the detainee population. However if the commander  
determines a need or requirement for chaplain direct interaction with detainees the  
privileged communication status with the chaplain will be honored.

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1 d. Any consideration to utilize the professional service of US military chaplains for  
2 detainees is decided by the commander in consultation with higher echelon command  
3 authorities, the Command Chaplain and SJA. Such a consideration, however, is to have  
4 exhausted all other possibilities to support the detainees religious practices or care.  
5 Only when the circumstances are judged to be extremis and in direct support of humane  
6 treatment or humanitarian care should units use the direct involvement of temporary  
7 services from a US military chaplain.

8 e. When authorized and directed by command authorities to directly interface with  
9 detainees, security personnel will accompany the chaplain to the detainee holding areas  
10 for security purposes.

11 f. When speaking with detainees, chaplains will have security personnel nearby for  
12 safety and control of the detainees.

13 g. Tables I.1 and I.2 are provided to assist in the evaluation of the religious  
14 programs. They are guides only, do not construe them as required evaluation criteria.

**Table J-1. Religious Practices Inspectors Checklist**

The following may serve as sources of information for inspectors to verify the support of religious practices:				
<i>Line</i>	<i>Source</i>	<i>Time</i>	<i>Date</i>	<i>Location</i>
1	Religious observances permitted as possible			
2	Intake procedures document religious preference			
3	Exam designated space provided for religious practices, if provided			
4	Exam established guidelines for religious support of detainee practices			
Remarks: (Record significant facts, observations, other sources used, etc.)          <hr style="width: 30%; margin-left: 0;"/> Signature   <hr style="width: 30%; margin-left: 0;"/> Date				

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**Table J-2. Accommodation of Religious Practices for Detainees**

Policy: Detainees are provided reasonable and equitable opportunities to observe or participate in the practices of their faith, limited only by the constraints of safety, security or the orderly operations of the facility.				
<b>Line</b>	<b>Components</b>	<b>Yes</b>	<b>No</b>	<b>Remarks</b>
1	Are detainees allowed to engage in religious services?			
2	Is space available for detainees to conduct religious services?			
3	Does the facility allow for detainees to observe the major "holy days" of their religious faith?			
4	Does the facility accommodate holy-day observances by: a. Providing special meals, consistent with dietary restrictions? b. Honoring fasting requirements? c. Facilitating religious services? d. Allowing activity restrictions?			
5	Is each detainee allowed religious items in his/her immediate possession?			
6	Can members of faiths not represented by clergy conduct their own services?			
7	Do military authorities allow detainees in high risk groups to participate in religious practices?			
Policy: Detainees are provided reasonable and equitable opportunities to observe or participate in the practices of their faith, limited only by the constraints of safety, security or the orderly operations of the facility.				



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## GLOSSARY

### PART I-Abbreviations and Acronyms

#### A

AAR	after action report
AC	aircraft commander
ACS	Army Corrections System
AD	active duty
admin	administrative
AFR	Air Force regulation
AG	adjutant general (Army)
AICS	Army Inmate Correction System
AMEDD	Army Medical Department
AMIO	alien migration interdiction operations
AO	area of operations
AOR	area of responsibility
AR	Army regulation
ASD	Assistant Secretary of Defense
ASP	armament systems and procedures
ATTN	attention

#### B

BDU	battle dress uniform
-----	----------------------

#### C

C2	command and control
CA	civil affairs
CD-ROM	compact disc read-only memory
CHA	corps holding area
CHS	combat health support
CI	civilian internee
CID	criminal investigation division
CIC	combat information center
CMO	civil-military operations
CO	commanding officer
co	company
COCOM	combatant command (command authority)
COL	colonel
COMMZ	communications zone

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COMSEC	communications security
CONOPS	concept of operations
CONUS	continental United States
CP	collection point
CPR	cardiopulmonary resuscitation
CPT	captain
CPO	chief petty officer
CS	o-chlorobenzylidene malonitrile
CSC	command security center
CSB	correctional-supervision branch
CSS	combat service support
CTF	correctional-treatment file
CZ	combat zone

**D**

D	day
DA	Department of the Army
DASD	Deputy Assistant Secretary of Defense
DC	dislocated civilian
DFAS-IN	Defense Finance and Accounting Service—Indianapolis
DNA	deoxyribonucleic acid
DNBI	disease and nonbattle injury
DOB	date of birth
DOD	Department of Defense
DODD	Department of Defense directive
DODI	Department of Defense instruction
DOJ	Department of Justice
DOS	Department of State
DOT	Department of Transportation
DP	displaced person
DRS	Detainee Reporting System

**E**

ea	each
EAC	echelons above corps
EC	enemy combatant
ECP-S	engineering change proposal-software
EMT	emergency medical technician
ERT	emergency response team
EPW	enemy prisoner of war

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ERNA established recognized national authority  
eval evaluation

**F**

FBI Federal Bureau of Investigation  
FCF field confinement facility  
FCP forward collecting point  
FDF field detention facility  
FEMA Federal Emergency Management Agency  
FM field manual  
FMFM Fleet Marine Force manual  
FMFRP Fleet Marine Force reference publication  
FN foreign nation  
ft foot, feet

**G**

G-2 Army or Marine Corps component intelligence staff officer (Army division or higher staff, Marine Corps brigade or higher staff)  
G-3 Army or Marine Corps component operations staff officer (Army division or higher staff, Marine Corps brigade or higher staff)  
G-4 Army or Marine Corps component logistics staff officer (Army division or higher staff, Marine Corps brigade or higher staff); Assistant Chief of Staff for Logistics  
G-5 Assistant Chief of Staff, G-5 (Civil Affairs)  
gal gallon(s)  
GC Geneva Convention Relative to the Protection of Civilian Persons in Time of War, 12 August 1949  
gd guard  
GB gigabyte  
GTMO Guantanamo Bay  
GO general officer  
GP general purpose  
GPW Geneva Convention Relative to the Treatment of Prisoners of War, 12 August 1949  
GWOT global war on terrorism  
GWS Geneva Convention for the Amelioration of the Condition of the Wounded and Sick in Armed Forces in the Field, 12 August 1949  
GWS (SEA) Geneva Convention for the Amelioration of the Condition of Wounded, Sick, and Shipwrecked Members of Armed Forces at Sea, 12 August 1949

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**H**

H&RA	Humanitarian and Refugee Affairs
HHC	headquarters and headquarters company
HIV	human immunodeficiency virus
HLD	high-level detainee
HN	host nation
HNS	host-nation support
HQ	headquarters
HQDA	Headquarters, Department of the Army
ht	height
HUMINT	human intelligence; human resources intelligence
HVT	high-value target

**I**

ICRC	International Committee of the Red Cross
ID	identification
IDF	initial detention facility
IDMT	independent duty medical technician
IDP	internally displaced person
IFRC	International Federation of Red Cross and Red Crescent Societies
IG	inspector general
IHO	international humanitarian organization
IMC	International Medical Corps
INS	Immigration and Naturalization Service
IO	international organization
IOM	International Organization for Migration
IPOC	initial point of capture
I/R	internment/resettlement
IR	information requirements
IRIC	internment/resettlement information center
IRIS	Internment/Resettlement Information System
ISN	internment serial number

**J**

J-4	logistics directorate of a joint staff
Jan	January
JCS	Joint Chiefs of Staff
JCSE	joint communications support element
JFC	joint force commander
JIDC	joint interrogation and debriefing center

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JOA joint operations area  
JTF joint task force  
JTR joint travel regulations  
JULLS Joint Unified Lessons Learned System

**L**

L&O law and order  
LAN local area network  
LEA law enforcement agency  
LRA local reproduction authorized  
LTC lieutenant colonel  
LTL less than lethal  
LZ landing zone

**M**

M month  
MAA master-at-arms  
MACOM major command  
MAJ major  
MANSCEN maneuver support center  
MARKS Modern Army Recordkeeping System  
MB megabyte  
MCCM modular crowd control munition  
MCO Marine Corps order  
MCRP Marine Corps reference publication  
METT-T mission, enemy, terrain and weather, troops and support available--time available  
MI military intelligence  
misc miscellaneous  
MIT mobile interrogation team  
MP military police  
MRE meals, ready to eat  
MRO medical regulating office  
MWD military working dog

**N**

NA not applicable  
NATL national  
NATO North Atlantic Treaty Organization  
NCO noncommissioned officer

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NCOIC	noncommissioned officer in charge
NDRC	National Detainee Reporting Center
NGO	nongovernmental organization
NIOSH	National Institute for Occupational Safety and Health
NLW	non-lethal weapon
No.	number
NOK	next of kin
NOS	network operating system
NSN	national stock number
NWP	naval warfare publication

**O**

obj	objective
OC	oleoresin capsicum
OCONUS	outside the continental United States
OD	other detainee
OG	olive green
OIC	officer in charge
OIP	organization inspection policy
OOD	officer of the day
OP	observation post
OPCON	operational control
OPLAN	operation plan
OPNAVINST	Chief of Naval Operations Instruction
OPORD	operation order
OPREP	operations report
OPSEC	operations security
OSD	Office of the Secretary of Defense

**P**

PA	physician assistant
pam	pamphlet
PAO	public affairs officer
PC	personal computer
PFD	personal floatation device
PIR	priority intelligence requirement
PM	provost marshal
POC	point of contact
pr	pair
PRC	populace and resources control

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PSB prisoner services branch  
PSYOP psychological operations  
pub publication  
PVNTMED preventive medicine  
PW prisoner of war

**Q**

QRF quick-reaction force  
QRT quick-reaction team  
qty quantity

**R**

RCF regional corrections facility  
RCM Rules for Courts-Martial  
reg regimental  
ROE rules of engagement  
ROI rules of interaction  
RP retained personnel

**S**

S-2 battalion or brigade intelligence staff officer (Army, Marine Corps  
battalion or regiment)  
S-3 battalion or brigade operations staff officer (Army; Marine Corps  
battalion or regiment)  
S-4 battalion or brigade logistics staff officer (Army; Marine Corps  
battalion or regiment)  
SATCOM satellite communications  
SecDef Secretary of Defense  
SECNAVINST Secretary of the Navy instruction  
SF security forces  
SGT sergeant  
SITREP situation report  
SJA staff judge advocate  
SOLAS safety of life at sea  
SOP standing operating procedure  
SSN social security number  
STANAG standardization agreement (NATO)  
STP soldier training publication  
STRESS search, tag, report, evacuate, segregate, and safeguard

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**T**

TB	tuberculosis
TCP	traffic control point
TDRC	theater detainee reporting center
TO	theater of operations
TOC	tactical operations center
TOE	table of organization and equipment
TPFDD	time-phased force and deployment data
TRADOC	United States Army Training and Doctrine Command
TSC	theater support command
TTP	tactics, techniques, and procedures

**U**

UB	unprivileged belligerent
UCMJ	Uniform Code of Military Justice
UN	United Nations
UNHCR	United Nations Office of The High Commissioner for Refugees
UNOCHA	United Nations Office for the Coordination of Humanitarian Affairs
US	United States
USACIC	United States Army Criminal Investigation Command
USAF	United States Air Force
USAFE	United States Air Forces in Europe
USAISEC	United States Army Information Systems Engineering Command
USAR	United States Army Reserve
USC	United States Code
USCG	United States Coast Guard
USCIS	United States Citizenship and Immigration Service
USD	Under Secretary of Defense
USDB	United States Disciplinary Barracks
USD(P)	Undersecretary of Defense for Policy
USG	United States Government
USIA	United States Information Agency

**V**

VGA	video graphics array
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**W**

WO	warrant officer
wt	weight

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WQSB

watch, quarter, and station bill

**Y**

Y

year

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**PART II-TERMS AND DEFINITIONS**

- civilian internee.** (DOD) 1. A civilian who is interned during armed conflict or occupation for security reasons or for protection or because he or she has committed an offense against the detaining power. 2. A term used to refer to persons interned and protected in accordance with the Geneva Convention Relative to the Protection of Civilian Persons in Time of War, 12 August 1949 (Geneva Convention). Also called CI. See also prisoner of war.
- combat zone.** (DOD) 1. That area required by combat forces for the conduct of operations. 2. The territory forward of the Army rear area boundary. See also combat area; communications zone.
- communications zone.** (DOD) Rear part of a theater of war or theater of operations (behind but contiguous to the combat zone) which contains the lines of communications, establishments for supply and evacuation, and other agencies required for the immediate support and maintenance of the field forces. Also called COMMZ.
- detainee.** A term used to refer to any person captured or otherwise detained by an Armed Force (JP 1-02). Detainees include, but are not limited to, those persons held during operations other than war (DODD 2310.1).
- detainee reporting system.** The automated system utilized to collect, maintain, and report detainee information.
- dislocated civilian.** (DOD) A broad term that includes a displaced person, an evacuee, an expellee, an internally displaced person, a migrant, a refugee, or a stateless person. Also called DC. See also displaced person; evacuee; expellee; internally displaced person; migrant; refugee; stateless person.
- displaced person.** (DOD) A civilian who is involuntarily outside the national boundaries of his or her country. See also evacuee; refugee.
- DOD detention facility.** As directed by the Secretary of Defense, or his designee, a facility authorized to detain enemy combatants under Department of Defense control.
- enemy combatant.** Any person that US or allied forces could properly detain under laws and customs of war. Also called EC.
- evacuation.** (DOD) 1. The process of moving any person who is wounded, injured, or ill to and/or between medical treatment facilities. 2. The clearance of personnel, animals, or materiel from a given locality. 3. The controlled process of collecting, classifying, and shipping unserviceable or abandoned materiel, US or foreign, to appropriate reclamation, maintenance, technical intelligence, or disposal facilities. 4. The ordered or authorized departure of noncombatants from a specific area by Department of State, Department of Defense, or appropriate military commander. This refers to the movement from one area to another in the same or different countries. The evacuation is caused by unusual or emergency

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circumstances and applies equally to command or non-command sponsored family members. See also evacuee; noncombatant evacuation operations. JP 1-02.

**evacuee.** (DOD) A civilian removed from a place of residence by military direction for reasons of personal security or the requirements of the military situation. See also displaced person; expellee; refugee.

**expellee.** (DOD) A civilian outside the boundaries of the country of his or her nationality or ethnic origin who is being forcibly repatriated to that country or to a third country for political or other purposes. See also displaced person; evacuee; refugee.

**internally displaced person.** (DOD) Any person who has left their residence by reason of real or imagined danger but has not left the territory of their own country.

**internment serial number.** A unique permanent identification number that is assigned to all enemy prisoners of war, retained personnel, and civilian internees taken into custody of the US Armed Forces. (AR 190-8/OPNAVINST 3461.6/AFJI 31-304/MCO 3461.1) It is generated by the Detainee Reporting System, or if unavailable, an alternate means approved by the National Detainee Reporting Center (NDRC). It contains (in order): a two-character code for Capturing Country; a number identifying Theater of Capture; a two-character code for Power Served (note: for the Global War on Terrorism, this two-letter code represents nationality); a Six-digit Numerical Sequence Number (note: the Theater Detainee Reporting Center, or National Detainee Reporting Center if there is no TDRC, assigns blocks of the numerical sequence numbers to each facility within their theater of operation or area of responsibility); followed by a two-letter code for Detainee Category. (Note: for the Global War on Terrorism, this two letter code is DP). For example: US0AF-12345DP. Also called ISN.

**migrant.** (DOD) A person who (1) belongs to a normally migratory culture who may cross national boundaries, or (2) has fled his or her native country for economic reasons rather than fear of political or ethnic persecution.

**National Detainee Reporting Center.** The central tracing agency established by Headquarters, Department of the Army (DAMO-ODL) at the direction of the Secretary of the Army, for the collection, maintenance and reporting of detainee accountability information for the Global War on Terrorism. National Detainee Reporting Center is responsible for reporting to the Army leadership, ASD/SOLIC and the International Committee of the Red Cross (ICRC) (SecDef Memo of 16 Jan 02). Also called NDRC.

**other detainee.** Person in the custody of the US Armed Forces who has not been classified as an enemy prisoner of war (article 4, Geneva Convention of 1949 Relative to the Treatment of Prisoners of War

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(GPW)), retained person (article 33, GPW), or civilian internee (article 78, Geneva Convention). Also called OD. JP 1-02.

**prisoner of war.** A detained person as defined in Articles 4 and 5 of the Geneva Convention Relative to the Treatment of Prisoners of War of August 12, 1949. In particular, one who, while engaged in combat under orders of his or her government, is captured by the armed forces of the enemy. As such, he or she is entitled to the combatant's privilege of immunity from the municipal law of the capturing state for warlike acts which do not amount to breaches of the law of armed conflict. For example, a prisoner of war may be, but is not limited to, any person belonging to one of the following categories who has fallen into the power of the enemy: a member of the armed forces, organized militia or volunteer corps; a person who accompanies the armed forces without actually being a member thereof; a member of a merchant marine or civilian aircraft crew not qualifying for more favorable treatment; or individuals who, on the approach of the enemy, spontaneously take up arms to resist the invading forces. Also called POW or PW (JP 1-02). Note: US personnel are generally referred to as POWs when held by an enemy force, while enemy combatants held by US or coalition forces, and entitled to the protections of Geneva Conventions, are referred to as enemy prisoners of war (EPW).

**refugee.** (DOD) A person who, by reason of real or imagined danger, has left their home country or country of their nationality and is unwilling or unable to return. See also dislocated civilian; displaced person; evacuee; expellee; stateless person.

**release.** The process of conditionally releasing a detainee who has been determined no longer to pose a threat to the United States or US interests, under a promise or agreement that the detainee not take up arms or participate in further fighting, against the United States or its allies in exchange for freedom

**repatriation.** 1. The procedure whereby American citizens and their families are officially processed back into the United States subsequent to an evacuation. 2. The release and return of enemy prisoners of war to their own country in accordance with the 1949 Geneva Convention Relative to the Treatment of Prisoners of War. JP 1-02. Applies only to enemy prisoners of war/civilian internees/retained personnel. Can take place for the sick or wounded after a Mixed Medical Commission is established and the case is reviewed,; or can take place at the cessation of hostilities (multi-Service regulation AR 190-8/OPNAVINST 3461.6/AFJI 31-304/MCO 3461.1, 3-12.).

**retained personnel.** Enemy personnel who come within any of the categories below are eligible to be certified as retained personnel. a. Medical personnel exclusively engaged in the: (1) Search for collection, transport, or treatment of the wounded or sick; (2) Prevention of disease; and/or (3) Staff administration of medical units and

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establishments exclusively. b. Chaplains attached to enemy armed forces. c. Staff of national Red Cross societies and other voluntary aid societies duly recognized and authorized by their governments. The staffs of such societies must be subject to military laws and regulations. Also called RP. JP 1-02.

**sally port.** A series of gates or any guarded doorway or opening used to search vehicles and personnel entering or leaving a compound. Sally ports are normally placed at the back entrance to a facility.

**stateless person.** (DOD) Civilian who has been denationalized or whose country of origin cannot be determined or who cannot establish a right to the nationality claimed. See also dislocated civilian; displaced person; evacuee; expellee; refugee.

**transfer.** The change of custody of the detainee between competent authorities.

**under DOD control.** An individual either in the physical control of DOD or who, if in the physical control of another agency, has been designated by the President or his designee for transfer to DOD control.

**unprivileged belligerent.** An enemy combatant who is not entitled to combatant immunity or protected status under the laws and customs of war (e.g., the Geneva Conventions of 1949). In the context of the war on terrorism, such may include members or agents of al Qaida, the Taliban, or another international terrorist organizations. Although sometimes referred to as an “unlawful combatant,” “unprivileged belligerent” is the preferred term. Also called UB.

**war victim.** A civilian who suffered an injury, a loss of a family member, or damage to or destruction of his home because of war.

1

2

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**INDEX**

**C**

CONUS, I-2, V-1

1

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**INDEX-1**

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FM 3-19.401  
MCRP 4-11.8D  
NTTP 3-07.8  
AFTTP(I) 3-2.51

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