

**Perform Unit Level Maintenance (ULM) on Telephone Set TA-312/PT  
113-600-3017**

**Conditions:** Given telephone set TA-312/PT, battery BA-30 (two each), tool equipment TE-33, lint-free cloth and brush, cleaning compound trichlorotrifluoroethane, Department of the Army (DA) Form 2404, DA Form 2408-14, Technical Manual (TM) 11-5805-201-12, and DA Pamphlet (Pam) 738-750.

**Standards:** The standards are met when ULM is performed and DA Form 2404 and DA Form 2408-14 are completed; or the defective telephone set is evacuated to a higher maintenance level.

**Performance Steps**

1. Initiate DA Form 2404.
2. Perform routine checks. (Refer to TM 11-5805-210-12.)
3. Check telephone set TA-312/PT.
4. Check case, telephone set.
5. Check handset.
6. Complete DA Forms 2404 and 2408-14. (Refer to DA Pam 738-750.)

**Performance Measures**

**WARNING:** Trichlorotrifluoroethane fumes are toxic. Provide ventilation whenever it is used.

	<u>GO</u>	<u>NO GO</u>
1. Initiate DA Form 2404.	_____	_____
2. Perform routine checks. (Refer to TM 11-5805-201-12.)	_____	_____
a. Clean, dust, and wash.		
b. Check for frayed cables.		
c. Store unused items.		
d. Cover unused receptacles.		
e. Check for loose nuts, bolts, and screws.		
3. Check telephone set TA-312/PT.	_____	_____
a. Batteries.		
b. Binding posts.		
c. Battery compartment.		
4. Check case, telephone set.	_____	_____
5. Check handset.	_____	_____
6. Complete DA Forms 2404 and 2408-14. (Refer to DA Pam 738-750.)	_____	_____

**Evaluation Guidance:** Score the soldier a GO if all performance measures (PMs) are passed. Score the soldier a NO-GO if any of PMs 2 through 5 are failed. If the soldier fails any PM, show what was done wrong and how to do it correctly. Have the soldier perform the PMs until they are done correctly.

**References**

<b>Required</b>	<b>Related</b>
DA FORM 2404	SS0411
DA FORM 2408-14	
DA PAM 738-750	

**References  
Required**  
TM 11-5805-201-12

**Related**

## Subject Area 12: Maneuver and Mobility Support Operations

**Operate a Traffic Control Post (TCP)****191-376-4105**

**Conditions:** You are assigned to operate a traffic control plan (TCP). You are given orders; a combat load according to the unit standing operating procedures (SOPs); a copy of the traffic circulation plan; a flashlight and a white cone with a filtered lens (and a red lens, if required by the tactical situation); white cuffs with light-reflecting stripes parallel to the arm; other reflectorized gear; a first aid kit with insect repellent; maps with overlays of the area, to include refugee control lines (boundaries) and guide signs according to Standardization Agreement (STANAG) 2019; communications equipment; signal operating instructions (SOI) and call signs for the day; nuclear, biological, chemical (NBC) monitoring equipment; NBC signs; hygiene supplies; paper; and a pencil.

**Standards:** Perform the necessary steps to expedite priority traffic, ensure traffic moves according to the traffic control plan, and enforce main supply route (MSR) regulations.

**Performance Steps**

**NOTE:** When mission, enemy, terrain, troops, time available, and civilian consideration (METT-TC) factors permit a TCP to be manned by one three-man team, the team leader is in charge of the operation. The second team member provides security (the team leader and the military police [MP] providing security usually occupy the fighting position) and relieves the third team member. The third team member watches the flow of traffic from a covered and concealed location near the road and moves to the center of the road to direct traffic flow whenever heavy traffic slows movement.

**DANGER: ALWAYS BE ALERT TO THE POSSIBILITY OF AN ENEMY ATTACK WHEN IN A COMBAT ENVIRONMENT.**

1. Establish the TCP as directed by the team leader.
  - a. Park the vehicle in a covered and concealed position. Camouflage the vehicle, if required.
  - b. Establish fields of fire.
  - c. Emplace the crew-served weapon in a fighting position. Refer to Task 071-326-5703.
  - d. Establish communications with your parent unit, mobile patrols, other TCPs, and the highway traffic division (HTD).
  - e. Maintain the duty routine established by the team leader.
2. Remain alert for enemy activity.
3. Report information about friendly and/or enemy units moving in the area. Information on may include—
  - a. TCP locations.
  - b. Enemy locations.
  - c. Conditions which require changes in routes, such as NBC attacks in the area.
  - d. Unusual movement or activities by civilians in the area.
4. Provide information to convoy personnel, other friendly personnel (on identification) using the main supply route (MSR) and requiring a need to know, and the parent unit. Include information such as—
  - a. Route conditions.
  - b. Unit locations.
  - c. Enemy activity in the area.
  - d. Contaminated areas.
  - e. Critical points.
  - f. Holding areas.
  - g. Medical facilities.
  - h. Petroleum, oils, and lubricants (POL) points.

**Performance Steps**

**NOTE: Use operations security (OPSEC) to prevent the enemy from getting information.**

5. Control vehicle movement according to the traffic control plan.
  - a. Be familiar with authorized routes, the MSR, and terrain features.
  - b. Expedite priority traffic.
  - c. Reroute traffic as needed.
  - d. Observe movements and report problems.
  - e. Use hand-and-arm signals. Refer to Task 071-326-0608.
  - f. Use flashlight signals. Refer to Task 071-326-0608.
  - g. Enforce the MSR regulations.
    - (1) Stop vehicles or convoys that are not following MSR regulations.
    - (2) Tell the convoy commander why the convoy was stopped.
    - (3) Allow the convoy commander to make immediate corrections.
    - (4) Record key information about the incident, and notify your squad leader when immediate corrections cannot be made.
6. Keep a record of convoys passing the TCP (when requested to do so by the HTD), and compile the information into a passing report according to the unit SOP. Ensure that this information includes the—
  - a. TCP location.
  - b. Date.
  - c. Convoy identification (unit or serial number).
  - d. Time the first vehicle passed the TCP.
  - e. Time the last vehicle passed the TCP.
  - f. Number of vehicles in the convoy.
7. Observe activity by guerrillas, conventional enemy forces, and enemy aircraft and develop a spot report (SPOTREP). Use the size, activity, location, unit, time, and equipment (SALUTE) as a memory device to ensure that key information needed by higher headquarters is not omitted from the report.

S = What was the SIZE of the enemy force?

A = What ACTIVITY were they engaged in?

L = What is the LOCATION of the enemy?

U = What type of UNIT was seen?

T = What TIME was the enemy seen?

E = What EQUIPMENT were they carrying?

**NOTE: Drivers using the MSR may stop at the TCP to report suspected or actual enemy activity along the MSR.**

8. Relay the SPOTREP through the chain of command. Refer to Task 113-571-1016.
9. Control stragglers. Determine the categories of the stragglers, such as the injured, uninjured, and personnel avoiding return to their unit.
  - a. Direct stragglers to their unit or to a straggler collecting point.
  - b. Arrange for transportation, if available.
  - c. Administer first aid.
  - d. Place stragglers in medical channels if they are seriously wounded.
10. Control refugees.
  - a. Do not allow refugees to delay authorized military traffic.
    - (1) Redirect them to a refugee control route.
    - (2) Halt refugees temporarily until the MSR is open.
  - b. Redirect refugees to collecting points, assembly areas, refugee camps, or evacuation routes.
  - c. Enforce stand-fast orders.
  - d. Prevent unneeded movement.

**Performance Steps**

11. Monitor the area for NBC contamination. If contamination is detected—
  - a. Take immediate protective measures. Refer to Tasks 031-503-1018 and 031-503-1019.
  - b. Mark the contaminated area. Refer to Task 031-503-1020.
  - c. Request instructions for moving traffic out of and around the contaminated area.
12. Operate the TCP until told to stop. If operating for extended periods of time, sleep in shifts.

**Evaluation Preparation:** Setup: Use an intersection and vehicles with drivers to simulate convoys. Include a list of priority traffic. Have two soldiers dress in civilian clothing and provide them with civilian travel papers.

Brief soldier: Tell the role-players the actions and/or responses to make.

<b>Performance Measures</b>	<u>GO</u>	<u>NO GO</u>
1. Established the TCP as directed by the team leader.	—	—
2. Remained alert for enemy activity.	—	—
3. Reported information about friendly and/or enemy units moving in the area.	—	—
4. Provided information to convoy personnel, other friendly personnel (on identification) who were using the MSR and requiring a need to know, and the parent unit.	—	—
5. Controlled vehicle movement according to the traffic control plan.	—	—
6. Kept a record of convoys passing the TCP (when requested to do so by the HTD) and compiled the information into a passing report according to the unit SOP.	—	—
7. Observed activity by guerillas, conventional enemy forces, and enemy aircraft and developed a SPOTREP.	—	—
8. Relayed the SPOTREP through the chain of command.	—	—
9. Controlled stragglers and placed them in categories of stragglers.	—	—
10. Controlled refugees.	—	—
11. Monitored the area for NBC contamination.	—	—
12. Operated the TCP until told to stop.	—	—

**Evaluation Guidance:** Score the soldier GO if all steps are passed (P). Score the soldier NO-GO if any step is failed (F). If the soldier fails any step, show him how to do it correctly.

**References**

**Required**  
STANAG 2019

**Related**

## Operate a Roadblock and a Checkpoint

191-376-4106

**Conditions:** You are assigned to operate a roadblock and a checkpoint. You are given orders, a combat load according to standing operating procedures (SOPs), additional team members, guide signs, obstacles, a flashlight with a cone and/or a filtered lens, and reflectorized gear.

**Standards:** Perform all the necessary steps to correctly operate a roadblock and a checkpoint according to the particular situation and orders.

### Performance Steps

1. Establish a roadblock according to the team leader's instructions. Refer to Figure 191-376-4106-1.

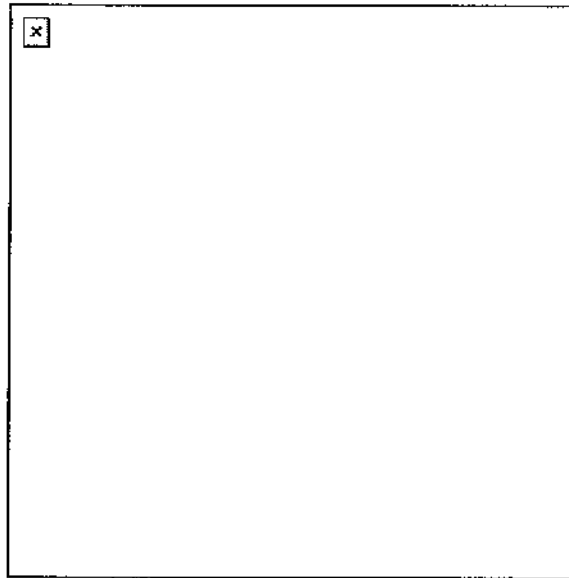


Figure 191-376-4106-1  
Roadblock and Checkpoint Operations

**NOTE:** Roadblocks may be used alone to limit the movement of vehicles along a route or to close access to certain areas.

- a. Emplace the crew-served weapon as directed.
  - b. Place the barricade across the road, on the shoulder of the road, in ditches, and/or in any area that could be used to avoid or bypass the roadblock.
  - c. Camouflage the weapon as directed by the team leader (when natural cover and concealment is not available).
  - d. Position the team vehicle. Camouflage the vehicle as directed when natural cover and concealment are not available.
  - e. Observe the noise, light, litter, and movement discipline.
2. Operate the roadblock.
    - a. Operate a crew-served weapon to provide security for the roadblock, if assigned the security position.
    - b. Direct traffic.
      - (1) Use hand-and-arm and flashlight signals.
      - (2) Direct drivers to the correct route.
      - (3) Provide information when necessary.
      - (4) Observe noise, light, litter, and movement discipline.
    - c. Direct traffic to the checkpoint (if a roadblock is used with a checkpoint).

**Performance Steps**

3. Establish a checkpoint, if required.
  - a. Emplace the crew-served weapon according to the team leader's instructions.
  - b. Set up the barricade following the team leader's instructions.
  - c. Prepare and post signs along the route, according to the team leader's instructions to show that military police (MP) checkpoints are in use.
  - d. Observe light discipline if the checkpoint is used at night.
4. Establish a holding area, if required. Refer to Task 191-376-4109.
5. Operate a checkpoint at the entrance to a controlled route or main supply route (MSR).
  - a. Operate the crew-served weapon and provide overwatch for the MP in the road (if assigned a security position).
  - b. Check or direct traffic.
    - (1) Check convoy vehicles for movement credits issued by the highway traffic division (HTD).
      - (a) Ensure that vehicles travel on the correct route and at the correct time.
      - (b) Instruct the drivers or convoy commanders, if ahead of schedule, to pull the vehicles into the holding area until it is time to pass.
      - (c) Allow the vehicles and convoys, if behind time, to pass (as traffic permits).
    - (2) Direct lost or misrouted drivers who are lost to their destination.
    - (3) Provide information.
    - (4) Be suspicious of military equipment, supplies, or weapons transported in civilian vehicles.
    - (5) Report any problems to the supervisor.
6. Operate a checkpoint that is located along a route. If you are assigned the—
  - a. Security position, repeat step 5a.
  - b. Position of checking traffic—
    - (1) Check vehicles and individuals for contraband.
    - (2) Be suspicious of military equipment, supplies, or weapons transported in civilian vehicles.
    - (3) Check the cargo against the manifest to ensure that they match.
    - (4) Report any problems to the team leader.

**Evaluation Preparation:** Setup: To evaluate this task, develop a training exercise using the three-member team concept. Two Skill Level 1 soldiers can be evaluated at a time. Provide all required materials, personnel, and equipment listed in the conditions statement.

**Brief soldier:** Tell the soldier that he will install and remove equipment for each position. Also tell him that a roadblock may be operated separately or with a checkpoint. Whatever the case, the team leader or squad leader will select the location and direct team members in establishing and operating both the roadblock and the checkpoint.

<b>Performance Measures</b>	<b><u>GO</u></b>	<b><u>NO GO</u></b>
1. Established a roadblock according to the team leader's instructions.	—	—
2. Operated the roadblock.	—	—
3. Established a checkpoint.	—	—
4. Established a holding area, if required.	—	—
5. Operated a checkpoint at the entrance to a controlled route or MSR.	—	—

**Evaluation Guidance:** Score the soldier GO if all steps are passed (P). Score the soldier NO-GO if any step is failed (F). If the soldier fails any step, show him how to do it correctly.

**References  
Required**

**Related  
FM 19-25**



**Operate a Dismount Point**

**191-376-4108**

**Conditions:** You are assigned to operate a dismount point. You are given orders, unit standing operating procedures (SOPs), an access roster, a crew-served weapon, an individual weapon, ammunition, communications equipment (primary and backup), a flashlight with a filtered lens, night-vision devices, signs, and instructions from the team leader.

**Standards:** Perform all the necessary steps to ensure that only authorized personnel enter the command post (CP) area.

**Performance Steps**

1. Establish a defensive position as directed.
  - a. Establish fields of fire.
  - b. Emplace the crew-served weapon.
  - c. Maintain the routine duty assigned by the team leader.
  - d. Pay particular attention to cover and concealment, noise, light, litter, and movement discipline.
2. Set up communications as directed.
3. Mark the light line according to the team leader's instructions.
4. Operate the dismount point.
  - a. Use hand-and-arm and flashlight signals.
  - b. Stop vehicles at the dismount point.
  - c. Check the access roster, vehicle, and personnel identification to determine access clearance to the CP area.
    - (1) Direct the driver to the parking area if only personnel are authorized.
    - (2) Detain the vehicle and personnel if neither are authorized access, and notify a superior for guidance on further actions.

**NOTE: Inspect packages, briefcases, and vehicle loads entering the area if required by the unit SOP.**

- d. Provide information to personnel entering the CP area, to include the locations of other facilities, if required.
- e. Brief personnel on any recent enemy activity in the area of the CP.
- f. Ensure that operations security (OPSEC) procedures are enforced.
  - (1) Enforce light, noise, litter, and movement discipline.
  - (2) Ensure that the vehicles in the parking area are camouflaged.
- g. Prevent civilian traffic and refugees from entering the area by directing them to a new route.
- h. Control stragglers by giving directions, providing medical care, or detaining them for further disposition.

**Evaluation Preparation:** Setup: Because you will need a dismount point to evaluate this task, it is best to do it during a training exercise. Have another soldier role-play as the Skill Level 2 team leader. Evaluate two soldiers at a time. Give each soldier the opportunity to work at each position (one operating the M249 and the other directing traffic) so that you can evaluate each one on all performance measures. You will also need extra personnel, fully equipped, to provide traffic control at the dismount point. Provide all materials and equipment listed in the conditions statement.

**Brief soldier:** Tell soldiers that they will be expected to install and remove equipment for each position and that they should take the necessary steps to control traffic. Brief the role-players on the actions they are to take.

**Performance Measures**

1. Established a defensive position as directed.

<u>GO</u>	<u>NO GO</u>
—	—

**Performance Measures**

	<u>GO</u>	<u>NO GO</u>
2. Set up communications as directed.	—	—
3. Marked the light line according to the team leader's instructions.	—	—
4. Operated the dismount point.	—	—

**Evaluation Guidance:** Score the soldier GO if all steps are passed (P). Score the soldier NO-GO if any step is failed (F). If the soldier fails any step, show him how to do it correctly.

**References****Required****Related**

FM 19-25

## Control Traffic at a Defile and Holding Area

191-376-4109

**Conditions:** You are given a situation that requires a defile operation, orders, individual- and crew-served weapons, ammunition, route-signing materials and equipment, a flashlight with a filtered lens, a TA-312 telephone or radio, and flags or other signaling devices.

**Standards:** Complete the necessary steps to ensure that traffic moves through the defile smoothly and quickly.

### Performance Steps

1. Establish security and assume the security position.
  - a. Emplace, cover, and conceal the crew-served weapon.
  - b. Provide security to the assigned area.
  - c. Establish communications.
2. Post temporary signs. Ensure that the signs—
  - a. Mark alternate or bypass routes.
  - b. Designate the direction of traffic movement.
  - c. Designate the entrance and exits to the holding areas.
3. Control the traffic flow according to the control plan.
  - a. Direct drivers into a holding area.
    - (1) Direct drivers and convoy commanders to park so that the first vehicle in will be the first vehicle out.
    - (2) Direct the drivers and the convoy commanders to park facing the exit.
  - b. Direct drivers out of the holding area into the defile in a single file.
    - (1) Permit vehicles to enter the defile on command only.
    - (2) Space vehicles entering the defile to avoid bunching.
    - (3) Use directional signs within the holding area to control traffic.
4. Maintain communications between the entry and exit of the defiles and holding areas using the following modes:
  - a. Visual. Use hand-and-arm signals.
  - b. Radio or wire. Use the field phone TA-312 or radio.
  - c. A military police (MP) rider. MP ride the last vehicle in the column moving to the end of the defile. He dismounts and returns on the last vehicle of the column going the opposite direction.
  - d. Lead or trail. Have an MP vehicle lead or follow the column to the other end of the defile. Use this method when movement through a defile is complex and requires an escort.

**NOTE: The trail vehicle ensures that all vehicles clear the defile. Also, a single lead or a single trail vehicle can be used, depending on the number of vehicles and the complexity of the defile.**

- e. Flag. Take a flag from one end of the defile to the other by the last vehicle of the convoy.
5. Clear the defile, if the vehicle breaks down, using either field expedient methods or a recovery vehicle.
6. Notify the team and/or squad leader if there are problems.

**Evaluation Preparation:** Setup: Provide an area for a defile, vehicles with drivers to simulate traffic moving through the defile, and all materials and equipment necessary to operate the defile. The circumstances, which necessitate the defile and the size of the defile operation, will dictate the number of personnel required and the type of signals to be used. Use a three-member team so that you can evaluate two Skill Level 1 soldiers at a time. Have both soldiers work at each position in order to evaluate each soldier on all performance measures. Have another soldier role-play as role of the Skill Level 2 team leader.

Brief soldier: Tell the soldiers that they must take the necessary steps to correctly control traffic at each assigned position. Tell them they must also install and remove equipment at each position. Tell the role-player the actions he is to take.

<b>Performance Measures</b>	<u>GO</u>	<u>NO GO</u>
1. Established security and assumed the security position.	—	—
2. Posted temporary signs.	—	—
3. Controlled the traffic flow according to the control plan.	—	—
4. Maintained communications between the entry and exit of the defiles and holding areas.	—	—
5. Cleared the defile using either field expedient methods or a recovery vehicle.	—	—
6. Notified the team and/or squad leader if there were problems.	—	—

**Evaluation Guidance:** Score the soldier GO if all steps are passed (P). Score the soldier NO-GO if any step is failed (F). If the soldier fails any step, show him how to do it correctly.

**References**

**Required**

**Related**  
FM 19-25

## Perform as a Member of an In-Transit Security Team

191-376-4110

**Conditions:** You are required to escort personnel and provide them with protective equipment, to include a flak vest, a helmet, protective clothing, and a protective mask. As a member of a scout team, lead team, or trail team, you are given a high-mobility, multipurpose, wheeled vehicle (HMMWV) with a mounted radio, individual- and crew-served weapons, ammunition, a helmet, load-bearing equipment, a protective mask, a portable Single-Channel, Ground-to-Air Radio System (SINCGARS), and first aid equipment.

**Standards:** Provide the required security for the designated personnel from the point of origin to the destination.

### Performance Steps

1. Provide in-transit security for a land convoy.

a. Use the following methods of escort, as directed by the team or squad leader:

**NOTE: Whenever possible, three teams will provide security. They will be briefed on which team they will be a member of and the role they will fill with the team.**

- (1) Scout team. If a member of the scout team—
  - (a) Precede the main body of the convoy by 3 to 5 minutes.
  - (b) Watch for conditions that may affect the convoy's security.
  - (c) Maintain an appropriate distance from the convoy's main body.
  - (d) Maintain radio contact and report all findings to the military police (MP) security force noncommissioned officer in charge (NCOIC).
- (2) Lead team. If a member of the lead team (usually the squad leader or NCOIC's team)—
  - (a) Lead the convoy and provide security for the convoy's lead elements.
  - (b) Closely observe the roadway and nearby terrain.
  - (c) Provide fire support in the event of an ambush or a sniper attack.
  - (d) Maintain the rate of march.
- (3) Trail team. If a member of the trail team—
  - (a) Provide security for the convoy's rear elements.
  - (b) Keep close watch on the roadway and nearby terrain.
  - (c) Provide fire support in the event of ambush or sniper attack.
  - (d) Maintain the rate of march.
- (4) Leap frog. The trail vehicle will move ahead of the convoy, set up a traffic control post (TCP), and direct the convoy through. After the convoy has passed, repeat the process as often as necessary.
- (5) Empty truck.
  - (a) Drop off the TCP personnel at the designated locations.
  - (b) Assume the position as the last vehicle in the convoy.
  - (c) Pick up the TCP personnel after the convoy has passed the TCP.
- (6) Perimeter. Use four security vehicles, one on each side, one in the front, and one in the rear.

**NOTE: The perimeter is the least-preferred method because it is slow on rough terrain and it is dangerous due to mines and booby traps.**

b. Provide security for cargo at the point of origin.

- (1) Observe the loading procedures to detect theft, sabotage, or pilferage by being alert for suspicious activities, such as persons carrying unidentified packages close to or away from the convoy.
- (2) Match the cargo manifest against the materials at hand.
- (3) Check locks and seals.
- (4) Report damaged containers and discrepancies.

c. Provide security from mines and booby traps.

- (1) Drive in the tracks of the vehicle in front of you.
- (2) Do not drive on the shoulder of the road.

**Performance Steps**

- (3) Do not run over foreign objects (such as boxes and cans).
- (4) Avoid fresh earth in the road.
- (5) Observe activities of the local nationals.
- (6) Have the engineers, if available, sweep the roadway.
- (7) Have armored or heavy vehicles lead the convoy to clear small mines.
- (8) Notify the MP leader (usually the squad leader) if mines or booby traps are spotted.

**NOTE: If the convoy cannot bypass the danger area, notify the security NCOIC who will obtain assistance to neutralize the obstacle.**

- d. Provide security for the convoy from artillery fire.
  - (1) Ensure that vehicles do not stop.
  - (2) Move out of the area as quickly as possible.
- e. Provide security for the convoy from an air attack.
  - (1) Alert the team or squad leader as soon as enemy aircraft are detected.
  - (2) Disperse vehicles, leave the roadway, and seek cover.
  - (3) Ensure that all troops who are not staffing vehicle-mounted weapons dismount and seek cover away from vehicle.
  - (4) Engage enemy aircraft.
- f. Provide security from a sniper attack.
  - (1) Keep the convoy moving. Pass as quickly as possible through the area without stopping.
  - (2) Mark the sniper by giving the prescribed signal (usually a red smoke grenade thrown in the direction of the fire).
  - (3) Notify the convoy commander by radio.
  - (4) Attempt to locate and destroy the sniper using long-range fire if in a free-fire zone.
  - (5) Direct fire only at a specialized target.
  - (6) Do not fire in a no-fire zone.

**NOTE: A no-fire zone exists when there are friendly troops around.**

- g. Provide security for the convoy from an ambush when the road is not blocked.
  - (1) Vehicles past the kill zone should—
    - (a) Proceed a moderate distance to allow vehicles in the kill zone space to get out.
    - (b) Pull vehicles off the roadway to the opposite side of the road.
    - (c) Dismount the vehicles.
    - (d) Seek cover.
    - (e) Return fire into the ambush.
    - (f) Attack the flanks of the ambush using fire and maneuver when ordered to do so by the team or squad leader.
  - (2) Vehicles in the kill zone should—
    - (a) Attempt to move out of the kill zone. All nondriving personnel will return fire into the ambush.
    - (b) Abandon disabled vehicles.

**NOTE: The vehicle behind a disabled vehicle will attempt to push the disabled vehicle out of the way. Remaining vehicles will pick up occupants of the disabled vehicles.**

- (c) Get out of the kill zone and repeat steps 1g(1)(a) through (f).
- (3) Vehicles that have not entered the kill zone should—
  - (a) Not enter the kill zone.
  - (b) Repeat steps 1g(1)(b) through (f).
- h. Provide security for the convoy from an ambush when the road is blocked.
  - (1) If vehicles are past the kill zone, repeat step 1g(1)(a) through (f).
  - (2) If vehicles are in the kill zone, personnel—
    - (a) Must dismount the vehicles.
    - (b) Should seek cover. Pay attention to ditches and shoulders. Look for mines and booby traps.
    - (c) Should lay down heavy fire on the ambush.
    - (d) Be ready to attack (charge) the ambush on order.
  - (3) If vehicles have not entered the kill zone, they should—
    - (a) Not enter the kill zone.

### Performance Steps

(b) Dismount and set up security around the vehicles.

(c) Repeat steps 1g(1)(b) through (f).

**NOTE: When ambushed, you may be ordered to call for artillery fire, gunship support, or a reaction force. You may also be directed to perform recovery operations after the attack has taken place.**

- i. Provide security at the destination.
  - (1) Ensure that the cargo is not damaged.
  - (2) Check all locks and seals.
  - (3) Prevent pilferage and/or sabotage during unloading.
- j. Provide information to the team or squad leader for the after-action report.
  - (1) Identify things that went well.
  - (2) List all the difficulties that were encountered.
  - (3) Recommend ways security can be improved.

2. Provide security when the movement is by water.
  - a. Repeat steps 1b(1) through (4).
  - b. Conduct an inspection when guards are relieved from duty.
  - c. Maintain an inspection log, noting the results of each inspection.

**NOTE: Report to the ship's officer of the deck, and coordinate the inspection with the ship's cargo officer, and make the inspection together.**

- d. Notify the officer of the deck immediately and make a written report if there is damage to cargo or if other irregularities are noted.
- e. Repeat step 1i.
- f. Repeat step 1j.

3. Provide security when the movement is by air.
  - a. Do not board an aircraft until the cargo area is secured.
  - b. Perform steps 1b(1) through (4).
  - c. Leave the aircraft first, and observe the opening of the cargo area.
  - d. Perform step 1i.
  - e. Perform step 1j.

4. Provide security when the movement is by rail.
  - a. Perform steps 1b(1) through (4).
  - b. Keep a record, by car number, of all railcars that you have the responsibility of guarding.
  - c. Immediately report—
    - (1) Irregularities in procedures.
    - (2) The presence and actions of any unauthorized persons while in transit.
    - (3) Deficiencies and/or incidents that occur.
  - d. Watch for persons trying to board or damage the train when it is traveling at slow speeds.
  - e. When the train stops, dismount and verify that all seals, locks, and wires are intact. If any seals, locks, or wires are discovered broken or tampered with, immediately notify the NCOIC of the security detail.
  - f. Check for possible damage to cars, to include overheating journal boxes.
  - g. Perform step 1i.
  - h. Perform step 1j.

5. Provide security for designated personnel.
  - a. Provide security at the pickup point.
    - (1) Arrive before the principal personnel.
    - (2) Set up a hasty circular defensive position with good fields of fire.
    - (3) Conceal the position.
    - (4) Check the area for enemy activity, mines, booby traps, contamination, and anything else that would affect security.
  - b. Before transporting the principal personnel—

**Performance Steps**

- (1) Provide the principal with protective equipment that may be needed, such as a flak vest, a helmet, and protective clothing.
- (2) Fit the principal with a protective mask.
- (3) Ensure that the principal knows how to use the protective equipment and clothing.
- (4) Suggest that the principal remove or disguise any distinguishing features, clothing, or equipment.
- (5) Place the principal in the vehicle in a position that provides the most security.
- (6) Vary the vehicle's position in the movement according to the team or squad leader's instructions, if a number of vehicles are used and enough overwatch security can be provided.
- c. Provide security during the movement. When the movement is by—
  - (1) Aircraft, MP ride with the person(s) being escorted.
  - (2) Wheeled vehicle, MP ride in the lead, in trail vehicles, and in the scout vehicle (if one is used).

**NOTE: If attacked by hostile fire, repeat steps 1c through h, as appropriate.**

- d. Provide security at the destination.
  - (1) Perform steps 5a(2) through (4).
  - (2) When the transportation of the principal is by aircraft, deplane before the principal deplanes.
  - (3) Perform step 1j.

**Evaluation Preparation:** Setup: Schedule the training and evaluation of this task during field training exercises.

**Brief soldier:** Give the soldier a position in the scout team, lead team, and trail team and evaluate him on each team position.

**Performance Measures**

	<u>GO</u>	<u>NO GO</u>
1. Provided in-transit security for a land convoy.	_____	_____
2. Provided security when the movement was by water.	_____	_____
3. Provided security when the movement was by air.	_____	_____
4. Provided security when the movement was by rail.	_____	_____
5. Provided security for designated personnel.	_____	_____

**Evaluation Guidance:** Score the soldier GO if all steps are passed (P). Score the soldier NO-GO if any step is failed (F). If the soldier fails any step, show him how to do it correctly.

**References**

**Required**

**Related**  
 FM 19-25  
 FM 3-19.30



Subject Area 13: Emergency Procedures

**Operate Riot Control Agent Dispensers (M33A1/M36/M37)  
191-376-4119**

**Conditions:** You are given a crowd control situation (where the lower levels of force have been ineffective) and orders from the commander to use riot control agents to disperse the crowd; an M33A1, M36, or M37 chemical-agent dispenser; a spare agent container and cylinder; cleaning materials; a protective mask with hood; rubber gloves; and access to Technical Manual (TM) 3-1040-262-13&P.

**Standards:** Complete all necessary steps, in sequence, to put the chemical-agent dispenser in operation to disperse the crowd.

**Performance Steps**

**NOTE:** Riot control agent dispensers are the third level of force. Refer to Task 191-376-5106.

1. Perform preventive-maintenance checks and services (PMCS) on the M33A1.
  - a. Perform an overall visual inspection of the frame and harness assembly and the M33A1 riot control agent using Figures 191-376-4119-1 and 191-376-4119-2.

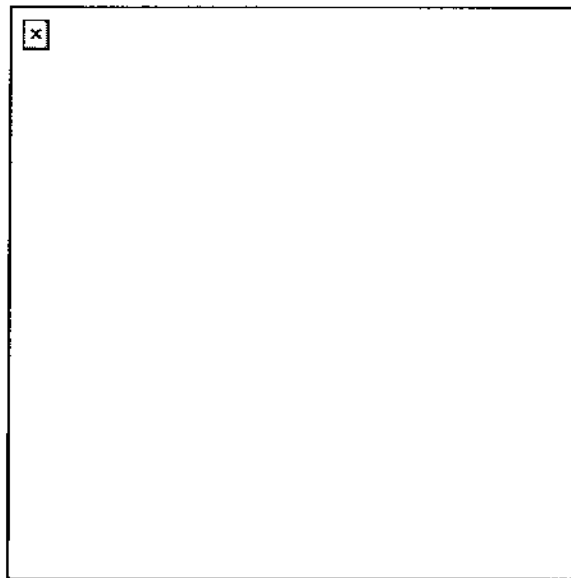


Figure 191-376-4119-1  
M33A1 Frame and Harness Assembly

## Performance Steps

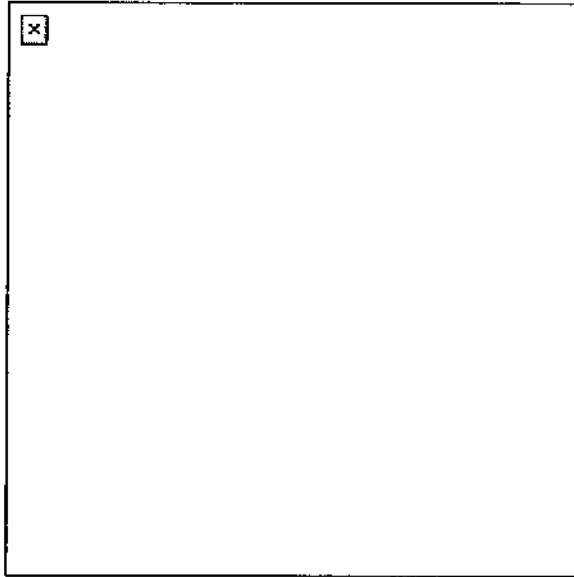


Figure 191-376-4119-2  
M33A1 Riot Control Agent Dispenser

- (1) Ensure that the system is clean, properly installed, and usable.
  - (2) Tighten all hose connections.
  - (3) Ensure that the quick-disconnect coupling is serviceable.
  - (4) Ensure that the agent container cylinder is not damaged.
  - (5) Ensure that the drain cock is closed (fully clockwise).
  - (6) Visually check the quick disconnect on the hose assembly.
  - (7) Ensure that the connections on the air cylinder are tight.
  - (8) Ensure that the high-pressure rupture disk assembly and the safety relief valve are not blown.
  - (9) Inspect the frame and harness assembly.
    - (a) Ensure that the straps are fastened securely to hold the agent container and the air cylinder to the frame.
    - (b) Ensure that the spring-loaded clamps are fully closed.
    - (c) Ensure that the shoulder and waist straps are serviceable.
  - (10) Inspect the frame for damaged or missing identification.
  - (11) Ensure that the pressure regulator is securely fastened to the frame.
- b. Inspect the gun assembly.
- (1) Ensure that the nozzle is installed in the dispenser.
  - (2) Ensure that the pressurized air is turned off by turning the grip knob clockwise until there is resistance.
  - (3) Ensure that the hole in the check spring unit is unplugged.
  - (4) Squeeze the trigger to make sure that it works.
  - (5) Ensure that the adjust nut moves freely from its most forward position against the trigger and returns to the rear against the handle body.
- WARNING: WEAR A PROTECTIVE MASK AND RUBBER GLOVES WHEN OPERATING OR SERVICING A DISPENSER WITH RIOT CONTROL AGENTS. WEAR A PROTECTIVE HOOD. FILL THE DISPENSER IN AN AREA DESIGNATED BY THE LOCAL COMMANDER.**
- c. Inspect the air pressure assembly. Ensure that the air cylinder is charged and tagged to show the content and date.
  - d. Check the agent cylinder assembly. Ensure that the agent cylinder is filled and tagged to show the content and date.

## Performance Steps

2. Replace the agent container and air cylinder on the M33A1.
  - a. Close the grip knob and remove the quick-disconnect coupling from the regulator or air cylinder.
  - b. Open the spring-loaded clamps (two places).
  - c. Remove the empty container.
  - d. Move the empty container away from the frame and harness assembly to keep from contaminating them.
  - e. Invert the empty containers so that the filling neck is up, and slowly open the drain cock.
  - f. After releasing the pressure, aim the gun away from friendly personnel and squeeze the trigger.
  - g. Release the trigger and close the drain cock.
  - h. Undo the manifold coupler assembly (with hoses and gun attached) from the quick-disconnect coupling half of the empty container assembly. Do not let the disconnect manifold coupling assembly, hoses, gun, and quick-disconnect coupling half become contaminated with dirt or foreign matter.
  - i. Hold the full container upright. Remove the support collar and cam action closure from the container assembly.
  - j. Install the cam action closure and the support collar on the removed empty container assembly. Place the cam action closure in the quick-disconnect coupling half. (The cam action closure is adjustable.) Turn the center stem clockwise to tighten snugly before closing the stem. Lock the closure in place and install the support collar to prevent spillage of leftover dry o-chlorobenzylidene malononitrile (CS) agent.
  - k. Hold the full container upright, insert the check-valve assembly (dry) into the container assembly. Connect the manifold coupling assembly to the quick-disconnect coupling half of the container assembly.
  - l. Connect the container assembly to the frame and harness assembly. The metallic hose assembly should be on the grip knob side for right-handed users and the reverse side for left-handed users.
  - m. Fasten the spring-loaded clamps (two places) to secure the container assembly on the frame and harness assembly.
  - n. Connect the two halves of the quick-disconnect coupling at the regulator.
  - o. Insert the gun into the holster.
  - p. Replace the air cylinder.
    - (1) Close the grip knob.
    - (2) Invert the disperser and slowly open the drain cock.
    - (3) Close the drain cock after the pressure has been released.
    - (4) Disconnect the valve-activating coupler assembly from the nipper assembly of the air cylinder.
    - (5) Open the spring-loaded clamp. Slide the air cylinder clear of the frame assembly.
    - (6) Obtain a charged air cylinder and slide it into position on the frame assembly.
    - (7) Fasten the spring-loaded clamp to secure the air cylinder to the frame assembly.
    - (8) Connect the valve-activating coupler assembly to the nipper assembly on the air pressure assembly.
3. Put on and adjust the M33A1 disperser harness.
  - a. Place your arms through the shoulder straps.
  - b. Adjust the harness to fit by using the slide buckles on the shoulder and waist straps.
  - c. Adjust the straps until the disperser feels comfortable, yet is held snugly so that it does not slip when you change positions.
4. Fire the M33A1 disperser. Fire it from any position that provides stability and enough freedom to aim at the target.

**Performance Steps**

**NOTE: Best results are achieved when a disperser is carried and fired with the agent container as close to vertical as possible.**

**WARNINGS:**

- 1. NEVER DIRECT RIOT CONTROL AGENTS AT FRIENDLY PERSONNEL OR FIRE INTO THE WIND.**
- 2. NEVER FIRE A DISPERSER INDOORS WHEN USING DRY RIOT CONTROL AGENTS. AN OPEN FLAME OR SPARK CAN CAUSE A DUST EXPLOSION.**
- 3. THE DISPERSER CONTAINS A LARGE AMOUNT OF RIOT CONTROL AGENT WHICH CAN BE RELEASED QUICKLY. THE OPERATOR AND LOCAL COMMANDER MUST STAY VERY ALERT TO KEEP THE TARGET AREA FROM BEING COVERED WITH EXCESS RIOT CONTROL AGENTS.**

- a. Pressurize the agent container.
  - (1) Unlock the gun trigger and ensure that it is not pulled back to fire.
  - (2) Rotate the grip knob counterclockwise in the direction marked by the arrow and the word OPEN on the grip knob until resistance is felt (about one turn).
- b. Aim the disperser.

**NOTE: There are no sights on the disperser.**

- (1) Point the gun so that the wind will carry the riot control agent to the target area.

**NOTE: The disperser will send the riot control agent up to a distance of 50 feet in still air.**

- (2) Consider the wind direction.

**NOTE: Best results are achieved with a tail wind. The tail wind will carry the riot control agent a greater distance depending on wind velocity. Crosswinds affect the discharge of riot control agent with possible undesired effects.**

- c. Fire the disperser (short bursts are the most effective).
  - (1) Place one hand on the nozzle housing assembly for balance. Place the firing hand on the gun trigger and handle.
  - (2) Press the trigger with the fingers of the firing hand.

**NOTE: Discharge begins as soon as the trigger is pulled.**

- d. Clear the agent after firing.
  - (1) Close the grip knob on the air cylinder.
  - (2) Clear the agent from the hose, by aiming away from personnel and squeezing the trigger.

5. Perform after-operation maintenance on the M33A1 disperser in a safe area designated by the local commander.
  - a. Ensure that the grip knob on the air cylinder is closed.
  - b. Invert the container and slowly open the drain cock to release the pressure.
  - c. Aim the gun away from other personnel and squeeze the trigger to clear the gun assembly.
  - d. Release the trigger and close the drain cock.
  - e. Report to organization maintenance personnel that all of the agent was not used in the mission when you turn in the disperser.
6. Perform PMCS on the M36 when issued.
  - a. Ensure that the white paper seal on the actuator is unbroken.
  - b. Refuse to accept a disperser with a broken seal.
7. Use the M36 disperser.
  - a. Hold the can upright.
  - b. Break the seal and unlock by rotating the actuator counterclockwise as shown in Figure 191-376-4119-3 (A).

**Performance Steps**

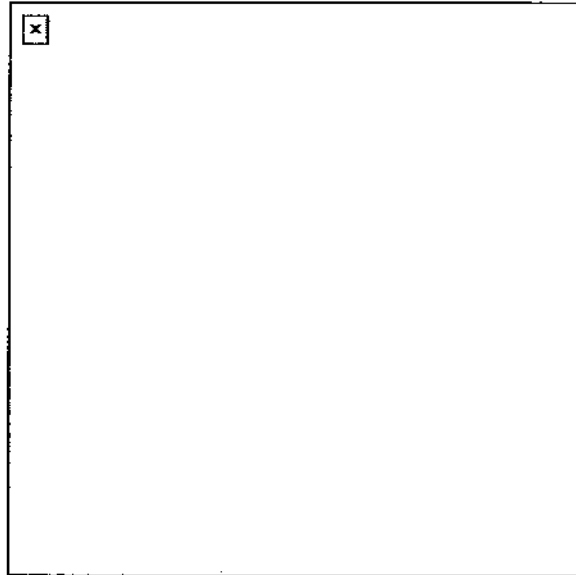


Figure 191-376-4119-3  
M36 Agent Dispenser

- c. Aim for the subject's face.
  - d. Press the actuator with the index finger to release a stream of wet dibenzoxazepine (CR) as shown in Figure 191-376-4119-3 (B).
  - e. Lock the actuator after use, by rotating it clockwise.
8. Decontaminate the M36 disperser.
- a. Remove light contamination from the disperser and carrier by wiping it three separate times with absorbent material. Use clean material for each wiping.
  - b. Remove heavy contamination by washing the disperser and carrier with water and a detergent that does not contain bleach.
  - c. Rinse well.
- WARNING: DO NOT USE HOUSEHOLD BLEACH OR ANY OTHER CHEMICAL CLEANER. WHEN CR AND BLEACH ARE MIXED TOGETHER, THEY FORM A HARMFUL VAPOR.**
9. Turn in the M36 disperser and carrier at the end of the mission or shift.
- a. Turn in the disperser even if it is empty.
  - b. Report the broken seal on the actuator when you return the disperser.
10. Perform PMCS on the M37 riot control disperser, when issued, according to the TM. Refer to Figure 191-376-4119-4.

## Performance Steps

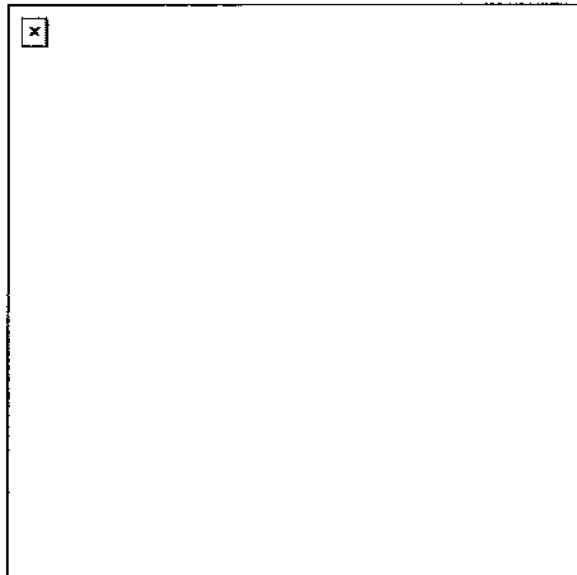


Figure 191-376-4119-4  
M37 Riot Control Dispenser

11. Fire the M37 riot control dispenser.

**WARNING: WEAR A PROTECTIVE MASK AND RUBBER GLOVES WHEN OPERATING OR SERVICING THE DISPENSER WITH RIOT CONTROL AGENT. WEAR A PROTECTIVE HOOD, IF AVAILABLE. REFER TO TM 10-8415-220-10 FOR INFORMATION ABOUT AUTHORIZED CHEMICAL PROTECTIVE CLOTHING. CR LIQUID AGENT CAUSES A TEARING AND PAINFUL BURNING SENSATION OF THE EYES, NOSE, THROAT, AND SKIN. IT CAN CAUSE DIFFICULT BREATHING. WASH HANDS THOROUGHLY WITH SOAP AND WATER AFTER HANDLING CONTAMINATED EQUIPMENT. IF EYES ARE EXPOSED TO CR, FLUSH WITH WATER. IF IRRITATION CONTINUES, CONTACT A DOCTOR.**

- a. Ensure that before operation PMCS have been completed.
- b. Ensure that the dispenser shows no visible damage or signs of leaking.
- c. Ensure that the pressure gauge indicates adequate pressure (within the green band or top half of the red band).
- d. Use the sling assembly (shoulder strap) and place the dispenser over your shoulder.
- e. Orient the dispenser 10 degrees to 15 degrees above the horizontal position.
- f. Remove the safety pull pin.

**NOTE: The adjustable nozzle is not labeled. Maximum range (stream) can be obtained by opening the nozzle barrel 1 1/2 full turns from the fully closed position.**

- g. Test the dispenser by squeezing the trigger and adjust the nozzle to the needed spray pattern (spray, mist, or stream).
- h. Aim the nozzle at the target, and with a quick, steady pressure, squeeze the trigger handle to spray the agent.
- i. Replace the safety pull pin when finished.

12. Perform after-operation PMCS on the M37.

**Evaluation Preparation:** Setup: At the test site, provide the soldier with all the equipment and materials given in the task conditions statement. Allow the soldier to use TM 3-1040-262-13&P.

**Brief soldier:** Brief the soldier on the use of force as outlined in the unit's SOP.

<b>Performance Measures</b>	<b><u>GO</u></b>	<b><u>NO GO</u></b>
1. Performed PMCS on the M33A1.	—	—
2. Replaced the agent container and air cylinder on the M33A1.	—	—
3. Put on and adjusted the M33A1 disperser harness.	—	—
4. Fired the M33A1 disperser.	—	—
5. Performed after-operation maintenance on the M33A1 disperser in a safe area designated by the local commander.	—	—
6. Performed PMCS on the M36 when issued.	—	—
7. Used the M36 disperser.	—	—
8. Decontaminated the M36 disperser.	—	—
9. Turned in the M36 disperser and carrier at the end of the mission or shift.	—	—
10. Performed PMCS on the M37 riot control disperser when issued.	—	—
11. Fired the M37 riot control disperser.	—	—
12. Performed after-operation PMCS on the M37.	—	—

**Evaluation Guidance:** Score the soldier GO if all steps are passed (P). Score the soldier a NO-GO if any step is failed (F). If the soldier fails any step, show him how to do it correctly.

**References**

**Required**  
 TM 10-8415-220-10  
 TM 3-1040-262-13&P

**Related**  
 AR 190-14  
 FM 19-15

**Use a Riot Baton**  
**191-376-4121**

**Conditions:** You are a member of a riot control formation and must position yourself in a crowd control situation. You are given a riot baton, a flak vest, shin guards, and a helmet with a face shield.

**Standards:** Perform all necessary steps to properly use the riot baton and defend yourself to defend against individuals in a crowd. Observe all safety precautions.

**Performance Steps**

1. Grip the riot baton.
  - a. Put the thong over your right thumb as shown in Figure 191-376-4121-1 and bring it around so that the thong wraps over the back of the hand as shown in Figure 191-376-4121-2. This is called the baton thong position.

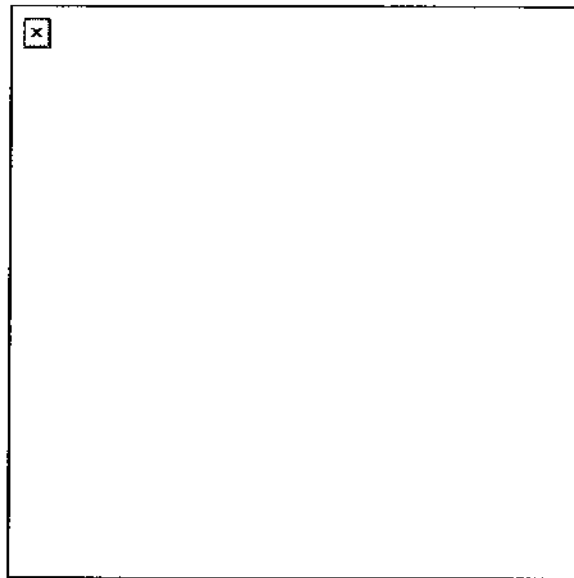


Figure 191-376-4121-1  
Baton Thong Position, Graphic 1



**Performance Steps**

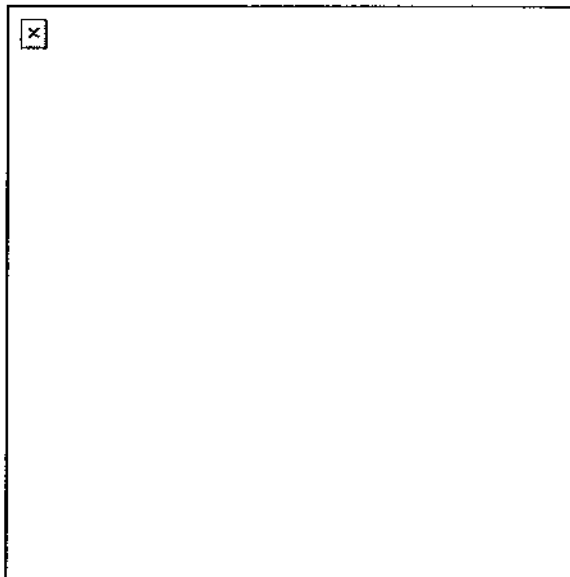


Figure 191-376-4121-2  
Baton Thong Position, Graphic 2

- b. Rotate your right hand over and onto the baton handle and grasp it about 6 inches from the end. The thong will be pressed against the back of the hand as shown in Figure 191-376-4121-3. This is called the right-hand grip.

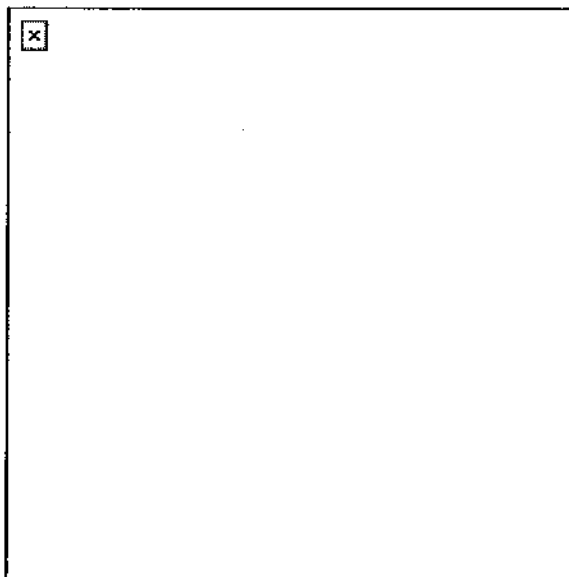


Figure 191-376-4121-3  
Right-Hand Grip

**NOTE: This gives you a secure grip and allows for a quick release of the weapon when the hand is relaxed.**

- 2. Assume the parade rest position.
  - a. Place your feet a comfortable distance (about shoulder width) apart.
  - b. Grip the baton in your right hand and allow your right arm to hang naturally.
  - c. Hold the baton horizontally across your body.

**Performance Steps**

- d. Grasp the baton with your left hand, palm facing out and away from the body and about 6 inches from the end of the baton as shown in Figure 191-376-4121-4.

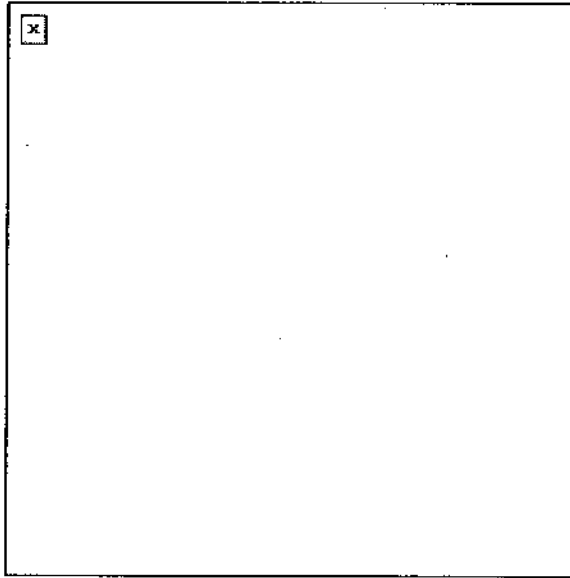


Figure 191-376-4121-4  
Parade Rest Position

3. Assume the port position. This is a ready position for individual defensive tactics.

**NOTE: Assemble and move to all formations in the port position.**

- a. Lift the left end of the baton up by bending your left elbow while in the parade rest position. Your left hand should be level with your left shoulder.
- b. Ensure that the striking end of the baton bisects the angle between the neck and the left shoulder.
- c. Hold the baton about 8 inches from the body as shown in Figure 191-376-4121-5. This is the port position.

**Performance Steps**

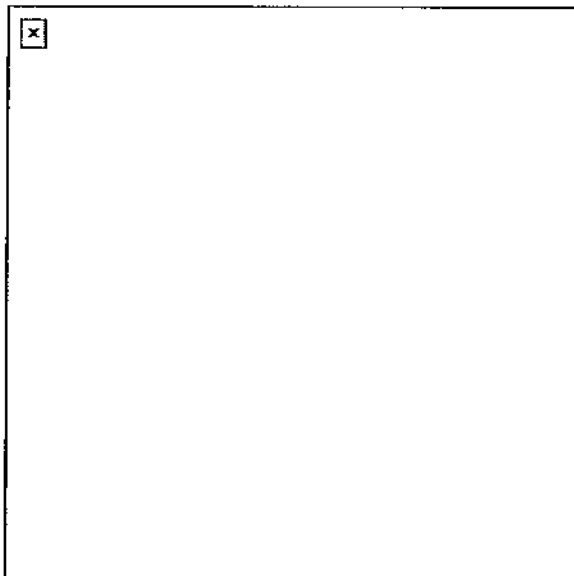


Figure 191-376-4121-5  
Port Position

4. Assume the on-guard position.

**NOTE: This is a ready position used when making initial contact with rioters. Do not hold it for long periods because it is tiring to the body. Protective movements are normally executed from this position.**

- a. Stand with your feet apart, and your left foot forward. Bend your knees slightly and lean forward.
- b. Hold the baton against your hip with your right hand.
- c. Hold your left forearm horizontally across your body with your palm up and at a level that will protect your throat area.
- d. With your left hand, grasp the baton about 6 inches from the end. Figures 191-376-4121-6 and 191-376-4121-7 shows the guard position from the front and side.

**Performance Steps**

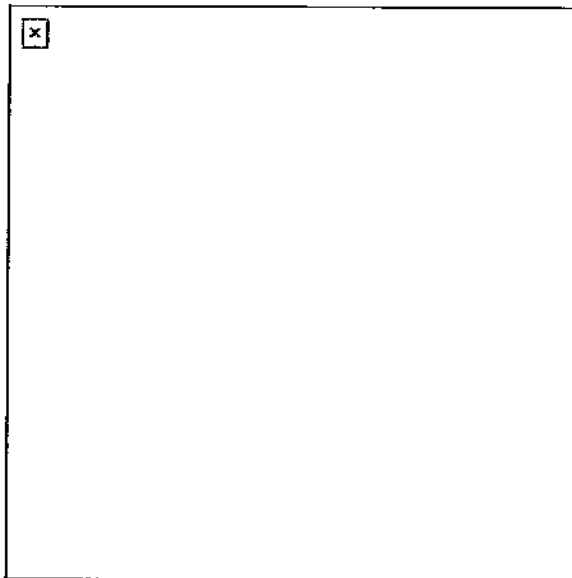


Figure 191-376-4121-6  
On-Guard Position (Front View)

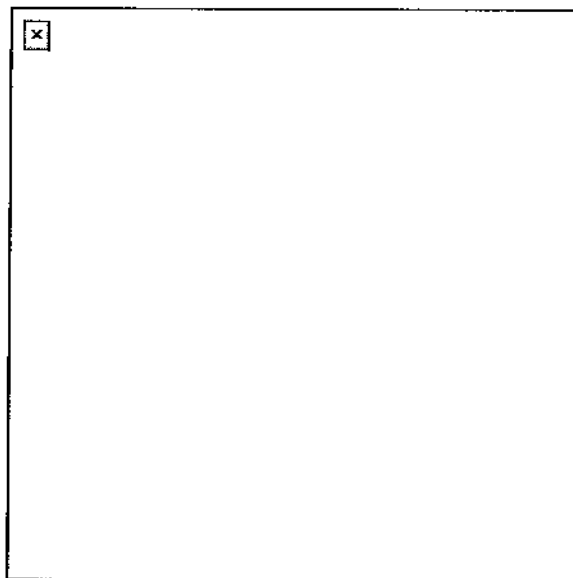


Figure 191-376-4121-7  
On-Guard Position (Side View)

5. Ensure that a blow is not directed to one of the five fatal points. Refer to Figure 191-376-4121-8.

**Performance Steps**

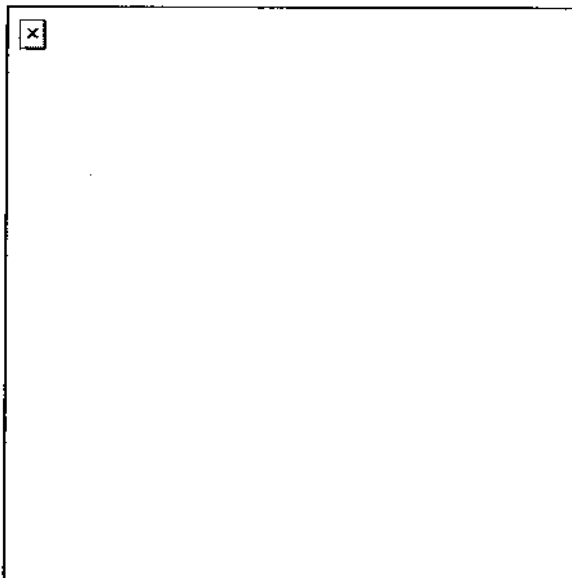


Figure 191-376-4121-8  
Five Fatal Points of Impact

**WARNING: NEVER DIRECT A BLOW TO ANY OF THE FIVE FATAL POINTS OF IMPACT ON THE HUMAN BODY. THESE ARE THE HEAD, THE SIDE OF THE NECK OR THROAT, THE CHEST CAVITY (HEART AREA), AND THE ARMPIT. DELIVER BLOWS ONLY TO VULNERABLE PARTS ON YOUR OPPONENT'S BODY, SUCH AS THE SHOULDER.**

6. Perform the short-thrust offensive technique from the on-guard position.
  - a. Take one rapid step forward with your left foot.
  - b. Snap your left arm straight and push your right hand to drive the striking end of the baton into a vulnerable point of the opponent's body.
  - c. Return to the on-guard position.
7. Perform the long-thrust offensive technique from the on-guard position.
  - a. Hold the baton in your right hand, take one rapid step forward with your right foot, and simultaneously release your left-hand grip.
  - b. Snap the baton forward by rapidly extending your right arm, driving the striking end of the weapon into a vulnerable point on the opponent's body.
  - c. Return to the on-guard position.
8. Perform the butt-stroke offensive technique from the on-guard position.
  - a. Raise your right hand (while keeping your left hand level with your left shoulder) until the baton is almost parallel to the ground.
  - b. Advance the body rapidly by moving your right foot forward one step.
  - c. Snap your right arm straight forward by sliding your right hand up the baton until the thong is tight across the back of the hand.
  - d. Drive the butt end of the baton to the left, striking the opponent's shoulder.
  - e. Return to the on-guard position.
9. Perform the baton smash offensive technique from the parade rest, port, or on-guard position.
  - a. Hold the baton at chest level, horizontal to the ground.
  - b. Advance your left foot rapidly and snap both arms straight.
  - c. Smash the length of the baton across the opponent's chest.
  - d. Return to the position.
10. Defend yourself against a blow to the head.

**Performance Steps**

**NOTE: All defensive tactics are started from the parade rest, port, or on-guard position.**

- a. Assume the parade rest, port, or on-guard position.
  - b. Snap your left hand to the left side of your body and your right hand up and to the left.
  - c. Block the attacker's blow and immediately snap both arms up so that the left hand is near the left shoulder and the right hand is in front of the left shoulder.
  - d. Execute a jab or smash by stepping forward with your right foot, driving your body forward. Jab the thong end of the baton into the attacker's upper body.
  - e. Return to the original starting position.
11. Defend yourself against a backhand blow.
- a. Assume either the parade rest, port, or on-guard position.
  - b. Snap both arms out and to your right or left front, depending on the direction of the oncoming blow.
  - c. Raise your left hand above your head so that the grip end of the baton is pointing down.
  - d. Block the attacker's blow.
  - e. After blocking the blow, bring your right hand up near the right shoulder.
  - f. Move the left hand down, parallel to the chest area, in preparation for a butt stroke. Refer to step 7.
12. Defend yourself against a long thrust.
- a. Assume the parade rest, port, or on-guard position.
  - b. Move your left hand across your body toward the left.
  - c. Move your right hand down and toward the left.
  - d. Slide your left hand down the baton to the right hand. Your body and baton are now in position to defend with a counterblow.
13. Defend yourself against an overhead stab.
- a. Assume the parade rest, port, or on-guard position.
  - b. Step backward with your left foot when the attacker stabs downward.
  - c. Slide your left hand down the baton to meet the right, and raise the baton up over your left side and shoulder.
  - d. Disarm the attacker by snapping the baton down against his wrist or forearm.
  - e. Return your left hand and left foot to their original position in preparation to execute a baton smash.
14. Defend yourself against an upward thrust.
- a. Assume the parade rest, port, or on-guard position.
  - b. Hold the baton horizontally, about 6 inches from your lower chest.
  - c. Snap both arms straight down, and strike the opponent's wrist to cause him to drop his weapon.
  - d. Hold the baton with both your hands and immediately bring the baton close to your shoulders and hold it across your chest in preparation to execute the baton smash.
15. Defend yourself against an unarmed attacker.
- a. Slide your left hand towards your right and lift the baton to shoulder level, parallel to the ground.
  - b. Move your body slightly to the rear by withdrawing your left foot.
  - c. Use your baton to deliver a counterblow to the attacker's shoulder or collarbone if he attempts to strike you with a blow.
  - d. Deliver a counterblow to the attacker's right forearm if he attempts to strike you with a blow.
  - e. Jab the attacker in the groin or stomach with your baton if he attempts to grab you.

**Evaluation Preparation:** Setup: Provide the soldier being evaluated with a riot baton, a flak vest, and a helmet with a face shield.

**Brief soldier:** Tell the soldier being evaluated that he must perform each step to correctly demonstrate the

riot baton grip, the parade rest, port and on-guard positions, the three offensive techniques; and the six defensive techniques as described in this task in performance measures 1 through 14.

<b>Performance Measures</b>	<b><u>GO</u></b>	<b><u>NO GO</u></b>
1. Gripped the riot baton.	_____	_____
2. Assumed the parade rest position.	_____	_____
3. Assumed the port position.	_____	_____
4. Assumed the on-guard position.	_____	_____
5. Ensured that a blow was not directed to one of the five fatal points.	_____	_____
6. Performed the short-thrust offensive technique from the on-guard position.	_____	_____
7. Performed the long-thrust offensive technique from the on-guard position.	_____	_____
8. Performed the butt-stroke offensive technique from the on-guard position.	_____	_____
9. Performed the baton smash offensive technique from the rest, port, or on-guard position.	_____	_____
10. Defended himself against a blow to the head.	_____	_____
11. Defended himself against a backhand blow.	_____	_____
12. Defended himself against a long thrust.	_____	_____
13. Defended himself against an overhead stab.	_____	_____
14. Defended himself against an upward thrust.	_____	_____
15. Defended himself against an unarmed attacker.	_____	_____

**Evaluation Guidance:** Score the soldier GO if all steps are passed (P). Score the soldier NO-GO if any step is failed (F). If the soldier fails any step, show him how to do it correctly.

**References**  
**Required**

**Related**  
 FM 19-15

## Position Yourself in Riot Control Formations

191-376-4122

**Conditions:** You are given orders to be a member of a squad or platoon detailed in a crowd control situation. You are given a riot baton, an M16 rifle, a bayonet with a sheath, a flak vest, a protective mask, a helmet with a face shield, and shin guards.

**Standards:** Position yourself in a formation, as directed by the squad or platoon leader to effectively control the crowd.

### Performance Steps

1. Assume the safe-port position as shown in Figure 191-376-4122-1.

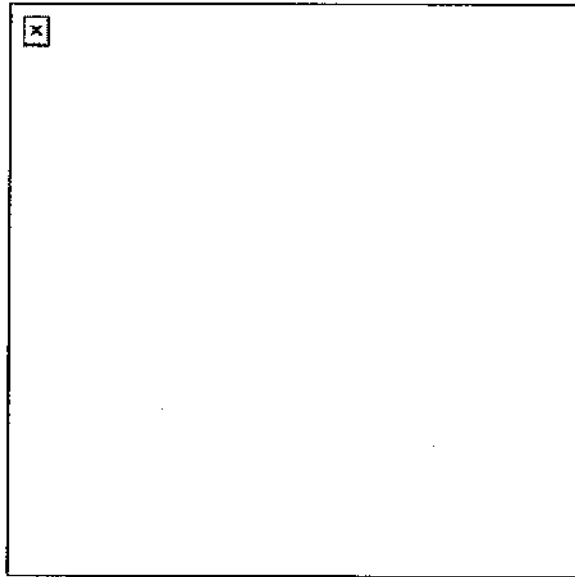


Figure 191-376-4122-1  
Safe-Port Position

**NOTE:** Use this position when moving into a riot control formation or when changing formations.

- a. Grasp the small of the gun stock with your right hand. The forefinger should be toward the rear of the pistol grip.
  - b. Use your left hand to hold the sling against the hand guard by grasping the weapon just below the sling and touching the upper swing swivel. Ensure that the magazine well faces away from your body.
  - c. Hold the upper part of your left arm parallel with the ground, and bend your elbow so that your forearm is straight up.
  - d. Keep your right elbow close to your body.
  - e. Position the heel of the rifle butt slightly to the right of your right shirt pocket.
  - f. Slant the rifle enough to look straight ahead over the magazine well.
2. Assume the safeguard position as shown in Figure 191-376-4122-2.



**Performance Steps**

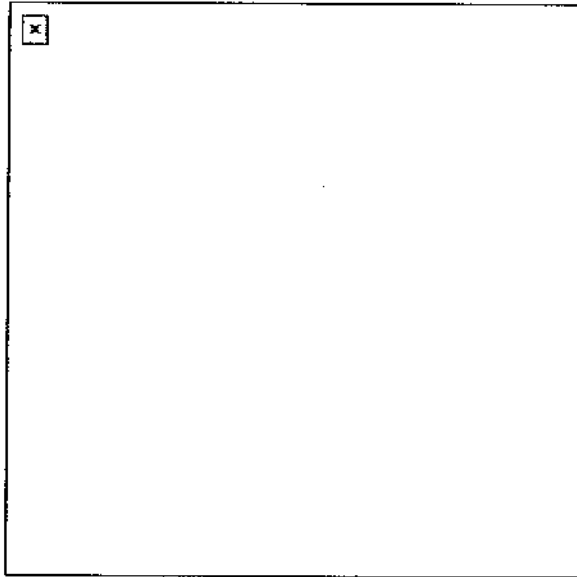


Figure 191-376-4122-2  
Safeguard Position

- a. Use your right hand to grasp the small of the stock and hold it against the right side of your waist. The butt of the stock will extend to the rear of your buttocks.
  - b. Use your left arm, slightly bent at the elbow, to grasp the weapon just below the sling swivel using your left hand. Turn the weapon so that the magazine well is facing down.
  - c. Raise the bayonet to throat level.
  - d. Place your feet together as done for the position of attention when at a halt.
3. Assume the on-guard position as shown in Figure 191-376-4122-3.

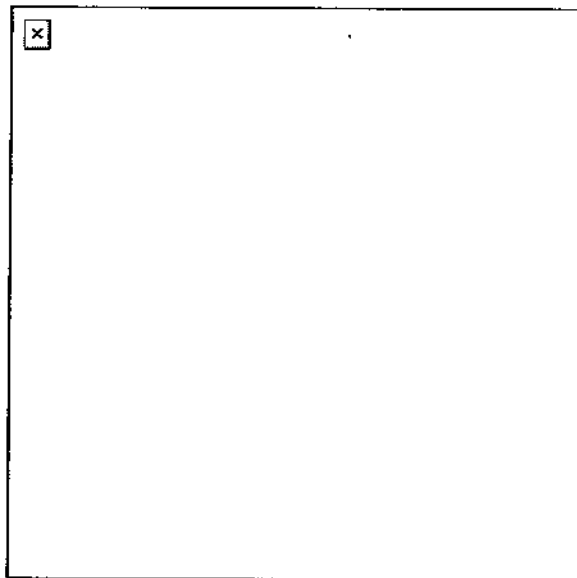


Figure 191-376-4122-3  
On-Guard Position

- a. Grasp the pistol grip with your right hand, and using the right forearm, hold the stock snugly against your right waist, with the rifle butt even with the right seam of your trousers.

**Performance Steps**

- b. Use your left arm, slightly bent at the elbow, to grasp the weapon just below the sling swivel using your left hand. Turn the weapon so that the magazine well is facing down.
- c. Place your feet a comfortable distance apart when at a halt. Line up your left heel with your right toe and point your toes at the crowd. Slightly bend your knees, and lean forward while keeping your hips level. Point the bayonet at throat level.
- d. Make a resounding stomp with your left foot when assuming the on-guard position.

**NOTE: When using riot batons, execute the positions according to the supervisor's commands. Refer to Task 191-376-4121.**

4. Form a squad line formation using the hand signal as shown in Figure 191-376-4122-4. Assume the safe-port position when the command, "Squad as skirmishers" is given or when the squad leader gives the hand-and-arm signal for a squad line formation.

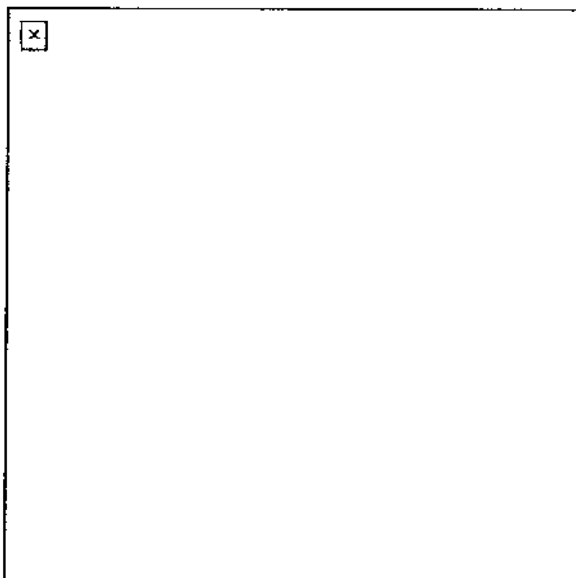


Figure 191-376-4122-4  
Hand Signal for a Squad Line Formation

**NOTES:**

1. On the command "Move," the base member will double-time to the position indicated by the squad leader.
2. Remaining squad members will double-time forward and position themselves on the line with the base member, one pace to the right of the preceding member.
3. Everyone will remain in the safe-port position until ordered to another position.
4. Any size squad, platoon, or larger unit can be employed, and a crowd control formation can be adapted to fit the unit's organization.
5. Form the squad echelon-right formation using hand signals as shown in Figure 191-376-4122-5. Assume the safe-port position when the command of "Squad echelon right" is given or when the squad leader gives the hand signal for an echelon-right formation.

**Performance Steps**

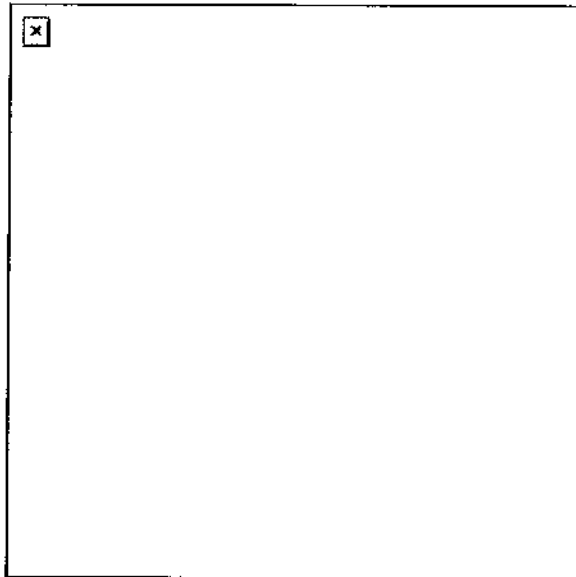


Figure 191-376-4122-5  
Hand Signal for a Squad Echelon-Right Formation

**NOTES:**

1. On the command "Move," the base member will double-time to the position indicated by the squad leader.
2. Remaining squad members will double-time forward and position themselves on the line with the base member, one pace to the right and one pace to the rear of the preceding member.
3. Everyone will remain at safe port until ordered to another position.

6. Form a squad echelon-left formation (Figure 191-376-4122-6).

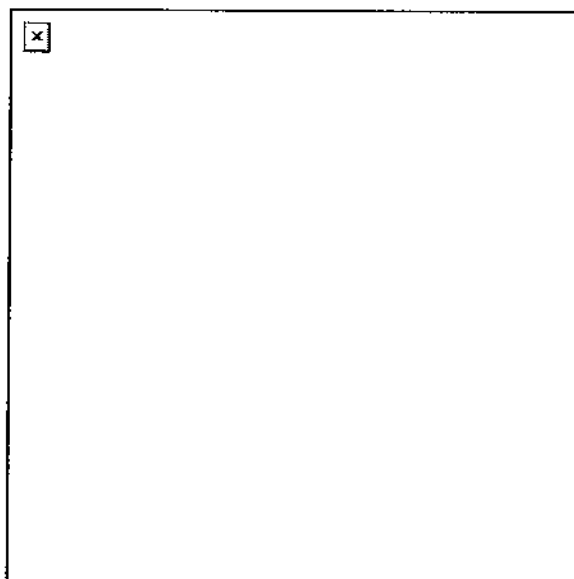


Figure 191-376-4122-6  
Hand Signal for a Squad Echelon-Left Formation

**Performance Steps**

7. Form the squad wedge formation using the hand signal shown in Figure 191-376-4122-7. Assume the safe-port position when the command "Squad wedge" is given or when the squad leader gives the hand signal for a wedge formation.

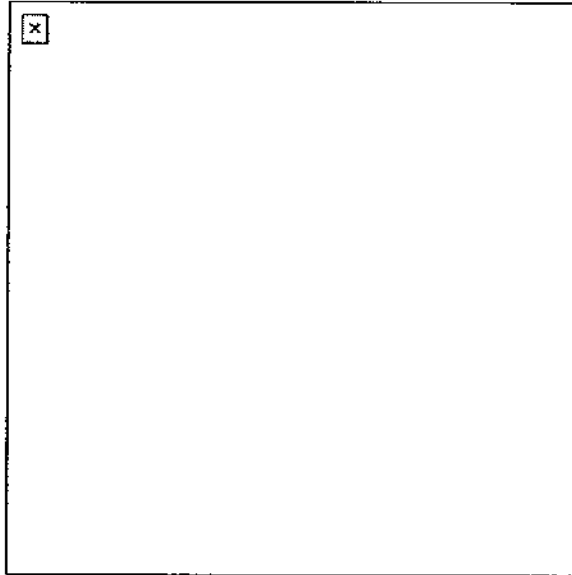


Figure 191-376-4122-7  
Hand Signal for a Squad Wedge Formation

**NOTES:**

1. On the command "Move" the base member will double-time to the position indicated by the squad leader.
2. Remaining odd-numbered squad members will double-time forward and position themselves on line with the base member, one pace to the left and one pace to the rear of the preceding member.
3. Remaining even-numbered squad members will double-time forward and position themselves on line with the base member, one pace to the right and one pace to the rear of the preceding member.
4. Everyone will remain at the safe-port position until ordered to another position.

8. Assemble from a riot control formation.
  - a. On the command "Squad assemble," assume the safe-port position.
  - b. On the command, "Move," the base member will double-time to the position indicated by the squad leader.

**NOTE:** Remaining squad members will double-time forward and form a column behind the base member. Everyone will remain at the safe-port position until ordered to another position.

**Evaluation Preparation:** Setup: Have each soldier being evaluated perform at every position within the formations.

**Brief soldier:** Brief the soldier on the nine positions of a squad, and review Task 191-376-4121.

**Performance Measures**

	<u>GO</u>	<u>NO GO</u>
1. Assumed the safe-port position.	—	—
2. Assumed the safeguard position.	—	—
3. Assumed the on-guard position.	—	—

**Performance Measures**

	<u>GO</u>	<u>NO GO</u>
4. Formed a squad line formation using hand signals.	—	—
5. Formed the squad echelon-right formation using hand signals.	—	—
6. Formed a squad echelon-left formation.	—	—
7. Formed a squad wedge formation.	—	—
8. Assembled from a riot control formation	—	—

**Evaluation Guidance:** Score the soldier GO if all steps are passed (P). Score the soldier a NO-GO if any step is failed (F). If the soldier fails any step, show him how to do it correctly.

**References**

**Required**

**Related**

FM 19-15

## React to a Bomb Threat and/or a Bomb in an Internment Facility

191-381-1250

**Conditions:** The internment facility is subject to a bomb threat or a bomb is discovered within the facility. You will be required to react to the situation. You will be given the facility standard operating procedure (SOP), a telephone, a Federal Bureau of Investigation (FBI) Form 2-182a, a recorder, a flashlight, a handheld mirror, plastic ribbon, chalk or crepe paper, string, a broom handle, a step ladder, first aid supplies, water hoses and/or fire extinguishers, file cabinets, desks with locks and keys, and flammable items.

**Standards:** Obtain the required information from the caller, and notify all designated personnel or agencies. Quickly and safely evacuate the facility while maintaining accountability of all internees and facility personnel. Thoroughly and accurately conduct a search of the area when directed to do so by a supervisor. Observe all safety precautions.

### Performance Steps

**NOTE:** The sequencing of the steps in this task may vary according to the SOP.

1. Respond to a bomb threat received by telephone.

**NOTE:** Bomb threats inside an internment facility may be received in a number of ways. They may be in the form of a suspicious package, a telephone call, a written message delivered through the mail or by messenger, or information given by internees.

- a. Remain calm.
  - b. Notify the supervisor using a prearranged signal.
  - c. Note the date and the time of the call on FBI Form 2-182a.
  - d. Refrain from interrupting the caller. Be courteous.
  - e. Keep the caller on the line as long as possible to allow time for the call to be traced, if a tracing capability is available.
  - f. Record the exact words of the caller (on FBI Form 2-182a or using a recorder). Note any accent or peculiarity of speech, and listen for background noises.
  - g. Obtain all available information about the caller. Attempt to determine the caller's sex, approximate age, mental attitude, and reason for placing the bomb. Record this information on FBI Form 2-182a.
  - h. Obtain information about the bomb. Find out where it is located, the type of device used, a description of the device, the number of bombs placed, and the expected time of detonation. Annotate this information on FBI Form 2-182a.
  - i. Inform the caller that the building is occupied.
  - j. Ensure that you do not use radio transmissions to communicate.
  - k. Remain in the area in case investigators need to talk with you.
2. Avoid contact with suspicious packages, objects, or mail (inside or outside the facility). Isolate the items, but do not touch them. Follow the procedures outlined in the SOP.
  3. Notify all personnel and agencies on the notification list (as outlined in the SOP).

**NOTE:** The notification list may include the supervisor, the facility or installation commander, the Emergency Operations Center (EOC), explosive ordinance disposal (EOD) personnel, the military police (MP), emergency services (the fire department, the hospital, and an ambulance), maintenance personnel, the criminal investigation division (CID), and the bomb scene officer. The bomb scene officer will coordinate and control all activities related to the bomb. He may be identified in the SOP or be appointed by the installation commander.

4. Perform evacuation procedures according to the SOP and the bomb evacuation plan.
  - a. Unlock drawers and cabinets so that they can be searched.
  - b. Gather personal items such as your briefcase or radio.
  - c. Move internees and internment personnel at least 300 feet from the facility or according to the SOP. Alternate assembly areas each time you evacuate the internees.

**Performance Steps**

- d. Account for internees and internment personnel at the assembly area.
- e. Ensure that internees and internment personnel stay out of the line of sight of the bomb and away from glass windows. Direct them to lie down (or take cover) with their faces away from the facility.

**DANGER: DO NOT USE RADIO TRANSMISSIONS UNTIL THE AREA HAS BEEN CLEARED.**

**NOTE: The supervisor will determine if the search is to be a "supervisor's" search or a "search team" search. A supervisor's search consists of someone accompanying the supervisor through the work area using the quick-paced method. A search team search involves teams of two internment specialists who are familiar with the area.**

5. Identify items alien to the surroundings, hidden objects, and objects with an unusual appearance.

**NOTE: Search areas inside and outside of the facility. The order in which the areas are searched is dependant on the available information.**

- a. Search the area 25 to 50 feet out from the building (ground search).
- b. Search all vehicles in the area.

**WARNING: USE EXTREME CAUTION WHEN SEARCHING VEHICLES.**

- c. Search the area from the base of the building to the top. Ensure that the search includes window ledges, air conditioning units, signs, building ornamentation, fire escapes, gutters, drain pipes, and garbage cans.
- d. Search the common areas inside the building. Begin at the lowest level and work your way up. Ensure that the search includes utilities, hallways, administrative areas, dining areas, shipping and loading areas, supply rooms, latrines, lobbies, stairwells, and closets and storage areas.
- e. Remove all flammable items such as paint cans, aerosol cans, and liquids.
- f. Use plastic ribbon, crepe paper, or chalk to mark off each area as it is searched.
- g. Search any remaining rooms.

**DANGER: DO NOT USE LIGHT SWITCHES.**

- (1) Enter each room and listen for ticking or humming sounds.
- (2) Mentally divide the room into equal search areas according to the number of objects to be searched (not according to the room size).
- (3) Search areas from floor level to waist.
- (4) Search areas from waist level to chin.
- (5) Search areas from chin level to ceiling.
- (6) Search false ceilings, air ducts, and light fixtures.

6. Perform the proper procedures following the discovery of a bomb.

- a. Report the location of the bomb using a telephone or a messenger.

**DANGER: DO NOT TOUCH THE BOMB. DO NOT USE YOUR RADIO.**

- b. Secure the area.
- c. Instruct the engineers to turn off the gas and the electricity.
- d. Remove items that can cause secondary explosions.
- e. Open windows and doors. Mark the route from the bomb to the nearest exit or safe area with a string.
- f. Escort EOD personnel to the location of the bomb (if necessary).

7. Perform the proper procedures following a bomb detonation.

- a. Provide first aid for injured personnel.
- b. Evacuate the injured.
- c. Move flammable items away from open flames.
- d. Assist emergency personnel in controlling fires.
- e. Remove administrative files (if necessary and feasible).
- f. Secure the area. Use caution, and assume that other unexploded devices are present.

**CAUTION: AVOID CONTACT WITH DEBRIS.**

**NOTE: The bomb scene officer will determine if and when normal operations can resume.**

**Evaluation Preparation:** Setup: This task may be evaluated using a written test or through the use of scenarios and simulated bombs, bomb threats, or bomb detonations.

Brief soldier: Tell the evaluated soldier that when scenarios and simulated situations are used, he must perform all the required steps to complete the task.

<b>Performance Measures</b>	<u>GO</u>	<u>NO GO</u>
1. Responded to a bomb threat received by telephone.	—	—
2. Avoided contact with suspicious packages, objects, or mail (inside or outside the facility). Isolated the items, but did not touch them. Followed the procedures outlined in the SOP.	—	—
3. Notified all personnel and agencies on the notification list (as outlined in the SOP).	—	—
4. Performed evacuation procedures according to the SOP and the bomb evacuation plan.	—	—
5. Identified items alien to the surroundings, hidden objects, and objects with an unusual appearance.	—	—
6. Performed the proper procedures following the discovery of a bomb.	—	—
7. Performed the proper procedures following a bomb detonation.	—	—

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

**Required**  
FBI FORM 2-182A

**Related**  
FM 19-10  
FM 19-15  
FM 3-19.30



## Participate in Riot Control Formations to Control Internees

191-381-1258

**Conditions:** You are given a requirement to participate in riot control formations to control internees. You are given a situation requiring crowd control measures, a squad- or platoon-size element, a riot baton, a flak vest, a protective mask, and a helmet with a face shield.

**Standards:** Participate in a riot control formation to control internees. Correctly position yourself in the formation according to the commands of the squad or platoon leader.

### Performance Steps

**NOTE:** Modify the riot control formations based on the size of the squad or platoon and the configuration of the internment facility.

1. Execute a squad column formation.
  - a. React to the command, "Count off." Follow the squad leader or the assistant squad leader by counting off in the sequence of your position.

**NOTE:** The squad leader may designate a specific interval when he gives the preparatory command. The interval used will be based on the specific situation. If an interval is not specified, the squad should automatically form using a one-pace interval.

- b. React to the command, "Move."

**NOTE:** The base man will double-time to the position indicated by the squad leader (the number two man will always be the base man). Remaining squad members will double-time forward and position themselves in line with the base man. When moving from a column formation to any crowd control formation, all members move in double time in the port position.

2. Execute a squad line formation (Figure 191-381-1258-1).

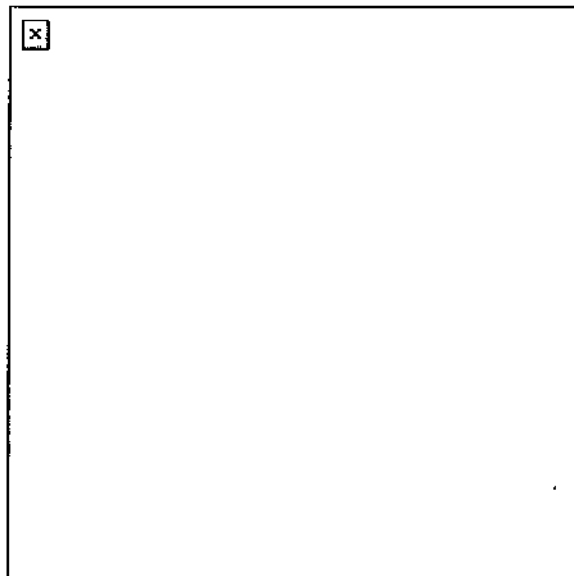


Figure 191-381-1258-1  
Squad Line Formation

- a. React to the command, "Squad as skirmishers" or when the squad leader gives the hand-and-arm signal. Assume the port position.
  - b. React to the command, "Move."

**Performance Steps**

**NOTE:** The base man will double-time to the position indicated by the squad leader. The remaining squad members will double-time forward and position themselves in line with the base man, one pace to the right of the preceding member. All other personnel will remain at the port position until ordered to another position.

3. Execute a squad echelon-right formation (Figure 191-381-1258-2).

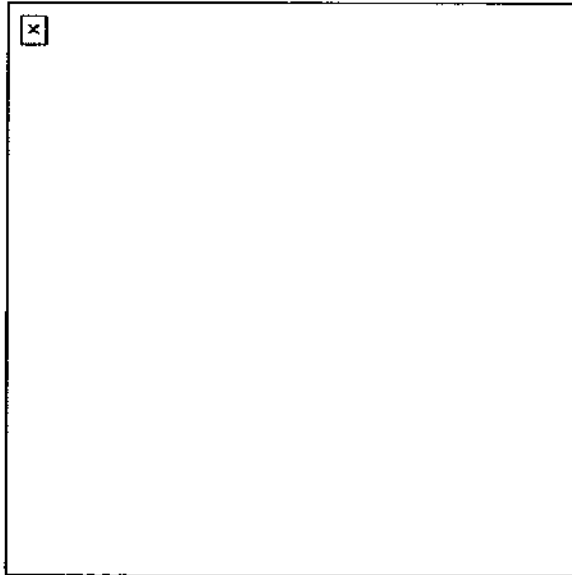


Figure 191-381-1258-2  
Squad Echelon-Right Formation

- a. React to the command, "Squad echelon right" or when the squad leader gives the hand-and-arm signal. Assume the port position.
- b. React to the command, "Move."

**NOTE:** The base man will double-time to the position indicated by the squad leader. The remaining squad members will double-time forward and position themselves in line with the base man, one pace to the right and one pace to the rear of the preceding member. All other personnel will remain at the port position until ordered to another position.

4. Execute a squad echelon-left formation (Figure 191-381-1258-3). Repeat the steps as for an echelon-right formation, substituting left for right.

**Performance Steps**

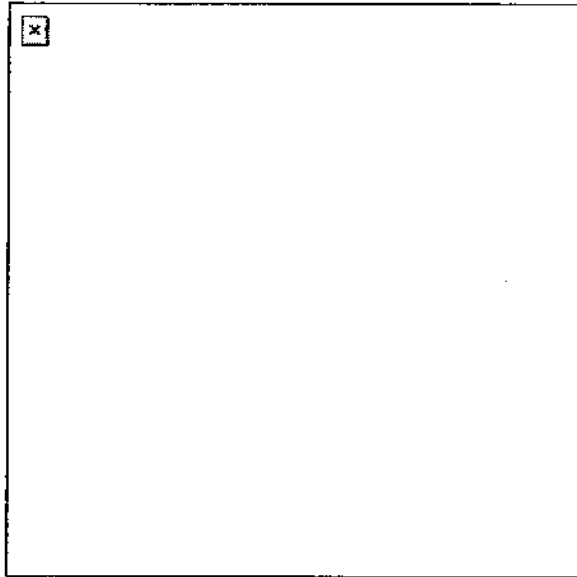


Figure 191-381-1258-3  
Squad Echelon-Left Formation

5. Execute a squad wedge formation (Figure 191-381-1258-4).

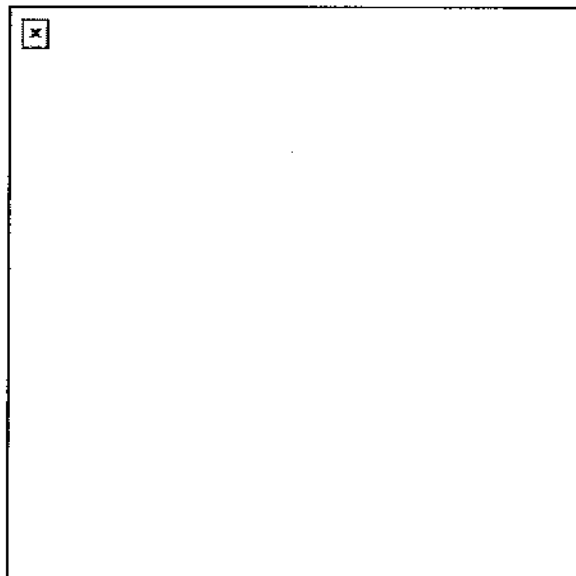


Figure 191-381-1258-4  
Squad Wedge Formation

- a. React to the command, "Squad wedge" or when the squad leader gives the hand-and-arm signal. Assume the port position.
- b. React to the command, "Move."

**Performance Steps**

**NOTE: The base man will double-time to the position indicated by the squad leader. The remaining squad members will double-time forward and position themselves in line with the base man. Odd numbered members will position themselves one pace to the left and one pace to the rear of the preceding members. Even numbered members will position themselves one pace to the right and one pace to the rear of the preceding member. All other personnel will remain at the port position until ordered to another position.**

6. Execute a riot control formation while marching.
  - a. React to the command, "On guard." Assume the on-guard position (all members).
  - b. React to the command, "Forward, march." Stomp and drag at the command of execution.
    - (1) Pick up the left foot so the bottom of the left foot comes to the middle of the right calf.
    - (2) Take a step forward (approximately 15 inches) with the left foot, driving the heel into the ground.
    - (3) Drag the right foot forward so that the toes are in line with the heel of the left foot.
  - c. Maneuver around an obstacle.
    - (1) Break off into a column, to either the right or left, depending on the placement of the obstacle and the location of the member in the formation.
    - (2) Move back into formation immediately after passing the obstacle.
  - d. Execute a turn on the command, "Right turn, march" or, "Left turn, march."

**NOTE: The member on the flank in the direction of the turn will begin marking time and slowly make the turn. The remaining members maintain their intervals and make the turn. After all members have turned the corner, the squad leader will give the command, "Forward, march."**

7. Execute a riot control formation while assembling.
  - a. React to the command, "Squad, assemble" or the hand-and-arm signal given by the squad leader (right hand making a circular motion in the air). Assume the port position (all members).
  - b. React to the command, "Move."

**NOTE: The base man will do an about face and double-time to the position indicated by the squad leader. Remaining squad members will face the base man and file in number sequence, marching in double-time, and form a column behind the base man. All other personnel will remain at the port position until ordered to another position.**

**Evaluation Preparation:** Setup: Each evaluated soldier should perform at every position within the formation.

Brief soldier: Tell the soldier that he is required to participate in riot control formations to control internees. Tell the soldier when the hand-and-arm signal is given he must double-time to his appropriate position within the riot control formation.

<b>Performance Measures</b>	<u>GO</u>	<u>NO GO</u>
1. Executed a squad column formation.	___	___
2. Executed a squad line formation.	___	___
3. Executed a squad echelon-right formation.	___	___
4. Executed a squad echelon-left formation.	___	___
5. Executed a squad wedge formation.	___	___
6. Executed a riot control formation while marching.	___	___
7. Executed a riot control formation while assembling.	___	___

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

STP 19-95C1-SM

**References  
Required**

**Related**  
FM 19-15  
FM 3-21.5

**Take Action in the Event of a Fire at an Internment Facility  
191-381-1320**

**Conditions:** You are given a fire alarm box, a fire evacuation plan, an internment facility with locked cells, keys to the locks, entrance and exit doors, windows, hallways, and stairwells.

**Standards:** In the event of a fire at an internment facility, alert all personnel and immediately and safely evacuate all internees. Maintain accountability.

**Performance Steps**

1. React to the discovery of a fire.
  - a. Activate the nearest fire alarm box according to the individual alarm box procedures. Repeat the activation process if it fails the first time.

**NOTE: If there is not a fire alarm box, yell "fire, fire."**

- b. Repeat the alarm (if necessary) until everyone is alerted.

**NOTE: Personnel should pass along the warning as soon as it is received.**

2. Evacuate all internees to the assembly area (AA) identified in the facility fire evacuation plan.
  - a. Unlock and open all cell and exit doors and leave them unlocked.
  - b. Escort internees, single file, along the evacuation route according to the fire evacuation plan. Use the identified alternate route if the route is blocked.
  - c. Keep internees orderly. Ensure that there is no running, pushing, or shoving.
3. Close all windows along the evacuation route as they are passed.
4. Ensure that all doors, hallways, and stairwells remain clear.
5. Assemble internees in the designated AA.
6. Perform additional duties assigned by the supervisor. These tasks may include—
  - a. Rechecking the cellblock to ensure that everyone is out.
  - b. Conducting a head count or a roll call in the AA (Refer to Task 191-381-1336).
7. Provide the supervisor with a status report (if required).

**Evaluation Preparation:** Setup: Create a simulated cellblock area. Have other soldiers role-play the part of internees. Initiate the fire alarm. Tell the role-players to follow the commands of the soldier being evaluated.

**Brief soldier:** Tell the soldier to alert all personnel and immediately, safely evacuate all internees, and maintain accountability in the event of a fire.

**Performance Measures**

	<u>GO</u>	<u>NO GO</u>
1. Reacted to the discovery of a fire.	___	___
2. Evacuated all internees to the AA identified in the facility fire evacuation plan.	___	___
3. Closed all windows along the evacuation route as they were passed.	___	___
4. Ensured that all doors, hallways, and stairwells remained clear.	___	___
5. Assembled internees in the designated AA.	___	___
6. Performed additional duties assigned by the supervisor.	___	___
7. Provided the supervisor with a status report (if required).	___	___

STP 19-95C1-SM

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

**Required**

**Related**

AR 190-47

FM 3-19.40

**Take Action in the Event of Disorder at an Internment Facility**  
**191-381-1321**

**Conditions:** You are given a requirement to react to a reported disorder at an internment facility. You will be given Department of Defense (DD) Forms 2713 and 2714 and access to the local standing operating procedure (SOP). You are given a cue of a whistle or an appropriate alarm system to begin the task.

**Standards:** Maintain control of the internees and prepare a complete and accurate DD Form 2713 and/or DD Form 2714. Submit all paperwork to the supervisor. Observe all safety precautions.

**Performance Steps**

1. Observe internees for signs of disorderly conduct. Remain alert for small groups or individual troublemakers in places where disturbances are likely to occur (such as dining facilities, recreation areas, cellblocks, building entrances, gymnasiums, libraries, or chapels).
2. Control a single disorderly internee.
  - a. Order the internee to stop his unruly behavior. Prepare DD Forms 2713 and/or 2714 and submit them to the supervisor for internees that comply with the order.
  - b. Repeat the order for an internee not obeying the first command.
  - c. Notify the supervisor when an internee continues to ignore your order.
  - d. Order the other internees to move away from the scene of the disturbance, preferably to another room.

**CAUTION: DO NOT ATTEMPT TO SUBDUE THE INTERNEE BY YOURSELF. THE ONLY EXCEPTION IS IF LIFE OR PROPERTY IS IN IMMEDIATE DANGER. USE THE LEAST AMOUNT OF FORCE NECESSARY.**

- e. After the internee is brought under control, prepare DD Forms 2713 and/or 2714 and submit them to the supervisor.

3. Control a minor disorder involving two or more internees.

**NOTE: A minor disorder includes fighting or causing damage to equipment or property.**

- a. Request assistance by sounding the alarm as indicated in the local SOP.
- b. Order the disorderly internees to disperse. Notify the supervisor, and wait for instructions when internees do not respond to the command.
- c. Separate and isolate internees involved in the disorder.
- d. Isolate the scene of the disorder by securing the cells, doors, gates, and other exits.

**NOTE: Guards in other cellblocks should secure their internees, keep order in their areas, and wait for further instructions from their supervisors.**

- e. Prepare a DD Form 2713 and/or DD Form 2714 as soon as possible following the incident (while the facts are still fresh in your mind). Submit the report to your supervisor.

4. Control a group and/or mass riot or other major disorder.

**NOTE: The same procedures apply to minor disorders that have escalated beyond control.**

- a. Sound the alarm.
- b. Order the disorderly internees to disperse and stop their unruly behavior.
- c. Isolate the area, and wait for the arrival of the shift correctional supervisor or immediate supervisor.
- d. Order the unruly internees to move away from the unruly internees.
- e. Observe the area. Identify and segregate the ring leaders and other internees taking part in the disturbance.
- f. Brief the supervisor and follow his instructions.

**NOTE: The supervisor will advise you of the appropriate level of force to be used.**

- g. Conduct a head count as soon as the disturbance has been quelled. Conduct a roll call and notify the supervisor if there is a discrepancy in the count.
- h. Prepare a DD Form 2713 and/or DD Form 2714. Submit the paperwork to the supervisor.



**Evaluation Preparation:** Setup: Create scenarios that require a guard to react to an internee disorder. Have other soldiers play the role of internees. Ensure that the mock internees are familiar with the rolls they are to play during the scenario.

**Brief soldier:** Tell the soldier to maintain control of the internees and prepare a complete and accurate DD Form 2713 and/or DD Form 2714. Tell the soldier to submit all paperwork to the supervisor and observe all safety precautions.

<b>Performance Measures</b>	<b><u>GO</u></b>	<b><u>NO GO</u></b>
1. Observed internees for signs of disorderly conduct.	—	—
2. Controlled a single disorderly internee.	—	—
3. Controlled a minor disorder involving two or more internees.	—	—
4. Controlled a group and/or mass riot or other major disorder.	—	—

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

**Required**

DD FORM 2713  
DD FORM 2714

**Related**

AR 190-47  
FM 3-19.40

## Take Action in the Event of an Escape

191-381-1322

**Conditions:** You are given a requirement to take action in the event of an escape. You are given a weapon with ammunition, a internee roster, a blank Department of Defense (DD) Form 2714, and a facility standing operating procedure (SOP). You are given a cue of a whistle or alarm to begin the task.

**Standards:** Respond to a internee escape attempt. Ensure that all safety precautions are followed.

### Performance Steps

**NOTE: The term "shoot to disable" is defined as the following: discharging a weapon with the intent to stop an individual from continuing the activity which prompted the weapon firing.**

1. Prevent an internee escape from inside the facility.
  - a. Sound the escape alarm according to the SOP (usually three short blasts of a whistle).
  - b. Order the internee to halt.
  - c. Repeat the order if the internee does not respond to the command.
  - d. Secure the other internees by having them lie face down on the ground or return to their cells, if in the cellblock area.
  - e. Use the minimum level of force required to prevent escape.
  - f. Brief the supervisor.
  - g. Prepare a DD Form 2714 and submit it to the supervisor.

**NOTE: When notified of an escape attempt, follow the supervisor's instructions. The supervisor may direct you to secure the remaining internees, account for internees by performing a head count or a roll call, guard the avenues of escape and the perimeter fence, or assist other personnel in searching for the escapee.**

2. Escort internees outside the facility, without the use of a weapon.

**NOTE: You will carry a weapon only when you are directed to do so while escorting internees outside the internment facility. Weapons are normally carried when internees are considered potential security risks.**

- a. Follow the proper procedures for a one-internee escape attempt (as the sole guard)
  - (1) Notify facility personnel of the escape and the direction of travel.
  - (2) Pursue the internee.
  - (3) Continue to search for the internee unless instructed to discontinue the search.
- b. Follow the proper procedures for a multiple-internee escape attempt (as the sole guard).
  - (1) Order the internee to "halt."
  - (2) Repeat the order if the internee does not obey the first command.

**NOTE: Do not leave the other internees unattended.**

**NOTE: When a weapon is carried, shoot to disable, not to kill an internee refusing to obey the "halt" command.**

**WARNING: DO NOT SHOOT IF IT WILL ENDANGER ANYONE ELSE. DO NOT SHOOT UNLESS THE INTERNEE REFUSES TO HALT.**

- (3) Request assistance from bystanders by asking them to notify the facility and the military police (MP).
- (4) Note the direction of the escaping internee, the time of the escape, and the internee's name and description. Report this information to assisting personnel or the MP.
- (5) Escort the remaining internees back to the facility as soon as possible.
- c. Follow the proper procedures for a multiple-internee escape attempt (as the senior guard, with additional internment specialists). Ensure that—
  - (1) The previously designated guard pursues the escaping internee.

**NOTE: Prior to departing the facility, identify the guard responsible for pursuing escapees. The senior guard should always remain with the internees.**

- (2) The remaining internees are secured. Direct them to lie face down.

**Performance Steps**

- (3) Notify the facility of the escape immediately (attempted or successful). Provide the facility information on any internees who successfully escaped.
  - (4) Return the remaining internees in your custody to the facility.
  - d. Prepare a DD Form 2714 and submit it to the supervisor.
3. Decline requests for information from the news media. Refer all requests for information regarding an attempted or successful escape to the Public Affairs Office (PAO).

**Evaluation Preparation:** Setup: This task may be evaluated with a written test or through the use of a scenario with other soldiers acting as mock internees. Inform the mock internees of their roles. Ensure that all personnel are familiar with the proper safety precautions.

Brief soldier:

**Performance Measures**

	<u>GO</u>	<u>NO GO</u>
1. Prevented a internee escape from inside the facility.	—	—
2. Escorted internees outside the facility, without the use of a weapon.	—	—
3. Declined requests for information from the news media. Referred all requests for information regarding an attempted or successful escape to the PAO.	—	—

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

**Required**  
DD FORM 2714

**Related**  
AR 190-47  
FM 3-19.40

## Apply Priorities of Force Within an Internment Facility

191-381-1324

**Conditions:** You are given a requirement to apply force to control a internee within a internment facility. You are given a facility standard operating procedure (SOP), additional internment personnel (as required), special equipment, o-chlorobenzylidene malononitrile (CS) and oleoresin capsicum (OC) (also known as pepper spray), riot control agent dispensers, a riot baton, an authorized individual weapon, and ammunition (as required).

**Standards:** Apply the lowest level of force required to gain control of a given situation. Observe all safety precautions.

### Performance Steps

**NOTE: The term "shoot to disable" is defined as the following: discharging a weapon with the intent to stop an individual from continuing the activity that prompted the weapon firing.**

1. Use verbal persuasion and interpersonal skills (IPC) to direct disorderly internees to cooperate with the staff and follow the issued orders.

**NOTE: The use of force must be commensurate with the situation. Do not implement force until directed to do so by supervisory personnel or according to the facility SOP. Always use the minimum level of force necessary to achieve control of the internees.**

- a. Halt the onset of verbal altercations between internees or between internees and staff members.
- b. Order disorderly internees to return to their cells or areas or order an unruly internee into special housing, to surrender property, or prepare to be placed in restraints.
- c. Show groups of internees that authority prevails and order will be restored. Ensure that internees understand that the means are available to restore order by vigorous application of force if necessary.

2. Display a show of force to demonstrate to disorderly internees that correctional personnel can stop a disturbance.

**NOTE: This level of force consists of assembling personnel and equipment at the scene to show the internees that the capability exists to regain control of the situation.**

- a. Draw special equipment, as directed by the supervisor.
- b. Report to the location, as directed by the supervisor.
- c. Assume the position, as directed by the supervisor.
- d. Remain silent.
- e. Do not engage disorderly internees unless directed to do so.
- f. Await further orders from the supervisor.

3. Use chemical aerosol irritant projectors when directed to do so by the supervisor. Irritants may be used if an internee—

**NOTE: The installation commander or his designated representative(s) must authorize the use of CS and OC. The authorization must be in writing and on file at the facility.**

- a. Displays unruly behavior and is known to have a weapon in his possession.
- b. Has barricaded himself inside his cell.
- c. Has smeared a slippery substance on his body or on the floor and walls of the cell or the immediate location.
- d. Poses the risk of serious physical injury or the danger of a major disturbance or serious property damage.

**NOTE: All chemical aerosol irritant projectors must be approved by local and host nations.**

**CAUTION: UNLESS THE COMMANDER DETERMINES THAT CIRCUMSTANCES REQUIRE IMMEDIATE USE OF OC, HAVE A MEDICAL DOCTOR REVIEW THE INTERNEE'S MEDICAL FILE TO DETERMINE IF THERE ARE MEDICAL CONDITIONS SUCH AS ASTHMA, EMPHYSEMA, BRONCHITIS, OR TUBERCULOSIS.**

**Performance Steps**

- 4. Use physical force (other than weapons fire) only when necessary and reasonable to control the situation.

**NOTE: Physical force is authorized by the facility commander and may be used in instances when it is needed to remove the ringleaders and/or return disorderly internees back to their cells or designated areas.**

- a. Use physical force against an internee—
  - (1) In self-defense.
  - (2) To prevent an escape.
  - (3) To prevent injury to persons or damage to property.
  - (4) To quell a disturbance.
  - (5) To control an unruly internee.
  - (6) To ensure hygiene requirements such as baths, haircuts, and shaves.

**NOTE: Do not use physical force unless it is authorized by the facility commander. Ensure that there is enough personnel to overcome the individual's resistance.**

- b. Use riot batons according to the local SOP.
- c. Use high-pressure water according to the local SOP.

**WARNING: NEVER SPRAY HIGH-PRESSURE WATER DIRECTLY AT THE INTERNEE'S HEAD.**

- (1) Use the water to disperse a group of disorderly internees.
- (2) Spray the water over the internee's head (cold water) or at his lower body (legs and feet).

- 5. Display deadly force capability to show disorderly internees that the security personnel can and will stop the disturbance.

**NOTE: Displaying the ability to use deadly force consists of assembling enough personnel and weapons at the scene to stop the disturbance. The presentation may include yelling "halt", drawing a weapon, and pointing it at the internee attempting to escape.**

**NOTE: Always follow the appropriate plans, orders, SOPs, and instructions authorized by the installation commander.**

- 6. Use deadly force.

**NOTE: Internment facility commanders and installation commanders who have confinement facilities under their command will take the necessary action to authorize specifically designated representative(s) to direct the use of firearms in the event of a riot or other disturbance. They will publish the authorizations in the appropriate plans, orders, SOPs, and instructions. The commander will also specify the types of weapons to be used. Weapons should be fired by selected marksman.**

**DANGER: DO NOT USE DEADLY FORCE UNLESS YOU ARE ORDERED TO DO SO BY THE INSTALLATION COMMANDER, FACILITY COMMANDER, OR HIS DESIGNATED REPRESENTATIVE. SHOOT TO DISABLE; NEVER SHOOT TO KILL.**

- a. Draw individual weapons as directed by your supervisor and operate them according to their specific instructions. Fire only at the internees specifically identified by your supervisor.
- b. Use full firepower.

**Evaluation Preparation:** Setup: This task may be evaluated using a written test or with the use of scenarios and simulated situations requiring the use of force. Have other soldiers role-play as internees.

Brief soldier: When scenarios and simulated situations are used, tell the evaluated soldier that he must perform all necessary steps.

**Performance Measures**

**GO      NO GO**

- 1. Used verbal persuasion and IPC to direct disorderly internees to cooperate with the staff and follow the issued orders

—      —

<b>Performance Measures</b>	<u>GO</u>	<u>NO GO</u>
2. Displayed a show of force to demonstrate to disorderly internees that correctional personnel could stop a disturbance.	—	—
3. Used chemical aerosol irritant projectors when directed to do so by the supervisor.	—	—
4. Used physical force (other than weapons fire) only when necessary and reasonable to control the situation.	—	—
5. Displayed deadly force capability.	—	—
6. Used deadly force.	—	—

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

#### References

##### Required

##### Related

AR 190-14  
 AR 190-47  
 AR 190-8  
 FM 19-15

**Perform as a Member of a Forced Cell Move (FCM) Team**

**191-381-1369**

**Conditions:** Given an unruly subject; a requirement to perform as a member of a FCM team within an internment facility; four other team members to make up a five-member team; a helmet with the appropriate number; a face shield for the helmet; a flak vest with the appropriate number; arm and/or elbow guards; gloves; leg and/or shin guards; groin protectors; a police pinning and/or protective shield; a surgical mask; mission-oriented protective posture (MOPP) gear; wet-weather gear; hand irons with a key; leg irons with a key; flexi-cuffs with cutters; a set of restraining straps with a key; oleoresin capsicum (OC) (also known as pepper spray); a straitjacket; a medical litter; a video camera with a tape and an operator; support personnel to include a duty investigator, a duty medic, an officer in charge (OIC); and a facility standing operating procedure (SOP).

**Standards:** Execute the assigned duties as a FCM team member using the minimum amount of force necessary to subdue, restrain, and/or move an unruly internee who is a threat to himself or to others.

**Performance Steps**

**WARNING: IF THE INTERNEE IS HUMAN IMMUNODEFICIENCY VIRUS (HIV) POSITIVE OR HAS ACQUIRED IMMUNODEFICIENCY SYNDROME (AIDS), TAKE SPECIAL PRECAUTIONS TO INCLUDE THE USE OF OC AND THE WEARING OF MOPP AND/OR WET-WEATHER GEAR AND A SURGICAL MASK, ACCORDING TO THE LOCAL SOP.**

**CAUTION: EACH TEAM MEMBER MUST LEARN THE DUTIES OF THE OTHER TEAM MEMBERS TO ENSURE THE SAFETY OF THE TEAM.**

**NOTE: The team leader, who will always be team member number 5, will give all commands.**

**NOTE: The word "cell" used in this task may also apply to any location in which someone is confined.**

1. Put on the required uniform and gear on notification of the requirement for a FCM. Ensure that the number on the back of your helmet and vest reflect your position on the team.
2. Position yourself in a line formation in the order of your position on the team, and assume the position of attention.
3. Receive a briefing from the OIC/noncommissioned officer in charge (NCOIC).
4. Announce the mission statement to the camera.
  - a. Step in front of the camera in the order of your position on the team and make the appropriate statement as follows:
    - (1) Team member number 1: "I am \_\_\_\_\_ (state your rank and name). I am the number 1 man. I will carry the shield to protect the team. My mission is to pin the prisoner using the minimum amount of force necessary. I will also secure the prisoner's head and protect it from injury throughout the move."
    - (2) Team member number 2: "I am \_\_\_\_\_ (state your rank and name). I am the number 2 man. My mission is to secure the internee's right arm and apply the wrist restraints to the internee, using the minimum amount of force necessary. I will carry the wrist restraints." (Place the restraints in the right vest pocket of your flak vest.)
    - (3) Team member number 3: "I am \_\_\_\_\_ (state your rank and name). I am the number 3 man. My mission is to secure the internee's left arm and to assist the number 2 man in applying the wrist restraints to the internee, using the minimum amount of force necessary. "

**Performance Steps**

- (4) Team member number 4: "I am \_\_\_\_\_ (state your rank and name). I am the number 4 man. My mission is to secure the internee's right leg and apply the leg restraints to the internee, using the minimum amount of force necessary. I will carry the leg restraints." (Place the restraints in the right vest pocket of your flak vest.)
- (5) Team member number 5: "I am \_\_\_\_\_ (state your rank and name). I am the number 5 man and the team leader. My mission is to secure the internee's left leg and assist the number 4 man in applying the leg restraints to the internee, using the minimum amount of force necessary. I am responsible for ensuring that the team uses the minimum amount of force necessary at all times."
- b. Hold your equipment up at shoulder height to be recorded by the camera.
- c. Execute an about face to allow the camera to record the number on the back of your helmet and flak vest.
- d. Take one step forward and execute another about face, returning to your position in the formation.

**CAUTION: ALWAYS USE THE MINIMUM AMOUNT OF FORCE NECESSARY TO SUCCESSFULLY PERFORM YOUR ASSIGNED DUTIES.**

5. Assume the ready position upon receiving the command to move the unruly internee.

**NOTE: The ready position is a semi crouched position with the body leaning slightly forward, knees bent, and feet more than shoulder width apart. The left foot is facing forward 15 inches in front of the right foot. The right foot is at a 45° angle.**

6. Prepare to move into the cell. Perform the following duties assigned to your position on the team:
- a. Team members 2 through 5. Grab the vest of the team member in front of you at the shoulder blade level, ready to push the team into the cell as the entrance to the cell is opened. Figures 191-381-1369-1 and 191-381-1369-2.

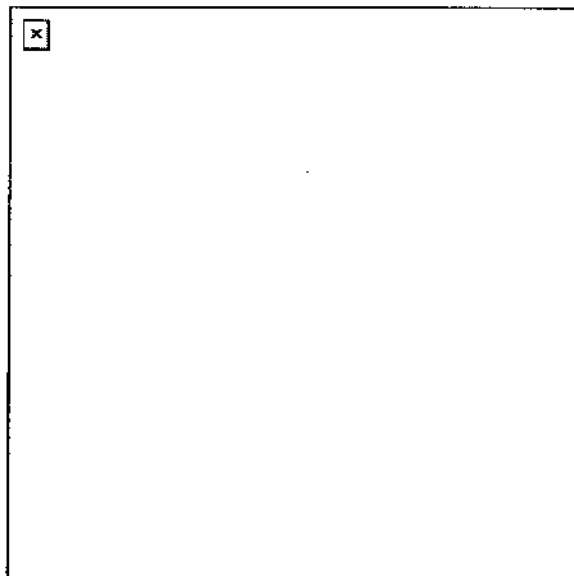


Figure 191-381-1369-1  
Team From the Front



**Performance Steps**

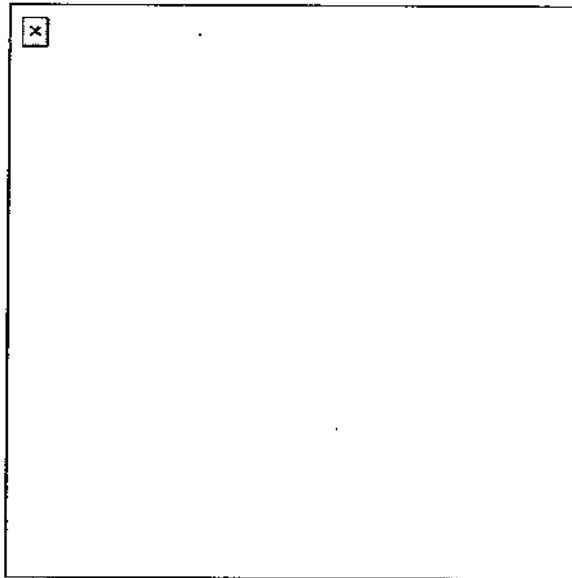


Figure 191-381-1369-2  
Team From the Rear

**CAUTION: REMAIN SILENT DURING THE MOVE EXCEPT TO RELAY INSTRUCTIONS TO OTHER TEAM MEMBERS OR TO ANSWER THE TEAM LEADER. USE NONVERBAL COMMUNICATION SKILLS ACCORDING TO THE LOCAL SOP TO RELAY INFORMATION TO OTHER TEAM MEMBERS WHEN POSSIBLE.**

b. Team member number 1.

- (1) Hold the protective and/or pinning shield up in front of yourself and the team immediately upon arriving at the cell, before receiving the command to enter the cell.
- (2) Observe the entire location. Check for anything that may cause harm to the team members or the internee. Consider things such as weapons, lights (on or off), or wet floor.
- (3) Announce the exact location of the internee in a loud, clear voice, whether or not he is armed, and/or if any condition identified in step 6b(2) exists.

**NOTE: CAUTION: DO NOT TAKE YOUR EYES OFF OF THE INTERNEE. CONSTANTLY OBSERVE THE INTERNEE TO ENSURE THAT NO WEAPONS ARE PRODUCED. IMMEDIATELY RELAY TO THE TEAM ANY SUDDEN CHANGE IN THE CONDITIONS.**

**NOTE: According to Army regulations and the local SOP, the OIC/NCOIC will determine the use of OC at this time.**

- (4) Observe for the nonverbal signal from the team that each member has heard and understands. Repeat the information if you do not receive an immediate response.
  - (5) Announce, "Ready" when you have received the nonverbal signal of understanding from team member number 2.
- c. Give the nonverbal signal of understanding by firmly tapping your right hand on the right shoulder of the team member to your front and then immediately return to the ready position beginning at the back of the formation with team member number 5.

**NOTE: If you do not understand the instructions, remain as you are until the information is repeated.**

**NOTE: The team leader will cue the OIC/NCOIC when he has heard team member number 1 announce, "Ready."**

## Performance Steps

7. Perform the following duties assigned to your position on the team on receipt of the command "Enter," and as the entrance to the cell opens:

a. Team member number 1.

(1) Move immediately into the cell and pin the internee with the shield, using the minimum amount of force necessary.

**NOTE: If the internee is posing no immediate threat to himself or the team, the shield may be dropped before entering the cell.**

(2) Move to secure the internee's head as the other team members simultaneously move into their positions to secure the internee using the minimum amount of force necessary.

(a) Place the palms of your hands on the sides of the internee's head.

(b) Turn the internee's head to the side.

**WARNING: KEEP YOUR FINGERS AWAY FROM THE INTERNEE'S EYES, MOUTH, AND THROAT.**

(c) Keep both hands on the internee's head at all times, ensuring that it is protected from injury throughout the move.

(3) Assist the team in lowering the internee's body to the ground.

(a) Guide and protect the internee's head as the team lowers his body to the ground, keeping one hand between his head and the ground at all times.

(b) Position yourself on your knees.

(4) Position yourself to carry the internee at the direction of the team leader.

(a) Place your feet flat on the ground.

(b) Assume a crouched position.

b. Team member number 2.

(1) Secure the internee's right arm.

(2) Apply the wrist restraints to the internee's wrists, securing the wrists behind the internee's back, using the minimum amount of force necessary.

(3) Announce, "Hand secure" to the team after applying the wrist restraints.

(4) Slide your left knee on the ground, securing the internee's left elbow.

(5) Maintain a positive grip of the internee's right wrist, applying the minimum amount of pressure necessary to prevent the internee from resisting or causing injury to himself or another team member.

(6) Position yourself as follows on the command from the team leader to prepare to carry the internee:

(a) Place both feet flat on the ground.

(b) Assume a crouched position.

(c) Place both hands under the internee's chest.

(d) Grasp team member number 3's hands.

c. Team member number 3.

(1) Secure the internee's left arm on entering the cell.

(2) Assist team member number 2 in applying the wrist restraints using the minimum amount of force necessary.

(3) Slide your right knee on the ground securing the internee's left elbow.

(4) Maintain a positive grip of the internee's left wrist, applying the minimum amount of pressure necessary to prevent the internee from resisting or causing injury to himself or another team member.

(5) Prepare to carry the internee on receipt of a command from the team leader.

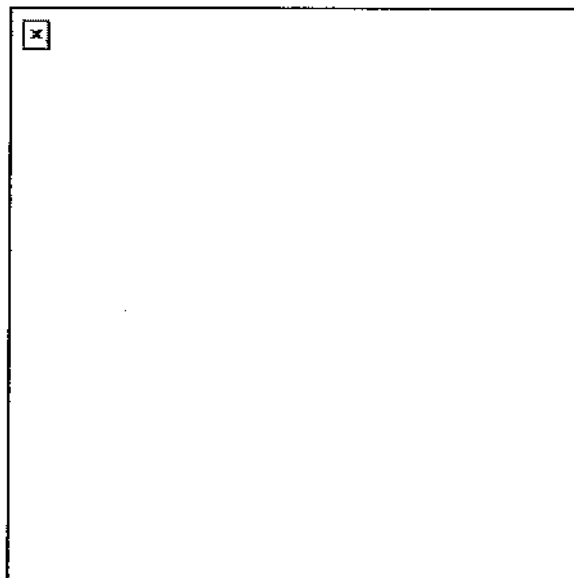
(a) Place your feet flat on the ground.

(b) Assume a crouched position.

(c) Place both hands underneath the internee's chest.

(d) Grasp team member number 2's hands (Figure 191-381-1369-3).

**Performance Steps**



191-381-1369-3

Team Restraining the Internee

- d. Team member number 4.
  - (1) Secure the internee's right leg on entering the cell.
  - (2) Apply leg restraints to the internee's ankles using the minimum amount of force necessary.
  - (3) Announce "Legs secure" to the team after applying the leg restraints.
  - (4) Maintain a positive grip of the internee's right foot and calf, applying the minimum amount of pressure necessary to prevent the internee from resisting or causing injury to himself or another team member.
  - (5) Place both knees on the ground to the side of the internee.
  - (6) Position yourself to carry the internee as follows at the discretion of the team leader:
    - (a) Place your feet flat on the ground.
    - (b) Assume a crouched position.
    - (c) Encircle and secure the internee's right thigh using both arms and the minimum amount of force necessary.
- e. Team member number 5.
  - (1) Give all commands during the FCM.
  - (2) Signal the OIC/NCOIC to open the entrance to the cell when the team is prepared to enter, using nonverbal communication.
  - (3) Secure the internee's left leg on entering the cell.
  - (4) Assist team member number 4 in applying the leg restraints, using the minimum amount of force necessary.
  - (5) Maintain a positive grip of the internee's left foot and calf, applying the minimum amount of pressure necessary to prevent the internee from resisting or causing injury to himself or another team member.
  - (6) Place both knees on the ground to the side of the internee.
  - (7) Check all team members visually to ensure that they have completed their tasks and are safe.
  - (8) Check the internee to ensure he is properly restrained.
  - (9) Check the cell for hazards visually.
  - (10) Issue the commands to carry the internee out of the cell after determining that the team is ready.
  - (11) Position yourself to carry the internee.

**Performance Steps**

- ( a ) Place your feet flat on the ground.
  - ( b ) Assume a crouched position.
  - ( c ) Using both arms encircle and secure the internee's left thigh using the minimum amount of force necessary.
8. Remove the internee from the cell (all team members).
- a. Position yourself to carry the internee on receipt of the command, "Team, prepare to lift."
  - b. Lift the internee to waist height on receipt of the command, "Team, lift" (Figure 191-381-1369-4).

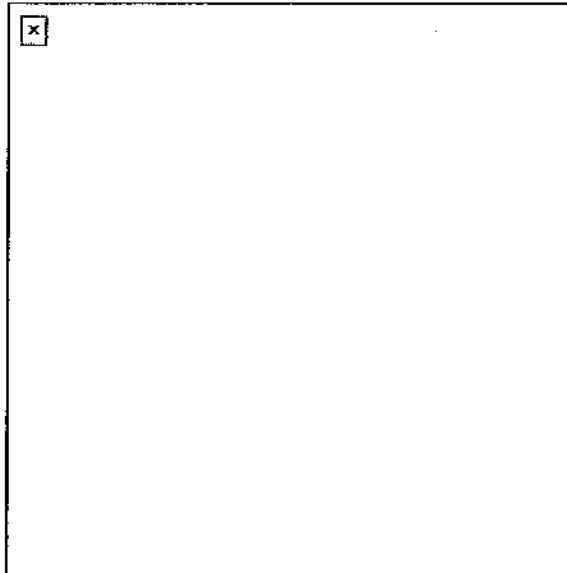


Figure 191-381-1369-4  
Internee Lifted and Turned

- c. Turn the internee's body to face the team leader on receipt of the command, "Team, prepare to turn," and then the command, "Team, turn."
  - d. Grasp the forearms of the team member facing you.
- NOTE: Team member 1 is not facing another team member.**
- e. The team leader will issue the preparatory command, "Team, prepare to move," and then the command "Team, move."

9. Move the internee out of the cell using short, choppy steps on receipt of the command, "Team, move."

**CAUTION: MAKE SURE THAT YOU HOLD THE INTERNEE SECURELY.**

**WARNING: ALWAYS ENSURE THAT THE INTERNEE IS MOVED HEAD FIRST WHEN GOING UP STAIRS AND FEET FIRST WHEN GOING DOWN STAIRS.**

- 10. Issue the preparatory command, "Team, prepare to stop," and then the command, "Team, stop," on arrival at the assigned destination, if you are the team leader.
- 11. Halt immediately on receipt of the command, "Team, stop."
- 12. Issue the preparatory command, "Team, prepare to turn," and then the command, "Team, turn," if you are the team leader.
- 13. Turn the internee face down.
  - a. Team members number 2 and 3 step back and regrasp each other's hands and turn the internee.

**Performance Steps**

- b. Team members number 4 and 5 step back, regasp the internee's upper thigh on the side of the body nearest them, and turn the internee simultaneously with team member numbers 2 and 3.
- 14. Issue the preparatory command, "Team, prepare to lower," and then the command, "Team, lower," if you are the team leader.
- 15. Lower the internee slowly and simultaneously to the bunk or floor with the other team members upon receipt of the command to lower the internee. Use the minimum amount of force necessary to subdue the internee if he struggles (Figure 191-381-1369-5). Perform the following duties as assigned:

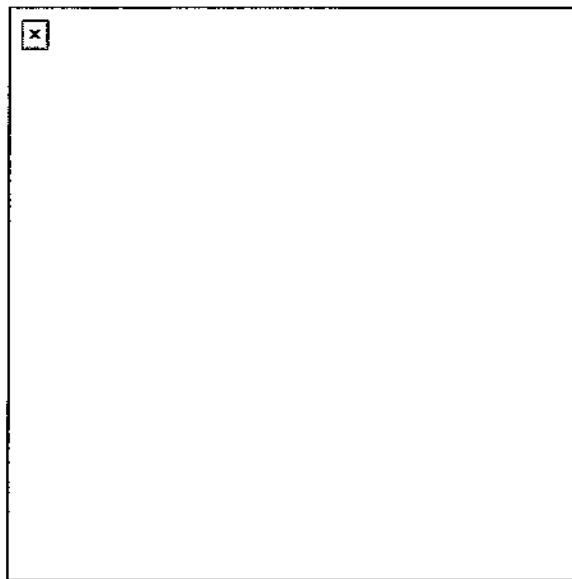


Figure 191-381-1369-5  
Internee Lowered

- a. Team member number 1. Kneel and continue to secure the internee's head.
- b. Team member number 2.
  - (1) Slide your left knee on the ground securing the internee's right elbow in place.
  - (2) Maintain a positive grip of the internee's right wrist applying the minimum amount of pressure necessary to prevent the internee from resisting or causing injury to himself or another team member.
- c. Team member number 3.
  - (1) Slide your left knee on the ground securing the internee's left elbow in place.
  - (2) Maintain a positive grip of the internee's left wrist, applying the minimum amount of pressure necessary to prevent the internee from resisting or causing injury to himself or another team member.
- d. Team member number 4.
  - (1) Grasp the internee's right foot and calf, bend it upward crossing the buttocks, and apply the minimum amount of pressure to the foot necessary to prevent the internee from resisting or causing injury to himself or another team member.
  - (2) Place both of your knees on the ground to the rear of the internee.
- e. Team member number 5.
  - (1) Grasp the internee's left foot and calf, bend it upward crossing the buttocks, and apply the minimum amount of pressure to the foot necessary to prevent the internee from resisting or causing injury to himself or another team member.
  - (2) Place both knees of your knees on the ground to the rear of the internee.
  - (3) Check the team visually to ensure that they are safe.

**Performance Steps**

- (4) Check the internee and cell visually for any hazards.
16. Remove the restraints. Perform the following duties assigned to your position on the team:
- a. Team leader. Signal the team to remove the restraints using nonverbal communication techniques.
  - b. Team member number 2.
    - (1) Remove the wrist restraints while team member number 3 temporarily secures both of the internee's wrists using the minimum amount of force.
    - (2) Announce to the team, "Hands unsecure."
    - (3) Retain the wrist restraints by placing them back into the right breast pocket of your flak vest.
    - (4) Assist team member number 3 in securing the internee's wrists.
  - c. Team member number 3. Assist team member number 2 by securing both of the internee's hands behind the internee's back.
  - d. Team member number 4.
    - (1) Remove the leg restraints while team member number 5 temporarily secures both of the internee's legs using the minimum amount of force.
    - (2) Announce to the team, "Legs unsecure."
    - (3) Retain the leg restraints by placing them back into the right breast pocket of your flak vest.
    - (4) Assist team member number 5 in securing the internee's leg.
  - e. Team member number 5.
    - (1) Assist team member number 4 by securing the internee's legs.
      - (a) Cross the internee's legs at the ankles.
      - (b) Fold the internee's legs against their buttocks.
      - (c) Apply the minimum amount of pressure necessary to secure the internee's legs and prevent him from resisting or causing injury to himself or another team member.
    - (2) Check all team members visually to ensure that they have completed all tasks, are ready to exit the cell and that the internee is secure.
    - (3) Signal the team members to exit the cell using nonverbal communication techniques.
17. Exit the cell. Perform the following actions assigned to your position on the team:
- NOTE: Exit in reverse order of entry. Each team member grabs the vest of the team member in front of them as they exit the cell and continues to hold on until the entire team has exited. When team member numbers 5, 4, and 3 exit the cell, they remain in the ready position, prepared to reenter (according to the facility SOP) and assist the team if necessary.**
- a. Team member number 5.
    - (1) Signal team member number 4 that you are ready to exit using nonverbal communication.
    - (2) Wait until the team member number 4 gets into the correct position.
    - (3) Tap your palm firmly on the back of team member number 4 signaling that you are exiting the cell.
    - (4) Back out slowly, keeping your eyes fixed on the team and the internee.
    - (5) State, "5 man, out," as soon as you are out of the cell (Figure 191-381-1369-6).

**Performance Steps**

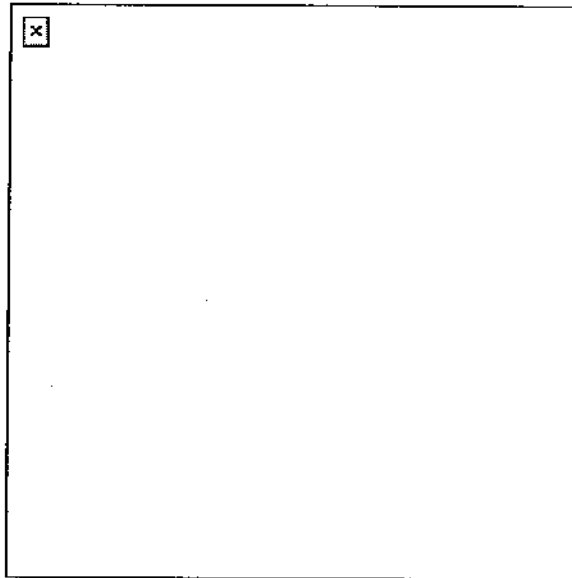


Figure 191-381-1369-6  
Team Member Number Five Out

- b. Team member number 4.
  - (1) Position your body, on your knees, to the rear of the internee and grasp the internee's crossed feet with both hands and apply the minimum amount of pressure necessary to prevent the internee from resisting or causing injury to himself or another team member immediately on receipt of the signal to exit.
  - (2) Signal team member number 3 that you are ready to exit using nonverbal communication.
  - (3) Wait for team member number 3 to get into position.
  - (4) Tap your palm firmly on the back of team member number 3 signaling that you are exiting the cell.
  - (5) Back out slowly, keeping your eyes fixed on the team and the internee.
  - (6) State, "4 man, out," as soon as you are out of the cell
- c. Team member number 3.
  - (1) Assume the position of team member number 4 immediately on receipt of the signal to exit the cell.
  - (2) Position your body, on your knees, to the rear of the internee and grasp the internee's crossed feet with both hands applying the minimum amount of pressure necessary to prevent the internee from resisting or causing injury to himself or another team member.
  - (3) Signal team member number 2 that you are ready to exit using nonverbal communication.
  - (4) Wait for team member number 2 to get into position.
  - (5) Tap the palm of your hand firmly on the back of team member number 2, signaling that you are exiting the cell.
  - (6) Back out slowly, keeping your eyes fixed on the team and the internee.
  - (7) State, "3 man, out," as soon as you are out of the cell.
- d. Team members 2 and 1 continue to restrain the internee while team members number 5, 4 and 3 exit the cell.
  - (1) Team member number 2.
    - (a) Assume the position of team member number 3 immediately on receipt of the signal to exit the cell.
    - (b) Perform step 17c(2).

**Performance Steps**

- (c) Signal team member number 1 that you are ready to exit, using nonverbal communication.
- (d) Watch for and respond to the nonverbal commands of team member number 1 (Figure 191-381-1369-7).

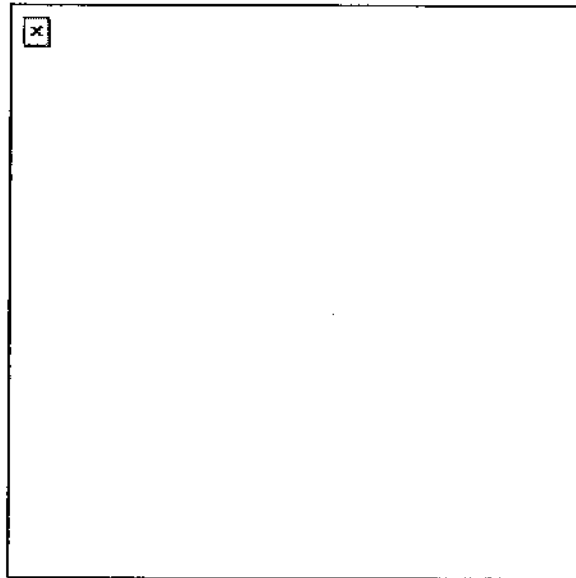


Figure 191-381-1369-7  
Team Members One and Two Preparing to Exit

- (2) Team member number 1.
  - (a) Position yourself to the side of the internee's head and back, securing the internee's hands behind his back simultaneously with team member number 2 as he assumes the position outlined in step 17c(2).
  - (b) Signal team member number 2 that you are ready to exit using nonverbal communication.
  - (c) Watch for and respond to the nonverbal commands of team member number 1.
- e. Team leader.
  - (1) Order the inmate to remain in the prone position at this time and to remain there until the team has exited the cell and the cell has been secured.
  - (2) Cue the OIC/NCOIC to secure the cell as team members number 2 and 1 exit.
- f. Team member numbers 3, 4, and 5. Assist team members number 2 and 1 to exit the cell by pulling them out quickly, quietly, and simultaneously.
- g. All team members.
  - (1) Position yourselves in order, in column formation.
  - (2) Follow the commands of the team leader.
- h. Team leader.
  - (1) Give the command, "Attention."
  - (2) Give the appropriate command to depart the area (for example, "Team, column right," or "Team, column left").
  - (3) March the team, in a column formation, away from the area.

**NOTE: As the team departs, the medic will reevaluate the internee's status.**

**Evaluation Preparation:** Setup: Prepare a mock internment area, and have all the required equipment available. Assign each team member his position. Have role players play the part of the OIC, the photographer, the medic, and the unruly internee.

Brief soldier: Tell each team member and each role-player the actions they are to take.



<b>Performance Measures</b>	<b><u>GO</u></b>	<b><u>NO GO</u></b>
1. Put on the required uniform and gear on notification of the requirement for a FCM. Ensured that number on the back of his helmet and vest reflected his position on the team.	—	—
2. Positioned himself in a line formation, in the order of his position on the team, and assumed the position of attention.	—	—
3. Received a briefing from the OIC/NCOIC.	—	—
4. Announced the mission statement to the camera.	—	—
5. Assumed the ready position upon receiving the command to move the unruly internee.	—	—
6. Prepared to move into the cell.	—	—
7. Performed the duties assigned to his position on the team on receipt of the command, "Enter," and as the entrance to the cell opened.	—	—
8. Removed the internee from the cell (all team members).	—	—
9. Moved the internee out of the cell using short, choppy steps on receipt of the command, "Team, move."	—	—
10. Issued the preparatory command, "Team, prepare to stop," and then the command, "Team, stop" on arrival at the assigned destination if he was the team leader.	—	—
11. Halted immediately on receipt of the command, "Team, stop."	—	—
12. Issued the preparatory command, "Team, prepare to turn," and then the command, "Team, turn," if he was the team leader.	—	—
13. Turned the internee face down.	—	—
14. Issued the preparatory command, "Team, prepare to lower," and then the command, "Team, lower," if he was the team leader.	—	—
15. Lowered the internee slowly and simultaneously to the bunk or floor with the other team members upon receipt of the command to lower the internee. Used the minimum amount of force necessary to subdue the internee if he struggled.	—	—
16. Removed the restraints.	—	—
17. Exited the cell.	—	—

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

**Required**

**Related**

- AR 190-14
- AR 190-47
- FM 19-15
- FM 3-19.40
- FM 3-21.5
- FM 3-25.150

**React to an Internee Attack Using Self-Defense Techniques**  
**191-381-1370**

**Conditions:** You are given a situation that requires you to use physical force against an internee who is attacking you in an internment facility. All lower levels of force have been ineffective.

**Standards:** Select the appropriate unarmed self-defense technique and perform all the necessary steps to defend yourself against a physical attack.

**Performance Steps**

1. Defend yourself against a front choke (Figure 191-381-1370-1).

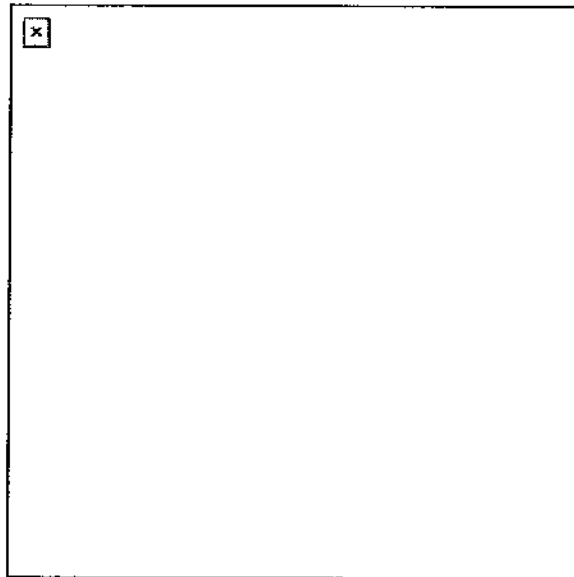


Figure 191-381-1370-1  
Front Choke

- a. Make a fist with your strong hand and simultaneously raise it until your arm is vertical and the biceps is as close to your ear as possible (Figure 191-381-1370-2).

**Performance Steps**

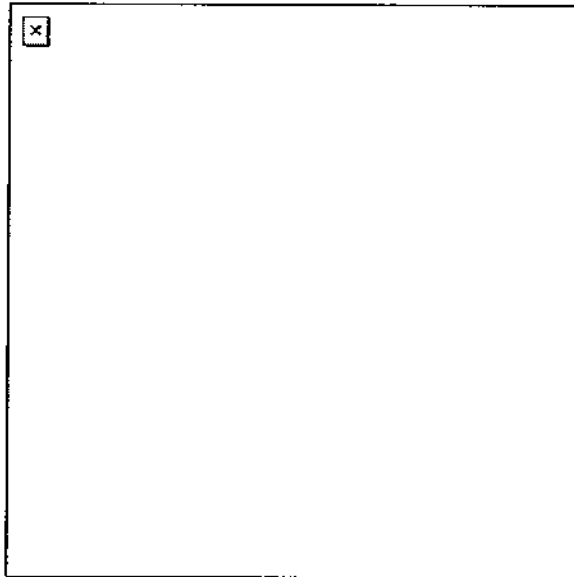


Figure 191-381-1370-2  
Raised Strong Hand (Front Choke)

- b. Place your strong foot in front of the internee's opposite foot, and rotate your upper body into the internee's wrist so that you are sideways to the internee.
- c. Bring your strong arm down and across both of the internee's arms (Figure 191-381-1370-3).

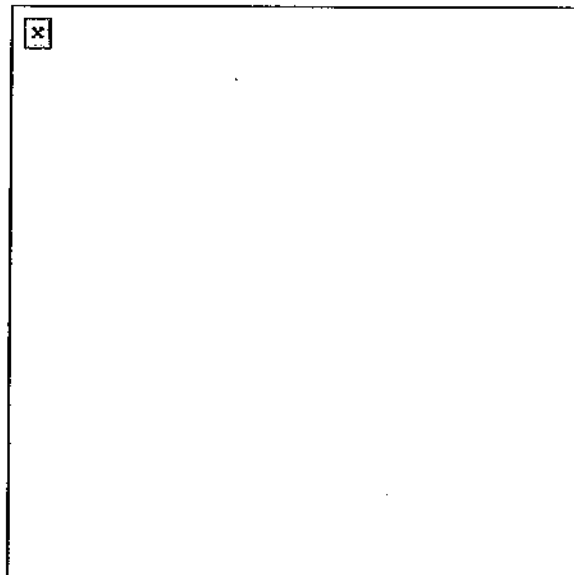


Figure 191-381-1370-3  
Strong Arm Down

- d. Bring your strong fist back toward your weak shoulder and immediately snap your arm toward the internee (191-381-1370-4). Strike the internee with—

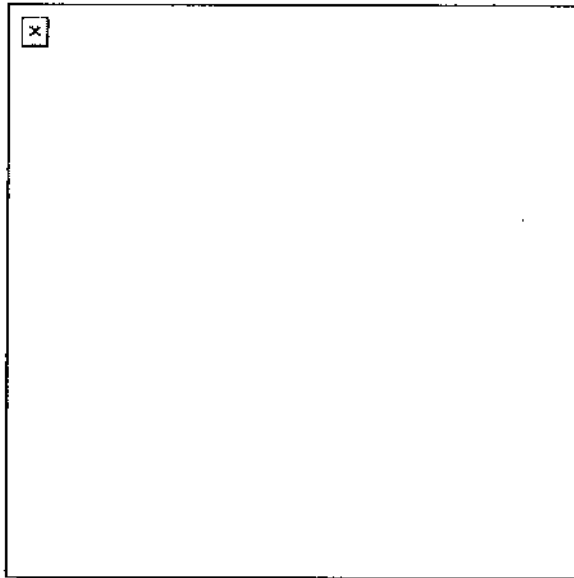
**Performance Steps**

Figure 191-381-1370-4  
Elbow Strike to the Internee

- (1) An elbow to the hinge of the jaw.
  - (2) A knuckle to the temple.
  - e. Recover your strong arm by bringing it back to your weak shoulder.
2. Defend yourself against a rear choke.
- a. Make a fist with your strong hand, and raise it so that your arm is vertical and your biceps is as close as possible to your ear. (Figure 191-381-1370-5).

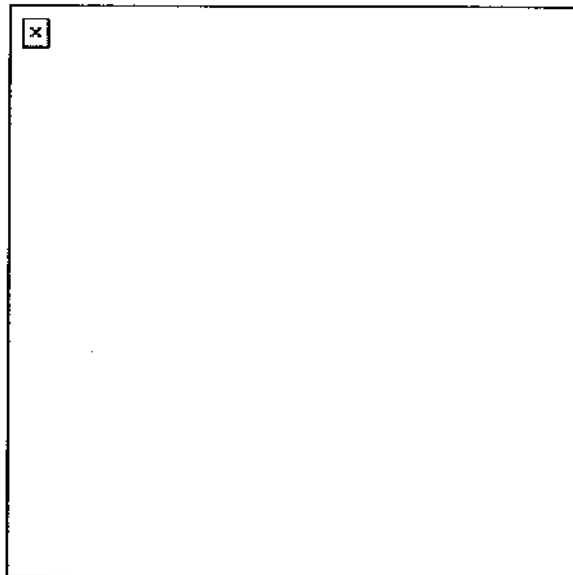


Figure 191-381-1370-5  
Raised Strong Hand (Rear Choke)

- b. Pivot on the ball of your weak foot and place your strong foot in front of the internee's opposite foot. Rotate your upper body into the internee's wrist (Figure 191-381-1370-6).

**Performance Steps**

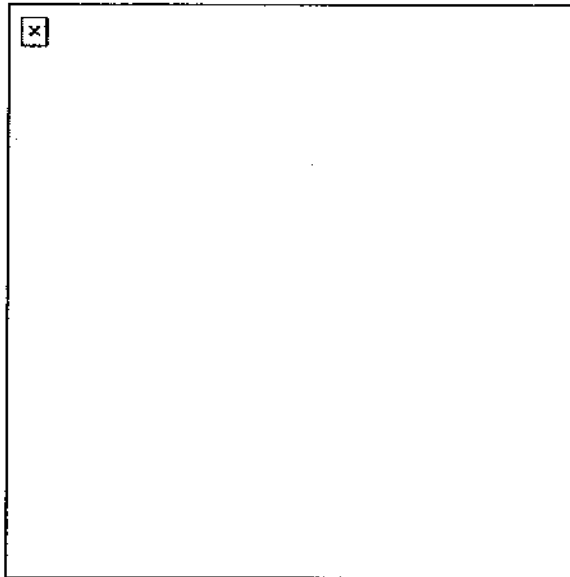


Figure 191-381-1370-6  
Rotate Toward the Internee

- c. Swing your strong arm back and down in a windmill motion, encircling the internee's arms (Figure 191-381-1370-7).

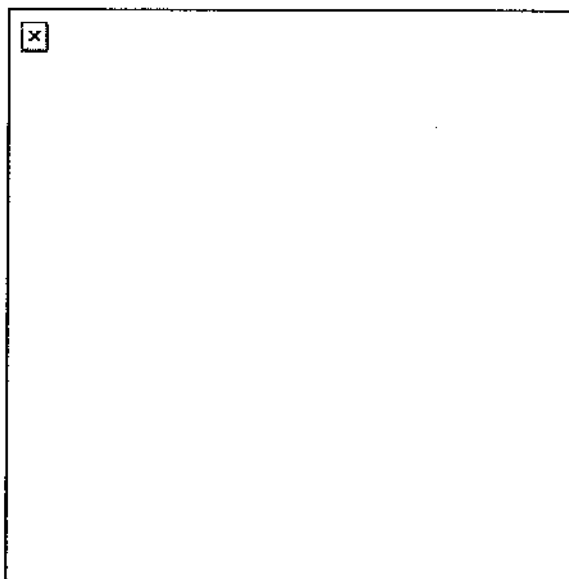


Figure 191-383-1370-7  
Encircle the Internee's Arms

- d. Quickly wrap your strong arm around the internee's arms at, or just below, the elbow. Use your weak hand to—
- (1) Punch the internee in the groin.
  - (2) Punch the internee in the solar plexus.
  - (3) Strike the edge of your hand to the kidney (Figure 191-381-1370-8).

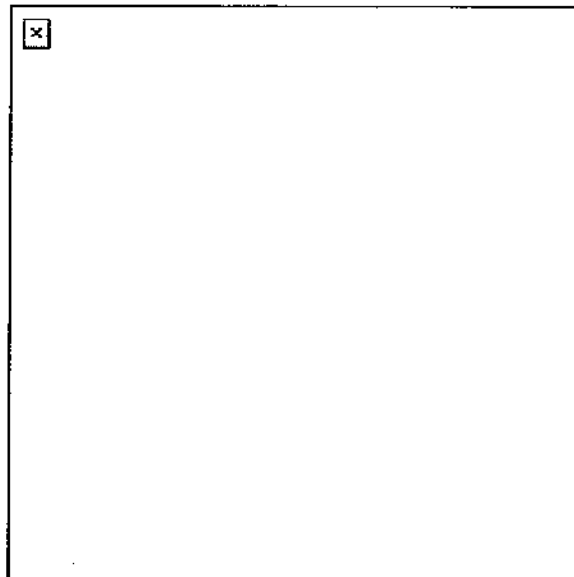
**Performance Steps**

Figure 191-381-1370-8  
Strike to the Internee's Kidney

- e. Recover your weak hand by bringing it back to your side in preparation for a second blow.
3. Perform a headlock escape.
  - a. Turn your chin toward the internee's body to prevent choking (Figure 191-381-1370-9).

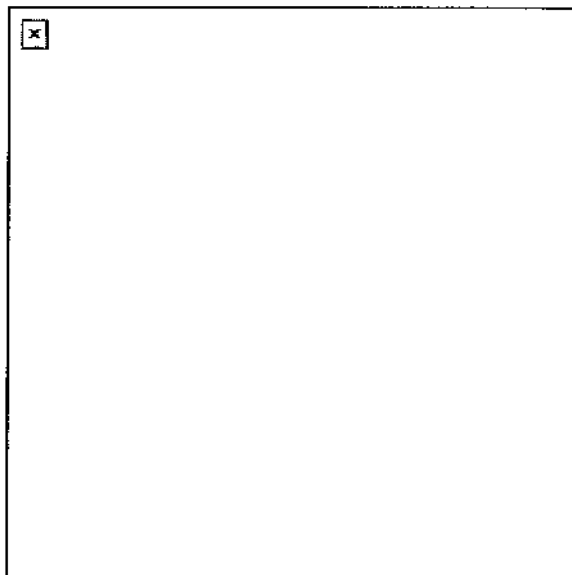


Figure 191-381-1370-9  
Prevent Choking in a Headlock

- b. Slide a hand up along the opponent's back, depending on the side from which you are being held (the left hand if on the left side and the right hand if on the right). Slide the hand up along the opponent's back, around to his face and find the sensitive nerve under his nose (Figures 191-381-1370-10 and 191-381-1370-11).

**Performance Steps**

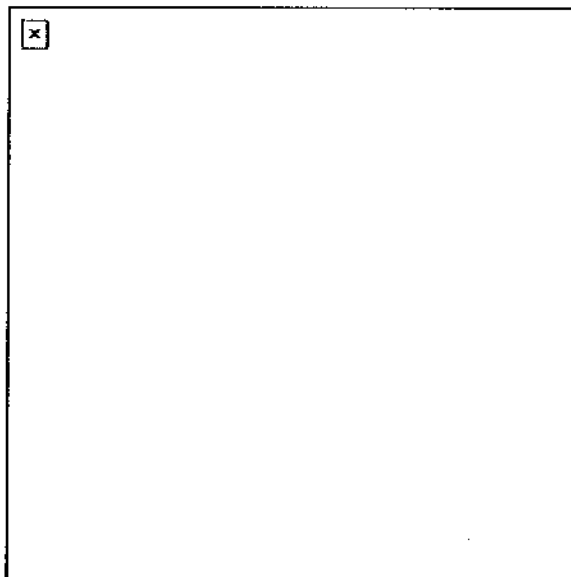


Figure 191-381-1370-10  
Slide Your Hand Up and Around to His Face

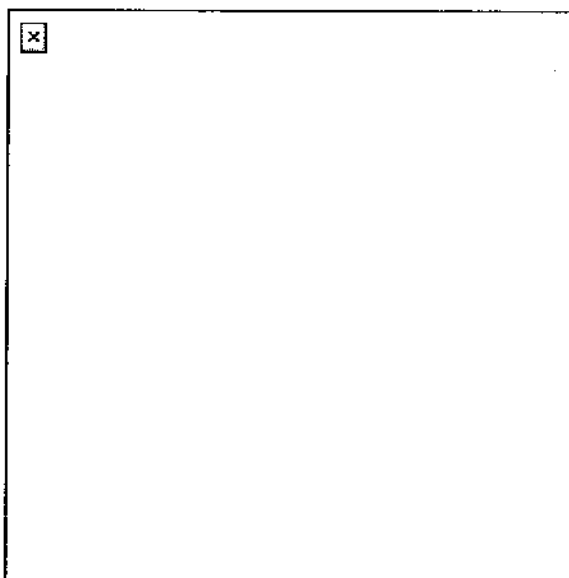


Figure 191-381-1370-11  
Find the Sensitive Nerve Under His Nose

**WARNING: AVOID PLACING FINGERS NEAR THE INTERNEE'S MOUTH SO THAT YOU ARE NOT BITTEN.**

- c. Pull the opponent back, forcing them down and across your knee and then to the ground, keeping your feet more than shoulder width apart.
- d. Maintain control by keeping pressure under the nose (Figure 191-381-1370-12).

**Performance Steps**

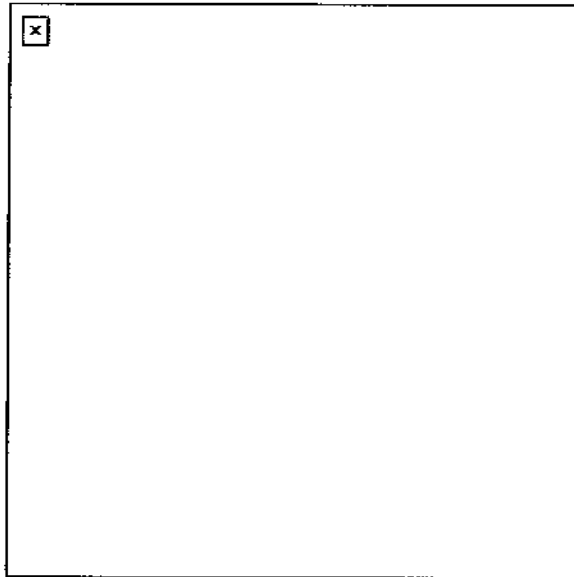


Figure 191-381-1370-12  
Maintain Control by Keeping Pressure Under the Nose

- e. Strike the internee in the groin.
- 4. Defend yourself against a collar or lapel grab.
  - a. Reach up and grab the internee's hand when he grabs your collar or lapel (to prevent him from withdrawing it). Step backwards to pull him off balance (Figure 191-381-1370-13).

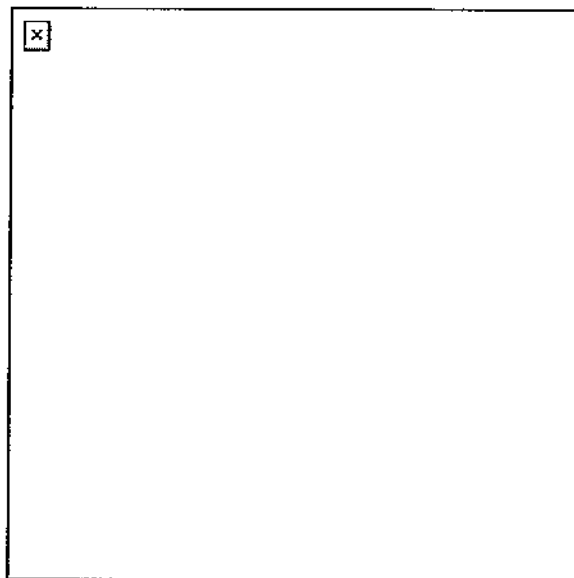


Figure 191-381-1370-13  
Grab the Internee's Hand While Pulling Him Off Balance

- b. Peel off the internee's hand by grabbing his thumb and bending it outward (Figure 191-381-1370-14).



**Performance Steps**

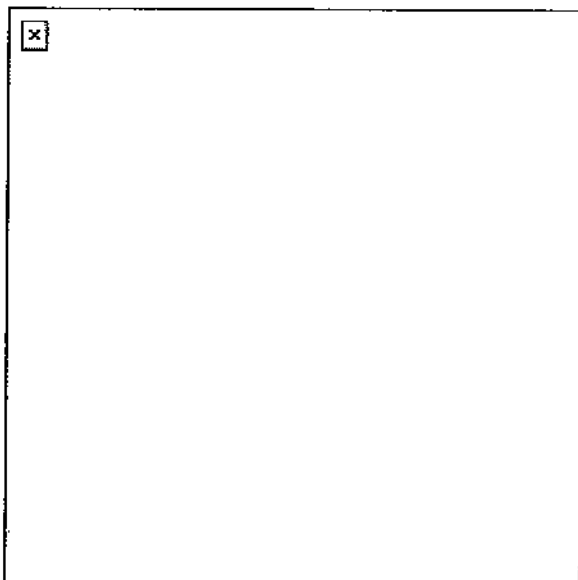


Figure 191-381-1370-14  
Grab the Internee's Thumb and Bend it Outward

**NOTE: Keep the opponent's hand close to your body where you have the greatest amount of control.**

- c. Turn your body inward toward the arm being held, turn the internee's wrist outward at a 45-degree angle, and bend it toward the elbow (Figure 191-381-1370-15).

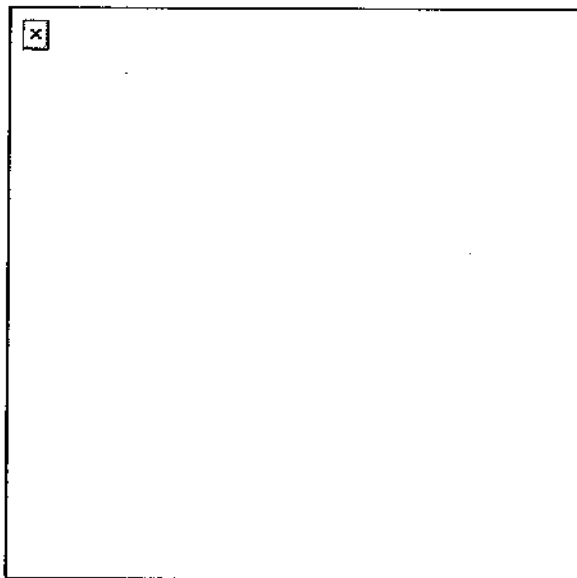


Figure 191-381-1370-15  
Turn Your Body and The Internee's Wrist Inward

- d. Drive the internee to the ground by putting his palm on the ground (Figure 191-381-1370-16).

**Performance Steps**

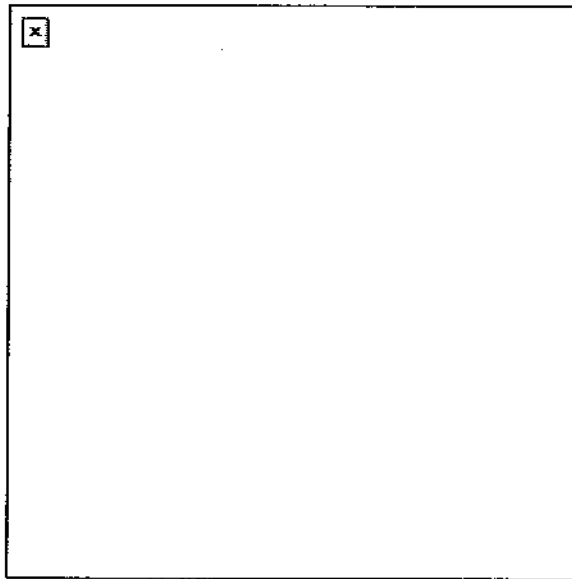


Figure 191-381-1370-16  
Drive the Internee to the Ground

- 5. Defend yourself against an arm grab.
  - a. Rotate your arm and grab the internee's forearm when he grabs your arm (Figures 191-381-1370-17 and 191-381-1370-18.)

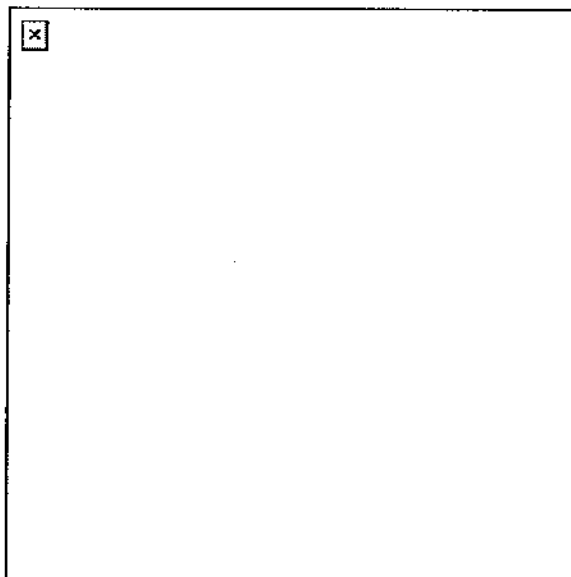


Figure 191-381-1370-17  
Internee Grabbing Your Arm

**Performance Steps**

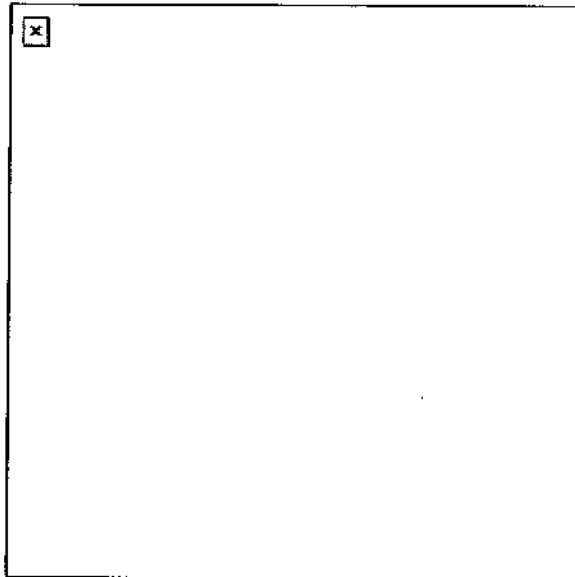


Figure 191-381-1370-18  
Grab the Internee's Forearm

- b. Secure the internee's grabbing wrist with your free hand by reaching across the back of his hand and forcefully gripping it at the same time (Figure 191-381-1370-19). This will assist in preventing his escape.

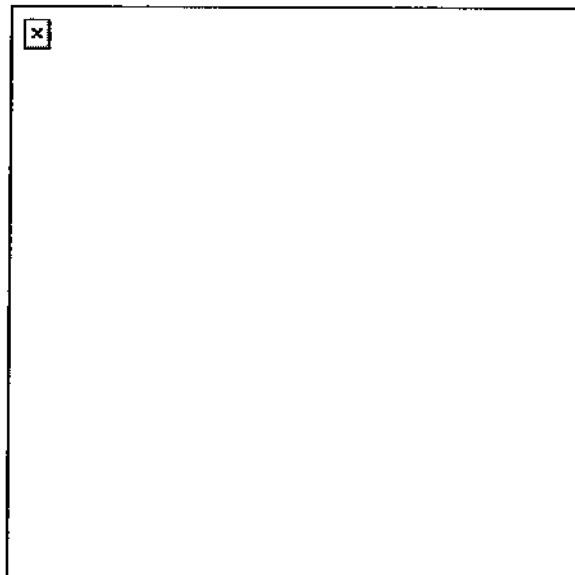


Figure 191-381-1370-19  
Secure the Internee's Grabbing Wrist

- c. Maintain a grip on the hand and forearm as you step in toward the internee. Turn the internee's hand inward to form a "z" shape with his arm, creating an effective wrist lock (Figure 191-381-1370-20).

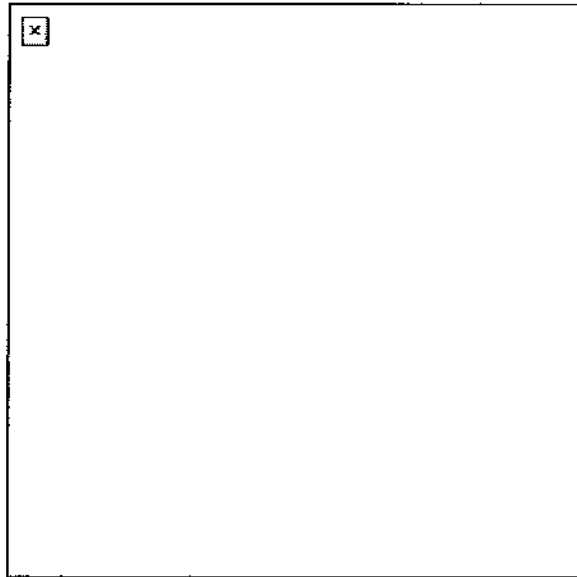
**Performance Steps**

Figure 191-381-1370-20  
Form Effective Wrist Lock

- d. Apply additional pressure by forcing the internee's fingers toward his head, if necessary.
6. Apply a bar hammerlock takedown.
  - a. Approach the internee from the front and place your weak foot to the outside of his foot (Figure 191-381-1370-21).

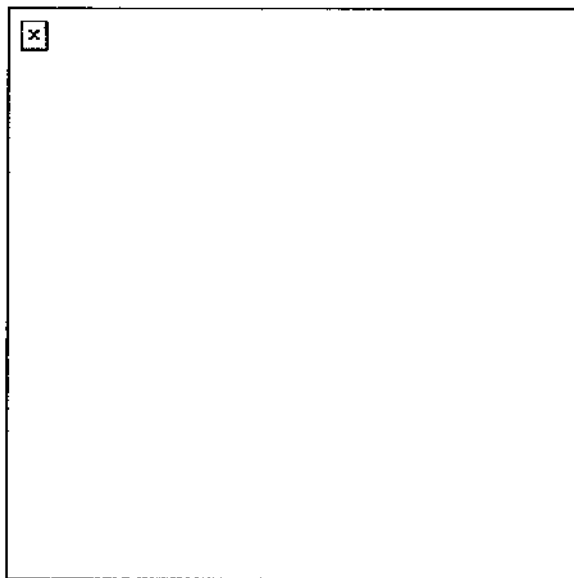


Figure 191-381-1370-21  
Place Your Weak Foot to the Internee's Foot

- b. Reach across your body with your strong hand and use an inverted grip to grasp the internee's elbow. Ensure that your thumb is in the bend of the internee's arm, with your fingers on the outside.

**Performance Steps**

- c. Pull the internee's arm slightly away from his body and turn it until his knuckles face his nearest thigh. Drive the internee's wrist to the rear by striking it with your weak hand (Figure 191-381-1370-22).

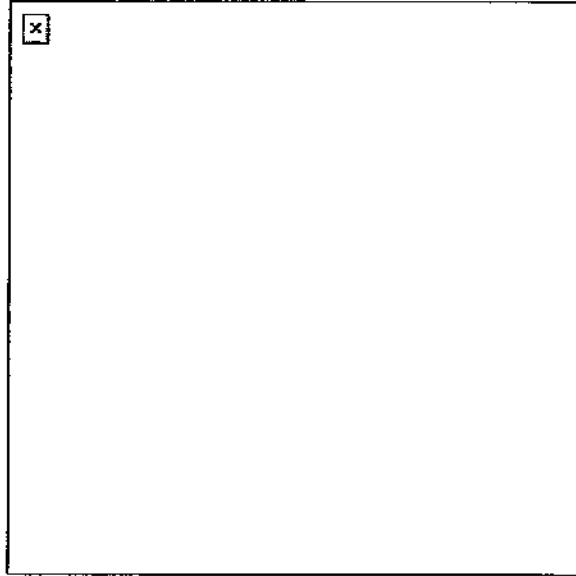


Figure 191-381-1370-22

Grab the Internee's Arm and Drive it to the Rear

- d. Pivot on the balls of both feet until you are facing the same direction as the internee. Bend his arm behind his back. Drive your weak hand up the internee's back until his wrist is in the bend of your arm.
- e. Grasp the internee's arm above the elbow with your weak hand. Put the palm of your strong hand on the back of the internee's neck and turn his head away from you (Figure 191-381-1370-23).

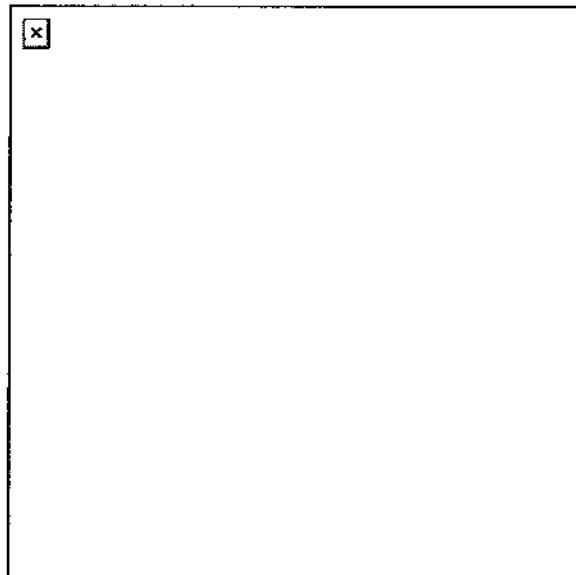


Figure 191-381-1370-23

Place Your Strong Hand on the Back of the Internee's Neck

**Performance Steps**

- f. Put your weight against your weak arm and the internee's hammerlocked arm and press on the internee's neck with your strong hand while stepping forward with your strong foot (Figure 191-381-1370-24).

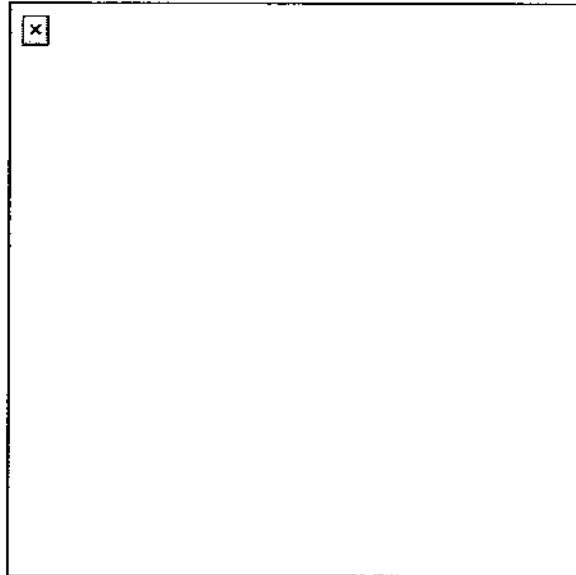


Figure 191-381-1370-24

Put Your Weight Against the Internee's Hammerlocked Arm

- g. Bend your knees and drag your weak foot forward while forcing the internee to the ground without losing your hammerlock (Figure 191-381-1370-25).

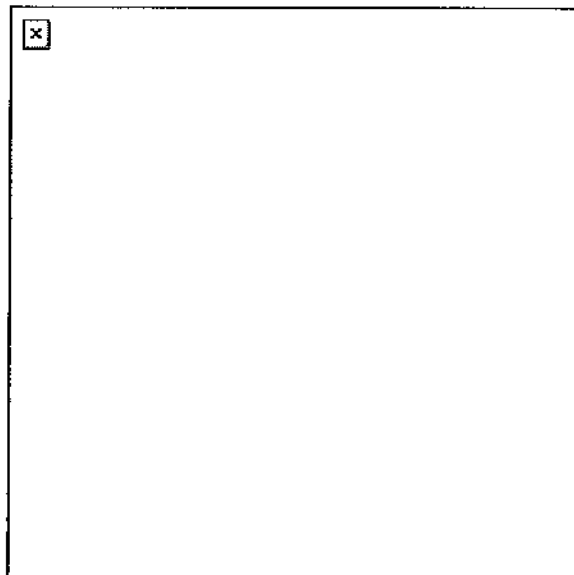


Figure 191-381-1370-25

Bend Your Knees While Forcing the Internee to the Ground

7. Fall in a "right-side" fall position when thrown over an internee's left side.
  - a. Use your right arm and left foot to help absorb the impact of your body on the ground. The arm and foot must contact the ground slightly before any other part of the body.

**Performance Steps**

- (1) Extend your right arm parallel with the ground, palm down, fingers extended and slap the ground the same time as your left foot hits.
  - (2) Hit the ground just behind the right knee, with the sole of your left foot at the same time your right arm hits.
- b. Bend your right leg slightly.
  - c. Tuck your chin and tense your neck to keep your head from striking the ground.
  - d. Hold your left arm across your face with the palm facing out.
  - e. Make sure your left shoulder and spine do not hit the ground (Figure 191-381-1370-26).

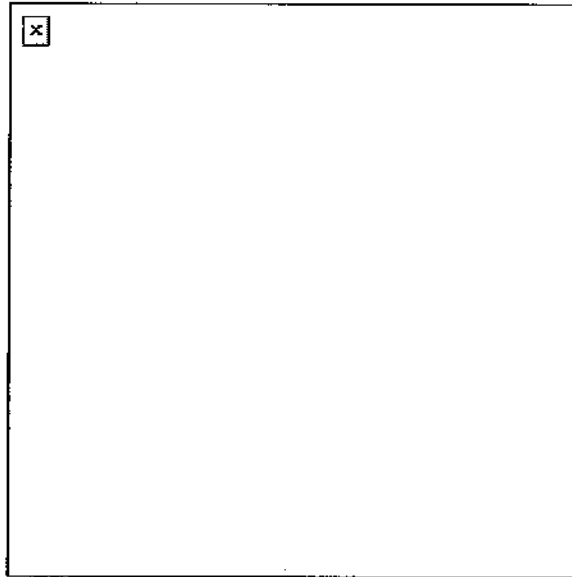


Figure 191-381-1370-26  
Right-Side Fall Position

8. Fall in a "left-side" fall position when thrown over an internee's right side. (Repeat steps 7a through e, substituting left for right (Figure 191-381-1370-27).

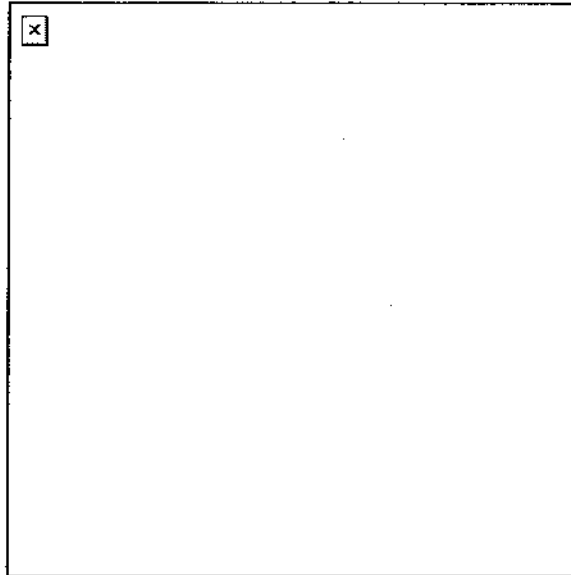
**Performance Steps**

Figure 191-381-1370-27  
Left-Side Fall Position

9. Fall in a "rear fall" position when falling backward or when thrown backward over the internee's head.
  - a. Bend your knees at a 90-degree angle and extend your arms about 45 degrees.
  - b. Tighten your stomach muscles to keep your buttocks from hitting the ground first.
  - c. Tuck your chin and tense your neck to keep your head from striking the ground.
  - d. Slap the ground with the soles of your feet and the palms of your hands simultaneously to absorb the impact of your fall (Figure 191-381-1370-28).

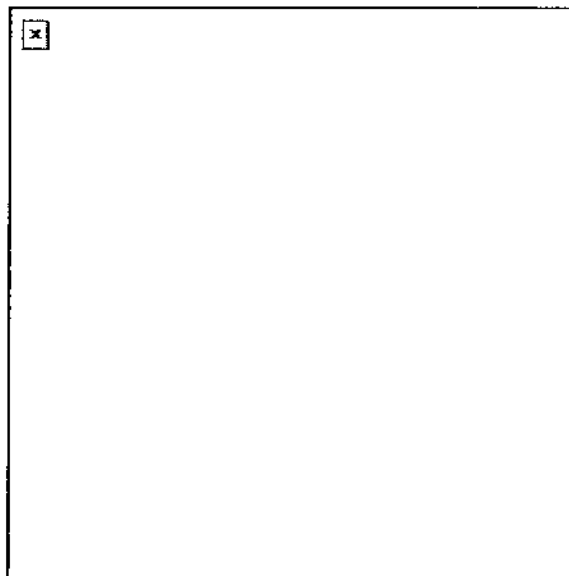


Figure 191-381-1370-28  
Rear Fall Position

10. Use a forward roll if pushed or shoved from the rear.



**Performance Steps**

- a. Move with the force of the push by stepping forward with either foot.
- b. Curl your body into a ball by tucking your chin and tensing your neck and execute a—
  - (1) Forward roll.
    - (a) Drop your body by bending your knees and placing the palms of your hands on the ground.
    - (b) Roll forward and allow your shoulders to hit the ground evenly.
    - (c) Use your hands to push yourself into a standing position to complete the roll.
  - (2) Shoulder roll.
    - (a) Drop your body by bending your knees and bringing the arm of the shoulder on which you intend to roll, across your chest.
    - (b) Roll forward over your shoulder with your chin tucked.
    - (c) Use your hands to push yourself up into a standing position to complete your roll.
- c. Turn and face your opponent with your hands in a defensive position between your waist and neck. Your feet should be shoulder width apart with your strong foot to the rear.

**Evaluation Preparation:** Setup: Have another soldier play the part of the internee.

**Brief soldier:** Tell the soldier being evaluated to correctly demonstrate each self-defense technique.

<b>Performance Measures</b>	<u>GO</u>	<u>NO GO</u>
1. Defended against a front choke.	—	—
2. Defended against a rear choke.	—	—
3. Performed a headlock escape.	—	—
4. Defended against a collar or lapel grab.	—	—
5. Defended against an arm grab.	—	—
6. Applied a bar hammerlock takedown.	—	—
7. Fell in a "right-side" fall position when thrown over an offender's left side.	—	—
8. Fell in a "left-side" fall position when thrown over an offender's right side.	—	—
9. Fell in a "rear fall" position when falling backward or when thrown backward over the offender's head.	—	—
10. Used a forward roll if pushed or shoved from the rear.	—	—

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier a NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

**Required**

**Related**

- FM 19-15
- FM 3-25.150

## Subject Area 14: Crime Scenes

**Collect Evidence****191-376-5125**

**Conditions:** You are directed to collect evidence. You are given evidence and packaging materials of cardboard cartons, paper tape, paper envelopes, an engraver (if available), a notebook, a pen, and blank Department of the Army (DA) Forms 4137 and 4002.

**Standards:** Collect and preserve all evidence, correctly mark and record it, and complete DA Forms 4137 and 4002 with the correct information.

**Performance Steps**

1. Search the area for evidence.
  - a. Make a systematic search.
    - (1) Use a circle and/or zone to search indoors or small outdoor areas. Refer to Figure 191-376-5125-1.

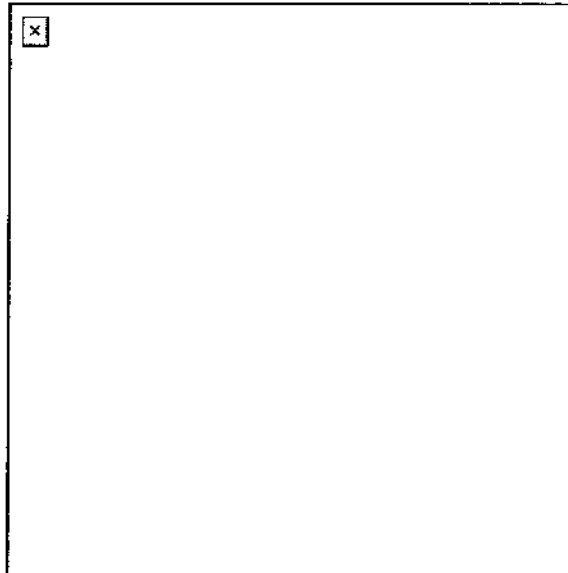


Figure 191-376-5125-1  
Circle Search Method

- (2) Use a grid search for larger outdoor areas. Refer to Figure 191-376-5125-2.

**Performance Steps**

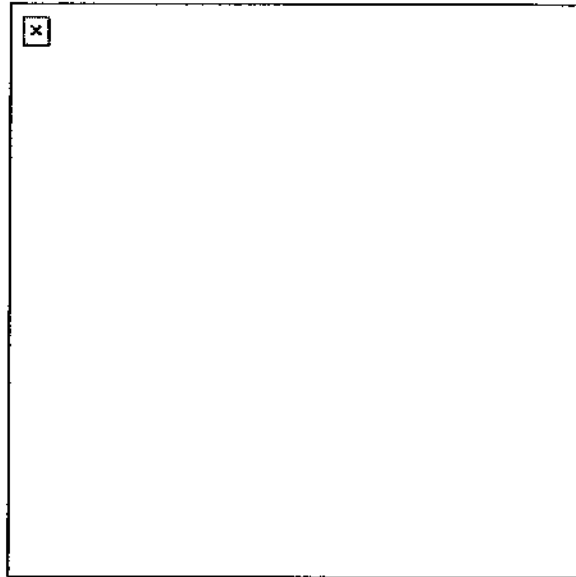


Figure 191-376-5125-2  
Grid Search Method

- b. Look for all items of value that may have fingerprints.
  - c. Treat items as though they have evidence value until proven otherwise.
2. Collect evidence.
- a. Fix the exact location using the triangulation search method before collecting an item of evidence. Refer to Figure 191-376-5125-3.

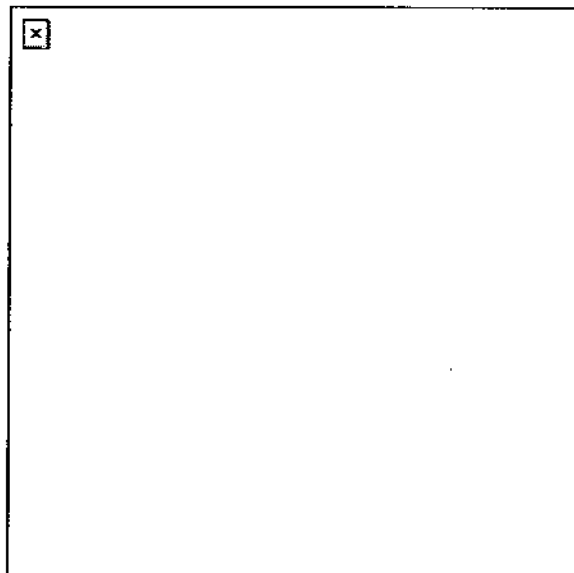


Figure 191-376-5125-3  
Triangulation Search Method

- b. Draw a sketch of the crime scene and list information about the crime scene in the military police (MP) notebook.
- c. Avoid unnecessary handling of the evidence.
- d. Place evidence that cannot be marked in an envelope or small cardboard box.

**Performance Steps**

- e. Seal the container with tape. Do not use cellophane tape since markings do not readily adhere to this type of tape and can easily be destroyed.

**NOTE: If fingerprints on evidence are touched or damaged, enter that information in the MP notebook.**

- 3. Mark evidence for identification.

**NOTE: Mark evidence according to the standing operating procedure (SOP).**

- a. Mark each item with your initials, the calendar date, and the military time.
- b. Mark each major interchangeable part separately (for example, mark a caliber .45 pistol on the barrel, slide, and receiver).
- c. Seal evidence preserved in a container with paper packaging tape and mark across all the seals.

- 4. Record each piece of evidence on DA Form 4137. Refer to Task 191-376-5138.

- 5. Tag each piece of evidence with DA Form 4002. Refer to Figure 191-376-5125-4.

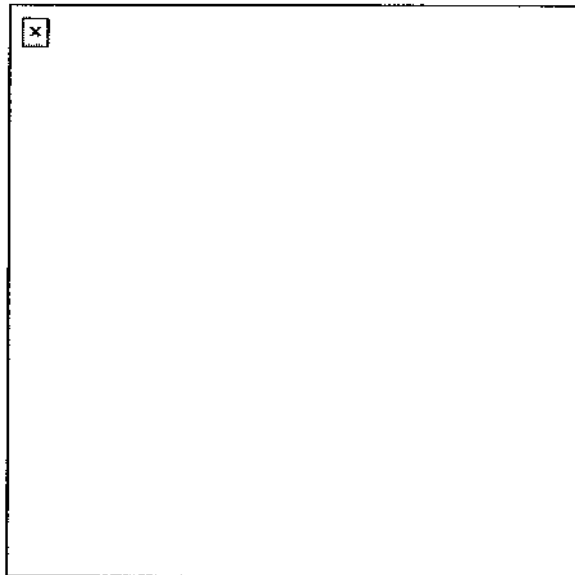


Figure 191-376-5125-4  
DA Form 4002

- 6. Enter a description of each item in the MP notebook, how each item is marked, and where the mark is located.

**Evaluation Preparation:** Setup: At the test site, provide all the materials given in the conditions statement.

Brief soldier: Tell the soldier that he will perform this task as directed.

**Performance Measures**

- 1. Searched the area for evidence.
- 2. Collected evidence.
- 3. Marked evidence for identification.
- 4. Recorded each piece of evidence on DA Form 4137.

<u>GO</u>	<u>NO GO</u>
_____	_____
_____	_____
_____	_____
_____	_____

**Performance Measures**

GO    NO GO

- |   |   |   |
|---|---|---|
| 5. Tagged each piece of evidence with DA Form 4002.   | — | — |
| 6. Entered a description of each item in the MP notebook, how each item was marked, and where the mark was located. | — | — |

**Evaluation Guidance:** Score the soldier GO if all steps are passed (P). Score the soldier NO-GO if any step is failed (F). If the soldier fails any step, show him how to do it correctly.

**References**

**Required**

DA FORM 4002  
DA FORM 4137

**Related**

AR 195-5  
FM 19-20

**Protect the Integrity of a Crime Scene in an Internment Facility**  
**191-381-1371**

**Conditions:** You are given a radio and a Department of Defense (DD) Form 2713 or 2714.

**Standards:** Perform all the necessary steps to protect the integrity of a crime scene so that evidence is not destroyed or damaged.

**Performance Steps**

1. Evaluate the crime scene, and report the information to the control desk. Ensure that the information includes—

- a. Your identity (such as block guard or escort guard).

**NOTE: Never use your name to identify yourself.**

- b. The location and nature of the crime.

- c. Any injuries.

- d. A request for assistance to secure or control the scene (if needed).

2. Secure the crime scene.

- a. Direct unauthorized personnel and internees away from the scene to protect the victim and the evidence.

- b. Provide assistance to injured personnel.

- (1) Render first aid treatment. The additional guard(s) should control the crime scene.

- (2) Provide security until assisting guards arrive (when only one guard is present).

- (3) Preserve evidence in a fatality situation. Do not cover the deceased victim.

- (4) Obtain the identification of the victim.

- c. Control any unruly behavior displayed by internees. Refer to Task 191-381-1321.

- d. Select a route to the victim that avoids known or suspected evidence, and advise all personnel to stay on that specific route as much as possible.

- e. Protect the victim and evidence until they are released by military police (MP) investigators.

- f. Record crime scene details in your notebook.

3. Restrict unauthorized personnel from entering the crime scene area.

- a. Check the identification of all personnel.

- b. Limit access to—

- (1) MP investigators and criminal investigation division (CID) personnel.

- (2) Medical personnel.

- (3) Guards assisting with controlling and protecting the crime scene.

4. Release the crime scene to MP investigators. Provide the following information:

- a. Your name.

- b. The time of the incident and your arrival time at the crime scene.

- c. The details of the crime scene.

- d. The names of personnel involved with the crime, including any witnesses.

- e. The status of medical personnel responding to the scene, to include—

- (1) Their name(s).

- (2) How the crime scene was affected by first aid measures.

5. Prepare a DD Form 2713 or 2714. Refer to Tasks 191-381-1339 and 191-381-1340.

**Evaluation Preparation:** Setup: Create a crime scene. Have additional soldiers act as victims and witnesses.

**Brief soldier:** Tell the soldier to protect the integrity of a crime scene so that evidence is not destroyed or damaged.

**Performance Measures**

	<u>GO</u>	<u>NO GO</u>
1. Evaluated the crime scene, and reported the information to the control desk.	_____	_____
2. Secured the crime scene.	_____	_____
3. Restricted unauthorized personnel from entering the crime scene area.	_____	_____
4. Released the crime scene to MP investigators. Provided the required information.	_____	_____
5. Prepared a DD Form 2713 or 2714.	_____	_____

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

**Required**  
DD FORM 2713  
DD FORM 2714

**Related**  
FM 19-20

**Identify Evidence and/or Contraband Within an Internment Facility**  
**191-381-1372**

**Conditions:** You are given a crime scene containing a variety of testimonial, physical, and fragile evidence as well as a variety of contraband items. You are required to identify the evidence and contraband.

**Standards:** Identify physical evidence, fragile evidence, and contraband items.

**Performance Steps**

1. Identify types of evidence.

**NOTE: Evidence is something that tends to prove or disprove a point under investigation or consideration.**

- a. Identify testimonial evidence. This type of evidence (either written or verbal) consists of statements made by others on matters pertaining to the case.
- b. Identify physical evidence, including—

**NOTE: This type of tangible evidence can be anything, regardless of size.**

- (1) Movable evidence. Evidence that can be picked up and transported, such as tools, weapons, clothing, glass, and documents.
- (2) Fixed or immovable evidence. Evidence that cannot be removed from the scene without the use of special equipment because of its size, shape, or makeup.

**NOTE: Fixed or immovable evidence includes such things as walls, floors, and telephone poles.**

- c. Identify fragile evidence.

**NOTE: Fragile evidence is physical evidence that, if special care is not taken to preserve its state, can deteriorate to a point where it no longer has value as evidence. Fragile evidence is difficult to detect. It may be movable or immovable, such as fingerprints, footprints, or body fluids. A footprint in the snow is actually immovable, but a cast of it can be taken and preserved as evidence. Fingerprints can be lifted from a surface for use in court. Although skill level 1 soldiers are not trained to prepare casts or lift fingerprints, they should advise the supervisor, the military police (MP) operations sergeant, or the investigator if they observe prints.**

2. Identify contraband items.

**NOTE: Contraband is any item prohibited by law or directive. Contraband can be confiscated if a person has it in his possession, but its use as evidence may be restricted. The restrictions differ according to the jurisdiction and situation. What is contraband in one circumstance may not be in another, and the person possessing the items may not know it is prohibited. Remain calm and courteous, regardless of their reaction. Some examples of contraband are switchblade knives (a prohibited weapon), syringes (narcotic paraphernalia), cans of gasoline (in civil disturbance operations, they may be used in fire bombs), walking sticks (a potential weapon and permitted only if a medical need exists or if on a hike), razor blades, drugs or anything that may be used as a weapon.**

**Evaluation Preparation:** Setup: Provide samples of physical evidence, fragile evidence, and contraband items. Give a situation where the MP must check a crime scene for possible evidence and contraband and provide a scenario with several pieces of evidence present.

**Brief soldier:** Tell the soldier that he will normally perform this task as directed by the investigator.

**Performance Measures**

1. Identified types of evidence.
2. Identified contraband items.

<u>GO</u>	<u>NO GO</u>
_____	_____
_____	_____



STP 19-95C1-SM

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**  
**Required**

**Related**  
FM 19-20

**Conduct Interviews Within an Internment Facility**

**191-381-1373**

**Conditions:** You are given orders to interview a witness, victim, and/or complainant. You are given the military police (MP) notebook.

**Standards:** Perform the necessary steps to obtain the appropriate initial information.

**Performance Steps**

1. Identify yourself as an internment specialist.

**NOTE: Remember to use good interpersonal-communications (IPC) skills.**

2. Secure and segregate all the witnesses, victims, and complainants so that they can not compare stories.
3. Identify each internee before beginning the interview.
  - a. Ask for his identification badge.
  - b. Validate the identification badge by asking for his name and the cellblock that he is assigned to.
4. Record all information in the MP notebook. In addition to the information from 3a and 3b, record—
  - a. The time of the incident.
  - b. The location of the incident.
  - c. Specific details of the incident.
5. Record the necessary information for each internee involved. This information includes—
  - a. The time and location of the individual during the offense.
  - b. A description of the individual's involvement in the offense.
  - c. The type of offense.
  - d. The evidence found and the type of search conducted, if any.

**Evaluation Preparation:** Setup: Create scenarios depicting a crime scene . Provide personnel to roll-play as a witness, victim, or complainant.

**Brief soldier:** Remind the soldier being evaluated of the necessity to use good IPC techniques when interviewing. Tell him to obtain the required initial information and record it in the MP notebook.

**Performance Measures**

	<u>GO</u>	<u>NO GO</u>
1. Identified yourself as an internment specialist.	—	—
2. Secured and segregated all the witnesses, victims, and complainants so that they could not compare stories.	—	—
3. Identified each internee before beginning the interview.	—	—
4. Recorded all information in the MP notebook.	—	—
5. Recorded the necessary information for each internee involved.	—	—

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

**Required**

**Related**  
FM 19-10

## Subject Area 15: Internment Administration

**Prepare Department of the Army (DA) Form 4137  
191-376-5138**

**Conditions:** As an investigating agent, you are required to maintain the custody of property and/or evidence. During the performance of military police (MP) duties, you apprehend a suspect, then during the search you discover contraband. You are given DA Form 4137, Army Regulation (AR) 195-5, bond paper, and a pen.

**Standards:** Complete DA Form 4137 accurately, legibly, and without errors.

**Performance Steps**

1. Prepare DA Form 4137. Refer to Figures 191-376-5138-1 and 191-376-5138-2.
  - a. Insert the military police report (MPR) and/or the criminal investigation division (CID) sequence number in the "MPR/CID sequence number" block. Obtain the MPR number from the MP desk sergeant.
  - b. Insert the crime record depository (CRD) report and/or CID report of incident (ROI) number in the "CRD report/CID ROI number" block, if available. Otherwise, leave blank.

**NOTE: The CRD report/CID ROI number is normally assigned during administrative processing by MP operations personnel; this is usually done the next duty day following the initiation of the report.**

- c. Insert the name of the office or organization for which you work in the "receiving activity" block.
- d. Place the installation, state, and zip code in the "location" block.
- e. Fill in the "name, grade, and title of person from whom received" block. If evidence and/or property was obtained from—
  - (1) A person, check the "other" or "owner" block and enter the person's first name, middle initial, last name, rank, and title.
  - (2) A crime scene, check "other" and enter "crime scene."
- f. Fill in the "address" block. If the evidence and/or property was obtained from—
  - (1) A person, enter the person's address to include the zip code.
  - (2) A crime scene, enter "NA."
- g. Fill in the "location from where obtained" block. If evidence and/or property was obtained from—
  - (1) A person, enter "person of" and then enter the person's grade, last name, and the location where the evidence and/or property was collected. For example, "from the person of Sergeant (E5) Smith while in Room 1 (123rd Engineer Company Commanders Office) of Building 5901, Fort Leonard Wood, MO 65473."
  - (2) A crime scene, enter the complete location of the scene. For example, "reading room, Room 15, Building 2401 (144th Supply Company), Fort Leonard Wood, MO 65473."
- h. Enter "evidence," "safekeeping," or "found property," as appropriate, in the "reason obtained" block.
- i. Enter the time and date the property and/or evidence was obtained in the "time/date obtained" block. For example, "1541, 7 April 2002."

**NOTE: If several items are collected, indicate the time span when they were collected. For example, "1322 to 1541, 7 April 2002." The first time (1322) is when the first item was collected, and the last time (1541) is when the last item was collected.**

- j. Number each item in the "item number" column.
- k. List the quantity of each item in the "quantity" column. (Like items may be listed as a group. For example, 20 pills found in a container may be entered as one entry.)
- l. Enter information in the "description of articles" block.
  - (1) Describe each item by stating what can be observed.

**Performance Steps**

**NOTE: Never list or estimate the value of articles or describe the type of metal or stone in the jewelry or similar items. List the color, size, and shape. For example, describe an item that looks like gold as "gold-colored metal."**

- (2) List serial numbers or other identifying marks.

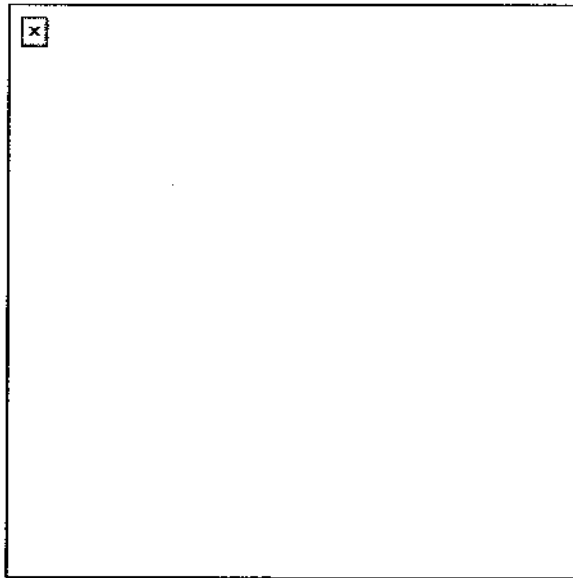


Figure 191-376-5138-1  
Sample DA Form 4137

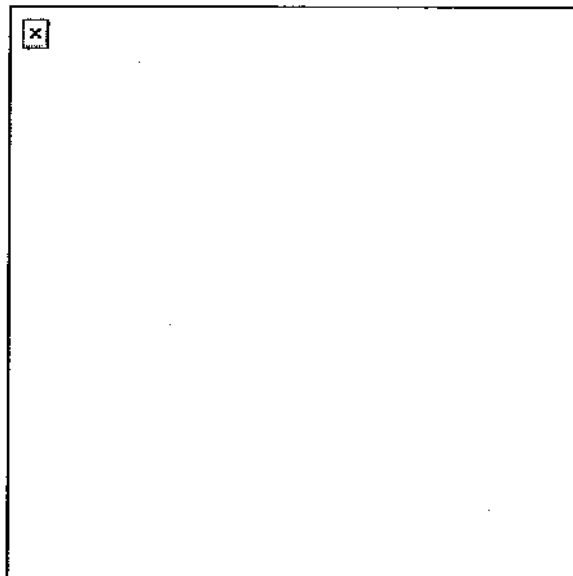


Figure 191-376-5138-2  
Sample DA Form 4137 (Continued)

- (3) Describe where the evidence and/or property was found. If the evidence and/or property was found—
  - (a) On an individual, describe the location. For example, "removed from the left front battle dress uniform (BDU) pant pocket worn by Smith."

**Performance Steps**

(b) At a crime scene, describe the exact location. For example, "top right dresser drawer."

(4) Specify where and how you marked the items for identification (ID). For example, "Marked for ID, DRW, 02 October 02, 1510, on the barrel, slide, and receiver." (Always put your initials, the date, and the time period on each item marked.)

**NOTE: Give careful consideration to how and where ID marks are placed on items. Unnecessary damage or destruction of items of personal property or valuable items that may ultimately be returned to the owner is unwarranted. To avoid defacing or damaging items, ID markings should be as inconspicuous as possible. Otherwise, place the item in a container that can be sealed and marked.**

(5) Use sheets of bond paper to record the continuation when space in the description of articles portion of the evidence custody document is not large enough to accommodate the information that must be recorded. Ensure that the bond paper continuation sheets are formatted to specifications according to AR 195-5.

(6) Continue listing items until all items seized have been recorded.

(7) Close the "description of articles" block. Place continuous slashes (///) from the left border of the document to the center. Place "last item" and continue with slashes (///), until the far right border has been reached.

m. Begin the "chain of custody" section by preparing each block as follows:

(1) Write "1 through 3" in the "item number" column if three items are listed in the description of articles block. If only certain items are released to an individual, list only those items. For example, "1 and 3".

(2) Enter in the "date" column the calendar date (day, month, and year) that items are received or released.

(3) Fill in the "released by" column. If the evidence and/or property is—

(a) Received from an individual, enter his first name, middle initial, last name, and grade or title in the "name, grade or title" block. Have the individual sign in the "signature" block. If the individual refuses or is unable to sign the form, enter the words, "refused to sign" or "unable to sign" in the "signature" block.

**NOTE: There is no legal requirement for the form to be witnessed if the individual refuses to sign.**

(b) Obtained from a crime scene, enter "NA" in the "signature" block and in the "name, grade, or title" block.

(4) Enter your name and grade or title in the "name, grade or title" block and sign in the "received by" column and sign in the "signature" block.

(5) Describe the reason for the change of custody, such as "evaluation as evidence," "safekeeping," or "found property," in the "purpose of change of custody" block. When custody of sealed fungible evidence or sealed evidence is changed, the "purpose of change of custody" column should be noted, "sealed container received; contents not inventoried (SCRCNI)."

**NOTE: Correct errors by placing a single line through the error, enter the corrected information, and initial the change. Do not use correction paper or correction fluid to correct errors.**

2. Distribute DA Form 4137.

a. Provide the individual with a copy of DA Form 4137 if you receive evidence and/or property from him for the first time or during the execution of a search warrant. Give the last copy of the signed DA Form 4137 to him as a receipt, or leave it in compliance with instructions for completing the search warrant.

b. Do not leave any copies of the document at the scene when you seize evidence and/or property during the processing of a crime scene, except when pursuant to executing a search warrant.

c. Give the evidence custodian the original and remaining copies of DA Form 4137 when releasing evidence and/or property to him.

**NOTE: All evidence and/or property must be released to the evidence custodian no later than the first working day after it is acquired. Evidence and/or property acquired during nonduty hours**

**Performance Steps**

must be secured according to AR 195-5. MP needing temporary storage for evidence and/or property usually releases it to the MP desk sergeant who will maintain the chain of custody until the evidence can be released to the evidence custodian.

**Evaluation Preparation:** Setup: Provide the soldier with a blank DA Form 4137, evidence, and/or property that will be used to complete DA Form 4137.

Brief soldier: Tell the soldier being evaluated that, on apprehending a soldier, a search revealed contraband. Instruct him to seize the evidence, and correctly complete DA Form 4137. Explain to the role players the actions they are to take.

**Performance Measures**

	<u>GO</u>	<u>NO GO</u>
1. Prepared DA Form 4137.	_____	_____
2. Distributed DA Form 4137.	_____	_____

**Evaluation Guidance:** Score the soldier GO if all steps are passed (P). Score the soldier NO-GO if any step is failed (F). If the soldier fails any step, show him how to do it correctly.

**References**

**Required**  
AR 195-5  
DA FORM 4137

**Related**  
AR 190-45  
FM 19-20

**Check Department of Defense (DD) Form 2707 for Completeness and Accuracy  
191-381-1325**

**Conditions:** You are required to verify DD Form 2707 with the identification information of a newly assigned prisoner.

**Standards:** Verify the completeness and accuracy of DD Form 2707.

**Performance Steps**

1. Obtain the confinement order and inmate's identification card from the inmate's escort.
2. Verify the information on the inmate's completed DD Form 2707 (Figure 191-381-1325-1). Verify—

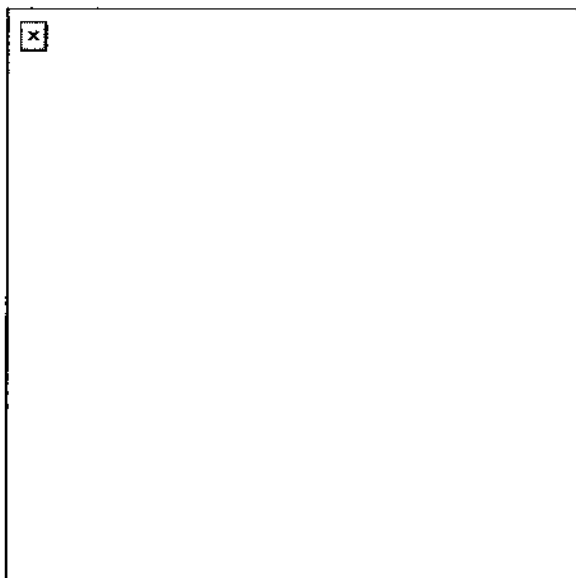


Figure 191-381-1325-1  
Completed DD Form 2707

- a. Block 1.
  - (1) Block 1a through 1d. Verify that the information shown in blocks 1a through 1d match the personal information found on the inmate's identification card.
  - (2) Block 1e. Verify the military organization with the senior escort guard.
- b. Block 2. Ensure that the date on the confinement order and the confinement date agree.
- c. Block 3 (Type of Confinement). Verify the type of confinement information shown.
  - (1) Block 3a. Verify that the correct box is checked in the pretrial information.
  - (2) Block 3b. Verify that the correct box is checked in the nonjudicial punishment (NJP) information.
  - (3) Block 3c. Verify that the correct box is checked in the result of the court martial information. Ensure that the "yes" or "no" and the "type" boxes are both checked accordingly.
- d. Block 4. Verify the information in the violated offenses and charges of the Uniform Code of Military Justice (UCMJ). Verify that the article number of the offense and the offense for each charge is recorded.
- e. Block 5. Verify the sentence adjudged information. Verify that the sentence is recorded (if not pretrial) and that the date is recorded in 5b.
- f. Block 6. Verify the deferred sentence termination date, if applicable.
- g. Block 7. Verify the information on the person directing confinement.
  - (1) Block 7a. Verify the name, grade, and title of the person ordering the confinement.

**Performance Steps**

- (2) Block 7b. Verify the signature of the person directing the confinement. Ensure that the form is signed only by the person ordering the confinement (no exceptions).
- (3) Block 7c. Verify that the date is correct.
- (4) Block 7d. Verify that the time is recorded correctly.
- h. Block 8. Verify the legal review and approval information.
  - (1) Block 8a. Verify the name, grade, and title of the person from the Staff Judge Advocate (SJA) Office who reviewed the confinement order.
  - (2) Block 8b. Verify the signature of the person from the SJA who reviewed the confinement order.
  - (3) Block 8c. Verify that the date is complete.

**NOTE: Blocks 9 and 10 should be completed by the medical officer.**

- i. Block 10. Verify the medical examiner information.
  - (1) Block 10a. Verify that the name, grade, and title of the medical officer are complete.
  - (2) Block 10b. Verify the signature of the medical officer.
  - (3) Block 10c. Verify the date that the medical officer completed his examination.
  - (4) Block 10d. Verify the time that the medical officer completed his examination.

**NOTE: The inmate receipt information in block 11 should be completed by the supervisor.**

**Evaluation Preparation:** Setup: Have a soldier act as an escort guard and another as a prisoner. Provide the evaluated soldier with a prepared DD Form 2707 and a prisoner identification card.

Brief soldier: Coach the role-players on how to respond to the evaluated soldier's questions and directions.

**Performance Measures**

	<u>GO</u>	<u>NO GO</u>
1. Obtained the confinement order and inmate's identification card from the inmate's escort.	—	—
2. Verified the information on the inmate's completed DD Form 2707.	—	—

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier a NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

**Required**  
 DD FORM 2707  
 UCMJ

**Related**  
 AR 190-47  
 FM 3-19.40



**Verify the Accuracy of Department of Defense (DD) Form 2718  
191-381-1326**

**Conditions:** You are given a requirement to verify a completed DD Form 2718 for an internee who is being permanently released from internment. The internee will be escorted by guards.

**Standards:** Verify the DD Form 2718 for accuracy using the internee's identification card and asking the escort guard(s).

**Performance Steps**

1. Ensure that blocks 2 through 13 on the DD Form 2718 are complete and accurate for an internee being permanently released (Figure 191-381-1326-1).

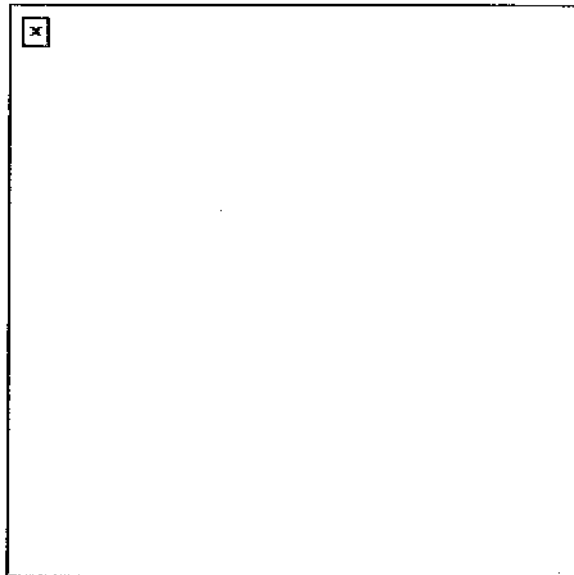


Figure 191-381-1326-1  
Completed DD Form 2718

**NOTE: Block 1 should be addressed to the internment brigade officer.**

- a. Verify that the correct installation is recorded in block 2.
- b. Ensure that the date is current in block 3.
- c. Ensure that the actual date of release is correct in block 4.
- d. Compare the name on the form in block 5 with the internee's identification card. Verify this information with the internee by asking him to state his name.
- e. Compare the social security number (SSN) recorded on the form in block 6 with the internee's identification card. Verify this information by asking the internee to recite his SSN.
- f. Verify the internee's grade recorded in block 7 by asking the internee and the escort guard for the information.
- g. Verify the internee's branch of service recorded in block 8 with the internee's identification card.
- h. Verify the full unit designation and the location of the unit recorded in block 9 with the internee or the escort guard.
- i. Ensure that the reason for release is completed in block 10 and one of the following is recorded:
  - (1) The expiration of his sentence.
  - (2) A mitigated, suspended, or remitted sentence.
  - (3) An acquittal or dropped charges.
  - (4) Pretrial internment no longer deemed necessary.

**Performance Steps**

**NOTE: Do not use the DD Form 2718 as authority to transfer an internee from one internment facility to another.**

- j. Ensure that the authenticating officer's printed name is recorded in block 11 and that a matching signature is present in block 12.
  - k. Ensure that the grade, organization, and title of the authenticating officer are recorded in block 13.
2. Complete blocks 15 through 19 on the DD Form 2718.
    - a. Complete blocks 15 and 16 with the actual release date and time.
    - b. Complete block 17 with the name, grade, organization, and title of the individual signing for the released internee. Obtain a matching signature in block 18.
    - c. Complete block 19 with any additional remarks.
  3. Detain the internee and the escort and notify the supervisor if any errors or omissions are detected on the form.

**Evaluation Preparation:** Setup: Provide the evaluated soldier with a completed DD Form 2718 with programmed errors. Have other soldiers role-play as the internee and escort guard(s). Provide a prisoner identification card.

Brief soldier: Tell the evaluated soldier that he must identify all errors on the internee release order. Coach the other soldiers on their responses to the evaluated soldier.

**Performance Measures**

	<u>GO</u>	<u>NO GO</u>
1. Ensured that blocks 2 through 13 on the DD Form 2718 were complete and accurate for a prisoner being permanently released.	—	—
2. Completed blocks 15 through 19 on the DD Form 2718.	—	—
3. Detained the inmate and the escort and notified the supervisor if any errors or omissions were detected on the form.	—	—

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

**Required**  
DD FORM 2718

**Related**  
AR 190-47  
FM 3-19.40

**Verify the Accuracy of Department of Defense (DD) Form 2708  
191-381-1327**

**Conditions:** You are given a requirement to verify a completed DD Form 2708 for a prisoner being released for a brief period, such as a doctor or dentist appointment. The prisoner will be escorted by guards.

**Standards:** Ensure that all entries on the DD Form 2708 are complete and accurate according to the performance steps and the facility standing operating procedure (SOP).

**Performance Steps**

1. Ensure the accuracy of the information contained on the DD Form 2708 (Figure 191-381-1327-1) for an inmate being released for a short period of time, such as for a doctor or dentist appointment.

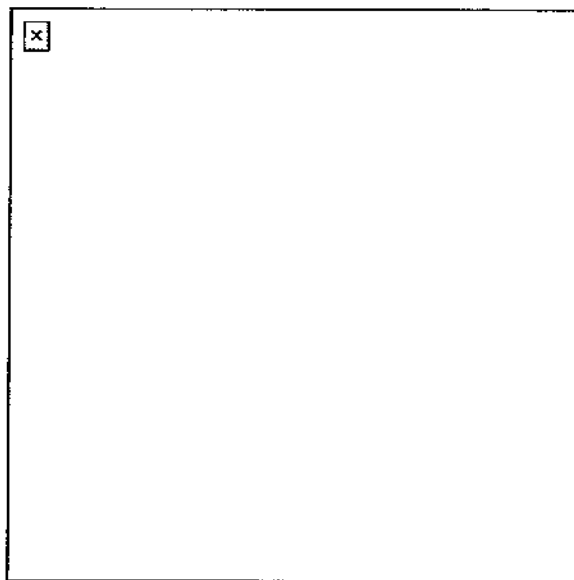


Figure 191-381-1327-1  
Completed DD Form 2078

- a. Verify the full unit designation and location in block 1.
- b. Ensure that block 2 contains the actual time the inmate is being released from the facility.
- c. Ensure that block 3 contains the date the inmate is being released from the facility.
- d. Verify block 4 by comparing the name on the form with the inmate's identification card. Ensure that you ask the inmate his name and verify it with the escort guard.
- e. Ask the inmate to state his social security number (SSN), compare it with the number on the inmate's identification card, and verify the same number in block 5.
- f. Ask the inmate to state his grade. Verify the accuracy with the escort guard and ensure that the correct grade is shown in block 6.
- g. Ask the inmate to state his organization, verify the accuracy with the escort guard, and ensure that the correct organization is shown in block 7.
- h. Verify the station in block 8. Ensure that this block contains the location of the unit of designation.
- i. Ensure that the Uniform Code of Military Justice (UCMJ) article number and title of offense are entered in block 9.
- j. Ensure that any items of personal property in possession by the inmate are listed in block 10.
- k. Ensure that the reason inmate is leaving the facility and when he is expected to return is listed in block 11.

**Performance Steps**

- l. Ensure that the name, title, SSN, and grade of the receiving escort are listed correctly in blocks 12, 13, and 14.
  - m. Ensure that the full designation and station of the receiving unit or activity is listed in block 15.
  - n. Ensure that the receiving escort signs block 16.
2. Detain the inmate and escort guard and notify the supervisor if the form contains errors or omissions.

**Evaluation Preparation:** Setup: Provide the evaluated soldier with a completed DD Form 2708 with programmed errors. Have other soldiers role-play as the prisoner and escorts. Provide an identification card for the mock prisoner.

Brief soldier: Tell the evaluated soldier that he must identify all errors. Coach the mock prisoner and escorts on the responses to be given to the evaluated soldier.

**Performance Measures**

	<u>GO</u>	<u>NO GO</u>
1. Ensured the accuracy of the information contained on the DD Form 2708 for a prisoner being released for a short period of time.	---	---
2. Detained the prisoner and escort guard and notified the supervisor if the form contained errors or omissions.	---	---

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

**Required**  
 DD FORM 2708  
 UCMJ

**Related**  
 AR 190-47  
 FM 3-19.40

## Process an Internee Into an Internment Facility

191-382-2342

**Conditions:** You are required to process a internee into confinement. You are given an assistant (to witness the strip search); the internee's Department of Defense (DD) Form 2707; the internee's correctional treatment folder; the internee's clothing and personal property; access to a shower facility; health and comfort items for the internee; a camera and film; a name board and letters; access to a processing area away from the general internee population; access to the facility standing operating procedure (SOP) and Army Regulations (ARs) 190-47 and 700-84; and the following forms: Department of the Army (DA) Forms 1132-R, 3078, 3955, 3997, and 4137; DD Forms 499, 503, and 2710; and Federal Bureau of Investigation (FBI) Form FD 249.

**Standards:** Review the confinement order. Inventory, segregate, and ensure proper disposition and accountability of authorized and unauthorized property. Conduct a strip search of the internee, and direct him to shower. Photograph and fingerprint the internee, and ensure that all administrative facility inprocessing procedures are completed according to the performance steps and the local SOP.

**NOTE: If processing an enemy prisoner of war (EPW) follow the detainee reporting system nine-station processing procedures.**

### Performance Steps

1. Review DD Form 2707 to ensure that it is complete and accurate. Sign the receipt portion of the form.

2. Segregate the internee's authorized and unauthorized property according to the facility SOP.

**NOTE: Ensure that the internee has a copy of the inventory of his personal property that was left at his unit. If the internee does not have a copy, tell the escort guard so that an inventory will be made by the unit personnel as soon as possible.**

a. Search all items that will remain at the confinement facility.

b. Inventory the internee's clothing according to AR 700-84.

(1) Inventory the internee's clothing using DA Form 3078 or a locally produced form.

(2) Do the following if the internee is missing some required items of clothing or if some of the internee's items are unserviceable—

(a) Record the information and give a copy of the inventory to the unit escort guard.

(b) Tell the escort guard that the shortages must be made up within 24 to 48 hours.

(3) Do the following if the internee has excess or unauthorized property—

(a) Have the escort guard inventory the excess or unauthorized property using DA Form 4137.

(b) Have the internee sign the form releasing the property to the unit escort guard.

(c) Have the unit escort guard sign the receipt form for the property.

**NOTE: Ensure that the escort guard gives the internee a copy of the form for his receipt.**

(d) Ensure that the unit escort guard takes the original form and the property back to the internee's unit for storage or disposition.

c. Ensure that any medication that the internee has is checked by medical personnel and reissued if directed by a physician.

**NOTE: This is done to prevent the internee from taking any unauthorized medications.**

d. Dispose of all contraband according to the facility SOP.

3. Strip-search the internee (see Task 191-381-1334).

4. Search each piece of the internee's clothing as he disrobes. Place all articles of clothing and personal property on the search table.

5. Direct the internee to shower (and shave if necessary) after you complete the search.

a. Provide the internee with soap, a bath cloth and towel, an authorized razor, shaving cream, and personal hygiene items.

**Performance Steps**

- b. Ensure that the internee carefully washes all areas of his body, especially where there is hair.
- c. Tell the internee to dress in the required uniform after showering.

- 6. Escort the internee to the property and funds section to have his personal valuables inventoried, recorded on DA Form 1132-R, and stored. If the internee is inprocessed after normal duty hours, inventory his property, record the results on DA Form 4137, and secure the property. The property and funds clerk will reinventory the internee's personal property and funds on DA Form 1132-R the following work day.

**NOTE: This is only for the personal property that the internee is authorized to keep at the confinement facility.**

- 7. Photograph the internee.

**NOTE: The size of the facility and the staff will dictate who photographs the internee.**

- a. Direct the internee to make a name board. As a minimum, the information on the board should include the internee's last name, first name, middle initial, and his social security number (SSN).
- b. Direct the internee to stand directly behind the name board.
- c. Make front- and right-profile pictures.

**NOTE: The facility SOP might direct that additional pictures be made.**

- d. Attach the photographs to DD Form 2710.

**NOTE: DD Form 2710 must be prepared within 24 hours of the internee's confinement.**

- 8. Fingerprint the internee using FBI Form FD 249 (see Task 191-390-0139) and distribute the form according to AR 190-47 and the facility SOP.

- 9. Schedule a physical exam for the internee. Initiate DD Form 503 by putting the date and the internee's name and SSN in the appropriate blocks.

**NOTE: An exam must be conducted within the first 24 hours of confinement.**

- 10. Escort the internee to the mail room to be briefed on his rights and privileges concerning mail. Direct him to fill out a DD Form 499 and a DA Form 3955.

- 11. Issue the internee a facility rule book and brief him on the rules and regulations of the facility according to AR 190-47 and the facility SOP.

- 12. Issue the internee bedding and authorized health and comfort items.

- 13. Segregate the internee from the main internee population so that he can be observed and evaluated for things such as symptoms of contagious diseases and/or adjustments to confinement.

- 14. Record the new confinement in the desk blotter (DA Form 3997).

**Evaluation Preparation:** Setup: Provide all personnel, materials, and equipment listed in the conditions statement. Have other soldiers role-play the part of the internee and assisting the corrections specialist.

**Brief Soldier:** Tell the soldier to process an internee into an internment facility following the proper steps.

**Performance Measures**

	<u>GO</u>	<u>NO GO</u>
1. Reviewed and signed the internee's DD Form 2707.	_____	_____
2. Segregated the internee's authorized and unauthorized property.	_____	_____
3. Strip-searched the internee.	_____	_____
4. Searched each piece of the internee's clothing as he disrobed. Placed all articles of clothing and personal property on the search table.	_____	_____

<b>Performance Measures</b>	<u>GO</u>	<u>NO GO</u>
5. Directed the internee to shower (and shave, if necessary) after he completed the search.	—	—
6. Escorted the internee to the property and funds section.	—	—
7. Photographed the internee.	—	—
8. Fingerprinted the internee.	—	—
9. Scheduled a physical exam for the internee and initiated DD Form 503.	—	—
10. Escorted the internee to mail room to be briefed on his rights and privileges concerning mail.	—	—
11. Issued the internee a facility rule book and briefed him on the rules and regulations of the facility according to AR 190-47 and the facility SOP.	—	—
12. Issued the internee bedding and authorized health and comfort items.	—	—
13. Segregated the internee from the general internee population so that he could be observed and evaluated for things such as symptoms of contagious diseases and/or adjustments to confinement.	—	—
14. Recorded the new confinement in the desk blotter.	—	—

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

**Required**

- AR 190-47
- AR 700-84
- DA FORM 1132-R
- DA FORM 3078
- DA FORM 3955
- DA FORM 3997
- DA FORM 4137
- DD FORM 2707
- DD FORM 2710
- DD FORM 499
- DD FORM 503
- FBI FORM FD 249

**Related**

- AR 210-174
- FM 3-19.40

### Prepare an Internment Facility Blotter

191-383-3373

**Conditions:** You are the internment facility blotter clerk with the requirement to prepare a Department of the Army (DA) Form 3997. You are given a blank DA Form 3997 and all the necessary data.

**Standards:** Prepare an internment facility blotter (DA Form 3997) without error.

#### Performance Steps

1. Enter the proper heading information at the top of the DA Form 3997 to include the—
  - a. Date, using the YYYYMMDD format.
  - b. Page number.
  - c. Unit or station.
2. Open a new blotter at 0001 hours. Enter—
  - a. The number "1" in the "entry no." column.
  - b. "Blotter opened" in the "summary of complaint, incident, police information" column.
  - c. The present prisoner population count in the "summary of action taken" column.
  - d. The shift internment supervisor's last name in the "entered by" column.
3. Record events that occurred during the work shift.
  - a. Assign each entry the next consecutive entry number.
  - b. Enter the time the entry is made, a brief summary of the event, and the action taken on the event. Use the words "logged" or "information" instead of "routine."
  - c. Enter the shift internment supervisor's last name in the "entered by" column.
  - d. Record the following in the blotter:
    - (1) Guard relief changes.
    - (2) Head counts, bed checks, and roll calls.
    - (3) Staff visits and inspections.
    - (4) Incidents concerning improper duty performance by anyone assigned or detailed to the facility staff.
    - (5) Tests of emergency plans.
    - (6) Fires, escapes, riots, disorders, suicides, serious self-inflicted wounds, or other similar incidents.
    - (7) Any other events the facility commander directs, such as internments, releases, or transfers; changes in a internee's legal status; completion of or failure to complete events in the facility schedule of calls.
4. Close the blotter at 2400 hours. Enter—
  - a. The next consecutive blotter entry number.
  - b. "Blotter closed" in the "summary of complaint, incident, police information" column.
  - c. "Information" in the "summary of action taken" column.
  - d. Your last name in the "entered by" column.
  - e. The shift internment supervisor's signature block five lines below the last entry.
  - f. The internment officer's signature block three lines below the shift internment supervisor's signature block.

**NOTE:** If the shift internment supervisor's signature block is at the end of the page, place the internment officer's signature block to the immediate right of the shift internment supervisor's signature block.

- g. The total number of pages in the "no. of pages" block (see Figure 191-383-3373-1).



**Performance Steps**

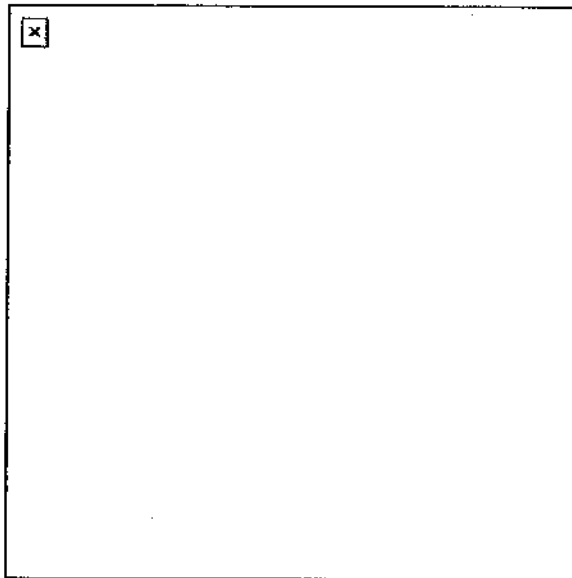


Figure 191-381-3373-1  
Sample of a Completed DA Form 3997

**Evaluation Preparation:** Setup: Provide the soldier with a blank DA Form 3997 and data for events that occur during a routine duty shift.

**Brief Soldier:** Tell the soldier to prepare an internment facility blotter (DA Form 3997) without error.

**Performance Measures**

	<u>GO</u>	<u>NO GO</u>
1. Entered the proper heading information at the top of each DA Form 3997.	—	—
2. Opened a new blotter at 0001 hours.	—	—
3. Recorded events that occurred during the work shift.	—	—
4. Closed the blotter at 2400 hours.	—	—

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

**Required**  
DA FORM 3997

**Related**  
AR 190-45  
AR 190-47  
FM 3-19.40

**Take Record Fingerprint Impressions**  
**191-390-0139**

**Conditions:** You are required to take record fingerprint impressions of a subject, using a blank Federal Bureau of Investigation (FBI) Form FD 249, a card holder, plate glass (approximately 12" x 6" x 1"), printer's or special fingerprint ink, a rubber ink roller, hand cleaning agents, water, and paper towels.

**Standards:** Perform all necessary steps to ensure that fingerprint impressions are uniformly clear, visible, dark gray in color, and free of smudges.

**Performance Steps**

1. Have the subject sign the fingerprint card.
2. Have the subject wash and dry his hands.
3. Place a small dab of ink on the plate glass and roll the ink until a thin, even film cover the surface.
4. Secure the fingerprint card in the holding device.
5. Ensure that the subject's fingers are dry and free of lint.
6. Fingerprint the subject.
  - a. Follow the sequence on the fingerprint card. Print each finger and thumb.
  - b. In a single movement, roll the finger or thumb in the ink from the tip of the finger to 1/4 inch below the first joint and from nail edge to nail edge.

**NOTE: Roll the thumbs and fingers from "awkward to comfortable," fingers away from the center of the body and the thumbs toward the center of the body.**

- c. Apply enough pressure to ensure an even coat of ink on each finger and thumb leaving a clear image on the card.
  - d. Have the subject look away from the fingerprint card to reduce possibility of smudging that can be created by his anticipation.
7. Make plain impressions in the appropriate blocks on the card.
  - a. Have the subject hold his four inked fingers straight, stiff and level with his wrist.
  - b. Grasp his wrist with one hand and press the fingers onto the card with the other hand.
  - c. Repeat step b for the thumb.
  - d. Print any extra finger (usually a "little" finger or a thumb) on the reverse side of the card. Print the innermost five as usual.
8. Note finger amputations in the correct box on the card (for example, "AMP" 1st joint, Feb 1943 or "tip AMP").
9. Direct the subject to clean his hands.
10. Fill in the administrative data on the fingerprint card after the procedure is complete.

**Evaluation Preparation:** Setup: Provide the soldier with the items listed in the conditions.

**Brief soldier:** Tell the soldier to perform all the necessary steps to ensure that fingerprint impressions are uniformly clear, visible, dark gray in color, and free of smudges.

**Performance Measures**

- |   | <u>GO</u> | <u>NO GO</u> |
|---|-----------|--------------|
| 1. Had the subject sign the fingerprint card. | —         | —            |
| 2. Had the subject wash and dry his hands.    | —         | —            |

<b>Performance Measures</b>	<u>GO</u>	<u>NO GO</u>
3. Placed a small dab of ink on the plate glass and rolled the ink until a thin, even film covered the surface.	—	—
4. Secured the fingerprint card in the holding device.	—	—
5. Ensured that the subject's fingers were dry and free of lint.	—	—
6. Fingerprinted the subject.	—	—
7. Made plain impressions in the appropriate blocks on the card.	—	—
8. Noted any finger amputations in the correct box on the card.	—	—
9. Directed the subject to clean his hands.	—	—
10. Filled in the administrative data on the fingerprint card after the procedure was complete.	—	—

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

**Required**  
FBI FORM FD 249

**Related**  
AR 190-47  
FM 19-20

## Subject Area 16: Cellblock Close Confinement Procedures

**Conduct an Inspection or a Shakedown of an Internee's Areas**  
**191-381-1251**

**Conditions:** You are given order to perform an inspection or a shakedown in an internee's cellblock or domicile. You are given access to the facility standing operating procedure (SOP), a notebook, a pen or pencil, and blank Department of Defense (DD) Forms 2713 and 2714 to record any deficiencies or violations.

**Standards:** Conduct a complete and thorough inspection or shakedown, taking the necessary precautions to correct all discrepancies and confiscate all contraband.

**Performance Steps**

1. Conduct a daily inspection of the internee's area.
  - a. Direct internees to prepare for inspection.

**NOTE: Allow a specific amount of time, such as 15 minutes, according to the facility "schedule of calls."**

- b. Give the command, "Fall in." Ensure that internees stand in the location designated in the SOP, usually at the head of their bunks, 1/2 step away from the bunk.
  - c. Move to the first internee and center on the internee using facing movements.
    - (1) Inspect the internee for cleanliness and overall appearance according to the regulations.
    - (2) Note all identified discrepancies.
    - (3) Correct minor discrepancies on-the-spot.
  - d. Inspect the internee's footlocker for compliance with the display sheet (usually a locally produced form attached to the inside of the footlocker).
  - e. Check that the internee has health and comfort items according to the SOP.
  - f. Inspect the internee's bunk area for neatness and cleanliness. Ensure that—
    - (1) The bed is made according to the facility SOP.
    - (2) Footgear is clean, polished, serviceable, and correctly positioned according to the facility SOP.
  - g. Search the following, systematically and thoroughly, in a clockwise manner:
    - (1) Door jams, seals, frames, and locks.
    - (2) Crevices.
    - (3) Lighting fixtures.
    - (4) Heating equipment.
    - (5) Plumbing fixtures
    - (6) Areas behind the baseboards and moldings.
    - (7) Crevices around sashes, frames, and the seals of all the windows.
  - h. Inform the internees of discrepancies. Explain that the discrepancies must be corrected and inform the internee when they will be inspected again. Allow a suitable amount of time before inspecting again to give the internees time to correct the deficiencies.
  - i. Confiscate any contraband items found and turn them in to your supervisor. Prepare a DD Form 2713 or DD Form 2714 as soon as possible after the inspection.
  - j. Move to the next internee and repeat steps 1d through 1i.
  - k. Inspect common areas, such as the latrine, showers, and sinks, for cleanliness, condition, and serviceability. Ensure that fixtures are intact and attached to the wall.
2. Notify the chain of command if there are deficiencies upon completion of the inspection.
  3. Conduct an unannounced shakedown of internee's areas.
    - a. Ensure that the internees are escorted out of the cellblock to a designated area. Make sure that there is an adequate number of guards available to assist with the shakedown.
    - b. Search the cellblock. Do not disturb or damage the prisoner's quarters or their personal effects more than necessary.

**Performance Steps**

- (1) Check the bunk display first. This may include a display on the bed, a footlocker, or possibly a wall locker.
  - (a) Search toothpaste, shaving cream, soap and soap dish, writing materials, and books. Use a probe to search shoe polish, soap, or other hard to reach areas.
  - (b) Search (but do not read) mail for contraband.
  - (c) Search clothing thoroughly. Turn all clothing inside out when searching it.
  - (d) Search the mattress, mattress cover, pillow, pillowcase, and other bedding.
  - (e) Check all crevices and hollow areas of the bunk or cot frame.
- (2) Replace all items neatly after completing the shakedown.
- (3) Search the following, systematically and thoroughly, in a clockwise manner:
  - (a) Door jams, seals, frames, and locks.
  - (b) Crevices.
  - (c) Lighting fixtures.
  - (d) Heating equipment.
  - (e) Plumbing fixtures.
  - (f) Areas behind the baseboards and moldings.
  - (g) Crevices around sashes, frames, and the seals of all the windows.
4. Ensure that a strip search of the internees is conducted before returning them to the cellblock.
5. Notify the supervisor and complete a DD Form 2713 or DD Form 2714 for any contraband that is confiscated. Contraband includes excess amounts of authorized items.
6. Notify the supervisor when the daily inspection or shakedown is complete.

**Evaluation Preparation:** Setup: Select an area that could be used as a mock cellblock with materials that internees normally have in their areas. Create several scenarios that include deficiencies and have other soldiers act as internees. Tell the role-players the actions they are to take.

**Brief soldier:** Tell the soldier to conduct a complete and thorough inspection or shakedown, correct all discrepancies, and confiscate all contraband.

<b>Performance Measures</b>	<u><b>GO</b></u>	<u><b>NO GO</b></u>
1. Conducted a daily inspection of the internee's area.	—	—
2. Notified the chain of command if there were deficiencies upon completion of the inspection.	—	—
3. Conducted an unannounced shakedown of internee's areas.	—	—
4. Ensured that a strip search of the internees was conducted before returning them to the cellblock.	—	—
5. Notified the supervisor and completed a DD Form 2713 or DD Form 2714 for any contraband that was confiscated.	—	—
6. Notified the supervisor when the daily inspection or shakedown was complete.	—	—

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

<b>Required</b>	<b>Related</b>
DD FORM 2713	AR 190-47
DD FORM 2714	FM 3-19.40

**Observe Internees in Close Confinement****191-381-1317**

**Conditions:** You are assigned to observe internees in a close-confinement area. You are given a prepared Department of Defense (DD) Form 509 for each internee, eating utensils, cleaning supplies, and blank DD Forms 2713 and 2714.

**Standards:** Perform all the necessary steps to implement the requirements listed on each internee's DD Form 509, ensure that each internee's health and welfare is sustained, and report all problems and deficiencies to your supervisor.

**Performance Steps**

1. Observe internees in close confinement.
  - a. Check each internee in disciplinary segregation once every 30 minutes or as called for in each internee's DD Form 509, Part I.
  - b. Check suicide risk internees and internees in restraining devices every 15 minutes or as called for by the internee's DD Form 509, Part I.
2. Be alert for potential problems and/or conditions which may affect the internee's health, such as burned-out lights, clogged or broken toilets and lavatories, and contraband.
3. Observe for anything unusual or out of the ordinary. Call for assistance if needed, and check more closely.
4. Notify the supervisor when something out of the ordinary is found.
5. Maintain DD Form 509 for each internee in disciplinary segregation, each suicide risk internee, and other internees in administrative segregation, as directed by the facility commander.
  - a. Ensure that the internee's DD Form 509 is posted outside his cell, if applicable. Notify the supervisor if the form is missing or damaged beyond use.
  - b. Check DD Form 509 for the facts about the internee's segregation.
    - (1) Find the following information in the heading:
      - (a) The internee's name.
      - (b) If the internee is in administrative or disciplinary segregation.
      - (c) The reason for segregation.
      - (d) The date the internee was placed in segregation.
    - (2) Check Part I for special instructions such as how often to check the internee, what items the internee may not have, and any other internee restrictions.
  - c. Ensure that all daily inspections are made and that the inspecting officers record their visits in the right place in Part II. Advise the supervisor if a scheduled inspection is not made. The following persons inspect each internee and cell to ensure that the internee is well and living conditions are healthy:
    - (1) The facility commander (or his representative) visits twice each day. That person records the time of the check and the conduct of the internee, then signs the form.
    - (2) The installation, facility, or MP duty officer checks twice each day. That person records the time of the check and signs the form (Figure 191-381-1317-1).

**Performance Steps**

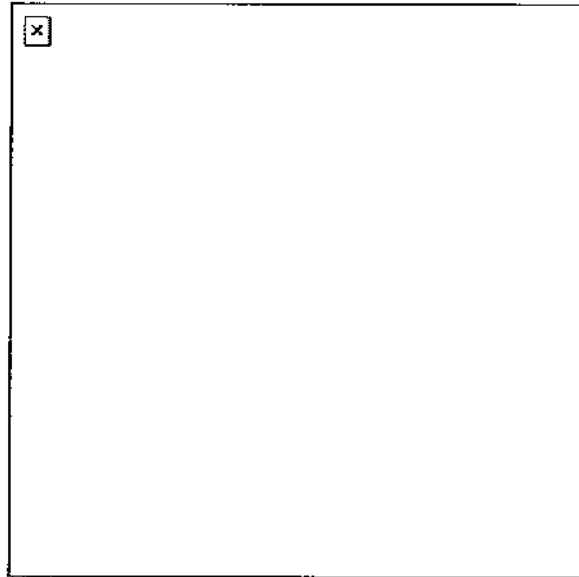


Figure 191-381-1317-1  
Example DD Form 509

- (3) The medical officer, warrant officer physician assistant, or nurse clinician inspects daily. He records the time of the check and the condition of the internee, and then signs the form.

**NOTE : A medical-staff representative visits each internee in close confinement daily.**

- d. Record inspections by having the inspecting officer place his initials in Part III. Each hour is divided into four parts on the form in order to conduct 15-minute checks.

**NOTE: Your supervisor will also use this part of the form for inspections.**

- (1) Initial the upper left block if the internee is checked during the first 15 minutes of the hour.
- (2) Initial the upper right side of the block if the internee is checked during the second 15 minutes of the hour.
- (3) Initial the lower left block if the internee is checked during the third 15 minutes of the hour.
- (4) Initial the lower right block if the internee is checked during the last 15 minutes (between 45 and 59 minutes) of the hour.
- (5) Initial the upper left block for the first 30 minutes of the hour and the lower right block for the last 30 minutes, when the internee is checked every 30 minutes.

- 6. Ensure that internees in close confinement for disciplinary segregation clean their quarters daily.

**NOTE: All internees in close confinement must clean their quarters daily. If an internee is in disciplinary segregation, give him the necessary cleaning supplies.**

- a. Obtain cleaning supplies from the supply room and give each cleaning item to the internee as needed.
- b. Observe the internee while he cleans his area, and retrieve each cleaning item after the internee has used it.

**NOTE: Internees placed in administrative segregation or special quarters may be employed in work. They may be required to undergo training which is consistent with their custody and classification and the circumstances surrounding their segregation. Internees in disciplinary segregation will not be required to work other than to clean their own quarters.**

- 7. Ensure that internees authorized outside their cells follow all rules and regulations.
- 8. Allow each internee at least 30 minutes of physical exercise each day.

**Performance Steps**

**NOTE: Physical exercise may be denied to those internees who are classified as intractable. Check each internee's DD Form 509.**

9. Ensure that all eating utensils are returned to the cellblock guard for accountability and disposal at the end of each internee's meal.
10. Call for assistance if any problems are encountered, and follow up with DD Form 2713 or DD Form 2714, as applicable.

**Evaluation Preparation:** Setup: Create a simulated close-confinement area, and post prepared DD Forms 509 with programmed errors. Have other soldiers role-play the part of internees. Tell the role-players what actions they are to take.

**Brief soldier:** Tell the soldier to perform all necessary steps to implement the requirements listed on each internee's DD Form 509, ensure that each internee's health and welfare is sustained, and report all problems and deficiencies.

**Performance Measures**

	<u>GO</u>	<u>NO GO</u>
1. Observed internees in close confinement.	—	—
2. Was alert for potential problems and/or conditions which may affect the internee's health.	—	—
3. Observed for anything unusual or out of the ordinary. Called for assistance if needed, and checked more closely.	—	—
4. Notified the supervisor when something out of the ordinary was found.	—	—
5. Maintained DD Form 509 for each internee in disciplinary segregation, each suicide risk internee, and other internees in administrative segregation, as directed by the facility commander.	—	—
6. Ensured that internees in close confinement for disciplinary segregation cleaned their quarters daily.	—	—
7. Ensured that internees authorized outside their cells followed all rules and regulations.	—	—
8. Allowed each internee at least 30 minutes of physical exercise each day.	—	—
9. Ensured that all eating utensils were returned to the cellblock guard for accountability and disposal at the end of each internee's meal.	—	—
10. Called for assistance if any problems were encountered, and followed up with a DD Form 2713 or DD Form 2714, as applicable.	—	—

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier a NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

**Required**  
 DD FORM 2713  
 DD FORM 2714  
 DD FORM 509

**Related**  
 AR 190-47  
 FM 3-19.40



**Control a Shower and Shave Call Within Close Confinement**  
**191-381-1319**

**Conditions:** You are the guard in a close-confinement area, and you must conduct a shower and shave call for a internee. You are given a prepared Department of Defense (DD) Form 509, a close-confinement cell, shower facilities, a container with a lock and key, soap, a towel, shower shoes (if allowed), toothpaste, a toothbrush, a razor and blade (or disposable razor), shaving cream, DD Forms 2713 and 2714, and access to Army Regulation (AR) 190-47.

**Standards:** Complete all the necessary steps to ensure that the internee showers and shaves. Ensure that he is returned to his cell and that the cell is locked. Report any incidents to the supervisor. Prepare a complete and accurate DD Form 2713 (and DD Form 2714, if necessary) and turn it in to the supervisor. Observe all safety precautions.

**Performance Steps**

1. Review the internee's DD Form 509 to determine if there are any special instructions for handling him.

**NOTE: Check with your supervisor to determine if there are special instructions if a DD Form 509 is not available.**

2. Obtain controlled shower and shave items (items the internee is not allowed to keep in his cell) from the locked container.
  - a. Obtain the key for the locked container from your supervisor.
  - b. Unlock the container.
  - c. Remove the items from the container.
  - d. Close and lock the container.
  - e. Return the key to your supervisor.
3. Direct the internee to prepare for a shower and shave call.
  - a. Direct the internee to remove his clothing and to either wear his underwear or drape a towel around himself.
  - b. Notify your supervisor if the prisoner refuses to comply.
  - c. Direct the internee to gather from his cell the items he will need to shower and shave, such as soap, a towel, shower shoes, a toothbrush, and toothpaste.
4. Escort the internee from his cell to the shower area.
  - a. Wait for additional noncommissioned officers (NCOs) before opening the cell door, if required by DD Form 509 or your supervisor.
  - b. Direct the internee to stand at the rear of the cell.
  - c. Unlock and open the cell door according to procedures required by the cellblock construction and the local standing operating procedure (SOP).

**CAUTION: DO NOT STAND IN THE PATH OF THE CELL DOOR AS IT OPENS.**

- d. Ensure that the internee is carrying the required shower and shave items taken from in his cell.
  - e. Direct the internee to step out of his cell and into the corridor.
  - f. Direct the internee to proceed to the latrine.
    - (1) Follow slightly behind the internee, out of his reach, and to his left or right.
    - (2) Direct the internee to halt at the latrine.
5. Direct the internee to shower. (Allow the amount of time that the local SOP indicates for showering.)
    - a. Direct the internee to enter the latrine area.
      - (1) If the latrine area is equipped with a security cage, unlock and open the cage according to the local SOP.
      - (2) Close and lock the cage according to the local SOP, after the internee enters.
      - (3) Remain outside the caged area.
      - (4) Hand the internee all the shower and shave items you obtained from the locked container, except the razor.

**Performance Steps**

- b. Notify your supervisor if the prisoner refuses to shower.
- c. Observe the internee while he takes a shower.

**WARNING: IF THE INTERNEE IS THOUGHT TO BE SUICIDAL, BE EXTREMELY ALERT.**

- d. Alert the other guards for assistance if the internee attempts suicide; stop the internee and notify your supervisor.

6. Direct the internee to shave. Allow the internee the amount of time that is indicated for shaving in the local SOP.

- a. Give the internee the razor when he is ready to shave.
- b. Notify your supervisor if the internee refuses to shave.

**NOTE: If an internee refuses to shave, he may be restrained and administered reasonable force to shave him. Check with your supervisor and the facility SOP. AR 190-47 gives strict guidance on the use of force and restraint for shaves and haircuts.**

- c. Observe the internee closely while he shaves.
- d. Immediately notify the other internment specialists if the internee attempts suicide, and stop the attempt.
- e. Ensure that the internee returns the razor to you as soon as he finishes shaving.

7. Maintain control of all items that must be secured.

- a. Do not give the internee the razor until he is ready to shave. Retrieve it as soon as the internee has shaved.
- b. Inspect the razor as soon as it is returned to you. Ensure that you have the razor and the blade.
- c. Obtain all items from the internee that must be secured in the locked container.
- d. Notify your supervisor if any items are missing, and have the internee remain in the latrine area.

8. Escort the internee back to his cell.

- a. Direct the internee to exit the latrine area. If the latrine area is equipped with a security cage, unlock and open the cage.
- b. Direct the internee to proceed to his cell.
  - (1) Follow slightly behind the internee, out of his reach, and to his left or right.
  - (2) Direct him to halt at his cell.
- c. Direct the internee to enter the cell and stand to the rear of it.
- d. Lock the cell door. Use the locking procedure required by the cellblock construction and the local SOP.

9. Secure controlled shower items in the locked container.

- a. Obtain the key for the container from your supervisor.
- b. Unlock the container.
- c. Return the items to the container.

**NOTE: Dispose of the used razor blade or the disposable razor according to your supervisor's instructions or the local SOP.**

- d. Lock the container.
- e. Return the key to your supervisor.

10. Notify the supervisor and prepare a DD Form 2713 (and DD Form 2714, if necessary) if anything unusual occurs or if there are problems with the internee during the shower and shave call.

**Evaluation Preparation:** Setup: It is best to evaluate this task in a mock close-confinement area. Have another soldier role-play the part of the internee.

**Brief Soldier:** Explain to the role-player the actions he is to take.

**Performance Measures**

- |  | <u>GO</u> | <u>NO GO</u> |
|--|-----------|--------------|
| 1. Reviewed the internee's DD Form 509 to determine if special instructions applied. | —         | —            |

<b>Performance Measures</b>	<b><u>GO</u></b>	<b><u>NO GO</u></b>
2. Obtained controlled shower and shave items from the locked container.	—	—
3. Directed the internee to prepare for a shower and shave call.	—	—
4. Escorted the internee from his cell to the shower area.	—	—
5. Directed the internee to shower.	—	—
6. Directed the internee to shave.	—	—
7. Maintained control of all items that must be secured.	—	—
8. Escorted the internee back to the cell.	—	—
9. Secured controlled shower items in the locked container.	—	—
10. Notified the supervisor and prepared a DD Form 2713 (and DD Form 2714, if necessary).	—	—

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

**Required**

AR 190-47  
DD FORM 2713  
DD FORM 2714  
DD FORM 509

**Related**

FM 3-19.40

**Inspect the Physical Security of a Cellblock**  
**191-382-2347**

**Conditions:** You are given a requirement to inspect the physical security of a fully equipped cellblock within an internment facility.

**Standards:** Perform all the necessary steps to ensure that there are no physical security deficiencies within the cellblock area while observing all safety precautions.

**Performance Steps**

1. Test the intercommunication system to ensure that it is operable.
2. Check all lights, light switches, and emergency lighting to ensure that they are in working order.
3. Check the bars in the cellblock area to ensure that they are intact and not loose. Ensure that the bars have not been sawed, filed, or tampered with.
4. Check all keys for cracks or breaks. Ensure that the keys to internal doors and gates do not fit any cellblock exit doors.
5. Ensure that each person who has signed for keys has all of those keys on his person.
6. Check all locking devices. Ensure that—
  - a. Key slots are free of debris which could prevent the key from being inserted or that could keep the lock from working properly.
  - b. The operating bolts of electrically operated doors and/or gate locks cannot be pushed back by hand.
  - c. The door frames are permanently attached to the building and are not loose.
  - d. The adjustment screw on each hydraulic closing device allows the door to close completely and that the operating bolt secures the door.
  - e. Each entrance and exit door and gate can be locked and unlocked from both sides.

**CAUTION: NEVER USE PADLOCKS AND CHAINS TO SECURE CELL DOORS WHERE INTERNEES ARE HOUSED.**

- f. Test the gang-locking devices or arrange to have them tested. To test the system yourself—
  - (1) Ensure that you have enough guards to control the internees.
  - (2) Notify the shift internment supervisor that you are going to test the gang-locking system.
  - (3) Check the inside panel of the master control box for detailed operating instructions for the system.
  - (4) Test the system and ensure that it will open all the selected doors at once.

**WARNING: DO NOT TEST THE DOORS OF THE CELLS IN WHICH INTRACTABLE INTERNEES ARE CONFINED.**

- (5) Check the tracks of the doors to ensure that they are free of debris. Ensure that the door does not come off the bottom track when it is being opened or closed because this will keep the door from being secured properly.
7. Ensure that bunk adapters are welded to the bunk.
8. Ensure that all tools, equipment, and supplies within the cellblock area are secured in a container that is not accessible to the internees.
9. Check that the floors, walls, and ceilings of all cells have smooth surfaces and are free of physical hazards.
10. Ensure that fixtures in every cell (such as sinks and toilets) work and are permanently attached to the building.
11. Make on-the-spot corrections when possible.

**Performance Steps**

12. Notify the supervisor immediately of deficiencies found and any situation that requires more than an on-the-spot correction.

**Evaluation Preparation:** Setup: Ensure that the soldier has access to a fully equipped cellblock within an internment facility.

Brief soldier: Tell the soldier to inspect the physical security of a fully equipped cellblock within an internment facility.

<b>Performance Measures</b>	<u>GO</u>	<u>NO GO</u>
1. Tested the intercommunication system to ensure that it was operable.	—	—
2. Checked all lights, light switches, and emergency lighting and ensured that they were in working order.	—	—
3. Checked the bars in the cellblock area to ensure that they were intact and not loose. Ensured that bars had not been sawed, filed, or tampered with.	—	—
4. Checked all keys for cracks or breaks. Ensured that the keys to internal doors and gates did not fit cellblock exit doors.	—	—
5. Ensured that each person who had signed for keys had all of those keys on his person.	—	—
6. Checked all locking devices.	—	—
7. Ensured that bunk adapters were welded to the bunk.	—	—
8. Ensured that all tools, equipment, and supplies within the cellblock area were secured in a container that was not accessible to the internees.	—	—
9. Checked that the floors, walls, and ceilings of all cells had smooth surfaces and were free of physical hazards.	—	—
10. Ensured that fixtures in every cell (such as sinks and toilets) worked and were permanently attached to the building.	—	—
11. Made on-the-spot corrections when possible.	—	—
12. Notified the supervisor immediately of deficiencies found and any situation that required more than an on-the-spot correction.	—	—

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

**Required**

**Related**

AR 190-47

## Subject Area 17: Basic Internment

**Prepare Department of the Army (DA) Form 2823  
191-376-0002**

**Conditions:** You are given a situation that will require you to prepare a sworn statement. You are given a military police (MP) notebook and blank DA Forms 2823 and 3881.

**Standards:** Record accurately all information provided by the witness, complainant, victim, and/or subject on DA Form 2823 without error, and have the subject sign the sworn statement.

**Performance Steps**

**NOTE:** For any person that you suspect of having committed an offense, advise him of his appropriate rights and prepare DA Form 3881 (Task 191-376-5127). Ensure that the suspect waives his right to an attorney and is willing to make a statement and be questioned before you prepare DA Form 2823.

1. Complete the following blocks of DA Form 2823. Refer to Figure 191-376-0002-1.

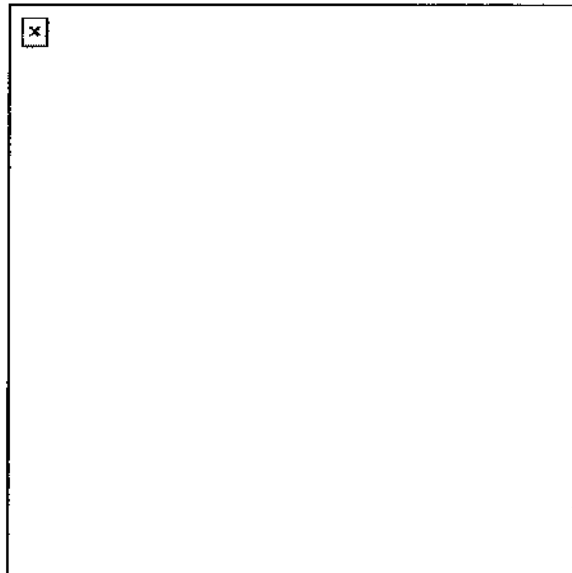


Figure 191-376-0002-1  
Sample DA Form 2823 (Page 1)

**NOTE: Use only a black ink pen to complete DA Form 2823.**

- a. Block 1. Enter the post location and state where the form is being completed. Do not enter specifics, such as building numbers or MP station.
- b. Blocks 2 and 3. Leave the date and time blocks blank. They will be filled out later.
- c. Block 4. Leave the file number block blank.
- d. Block 5. Enter the last, first, and middle name of the person making the statement.
- e. Block 6. Enter the social security number of the person making the statement.
- f. Block 7. Enter the grade and status of the person making the statement; for example, private first class (E3), captain (O3), or general schedule-5 (GS-5) and the status, such as regular Army (RA), United States Army Reserve (USAR), or inactive ready reserve (IRR).

**Performance Steps**

- g. Block 8. Enter the complete military address, including the post, state, and zip code or Army post office (APO) or fleet post office (FPO) number of the person making the statement. If a civilian other than a government employee is making the statement, enter the individual's home address, including the city, state, and zip code or APO or FPO number. Use the military address for civilians employed by the government.
- h. Block 9. Print or type the first name, middle initial, and last name of the person making the statement in the space provided.
- i. Block 9. Enter the person's statement. Either the MP or the person giving the statement may complete this part. It may be written, printed, or typed.

**NOTE: When written or printed use only a black ink pen.**

- (1) Write the statement as a narrative, as a series of questions with the individual's answers, or as a combination of both of these methods.
- (2) Ensure that the body of the statement contains information about who, what, where, when, why, and how.
- (3) Ensure that your last question is always: "Do you have anything you wish to add concerning the matter under investigation?"

**NOTE: Ensure that the statement is sequential.**

- (4) Ensure that all elements of proof for the crime are included. Be sure to include that the times and dates of specific acts and the methods used to complete the crime. Include information—
  - (a) To identify suspects, accomplices, witnesses, and persons knowing of the crime.
  - (b) To account for stolen property and instruments used in the crime.
  - (c) To tie the evidence to the victim and/or the suspect.

**NOTE: Give the person a chance to express anything he or she wishes that is related to the crime.**

- (5) Ensure that the statement is written from border to border on the form. Continue the second page of the form if there is not enough space on the first page. Refer to Figure 191-376-0002-2.

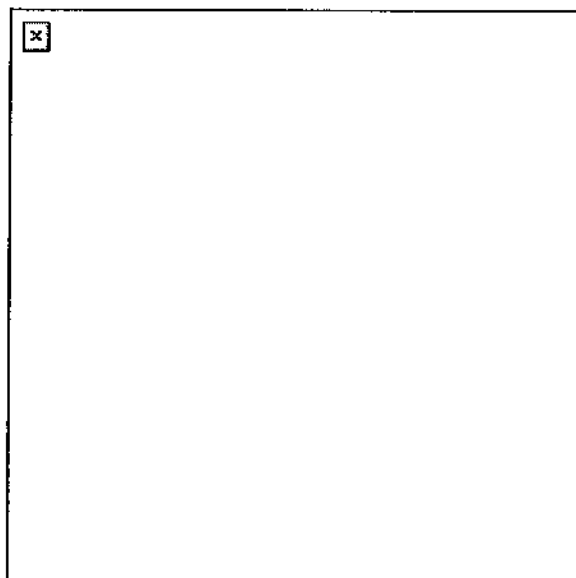


Figure 191-376-0002-2  
Sample DA Form 2823 (Page 2)

- (a) Use a continuation page for the statement, if needed. On each continuation page, place in the space provided, the same information of the person making the statement, as identified in the heading on the first page of DA Form 2823. Refer to Figures 191-376-0002-2 and 191-376-0002-3.

**Performance Steps**

- (b) Complete the time and date. The time and date will be the same as on page 1 and will be completed after the statement is sworn to.
- (6) Refer to Figure 191-376-0002-1. When ending the body of the statement (to include any questions and answers), add the words **END OF STATEMENT** (in capital letters). Place three slashes (*///*) before the word "end" and immediately following the word "statement" to completely close the statement out. Have the person making the statement place their initials after the last slash mark to represent nothing else was or will be added.
- (7) Place a single line through a word if a mistake is made and noticed while the statement is being typed, enter the correct information, and leave a space for the initials of the person making the statement.
- j. Leave the exhibit block blank.
- k. Block 11. Have the person enter his initials (located at the bottom of each page of the statement).
- l. Enter the total number of pages used to complete the statement.

**NOTE: There will never be fewer than two pages in the statement.**

- m. Complete the last page of the statement heading as in paragraph 1i(5)(a) and (b). Refer to Figure 191-376-0002-3.

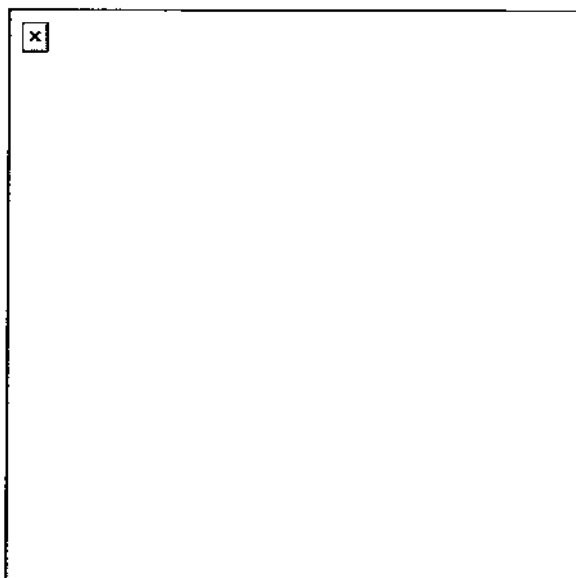


Figure 191-376-0002-3  
Sample DA Form 2823 (Page 3)

- n. Complete the affidavit block. Refer to Figure 191-376-0002-3.

**NOTE: The affidavit states that the information is given voluntarily, mistakes on the affidavit have been corrected, and the number of pages have been verified.**

- (1) Print or type the person's first name, middle initial, and last name.
- (2) Enter the total number of pages used to complete the statement on the second line.

**NOTE: The statement does not end until it has been sworn to and signed. There will always be at least two pages.**

- (3) Have the person making the statement initial at the bottom of each page.
- (4) Complete the page count on the last page of the statement. Ensure that each blank contains the same number, such as 2 of 2 or 3 of 3.

**NOTE: There will never be fewer than two pages in the statement and the last page will never contain the number 1.**



**Performance Steps**

2. Have the person making the statement review and correct any errors. Let the subject read the affidavit or read it to him. If a mistake is found after the statement is completed, line the word out with a single line, write the correction above the mistake, and then have the person initial it.

**NOTE: Do not use correction tape or correction fluid to correct errors.**

3. Administer the oath.
  - a. Ask the person making the statement: "Do you swear or affirm that the information given by you is true and correct to the best of your knowledge, so help you God?"

**NOTE: If the subject objects to the use of the word "God," delete it.**

- b. Ensure that the person signs his payroll signature if he is satisfied that the information is correct. Refer to Figure 191-376-0002-3.
  - c. Enter the date that the statement was signed. Use DOD dates (four-digit year, two-digit month, and two-digit day). Have the person making the statement complete each page heading with the same date and their initials. Refer to Figure 191-376-0002-3.
  - d. Enter the time that the statement was signed in the time block on the first page, and have the person initial above it. Use military time (four digit number, such as 2345 hours). Have the person making the statement complete each page heading with the same time and their initials. Refer to Figure 191-376-0002-1.

4. Complete the affidavit section. Refer to Figure 191-376-0002-3.
  - a. Enter the date, city, state, and zip code where the oath was given under the person's signature in the affidavit section. Do not abbreviate the month.
  - b. Enter your payroll signature in the (appropriate signature of the person administering the oath) block. Print or type your first name, middle initial, last name, rank, and official position (for example, MP, MP investigator) on the next line.
  - c. Enter "Article 136(b)(4), Uniform Code of Military Justice (UCMJ)" for military personnel only on the authority to administer oath line. The authority to administer the oath to a civilian is the United States Code (USC). Enter 5 USC, Chapter 3, Section 303b on the authority to administer the oath line for civilians.
  - d. Complete the witnesses section.
    - (1) Print or type the first name, middle initial, and last name on the first line.
    - (2) Enter the complete unit address on the second line.
    - (3) Enter the post, state, and zip code or the APO or FPO number on the third line.
    - (4) Have the witness sign, using his payroll signature, on the first line that contains the witnesses' information.

**NOTE: A witness is a person who witnesses the signing of the form. Ensure that this statement is witnessed by two persons whenever possible.**

**Evaluation Preparation:** Setup: Provide the soldier with a scenario that will require the use of DA Forms 2823 and 3881.

**Brief soldier:** Tell the soldier where local standing operating procedures (SOPs) may impact the completion of these forms.

**Performance Measures**

	<u>GO</u>	<u>NO GO</u>
1. Completed DA Form 2823.	—	—
2. Had the person making the statement review it and corrected any errors.	—	—
3. Administered the oath.	—	—
4. Completed the affidavit section.	—	—

**Evaluation Guidance:** Score the soldier GO if all steps are passed (G). Score the soldier NO-GO if any step is failed (F). If the soldier fails any step, show him how to do it correctly.

**References**

**Required**  
DA FORM 2823  
DA FORM 3881

**Related**  
AR 190-45  
FM 19-10  
FM 19-20  
UCMJ

**Detect Symptoms of Unusual or Potentially Deviant Behaviors of Internees**  
**191-381-1298**

**Conditions:** You are given internees and Department of Defense (DD) Form 2713.

**Standards:** Detect and report all unusual or potentially deviant behavior of internees to the supervisor and prepare a DD Form 2713.

**Performance Steps**

1. Identify a display of symptoms of a potentially deviant behavior that could lead to problems. Look for indications of:
  - a. Escape mindedness. Internees may talk openly about escaping or you may hear rumors from other internees.
  - b. Aggressive homosexual behavior, by deed or intent. Observe internees who prefer the mannerisms and behaviors of the opposite sex. Observe internees who enjoy being admired by other internees of the same sex. Observe internees who continually make degrading remarks about members of the opposite sex.
  - c. Substance abuse. Some of the following may indicate substance abuse:
    - (1) Nervousness.
    - (2) Sweating.
    - (3) Irritability.
    - (4) Changes in personality.
    - (5) Changes in mannerisms.
  - d. Neurotic behavior. Note if internees express unreasonable desire, or worry to the point that it seems they could become obsessed with them.
  - e. Psychotic behavior. Note if internees exhibit bizarre behaviors or extreme violence without an identifiable cause.
2. Watch for specific unusual or potentially deviant behaviors. Identify the following:
  - a. Barracks thieves who steal from others within the cellblock.
  - b. Dependent internees who ask for approval, recognition, or reward.
  - c. Manipulators who try to get special benefits by doing favors for guard personnel.
  - d. Rebels who instigate trouble or who always follow the "internee" code.
3. Take appropriate action and notify the supervisor if any type of unusual or deviant behaviors are observed.
4. Prepare and turn in a DD Form 2713 when unusual or potentially deviant behaviors are observed.

**Evaluation Preparation:** Setup: You may evaluate this task with a written test.

**Brief soldier:** Tell the soldier to detect and report all unusual or potentially deviant behavior of internees to the supervisor and prepare a DD Form 2713.

**Performance Measures**

	<u>GO</u>	<u>NO GO</u>
1. Identified a display of symptoms of a potentially deviant behavior that could lead to problems.	—	—
2. Watched for specific unusual or potentially deviant behaviors.	—	—
3. Took appropriate action and notified the supervisor if any type of unusual or deviant behaviors was observed.	—	—
4. Prepared and turned in a DD Form 2713 when unusual or potentially deviant behaviors were observed.	—	—

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

**Required**  
DD FORM 2713

**Related**  
FM 3-19.40  
TF 19-4882

## Perform as a Tower Guard

191-381-1302

**Conditions:** As a tower guard in an internment facility with guard towers that have doors with locks, keys to the locks, and a perimeter fence, you are given an individual weapon, ammunition, internees, assisting guards, communications equipment, lights, emergency lights, a whistle or alarm system, and a facility standing operating procedure (SOP).

**Standards:** Perform all the necessary steps to provide security for the facility, maintain custody and control of the internees, prevent contraband from being passed over or through the perimeter fence, and observe all safety precautions.

### Performance Steps

1. Prepare for a shift of duty as a tower guard according to the facility SOP.
  - a. Obtain the applicable special instructions from the supervisor.
  - b. Accept responsibility from the guard who is being relieved, if working at a 24-hour post.
    - (1) Obtain the weapon and ammunition from the guard currently on duty and inspect them.
    - (2) Receive the keys.
    - (3) Check the tower according to the facility SOP to ensure that all required lighting and emergency devices are operational.
    - (4) Obtain a briefing from the guard currently on duty.
    - (5) Notify the supervisor of the change of relief.
  - c. Perform the following steps if you are opening the tower:
    - (1) Obtain the keys from the key custodian and sign for them.
    - (2) Obtain a weapon and ammunition from the arms room.
    - (3) Clear the weapon and perform a functions check.
    - (4) Check the tower according to the facility SOP to ensure that all required lighting and emergency devices are operational.
    - (5) Notify the supervisor when the tower is operational.

2. Observe all activities within your line of sight and report all incidents to the shift supervisor.

**NOTE: Your line of sight should not be less than 80 yards in any direction of the fence line.**

3. Keep internees away from the perimeter fence.
  - a. Use a loud tone of voice or other means available to attract attention and order prisoners who are too close to the fence to move back.
  - b. Request assistance from compound guards when needed.
  - c. Inform your immediate supervisor when a internee refuses to obey an order.
4. Do not permit anyone outside of the facility to get near the fence or to communicate with the internees. If anyone tries to talk to an internee through the fence—
  - a. Ask the individual to leave.
  - b. Record a description of the individual.
  - c. Notify your supervisor.
5. Do not permit anyone outside the facility perimeter to throw or hand items to internees.
  - a. Order the person to stay where he is.
  - b. Record a description of the person, his vehicle, and the direction of travel.
  - c. Take the following steps when an internee catches or receives an item that was passed from outside the facility:
    - (1) Order the internee to stay where he is.
    - (2) Watch the internee until a compound guard can get to him.
  - d. Take the following steps if a thrown item falls to the ground inside the facility:
    - (1) Watch to ensure that an internee does not pick it up.
    - (2) Call for a compound guard to secure it.
  - e. Report to your immediate supervisor all attempts by individuals to pass an item into the facility.

**Performance Steps**

6. Provide backup security for the compound guards.
7. Watch for signs of fire, escape, or internee disorder, and immediately sound the alarm if these things are observed.
8. Respond to escape attempts.
  - a. Sound the alarm by blowing three short blasts on your whistle or using other designated alarm signals as directed in the facility SOP.
  - b. Order the internee to halt. Repeat the order if the internee does not stop.
  - c. Fire at the internee only when all of the following conditions exist:
    - (1) He is outside the last barrier.
    - (2) He continues to attempt the escape.
    - (3) He is 20 meters or more from your position (see Task 191-381-1324).

**DANGER: NEVER SHOOT AT AN ESCAPEE IF IT WILL ENDANGER THE LIVES OF OTHER PERSONS.**

9. Prepare for the end of your shift relief according to the facility SOP.
  - a. Perform the following steps if you are working at a 24 hour post:
    - (1) Sign over the weapon, ammunition, and keys to the guard coming on duty.
    - (2) Brief the oncoming guard.
  - b. Perform the following steps if you are closing the tower:
    - (1) Notify the supervisor on duty at the end of your shift that you have closed the tower and brief him on the activities that occurred during your shift of duty.
    - (2) Turn in the weapon and ammunition to the arms room.
    - (3) Turn in the keys to the key custodian.

**Evaluation Preparation:** Setup: Provide a mock internment facility to include a security guard tower and a perimeter fence. Create several scenarios such as a recreation call, an escape attempt, the passing of contraband, and/or an unauthorized visitor attempt. Have other soldiers act as internees and compound guards.

**Brief soldier:** Tell the soldier that you will evaluate him on the action he takes in response to a given scenario. Brief the soldiers acting as internees and compound guards on the scenario selected, and give them instructions on the actions they should take.

**Performance Measures**

	<u>GO</u>	<u>NO GO</u>
1. Prepared for a shift of duty as a tower guard according to the facility SOP.	—	—
2. Observed all activities within your line of sight and reported all incidents to the shift supervisor.	—	—
3. Kept internees away from the perimeter fence.	—	—
4. Did not permit anyone outside of the facility to get near the fence or to communicate with the internees.	—	—
5. Did not permit anyone outside the facility perimeter to throw or hand items to internees.	—	—
6. Provided backup security for the compound guards.	—	—
7. Watched for signs of fire, escape, or internee disorder and immediately sounded the alarm if these things were observed.	—	—
8. Responded to escape attempts.	—	—
9. Prepared for the end of your shift relief according to the facility SOP.	—	—

STP 19-95C1-SM

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**  
**Required**

**Related**  
AR 190-47  
FM 3-19.40

## Interact With Internees

191-381-1328

**Conditions:** You are given an assignment at a internment facility that requires interaction with internees.

**Standards:** Interact with internees to establish rapport, to establish open lines of communication, and/or to assist the internee in solving his problems.

### Performance Steps

**NOTE: To effectively interact with internees, you must not only talk to them, you must be an active listener. You must be able to read the internee's body language. The way you react to the internees may have a direct influence on their attitudes and behaviors.**

1. Identify elements that influence the behavior of internees. Consider the following:

**NOTE: You must also identify your own prejudices and experiences and how they can affect your response to another person. For example, if you have children, you may have a strong prejudice or reaction to an accused child molester.**

- a. Age.
- b. Race.
- c. Experience.
- d. Training.
- e. The behavior itself.
- f. The time of the behavior.
- g. The location of the behavior.

2. Observe each internee's conduct (visible behavior). You must observe each internee to obtain information about where he is in relation to the policies of the facility and whether he needs some attention or assistance.
  - a. Observe the body language. This is silent communication that physically expresses one's emotional moods and reactions, often without the individual being aware of it. Look for—
    - (1) Facial expressions such as smiles, frowns, tightly pressed lips, and blinking eyes.
    - (2) Gestures such as tapping fingers, clenching fists, and wringing hands.
    - (3) Body positions which may include hugging oneself, crossing the arms, standing with feet braced, or continually shifting one's weight from one foot to the other (fighting stance).
    - (4) Body distance. The internee may invade another person's body space by jabbing the person with his finger, placing his hand or arm on the other person's arm or shoulder, or standing very close to the person while speaking or listening to him.
  - b. Observe for behaviors that express attitudes and emotions. This is important to help determine if the internee is acting normally or to help detect a change in his normal demeanor that could possibly be the beginning of trouble and/or problems. These may be shown through—
    - (1) Hurt. An internee may display hurt by appearing embarrassed, becoming withdrawn, showing grief, or crying.
    - (2) Anger. An internee may display anger by becoming aggressive, using sarcasm, using loud or abusive language, refusing to cooperate, displaying a stiff and stony face, or showing resentment and/or frustration.
    - (3) Fear. An internee may display fear by sweating, becoming nauseous, running away, freezing in place, becoming nervous, becoming physically or mentally unable to cooperate, or becoming overly cooperative or submissive.
    - (4) Concern. An internee may show concern by offering aid and comfort by word or deed, offering to listen to your problems, or exhibiting other similar acts of caring.

**NOTE: For example, he may tell you he knows you have had a hard day and offer to help you with something you have to do or say, "I know this must be a tough job." Be careful that you do not discuss your problems or personal life with an internee. The internee could possibly use information such as this for manipulative purposes.**

3. Exhibit good listening skills.



**Performance Steps**

**NOTE: Some internees may attempt to have lengthy conversations with guards as a distractor to cover up unauthorized activities of other internees. Be careful not to engage in lengthy conversations that deter you from your primary mission of custody and control.**

- a. Listen for practical and worthwhile ideas in what the speaker is saying. Do not dominate the conversation, but listen for new information.
  - b. Concentrate on content, not the speaker's delivery. Remember, the message is important, not the way he chooses to deliver it. For example, a internee may talk in an excited manner, jumping from one idea to another, but what he says is important despite an ineffective delivery.
  - c. Hear all the speaker has to say before evaluating it. Don't decide a subject is uninteresting until you screen what is said. When a prisoner tries to tell you why he committed an offense, don't dismiss his comments as exaggerated or untrue. What he tells you may give you an important key to his future behavior.
  - d. Listen for concepts and main ideas, not just for facts. A good listener is an idea listener.
  - e. Be a flexible note taker. You don't need to outline everything you hear. Adapt your note taking to the organizational pattern of the speaker. Don't write notes while talking to an internee if it makes the him nervous. Write your notes immediately after the interview if you cannot take them while the internee is talking.
  - f. Pay attention and be an active listener.
    - (1) Maintain good eye contact.
    - (2) Maintain good posture (neither too rigid nor too relaxed).
    - (3) Nod your head occasionally to let the internee know you are paying attention.
    - (4) Maintain natural and relaxed facial expressions.
  - g. Tune out distractions and interruptions. If you cannot hear the internee, move the conversation to a quieter place.
  - h. Accept the challenge of new and complex ideas. Do not seek to avoid difficult, expository, or technical material. Have a positive attitude toward learning experiences.
  - i. Ignore emotion-laden words or phrases that upset you and disrupt your thought. Don't get upset over something that is being said and miss the rest of the message. For instance, if a prisoner makes an ethnic slur, remain impartial and listen to his story.
4. Identify speech patterns that will help you interpret the true meanings of what the internee is saying. Listen intently to the content and feelings to help identify the underlying meaning of what he is saying. True meanings may be implied by his tone of voice, emphasis or inflection given, breaks in the sentence, the speed of delivery, the degree of loudness or softness, and the pitch of his voice. Listen for negative emotions such as hate and frustration.
  5. Assist an internee to define a problem.
    - a. Help the internee think through the problem, understand his involvement and define the problem. Do not define the problem yourself. Some problems the internee may have are emotional, financial, with family members, personal illness, or spiritual.
    - b. Assist the internee in considering alternate courses of action, but let him select the solution. By doing this, the internee learns to make decisions and to accept responsibility.
    - c. Assist the internee in implementing the solution. If you tell the internee that you will find the answer to a question or that you will take some action of his behalf, make sure you follow through, and then inform him of the results.
  6. Obtain assistance from trained professionals according to facility regulations and the standing operating procedure (SOP) if you are unable to help the internee.
  7. Use the proper standards of conduct when interacting with internees. Do not—
    - a. Physically or verbally abuse internees.
    - b. Fraternalize with internees or their families.
    - c. Use your position to obtain personal favors from internees.
    - d. Manipulate internees.
    - e. Reward informants.
    - f. Bring contraband or unauthorized items into the facility.

**Performance Steps**

**NOTE:** There is a fine line between performing your duty and being a friend; therefore, you must use sound judgment when working with internee.

**Evaluation Preparation:** Setup: You may give either a paper and pencil test or arrange for a group of soldiers to act as internees and create various scenarios where the internees have different problems.

**Brief soldier:** Tell the soldiers acting as internees what the problem is, how to act, and how to respond to the soldier being evaluated. Tell the soldier being evaluated that he must correctly interact with the internees according to the scenario.

**Performance Measures**

	<u>GO</u>	<u>NO GO</u>
1. Identify elements that influence the behavior of internees.	—	—
2. Observed each internee's conduct.	—	—
3. Exhibited good listening skills.	—	—
4. Identified speech patterns.	—	—
5. Assisted an internee define the problem.	—	—
6. Obtained assistance, when required.	—	—
7. Used the proper standards of conduct when interacting with internees.	—	—

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier a NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

**Required**

**Related**

AR 190-47

FM 3-19.40

**Prepare a Department of Defense (DD) Form 2713**  
**191-381-1339**

**Conditions:** You are given a situation involving one or more internees that require a written report and a DD Form 2713.

**Standards:** Prepare a complete and accurate report without error and turn it in to the supervisor for review.

**Performance Steps**

**NOTE:** Use a DD Form 2713 to report either positive or negative information about an internee. For example, you will normally prepare an DD Form 2713 if you observe an internee sitting in his cell and crying.

1. Prepare DD Form 2713 using precise terms or language, not slang.

**NOTE:** If hearsay is used, identify it as such so that it can be verified or dismissed through investigation.

2. Complete all the blocks of the form, as applicable (Figure 191-381-1339-1). Complete—
  - a. The report date. Enter the date that the report was prepared.
  - b. Block 1. Enter the internee's full name (last, first, middle).
  - c. Block 2. Enter the internee's social security number (SSN).
  - d. Block 3. Enter the internee's identification (ID) number, if applicable.
  - e. Block 4. Enter the internee's custody level.
  - f. Block 5. Enter the internee's quarters and detail names.
  - g. Block 6. Enter the name of the cellblock or dormitory to which the internee is assigned.
  - h. Block 7. Enter the cell and bunk number to which the internee is assigned.
  - i. Block 8.
    - (1) Block 8a. Check the box which corresponds to the type of observation being reported (favorable, unfavorable, injury, or behavioral).
    - (2) Block 8b. Enter the date that the incident occurred.
    - (3) Block 8c. Enter the time that the incident occurred.
    - (4) Block 8d. Enter where the incident occurred.
    - (5) Block 8e. Check "yes" or "no" to indicate whether or not the internee was informed that the report was prepared.
  - j. Block 9.
    - (1) Block 9a. Enter your full name (last, first, middle).
    - (2) Block 9b. Enter your pay grade.
    - (3) Block 9c. Enter your duty title.
    - (4) Block 9d. Enter the date the report was prepared.
  - k. Block 10.
    - (1) Block 10a. Enter the full name of a witness (last, first, middle)
    - (2) Block 10b. Enter the pay grade of the witness, if applicable.
    - (3) Block 10c. Enter the title of the witness.
    - (4) Block 10d. Enter the date of witness to the incident.
  - l. Block 11. Include all facts about the incident, including the date and time of the incident, what was seen, what was said, who was involved, why the incident occurred (if known) and how it occurred. Be as specific as possible. If additional space is needed to complete this report, use DD Form 2719.

## Performance Steps

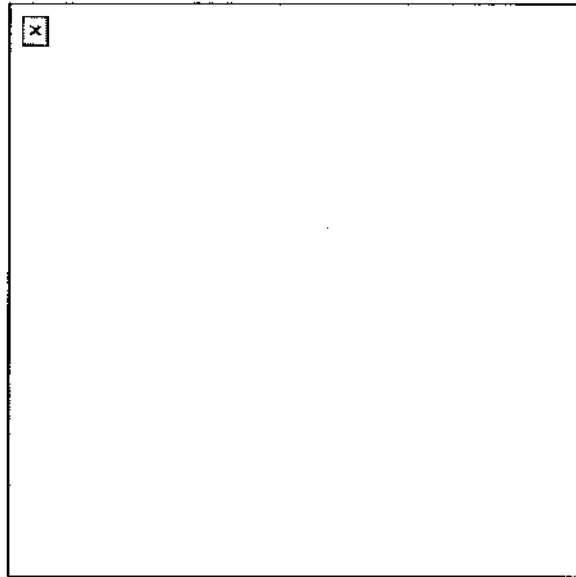


Figure 191-381-1339-1  
DD Form 2713

- m. Block 12.
  - (1) Place your signature in this block. This block should only be signed by the person preparing the report.
  - (2) Block 12b. Enter the date the report was signed by the reporting person.
- n. Block 13.
  - (1) Check the appropriate block, as to whether or not immediate medical attention was required.
  - (2) Block 13b. Enter the date immediate medical attention was administered.
  - (3) Block 13c. Enter the time immediate medical attention was administered.
  - (4) Block 13d. Give a brief description of any medical attention that was given to the internee.
- o. Block 14.
  - (1) Block 14a. Enter the name of the supervisor to which the incident was reported (last, first, middle).
  - (2) Block 14b. Enter the date that the incident was reported to the supervisor.
  - (3) Block 14c. Enter the time that the incident was reported to the supervisor.
- p. Block 15. Give a brief description of the actions taken by the supervisor in response to the incident.
- q. Block 16. Give a brief description of the actions taken by the reviewing authority in response to the incident.
- r. Block 17.
  - (1) Block 17a. Enter the name, grade, and title of the commanding officer or his designated representative.
  - (2) Block 17b. The commanding officer or his designated representative will sign this block.
  - (3) Block 17c. Enter the date that the commanding officer or his designated representative signs the form.

**Evaluation Preparation:** Setup: Provide the soldier with one or more role-players to act as internees that are creating a situation that requires a DD Form 2713.

**Brief soldier:** Tell the soldier to properly prepare a complete and accurate DD Form 2713 without error and turn it in to the supervisor for review.

**Performance Measures**

GO    NO GO

1. Prepared DD Form 2713 using precise terms or language, not slang.
2. Completed all the applicable blocks of the form.

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

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

**Required**

DD FORM 2713

DD FORM 2719

**Related**

AR 190-47

**Prepare a Department of Defense (DD) Form 2714  
191-381-1340**

**Conditions:** You are given a situation where you observe one or more internees engaging in an activity that requires you to prepare a DD Form 2714. You are given DD Form 2714.

**Standards:** Prepare a complete and accurate report without error and turn it in to the supervisor for review.

**Performance Steps**

**NOTE:** Use a DD Form 2714 to report negative information about an internee. For example, you will prepare a DD Form 2714 if you observe internees in a physical altercation.

1. Complete DD Form using precise terms or language, not slang.

**NOTE:** If hearsay is used, identify it as such so that it can be verified or dismissed through investigation.

2. Complete the form (Figures 191-381-1340-1 and 191-381-1340-2) , as applicable. Complete—

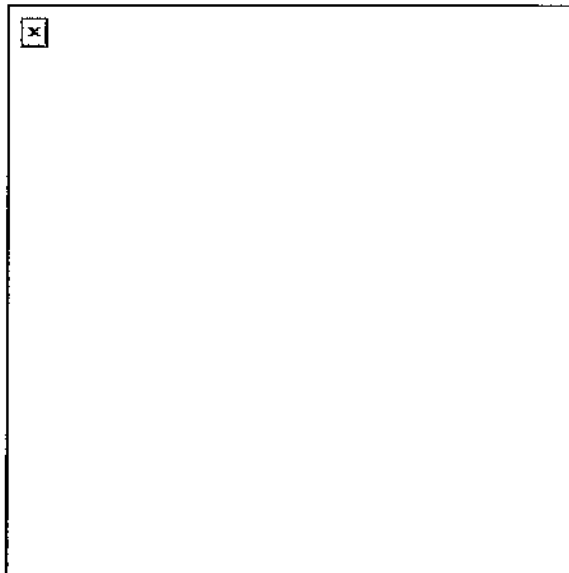


Figure 191-381-1340-1  
Sample of a DD Form 2714 (Front Side)

**Performance Steps**

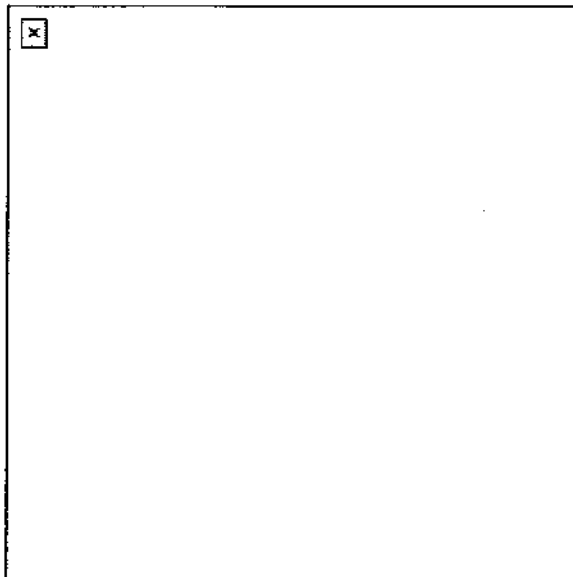


Figure 191-381-1340-2  
Sample of a DD Form 2714 (Reverse)

- a. The report date. Enter the date that the report was prepared.
- b. Block 1.
  - (1) Block 1a. Enter the internee's full name (last, first, middle)
  - (2) Block 1b. Enter the internee's social security number (SSN).
  - (3) Block 1c. Enter the internee's identification (ID) or registration number, if applicable.
- c. Block 2. Enter the internee's current custody level.
- d. Block 3. Enter the name of the cellblock/dormitory to which the internee is assigned.
- e. Block 4. Enter the internees detail name or number.
- f. Block 5.
  - (1) Block 5a. Enter the name and/or number of the violation(s) or offense(s).
  - (2) Block 5b. Enter the date of the incident.
  - (3) Block 5c. Enter the time of the incident.
  - (4) Block 5d. Enter the location of the incident.
  - (5) Block 5e. Include all facts about the incident, to include the date and time of the incident, what was seen, what was said, who was involved, why the incident occurred (if known), and how it occurred. Be as specific as possible. If additional space is needed to complete this report, use DD Form 2719.
- g. Block 6.
  - (1) Block 6a. Enter your full name (last, first, middle).
  - (2) Block 6b. Enter your pay grade.
  - (3) Block 6c. Enter your duty title.
  - (4) Block 6d. Place your signature in this block. This block should only be signed by the person preparing the report.
  - (5) Block 6e. Enter the date that the report was prepared.
- h. Block 7.
  - (1) Block 7a. Your supervisor will enter his name in this block (last, first, middle).
  - (2) Block 7b. Your supervisor will enter the date that the incident was reported in this block.
  - (3) Block 7c. Your supervisor will enter the time that the incident was reported in this block.
  - (4) Block 7d. Your supervisor will write a brief description of the actions taken in response to the incident.
- i. Block 8.

**Performance Steps**

- (1) Block 8a. Check the appropriate block as to whether or not medical attention was needed
- (2) Block 8b. Enter the date that medical attention was administered.
- (3) Block 8c. Enter the time that medical attention was administered.
- (4) Block 8d. Briefly describe any medical attention that was administered to the internee.
- j. Block 9. The investigator will check the appropriate block as to whether or not an investigation was required.
- k. Block 10.
  - (1) Block 10a. The investigator will check the appropriate block as to whether or not the internee was advised of his rights.
  - (2) Block 10b. The investigator will check the appropriate block as to whether or not the internee waived his rights.
  - (3) Block 10c. The investigator will check the appropriate block as to whether or not the internee made a statement.
- i. Block 11.
  - (1) Block 11a. The investigator will check the appropriate block as to whether or not he completed an investigative summary.
  - (2) Block 11b. The investigator will write a brief synopsis of his findings.
  - (3) Block 11c. The investigator will enter his name and title.
  - (4) Block 11d. The investigator will place his signature in this block.
  - (5) Block 11e. The investigator will enter the date that the form was signed.
- m. Block 12. Use DD Form 2719 if additional space is required.
- n. Block 13.
  - (1) Block 13. The reviewing authority will enter recommendations and/or actions taken regarding the incident.
  - (2) Block 13b. The reviewing authority will enter his name, grade, and title.
  - (3) Block 13c. The reviewing authority will place his signature in this block.
  - (4) Block 13d. The reviewing authority will enter date that the form was signed.
  - (5) Block 14.
    - (a) Block 14a. The disciplinary and adjustment board president will check the appropriate block according to the board findings and enter a brief summary, based on those findings.
    - (b) Block 14b. The board president will enter the actions recommended by the board.
    - (c) Block 14c. The board president will enter his name and title.
    - (d) Block 14d. The board president will place his signature in this block.
    - (e) Block 14e. The board president will enter the date that the form he signed the form.
  - (6) Block 15. The reviewing officer will enter the actions recommended.
    - (a) Block 15b. The reviewing officer will enter his name and title.
    - (b) Block 15c. The reviewing officer will place his signature in this block.
    - (c) Block 15d. The reviewing officer will enter the date that he signed the form.
  - (7) Block 16. The approving authority will enter the actions taken.
    - (a) Block 16b. The approving authority will enter his name and title.
    - (b) Block 16c. The approving authority will place his signature in this block.
    - (c) Block 16d. The approving authority will enter the date that he signed the form.

**Evaluation Preparation:** Setup: Create a realistic situation that fully exploits the use of DD Form 2714. Provide the soldier with the necessary personal information to properly fill out the form.

Brief soldier: Tell the soldier to complete an accurate report without error and turn it in to the supervisor for review.

**Performance Measures**

- 1. Used precise terms and language, not slang.

**GO**    **NO GO**

—        —



**Performance Measures**

<u>GO</u>	<u>NO GO</u>
—	—

- 2. Completed the form, as applicable.

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier a NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

**Required**

DD FORM 2714

DD FORM 2719

**Related**

AR 190-47

Subject Area 18: Visitors' Room Procedures

**Search a Visitor Room Before and After Visits**  
**191-381-1313**

**Conditions:** You are given a furnished room, keys to the door locks, searching devices, assisting guards, and a requirement to perform a search of the visitor room before and after visits.

**Standards:** Search the visitor room before and after visits to ensure that no contraband is present. Observe all safety precautions.

**Performance Steps**

1. Search the visitor room and adjacent areas before allowing any visitors to enter.
  - a. Perform a systematic and thorough search. Select a point in the room and begin a clockwise or counterclockwise search around the room.
  - b. Search for contraband such as messages, weapons, and money (refer to Task 191-381-1288).

**CAUTION: USE SEARCHING DEVICES SUCH AS A FLASHLIGHT, MIRROR, OR PROBING DEVICE WHEN SEARCHING AREAS THAT CANNOT BE READILY SEEN IN ORDER TO AVOID THE POSSIBILITY OF INJURY.**

- c. Ensure that you check all areas, including—
  - (1) Underneath chair cushions.
  - (2) Behind pipes.
  - (3) Behind curtains.
  - (4) Around and underneath latrine fixtures.
  - (5) Underneath tables and chairs.
  - (6) All cracks, holes, or small open spaces in the structure itself.
- d. Report the results of the search to the supervisor.
  - (1) Turn in all contraband.
  - (2) Prepare and submit a Department of Defense (DD) Form 2713 (refer to Task 191-381-1339).

2. Repeat the search procedures after the visiting period is over and the room has been cleared.

**Evaluation Preparation:** Setup: Create a visitor room with contraband placed in selected areas.

Brief soldier: Tell the soldier to safely perform a proper search of the visitor room before and after visits to ensure that no contraband is present. Prepare a DD Form 2713 if any contraband is found.

**Performance Measures**

	<u>GO</u>	<u>NO GO</u>
1. Searched the visitor room and adjacent areas before allowing any visitors to enter.	—	—
2. Repeated the search procedures after the visiting period was over and the room was cleared.	—	—

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

**Required**  
 DD FORM 2713

**Related**  
 AR 190-47  
 FM 3-19.40

**Inform an Internee of Rules and Regulations Regarding Visitors**  
**191-381-1329**

**Conditions:** You are given a requirement to inform a newly confined internee of the rules and regulations regarding visitors.

**Standards:** Inform a newly confined internee of all facility rules and regulations that govern internee visitations.

**Performance Steps**

**NOTE: The facility standard operating procedure (SOP) will dictate when and under what circumstances visitors or facility personnel may enter areas within the internment facility that are outside the visitor area.**

1. Inform the internee that he must submit a list of requested visitors. Inform him that this list may include—
  - a. Members of his immediate family (such as his spouse, children, parents, brothers, and sisters).
  - b. Members of the clergy (other than the facility chaplain).
  - c. Other personnel identified in the facility SOP.
  
2. Inform the internee that visitors will not be permitted until the requested list is authorized by the facility commander or his designated representative.
  
3. Inform the internee of personnel who do not require prior approval. Inform him that this list may include—
  - a. Members of Congress.
  - b. The prison chaplain.
  - c. Official visitors, such as members of his chain of command.
  
4. Explain the rules and regulations governing the visiting period.
  - a. Brief the internee on the visiting hours and days, the time limits, and the number of visitors permitted.
  - b. Ensure that the internee understands that he will be frisked before each visit and strip-searched after each visit.
  - c. Ensure that the internee understands that there will be a guard on duty during visiting hours to provide security and control, not to overhear or record conversations.
  - d. Ensure that the internee understands that the facility commander or his designated representative must approve, in advance, gifts from visitors. Inform him that all unapproved items will be considered contraband.
  - e. Inform the internee that he may briefly embrace a visitor at the beginning of the visit and again at the completion of the visit.
  - f. Inform the internee that he may hold the visitor's hands throughout the visit, but their hands must always be visible to the guard.
  - g. Ensure that the internee understands that a violation of the rules and regulations by either himself or the visitor may result in termination of the visit.

**Evaluation Preparation:** Setup: Provide the soldier with a role-player to act as a newly confined internee who is to be informed of the rules and regulations regarding visitors.

**Brief soldier:** Tell the soldier to ensure that the newly confined internee is briefed and understands the rules and regulations regarding visitors.

**Performance Measures**

1. Informed the internee that he must submit a list of requested visitors.

<u>GO</u>	<u>NO GO</u>
—	—

**Performance Measures**

	<u>GO</u>	<u>NO GO</u>
2. Informed the internee that visitors will not be permitted until the requested list is authorized by the facility commander or his designated representative.	—	—
3. Informed the internee of personnel not requiring prior approval.	—	—
4. Explained the rules and regulations governing the visiting period.	—	—

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

**Required**

**Related**

AR 190-47  
FM 3-19.40

**Assist in the Control of Internee Visits**  
**191-381-1330**

**Conditions:** You are given a requirement to assist in the control of internee visits within a furnished visitor room in a internment facility. You are given interneers, assisting guards, visitors, the facility standing operating procedures (SOPs), and a facility rule book.

**Standards:** Position yourself in the visitor room where you can be seen and observe the visits, without calling undue attention to yourself. Enforce the facility rules and take action to correct violations, stop fights, and, if necessary, end the visit.

**Performance Steps**

1. Assume a position in the visitor room where you can be seen without calling undue attention to yourself.
  - a. Choose a location where you will not interfere with the visits.
  - b. Move around the room as necessary to allow for good observation.

**NOTE: Do not act as though you are spying on the interneers and their visitors.**

2. Observe the visits and enforce the facility visitation rules as outlined in the facility SOPs and rule book.
  - a. Allow interneers and visitors to embrace briefly at the beginning and again at the end of the visit.
  - b. Allow interneers to hold hands with their visitors during the visit. Ensure that their hands are always visible.
  - c. Do not listen to conversations between interneers and visitors. Do not repeat conversations that are overheard.
  - d. Ensure that the interneers and visitors are properly dressed and that they stay dressed throughout the visit.
  - e. Do not allow visitors and interneers to exchange items.
  - f. Watch for violations of other rules set by the facility commander.
3. Take corrective action if an internee or visitor breaks a visitation rule.
  - a. Direct the internee to move away from the visitor so you can speak to him privately. Do not embarrass the internee by correcting him in front of the visitor (refer to Task 191-381-1328).
  - b. Remind the internee about the violated rule.
  - c. Remind the internee that the visit can be stopped if the misconduct continues.
  - d. Allow the internee to rejoin the visitor (unless the circumstances prohibit a continuation of the visit).
  - e. Advise the supervisor of the incident.
4. Use tact and courtesy when speaking to visitors.

**Evaluation Preparation:** Setup: Provide a furnished room for the visiting area. Have additional soldiers play the roles of guards, interneers, and visitors. Create various scenarios using role-players that depict various situations (such as an argument between a internee and a visitor) that may occur during a visit.

**Brief soldier:** Tell the soldier to maintain control of internee visits by enforcing the rules, regulations, and local SOPs.

**Performance Measures**

	<u>GO</u>	<u>NO GO</u>
1. Assumed a position in the visitor room where you could be seen without calling undue attention to yourself.	—	—
2. Observed the visits and enforced the facility visitation rules as outlined in the facility SOPs and rule book.	—	—

**Performance Measures**

	<u>GO</u>	<u>NO GO</u>
3. Took corrective action if a internee or visitor broke a visitation rule.	—	—
4. Used tact and courtesy when speaking to visitors.	—	—

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References****Required****Related**

AR 190-47  
FM 3-19.40

Subject Area 19: Escort Guard Duties

**Escort Internees on Foot Outside an Internment Facility**

**191-381-1300**

**Conditions:** You are given a requirement to escort internees outside an internment facility. You are given additional personnel, prepared Department of Defense (DD) Forma 2708, blank DD Forms 2713 and 2714, a telephone or radio, and a weapon (when required).

**Standards:** Complete the performance steps, and maintain control and custody of all internees while moving them to a designated destination outside the internment facility. Observe all safety precautions.

**Performance Steps**

1. Sign a DD Form 2708 on each internee being escorted.
2. Frisk each internee before leaving the facility.
3. Obtain weapons and restraints (as directed by your supervisor).
4. Place the restraints on the internees.
5. Implement procedures while moving internees to the destination.
  - a. Escort a single internee. Stay behind and slightly to the left or right, out of the internee's reach.
  - b. Escort multiple internees.
    - (1) Instruct internees to form a line, single file or in columns of twos.
    - (2) Stay 6 to 8 feet behind and slightly to the left or right of the formation. Ensure that your position allows observation of all the internees at all times.
    - (3) Direct the assisting guards to the flank of the formation, out of the internees' reach.

**WARNING: ENSURE THAT ARMED GUARDS ALWAYS KEEP THEIR WEAPONS ON THE SIDE AWAY FROM THE INTERNEES.**

**CAUTION: BE PARTICULARLY CAREFUL WHEN MOVING AROUND CORNERS.**

- (4) Move the internees along the most direct route to the designated point, as quickly as possible. Do not allow anyone or anything to pass through the formation or between you and the internees.
  - c. Escort multiple internees along a roadway.
    - (1) Move the internees on the left side of the road, facing the traffic.
    - (2) Keep the internees far enough off the road to prevent them from jumping into a passing vehicle.
    - (3) Use a flanking movement to move the internees across the road.
    - (4) Be especially watchful at intersections.
6. Take appropriate corrective action to handle any disciplinary problems.
  - a. Correct the misconduct using the least amount of force necessary.
  - b. Request assistance when needed. Notify your supervisor by telephone or messenger.
  - c. Return all internees to the facility upon identification of a problem internee.
  - d. Report all incidents to your immediate supervisor.
  - e. Prepare a DD Form 2713 or DD Form 2714.
7. Take the appropriate corrective action for an escape attempt (refer to Task 191-381-1322).

**Evaluation Preparation:** Setup: Use predetermined routes to evaluate the soldier's ability to escort internees on foot. Create scenarios involving incidents such as disorders and escape attempts. Select other soldiers to role-play the part of internees and assistant guards. Coach the mock internees and guards on the actions they are to take.

Brief soldier: Tell the evaluated soldier that he will be rated on his responses to the various scenarios.

<b>Performance Measures</b>	<b><u>GO</u></b>	<b><u>NO GO</u></b>
1. Signed a DD Form 2708 on each internee being escorted.	—	—
2. Frisked each internee before leaving the facility.	—	—
3. Obtained weapons and restraints (as directed by your supervisor).	—	—
4. Placed the restraints on the internees.	—	—
5. Implemented procedures while moving internees to the destination.	—	—
6. Took appropriate corrective action to handle any disciplinary problems.	—	—
7. Took the appropriate corrective action for an escape attempt.	—	—

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

#### References

##### Required

DD FORM 2708  
DD FORM 2713  
DD FORM 2714

##### Related

AR 190-47  
FM 3-19.40



**Escort Internees by Motor Vehicle**  
**191-381-1301**

**Conditions:** You are given weapons (if required), a Department of Defense (DD) Form 2708 for each internee, an internee roster, hand irons, additional restraining devices, drivers, and assistant escort guards (if needed).

**Standards:** Escort internees by motor vehicle according to the performance steps and the local standing operating procedure (SOP).

**Performance Steps**

1. Attend the mission information briefing provided by your supervisor. Obtain information about the—
  - a. Type of vehicle.
  - b. Departure time.
  - c. Number of and status of internees.
  - d. Number of assisting escorts.
  - e. Type of weapon, if applicable.
  - f. Type of restraints (in addition to the required hand irons), if applicable.
  - g. How, when, and to whom you will release the prisoners at the final destination.
  - h. Actions to take in case of a disorder or an escape attempt.

2. Sign a DD Form 2708 for each internee escorted out of the facility.

3. Take actions prior to loading the internees in the vehicles.

- a. Ensure that all vehicles are thoroughly searched and that all items considered potential weapons are removed or secured.
- b. Brief the driver.

**NOTE: The vehicle drivers may not necessarily be internment personnel.**

- (1) Instruct him not to talk to the internees.
- (2) Establish emergency signals, such as one tap to start and two taps to stop the vehicle.
- (3) Inform him of pertinent information required to complete the mission, such as the destination.
- (4) Instruct the driver to secure the tailgate or doors of an open-bed truck or ambulance after the internees and escorts have boarded.

c. Ensure that all internees are frisked.

4. Apply restraining devices as directed or required.

**CAUTION: DO NOT RESTRAIN TWO ESCAPE RISK INTERNEES TOGETHER. DO NOT RESTRAIN INTERNEES TO ANY PART OF THE VEHICLE.**

5. Transport internees on a caged bus.

- a. Direct the internees to form lines, single file or in two columns (depending on the number of internees).
- b. Provide an unarmed guard with the seating plan, and instruct him to enter the bus and move to the rear. Instruct the guard to direct the internees to their seats as they board the bus, filling the bus from the back to the front. Instruct the guard to take a seat at the back of the bus.

**NOTE: Internees should not be seated near emergency exits or directly behind the driver. Do not allow them to move around after they are seated.**

- c. Give an unarmed guard the internee roster, and direct him to assume a position by the door, outside of the bus. Instruct him to call each internee's last name and match it against the first name and social security number (SSN) on the roster. Instruct him to individually board each cleared internee.
- d. Instruct the internees to approach the door of the bus, one at a time, as his last name is called and to respond with his first name and SSN. Match the name and SSN against the roster and then allow the internee to board.
- e. Take a seat near the driver if you are unarmed. Take a seat outside the cage if you are armed.

**Performance Steps**

- f. Direct the guards to open the windows (no more than 4 inches) if ventilation is required.
  - g. Unload the bus by reversing the boarding procedures (steps 5d through 5a).
6. Transport internees on an uncaged bus.
    - a. Perform steps 5a through 5d.
    - b. Do not board the bus if you have a weapon. Ride in an escorting vehicle.
    - c. Unload the bus by reversing the loading order (steps 5a through 5d).
  7. Transport internees in an open-bed truck.
    - a. Board the vehicle first if you are armed. Have the assisting guard hold the weapon while you board and then hand it back to you.
    - b. Stand just behind the truck cab facing the internees during internee loading.
    - c. Call each internee's last name and tell him to respond with his first name and SSN. Match the name and SSN against the roster and then allow the internee to board.
    - d. Direct the internees to board the truck one at a time. Tell them to go to the front of the truck and to sit alternating one on each side, filling the truck from the front to the rear.
    - e. Ensure there is space between the guards and the internees and between the tailgate and the internees.

**NOTE: The assistant guard always boards last and sits on the opposite side of the vehicle from the senior guard, between the tailgate and the internees to allow for maximum internee observation.**

- f. Keep your weapon on your side if armed, away from the internee.
  - g. Unload the truck by reversing the loading order (the last internee boarded is the first internee to unload).
8. Transport internees in a high-mobility multipurpose wheeled vehicle (HMMWV).
    - a. Follow the procedures for escorting one internee.
      - (1) Direct the internee to sit in the back seat, directly behind the front passenger seat. Place a seat belt around him.
      - (2) Enter the vehicle after the internee. Sit in the back seat behind the driver if you are alone. Direct the assistant guard to sit in the back seat behind the driver, if you have one, and you sit in the front passenger seat.
      - (3) Keep your weapon on your side if armed, away from the internee.
      - (4) Unload the HMMWV by reversing the loading order.
    - b. Follow the procedures for escorting two internees, without the use of assistant guards.
      - (1) Direct one internee to sit in the front passenger seat and the other to sit in the rear seat directly behind the front passenger seat.
      - (2) Fasten each internee's seat belt.
      - (3) Sit in the rear seat directly behind the driver.
      - (4) Keep your weapon on your side if armed, away from the internee.
      - (5) Unload the internees by reversing the loading order.
  9. Transport internees in an ambulance or a van.
    - a. Direct the internees to board the vehicle.
    - b. Board the vehicle and position yourself between the side and rear doors. Instruct the assistant guards to board.
    - c. Place your weapon on your side, away from the internees (if armed).
    - d. Unload the vehicle by reversing the loading order.

**Evaluation Preparation:** Setup: Provide a vehicle or reasonable simulation for each type vehicle in this task. Have other soldiers role-play the part of internees. Coach the mock internees on the actions they are to take. Tell them that they must obey all directives issued by internment personnel.

**Brief soldier:** Tell the soldier to complete the appropriate steps and to follow the local SOP to properly escort internees by motor vehicle.

**Performance Measures**

	<u>GO</u>	<u>NO GO</u>
1. Attended the mission information briefing.	—	—
2. Signed a DD Form 2708 for each internee escorted out of the facility.	—	—
3. Took actions prior to loading the internees in the vehicles.	—	—
4. Applied restraining devices as directed or required.	—	—
5. Transported internees on a caged bus.	—	—
6. Transported internees on an uncaged bus	—	—
7. Transported internees in an open-bed truck.	—	—
8. Transported internees in a HMMWV.	—	—
9. Transported internees in an ambulance or a van.	—	—

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

**Required**  
DD FORM 2708

**Related**  
AR 190-47  
FM 3-19.40

## Escort Internees by Aircraft

191-381-1540

**Conditions:** You are given a requirement to escort internees by aircraft. You are given a weapon (if required), hand irons, assisting internment personnel, additional restraints, Department of Defense (DD) Form 2708, and access to Army Regulation (AR) 190-47.

**Standards:** Complete the appropriate steps. Maintain custody and control of the internees while observing all safety precautions.

### Performance Steps

1. Attend the mission briefing and obtain all available information. Obtain information on the—
  - a. Number of internees to be escorted.
  - b. Custody grade of each internee.
  - c. Guard-to-internee ratio, as required by AR 190-47.
  - d. Type of weapon required.
  - e. Use of force.
  - f. Type of restraints required (in addition to hand irons).
  - g. Mode of transportation to be used to transport the internee to the airport or aircraft.
  - h. Type of aircraft that will be used (such as commercial, military, or charter).
  - i. Procedures to be taken in the event of a disorder or escape attempt.
  - j. Release of the internees (who, when, and where).

2. Escort internees on a commercial aircraft.

**NOTE: Twenty-four hours before the flight, the chief of internee services will coordinate with the air carrier representative regarding the transfer of the internees. He will provide the carrier with a list containing the name, rank, and social security number (SSN) of each internee and escort guard and any other information that could possibly affect the security of the move.**

- a. Coordinate with the air carrier regarding specific requirements (as directed by your supervisor).
- b. Notify the air carrier of the following information at least one hour before departure (when directed by your supervisor):
  - (1) The identity of the internees.
  - (2) The flight on which the internees will be transported.
  - (3) If an internee is considered dangerous.

**NOTE: If a internee is classified as maximum custody or dangerous, he will be the only internee allowed on that flight.**

- (4) If you are armed.
- c. Assure the air carrier that the internees will have been searched before the flight and that you have adequate restraining devices to secure the internees.
- d. Search the internees before the move.
- e. Sign a DD Form 2708 for each internee you escort outside the internment facility.
- f. Place restraining devices on the internees according to the briefing instructions.
- g. Transport the internees to the aircraft according to the briefing instructions.
- h. Keep the internees out of the public view as much as possible.

**NOTE: If a delay occurs or if you must wait for connecting flights, ask an airline representative or the terminal manager for a waiting room or area away from the main terminal.**

- i. Board the internees before the other passengers board (when possible).
- j. Turn your weapons over to the aircraft commander.

**NOTE: The aircraft commander will maintain custody of the weapons while you are onboard the aircraft.**

- k. Select seats to the rear of the aircraft, when possible, but ensure that the seats are not located in a lounge area or next to or directly across from an aircraft exit.

**CAUTION: DO NOT SECURE INTERNEES TO ANY PORTION OF THE AIRCRAFT. FOLLOW AIRLINE POLICIES AND DIRECTIVES ON THE USE OF RESTRAINTS WHILE ON BOARD THE AIRCRAFT.**

**Performance Steps**

- l. Ensure that there is always a guard between an internee and the aisle.
- m. Ensure that the internees remain seated at all times, with the exception of using the latrine.
- n. Allow only one internee at a time to go to the latrine.
  - (1) Escort each internee to the latrine.
  - (2) Search the latrine for items that could be used as weapons before allowing the internee to enter.
  - (3) Do not allow the internee to lock the door. Hold the door handle or place your foot between the door and the door jam.
  - (4) Remain outside the door of the latrine until the internee comes out.
  - (5) Escort the internee back to his seat.
- o. Do not drink intoxicating beverages or allow the internees to do so.

**NOTE: If a hijacking attempt occurs, do not take action unless requested to do so by the aircraft commander (on a commercial, military, or charter flight).**

- p. When meals are served, account for the eating utensils.
- q. Allow internees to smoke (if the airline permits) only when seated and under your supervision.
- r. Exit the plane after all disembarking passengers have left the aircraft and you have obtained your weapon from the aircraft commander.

3. Escort internees on a military or charter aircraft carrier.

**NOTE: Twenty-four hours before the flight, the chief of internee services will coordinate with the air carrier representative regarding the transfer of the internees. He will provide the carrier with a list containing the name, rank, and SSN of each internee and escort guard and any other information that could possibly affect the security of the move.**

- a. Search each internee before the move.
- b. Place restraining devices on the internee, as required.
- c. Sign a DD Form 2708 for each internee you escort outside the internment facility.
- d. Transport the internees to the airport or aircraft according to the briefing instructions.
- e. Turn over all weapons to the aircraft commander.

**NOTE: The aircraft commander will maintain custody of the weapons while you are onboard the aircraft.**

- f. Inspect the aircraft before boarding. Remove and secure all equipment or gear that could be used as a weapon (if possible).
- g. Request, if possible, a separate latrine for the internees. Remove the door lock and all loose items that could be used as weapons, and secure the items in an appropriate area.
- h. Request that box lunches be prepared that do not require eating utensils.
- i. Develop and implement a seating plan that allows for maximum surveillance of the internees.
- j. Instruct the internees that the areas approaching the flight deck and the crew compartment are off limits.
- k. Ensure that the internees always remain in their seats, with the exception of using the latrine.

**NOTE: When on board a military or chartered aircraft, ensure that dangerous, escape risk, and maximum-custody internees are escorted at all times. Allow other internees (one at a time) to move to the latrine without escort but keep them under constant surveillance.**

- l. Allow internees to smoke (if the airline permits) only when they are seated and under your supervision.
- m. Exit the plane after all disembarking passengers have left the aircraft and you have obtained your weapon from the aircraft commander.

**Evaluation Preparation:** Setup: Provide the soldier with the items listed in the conditions

**Brief Soldier:** Tell the soldier to complete the appropriate steps to escort an internee by aircraft while maintaining custody and control of the internee and observing all safety precautions.

**Performance Measures**

- 1. Attend the mission briefing and obtained all available information.

GO    NO GO

—        —

**Performance Measures**

	<u>GO</u>	<u>NO GO</u>
2. Escorted internees on a commercial aircraft.	—	—
3. Escorted internees on a military or charter aircraft carrier.	—	—

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

**Required**  
 AR 190-47  
 DD FORM 2708

**Related**  
 FM 3-19.40

Subject Area 20: Main Gate/Sally Port Procedures

**Control Vehicle Entry To and Exit From an Internment Facility**

**191-381-1304**

**Conditions:** You are given a requirement to control vehicle traffic at a sally port. You are given keys, a vehicle, a driver, tools, a personnel register, a vehicle register, visitor badges, a facility standing operating procedure (SOP), and an escort guard.

**Standards:** Control vehicle entry and exit from a internment facility according to the performance steps and local SOP.

**Performance Steps**

1. Identify the driver of the vehicle by looking at his driver's license or identification card.
2. Ask the driver the reason the vehicle is required inside the facility.
  - a. Check the work order if the driver is entering to do maintenance work. Determine if the vehicle is needed in the facility to complete the maintenance.
  - b. Check with the supervisor if you are unable to determine if the vehicle is needed. Do not allow the vehicle to enter if it is not needed.
3. Process personnel into the facility (refer to Task 191-381-1306).
4. Ensure that the vehicle register is prepared correctly. Ensure that the register contains—
  - a. The driver's name.
  - b. The vehicle sticker or license plate number.
  - c. The type of vehicle.
  - d. The date and time of entrance and exit.
  - e. A completed remarks section.

**NOTE: The remarks section should contain information such as the destination of the vehicle inside the facility.**

5. Search the vehicle.
  - a. Direct the driver to get out of the vehicle and accompany you while you search the vehicle.
  - b. Have the driver open all doors and compartments inside and outside the vehicle. Search the interior of the vehicle, in the following sequence:
    - (1) Behind and under the seats.
    - (2) Under the dashboard.
    - (3) In the glove and tool compartments.
    - (4) Above the sun visors.
  - c. Use an improvised mirror device to check places that are difficult to see. Search the exterior of the vehicle, in the following sequence:
    - (1) The left front fender well and behind the wheel.
    - (2) Under the front bumper and behind and underneath the grill.
    - (3) The underside of the hood.
    - (4) Behind the radiator and around the engine.
    - (5) The right front fender well and behind the wheel.
    - (6) Underneath the right side of the body, back to and including the right rear fender well and behind the wheel.
    - (7) Inside all cargo areas, including the trunk.
    - (8) Underneath and behind the rear bumper.
    - (9) The left rear fender well and behind the wheel.
    - (10) Underneath the left side of the body, back to the left front fender well.
    - (11) The top of the vehicle.

**Performance Steps**

6. Inventory the contents of the vehicle. Make a complete list of all items, including emergency tools such as a tire iron.
7. Request an escort for the vehicle and its occupants from the shift internment supervisor before allowing them to proceed.
8. Search and inventory the vehicle before it exits the facility (according to step 5).
  - a. Compare the inventory with the one made when the vehicle entered the facility. Ensure that the driver did not leave any unauthorized items inside the facility.
  - b. Ensure that the driver has written authorization to remove anything from the facility.
  - c. Notify your supervisor if the inventory does not match the items in the vehicle.
9. Process personnel out of the internment facility (refer to Task 191-381-1306).
10. Record the vehicle departure time on the vehicle register.

**Evaluation Preparation:** Setup: Provide a vehicle and a simulated sally port. Create several scenarios involving the introduction of contraband and escape attempts. Have additional soldiers role-play as the driver and an internee. Brief the role-players on the scenario and tell them that they must obey all directives.

**Brief soldier:** Tell the soldier to control entry and exit from an internment facility by following the proper steps and local SOPs without compromising the security of the facility.

<b>Performance Measures</b>	<u>GO</u>	<u>NO GO</u>
1. Identified the driver of the vehicle by looking at his driver's license or identification card.	—	—
2. Asked the driver the reason the vehicle was required inside the facility.	—	—
3. Processed personnel into the facility.	—	—
4. Ensured that the vehicle register was prepared correctly.	—	—
5. Searched the vehicle.	—	—
6. Inventoried the contents of the vehicle.	—	—
7. Requested an escort for the vehicle and its occupants before allowing them to proceed.	—	—
8. Searched and inventoried the vehicle before it exited the facility.	—	—
9. Processed personnel out of the internment facility.	—	—
10. Recorded the vehicle departure time on the vehicle register.	—	—

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

**Required**

**Related**

AR 190-47  
FM 3-19.40



**Control Packages and Materials at a Main Gate or Sally Port**  
**191-381-1305**

**Conditions:** You are given a requirement to control packages and materials at a main gate or sally port. You are given lockers, a personnel register, inventory forms, and the facility standing operating procedure (SOP).

**Standards:** Perform the appropriate steps to prevent contraband from being taken into the facility and to prevent facility property and unauthorized items from being taken out of the facility.

**Performance Steps**

1. Check all packages brought into the facility.
  - a. Ensure the following if the item is not needed inside the facility and there are lockers at the main gate or sally port:
    - (1) Ensure that the person secures the item in a locker.
    - (2) Ensure that the person signs for the locker key on the personnel register.
  - b. Perform the following if the item is not needed in the facility and there are no lockers available:
    - (1) Examine the contents of the package.
    - (2) Ask the individual if he would like to return the item to his vehicle (if the vehicle is not going to be taken into the facility) or notify your supervisor or a designated representative of the correctional officer and obtain instructions for securing the property.
  - c. Examine and inventory the contents if the item needs to be taken into the facility. Inventory all items, to include tool boxes, that are taken into the facility using a locally produced form. Keep the inventory sheet available so you can check it again when the items are brought back out of the facility.
    - (1) Obtain all information according to the requirements of the inventory form.
    - (2) Describe the items in writing if they cannot be identified by name.
    - (3) Ensure that the name of the person who prepares the inventory is printed on the form.
2. Ensure that no items are removed from the facility without permission.
  - a. Stop anyone who attempts to remove an item from the facility and ask to see their authorization. Ensure that—
    - (1) The authorization includes the date, time, and place and a description of the item being removed.
    - (2) The authorization is signed by the internment officer or his designated representative.
    - (3) The supervisor is called if the person does not have authorization.
  - b. Inventory all property, including packages and tool boxes, that is being taken out of the facility. Compare the items to the inventory form that was made when the person entered the facility and make sure everything is accounted for.

**NOTE: Tools or items left inside the facility in the prisoner billeting area could be used by the internees in an escape attempt.**

- c. Make a note on your personnel register of any item that you allowed to be removed from the facility. See Task 191-381-1306.

3. Return any item that was stored at the main gate or sally port when the individual departs the facility.
  - a. Perform the following if the property was kept in a locker:
    - (1) Ensure that the individual removes the property from the locker and returns the key to you.
    - (2) Annotate on the personnel register that the key was returned.
  - b. Perform the following if a locker was not available:
    - (1) Return the property to the owner.
    - (2) Obtain a receipt from the individual showing that the property was returned to him.

**NOTE: The local SOP will indicate the receipt form to use.**

4. Notify the supervisor if anyone refuses to cooperate or if the two inventories do not match.

**Evaluation Preparation:** Setup: Provide a sally port or a simulated main gate or sally port area, lockers, a personnel register, inventory forms, and various materials and packages. Have additional soldiers role-play the part of persons entering and exiting the facility. Tell role-players what actions they are to take.

Brief soldier: Read the task conditions and standards to the soldier being evaluated.

<b>Performance Measures</b>	<u><b>GO</b></u>	<u><b>NO GO</b></u>
1. Checked all packages brought into the facility.	—	—
2. Ensured that no items were removed from the facility without permission.	—	—
3. Returned any item that was stored at the main gate or sally port when the individual departed the facility.	—	—
4. Notified the supervisor if anyone refused to cooperate or if the two inventories did not match.	—	—

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

**Required**

**Related**

AR 190-47  
FM 3-19.40

**Control Personnel Entry to and Exit From an Internment Facility**  
**191-381-1306**

**Conditions:** You are given a requirement to control personnel at a main gate or sally port. You are given the facility standing operating procedure (SOP), a personnel register, badges (if applicable), visitor's identification (ID), prepared Department of Defense (DD) Forms 2707 and 2708, and lockers or storage areas.

**Standards:** Ensure that only authorized personnel enter and exit the facility. Prevent contraband from being taken into the facility and ensure that only authorized items are taken out of the facility according to the facility SOP.

**Performance Steps**

1. Verify the badges of all internment staff members before allowing them to enter or exit the facility. Notify the supervisor if any of the individuals attempting to enter or exit the facility does not have a badge.
2. Check that all internees who enter or exit the facility are searched according to the facility SOP.
3. Verify that DD Forms 2708 are correct when internees attempt to exit the facility. See Task 191-381-1326.
4. Check DD Forms 2707 for completeness and accuracy for all new internees. See Task 191-381-1325.
5. Process nonstaff members into the facility.
  - a. Identify each person by checking his ID or his driver's license.
  - b. Ensure the personnel register is completed for all visitors who enter or exit the facility. As a minimum, the form must contain the following:
    - (1) The date and time in and out of the facility.
    - (2) The visitor's printed name, grade, unit address, or home address.
    - (3) The visitor's signature
    - (4) The name of the internee or section of the facility to be visited.
    - (5) The reason for the visit.
    - (6) The badge number (if badges are used).
    - (7) The number of the key to the locker if a locker is used.
    - (8) The guard's initials.
  - c. Issue visitors an ID badge, if applicable, and note the badge number on the personnel register.
  - d. Check a visitor's handbag and parcels according to the SOP. Store all items not needed by the person entering the facility. See Task 191-381-1305.
  - e. Scan visitors visually for:
    - (1) Bulges under the clothing that may be weapons or other contraband.
    - (2) Proper attire as stated in the SOP.
  - f. Request escorts from the shift internee supervisor.
  - g. Follow the same procedures as in step 5(a) through (f) for groups of visitors, in addition to the following:
    - (1) Take a head count of the group and give it to the escort guard.
    - (2) Note the head count at the main gate or sally port for ready reference.
6. Require departing personnel and visitors to—
  - a. Complete the time out block of the personnel register.
  - b. Turn in all badges (if issued).
  - c. Obtain items stored in locker, if applicable.

**Evaluation Preparation:** Setup: Provide a simulated internment facility entry area. Create several scenarios involving personnel and internees entering and exiting the facility. Have additional soldiers role-

play the part of internees, soldiers, and civilians entering and leaving the facility. Use prepared DD Forms 2707 and 2708 for internee role-players. Tell role-players the actions they are to take.

Brief soldier: Tell the soldier to ensure that only authorized personnel enter and exit the facility, prevent contraband from being taken into the facility, and ensure that only authorized items are taken out of the facility according to the facility SOP.

<b>Performance Measures</b>	<b><u>GO</u></b>	<b><u>NO GO</u></b>
1. Verified the badges of all internment staff members before allowing them to enter or exit the facility. Notified the supervisor if any of the individuals attempting to enter or exit the facility did not have a badge.	—	—
2. Checked that all internees who entered or exited the facility were searched according to the facility SOP.	—	—
3. Verified that DD Forms 2708 were correct when internees attempted to exit the facility.	—	—
4. Checked DD Forms 2707 for completeness and accuracy for all new internees.	—	—
5. Processed nonstaff members into the facility.	—	—
6. Required departing personnel and visitors to—	—	—
a. Complete the time out block of the personnel register.		
b. Turn in all badges (if issued).		
c. Obtain items stored in locker, if applicable.		

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

**Required**  
 DD FORM 2707  
 DD FORM 2708

**Related**  
 AR 190-47  
 FM 3-19.40

Subject Area 21: Custody and Control

**Maintain Accountability of Silverware During Mealtimes**  
**191-381-1315**

**Conditions:** You are given a requirement to maintain accountability of silverware. You are given a dining facility, assisting internment personnel, a secured container, and a facility blotter.

**Standards:** Account for all the silverware before and after internee meals and secure the silverware in a locked container when not in use.

**Performance Steps**

1. Count each knife, fork, and spoon before the internees come into the dining facility. Write down the count on a piece of paper, and keep it to compare with the final count.
2. Position yourself at the silverware issue point to ensure maximum observation of the internees when they pick up their silverware.
3. Control the issue and turn in of silverware.
  - a. Ensure that each internee takes only one fork, one knife, and one spoon.
    - (1) Allow internees to return silverware to the guard at the issue point for an exchange if there is an accident and the silverware becomes dirty.
    - (2) Ensure that each internee maintains possession of the silverware that was issued to him throughout the meal.
    - (3) Do not allow anyone to remove silverware from the dining area.
  - b. Ensure that each internee turns in all the silverware that was issued (one fork, one knife, and one spoon) at the end of the each meal.
    - (1) Count each internee's silverware as he turns it in.
    - (2) Search internees that did not have all of their silverware to turn in. Direct them to step out of line for the search.

**NOTE: Escort the internee to an appropriate search area if a strip search is necessary.**

- (a) Prepare Department of Defense (DD) Form 2714 if the silverware was found on the prisoner.
  - (b) Stop all activity in the dining area and notify the supervisor and assisting guards to conduct a search for any silverware that was unaccounted for.
4. Count each knife, fork, and spoon after the internees have left the dining facility and the silverware has been washed. Write down the count on a piece of paper.
5. Compare the count made after the meal to the count made before the meal.
  - a. Report the count to the supervisor.
  - b. If the counts were not the same—
    - (1) Count the silverware again and compare the count.
    - (2) Notify the supervisor and begin searching for the missing silverware if the counts are still different.
6. Lock the silverware in a secure container after the inventory.
7. Record the results of the count in the facility blotter.

**Evaluation Preparation:** Setup: Provide a simulated dining area with the required materials and equipment. Create scenarios involving missing silverware. Have additional soldiers play the part of internees and assistant guards. Tell the role-players the actions they are to take for a given scenario. Instruct the role-players portraying internees to obey all commands of the guards.

Brief soldier: Tell the soldier to account for all the silverware before and after internee meals and secure the silverware in a locked container when not in use.

<b>Performance Measures</b>	<u><b>GO</b></u>	<u><b>NO GO</b></u>
1. Counted each knife, fork, and spoon before the internees came into the dining facility. Wrote down the count on a piece of paper and kept it to compare with the final count.	—	—
2. Positioned himself at the silverware issue point to ensure maximum observation of the internees when they picked up their silverware.	—	—
3. Controlled the issue and turn in of silverware.	—	—
4. Counted each knife, fork and spoon after the internees had left the dining facility and the silverware had been washed. Wrote down the count on a piece of paper.	—	—
5. Compared the count made after the meal to the count made before the meal.	—	—
6. Locked the silverware in a secure container after the inventory.	—	—
7. Recorded the results of the count in the facility blotter.	—	—

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

**Required**

**Related**

AR 190-47  
FM 3-19.40

## Restrain an Internee

191-381-1331

**Conditions:** You are given a requirement to restrain an internee. You are given a set of restraining straps, a straitjacket, a set of hand irons, a set of leg irons, two medical litters, reinforced duct tape, a belt, a mattress, four assisting corrections personnel, a medic (if required), and access to the facility standing operating procedure (SOP).

**Standards:** Complete all the necessary steps, based on the specific situation, to correctly select and apply the appropriate restraining device while observing all safety procedures.

### Performance Steps

**NOTE: Check restraining devices before applying them to be sure that they work properly and that they are not worn excessively.**

**NOTE: When it becomes necessary to restrain unruly internees, request medical personnel, if available, to check the internee. However, it is not necessary for medical personnel to check internees who are wearing hand irons and leg irons for escort purposes.**

1. Apply hand irons to an internee. Ensure that there is at least one other internment assistant or military policeman present before applying the hand irons if the internee is uncooperative.
  - a. Apply hand irons to an internee with his arms in front.
    - (1) Stand in front of the internee.
    - (2) Direct the internee to extend both arms to the front with the elbows locked and the palms facing each other.
    - (3) Grasp the internee's right hand with your left hand. Use your right hand to put the hand iron on the internee so that the double lock is up and the keyhole is facing you.
    - (4) Move your left hand to the chain and grasp the internee's left hand with your right. Use your left hand to put the hand iron on the internee so that the double lock is up and the keyhole is facing you.
    - (5) Tighten the hand iron. Check each hand iron by inserting your fingertip between the internee's wrist and the hand iron to be sure it is not too tight.
    - (6) Double-lock both hand irons. Check the lock by squeezing the hand irons.
    - (7) Remove the internee's belt if the internee will not cooperate. Pass the belt around the chain and fasten it with the buckle in back of the internee.
  - b. Apply hand irons to an internee with his hands behind him.
    - (1) Stand behind the internee.
    - (2) Direct him to place his left hand behind his back with the palm facing out.
    - (3) Grasp the internee's left hand with your left hand using the handshake method. Apply the hand iron with your right hand so that the double lock is up and the keyhole is facing you.
    - (4) Direct the internee to place his right hand behind his back with the palm facing out.
    - (5) Grasp his right hand with your right hand using the handshake method. Apply the hand irons, with your left hand, with the double lock up and the keyhole facing you.
    - (6) Tighten the hand irons. Check each hand iron by inserting your fingertip between the internee's wrist and the hand iron to ensure that it is not too tight.
    - (7) Double-lock both hand irons.
    - (8) Check the double lock by squeezing the hand irons.
  - c. Apply hand irons to an internee who is sitting.

**NOTE: You will normally use this method when transporting internees.**

- (1) Direct the internee to lean forward and place his arms around his legs so that his hands are under his legs. Tell him to place his palms together.
- (2) Move to the right side of the internee and squat. Grasp his right hand with your left. Apply the hand iron with your right hand and make sure that the keyhole is up with the double lock facing out.

**Performance Steps**

- (3) Grasp the chain with your right hand and reach under the internee's legs with your left hand. Pull his left arm to the right and apply the hand iron.
- (4) Tighten the hand iron. Check each hand iron by inserting your fingertip between the internee's wrist and the hand iron to be sure it is not too tight.
- (5) Double-lock both hand irons. Check the lock by squeezing the hand irons.

## 2. Place leg irons on an internee.

- a. Stand behind the internee and direct the internee to stand with his feet spread shoulder width apart. Place the internee face down on the floor to apply the leg irons if the internee will not cooperate. Have at least one other internment assistant or a military policeman present. Use the minimum force to control the internee.
- b. Crouch behind the internee and be sure to keep your balance.
- c. Grasp one of the internee's ankles.
- d. Place the leg iron above the ankle so that the keyhole is up and the double lock is facing you.
- e. Tighten the leg iron without cutting off the internee's circulation.

**NOTE: It may be necessary to turn down the boot tops to make room for the leg irons.**

- f. Grasp the chain between the leg irons to keep control of the internee.
- g. Apply and tighten the other leg iron in the same way.
- h. Check to ensure that the leg irons are not too tight. Double-lock them.
- i. Check the double lock by squeezing the irons.

## 3. Place restraining straps on a manageable internee.

- a. Approach the front of the internee with caution. Have four assisting internment personnel approach the internee from the sides and the rear.
- b. Immobilize the internee by having the assistants grasp his legs and arms.

**CAUTION: MAKE SURE EACH ASSISTANT KNOWS WHICH ARM OR LEG TO GRASP. THIS WILL KEEP THE INTERNEE FROM HURTING ANYONE.**

## c. Apply wrist cuffs.

- (1) Direct your assistants to extend the internee's arms toward you. Place a wrist cuff on the internee's extended wrist so that the metal cuff loop is on the inside of the internee's wrist. Tighten the cuff to make it secure but not so tight that it cuts off his circulation.
- (2) Close the cuff by placing the cuff loop through the proper slot in the cuff.

**NOTE: Each cuff has three slots in it. Use the slot which is the closest to the degree of tightness you need.**

- (3) Cuff the other wrist the same way.
- (4) Pass the end of the long strap through the cuff loop away from the internee and toward you. This will keep the cuff securely on the internee's wrist.
- (5) Pass the end of the strap through the second cuff loop, toward the internee. Be sure you do not twist the strap.
- (6) Bring both ends of the strap around the internee's waist so the strap encircles the internee and the strap buckle is behind the internee.
- (7) Adjust the strap as much as needed to limit the movement of the internee.
- (8) Lock the buckle and secure the excess strap within the waist strap so that it will not unwrap.

## d. Apply ankle cuffs.

- (1) Place the ankle cuff on the internee with the metal cuff loop facing in. Remove the internee's boot if necessary. Adjust the ankle cuff as you did the wrist cuff.
- (2) Cuff the other ankle and pass the strap up through the loop.
- (3) Pass the short strap down the cuff loop. (The direction of the strap as in 3c(2) and 3c(3) may be reversed.)
- (4) Adjust the short strap to restrict the movement of the internee.

**NOTE: The internee's feet should be about 12 inches apart.**

- (5) Lock the ankle cuff strap as you did the wrist cuff strap. Wrap the excess strap so that it will not unwrap.

## 4. Place restraining straps on an unmanageable internee.



**Performance Steps**

- a. Approach and immobilize the internee as in steps 3a and 3b.
- b. Place the internee face down on the floor.
- c. Apply the wrist cuffs.
  - (1) Direct your assistants to bring the internee's arms behind his back with the palms facing out.
  - (2) Place the cuff on each wrist as in steps 3c(1) through 3c(3), but you must put the metal cuff loop on the outside of the internee's wrist.
- d. Cuff each ankle as in step 3d.
- e. Secure the internee using either the single-strap or the two-strap method.
  - (1) The single-strap method.
    - (a) Have your assistants bend the internee's legs so that his feet are near his buttocks.
    - (b) Pass the long strap through one ankle loop and through the wrist loop for the same side.
    - (c) Pass the long strap through the remaining wrist loop and down through the remaining ankle loop.
    - (d) Adjust the strap to the desired tightness and lock the buckle.

**CAUTION: AVOID INJURING THE INTERNEE. BE CAREFUL THAT YOU DO NOT USE TOO MUCH FORCE OR PULL THE STRAP TO TIGHT.**

- (2) The two-strap method. Use this method if there is a danger of injuring the internee or if the internee might injure himself if you use the single strap method.
  - (a) Perform steps 4a through 4d.
  - (b) Pass the long strap through both wrist cuffs and around the internee's waist.
  - (c) Adjust the strap to the desired tightness and lock the buckle.
  - (d) Have assistants bend the internee's legs so that his feet are near his buttocks.
  - (e) Pass the short strap down through one ankle loop and up through the other loop. (The direction may be reversed.)
  - (f) Pass the ends of the short strap around the long strap between the internee's hands. Adjust the tightness so that the internee cannot move, but do not cut off his circulation.
  - (g) Lock the buckle on the short strap.

**NOTE: Check an internee who is restrained with restraining straps every 15 minutes.**

5. Place a straitjacket on an internee.
  - a. Approach the internee from the front using extreme caution. Have four assistants approach the internee from the sides and rear.

**NOTE: You may have to modify the approach to fit the situation.**

- b. Direct each of the assistants to grasp and hold one of the internee's arms while you put the jacket on the internee.

**NOTE: Direct the assistants to use the least amount of force necessary to control the internee.**

- c. Slide the internee's arms into the jacket sleeves. Bring the collar close around the internee's neck.
- d. Move behind the internee and buckle the four horizontal straps from top to bottom. Make sure the lower vertical buckle in the back is underneath the last horizontal strap.
- e. Move to the front of the internee, grasp the jacket sleeves in front of his hands, and pull firmly on the sleeves.
- f. Bring his right arm across his torso and pass the strap through the loop under his left arm.
- g. Tell one assistant to hold the sleeve securely.
- h. Bring the internee's left arm across his torso, over his right arm, and then underneath his right upper arm to interlock his arms.
- i. Pass the end of the left arm sleeve through the loop under his right arm and direct an assistant to hold it securely.
- j. Buckle the sleeves in the back.
- k. Pull down firmly on the bottom edge of the jacket. Then, reach through the internee's legs and pull the crotch strap through the internee's legs (front to back).
- l. Buckle the strap firmly in the rear but not so tightly that the internee is uncomfortable.

**Performance Steps**

**CAUTION: CHECK INTERNEES WHO ARE IN DISCIPLINARY SEGREGATION AND RESTRAINED WITH A STRAITJACKET EVERY 30 MINUTES. CHECK SUICIDE RISK INTERNEES WHO ARE RESTRAINED WITH A STRAITJACKET EVERY 15 MINUTES.**

6. Restrain an internee using double litters.

**NOTE: If possible, video the entire procedure from the initial briefing of the team to the actual restraining of the internee.**

**CAUTION: THIS IS A SHORT-DURATION RESTRAINT PROCEDURE TO PREVENT AN INTERNEE FROM INJURING HIMSELF OR OTHERS. IT SHOULD NOT BE USED FOR OVER A 3 HOUR PERIOD EXCEPT IN EMERGENCY CASES THAT REQUIRE IMMEDIATE RESTRAINT. A MEDIC SHOULD ALWAYS BE PRESENT UNTIL THE INTERNEE IS RESTRAINED AND CHECKED FOR INJURY.**

- a. Place a straitjacket on the internee. Place leg restraints on the internee and tie the restraints to the end of the litter.
- b. Place the internee on the litter. Place a second litter on top of him, carrying side down, while holding him in place.
- c. Bind the litters together using reinforced duct tape. Be careful not to tape the skin of the internee.

**CAUTION: DO NOT USE AN EXCESSIVE AMOUNT OF TAPE AND DO NOT BIND THE INTERNEE TOO TIGHTLY.**

- d. Place the litter on top of a mattress with the internee face down and with his head turned to the side.

**CAUTION: BE SURE THE INTERNEE IS FACE DOWN. THIS WILL HELP PREVENT CHOKING IF THE INTERNEE VOMITS OR HAS A SEIZURE.**

- e. Examine the internee to ensure that he is able to breathe comfortably and that he is not positioned where he can be injured.
- f. Carry the internee face down if it is necessary to move him.
- g. Observe the internee constantly and be alert for the hazards of restraints such as the following:
  - (1) The straitjacket or litters rubbing the internee's skin.
  - (2) Violent movements by the internee.
  - (3) Seizures.
  - (4) Trauma.
  - (5) Indications of nerve damage. (This may be visible or the internee may complain.)
  - (6) Breathing difficulties such as that caused by vomit, sputum, or blood.

**Evaluation Preparation:** Setup: Provide a suitable training environment and have additional soldiers role-play the part of internees to be restrained. Tell role-players what actions they are to take.

**Brief soldier:** Tell the soldier to complete all necessary steps, based on the specific situation, to correctly select and apply the appropriate restraining device while observing all safety procedures.

**Performance Measures**

	<u>GO</u>	<u>NO GO</u>
1. Applied hand irons to an internee.	___	___
2. Placed leg irons on an internee.	___	___
3. Placed restraining straps on a manageable internee.	___	___
4. Placed restraining straps on an unmanageable internee.	___	___
5. Placed a straitjacket on an internee.	___	___
6. Restrained an internee using double litters.	___	___

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

STP 19-95C1-SM

**References  
Required**

**Related**  
AR 190-47  
FM 3-19.40

## Control Internee Movement Within an Internment Facility

191-381-1332

**Conditions:** You are given a requirement to control internee movement. You are given a radio and/or telephone, a pen, and intrafacility passes, if applicable.

**Standards:** Maintain control of the internees when escorting them to areas within the facility, process facility passes, and control the movement of an internee who has been issued an intrafacility pass.

### Performance Steps

**NOTE:** Allow only authorized persons such as the facility commander, the chaplain, internee' counselors, a medical officer or his representative, official visitors, engineers, workmen, and assigned internees to enter or exit a cellblock. Follow the facility standing operating procedure (SOP) when escorting facility personnel or official visitors.

1. Escort an internee within the facility.
  - a. Coordinate the movement with the senior cellblock guard.
  - b. Check that the internee is in the proper uniform.
  - c. Position yourself behind and slightly to the right or left of the internee and out of his reach.
  - d. Escort the internee directly to the assigned appointment.
  - e. Move the internee in the least amount of time possible.
  - f. Do not allow the internee to loiter or speak with others.
  - g. Do not allow anyone to move between you and the internee.
  - h. Stay with the internee at all times during the escort.
  - i. Return the internee to his cell or other location as directed by your supervisor.
2. Escort a group of internees within the facility.
  - a. Coordinate the move with the senior cellblock guard.
  - b. Ensure each internee is in the proper uniform.
  - c. Form internees into files or columns as required based on the construction of the facility and the number of internees.
  - d. Walk behind and slightly to the right or left of the internees and out of their reach.
  - e. Post assistant internment personnel on the flanks and out of reach of the internees if there are assisting personnel. Never allow anyone to pass between the guards and the internees or through the group of internees.

**NOTE:** The number of guards used to escort a group of internees will be dictated by the local facility SOP.

- f. Maintain a position where you can see the entire formation. Be especially alert at corners and blind spots.
  - g. March the formation to and from the destination without permitting talk or horseplay among the internees.
3. Notify the supervisor when internees are returned to cellblocks.
4. Process internee passes.
  - a. Check passes to ensure that the internee is where he is supposed to be and to ensure that he is not overdue at his destination.
  - b. Enter, in ink, the time and place where you check the pass, and your name and rank each time—
    - (1) An internee is released from a point in the facility.
    - (2) An internee is allowed through a gate or door outside his quarters or work area.
    - (3) An internee is received at a point.
  - c. Collect used passes when an internee returns to the starting point.
  - d. Turn in all used passes to the supervisor at the end of the shift.
  - e. Ask the supervisor when you are in doubt about whether an internee should be allowed in or out of a cellblock.

**Performance Steps**

- f. Notify the supervisor when there are problems.

**Evaluation Preparation:** Setup: Create multiple scenarios where the soldier will be required to maintain control of the internees when escorting them to areas within the facility, process facility passes, and control the movement of a internee who has been issued an intrafacility pass.

Brief soldier: Tell the soldier to maintain control of the internees when escorting them to areas within the facility, process facility passes, and control the movement of an internee who has been issued an intrafacility pass.

**Performance Measures**

	<u>GO</u>	<u>NO GO</u>
1. Escorted an internee within the facility.	_____	_____
2. Escorted a group of internees within the facility.	_____	_____
3. Notified the supervisor when internees are returned to cellblocks.	_____	_____
4. Processed internee passes.	_____	_____

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

**Required**

**Related**

AR 190-47

FM 3-19.40

**Frisk an Internee**  
**191-381-1333**

**Conditions:** You are given a requirement to frisk an internee. You are given a facility rule book and blank Department of Defense (DD) Forms 2713 and 2714.

**Standards:** Frisk an internee according to the task performance steps. Seize any contraband found and turn it in to the supervisor and complete a DD Form 2713 or DD Form 2714, if applicable.

**Performance Steps**

**NOTE: Soldiers will not search a member of the opposite sex, nor conduct the search in view of members of the opposite sex or in view of visitors of either sex.**

1. Stand directly behind the internee approximately one step back.
2. Direct the internee to put his jacket and anything he may be carrying on the ground next to his right foot. Search each item thoroughly.
3. Position the internee. Direct him to—
  - a. Stand erect with his feet approximately shoulder width apart.

**NOTE: You may have the internee unlace his boots and turn the tops down.**

- b. Roll down his sleeves.
  - c. Remove his headgear and place everything from his pockets into his headgear.
  - d. Place his headgear in the palm of his right hand.
  - e. Hold his arms straight out to the side at shoulder height, palms up, and fingers spread.
4. Search a male internee. Use the crunching method, grabbing the material, pulling it away from the skin, and squeezing.
  - a. Take the headgear from the internee.
  - b. Direct the internee to look over his shoulder so he can see his headgear while it is searched.
  - c. Search his headgear and its contents.
    - (1) Bend the seams of the headgear before crushing because razor blades and similar devices may be hidden in the seams.
    - (2) Crush the material in your hand.
    - (3) Place the headgear and its contents next to the internee's right foot after you have checked them.
    - (4) Direct the internee to turn his head to the front.
  - d. Direct the internee to run his fingers through his hair using the brushing method.
  - e. Mentally divide the internee's body in half lengthwise. Search one side of the body in the following order:
    - (1) The collar and neck. Bend the material before crushing to detect razor blades or similar objects.
    - (2) The arm. Search from shoulder to fingertips.
      - (a) Direct internee to spread his fingers.
      - (b) Look at the palm and between the fingers.
      - (c) Direct the internee to turn his palm down.
      - (d) Check the back of his hand.
      - (e) Check his armpit.
    - (3) Upper body (back, side, and chest) from shoulder to waist.
      - (a) Check pockets and pocket flaps, seams, buttons, and buttonholes closely. Do not put your hands into the internee's pocket as it may contain sharp items.
      - (b) Direct the internee to empty the pocket if an item is detected in it, unless you suspect a weapon that can be used against you. Notify the supervisor in that event.
    - (4) Waist and waistband.
      - (a) Check from the front to the middle of the back.
      - (b) Check between the waist and waistband and between the waistband and belt.

**Performance Steps**

- (5) Lower body, crotch, and buttocks.
    - (a) Crouch rather than bend when searching the lower half of internee's body.
    - (b) Check the trouser fly and zipper, pockets, and seams.
  - (6) Shoe.
    - (a) Carefully place fingers inside the top edge of the boot or shoe and feel for evidence of contraband.
    - (b) Check the outside of the boot using the crushing method.
    - (c) Direct the internee to lift the foot behind him.
    - (d) Hold the ankle with one hand and check the heel and sole of the boot with your free hand making sure the heel and sole are not loose.
    - (e) Direct the internee to lower his foot.
  - f. Repeat steps 4e(1) through 4e(6) to search the other side of the internee.
  - g. Seize any contraband that is found during the search and immediately turn it in to the supervisor after the search.
5. Search a female internee. Repeat steps 4e through 4f except when searching the following:
- a. Upper body, check:
    - (1) The middle of the bra (between the cups).
    - (2) Around the breasts.
    - (3) Below the bra.
    - (4) Between the body and the back strap.
  - b. Check all folds or pleats in the skirt while searching the lower body when the internee is wearing a skirt.
6. Prepare DD Form 2713 or DD Form 2714, if necessary.

**Evaluation Preparation:** Setup: Provide a suitable training environment and blank DD Forms 2713 and 2714. Have other soldiers role-play the part of internees. Give the role-players some contraband items to secure on their body. Tell the role-players what actions they are to take.

Brief soldier: Frisk an internee according to the task performance steps. Seize any contraband found, turn it in to the supervisor, and complete a DD Form 2713 or DD Form 2714, if applicable.

**Performance Measures**

	<u>GO</u>	<u>NO GO</u>
1. Stood directly behind the internee approximately one step back.	___	___
2. Directed the internee to put his jacket and anything he may be carrying on the ground next to his right foot.	___	___
3. Positioned the internee.	___	___
4. Searched a male internee.	___	___
5. Searched a female internee.	___	___
6. Prepared DD Form 2713 or DD Form 2714, if necessary.	___	___

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

<b>Required</b>	<b>Related</b>
DD FORM 2713	AR 190-47
DD FORM 2714	FM 3-19.40

## Strip-Search an Internee

191-381-1334

**Conditions:** You are given a requirement to strip-search an internee. In a suitable (private) area, you are given a flashlight, a witness who is of the same sex as the searcher and the internee, and an available medical officer.

**Standards:** Search all of the internee's clothing as he disrobes, visually examine the internee's entire body. Locate and confiscate any contraband. Call for medical personnel to extract items that are suspected to be in body cavities.

### Performance Steps

**NOTE: There will never be members of the opposite sex present during a strip search.**

1. Select an appropriate area for the search.
  - a. Ensure that there are no objects in the area that can be used as weapons.
  - b. Ensure that the area is private.
2. Ensure that there is a witness in the search area.

**NOTE: The witness must be the same sex as the internee and the searcher.**

3. Strip-search a male internee.
  - a. Direct the internee to remove all his clothing.
  - b. Search all his clothing as the internee disrobes.
  - c. Direct him to stand erect, facing you, with his feet about 2 feet apart.
  - d. Direct him to extend his arms out to the sides at shoulder level, with the palms up and the fingers spread.
  - e. Direct him to bend slightly forward.
  - f. Search the top of his head.
    - (1) Direct the internee to run his fingers through his hair while you observe.
    - (2) Direct him to remove his wig or hairpiece if he is wearing one. Look for contraband.
    - (3) Direct the internee to stand erect and to extend his arms out to his side at shoulder level with his palms up and fingers spread after his hair is searched.
  - g. Examine all parts of internee's body visually in the following order:
    - (1) Direct the internee to tilt his head slightly at an angle to the point where the inside of the nose, mouth, and ears can be viewed.

**NOTE: Use a flashlight, if necessary, so that you can see inside the body cavities. Examine all body cavities visually, but do not touch the areas either to search or to remove items. If you observe something located inside the body cavities, request a medical officer to search those areas. If the internee is wearing a bandage, ask him to remove it or request that a medical officer check it.**

- (a) Direct the intern to remove his dentures if he wears removable dentures.
- (b) Notify the supervisor if the internee refuses or becomes unruly.
- (2) Look at his arms.
  - (a) Begin at the fingertips and then look between his fingers.
  - (b) Have the internee slightly rotate his arms so the bend of the arms and the elbows can be seen.
- (3) Have him lift his arms so that the armpit area can be examined.
- (4) Look at the front of the internee from the neck to the waist.
- (5) Examine the penis visually.
  - (a) Direct the internee to hold back the skin if he is uncircumcised.
  - (b) Direct him to lift the penis and scrotum so that the underneath can be seen.
- (6) Direct the internee to return to the original position (see step 3c).
- (7) Look at the front of both legs.
- (8) Direct the internee to rock backward slightly. Look at and between his toes.
- (9) Direct him to turn around.



**Performance Steps**

- (10) Look at his neck and behind his ears.
- (11) Look at his back and down to his waist.
- (12) Direct the internee to bend forward at the waist and to spread the buttocks. Examine the anus visually and then allow the internee to stand up.
- (13) Look at the back of his legs, paying particular attention to the bend of the knees.
- (14) Direct him to place his hands against a wall to support himself and to lift one foot at a time. Look at the soles of his feet.
- (15) Direct a newly confined internee to shower and shave, if necessary, and dress.

**NOTE: When conducting a monthly strip search of all internees at a large facility, you normally do not require the internees to shower and shave. Check the facility standing operating procedure (SOP) for guidance.**

- 4. Strip-search a female internee. Perform steps 1 through 4. Omit 3g(5) and add the following:
  - a. Direct the internee to lift her breasts if you cannot observe underneath them.
  - b. Instruct her to straddle a toilet and remove the sanitary napkin or tampon, if she is menstruating.

**NOTE: Provide the internee a fresh sanitary napkin or tampon after the area is visually examined. The internee may be allowed to wear her underpants, except during steps 4b and 4c, if she uses sanitary napkins and is experiencing a heavy menstrual flow.**

- c. Check the vaginal area visually. Have the internee spread the skin and then squat with her feet approximately 2 feet apart.

**NOTE: This will allow any items of weight or size to fall out.**

- 5. Report anything unusual or questionable, such as signs of disease or infection, needle marks, contraband, cuts, or bruises to your supervisor.

**NOTE: There will always be an escort guard present while conducting a strip search of a new internee. Give all contraband to the escort so that it can be returned to the internee's unit. If the search is a routine search of internees already at the facility, turn in all contraband to your supervisor.**

**NOTE: According to Army Regulation (AR) 190-47, each facility commander has the authority to decide what constitutes contraband at that facility. The term "contraband" in the corrections military occupational specialty (MOS) includes anything the internee is not allowed to have, such as an excessive amount of cigarettes.**

**Evaluation Preparation:** Setup: You may evaluate this task as a written test or you may have other soldiers play the part of internees and witnesses. If role-players are used, direct them to wear swimwear. Prepare an oral or written evaluation for the body areas underneath the swimwear.

**Brief Soldier:** If a search is conducted for the evaluation, tell the soldier being evaluated that he will perform all steps except those pertaining to the body areas beneath the swimwear.

**Performance Measures**

	<u>GO</u>	<u>NO GO</u>
1. Selected an appropriate area for the search.	___	___
2. Ensured that there was a witness in the search area.	___	___
3. Strip-searched a male internee.	___	___
4. Strip-searched a female internee.	___	___
5. Reported anything unusual or questionable, such as signs of disease or infection, needle marks, contraband, cuts, or bruises to your supervisor.	___	___

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References  
Required**

**Related**  
AR 190-47  
FM 3-19.40

## Control Internee Movement in a Dining Facility

191-381-1335

**Conditions:** You are given a requirement to control internee movement. You are given a dining area and blank Department of Defense (DD) Forms 2713 and 2714.

**Standards:** Maintain custody and control of internees in a dining area. Control their entry, exit, and movement within the dining area. Search the dining area before the internees arrive.

### Performance Steps

**NOTE:** During meals, individual internment personnel may be required to perform all the steps of this task. However, in some facilities, there may be several internment personnel and each one will be assigned specific duties such as searching the internees or the dining area or issuing silverware. These assignments may be rotated from meal to meal. The primary aspects which impact on the performance of this task are: (1) the number of internees, (2) the layout of the dining area, (3) the local standing operating procedure (SOP), and (4) the number of guards.

1. Search the dining area before internees arrive.
  - a. Look for any items that the internees may be able to pick up such as drugs and weapons.
  - b. Remove all unauthorized items from the dining area.
  - c. Notify the supervisor of the search results.
  - d. Prepare DD Form 2713 detailing any suspicious items found.
2. Control internee entry into the dining area.
  - a. Take a position by the entrance of the dining area. Other noncommissioned officers (NCOs) will assume positions that ensure there is maximum observation of the internees.
  - b. Check the internees' uniforms before allowing them to enter the dining area.
    - (1) Check that each internee is in the proper uniform before allowing him access to the dining area.
    - (2) Make on the spot corrections for minor uniform violations according to the SOP.
    - (3) Do the following if the violation cannot be corrected on the spot:
      - (a) Direct the internee to step out of the line.
      - (b) Have the internee escorted to his cellblock to correct the violation, and then back to the dining area.
      - (c) Prepare DD Form 2713 or DD Form 2714, as applicable.
  - c. Do not allow internees to enter the dining area if there are no seats available or if the traffic flow is congested. Ask another NCO to let you know when to allow the internees to enter if you cannot observe the eating area from where you are stationed.
  - d. Inform the internees of the traffic plan.
3. Control internee movement within the dining area.
  - a. Observe internees to make sure each one moved through the serving line, picked up the silverware (see Task 191-381-1315), and was seated according to the traffic flow plan.
  - b. Take action to break up congestion if internee traffic became heavy in any area.

**NOTE:** Likely places for congestion the areas near milk or soda machines, the salad or condiment area, and the silverware issue and turn-in point.

- c. Ensure that the aisles are not blocked.
4. Maintain order during the meal.
    - a. Allow normal table conversation between internees, but do not allow loud talking, whistling, horseplay, or talking with internees at another table.
    - b. Ensure that internees do not pass or conceal food or silverware.
    - c. Try to determine the reason if an internee refuses to eat (he may be upset or ill). Prepare DD Form 2713 after the meal is completed.
    - d. Direct large groups of internees to move to the silverware and tray turn-in points in groups or by table or sections according to the facility SOP.

**Performance Steps**

- e. Allow internees to move individually if the population is small. Do not allow them to leave the table without your permission.
- 5. Control internee exit from the dining area.
  - a. Frisk each internee as he departs the dining area.
  - b. Confiscate any contraband found on a internee.
  - c. Notify your supervisor.
  - d. Prepare DD Form 2713 or DD Form 2714, as applicable.

**Evaluation Preparation:** Setup: Create various scenarios that require the guards to react. Provide the soldier with blank DD Forms 2713 and 2714. Have other soldiers play the role of internees. Tell the role-players the actions they are to take. Instruct them to obey the commands of the soldier being evaluated.

**Brief soldier:** Tell the soldier to search the dining area before the internees arrive and maintain custody and control of internees in a dining area by controlling their entry, exit, and movement within the dining area.

**Performance Measures**

	<u>GO</u>	<u>NO GO</u>
1. Searched the dining area before internees arrive.	___	___
2. Controlled internee entry into the dining area.	___	___
3. Controlled internee movement within the dining area.	___	___
4. Maintained order during the meal.	___	___
5. Controlled internee exit from the dining area.	___	___

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

<p><b>Required</b> DD FORM 2713 DD FORM 2714</p>	<p><b>Related</b> AR 190-47 FM 3-19.40</p>
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## Account for Internees

191-381-1336

**Conditions:** You are given a requirement to conduct an internee head count, roll call, or bed check. You are given a cellblock area, the internee roster, the internee manning board, the facility standing operating procedure (SOP), and a flashlight.

**Standards:** Account for all the general population and close confinement prisoners by conducting head counts, roll calls, and bed checks.

### Performance Steps

1. Conduct a facility head count.

**NOTE: Head counts will be conducted (as a minimum) immediately on the return of all internees from work details and at noonday formations according to the facility SOP. The facility commander or your supervisor may direct head counts at other times in addition to the minimum requirements.**

- a. Obtain the internee roster from the shift internment supervisor.
- b. Place a check mark on the internee roster beside the name of each internee who has been excused from the head count.
- c. Conduct a head count of the general internee population in an outside area, if weather permits.
  - (1) Ensure that you have enough guards to control the internees. Tell the shift internment supervisor if you think you will need more guards.
  - (2) Command the internees to "Fall in."
    - (a) Form internees into a military formation.
    - (b) Form one or more ranks, depending on the number of internees.
    - (c) Form them by cellblocks or by internee status, like platoons.
  - (3) Count the internees and write down the number present.
  - (4) Conduct the head count indoors in inclement weather.
    - (a) Tell internees to stand by their assigned bunks.
    - (b) Give the command, "Attention."
    - (c) Count the internees.
- d. Conduct a head count of internees in close confinement.
  - (1) Tell the senior cellblock guard that you are conducting a facility head count. Ask him to escort you through the close-confinement area or to assign an escort to you.
  - (2) Count each internee in close confinement and write down the number present.
- e. Ensure that the count matches the number of confined internees listed on the internee roster.
  - (1) Count the number of internees you have checked on your roster.
  - (2) Add that number to the number of internees you counted in the general population and close confinement.
  - (3) Compare the total to the total number of internees on the roster.
  - (4) Contact the shift internment supervisor if the counts do not match. The supervisor will either conduct, or direct you to conduct, a roll call.
- f. Report the results of the head count to the shift internment supervisor.

2. Conduct a facility roll call.

**NOTE: As a minimum, conduct roll calls at the morning and evening formations. The facility commander or your supervisor may direct roll calls at other times, in addition to the minimum requirements or the additional requirements listed in your facility SOP.**

- a. Obtain the internee roster from the internment shift supervisor and place a check mark on the roster beside the name of each internee who has been excused from the roll call.
- b. Ensure that you have enough guards to control the internees. Tell the shift internment supervisor if you think you will need more guards.
- c. Conduct roll call for the general internee population.
  - (1) Command the internees to "Fall in."
  - (2) Form one or more ranks, depending on the number of internees.

**Performance Steps**

- (3) Form the internees by cellblocks or internee status, like platoons.
- (4) Command the internees to "About face."
- (5) Instruct them to—
  - (a) Remain facing away from you until you call their last name.
  - (b) Execute an "About face" when you call their last name.
  - (c) Answer by calling out their first name and middle initial.
- (6) Call out the last name of each internee on your roster. Look at the internee and ensure that he answers with his first name and middle initial.
- (7) Place a check mark beside the internee's name on the roster when he answers. Have assisting internment personnel make sure the internees answer only to their names. You may also check the photograph, name, social security number (SSN), and/or register number of each internee's badge.
- (8) Conduct the roll call indoors in inclement weather.
  - (a) Tell the internees to stand by their assigned bunks.
  - (b) Give the command, "Attention."
  - (c) Conduct the roll call as in step 2c(4) through 2c(7).
- d. Conduct roll call for internees in close confinement.
  - (1) Tell the senior cellblock guard that you are conducting a facility roll call. The senior guard will escort you through the close-confinement area or assign an escort to you. He will direct the internees to stand facing away from you, to execute an "About face" when their last name is called, and to answer with their first name and middle initial.
  - (2) Stop at each cell in the area and call out the internee's last name. Ensure that he does an "About face" and answers by calling out his first name and middle initial.
  - (3) Have the escort verify the internee's name.
  - (4) Check off the internee's name on the internee roster before you move to the next cell.
- e. Review the internee roster when you have finished both parts of the roll call.
  - (1) Ensure that every name is checked off.
  - (2) Notify the shift internment supervisor immediately if any internee is not accounted for.
- f. Report the results of the facility roll call to the shift internment supervisor so he may record it in the facility blotter.

## 3. Conduct a facility bed check.

**NOTE: As a minimum, bed checks are conducted between taps and midnight and between midnight and reveille. Bed checks will also be conducted at such times as directed by the facility commander or your supervisor, or as directed in the facility SOP.**

- a. Check each assigned bunk in the cellblocks and close-confinement area to ensure that each internee is in bed. Ensure that you actually see skin, not lumps or the shape of a body. Use your flashlight, if necessary.
- b. Verify the number of internees present with the assigned number that is indicated on the internee roster.
- c. Enter the results of your bed check in the facility blotter or report them to your supervisor so that he can record them in the blotter.

**NOTE: The facility SOP will specify the procedure you must follow for recording in the facility blotter.**

## 4. Maintain an internee manning board for your cellblock.

- a. Ensure that each assigned internee's name and cell or bunk assignment is listed on the manning board.
- b. Keep the manning board current by marking it to show where each internee is at all times.

**Evaluation Preparation:** Setup: Create scenarios to evaluate this task. Provide a mock cellblock area, the internee roster, the internee manning board, the facility SOP, and a flashlight. Have other soldiers play the role of internees.

Brief soldier: Tell the soldier to account for all the general-population and close-confinement internees by conducting head counts, roll calls, and bed checks.

<b>Performance Measures</b>	<b><u>GO</u></b>	<b><u>NO GO</u></b>
1. Conducted a facility head count.	—	—
2. Conducted a facility roll call.	—	—
3. Conducted a facility bed check.	—	—
4. Maintained an internee manning board for his cellblock.	—	—

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**  
**Required**

**Related**  
AR 190-47  
FM 3-19.40

## Monitor Internee Movement Within an Internment Facility

191-381-1337

**Conditions:** You are given a requirement to monitor internee movement. You are given internee escorts and/or intrafacility passes, assistant internment personnel, and the facility standing operating procedure (SOP).

**Standards:** Ensure that custody and control of internees is maintained when internees are escorted within the facility or when intrafacility passes are used.

### Performance Steps

1. Ensure that there are enough guards available to escort the internees.

**NOTE: The facility SOP will dictate the number of guards required for the number of internees to be escorted.**

2. Ensure that the escort guards clear all internee movements with the cellblock guards before the movements take place.
3. Ensure that the guards at the release point log out all internees.
4. Ensure that all internees in close confinement are escorted when moving outside their cellblock area.
5. Ensure that all individual internees in the general prison population are either escorted or have a facility pass when moving within the facility.
6. Ensure that mass or group movements of internees are in formation, orderly, on time, and well supervised.
7. Direct escort guards to watch for unusual activity, such as internees passing contraband, signs of escape attempts, or disturbances in the facility routine.
8. Ensure that groups of two or more internees are escorted even when a pass system is used for individual internees.

**NOTE: A facility may use an intrafacility pass system (passes are locally produced) to let individual internees move without an escort.**

9. Supervise the facility pass system.
  - a. Ensure that the issue of passes is controlled.
    - (1) Ensure that passes are not issued to internees who are in administrative segregation, disciplinary segregation, or maximum custody.
    - (2) Ensure that all requests for passes are completely filled out, submitted in advance, and approved by the facility commander or his designated representative.
    - (3) Ensure that the internment personnel within the facility have an ample supply of passes and that the supply is secured in a locked container or cabinet.
  - b. Ensure that each guard who checks the passes notes on each pass, in ink, the time and place where the pass was checked and his name and rank. This information must be recorded on the pass at the point of issue and each time the internee:
    - (1) Passes through a gate or guarded door outside the internee's immediate quarters or work area.
    - (2) Arrives at a point in the facility.
    - (3) Leaves an assigned area.
  - c. Check to ensure that—
    - (1) All used passes are collected when the internee returns to the starting point.
    - (2) All used passes are turned in to the administrative section for filing at the end of each shift.
    - (3) Used passes are retained for 60 days.



**Performance Steps**

10. Take appropriate action, according to the facility SOP, if an internee using an intrafacility pass fails to report to his destination or does not return to the point of origin in a reasonable amount of time.

**Evaluation Preparation:** Setup: Create multiple scenarios were the soldier is required to monitor internee movement within an internment facility. Provide the soldier with role players, internee escorts, and/or intrafacility passes, assistant internment personnel, and the facility SOP.

**Brief soldier:** Tell the soldier to ensure that custody and control of internees is maintained when internees are escorted within the facility or when intrafacility passes are used. Ensure that the cellblock guards maintain accountability for all assigned internees.

<b>Performance Measures</b>	<u><b>GO</b></u>	<u><b>NO GO</b></u>
1. Ensured that there were enough guards available to escort the internees.	—	—
2. Ensured that the escort guards cleared all internee movements with the cellblock guards before the movements take place.	—	—
3. Ensured that the guards at the release point logged out all internees.	—	—
4. Ensured that all internees in close confinement were escorted when moving outside their cellblock area.	—	—
5. Ensured that all individual internees in the general prison population were either escorted or had a facility pass when moving within the facility.	—	—
6. Ensured mass or group movements of internees were in formation, orderly, on time, and well supervised.	—	—
7. Directed escort guards to watch for unusual activity, such as internees passing contraband, signs of escape attempts, or disturbances in the facility routine.	—	—
8. Ensured that groups of two or more internees were escorted even when a pass system was used for individual internees.	—	—
9. Supervised the facility pass system.	—	—
10. Took appropriate action, according to the facility SOP, if an internee using an intrafacility pass failed to report to his destination or did not return to the point of origin in a reasonable amount of time.	—	—

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

**Required**

**Related**

AR 190-47

FM 3-19.40

## Issue Medication to Internees

191-381-1338

**Conditions:** You are given a requirement to issue medication to one or more internees as prescribed. You are given the internee's medications, the internee medication issue registers, medication cabinets and/or dispensary with locks, a pen, Department of Defense (DD) Forms 2713 and 2714.

**Standards:** Issue medication, as prescribed, to each internee identified on the medication register. Complete the medication register without error. Ensure that all medication is secured after dispensing it. Report the completion of the medication call to the shift internment supervisor.

### Performance Steps

1. Inventory the medication at the beginning of each shift and log it in the medication register.
2. Issue medicine to the general-population internees.
  - a. Check the internee medication issue registers to determine—
    - (1) Who receives the medicine.
    - (2) How much of each medicine to issue.
    - (3) How often to issue the medicine.
  - b. Obtain the medicine from the locked medication cabinets and/or dispensary for those internees who will be given medication during the medication call.

**NOTE: Request the key to the locked cabinet and/or dispensary from the shift internment supervisor. Depending on the size of the facility, the medicine cabinets and/or dispensary may be in a medical clinic or secured to a wall in another area.**

- c. Direct all general-population internees who have prescribed medicine to report to the issue point at the medication call.
  - d. Ensure that the medicine is given to the internee for whom it is prescribed and that the exact quantity is dispensed.
  - e. Watch each internee to ensure that they take the medications correctly. If the medicine is to be—
    - (1) Taken internally, ensure that the internee swallows the medication, such as a pill or cough syrup. Direct the internee to drink water to wash down pills. Direct the internee to open his mouth. Examine the internee's mouth visually to ensure that the medication was swallowed.
    - (2) Used externally, such as an ointment. Squeeze the ointment on the internee's finger and watch to be sure he applies it as directed by the physician.
    - (3) Kept by the internee (this must be directed by a doctor), ensure that the container is marked "may keep in cell" (MKIC). Do not allow the internee to keep excess amounts of any medication without the prescribing doctor's permission. For example, if an internee is issued two bottles of a liquid antacid, he may keep one bottle in his cell. Keep the other bottle in the medication cabinet until the first is used. Always obtain the empty container from the internee before issuing him the next bottle.
  - f. Prepare DD Forms 2713 or 2714 for internees that refuse to take their medication and inform the supervisor.
3. Complete the internee medication issue register each time a medicine is issued. Include—
    - a. The date the medicine is issued.
    - b. The name of the internee who received the medicine.
    - c. The name of the medicine.
    - d. The time, frequency, and amount to issued.
    - e. The amount of medicine remaining in the container after each dosage is issued.
    - f. The signature of internment personnel who issued the medicine.
    - g. The internee's signature (to show that he received the medicine).
    - h. Notations on the register, such as when the last of the medicine is used, that the medication is terminated due to full usage.

**Performance Steps**

4. Dispose of empty medicine containers and unused medication according to the facility standing operating procedure (SOP).
5. Issue medicine to close-confinement internees after the general-population internees are given their medication.
  - a. Obtain the internees' medication registers.
  - b. Remove the medicine for the close-confinement internees from the medicine cabinet and/or dispensary. Lock the cabinet and/or dispensary.
  - c. Take both the registers and the medication to the close-confinement area.
  - d. Issue the medicine as described in performance steps 2a, 2b, and 2d through 2f.
  - e. Complete the internee medication issue register (step 3).
6. Place all unused medicines in the medication cabinet and/or dispensary, and lock the cabinet and/or dispensary.
7. Report to the shift internment supervisor when the medication call is completed. Inform him of any problems that occurred.

**Evaluation Preparation:** Setup: Provide a mock medicine cabinet and/or dispensary, a simulated medication register, simulated medicine, and water. Have other soldiers play the part of internees. Instruct the role-players on the actions they are to take.

**Brief soldier:** Tell the soldier to issue medication, as prescribed, to each internee identified on the medication register, complete the medication register without error, ensure that all medication is secured after dispensing it, and report the completion of the medication call to the shift internment supervisor.

**Performance Measures**

	<u>GO</u>	<u>NO GO</u>
1. Inventoried the medication at the beginning of each shift and logged it in the medication register.	—	—
2. Issued medicine to the general-population internees.	—	—
3. Completed the internee medication issue register each time a medicine was issued.	—	—
4. Disposed of empty medicine containers and unused medication according to the facility SOP.	—	—
5. Issued medicine to close-confinement internees after the general-population internees were given their medication.	—	—
6. Placed all unused medicines in the medication cabinet and/or dispensary, and locked the cabinet and/or dispensary.	—	—
7. Reported to the shift internment supervisor when the medication call was completed. Informed him of any problems that occurred.	—	—

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

**Required**

DD FORM 2713  
DD FORM 2714

**Related**

AR 190-47  
FM 3-19.40

**Segregate Internees by Internee Status**  
**191-382-2295**

**Conditions:** You are given a requirement to segregate the internees by internee status during inprocessing or for billeting, dining, or work details. You are given the internee's transfer orders, court-martial orders, Department of Defense (DD) Forms 2707 and 2708, and Department of the Army (DA) Form 4430.

**Standards:** Segregate all internees by status during inprocessing and for billeting, dining, and work details.

**Performance Steps**

1. Determine the status of an internee being inprocessed by reviewing the internee's confinement order, result of trial, transfer order, court-martial order, or DD Form 2707. His status will be one of the following:
  - a. Detained. An internee who is in internment waiting for charges to be filed against him, the disposition of those charges, or a trial by court-martial.
  - b. Adjudged. An internee whose sentence has been given in open court, but which the convening authority has not yet approved.
  - c. Sentenced. An internee whose sentence has been ordered into execution.
  - d. Casual. An internee who is in internment waiting for another command or military service to give further instructions on his disposition, or he is waiting to be transferred to another facility, or back to his unit.
2. Segregate internees by status for billeting.
3. Segregate internees by prisoner status for dining.
4. Segregate internees by status for work details.

**Evaluation Preparation:** Setup: Create multiple scenarios where the soldier will be required to segregate the internees by internee status during inprocessing or for billeting, dining, or work details. Provide the soldier with the items listed in the conditions.

**Brief soldier:** Tell the soldier to segregate all internees by status during inprocessing and for billeting, dining, and work details.

**Performance Measures**

	<u>GO</u>	<u>NO GO</u>
1. Determined the status of an internee being inprocessed by reviewing the internee's confinement order, result of trial, transfer order, court-martial order, or DD Form 2707.	___	___
2. Segregated internees by status for billeting.	___	___
3. Segregated internees by prisoner status for dining.	___	___
4. Segregated internees by status for work details.	___	___

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

<b>Required</b>	<b>Related</b>
DA FORM 4430	AR 190-47
DD FORM 2707	FM 3-19.40
DD FORM 2708	



**Supervise Work Activities Within an Internment Facility**  
**191-382-2352**

**Conditions:** You are given a requirement to supervise work activities. You are given an internee roster, assistant internment personnel, and blank Department of Defense (DD) Forms 2713 and 2714.

**Standards:** Ensure that work is accomplished; custody and control of internees is maintained at all times; and all rules, regulations, and safety precautions are followed at all times.

**Performance Steps**

1. Obtain complete information and instructions about the work detail from the supervisor. The information may include things such as the following:
  - a. What and where the job is.
  - b. Names and status of the internees assigned to the detail.
  - c. The location of the required equipment and materials.
  - d. Information that would assist in assigning the internees to jobs and in maintaining custody and control of the internees.
2. Obtain the needed equipment and materials from the sources the supervisor provides. Check to ensure that the equipment is operational and sign for the equipment, if required.
3. Organize the work detail.
  - a. Learn each internee's name so the name can be associated with the internee's face.
  - b. Separate the internees by internee status.

**NOTE: Do not place a detained (pretrial) internee together with an adjudged or sentenced (post trial) internee on work details.**

- c. Assign duties to each internee, as appropriate, based on his status.
  - (1) Do not assign officer or noncommissioned officer (NCO) internees jobs that are not done by officers or NCOs.
  - (2) Distribute the workload evenly among the internees.
  - (3) Do not give duties that are degrading to internees.
  - (4) Do not assign duties to internees as a method of punishing or harassing an internee.
  - (5) Do not place internees in charge of other internees.
  - (6) Do not allow internees to work where they have access to personnel records, narcotics, arms, ammunition, money, drugs, intoxicants, or keys to the facility.
  - (7) Give internees specific instructions on what they are expected to do.
  - (8) Do not assign internees work that is inherently dangerous.
  - (9) Do not have internees perform work that permits association with persons of the opposite sex unless there is close supervision.
  - (10) Ensure that each internee is in the appropriate uniform. Consider weather conditions and the type of work being done.

4. Issue each internee the equipment and materials he will need to perform his duties.

**CAUTION: MAKE SURE THE INTERNEE IS QUALIFIED TO OPERATE COMPLEX EQUIPMENT BEFORE ASSIGNING DUTIES AND EQUIPMENT.**

5. Maintain accountability and control of the internees.
  - a. Move the internees to and from the work site in a military formation.
  - b. Make periodic head counts of internees on details.
  - c. Conduct a roll call for all discrepancies.
  - d. Give rest breaks as needed. Consider weather conditions, the type of work being done, the progress the internees are making, and when you expect the job to be completed.
  - e. Check each detail at intervals when there is more than one detail to supervise. Ensure that all internees are accounted for and that adequate progress is being made.
6. Watch for and immediately correct safety hazards.

**Performance Steps**

- 7. Conduct a head count when the work detail is complete. Contact the shift internment supervisor if the count does not match the count on the roster.

**NOTE: The supervisor will conduct or direct you to conduct a roll call.**

- 8. Check equipment to ensure that it is returned in the same condition as when it was issued.

**DANGER: INTERNEES MIGHT USE PARTS FROM THE EQUIPMENT, SUCH AS BLADES, SCREWS, OR SHARP OBJECTS AS WEAPONS. THEY MIGHT ALSO USE THE PARTS TO AID THEM IN AN ESCAPE.**

- 9. Ensure that all unused materials are turned in.
- 10. Report all incidents that occur during the detail to the supervisor.
- 11. Prepare DD Form 2713 or 2714, if required.

**Evaluation Preparation:** Setup: Create a scenario with role-players that will require the soldier to supervise work activities within an internment facility. Provide the soldier with the items that are listed in the conditions.

**Brief soldier:** Tell the soldier to ensure that work is accomplished; custody and control of internees is maintained at all time; and all rules, regulations, and safety precautions are followed at all times.

**Performance Measures**

	<u>GO</u>	<u>NO GO</u>
1. Obtained complete information and instructions about the work detail from the supervisor.	—	—
2. Obtained the needed equipment and materials from the sources the supervisor provided. Checked to ensure that the equipment was operational and signed for the equipment, if required.	—	—
3. Organized the work detail.	—	—
4. Issued each internee the equipment and materials he needed to perform his duties.	—	—
5. Maintained accountability and control of the internees.	—	—
6. Watched for and immediately corrected safety hazards.	—	—
7. Conducted a head count when work detail was completed. Contacted the shift internment supervisor if the count did not match the count on the roster.	—	—
8. Checked equipment to ensure it was returned in the same condition as when it was issued.	—	—
9. Ensured that all unused materials were turned in.	—	—
10. Reported all incidents that occurred during the detail to the supervisor.	—	—
11. Prepared DD Form 2713 or 2714, if required.	—	—

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

<p><b>Required</b> DD FORM 2713 DD FORM 2714</p>	<p><b>Related</b> AR 190-47 FM 3-19.40</p>
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Subject Area 22: Internment Operations

**Perform Enemy Prisoner of War/Civilian Internee (EPW/CI) Security and Control Activities at an EPW/CI Camp**  
**191-376-4100**

**Conditions:** You have been given an assignment to provide security and control activities at an EPW/CI camp. You are given orders, other guards, an assigned individual weapon, a crew-served weapon, ammunition, communications equipment (for example, a Single-Channel, Ground-to-Air Radio System [SINCGARS] radio and/or TA-312 field telephone), local standing operating procedures (SOPs), and the signal operating instructions (SOI).

**Standards:** Perform security and control activities by preventing unauthorized personnel from entering the camp, preventing captives from escaping, and maintaining captive discipline and control.

**Performance Steps**

**WARNING: WHEN WORKING WITH ENEMY CAPTIVES, OBSERVE ALL SAFETY PRECAUTIONS AND ALWAYS BE AWARE OF THE POSSIBILITY OF PERSONAL INJURY.**

1. Enforce discipline and control measures.
  - a. Require that the EPW/CI comply with posted rules, regulations, and announcements. Report captives who refuse or fail to obey an order or regulation.
  - b. Ensure that captives do not—
    - (1) fraternize or exchange gifts with United States (US) personnel.
    - (2) establish courts or administer punishment.
    - (3) display national flags, political emblems, or pictures of political leaders.
    - (4) gamble.
    - (5) possess weapons or anything that could be used as a weapon.
    - (6) possess or consume intoxicating beverages.
  - c. Segregate uncooperative captives according to the local SOP.
2. Observe security precautions.
  - a. Make at least two surprise searches each day.
    - (1) Include the dispensary, the food distribution point, the hospital, and other areas in the enclosure.
    - (2) Look for tunnels, caches of food, clothing, weapons, communication systems, maps, money, or other valuables that might aid in an escape.
  - b. Maintain strict accountability for tools and equipment used by the captives.
    - (1) Check tools and equipment into and out of the compound or enclosure by item and number.
    - (2) Search all captives when they enter or leave an enclosure.
  - c. Prevent food caches by observing the disposition of uneaten rations, both in the camp and on work calls.
  - d. Account for captives by number when conducting roll call formations on both an announced and an unannounced basis. Do this—
    - (1) At least twice each day (morning and evening).
    - (2) Immediately following a mass disturbance, the discovery of a tunnel, or the detection of a hole or break in the perimeter fence.
  - e. Perform random head counts frequently while on work details and when enroute to another facility.
  - f. Inspect identification (ID) bands at random intervals.
    - (1) Ensure that each captive has an ID band that has not been altered.
    - (2) Compare the ID band with an ID card when positive identification is required.
    - (3) Replace ID bands when the internment serial number (ISN) or the name is not legible or the band is weakened because of wear or damage.

**Performance Steps****NOTE: Normally, ID bands will last about six months.**

- g. Examine all perimeter fences daily. Report and immediately investigate any evidence of weakness or damage.

## 3. Perform as a gate guard.

- a. Allow only authorized personnel to enter or leave.
- b. Record incoming and outgoing personnel, vehicles, work details, and equipment.
- c. Conduct shakedown searches according to the local policy.
- d. Search all vehicles and containers taken into or out of a compound or enclosure.
- e. Search all captives as they enter or leave the enclosure.
- f. Observe and make note of civilians who may be loitering near the gates.

## 4. Perform as a tower or perimeter guard.

- a. Prevent escapes. If an escape attempt is from—

- (1) Outside a fenced enclosure, shout "halt." If the captive does not stop after you have called "halt" at least three times, and there does not seem to be any way to prevent the escape, fire your weapon.

**WARNING: FIRE ONLY TO DISABLE; NOT TO KILL. REFER TO TASK 191-376-5106.**

- (2) Inside a fenced enclosure, do not fire unless the captive is trying to go over, under, or through the fence. Before firing, verify that the captive is actually attempting to escape.

## b. Patrol perimeters.

- (1) Increase security by patrolling between guard towers if weather or light failure prevents tower guards from clearly seeing the entire perimeter.
- (2) Check perimeter fences daily for evidence of wire cutting or weaknesses.
- (3) Ensure that during darkness—
  - (a) The perimeter is checked for poorly lighted areas.
  - (b) Any broken or burned out bulbs are replaced.
  - (c) Problems are reported to the supervisor.
- (4) Be alert for escape attempts and report unauthorized or suspicious captive activities.

## 5. Perform special guard duties (for example, work or escort guards).

- a. Maintain a reasonable distance between captives during movement and work details.
- b. Position yourself so that you can easily observe the captives.
- c. Prohibit the labor detail from mingling with, or coming into close contact with, other work details.
- d. While captives are working, space breaks so that only one guard at a time is on break.
- e. Move captives in columns on secondary roads and areas not normally used by military elements.
- f. Keep an accurate count of captives. Make random counts during work details.

## 6. Enforce military courtesies.

- a. Ensure that, regardless of grade, officer EPWs salute higher-ups and the camp commander.
- b. Ensure that enlisted captives salute all commissioned officers of the US armed forces.
- c. Ensure that if the US National Anthem, To the Colors, or Retreat is sounded while the captives are outdoors, they face the direction of the music or the colors.

## 7. Report any of the following to military intelligence (MI):

- a. Unusual captive activities, especially before holiday celebrations.
- b. Messages passed at food and supply distribution points, the dispensary, or the hospital.
- c. Messages passed when captives are on labor details.
- d. Messages signaled between compounds.
- e. Information volunteered by captives.
- f. Suspicious actions of local civilians.

**Evaluation Preparation:** Setup: For training and testing, this task will require a mock EPW/CI enclosure. Additional soldiers will be needed to act as assistant guards and as EPW/CI role players. To evaluate all

performance measures, the soldier must be tested as a tower, perimeter, gate, and special guard (for example work guard or escort guard).

Brief soldier: Tell the soldier being evaluated that he must prevent escapes and maintain discipline and control of the captives. Explain to the role players the actions they are to take.

<b>Performance Measures</b>	<b><u>GO</u></b>	<b><u>NO GO</u></b>
1. Enforced discipline and control measures.	_____	_____
2. Observed security precautions.	_____	_____
3. Performed as a gate guard.	_____	_____
4. Performed as a tower or perimeter guard.	_____	_____
5. Performed special guard duties.	_____	_____
6. Enforced military courtesies.	_____	_____
7. Reported enemy activity to MI.	_____	_____

**Evaluation Guidance:** Score the soldier GO if all steps are passed (P). Score the soldier NO-GO if any step is failed (F). If the soldier fails any step, show him how to do it correctly.

**References**

**Required**  
FM 3-19.40

**Related**  
AR 190-8  
FM 3-19.4

**Process Authorized and Unauthorized Property Within an Internment Facility**  
**191-381-1288**

**Conditions:** You are given a requirement to process an internee's property. You are given a search area with a table, access to the facility standing operating procedure (SOP), and a newly confined internee.

**Standards:** Segregate and process authorized property from unauthorized property according to the facility SOP.

**Performance Steps**

1. Direct the internee to center himself in front of the search table and assume the parade rest position.
2. Perform the following procedures to remove the internee's property:
  - a. Direct the internee to place all personal items in his headgear.
  - b. Direct the internee to empty his pockets and to remove all personal effects off his person, to include his wallet, eyeglasses, watch, rings, and dog tags. Instruct him to place these items in his headgear.
  - c. Direct the internee to turn his pockets inside out.
3. Separate the authorized and unauthorized items according to the facility SOP.
4. Search for any hidden items.
5. Place items the internee may keep on his person in his headgear and move the headgear to one side of the table where it will be out of the way.
6. Search the duffel bag and its contents.
  - a. Direct the internee to empty his duffel bag onto the search table.
  - b. Separate the contents into authorized and unauthorized items.
7. Notify the supervisor and prepare Department of Defense (DD) Form 2713, according to Task 191-381-1339, if hidden items are found.
8. Direct the internee to place in his duffel bag those items he may keep in his cell.
9. Turn in all contraband and other property that the internee is not allowed to keep in his cell.
  - a. Give the items to the property noncommissioned officer (NCO) or his assistant during normal duty hours.
  - b. Give the items to the shift internment supervisor for safekeeping after normal duty hours, ensuring that the chain of custody is maintained using a Department of the Army (DA) Form 4137. See Task 191-381-1371.
10. Strip-search the internee (Task 191-381-1334).
11. Direct the internee to shower and shave, if necessary.
12. Give the internee the items he is allowed to keep during his internment after he showers. Direct the internee as to which items he may carry on his person and which ones he may keep only in his cell.
13. Notify the supervisor that authorized and unauthorized property has been segregated.

**Evaluation Preparation:** Setup: Select an area to use as a search room. Provide a table and the facility SOP. Have another soldier role-play the role of an internee. Provide a duffel bag containing both authorized and unauthorized items.

**Brief soldier:** Tell the soldier being evaluated that he must correctly segregate and process all authorized and unauthorized property.

<b>Performance Measures</b>	<u>GO</u>	<u>NO GO</u>
1. Directed the internee to center himself in front of the search table and assume the parade rest position.	—	—
2. Performed procedure to remove the internee's property.	—	—
3. Separated authorized items from unauthorized items according to the facility SOP.	—	—
4. Searched for any hidden items.	—	—
5. Placed items the internee may keep on his person in his headgear and moved the headgear to one side of the table where it was out of the way.	—	—
6. Searched the duffel bag and its contents.	—	—
7. Notified the supervisor and prepared DD Form 2713 if hidden items were found.	—	—
8. Directed the internee to place in his duffel bag those items he may keep in his cell.	—	—
9. Turned in all contraband and other property that the internee was not allowed to keep in his cell.	—	—
10. Strip-searched the internee.	—	—
11. Directed internee to shower and shave, if necessary.	—	—
12. Gave the internee the items he was allowed to keep during his internment after he showered. Directed the internee as to which items he may carry on his person and which ones he may keep only in his cell.	—	—
13. Notified the supervisor that authorized and unauthorized property had been segregated.	—	—

**Evaluation Guidance:** Score the soldier GO if all measures are passed (P). Score the soldier NO-GO if any measure is failed (F). If the soldier fails any measure, show him how to do it correctly.

**References**

**Required**  
 DA FORM 4137  
 DD FORM 2713

**Related**  
 AR 190-47  
 AR 700-84  
 FM 3-19.40

**CHAPTER 4**

**Duty Position Tasks**

<b>Section I. Subject Area Codes</b>						
<b>Skill Levels 2, 3, and 4</b>						
<table border="0"> <tr> <td style="vertical-align: top;"> <ol style="list-style-type: none"> <li>1. NBC</li> <li>2. Combat Techniques</li> <li>3. Night Vision Devices</li> <li>4. Weapons-M9</li> <li>5. Weapons-MK19</li> <li>6. Weapons-M249</li> <li>7. Weapons-12 Gauge</li> <li>8. Urban Operations</li> <li>9. Vehicle Operations</li> <li>10. Land Navigation</li> <li>11. Communications</li> <li>12. Maneuver and Mobility Support Operations</li> </ol> </td> <td style="vertical-align: top; padding-left: 20px;"> <ol style="list-style-type: none"> <li>13. Emergency Procedures</li> <li>14. Crime Scenes</li> <li>15. Internment Administration</li> <li>16. Cellblock Close Confinement Procedures</li> <li>17. Basic Internment</li> <li>18. Visitors' Rom Procedures</li> <li>19. Escort Guard Duties</li> <li>20. Sally Port Procedures</li> <li>21. Custody and Control</li> <li>22. Internment Operations</li> </ol> </td> </tr> </table>					<ol style="list-style-type: none"> <li>1. NBC</li> <li>2. Combat Techniques</li> <li>3. Night Vision Devices</li> <li>4. Weapons-M9</li> <li>5. Weapons-MK19</li> <li>6. Weapons-M249</li> <li>7. Weapons-12 Gauge</li> <li>8. Urban Operations</li> <li>9. Vehicle Operations</li> <li>10. Land Navigation</li> <li>11. Communications</li> <li>12. Maneuver and Mobility Support Operations</li> </ol>	<ol style="list-style-type: none"> <li>13. Emergency Procedures</li> <li>14. Crime Scenes</li> <li>15. Internment Administration</li> <li>16. Cellblock Close Confinement Procedures</li> <li>17. Basic Internment</li> <li>18. Visitors' Rom Procedures</li> <li>19. Escort Guard Duties</li> <li>20. Sally Port Procedures</li> <li>21. Custody and Control</li> <li>22. Internment Operations</li> </ol>
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<b>Section II. Duty Position Training Requirement</b>						
<b>SL</b>	<b>Duty Position</b>	<b>Subject Areas</b>	<b>Cross Training</b>	<b>Train-Up/Merger</b>		
1	Internment Specialist Key Control Custodian Military Police Investigator Internee Work Supervisor	1-22 1-22 1-22 1-22	All SL 1 soldiers should receive cross-training in the duty position of Internment Specialist.	Consider all soldiers for training as Internment NCO SL 2.		

**Figure 4-1. 95C MOS Training Plan**



## APPENDIX A - METRIC CONVERSION CHART

Table A-1. Metric Conversion Chart

US Units	Multiplied By	Equals Metric Units
<b>Length</b>		
Feet	0.30480	Meters
Inches	2.54000	Centimeters
Inches	0.02540	Meters
Inches	25.40010	Millimeters
Miles (statute)	1.60930	Kilometers
Miles per hour	0.04470	Meters per second
Yards	0.91400	Meters
<b>Volume</b>		
Cubic feet	0.02830	Cubic meters
Cubic yards	0.76460	Cubic meters
<b>Weight</b>		
Pounds	453.59000	Grams
Pounds	0.45359	Kilograms
Metric Units	Multiplied By	Equals US Units
<b>Length</b>		
Centimeters	0.39370	Inches
Meters per second	2.23700	Miles per hour
Millimeters	0.03937	Inches
Kilometers	0.62137	Miles (statute)
Meters	3.28080	Feet
Meters	39.37000	Inches
Meters	1.09360	Yards
<b>Volume</b>		
Cubic meters	35.31440	Cubic feet
Cubic meters	1.30790	Cubic yards
<b>Weight</b>		
Kilograms	2.20460	Pounds





## GLOSSARY

<b>%</b>	percent
<b>+</b>	plus
<b>=</b>	equal
<b>1LT</b>	first lieutenant
<b>1SG</b>	first sergeant
<b>AA</b>	avenue of approach; assembly area
<b>AC</b>	active component; assistant commandant; alternating current
<b>ACCP</b>	Army Correspondence Course Program
<b>ACP</b>	allied communication publication
<b>AD</b>	air defense; armored division
<b>ADA</b>	air defense artillery
<b>AIDS</b>	Acquired Immunodeficiency Syndrome
<b>AJ</b>	antijamming
<b>ALTN</b>	alternate
<b>AMP</b>	amputated; Aircrew Mask Programs
<b>AN</b>	annually
<b>ANCD</b>	automated net control devices
<b>ANCOC</b>	Advanced Noncommissioned Officer Course

STP 19-95C1-SM

**APO**

Army post office

**Apr**

April

**AR**

Army regulation; Army Reserve; armor

**ARNG**

Army National Guard

**ARTEP**

Army Training and Evaluation Program

**ASAC**

apprentice special agent course

**ASL**

authorized stockage list; assistant squad leader

**asst**

assistant

**AT**

antiterrorism; antitank

**ATTN**

attention

**AUG**

August

**auto**

automatic

**AWOL**

absent without leave

**BA**

battery; biannually

**bde**

brigade

**BDU**

battle dress uniform

**BII**

basic-issue items

**BL**

low battery

**bn**

battalion

**BNCOC**

Basic Noncommissioned Officer Course

**BOD**

bore obstruction device

**brig**

brigade

**BW**

bi-weekly; biological warfare

**CAB**

combat aviation battalion; combat aviation brigade

**cal**

caliber

**CAM**

chemical-agent monitor

**CAV**

cavalry

**CBT**

computer-based training; combat; Common Bridge Transporter

**CEO**

communications-electronics officer

**CEWI**

combat electronic warfare and intelligence

**CF**

correlation factor; covering force

**CH**

chaplains

**CI**

civilian internees; command information; criminal investigation; criminal intelligence

**CID**

criminal investigation division

**CLP**

cleaner lubricant preservative

**CM**

centimeter(s)

**CMF**

career management field

STP 19-95C1-SM

**CO**

commissioned officer; carbon monoxide; commanding officer; company

**comm**

commercial; communication

**COMSEC**

communications security

**CONUS**

continental United States

**CP**

command post

**CPM**

career progression model; Critical Path Method; construction project maintenance

**CPT**

captain

**CR**

dibenzoxazepine

**CRC**

camera-ready copy; Crime Record Center

**CRD**

crime record depository

**CS**

combat support; Costa Rica; o-chlorobenzylidene malononitrile; cost sharing; confidential source

**CSC**

command and staff college

**CSM**

command sergeant major

**CT**

Connecticut

**cue**

A word, situation, or other signal for action; an initiating cue is a signal to begin performing a task or task performance step. An internal cue is a signal to go from one element of a task to another. A terminating cue indicates task completion.

**D**

drive; dispenser; day

**DA**

Department of the Army, Denmark; direct action

**DAP**

decontamination apparatus, portable

<b>DC</b>	dental corps; dislocated civilian; District of Columbia; direct current
<b>DD</b>	Department of Defense; day
<b>Dec</b>	December
<b>DIA</b>	Defense Intelligence Agency; diameter
<b>DISCOM</b>	division support command
<b>DIV</b>	division
<b>DIVARTY</b>	division artillery
<b>DOD</b>	Department of Defense
<b>DS2</b>	decontaminating solution number 2
<b>DTG</b>	date-time group
<b>E</b>	east
<b>E1</b>	private 1
<b>E2</b>	private 2
<b>E3</b>	private first class
<b>E4</b>	specialist
<b>E5</b>	sergeant
<b>E6</b>	staff sergeant
<b>E7</b>	sergeant first class
<b>E8</b>	master sergeant/first sergeant

- E9**  
sergeant major; command sergeant major
- EA**  
each; engagement area; electronic attack
- ECCM**  
electronic countercountermeasures
- ECM**  
electronic countermeasures
- EEFI**  
essential elements of friendly information
- elms**  
elements
- EMO**  
electronic media only
- enr**  
engineer
- enl**  
enlisted
- EOC**  
Emergency Operations Center
- EOD**  
explosive ordnance disposal
- EP**  
electronic protection
- EPW**  
enemy prisoner of war
- F**  
frequency; fail; failed; Fahrenheit; full; fully automatic; financial; fire
- FA**  
field artillery
- FBI**  
Federal Bureau of Investigation
- FCM**  
flow cytometer; forced cell move
- FD**  
firing device; fire direction; federal document
- FDC**

fire direction center

**Feb**

February

**FIST**

fire support team

**FM**

field manual; frequency modulated/modulation

**FOV**

field of view

**FPF**

final protective fire; final protection fire

**FPO**

Fleet Post Office

**FSO**

fire support officer

**Ft**

feet; fort

**GCM**

general court-martial

**G-M**

grid-magnetic

**GMD**

grease

**grp**

group

**GS-5**

general schedule 5

**GSR**

general support-reinforcing; ground surveillance radar

**GTA**

graphic training aid

**H&C**

health and comfort

**HHC**

headquarters and headquarters company

**HIMS**

HMMWV Interchangeable Mount System



STP 19-95C1-SM

**HIV**

human immunodeficiency virus

**HMMWV**

high-mobility multipurpose wheeled vehicle

**HQ**

headquarters

**HTD**

highway traffic division

**HTF**

how-to-fight

**IAW**

in accordance with

**ID**

identification; infantry division; indefinite delivery

**IN**

infantry

**inv**

investigator

**IPC**

interpersonal communications

**IR**

internment and resettlement; intelligence requirement; infrared

**IRR**

individual ready reserve

**ISN**

internment serial number

**Jul**

July

**kmph**

kilometers per hour

**KTV**

cryptographic training, SOI

**LAW**

light antitank weapon; lubricating oil

**ldr**

leader

**LIF**

light interference filter; logistics intelligence file

- LRA**  
local reproduction authorized
- LSA**  
lubricating oil, semifluid, automatic weapon; logistics support analysis; lubricant oil
- LSAT**  
lubricating oil
- LTC**  
lieutenant colonel
- M .**  
mud; month
- mag**  
magnum
- maint**  
maintenance
- MAJ**  
major
- MANSCEN**  
United States Army Maneuver Support Center
- Mar**  
March
- med**  
medical; medium
- MEDEVAC**  
medical evacuation
- medic**  
medical aid specialist
- METL**  
mission-essential task list
- METT-T**  
mission, enemy, terrain, troops, and time available (Army); mission, enemy , terrain and weather, troops and support available, and time available (USMC)
- METT-TC**  
mission, enemy, terrain, troops, time available, and civilian considerations
- mfg**  
manufacturer
- MI**  
military intelligence; middle initial

**MIJI**

meaconing, interference, jamming, and intrusion

**MKIC**

may keep in cell

**mm**

millimeter

**MO**

Missouri; monthly; methods of operation/modus operandi

**MOPP**

mission-oriented protective posture

**MOPP4**

mask worn, protective suit, boots, and gloves worn

**mort**

mortar

**MOS**

military occupational specialty; months

**MOUT**

military operations on urbanized terrain

**MP**

military police

**MPH**

miles per hour

**MPR**

military police report

**MSR**

main supply route

**MTP**

mission training plan

**MTR**

motorized; missile tracking radar

**N**

neutral; north; northings; nose lift; number

**NA**

not applicable; nation assistance

**NAVAIDS**

navigational aids

**NBC**

nuclear, biological, and chemical

**NBC 1 report**

Observer's initial report; used by the observing unit to give basic initial and follow-up data about an nuclear, biological, chemical (NBC) attack. It is sent by platoons and companies to battalion headquarters or by designated observers to the division NBC center.

**NBCC**

Nuclear, Biological, and Chemical Center

**NCO**

noncommissioned officer

**NCOIC**

noncommissioned officer in charge

**NCS**

net control station

**NJP**

nonjudicial punishment

**NMC**

nonmission capable

**no.**

number

**Nov**

November

**NSN**

nonstandard number; national stock number

**o**

degree

**O3**

captain

**OC**

oleoresin capsicum

**ODCSOPS**

Office of the Deputy Chief of Staff for Military Operations

**off**

office

**OIC**

officer in charge

**OPSEC**

operations security

**OSUT**

one-station unit training

**P**

needs practice; pass; passed; barometric pressure; mean radius of curvature; pivot point; park; pedestrian; artificial paving

**pam**

pamphlet

**PAO**

public affairs office(r)

**PD680**

cleaning solvent

**PDF**

principal direction of fire

**PLT**

platoon

**PM**

program manager; provost marshal; performance measures

**PMCS**

preventive-maintenance checks and services

**POL**

petroleum, oils, and lubricants

**QT**

quarterly

**R**

right; religious organization; rock

**RA**

regular Army; resident agency

**RBC**

rifle bore cleaner

**RC**

reserve component

**RCF**

regional corrections facility

**ref**

reference

**retrans**

retransmit

**RFD**

radio frequency direction

- ROI**  
rules of interaction; report of investigation; report of incident
- RPO**  
radiation protection officer
- RTO**  
radio/telephone operator
- S**  
safe; south; semi-automatic; society/public; start; sand
- S&T**  
supply and transport
- S1**  
Adjutant (US Army)
- S2**  
Intelligence Officer (US Army)
- S3**  
Operations and Training Officer (US Army)
- S4**  
Supply Officer (US Army)
- SA**  
special agent; semiannually
- SALUTE**  
size, activity, location, unit, time, and equipment
- SC**  
supply catalog; single channel
- SCM**  
summary court-martial
- SCRCNI**  
sealed container received; contents not inventoried
- sct**  
scout
- sec**  
section; second
- Sept**  
September
- SF**  
standard form
- SFC**  
special forces command, sergeant first class

STP 19-95C1-SM

**SGM**

sergeant major

**SGT**

sergeant

**sig**

signal

**SINGARS**

Single-Channel, Ground-to-Air Radio System

**SJA**

Staff Judge Advocate

**SL**

skill level; squad leader

**SM**

soldier's manual; selected marksman

**SMCT**

soldier's manual of common tasks

**SOI**

signal operating instructions

**SOP**

standing operating procedure

**SPCM**

special court-martial

**SPOTREP**

spot report

**sqd**

squad

**sqdn**

squadron

**SSG**

staff sergeant

**SSN**

social security number

**STANAG**

standardization agreement (NATO)

**STP**

soldier training publication

**sup**

supply

**suppl**

supplement

**T&E**

traversing and elevating

**TACP**

tactical air control party

**TAMMS**

The Army Maintenance Management System

**TC**

technical coordinator; training circular; team chief; tactical commander

**TCP**

traffic control post

**TEK**

traffic encryption key

**TF**

task force; training film

**TG**

trainer's guide

**thru**

through

**TM**

technical manual; team

**TOC**

tactical operations center

**TOW**

tube-launched, optically tracked, wire-guided, heavy antitank missile system

**trk**

truck

**TSEC**

terminal secondary radar beacon

**UCMJ**

Uniform Code of Military Justice

**UI**

unit integration

**ULM**

unit-level maintenance



STP 19-95C1-SM

**US**

United States

**USA**

United States Army; United States of America

**USACIDC**

United States Army Criminal Investigation Command

**USAMPS**

United States Army Military Police School

**USAPA**

United States Army Publishing Agency

**USAR**

US Army Reserve

**USC**

United States code

**V**

nerve agent; volt; vehicular

**W**

with; west; flooding

**w/**

with

**WK**

weekly

**wpns**

weapons

**x**

times; by

**XO**

executive officer

**Y**

significant; limited, all-weather route; year

**ZULU TIME**

Greenwich mean time

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STP 19-95C1-SM

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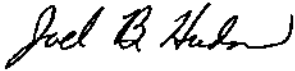


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XXXX 2003

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Official:



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**MOS 95C, Corrections  
Specialist, Skill Levels 2/3/4,  
Soldier's Manual and  
Trainer's Guide**

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