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SOLDIER'S MANUAL and TRAINER'S GUIDE

MOS 31E

MOS 95C, Corrections Specialist, Skill Levels 2/3/4, Soldier's Manual and Trainer's Guide

Skill Levels 2, 3 and 4

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This publication supersedes STP 19-95C14-SM-TG, 26 March 1999, Skill Levels 2/3/4.

PREFACE

This publication is for skill level (SL) 2, 3, and 4 soldiers who hold military occupational specialty (MOS) 95C and their trainers or leaders. It contains standardized training objectives in the form of task summaries that may be used to train and evaluate soldiers on the critical tasks that support unit missions. Trainers and leaders should actively plan for MOS 95C soldiers to have access to this publication.

All tasks in this manual are applicable to active component (AC) and the reserve component (RC) soldiers, which include the Army National Guard (ARNG) and the United States Army Reserve (USAR).

The proponent of this soldier training publication (STP) is HQ, TRADOC. Users of this publication are encouraged to recommend changes and submit comments for its improvement. Comments should be keyed to a specific page, paragraph, and line of text in which the change is recommended. Reasons will be provided for each comment to ensure understanding and complete evaluation. Comments should be prepared using a Department of the Army (DA) Form 2028 and forwarded directly to the Commandant, United States (US) Army Military Police School, ATTN: ATSJ-MP-T, Bldg 3203, 401MANSCEN Loop, Suite 1069, Fort Leonard Wood, Missouri 65473-8929.

SPECIAL NOTE: The mission of the MOS 95C is changing to be more deployable in units as "internment specialists," who will operate field internment facilities for enemy combatants or detainees of any type, including those who are considered high risk. The experiences of the Army since 2001 have shown the need for the 95C skill set to manage the internment facilities at Guantanamo Bay and elsewhere. The new internment/resettlement company is a TOE company of internment facilities for detainees of any type in coordination with an MP guard company, which will provide additional security.

Unless this publication states otherwise, masculine nouns and pronouns do not refer exclusively to men.

CHAPTER 1

Introduction

1-1. General. This manual identifies the individual MOS training requirements for soldiers in MOS 95C, SLs 2, 3, and 4. It is designed to be used by commanders, trainers, and soldiers to plan, conduct, and evaluate individual training in units. This manual is the primary reference for supporting the self-development and training of every soldier.

1-2. Integration of Individual and Collective Tasks. This manual should be used along with STPs 21-1-SMCT and 21-24-SMCT; Army Training and Evaluation Programs (ARTEPs); and Field Manual (FM) 7-1 to establish effective training plans and programs that integrate individual and collective tasks.

1-3. Task Summaries.

a. Task summaries contain information necessary to conduct training and evaluate soldier proficiency on tasks critical to the MOS. A separate task summary is provided for each critical task. These task summaries are, in effect, standardized training objectives which ensure that soldiers do not have to relearn a task on reassignment to a new unit. The format for the task summaries included in this STP is as follows:

- **Task title.** The task title identifies the action to be performed.
- **Task number.** A 10-digit number identifies each task or skill. Include this task number, along with the task title, in any correspondence relating to the task.
- **Conditions.** The task conditions identify all the equipment, tools, references, job aids, and supporting personnel that the soldier needs to perform the task in wartime. This section identifies any environmental conditions that can alter task performance, such as visibility, temperature, and wind. This section also identifies any specific cues or events (a chemical attack or identification of a threat vehicle) that trigger task performance.
- **Standards.** The task standards describe how well and to what level a task must be performed under wartime conditions. Standards are typically described in terms of accuracy, completeness, and speed.
- **Training and evaluation.** This section may contain a training information outline, an evaluation preparation subsection, and/or an evaluation guide. The training information outline includes detailed training information. The evaluation preparation subsection indicates necessary modifications to the task performance in order to train and evaluate a task that cannot be trained to the wartime standard under wartime conditions. The evaluation preparation subsection may also include special training and evaluation preparation instructions to accommodate these modifications and any instruction that should be given to the soldier before evaluation. The evaluation guide identifies the specific actions, known as performance measures, that the soldier must do to successfully complete the task. These actions are listed in a *pass/fail* format for easy evaluation. Each evaluation guide contains a feedback statement that indicates the requirements for receiving a *GO* on the evaluation.

b. Additionally, some task summaries include safety statements and notes. Safety statements (danger, warning, and caution) alert users to the possibility of immediate death, personal injury, or damage to equipment. Notes provide an explanation or a hint relative to the performance measures.

1-4. Soldier's Responsibilities. Each soldier is responsible for performing individual tasks that the first-line supervisor identifies based on the unit mission-essential task list (METL). The soldier must perform the task to the standards listed in the soldier's manual (SM). If a soldier has a question about how to do a task or which tasks in this manual he must perform, it is the soldier's responsibility to ask the first-line supervisor for clarification. The first-line supervisor knows how to perform each task or can direct the soldier to the appropriate training materials.

1-5. Interpersonal Communication Skills. The key to the performance of any military police (MP) task is the ability to deal with people. Therefore, an implied element of every task in this manual is that the MP soldier uses his interpersonal communication skills. To be effective, the MP soldier must learn to read body language; recognize trust, hurt, anger, fear, concern, and unconcern in others; and learn to respond to these types of behavior. By developing and using interpersonal communication skills, the MP soldier can defuse many tense situations and reduce the need to use force or physical restraints.

1-6. Noncommissioned Officer Self-Development and the Soldier's Manual. Self-development is one of the key components of the leader development program. It is a planned, progressive, and sequential program followed by leaders to enhance and sustain their military competency. It consists of individual study, research, professional reading, practice, and self-assessment. Under the self-development concept, the noncommissioned officer (NCO), as an Army professional, has the responsibility to remain current in all phases of the MOS. The SM is the primary source for the NCO to use in maintaining MOS proficiency.

1-7. Army Correspondence Course Program. Another important resource of NCO self-development is the Army Correspondence Course Program (ACCP). (Refer to DA Pamphlet [Pam] 350-59 for information on enrolling in this program and for a list of courses, or write to the Army Institute for Professional Development, US Army Training Support Center, ATTN: ATIC-IPS, Newport News, Virginia 23628-0001.)

1-8. Training Support. This manual includes the following appendixes and sections that provide additional training support information:

- **Glossary.** The glossary is a single comprehensive list of acronyms, abbreviations, definitions, and letter symbols.

- **References.** This section contains two lists of references (required and related) that support the training of all tasks in the SM. Required references are listed in the conditions statement and are required for the soldier to do the task. Related references provide more detailed information and a more thorough explanation of task performance.

1-9. Career Progression Chart. The Career Management Field (CMF) 95 Career Progression Model (CPM) shows the promotional potential or professional development of a soldier in each MOS within CMF 95, MP (see Figure 1-1).

2-2. Subject Area Codes.

Skill Level 2

1 NBC
2 Internment Administration
3 Weapons-M203
4 Custody and Control
5 Night Vision Devices
6 Maneuver and Mobility Support Operations

Skill Level 3

7 Supervisory Combat Techniques
8 Emergency Procedures
9 Supervisory Custody and Control
10 Supervisory Administration

Skill Level 4

11 Advanced NBC
12 Advanced Combat Techniques
13 Advanced Emergency Procedures
14 Advanced Internment Operations
15 Advanced Combat Planning
16 Advanced Internment Administration

2-3. Duty Position Training Requirements.

2-4. Critical Tasks List.

MOS TRAINING PLAN
95C24

CRITICAL TASKS

Subject Area	Task Number	Title	Training Location	Sust Tng Freq	Sust Tng SL
Skill Level 2					
1. NBC	031-503-3002	Conduct Unmasking Procedures	UNIT	SA	2
2. Internment Administration	191-382-2344	Transfer or Release an Internee From an Internment Facility	UNIT	SA	2
	191-382-2372	Process an Internee's Personal Property and Funds	UNIT	SA	2
	191-382-2399	Conduct Internee Mail Operations	UNIT	SA	2
3. Weapons-M203	071-311-2125	Maintain an M203 Grenade Launcher	UNIT	AN	2
4. Custody and Control	191-382-2353	Supervise Control Procedures During Internee Meals	UNIT	SA	2
	191-382-2354	Supervise Internee Visits in the Visitors' Room	UNIT	AN	2
	191-382-2413	Direct a Forced Cell Move (FCM) Team	UNIT	QT	2
5. Night Vision Devices	071-710-0004	Control Use of Night Vision Devices	UNIT	AN	2
6. Maneuver and Mobility Support Operations	191-377-4201	Supervise the Establishment and Operation of a Dismount Point	UNIT	AN	2
Skill Level 3					
7. Supervisory Combat Techniques	071-326-5704	Supervise Construction of a Fighting Position	BNCOC	AN	3
	071-326-5705	Establish an Observation Post	BNCOC	AN	3
	071-329-1019	Use a Map Overlay	BNCOC	SA	3
	071-410-0010	Conduct a Leader's Reconnaissance	BNCOC	SA	3
	071-430-0002	Conduct a Defense by a Squad	BNCOC	SA	3
	071-430-0003	Consolidate a Squad Following Enemy Contact While in the Defense	BNCOC	SA	3

CRITICAL TASKS

Subject Area	Task Number	Title	Training Location	Sust Tng Freq	Sust Tng SL
	071-430-0004	Reorganize a Squad Following Enemy Contact While in the Defense	BNCOC	SA	3
8. Emergency Procedures	191-378-4302	Form Squad-Size Riot Control Formations	BNCOC	SA	3
9. Supervisory Custody and Control	191-383-3367	Brief Internee Escorts	BNCOC	QT	3
	191-383-3370	Direct Accountability Procedures for Internees	BNCOC	QT	3
	191-383-3396	Supervise Administrative and Disciplinary Measures in an Internment Facility	BNCOC	QT	3
	191-384-4375	Inspect Physical Security of an Internment Facility	BNCOC	SA	3
	191-384-4403	Direct Security Procedures Within a Dining Facility	BNCOC	QT	3
10. Supervisory Administration	191-381-1262	Compute an Internee's Sentence With Operative Time	BNCOC	QT	3
	191-382-2291	Compute an Internee's Sentence With Inoperative Time	BNCOC	QT	3
	191-383-3379	Prepare Internee Strength Records	BNCOC	QT	3
	191-383-3398	Supervise Internee Processing	BNCOC	QT	3
Skill Level 4					
11. Advanced NBC	031-506-3001	Plan Decontamination Operations	ANCOC	AN	4
12. Advanced Combat Techniques	071-326-5770	Prepare a Platoon Sector Sketch	ANCOC	AN	4
	071-326-5832	Conduct a Disengagement by a Platoon While Under Enemy Pressure	ANCOC	AN	4
	071-332-5000	Prepare an Operation Overlay	ANCOC	AN	4
	071-326-5626	Prepare an Oral Operation Order	ANCOC	AN	4
	071-326-5775	Coordinate With an Adjacent Platoon	ANCOC	AN	4
	071-720-0015	Conduct an Area Reconnaissance by a Platoon	ANCOC	AN	4

CRITICAL TASKS

Subject Area	Task Number	Title	Training Location	Sust Tng Freq	Sust Tng SL
13. Advanced Emergency Procedures	191-379-5400	Form the Platoon Into a Riot Control Formation	ANCOC	SA	4
14. Advanced Internment Operations	191-379-4413	Supervise the Processing of Captives for Internment	ANCOC	SA	4
	191-379-4406	Prepare a Processing Plan for an Internment Resettlement Facility	ANCOC	AN	4
	191-379-4410	Supervise Internment/Resettlement Camp Security and Control Procedures	ANCOC	SA	4
15. Advanced Combat Planning	071-332-5022	Prepare a Battalion Situation Report (SITREP)	ANCOC	SA	4
	071-900-0003	Prepare a Battalion Operation Order	ANCOC	AN	4
16. Advanced Internment Administration	191-384-4388	Review Emergency Plans for an Internment Facility	ANCOC	QT	4
	191-384-4397	Coordinate Disposition Procedures of Internees	ANCOC	AN	4
	191-384-4400	Coordinate Internee Counseling and Evaluation Program	ANCOC	SA	4
	191-384-4401	Coordinate Inspection or Shakedown of Internees' Areas	ANCOC	QT	4
	191-384-4405	Plan Internee Visitation Procedures in an Internment Facility	UNIT	SA	4
	191-384-4409	Coordinate Internee Hospitalization	UNIT	AN	4
	191-384-4410	Plan Internee Recreational and Welfare Program	ANCOC	AN	4
	191-384-4413	Review Internee Strength Records	ANCOC	QT	4
	191-384-4428	Review Sentence Computation	ANCOC	QT	4
	191-385-0030	Establish Security Measures for an Internment Facility	ANCOC	SA	4

CHAPTER 3

MOS/Skill Level Tasks

Skill Level 2

Subject Area 1: NBC

Conduct Unmasking Procedures
031-503-3002

Conditions: Given a tactical situation and a group of soldiers in mission-oriented protective posture (MOPP) 4, an M256A1 chemical-agent detector kit or an M256A1 trainer kit, a chemical agent monitor (CAM), M8/M9 detector paper, an area where chemical agents have been used, and one of the following situations:

1. An M256A1chemical-agent detector kit is available.
2. An M256A1 is not available.

Standards: Conduct unmasking procedures without incurring casualties.

Performance Steps
NOTE: Before conducting unmasking procedures, make every effort to confirm the absence of chemical contamination. A CAM, an M256 chemical-agent detector kit, and M8/M9 detector paper should be used along with a visual check of the area.

NOTE: The senior person present selects one or two soldiers to unmask after permission is received from higher headquarters (HQ).

1. Conduct unmasking procedures using an M256A1 detector kit.
   a. Conduct unmasking procedures in the shade.
   b. Use an M256A1 detector kit to test for chemical agents. Use M8 detector paper to check for possible liquid contamination. Continue unmasking procedures only if both tests are negative.
   c. Direct the selected soldiers to unmask for 5 minutes, then don, seal, and clear their masks.
   d. Observe the soldiers for 10 minutes for chemical agent symptoms.
   e. Direct all soldiers to unmask if no symptoms appear.
   f. Check the soldiers for delayed symptoms. Have first aid treatment available.
   g. Complete steps 1a through 1f in sequence.

2. Conduct unmasking procedures without using an M256A1 detector kit.
   a. Conduct unmasking procedures in the shade.
   b. Use M8 detector paper to check for possible liquid contamination. Continue unmasking procedures only if the test is negative.
   c. Direct the selected soldiers to take a deep breath, break the seals of their masks (keeping their eyes open) for 15 seconds, and seal and clear their masks.
   d. Observe the soldiers for 10 minutes for chemical-agent symptoms.
   e. Direct the soldiers to break the seals of their masks if no symptoms appear, take two or three breaths, and seal and clear their masks.
   f. Observe the soldiers for 10 minutes for symptoms.
   g. Direct the soldiers to unmask for 5 minutes if no symptoms appear, then don, seal, and clear their masks.
   h. Observe the soldiers for 10 minutes for symptoms.
   i. Direct all soldiers to unmask if no symptoms appear.
   j. Check the soldiers for delayed symptoms. Have first aid treatment available.
   k. Complete steps 2a through 2j in sequence.

Performance Steps

3. Report the absence of contamination in your area and the successful completion of unmasking procedures to higher HQ.

Evaluation Preparation: Setup: Evaluate this task during a field exercise or during a normal training session. The M256A1 trainer kit will be used for training and evaluation purposes.

Brief soldier: Tell the soldier he will be evaluated on his ability to conduct unmasking procedures with and without the use of a chemical-agent detector kit. The soldiers taking part in this process will only act as directed by the soldier conducting the unmasking exercise and will not be evaluated on their performance.

Performance Measures	**GO**	**NO GO**
1. Conducted unmasking procedures, in sequence, using an M256A1 detector kit.	——	——
2. Conducted unmasking procedures, in sequence, without using an M256A1 detector kit.	——	——
3. Reported the absence of contamination in the area and the completion of unmasking procedures to higher HQ.	——	——

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 3-4/FMFM 11-9	TM 3-6665-307-10

Subject Area 2: Internment Administration

Transfer or Release an Internee From an Internment Facility

191-382-2344

Conditions: You are given a requirement to transfer or release an internee from an internment facility. You have administrative personnel, restraining devices, a weapon and ammunition (if required), a sealed packet containing the internee's records, a letter of transmittal, prepared Department of Defense (DD) Forms 2708 and 2708, the appropriate clothing for the internee, the required number of escort guards, and access to Army Regulation (AR) 190-47.

Standards: Transfer or release an internee from an internment facility while maintaining custody, control, and accountability of the internee and all of the pertinent documents.

Performance Steps

1. Check at least 24 hours before the transfer or release to ensure that appropriate transportation is available.

2. Ensure that each internee is escorted to all of the sections within the facility and out processed.

3. Brief the escort guards.
   a. Include their duties and responsibilities.
   b. Include the mode of transportation used.
   c. Include the type of weapon used (if required).
   d. Include the use of restraining devices.
   e. Include the requirements for searching the transportation vehicles.
   f. Include any special handling instructions including any additional security precautions that may be required.

4. Check to ensure that all records and documents are placed into a sealed package and given to the escort guards as required by AR 190-47.
   a. Enclose a statement that explains why a required record or document is not in the packet, if it is not available.
   b. Forward the missing record or document to the receiving installation as soon as possible following the transfer of the internee.

5. Check the transfer or release order when it is received. Ensure that the name, the social security number (SSN), the parent unit, and the "will proceed" date are correct.

6. Ensure that the internee is prepared for transfer or release on the "will proceed" date.
   a. Do the following, if the internee is being transferred to another facility:
      (1) Notify the commander of the gaining facility at least 48 hours before the transfer.
      (2) Have the internee strip searched.
      (3) Search all of his accompanying property before the transfer.
      (4) Issue the internee a Class A uniform and ensure that it is worn correctly.
      (5) Explain to the internee how he is expected to behave during transit.
      (6) Have the senior escort guard get a receipt for the internee on the DD Form 2708.
   b. Do the following, if the internee is being released:
      (1) Provide the internee with the appropriate clothing. Search the clothes before issuing them to the internee.
      (2) Have the internee strip searched.
      (3) Explain the conditions of the release, if any.

NOTE: The conditions of the release are stated on the release order.

      (4) Answer all of the internee's questions, if any. Ask your supervisor for assistance, if you are not sure about the answer to a question.

Performance Steps

(5) Have the facility commander or his designated representative sign the DD Form 2718 before releasing the internee.

7. Release the internee to the escorts. Have the senior escort sign for the internee on the DD Form 2718, if the internee is being transferred or temporarily released to the parent unit.

Evaluation Preparation: Setup: Have an additional soldier act as the assisting guard and another soldier act as the internee.

Brief Soldiers: Tell the role players what actions to take.

Performance Measures	GO	NO GO
1. Checked at least 24 hours before the transfer or release to ensure that appropriate transportation was available.	____	____
2. Ensured that each internee was escorted to all of the sections within the facility and out processed.	____	____
3. Briefed the escort guards.	____	____
4. Checked to ensure that all records and documents were placed into a sealed package and given to the escort guards as required by AR 190-47.	____	____
5. Checked the transfer or release order when it was received. Ensured that the name, the SSN, the parent unit, and the "will proceed" date were correct.	____	____
6. Ensured that the internee was prepared for transfer or release on the "will proceed" date.	____	____
7. Released the internee to the escorts. Had the senior escort sign for the internee on the DD Form 2718, if the internee was being transferred or temporarily released to the parent unit.	____	____

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	AR 700-84
DD FORM 2708	FM 3-19.40
DD FORM 2718	

Process an Internee's Personal Property and Funds

191-382-2372

Conditions: You are given a requirement to process an internee's personal property and funds. You have an in-processing section; the internee's personal property (including high value and sensitive items); the internee's personal funds; petty cash; access to the facility standing operating procedure (SOP), Army Regulations (ARs) 190-47and 210-174; blank DA Forms 1124, 1125-R, 1128, 1129-R, 1130-R, 1131-R, 1132-R, 1133-R, 1134-R, and 1135-R; 12- by 16-inch envelopes; cellulose tape; a combination safe; and a secured supply area.

Standards: Ensure accurate receipting, safekeeping, accounting, and disbursing of the internee's personal property and funds.

Performance Steps

1. Separate the internee's personal property into authorized and unauthorized groups according to the facility SOP and regulations.
2. Receipt for the internee's personal property on a DA Form 1132-R.
   a. Place personal high value and sensitive items, such as watches, rings, wallets, keys, pens, identification, and one copy of the receipt form inside a 12 by 16 inch envelope in the presence of the internee.
   b. Have the internee close and seal the envelope and then place his signature over the joined edge of the seal.
   c. Cover the signature and the joined edge with clear cellulose tape and attach another copy of the receipt form to the outside front of the envelope.
   d. Place the envelope in a combination safe in the personal property section.
   e. Keep the original DA Form 1132-R for the custodian, give one copy to the internee, and file one in the supply room where personal property, such as the uniforms, is kept.
3. Receipt for the internee's personal funds on a DA Form 1124. Prepare in triplicate and distribute as indicated on the voucher.
4. Maintain and safeguard petty cash in a combination lock safe according to AR 210-174.
5. Maintain and safeguard personal deposit funds in a combination lock safe and/or a bank account according to AR 210-174.
6. Prepare and maintain a DA Form 1131-R for the internee (prisoner), if he has funds on deposit.
7. Prepare a DA Form 1130-R.
   a. Prepare this form when the internee (prisoner) requests a withdrawal of personal funds.
   b. Prepare this form when the internee (prisoner) is transferred to another internment facility.
   c. Prepare this form when the internee (prisoner) is released from internment.
   d. Notify the internee of his account balance, as required, at least once each quarter.
8. Prepare a DA Form 1128 when the internee requests the purchase of an authorized small-value item of $50 or less.
   a. Prepare the form in triplicate.
   b. Assign a daily voucher number.
   c. Distribute the form as indicated on the voucher.
9. Prepare a DA Form 1125-R. At the end of each business day—
   a. Consolidate all DA Form 1124 vouchers and fill in the appropriate columns on the DA Form 1125-R.
   b. Consolidate all DA Forms 1128 and 1130-R and fill in the appropriate columns on the DA Form 1125-R.

Performance Steps

10. Prepare a DA Form 1129-R to show the balance of the internee's total funds.
    a. Reconcile the balance shown on the DA Form 1129-R with the balance on the monthly bank statement.
    b. Make distribution of the report according to the SOP.
11. Process a DA Form 1134-R.
    a. Prepare a DA Form 1135-R upon the receipt of a DA Form 1134-R that was initiated by the internee and authorized by the custodian. Obtain the custodian's signature and release the property to the internee.
    b. Annotate the internee's DA Form 1132-R to show the withdrawal of the property and have the internee sign in the appropriate column.
    c. Prepare a DA Form 1133-R, if the internee requests that his personal property be shipped to a designated recipient. Annotate the internee's DA Form 1132-R and have him sign it, if his property is withdrawn from the supply room.
12. Ensure that all expenditures are approved by the custodian before making any purchases.

Evaluation Preparation: Setup: Use a simulated in-processing area and all of the required materials outlined in the conditions. Have another soldier role play the part of the internee whose property and funds are to be processed.

Performance Measures	GO	NO GO
1. Separated the internee's personal property into authorized and unauthorized groups according to the facility SOP and regulations.	——	——
2. Receipted for the internee's personal property on a DA Form 1132-R.	——	——
3. Receipted for the internee's personal funds on a DA Form 1124. Prepared in triplicate and distributed as indicated on the voucher.	——	——
4. Maintained and safeguarded petty cash in a combination lock safe according to AR 210-174.	——	——
5. Maintained and safeguarded personal deposit funds in a combination lock safe and/or bank account according to AR 210-174.	——	——
6. Prepared and maintained a DA Form 1131-R for the internee (prisoner), if he had funds on deposit.	——	——
7. Prepared a DA Form 1130-R.	——	——
8. Prepared a DA Form 1128 when the internee requested the purchase of an authorized small-value item of $50 or less.	——	——
9. Prepared a DA Form 1125-R at the end of each business day, and consolidated DA Forms1124, 1128 and 1130-R on the DA Form 1125-R.	——	——
10. Prepared a DA Form 1129-R to show the balance of the internee's total funds.	——	——
11. Processed a DA Form 1134-R.	——	——
12. Ensured that all expenditures were approved by the custodian before making any purchases.	——	——

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, him how to do it correctly.

References

Required

AR 190-47
AR 210-174
DA FORM 1124
DA FORM 1125-R
DA FORM 1128
DA FORM 1129-R
DA FORM 1130-R
DA FORM 1131-R
DA FORM 1132-R
DA FORM 1133-R
DA FORM 1134-R
DA FORM 1135-R

Related

FM 3-19.40

Conduct Internee Mail Operations

191-382-2399

Conditions: You are given a requirement to conduct internee mail operations. You have blank Department of the Army (DA) Forms 3955, blank DD Forms 499, envelopes marked with the official mail indicia or stamps, incoming and outgoing internee mail, and the facility standing operating procedure (SOP).

Standards: Process all incoming and outgoing internee mail without error.

Performance Steps

1. Ensure that each new internee fills out a single blank DD Form 499 and a DA Form 3955 in duplicate (one for the internment facility mail room and one for the post locator).

NOTE: After both forms are approved, they are filed in the mail room or other appropriate location.

2. Ensure that each internee has a prepared and approved DD Form 499 on file in the mail room (Figures 191-382-2399-1 and 191-382-2399-2).

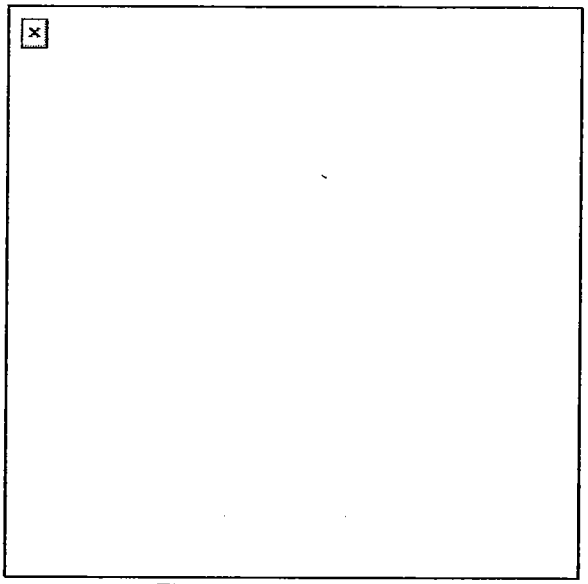

Figure 191-382-2399-1
Sample DD Form 499 (Front Side)

Performance Steps

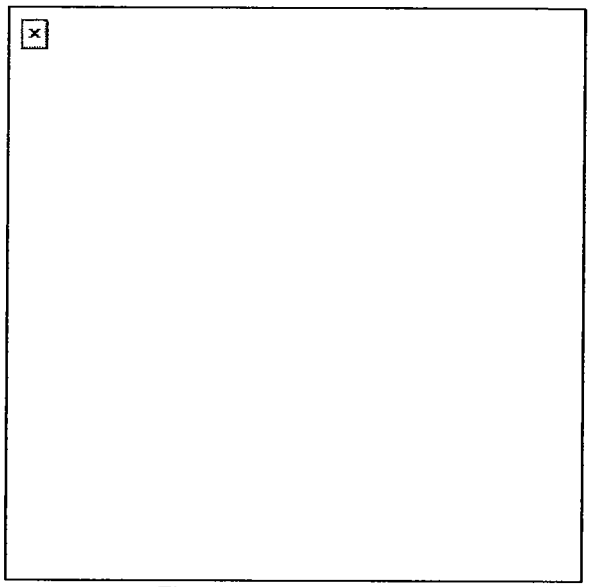

Figure 191-382-2399-2
Sample DD Form 499 (Back Side)

a. Verify that the names, addresses, and relationships of all the persons that the internee corresponds with are recorded on the form.
b. Ensure that the internee has indicated his selection of options on the form.
c. Ensure that the internee has dated and signed the form.
d. Verify that the facility commander has approved the list.
e. Ensure that the internee's stamp account is recorded on the form, if it is maintained in the mail room.

NOTE: The facility commander may authorize internees to keep stamps in their cell.

3. Process the internees' incoming mail.
   a. Identify the sender by the return address. Check the DD Form 499 and ensure that the sender is listed.
      (1) Make an entry on the form to show the date that the mail was received, if the address is listed.
      (2) Give the internee an opportunity to add the writer to his list if the address is not listed.

NOTE: Any new additions must be approved by the facility commander before the letter is delivered to the internee.

   b. Make an entry on the internee's DD Form 499 when he receives "privileged" mail and forward the unopened mail to the internee without delay.

NOTE: Privileged mail is defined as correspondence between an internee and the following: (1) the President, (2) the Vice President, (3) Members of Congress, (4) the Attorney General, (5) the Judge Advocate General or his representatives, (6) State and Federal Court officials, (7) defense counsel, or (7) any military or civilian attorney of record.

   c. Check the mail for contraband, but do not read the mail.
   d. Ensure that all incoming mail that is rejected by the commander or his authorized representative is returned to the sender. If mail is rejected—

NOTE: This may occur if the mail contains contraband, escape plans, or other matter that could affect the internee's welfare and the security of the facility.

      (1) Notify the internee.
      (2) Enclose the mail in an envelope with an official mail indicia (postage and fees paid by DA) and address it to the sender.
      (3) Indicate on the internee's DD Form 499 that the letter was not delivered to the internee.

Performance Steps

(4) Send the mail through postal channels.

4. Process the internees' outgoing mail.
   a. Verify that the addressee's name is on each internee DD Form 499. If it is not and it is not privileged mail, give the internee the opportunity to add the name to his mail list. Upon approval of the facility commander, the letter may then be mailed.
   b. Enter the date that the mail was sent on the internee's DD Form 499 if the addressee is on the mailing list or if the mail is addressed to privileged correspondents.
   c. Ensure that the return address of each letter shows the post office box or the building number and the name of the installation.
   d. Issue postage.
      (1) Record the letters of the internee's that already have stamps affixed to the envelopes.
      (2) Maintain stamps in the mail room for internees who are on pay status.
         (a) Put postage stamps on the envelopes.
         (b) Record the stamp usage on the internee's DD Form 499.
      (3) Do the following, if the internee is on nonpay status:
         (a) Provide the internee with official envelopes obtained through supply channels (limit of 30 per month).
         (b) Limit the weight of each letter to 1 ounce.
         (c) Do not mail any seasonal greeting cards of the internees at government expense.
   e. Send the mail out through postal channels, but do not place inspection stamps or marks on the envelopes.

5. Ensure that all out-processing internees prepare a new DA Form 3955 with their new forwarding addresses.

Evaluation Preparation: Setup: Provide a suitable training environment and the materials identified in the conditions.

Performance Measures	**GO**	**NO GO**
1. Ensured that each new internee filled out a blank DA Form 3955 in duplicate.	____	____
2. Ensure that each internee has a prepared and approved DD Form 499 on file in the mail room.	____	____
3. Processed the internees' incoming mail.	____	____
4. Processed the internees' outgoing mail.	____	____
5. Ensured that all out-processing internees prepared a new DA Form 3955 with their new forwarding addresses.	____	____

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**
DA FORM 3955	AR 190-47
DD FORM 499	FM 3-19.40

Subject Area 3: Weapons-M203

Maintain an M203 Grenade Launcher

071-311-2125

Conditions: Given an M203 grenade launcher; cleaner, lubricant, preservative (CLP); thong; bore brush; cleaning rod; and clean rags.

Standards: Disassemble, clean, and lubricate the M203. Inspect the M203 before assembly. Assemble and perform a function check on the M203.

Performance Steps

1. Clear the M203 grenade launcher.
2. Disassemble the M203 (Figure 071-311-2125-1).

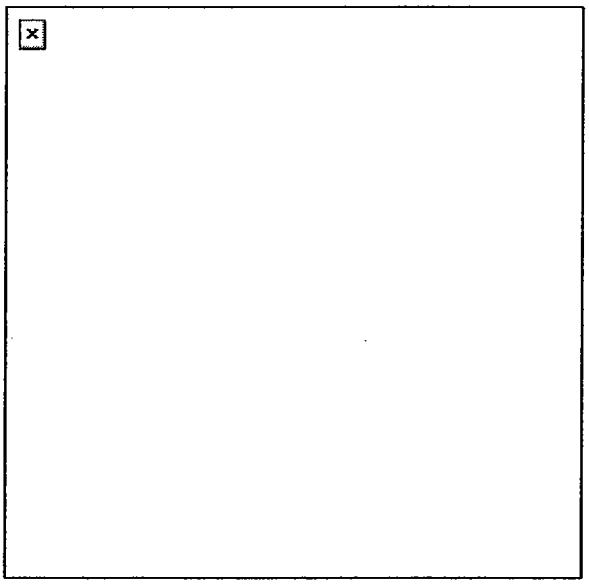

Figure 071-311-2125-1
Disassemble the M203

WARNING
Before disassembling the weapon, clear the rifle and grenade launcher.

a. Remove the quadrant sight (if used) by loosening the knurled screw on the right side (Figure 071-311-2125-2).

Performance Steps

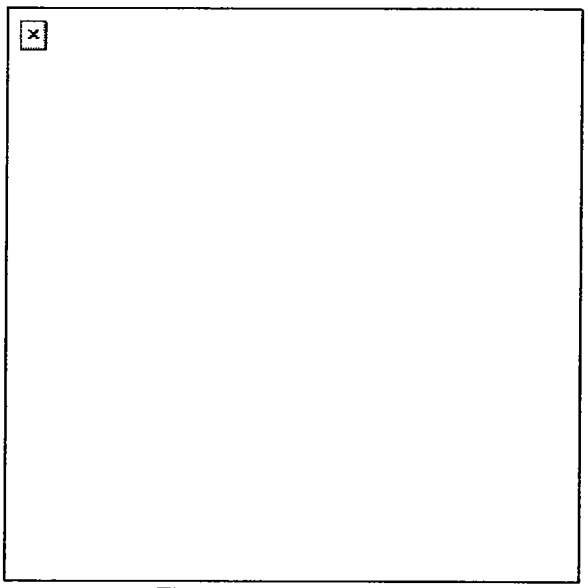

Figure 071-311-2125-2
Removing Quadrant Sight

b. Pull back the slip ring. Lift up on the handguard and pull it to the rear to remove (Figure 071-311-2125-3).

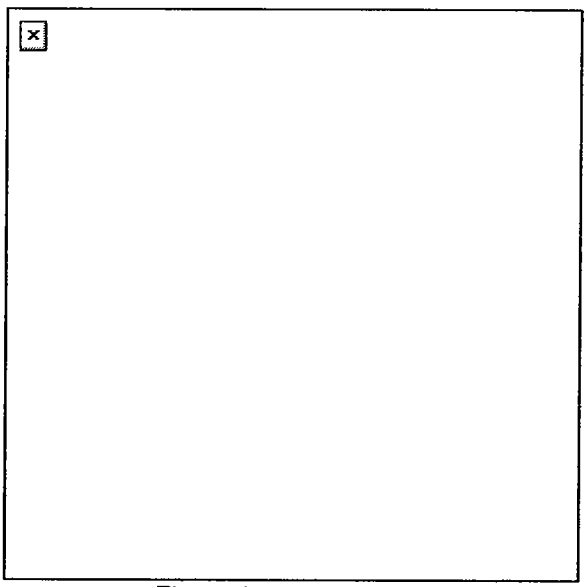

Figure 071-311-2125-3
Removing Handguards

c. Press the barrel latch and move the barrel forward to the barrel stop (Figure 071-311-2125-4).

Performance Steps

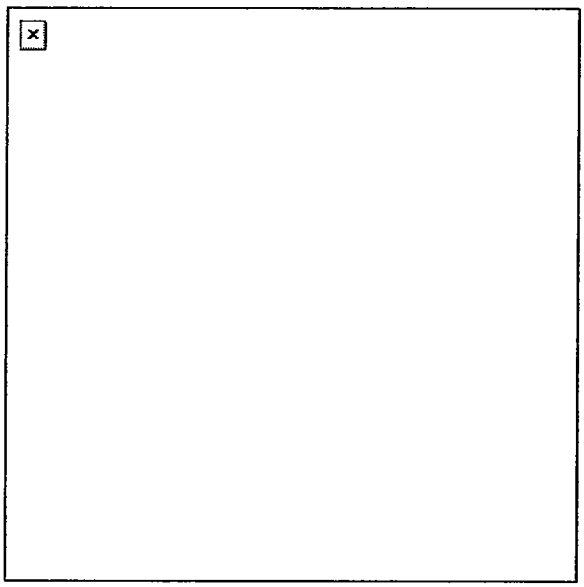

Figure 071-311-2125-4
Unlocking and Opening the M203 Barrel

d. Press the barrel stop to release the barrel from the receiver and remove the barrel (Figure 071-311-2125-5).

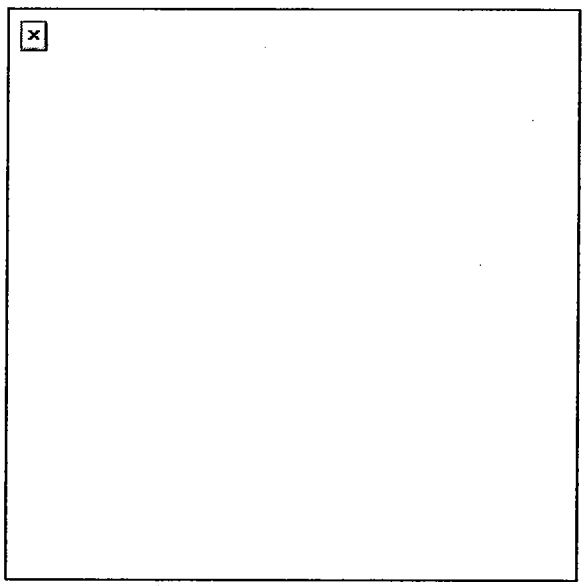

Figure 071-311-2525-5
Removing the M203 Barrel

NOTE: Further disassembly may be performed only by the armorer.

3. Clean and lubricate the M203.

Performance Steps

a. Bore. Attach a clean, dry rag to the thong and thoroughly moisten the rag with CLP. Pull the rag through the bore several times. Attach the bore brush to the thong, pull it through the bore several times, and follow this with more rags, moistened with CLP, if needed (Figure 071-311-2125-6). Pull dry rags through the bore and inspect each rag as it is removed. The bore is clean when a dry rag is removed unfouled. Pull a rag lightly moistened with CLP through the bore to leave a light coat of lubricant inside the barrel.

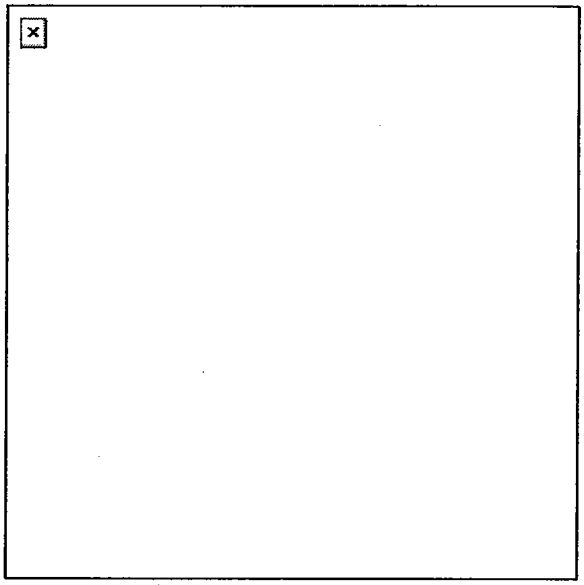

Figure 071-311-2125-6
Cleaning the M203 Barrel

b. Breech insert. Clean the face of the breech insert retainer with a patch and CLP. Remove the CLP cleaner with dry rags, then lubricate the breech with a light coat of CLP.
c. All other parts. Use a brush and dry rags to clean all other parts and surfaces. Apply a light coat of CLP to the exterior of the launcher after cleaning.
d. Safety mechanism. Clean the safety mechanism properly with CLP. Lubricate the safety with CLP.

NOTE: For cleaning the rifle portion of the launcher, refer to Task 071-311-2025, Maintain an M16A1 or M16A2 Rifle.

4. Inspect the M203 before assembly.
   a. Press the barrel stop. Slide the barrel into the receiver (Figure 071-311-2125-7).
   b. Check handguard for cracks, dents, or distortion that prevent its firm attachment to the rifle.

Performance Steps

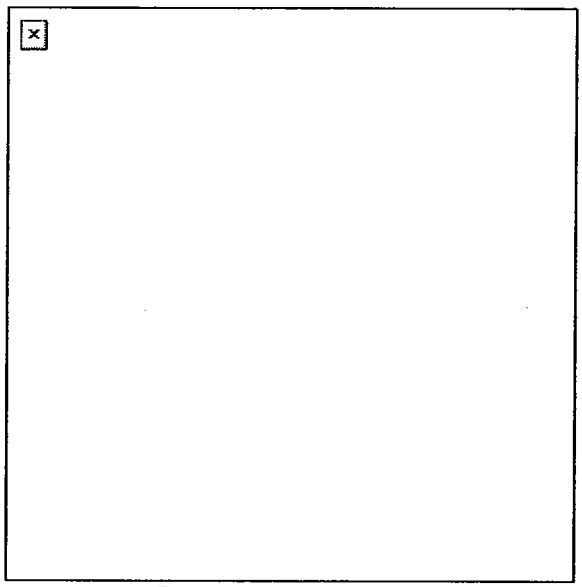

Figure 071-311-2125-7
Installing the M203 Barrel

c. Check leaf sight for bent or damaged parts and for rust or corrosion..
d. Check leaf sight for legibility of marking
e. Check barrel for cracks and general condition. Inspect all parts for wear and damage.
f. Check for burrs, scratches, nicks, or other damage.

5. Assemble the M203.
   a. Press the barrel stop. Slide the barrel into the receiver (Figure 071-311-2125-7).
   b. Move the barrel rearward to close (Figure 071-311-2125-8).

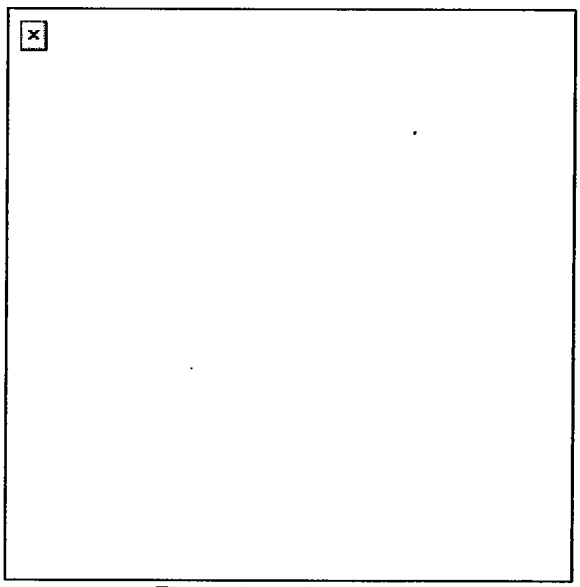

Figure 071-311-2125-8
Locking the M203 Barrel

c. Install the handguard and secure with the slip ring (Figure 071-311-2125-9).

Performance Steps

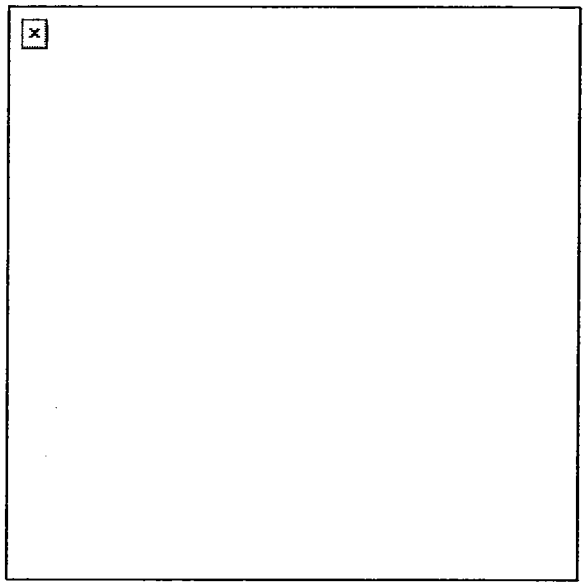

Figure 071-311-2125-9
Installing the Handguards

d. Install the quadrant sight (Figure 071-311-2125-10).

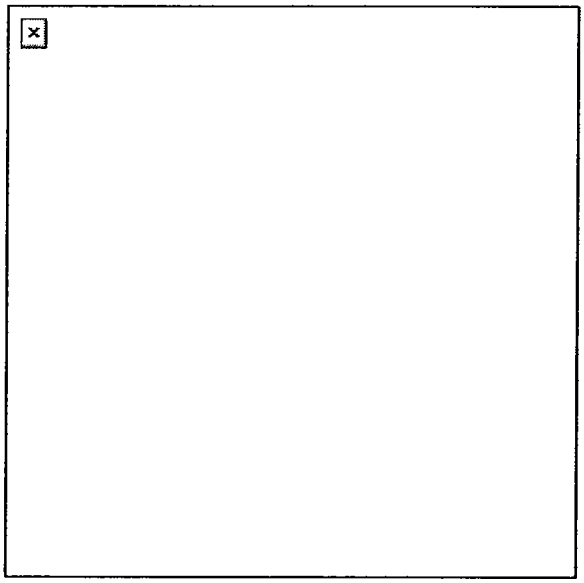

Figure 071-311-2125-10
Installing the Quadrant Sight

6. Perform a function check on the M203.
   a. Check the proper operation of the sears. Cock the launcher and pull the trigger. The firing pin should release. Hold the trigger to the rear and cock the launcher. Release the trigger, then pull. The firing pin should release.
   b. Check the safety in both SAFE and FIRE positions with trigger. Launcher must be cocked before safety can be placed in SAFE position.
   c. Check the leaf sight windage adjustment screw for proper operation. Do not move the elevation adjustment screw if the weapon has been zeroed.

Performance Steps

d. Move barrel forward and back to be sure the stop and barrel latch function.

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

Brief Soldier: Tell the soldier that he will perform unit maintenance on the M203 grenade launcher.

Performance Measures	**GO**	**NO GO**
1. Clear the M203 grenade launcher. a. Clears the weapon. b. Removes the quadrant sight. c. Pulls back the slip ring. d. Moves the barrel forward to the barrel stop. e. Removes the barrel.	____	____
2. Disassemble the M203.	____	____
3. Cleans and lubricates the M203. a. Remove the quadrant sight. b. Cleans the bore. c. Cleans the breech insert. d. Pull back the slip ring. e. Move the barrel forward to the barrel stop. f. Cleans all other parts. g. Remove the barrel. h. Cleans the safety mechanism.	____	____
4. Inspects the M203 before assembly. a. Checks the handguards. b. Clean the bore. c. Checks the leaf sight. d. Clean the breech insert. e. Checks the barrel. f. Clean all other parts. g. Clean the safety mechanism. h. Checks for burrs, scratches, and other damage.	____	____
5. Assemble the M203. a. Checks operation of the sears. b. Slide the barrel into the receiver. c. Checks safety in both the SAFE and the FIRE positions. d. Close the barrel. e. Checks the leaf sight windage adjustment screws for proper operation. f. Install the handguard. g. Checks the barrel latch and the stop functions. h. Install the quadrant sight.	____	____
6. Perform a function check on the M203. a. Check operation of the sears. b. Check safety in both the SAFE and the FIRE positions. c. Check the leaf sight windage adjustment screws for proper operation. d. Check the barrel latch and the stop function.	____	____

Evaluation Guidance: If the soldier passes all steps, score him GO. If he fails any steps, score him NO-GO, then show him what he did wrong and how to do it correctly.

References

Required

Related

FM 3-22.31
TM 9-1010-221-10

Subject Area 4: Custody and Control

Supervise Control Procedures During Internee Meals

191-382-2353

Conditions: You are given a requirement to supervise internee meals. You have keys to the dining hall door locks and the key control register, assistant guards, and access to the facility standing operating procedure (SOP).

Standards: Ensure that the custody and control of the internees is maintained throughout the internee meal. Ensure that no food or eating utensils are taken from the dining hall. Ensure that all guidelines in the facility SOP are enforced.

Performance Steps

1. Sign for and obtain the keys to the dining hall door locks, if required.
2. Unlock the dining hall and direct the assisting guards to search all areas of the dining hall. Ensure that they search the dining area, latrines, and other areas where the internees have access.
3. Ensure that all of the doors are locked except the main entrance and exit.
4. Assign duties to the assisting guards.
   a. Include accounting for the silverware.
   b. Include frisking the internees as they leave the dining hall.
   c. Include monitoring the internees while they were eating and during movement.
   d. Include entrance control.
5. Brief the assisting guards on their duties.
   a. Direct the guards not to allow loud talking or horseplay by the internees. Remind them not to restrict the internees more than is needed to maintain control during the meal.
   b. Direct the guard who is responsible for the silverware to count the silverware before and after the meal and to control the issue of the silverware. Tell the guard to ensure that each internee takes and returns a full set of silverware.
   c. Direct the guard who is responsible for entrance control to—
      (1) Check the internees for the proper uniform and, if an internee is out of uniform or has a deficiency which cannot be corrected on-the-spot, tell him to report to the shift internment supervisor.
      (2) Allow internees to enter the dining hall only if there is room to seat them.
   d. Brief the guards assigned to monitor the internees while they are seated and during movement.
      (1) Include directing the internees through the serving line.
      (2) Include breaking up any congestion in the traffic flow as quickly as possible.
      (3) Include directing the internees to their seats according to the seating plan.

NOTE: The internees will usually be required to fill the dining hall from the front to the rear.

      (4) Include watching for the internees who have finished eating (internees raise their hands when they have finished eating) and allowing those internees to turn in their trays and eating utensils.
      (5) Include directing the internees from the turn-in point to the exit.
   e. Direct the guards who are assigned to frisk the internees to position themselves at the exit from the dining hall. Tell them to search the internees for silverware or food before letting them exit. Direct the guards to conduct a thorough search while controlling the traffic flow.
6. Move about during the meal to help the assisting guards, as needed. Ensure that the guards perform their assigned duties.
7. Take appropriate action in case of an emergency.

Performance Steps

a. Unlock each exit as quickly as possible to evacuate the internees if there is a bomb, bomb threat, or fire. Attempt to keep the internees and guards from panicking.
b. Isolate the internees in the dining hall by locking the entrance and exit if there is any major disorder anywhere in the internment facility. Keep the internees inside the dining hall until your shift supervisor tells you to release them.
c. Secure the entrance and the eating utensil issue point if there is disorder in the dining facility. Keep the internees inside the dining hall until your shift supervisor tells you to release them.

8. Do the following after all the internees leave the dining hall:
   a. Direct the guard who is responsible for accounting for the eating utensils to inventory them and forward the results of the count to the blotter clerk.

NOTE: Normally the eating utensils are washed and then inventoried.

   b. Direct the remaining guards to conduct a shakedown of the dining hall again to ensure that there is no contraband.
   c. Turn in any contraband to the supervisor with the appropriate report.

9. Release the assisting guards and turn in the dining hall keys after the shakedown has been completed and the eating utensils have been accounted for.

Evaluation Preparation: Setup: Provide a simulated dining area with all of the materials and equipment necessary to perform the task. Have other soldiers act as internees.

Brief Soldier: Tell the role players what actions they should take.

Performance Measures	GO	NO GO
1. Signed for and obtained the keys to the dining hall door locks, if required.	____	____
2. Unlocked the dining hall and directed the assisting guards to search all areas of the dining hall. Ensured that they searched the dining area, latrines, and other areas where the internees had access.	____	____
3. Ensured that all of the doors were locked except the main entrance and exit.	____	____
4. Assigned duties to the assisting guards. a. Included accounting for the silverware. b. Included frisking the internees as they left the dining hall. c. Included monitoring the internees while they were eating and during movement. d. Included entrance control.	____	____
5. Briefed the assisting guards on their duties.	____	____
6. Moved about during the meal to help the assisting guards, as needed. Ensured that the guards performed their assigned duties.	____	____
7. Took appropriate action in case of an emergency.	____	____
8. Did the following after all the internees left the dining hall: a. Directed the guard who was responsible for accounting for the eating utensils to inventory them and forward the results of the count to the blotter clerk. b. Directed the remaining guards to conduct a shakedown of the dining hall again to ensure that there was no contraband. c. Turned in any contraband to the supervisor with the appropriate report.	____	____
9. Released the assisting guards and turned in the dining hall keys after the shakedown had been completed and the eating utensils had been accounted for.	____	____

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

Supervise Internee Visits in the Visitors' Room

191-382-2354

Conditions: As an internment specialist, you are given the requirement to supervise internee visits. You have a visitors' room, visitors, assisting guards, and a blank Department of Defense (DD) Form 2713 and DD Form 2714.

Standards: Ensure that the visitors' room is searched before and after the visits. Ensure that the internees are frisked before the visit and strip-searched after the visit. Ensure that the facility visitation rules are enforced and that appropriate action is taken to correct rule violations, stop fights, and if necessary, terminate the visit. Ensure that all of the prepared DD Form 2713s and DD Form 2714s are complete and accurate.

Performance Steps

1. Direct the assisting internment personnel to search the visitors' room and nearby areas, such as the latrines.

2. Brief the assisting internment personnel on the following:
   a. Treat visitors with tact and courtesy.
   b. Respect the privacy of the internee and his visitor and do not listen to their conversations.
   c. Interfere between the internee and his visitor only if the rules are not being followed or if a disturbance occurs.
   d. Report all disturbances or violations of rules and prepare and turn in an observation/disciplinary report, as required.

3. Assign the duties of the guards that are in the visitors' room.
   a. Assign each guard an area of responsibility in the visitors' room. If possible, overlap the areas of responsibility to ensure that every part of the room is observed.
   b. Assign one guard to control the visitors' entrance. Direct the guard to keep the internees from leaving through that door. Direct the guard to meet late-arriving visitors and keep them there until you can brief them.

4. Brief all visitors who have not been briefed by the shift internment supervisor. As a minimum—
   a. Include a brief definition of contraband. Tell the visitors not to give anything to the internee. Tell them they may leave items with the shift internment supervisor to be given to the internee.
   b. Include a statement that visitors—
      (1) Should not act or talk in a manner that may disturb other visitors.
      (2) Will be allowed to embrace the internee they are visiting at the beginning and again at the end of the visit.
      (3) May hold hands with the internee that they are visiting, but must keep their hands visible at all times.
   c. Include a reminder stating the time that the visiting period will end.

5. Ensure that the visiting period is controlled.
   a. Allow the internee to enter the room after the visitors have been briefed and seated. Direct the guards to frisk each internee before letting them enter the room.
   b. Watch for signs of overcrowding and, if the room becomes full, divert late-arriving visitors.
   c. Move around the room and help other guards, when needed. Ensure that they perform the duties assigned to them.
   d. Decide if a visit should be terminated when an incident is reported.

NOTE: An internee may be allowed more than one warning for minor incidents before ending a visit.

   e. Direct the internees to stay in the room until all visitors have exited. Do this at the end of a visiting period.

Performance Steps

6. Direct the assisting internment personnel to conduct a strip-search of each internee. When the search is completed, release the internees to their escorts so that they can be returned to their cell blocks.
7. Direct the assisting internment personnel to search the visitors' room again.
8. Ensure that the guards prepare a DD Form 2713 or DD Form 2714, as needed, and that they turn the reports in.
9. Report to the shift supervisor.
   a. Turn in all contraband seized during the searches.
   b. Turn in all DD Form 2713s and DD Form 2714s prepared on incidents that occurred during the visiting period.
   c. Release the assisting internment personnel to the supervisor.

Evaluation Preparation: Setup: Create various scenarios that require the guards to react. Have other soldiers play the role of the internees.

Brief soldier: Tell the role players what actions they should take and instruct them to obey.

Performance Measures	**GO**	**NO GO**
1. Directed the assisting internment personnel to search the visitors' room and nearby areas, such as latrines.	____	____
2. Briefed the assisting internment personnel.	____	____
3. Assigned the duties of the guards that were in the visitors' room.	____	____
4. Briefed all visitors who had not been briefed by the shift internment supervisor.	____	____
5. Ensured that the visiting period was controlled.	____	____
6. Directed the assisting internment personnel to conduct a strip search of each internee. When the search was completed, released the internees to their escorts so that they could be returned to their cell blocks.	____	____
7. Directed the assisting internment personnel to search the visitors' room again.	____	____
8. Ensured that the guards prepared a DD Form 2713 or DD Form 2714, as needed, and that they turned the reports in.	____	____
9. Reported to the shift 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**
DD FORM 2713	AR 190-47
DD FORM 2714	FM 3-19.40

Direct a Forced Cell Move (FCM) Team

191-382-2413

Conditions: As a team leader, you are given the requirement to direct an FCM team. You have an unruly internee, a team consisting of four additional personnel, all required equipment, Department of the Army (DA) Form 2823, and access to Soldier Training Publication (STP) 19-95C1-SM .

Standards: Directs the team to subdue, restrain, and move an unruly internee, who is a threat to himself or others, ensuring that the team uses the minimum amount of force that is necessary.

Performance Steps

WARNING: IF THE INTERNEE IS HIV POSITIVE OR HAS ANOTHER COMMUNICABLE DISEASE, ENSURE THAT SPECIAL PRECAUTIONS ARE TAKEN TO REDUCE THE RISK OF INFECTION. THESE INCLUDE THE USE OF OLEORESIN CAPSICUM (OC) PEPPER SPRAY, THE WEARING OF MISSION-ORIENTED PROTECTIVE POSTURE (MOPP) 4 AND/OR WET WEATHER GEAR AND A SURGICAL MASK ACCORDING TO THE LOCAL STANDING OPERATING PROCEDURE (SOP).

NOTE: As the team leader, you will always be team member number five and will give all commands.

NOTE: The word cell as used in this task applies to any location or area in which an internee is confined.

1. Upon notification of the requirement for a FCM, direct the team to the assembly area (AA).
   a. Instruct the team to don the required uniform and gear.
   b. Position the team in a line formation, in numerical order.
2. Inspect the readiness of the team.
   a. Ensure that the team members are in the proper uniform.
   b. Ensure that all protective gear is properly secured.
   c. Ensure that team member number one carries the protective pinning shield.
   d. Ensure that team member number two carries the wrist restraints.
   e. Ensure that team member number four carries the leg restraints.
   f. Ensure that team members know and understand the priorities of force.
   g. Ensure that the number on the back of the team members' helmets and vests reflect their position on the team.
3. Receive a briefing from the officer in charge (OIC) or the noncommissioned officer in charge (NCOIC). The briefing includes—
   a. The name of the internee.
   b. The offense or activity the internee is engaged in.
   c. The cell where the internee is located.
   d. The cell the internee is to be moved to.
   e. Any known weapons or threats existing in the area.
   f. Whether or not the internee has a communicable disease.
   g. Whether or not the use of OC pepper spray has been authorized by the facility commander.
4. March the team in a column (from the rear of the formation) to the front of the cell where the internee is located upon receiving the command from the OIC or the NCOIC to move to the designated location, and direct the team to assume the ready position (Figure 191-382-2413-1).

Performance Steps

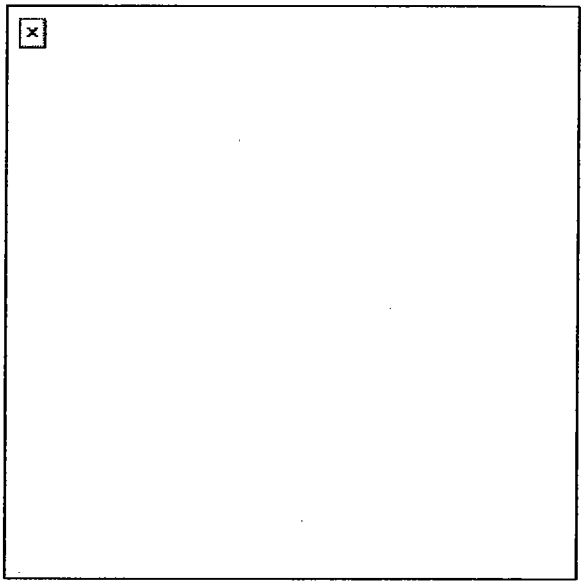

Figure 191-382-2413-1
Ready Position

a. Listen for the report of cell conditions from team member number one.
b. Initiate the nonverbal cue of understanding by firmly placing the palm of your hand on the right shoulder of the person immediately to your front.
c. Wait for team member number one to announce, "Ready."
d. Cue the OIC or the NCOIC to open the cell.

5. Direct the team to enter the cell.
   a. Command the team to "Enter" as the entrance to the cell begins to open.
      (1) Initiate movement of the team into the cell by pushing forward on the hips of the team member who is immediately in front of you.
      (2) Perform your duties as team member number five as outlined in STP 19-95C1-SM.
      (3) Give all commands and instructions during the FCM to maintain control of the team.
   b. Continually monitor the team as the internee is being subdued.
      (1) Ensure that they are safe and correctly performing their duties.
      (2) Ensure that only the minimum amount of force required is being used.
   c. Prepare to move the internee.
      (1) Visually inspect the internee to ensure that he is properly restrained.
      (2) Observe the cell for hazards.
      (3) Determine the readiness of the team members to move the internee from the cell by using nonverbal communication.

6. Issue the commands to move the internee.
   a. Give two preparatory commands to the FCM team before the command of execution to ensure the readiness of the team members.
   b. Visually check all of the members by using nonverbal communication cues to indicate that they have heard the commands and are prepared for the command of execution. Do this after issuing the two preparatory commands.
   c. Issue the following orders to lift the internee: "Team [pause] prepare to lift; team [pause] prepare to lift; team [pause] lift."
   d. Issue the following orders to turn the internee when lifted: "Team [pause] prepare to turn; team [pause] prepare to turn; team [pause] turn."

NOTE: When turning or moving the internee, use directives before the preparatory commands to note the direction, for example: "Face down, toward me, or to the right."

Performance Steps

7. Move the internee to another location by issuing the following orders: "Team [pause] prepare to move; team [pause] prepare to move; team [pause] move."

NOTE: Once the team is outside of the cell, the team leader directs the team to lower the internee, conducts an equipment check, and repositions the team as needed. If OC pepper spray has been used, a medic checks the internee and decontaminates him, if needed.

   a. Ensure that the team members' arms are interlocked beneath the internee before issuing the command to move the internee.
   b. Ensure that short, choppy steps are used for the safety of the internee and the team members when carrying or moving the internee.
   c. Ensure that the internee is moved headfirst when going upstairs and feetfirst when going downstairs.
   d. Issue the following commands to stop movement: "Team [pause] prepare to stop; team [pause] prepare to stop; team [pause] stop."
   e. Issue the following commands to lower the internee: "Team [pause] prepare to lower; team [pause] prepare to lower; team [pause] lower."
      (1) Ensure that team member number one continues to protect the internee's head as he is lowered to the ground.
      (2) Check the team and the cell area (visually) for any safety hazards, once the internee is lowered.

8. Remove the internee's restraints.

NOTE: Remove each set of restraints one at a time.

   a. Signal the team to remove the restraints once the internee has been moved to the new location. Use nonverbal communication techniques.
   b. Assist team member number four by securing the internee's legs.
   c. Check all team members (visually) to ensure that they have completed all of the tasks, that the internee is secure, and that they are ready to exit the cell.
   d. Signal the team members to exit by using nonverbal communication.

9. Direct the team to exit the cell.
   a. Ensure that when each team member exits the cell, they remain stacked in the ready position at the entrance to the cell until all team members have exited.
   b. Maintain vigilant observation of the exiting process.
   c. Direct the team members, who have exited, to reenter if any member is physically threatened by the internee. Do this immediately.
   d. Cue the OIC or the NCOIC to secure the cell gate as the last member exits the cell.

10. Depart the area.
   a. Position the team members (in order) in a column formation as soon as the cell gate is secured.
   b. Command the team to the position of attention and march them to the AA.
   c. Check the team members for any injuries sustained during the move and request medical assistance, if needed.

11. Conduct a debrief with the OIC or the NCOIC.
   a. Ensure that all of the team members prepare a DA Form 2823, according to the local SOP.
   b. Review each team member's statement to ensure that it includes a detailed record of their actions during the move and the use of any applied physical force.
   c. Ensure that all of the statements are submitted to the proper authority according to the local SOP.

Evaluation Preparation: Setup: Prepare a mock internment area and have all of the required equipment and four additional soldiers available to perform as FCM team members. Have role players to play the part of the OIC, the photographer, the medic, and the unruly subject.

Brief Soldier: Brief the internee role player on what actions he is to take.

Performance Measures	GO	NO GO
1. Directed the team to the AA.	____	____
2. Inspected the readiness of the team.	____	____
3. Received the briefing from the OIC or the NCOIC.	____	____
4. Marched the team to the ready position in front of the cell.	____	____
5. Directed the team to enter the cell.	____	____
6. Issued the commands to move the internee.	____	____
7. Moved the internee to another location.	____	____
8. Removed the internee's restraints.	____	____
9. Directed the team to exit the cell.	____	____
10. Departed the area.	____	____
11. Conducted a debrief with the OIC or the NCOIC.	____	____

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
DA FORM 2823	AR 190-14
STP 19-95C1-SM	AR 190-47
	FM 19-15
	FM 3-19.40
	FM 3-21.5
	FM 3-25.150

Subject Area 5: Night Vision Devices

Control Use of Night Vision Devices

071-710-0004

Conditions: Given a fire team-sized element located in a defensive position at night, with assigned night vision devices and a platoon early warning system (PEWS).

Standards: The element's sector is covered by observation and any dead space is covered by PEWS.

Performance Steps

1. The night observation plan must ensure overlapping sectors of observation similar to sectors of fire. Assign each night vision device a sector of observation. If possible, any device mounted on a weapon should have a matching sector of fire for the weapon.
2. Thermal sights should be kept on the wide field of view settings for normal use. When a target is detected and engagement has begun, the sight should be set to a higher magnification. Other devices should be required to cover portions of the sector of observation for the brief time that a normal target engagement takes.
3. Some device should be placed forward of the firing positions to help provide early warning. Night observation and listening posts using night vision devices can provide target identification for organic direct and indirect fire weapons.
4. Dead space can be covered using the PEWS. Defiles, gullies, wooded areas, and other areas that cannot be observed using night vision devices should be covered using PEWS sensors.
5. The efficiency of an observer decreases rapidly after 30 minutes. This is true when using night vision devices. Observers should be rotated at least every 30 minutes. Observer teams should be relieved about every two hours.
6. During night movement, using a three-man element at the squad level may help in detecting and destroying the enemy. The three-man element consists of one soldier who has night-adapted vision and uses no vision devices, one soldier who is using the AN/PVS-5 or AN/PVS-7 night vision goggles, and one soldier who is using an M16A1 or M16A2 rifle and AN/PVS-4 night vision sight. Use of this technique provides the element with a wide range of viewing capability. Personnel and equipment should be rotated frequently so that soldier vision "burnout" does not occur. The soldier with night-adapted vision does not take turns on the night vision equipment. He is rotated with another soldier who has night-adapted vision.

Evaluation Preparation: Setup: This task should be evaluated during a field training exercise. Otherwise, provide the soldier with the personnel and equipment given in the task conditions statement. Brief Soldier: Tell the soldier to assign duties and responsibilities to the personnel of his fire team for use of night vision devices.

Performance Measures	**GO**	**NO GO**
1. Assign overlapping sectors of observation.	____	____
2. Set thermal sights on wide field of view.	____	____
3. Assign the device to an observation post.	____	____
4. Use PEWS in dead space.	____	____
5. Rotate operators at least every 30 minutes.	____	____

Performance Measures	GO	NO GO
6. Employ a three-man element during movement.	____	____

Evaluation Guidance: Score the soldier GO if all steps are passed (P). Score the soldier NO-GO if any steps are failed (F). If the soldier fails any steps, show what was done wrong and how to do it correctly.

References

Required	Related
FM 7-8	TM 11-5855-213-10

Subject Area 6: Maneuver and Mobility Support Operations

Supervise the Establishment and Operation of a Dismount Point
191-377-4201

Conditions: Given an operation order (OPORD), the unit standing operating procedures (SOPs), a copy of the straggler control plan, an access roster, individual and crew-served weapons, ammunition, a flashlight with a filtered lens, communications equipment (primary and backup), vehicles, night-vision devices, signs (or the materials to make signs), and personnel to operate a dismount point in a field environment.

Standards: Select a location for a dismount point. Ensure that the location allows for maximum security for the command post (CP). Establish and maintain communications and security. Ensure that all necessary steps are taken to control military traffic entering and exiting the dismount point.

Performance Steps

1. Select a location for a dismount point. Select a location—
   a. Within or close to the outside perimeter.
   b. Easily accessible from the road.
   c. Not easily seen.

NOTE: A visible location would violate good operations security (OPSEC) procedures and could lead the enemy to the CP.

   d. Offering cover and concealment. Select natural terrain features or an enclosed structure.
   e. Offering a parking area that is level with a grassy or paved surface.
   f. Offering a parking area that is within walking distance of the CP (but not so close that direct fire will endanger the CP).
   g. Where terrain can be used as a buffer between the parking area and the CP.

NOTE: Report your arrival time and exact location to headquarters (HQ).

2. Establish security.
   a. Direct the emplacement of the crew-served weapons.
   b. Ensure the weapon is covered and concealed.
   c. Direct personnel to camouflage the weapon if natural cover and concealment is not available.
   d. Direct personnel to camouflage the vehicle in the parking area.
   e. Select the location and direct the marking of the light line.
   f. Brief the team members on noise, light, litter, and movement discipline.

3. Establish communications according to the unit standing operating procedures (SOP).

4. Assign team members.
   a. A team leader to provide leadership, maintain communications, and provide security for the dismount point operation.
   b. One military police (MP) to control movement at the dismount point.
   c. One MP to provide additional security and relieve the MP operating the dismount point.

5. Supervise operations at the dismount point.
   a. Provide leadership and advice as needed.
   b. Ensure team members perform their duties according to Task 191-376-4108.
   c. Ensure refugees and local civilians are directed away from the dismount point area.
   d. Ensure stragglers are processed according to the straggler control plan.
   e. Ensure that noise, light, litter, and movement discipline are enforced.

Evaluation Preparation: Setup: This task should either be trained in the classroom or in a walk-through mode. Both methods should be reinforced with hands-on training to perform the task to standard. To

evaluate the task, schedule a field training exercise requiring soldiers to establish and supervise a dismount point. The exercise should have a command post (CP) and vehicles to enter the area.

Performance Measures	**GO**	**NO GO**
1. Selected a location for a dismount point.	____	____
2. Established security.	____	____
3. Established communication according to the unit standing operating procedures (SOP).	____	____
4. Assigned team members.	____	____
5. Supervised operations at 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	
FM 3-19.4	
STP 19-95B1-SM	

Skill Level 3

Subject Area 7: Supervisory Combat Techniques

Supervise Construction of a Fighting Position

071-326-5704

Conditions: Given troops, the equipment listed in the task Construct Individual Fighting Position, task number 071-326-5703, STP 21-1-SMCT, and a sector of responsibility.

Standards: Ensure that initial preparation is accomplished for each fighting position and that completed position provide cover, concealment, and field of fire.

Performance Steps

1. Through supervision, evaluation and on the spot corrections, ensure that the construction of the individual fighting position generally follows the sequence below. See the tank Construct individual Fighting, Position, task number 071-326-5703, STP 21-1-SMCT.
2. Assign the location of the position and the sector of fire. The soldier constructing the position should emplace sector of fire stakes.
3. Ensure your soldiers partially clear fields of fire within their sector and dig a hasty hole for minimum protection, begin careful not to destroy natural camouflage around their positions. They should save sod, grass clumps, etc, for use as camouflage later.
4. Next ensure your soldiers dig a hole which is armpit deep. If they have a natural frontal parapet, the dirt from the hole should be carried away and camouflage, if not, it should be used to make a frontal parapet.
5. They can now complete clearing fields of fire, clearing only what is absolutely necessary. Ensure that the soldier get into the firing positions and check their fields of fire.
6. The soldiers should next camouflage their positions using available materials (sod, grass clumps, foliage, etc) blending the position with the surrounding area. The camouflage should be checked from about 35 meters to the front; if the position can be spotted easily, more camouflage work is needed.
7. After all of the above have been accomplished satisfactorily, the soldier should construct overhead cover. They should use longs and planks, 4 to 6 inches thick, that will support at lease 6 or 8 inches of dirt (logs and dirt should total 12 inches), and dig a cave-like area big enough to get under.
8. Upon completion of the overhead cover, the soldier should begin to improve their positions. Items to check for include generate trench, drainage trench, elbow holes, night firing stakes, range cards and camouflage.

Evaluation Preparation: SETUP: at the site, assign each soldier an area of responsibility. Issue any required equipment or supplies that will be required by his soldiers to construct fighting positions. BRIEF SOLDIER: Tell the soldier his soldiers will construct fighting positions that he will supervise and evaluate.

Performance Measures	**GO**	**NO GO**
1. Assigns sector of fire to each position.	____	____
2. Checks that initial position is completed first. a. Sector of fire stakes are emplaced. b. Hasty hole for minimum protection is dug c. Natural camouflage around position is preserved.	____	____

Performance Measures	GO	NO GO
3. Supervises completion of fighting position.	____	____
a. Position is a least armpit deep.		
b. Excess dirt from hole was carried away and hidden.		
c. Fields of fire cleared only of minimum foliage.		
d. Position camouflage so it cannot be seen 35 meters to the front.		
e. Overhead cover is at least 12 inches (with 4 to 6 inches of logs or planks and 6 to 8 inches of dirt).		
f. Grenade trenches are dug in position.		

Evaluation Guidance: Score the soldier GO if all steps are passed. Score the soldier NO-GO if any steps are failed. If the soldier scores NO-GO show what was done wrong and how to do it correctly.

References

Required	Related
FM 5-103	
FM 7-8	
STP 21-1-SMCT	

Establish an Observation Post

071-326-5705

Conditions: Given a squad- or platoon-size element in a defensive position, a TA-312/PT field telephone and communication wire, or a radio, and a probable enemy avenue of approach. The soldier

Standards: Select a location for an observation post (OP) which provides observation of the avenues of approach, is within small arms range of the element, and offers adequate cover and concealment. Establish communication between the OP and the platoon leader or squad leader.

Performance Steps

NOTE: OPs are generally established along probable avenues of approach to listen and observe and to provide early warning of enemy approach.

1. Select an OP.
   a. The site selected for an OP should provide:
      (1) Maximum observation of the desired area (specified by the platoon leader).
      (2) Cover and concealment for the occupants of the OP.
      (3) Concealed routes to and from the OP.
   b. Observation is the best way to determine whether the above conditions exist at a site.
   c. Usually, the best location for an OP is on or near the military crest of a hill. Topographical crests should be avoided because of the possibility of being skylined. It may be appropriate to establish the OP well down the forward slope when observation is restricted by the terrain (Figure 071-326-5705-1).

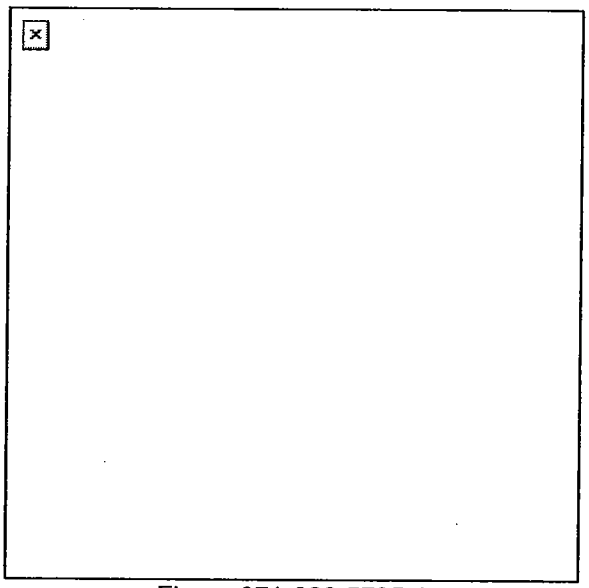

Figure 071-326-5705-1

   d. OPs should be within effective small-arms range of the unit establishing the OP, and should be supported by other supporting fire when possible.

2. Establish and operate an OP.
   a. Wire is the primary means of communication with an OP and may be supplemented by radio. Wire and radio antennas should be carefully positioned and camouflaged to avoid detection by the enemy (Figure 071-326-5705-2).

Performance Steps

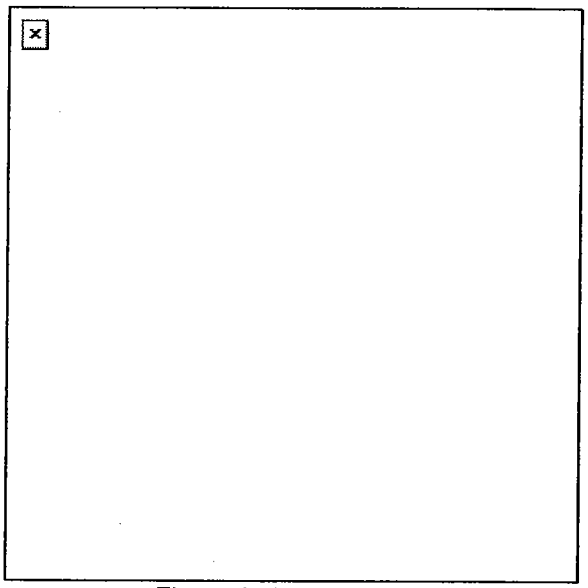

Figure 071-326-5705-2

b. Personnel going to and from the OP must move carefully so that movement does not reveal the location to the enemy. Separate routes to and from the OP are established. Camouflage is most important. The OP should be camouflaged even when natural concealment is adequate.
c. Ops are operated in reliefs. A minimum of two soldiers is necessary for each relief. One observes while the other records and reports observed information. The observer and recorder should switch duties every 20 to 30 minutes, because the visual efficiency of an observer decreases rapidly after that length of time.

3. Establishing and operating an OP during limited visibility.
   a. The enemy may use a different, more open avenue of approach during limited visibility conditions; therefore, an OP may have to be moved to another position to serve as an OP at night.
   b. Limited visibility OPs are usually closer to defensive positions. Night vision devices may be given for use on the OP. The enemy deploys infiltrators against the defense at night, so a series of OPs, backed up by alert troops equipped with night vision devices and by snipers, can counter this infiltration.
   c. OPs are operated in relief except when movement to and from positions would reveal their locations or endanger the personnel.

Evaluation Preparation: Setup: In a field environment with terrain on which an OP can be established. Provide the element leader with a TA-312/PT field telephone and communication wire, or a radio, and two personnel to act as the observer and the recorder. Brief soldier: Tell the soldier to establish an OP to observe an area (designated by the tester) forward or to the flanks of his element.

Performance Measures	**GO**	**NO GO**
1. Selects an area within small-arms range of the squad- or platoon-size element.	____	____
2. Selects a site that provides maximum observation of the desired area.	____	____
3. Establish and operate an area that offers cover and concealment.	____	____
4. Ensures wire or radio communication is established.	____	____

Performance Measures	GO	NO GO
5. Ensures that radio antenna, if used, is camouflaged.	____	____
6. Establishes several concealed routes to and from the observation post.	____	____
7. Ensures that the observation post is camouflaged.	____	____
8. Places a minimum of two personnel on the observation post.	____	____
9. Instructs observer and recorder to switch duties every 20 to 30 minutes.	____	____

Evaluation Guidance: Score the soldier GO if all steps are passed. Score the soldier NO-GO if any steps are failed. If the soldier scores NO-GO, show what was done wrong and how to do it correctly.

References

Required	Related
FM 21-75	
FM 7-8	

Use a Map Overlay
071-329-1019

Conditions: Given a military map and a company level map overlay.

Standards: Overlay is correctly positioned on the map and all graphic symbols and information on the overlay are identified.

Performance Steps

1. Obtain the mapsheet(s) listed in the marginal information.
2. Locate the grid intersections on the map that correspond to the grid register marks in opposite corners of the overlay.
3. Place the overlay on the map so that the grid register marks fall exactly on top of the grid intersections (Figure 071-329-1019-1).

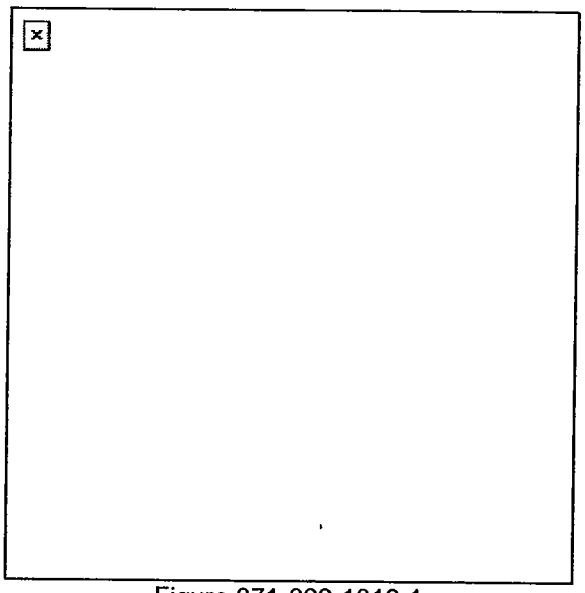

Figure 071-329-1019-1
Registering the Overlay

4. Since the overlay material is translucent, you will be able to see the map through it. Therefore, you can identify map locations (by coordinates or terrain feature) to which the graphic information pertains.
5. Locate the points and areas identified on the ground.
   a. Basic symbols (Figure 071-329-1019-2).

Performance Steps

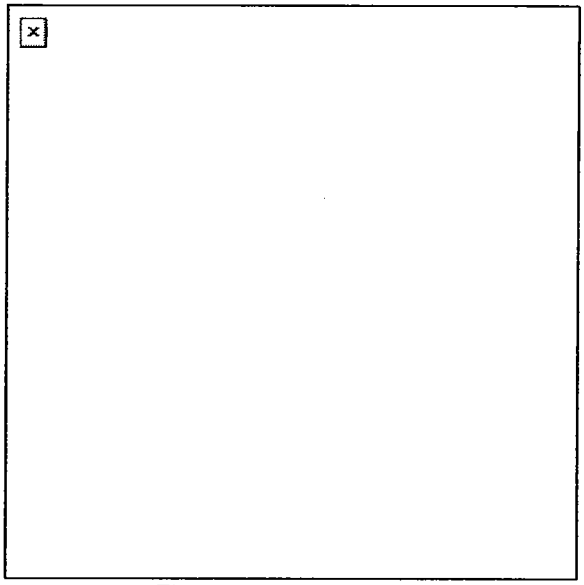

Figure 071-329-1019-2
Basic Symbols

b. Development of a unit symbol (Figure 071-329-1019-3).

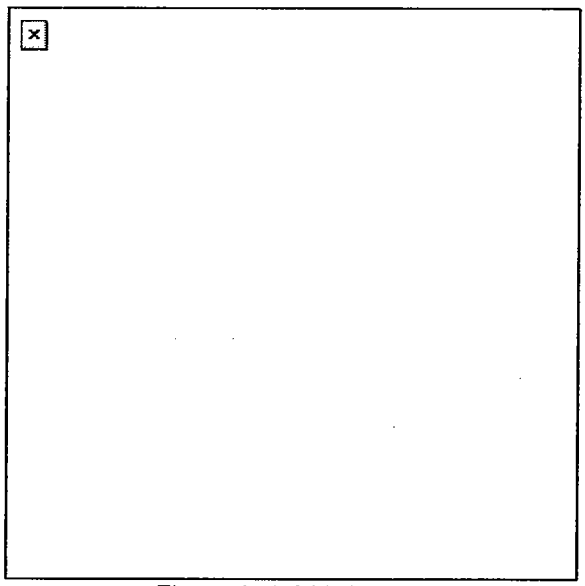

Figure 071-312-1019-3
Development of a Unit Symbol

c. Unit size symbols (Figure 071-329-1019-4).

Performance Steps

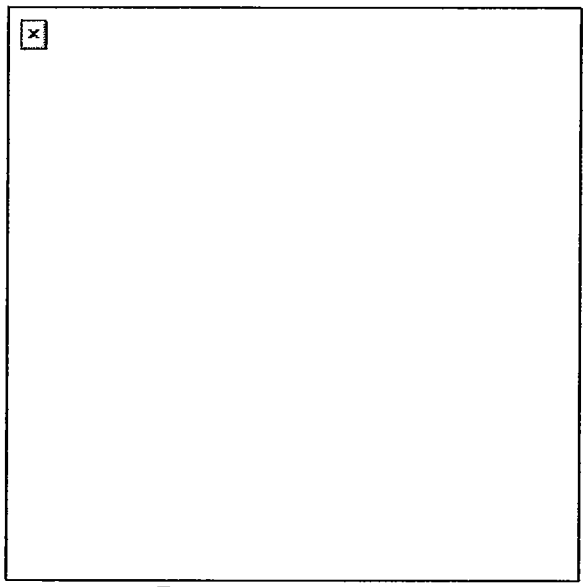

Figure 071-329-1019-4
Unit Size Symbols

d. Branch symbols (Figure 071-329-1019-5).

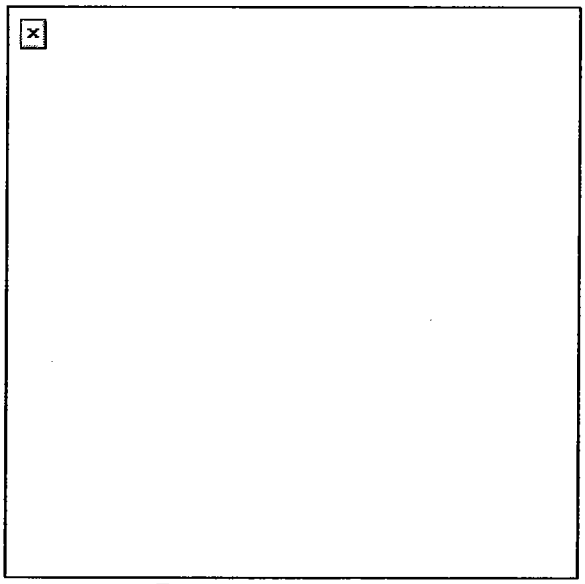

Figure 071-329-1019-5
Branch Symbols

e. Enemy units are depicted in red or by double line (Figure 071-329-1019-6.)

Performance Steps

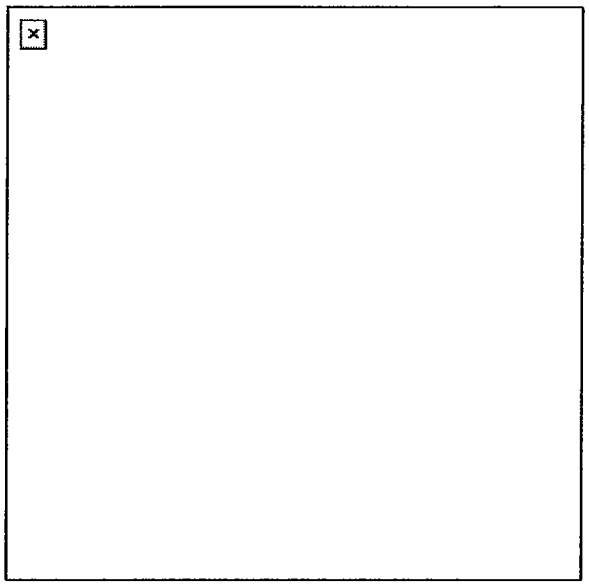

Figure 071-329-1019-6
Enemy Units

f. Proposed or future locations are depicted by broken lines (Figure 071-329-1019-7).

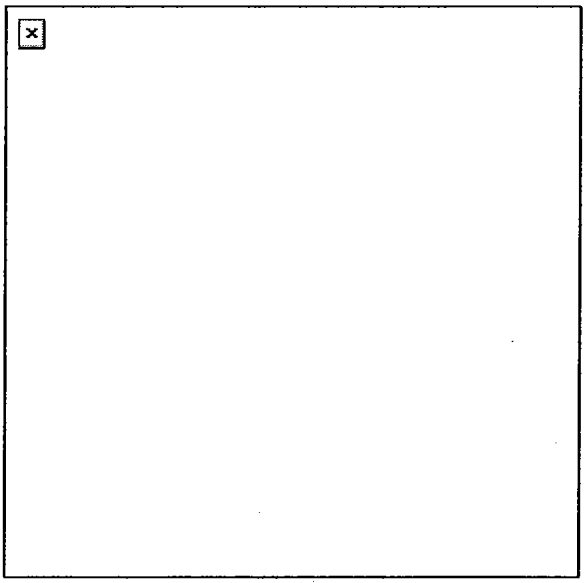

Figure 071-329-1019-7
Proposed Locations

g. Tactical control measures (Figure 071-329-1019-8).

Performance Steps

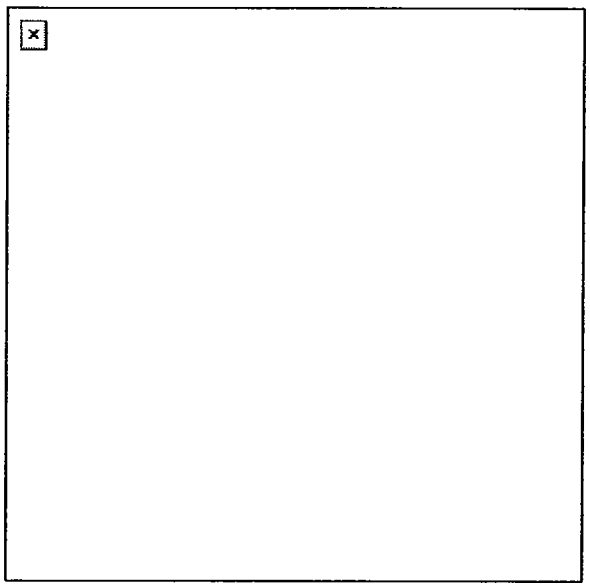

Figure 071-329-1019-8
Tactical Control Measures

h. Weapons symbols (Figure 071-329-1019-9).

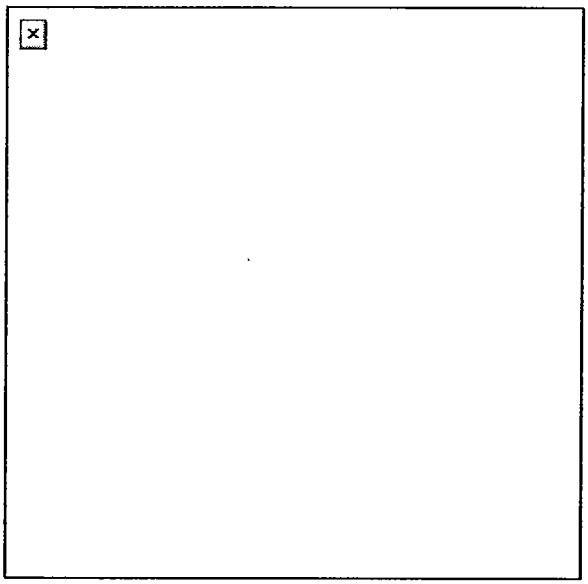

Figure 071-329-1019-9
Weapons Symbols

i. Armored vehicles (Figure 071-329-1019-10).

Performance Steps

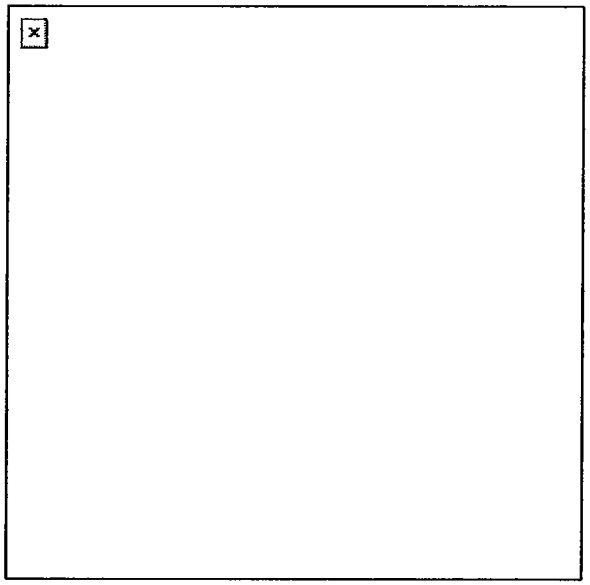

Figure 071-329-1019-10
Armored Vehicles

j. Fortification and obstacles (Figure 071-329-1019-11).

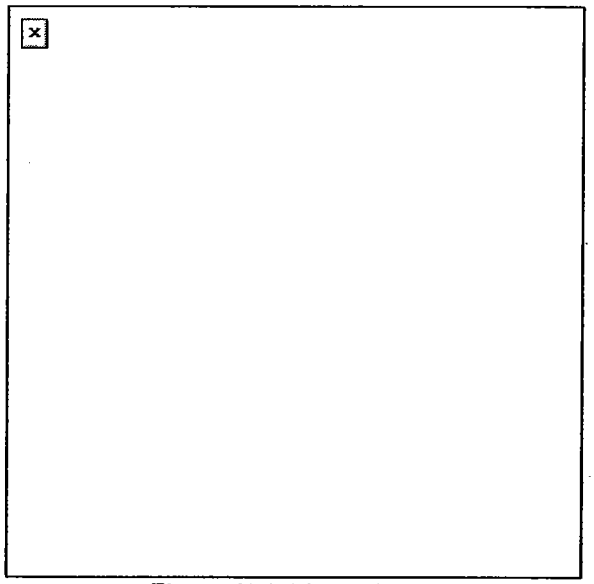

Figure 071-329-1019-11
Fortification and Obstacles

k. Wire (Figure 071-329-1019-12).

Performance Steps

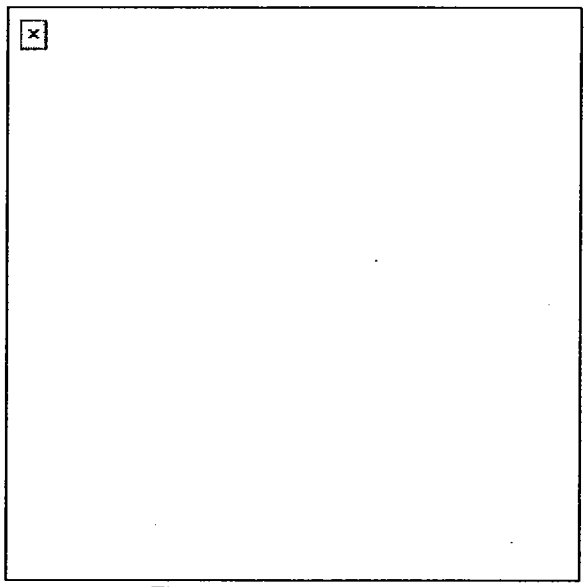

Figure 071-329-1019-12
Wire

l. Mines (Figure 071-329-1019-13).

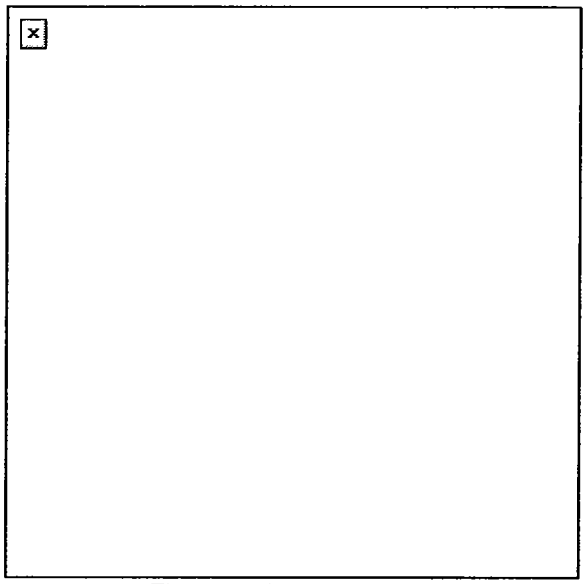

Figure 071-329-1019-13
Mines

m. Indirect fire symbols (Figure 071-329-1019-14).

Performance Steps

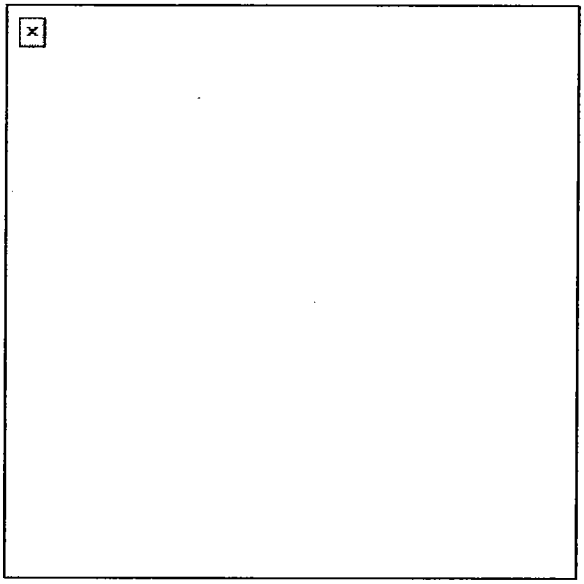

Figure 071-329-1019-14
Indirect Fire Symbols

6. As a minimum, you must be able to recognize the graphic, symbols, and information without the aid of any references.

Evaluation Preparation: SETUP: Provide a military map and a company level map overlay. Ask the soldier to identify information on the overlay from the performance measures. BRIEF SOLDIER; Tell the soldier he must be able to correctly place the overlay on the map and identify any graphic symbols or information on the overlay as requested.

Performance Measures	**GO**	**NO GO**
1. Places overlay grid register marks over grid intersections.	____	____
2. Identifies marginal information.	____	____
3. Identifies security classification.	____	____
4. Identifies graphic symbols.	____	____

Evaluation Guidance: Score the soldier GO if all steps are passed. Score the soldier NO-GO if any steps are failed. If the soldier scores NO-GO, show what was done wrong and how to do it correctly.

References

Required

Related
FM 101-5-1
FM 3-25.26

Conduct a Leader's Reconnaissance

071-410-0010

Conditions: Given a squad-sized element occupying an objective rally point (ORP).

Standards: The reconnaissance confirms the best covered and concealed routes, avenues of approach, overwatch positions, Threat positions, surveillance points, and other mission-essential requirements.

Performance Steps

1. Upon occupying the ORP and establishing security, the squad leader conducts his map reconnaissance and prepares to conduct the leader's reconnaissance. The squad leader tells the soldier in charge of the ORP:
   a. Who will be going with him.
   b. How long he will be gone.
   c. What to do if he fails to return.
   d. What to do if the reconnaissance party makes contact with the enemy.
   e. What to do if the ORP makes contact with the enemy.
2. The squad leader takes a compass man and the team leaders with him on the leader's reconnaissance of the objective.
3. During the leader's reconnaissance, the squad leader points out the objective and picks the positions for the squad members. He determines the best covered and concealed routes and avenues of approach. He selects overwatch positions and surveillance points. He determines threat positions, and gets any other information that can be used to either confirm or alter the plan, based on METT-T.
4. After the reconnaissance is completed, everyone returns to the ORP. There the squad leader shares the information obtained and completes his plans.

Evaluation Preparation: Setup: This task should be evaluated during a field training exercise. Otherwise, assign an objective and an ORP and provide troops to be team leaders and compass man. Brief Soldier: Tell the soldier that he is to conduct a leader's reconnaissance of the assigned objective. Issue an operation order containing the information that would have been provided when the mission was assigned.

Performance Measures	GO	NO GO
1. Update the map reconnaissance.	____	____
2. Select the personnel to accompany you on the reconnaissance.	____	____
3. Move to the objective.	____	____
4. Evaluate each of the following using METT-T. a. Covered and concealed routes. b. Avenues of approach. c. Overwatch positions. d. Threat positions. e. Surveillance points.	____	____
5. Return to the ORP.	____	____
6. Share information.	____	____
7. Complete the plan.	____	____
8. Prepare to move out to the objective.	____	____

Evaluation Guidance: Score the soldier GO if all steps are passed (P). Score the soldier NO-GO if any steps are failed (F). If the soldier fails any steps, show what was done wrong and how to do it correctly.

References

Required	**Related**
	FM 3-21.71
	FM 7-7
	FM 7-8

Conduct a Defense by a Squad

071-430-0002

Conditions: Given a squad, a priority of work, and locations for crew-served weapons designated by the platoon leader.

Standards: Accomplish preparation of a defensive position within the time specified in the platoon leader's order while maintaining security, camouflage, and concealment. 1. Designate fighting positions for squad members. 2. Designate alternate and supplementary positions for squad members. 3. Ensure assigned priority of work is followed by all squad members. 4. Maintain security. 5. Continue work as rapidly as possible. 6. Maintain camouflage and concealment (to include noise, light, and litter discipline). 7. Construct positions properly.

Performance Steps

1. Primary positions.
   a. Each position must have cover, concealment, and good fields of fire. To ensure this, try to position weapons so that their fires overlap, mutually support one another, and can be integrated, so that you can place heavy surprise fire on the enemy. Watch closely any routes that could provide the attacker cover and positions from which he can mass his fire on your position. Be sure your entire squad sector is covered so that you can repel any assault.
   b. When the platoon's key weapons have been positioned, the men in the squad are positioned to protect those weapons from a dismounted assault. Consider the number of men available, then position each one so that he can support the men on his right and left. Each sector of fire must cross in front of another position at a point beyond hand grenade range. Site each fighting position using natural cover and concealment; then:
      (1) Clear fields of fire to allow each man to do the job for which he is positioned. DO NOT OVER CLEAR.
      (2) Build artificial cover, such as a parapet, if required.
      (3) Hide everything.
   c. Ensure that all enemy approaches into your squad sector are adequately covered by automatic weapons fire.
   d. Before digging in, you must move to the front of the position to ensure that each fighting position has frontal cover from enemy fire and all positions are mutually supporting.

NOTE: A good fighting position should allow you to see and fire to the front when not receiving effective direct fire; however, if effective direct fire is received, the soldier can move behind frontal cover and fire to the oblique.

   e. To position each weapon of a rifle squad, follow the procedures below.
      (1) Automatic riflemen. Identify dismounted avenues of approach, such as ravines, draws, and heavily wooded or brushy areas, that are not covered with the machine gun. In areas covered by the machine gun, find out what dead space the machine gun has and cover it with automatic rifle fire, if possible. If there is no dead space, assign a sector that will interlock with and overlap the machine gun's sector and final protective fire.
      (2) Grenadiers. Position grenade launchers to cover the dead space of the automatic weapon's final protective fire. They must also be positioned to cover the entire squad's sector.
      (3) Riflemen. Position riflemen between the remaining positions to give continuous observation and fire throughout the squad sector. They provide mutual support between positions and identify targets for the squad's and platoon's key weapons (grenade launcher, squad automatic weapons, machine gun, and Dragons).
      (4) Claymore mines. Use these to cover any dead space that cannot be covered with 40-mm grenade launchers, and to supplement the fire of your riflemen.

Performance Steps

f. As the squad leader, you must select a position from which you can control the fire of your squad. Use your weapon only when necessary to protect yourself, to direct fire, or to influence the action at a critical point. If you have enough men, position yourself slightly behind the squad so that you can observe and contact your squad, or at least your team leaders. If your squad's strength is reduced, or the terrain does not permit you to establish a position to the rear, you must man a forward position. In this case, you may have to construct a single position to be able to observe your squad sector. You must be able to maintain contact with your platoon and fire team leaders from whatever position you select. Look for covered routes that you can use to move to the positions of your team leaders and platoon leader.

2. Alternate positions.
   a. Alternate positions are prepared so that they are ready for occupation by the squad when the primary positions are no longer defendable. The location of alternate positions is highly dependent upon the terrain, cover and concealment, and existing enemy situation. They must be near enough to the primary positions so that the squad can cover the same sectors of fire as from the primary positions, without sustaining excessive casualties. A soldier's alternate position may be to the flank or slightly to the rear of his primary position.
   b. When selecting alternate positions, consider the following points.
      (1) Do they allow the weapon(s) or element(s) to accomplish the same mission as from the primary positions?
      (2) Do they provide:
         (a) Observation of the primary sector of fire?
         (b) Cover and concealment?
         (c) Maximum use of natural and artificial obstacles?
         (d) Control of the key terrain in the squad sector?
         (e) Coverage of the avenues of approach into the sector?
         (f) Cover and concealment of withdrawal?
   c. Squad alternate positions are picked based upon the alternate positions of key weapons (M60 machine gun, M249 machine gun, and Dragon).
   d. Depending on their priority, alternate positions are normally prepared immediately after the completion of the primary positions. Communication trenches should be constructed between primary and alternate positions as time and terrain permit. When supervising the preparation of alternate positions, ensure that they are sited and constructed to take maximum advantage of the natural defensive characteristics of the terrain and the capabilities of organic weapons.

3. Supplementary positions.
   a. Supplementary positions, unlike alternate positions, are oriented in a different direction than the primary position. Normally, they are within 200 meters of the primary positions. As time and terrain permit, communication trenches are prepared to provide covered routes between primary and supplementary positions.
   b. When selecting supplementary positions, consider the following:
      (1) Do they allow the squad to defend as part of the platoon against enemy attack from the flank(s) and rear?
      (2) Do they cover the most dangerous avenues of approach, other than those into the primary positions?
      (3) Do they meet the same guidelines that apply to placement and construction of primary and alternate positions?

Evaluation Preparation: Setup: Select an area in the field with varying terrain, cover and concealment. Show the squad leader the squad's area of responsibility. Brief soldier: Tell the soldier that he is to select primary, alternate, and supplementary positions in an area specified by the platoon leader, ensuring that the supplementary position is oriented in a different direction than the primary position.

Performance Measures	GO	NO GO
1. Ensures the primary position meets the following requirements:	____	____

Performance Measures	GO	NO GO
a. Uses natural cover and concealment. b. Ensures all fighting positions and weapons emplacements are mutually supporting. c. Marks and informs squad members where fighting positions will be constructed. d. Supervises construction of the fighting positions.		
2. Ensures the alternate position meets the following requirements: a. Provides observation of the primary sector of fire. b. Provides cover and concealment. c. Provides use of natural and artificial obstacles. d. Provides coverage of avenues of approach into the sector. e. Provides covered and concealed routes of withdrawal.	____	____
3. Ensures the supplementary position provides for and meets the following requirements: a. Allows the squad to defend as part of the platoon against enemy attack from the flank(s) and rear. b. Provides observation of the primary sector of fire. c. Provides cover and concealment. d. Provides natural and artificial obstacles. e. Provides coverage of avenues of approach into the sector. f. Provides covered and concealed routes for withdrawal. g. Covers dangerous avenues of approach other than those into the primary position. h. Provides the same guidelines in construction and placement of the supplementary position as in the alternate position.	____	____

Evaluation Guidance: Score the soldier GO if all steps are passed. Score the soldier NO-GO if any steps are failed. the soldier scores NO-GO, show what was done wrong and how to do it correctly.

References

Required	Related
FM 7-8	

Consolidate a Squad Following Enemy Contact While in the Defense

071-430-0003

Conditions: Given a squad defending as part of a larger unit, and that your squad has just repelled an enemy assault.

Standards: Consolidate the position in preparation for a subsequent attack.

Performance Steps

1. To prepare for the next enemy attack, the squad leader must:
   a. Reestablish security. If the observation post (OP) withdrew to the defensive position, send it back out. If the OP did not return, it must be accounted for and replaced.
   b. Replace camouflage. When the enemy situation permits, replace wilted material with fresh camouflage. Do not over camouflage a position. If it was not found during the first assault, chances are it will not be found during the next try.
   c. Replace obstacles. If enemy troops withdraw far enough away and if time permits, replace obstacles, mines, and early warning devices. Request smoke to cover their movement. Even then, you may still have to replace obstacles during limited visibility.
   d. Reassign sectors of fire to ensure that all gaps caused by the evacuation of casualties are covered and positions remain mutually supporting.

NOTE: Do not allow all soldiers to clean weapons or eat at the same time; everyone should stay in his fighting position and be prepared to repel a renewed assault.

Evaluation Preparation: Setup: Provide a squad-size element in an established defensive position with a communication network. NOTE: This task should be evaluated while the unit is in a field environment. Brief soldier: Tell the soldier he is the squad leader of a unit that just repelled an enemy attack and that he is to consolidate the squad.

Performance Measures	GO	NO GO
1. Reestablishes security.	____	____
2. Restores positions, to include restoring camouflage.	____	____
3. Replaces obstacles.	____	____
4. Reassigns sectors of fire.	____	____
5. Reports to the platoon leader.	____	____

Evaluation Guidance: Score the soldier GO if all steps are passed. Score the soldier NO-GO if any steps are failed. If the soldier scores NO-GO, show what was done wrong and how to do it correctly.

References

Required	**Related**
FM 7-8	

Reorganize a Squad Following Enemy Contact While in the Defense
071-430-0004

Conditions: Given a squad defending as part of a larger unit, and that your squad has just repelled an enemy assault.

Standards: Reorganize the squad in the defense following enemy contact.

Performance Steps

1. During reorganization, the squad leader will--
   a. Replace key personnel. Ensure that all key positions are filled by remaining squad members and all members are aware of the chain of command.
   b. Ensure that key weapons (Dragon, machine gun, squad automatic weapon, and grenade launchers) are being manned. The order of priority depends on the tactical situation.
   c. Move casualties to a covered and concealed location. Obtain medical aid for them and arrange for their evacuation. Ensure that all sectors of fire are still covered and all positions are mutually supporting. If necessary, shift personnel to fill gaps.
   d. Redistribute ammunition among squad members to where it is most needed. Take a quick inventory and request resupply if needed.
   e. Collect and report captured enemy material and information. Ensure enemy prisoners of war (EPW) are searched, segregated, silenced, safeguarded, and evacuated under guard to a position designated by the platoon leader and evacuated to the rear as soon as possible.

Evaluation Preparation: Setup: Provide a squad in an established defensive position, simulated casualties, simulated EPWs, simulated destroyed crew, served weapons, blank ammunition, and a communication network. NOTE: This task should be evaluated while the unit is in a field environment. Brief soldier: Tell the soldier his squad has just repulsed an enemy attack and that he is to reorganize the squad.

Performance Measures	GO	NO GO
1. Replaces key personnel.	____	____
2. Assigns personnel to key weapons systems.	____	____
3. Treats and evacuates casualties.	____	____
4. Redistributes ammunition.	____	____
5. Collects and evacuates all EPWs and enemy material.	____	____

Evaluation Guidance: Score the soldiers GO if all steps are passed. Score the soldier NO-GO if any steps are failed. If the soldier scores NO-GO, show what was done wrong and how to do it correctly.

References

Required	Related
FM 7-8	

Subject Area 8: Emergency Procedures

Form Squad-Size Riot Control Formations

191-378-4302

Conditions: Given a riot control situation and a squad of soldiers fully equipped with riot control gear, Field Manual (FM) 19-15, and Soldier Training Publication (STP) 19-95B1-SM.

Standards: Select the best formation that controls or disperses the crowd. Correctly form the squad into the formation selected. Reassemble the squad from the formation after the crowd has been controlled or dispersed.

Performance Steps

NOTE: Any size squad, platoon, or large unit can be employed and a crowd control formation can be adapted to fit the unit's organization. A leader should be able to employ a unit is sized to fit the circumstances.

1. Prepare the squad for formation.
   a. Form the squad in a single column behind you, with the base man directly behind you and the assistant squad leader at the end.
   b. Direct squad members to count off from the front to the rear with yourself as number one and the base man as number two.

NOTE: The purpose for counting off is so that each squad member has a number and will know where his position will be in each type of formation.

2. Direct the squad in forming a squad line (Figure 191-378-4302-1).

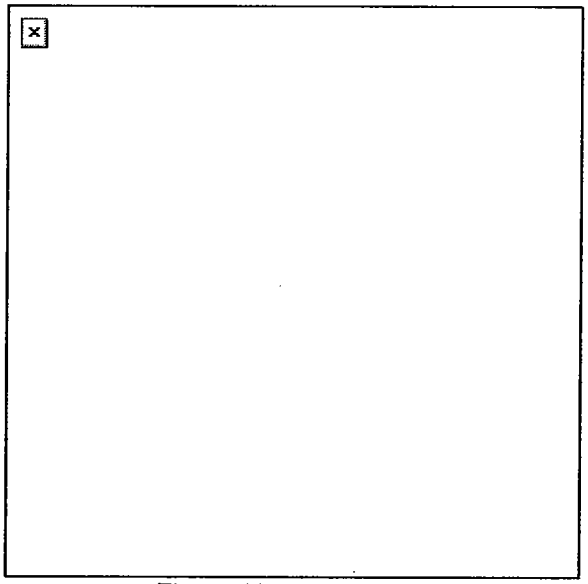

Figure 191-378-4302-1
Squad Line Formation With Squad Leader (SL) an SL and Assistant Squad Leader (ASL)

NOTE: As an offensive formation, this formation is used to push or drive crowds straight back across an open area or up a city street. As a defensive formation, it is used to hold a rioting group in place or to deny them access to restricted streets or areas.

   a. Face the squad and give the command, "Squad as skirmishers, ..." Simultaneously, give hand signals with the command by raising your arms straight out, horizontal to the shoulders, hands extended, and palms down.

Performance Steps

b. Point to where you want the squad to assemble and complete the command, "Move." Make sure the base member moves to where you pointed and the rest of the squad forms up according to their number.
c. Take your position behind the formation.

3. Direct the squad in forming a squad echelon, right or left (Figure 191-378-4302-2).

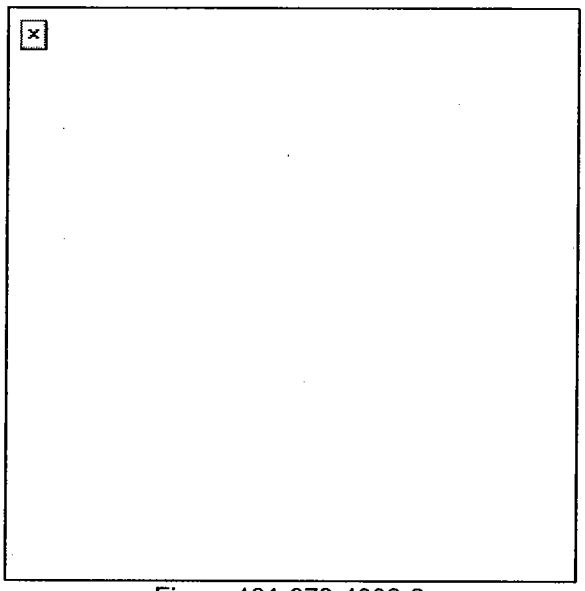

Figure 191-378-4302-2
Squad Echelon, Right and Left

NOTE: This formation is used offensively to turn groups in either open or built-up areas and to move crowds away from buildings, fences, or walls.

a. Face the squad and give the command, "Squad echelon right (or left)." Simultaneously, give hand-and-arm signals by extending one arm 45 degrees above the horizon and the other arm 45 degrees below the horizon, arms and hands extended. (When facing the squad, the upper arm shows the direction of the echelon.)
b. The base man will move to where you pointed. The rest of the squad will align themselves with the base member, one pace behind the member in front and one pace to the right or left, depending on the echelon. Point to where the squad should assemble and complete the command, "Move."
c. Position yourself behind the formation.

4. Direct the squad in forming a squad wedge (Figure 191-378-4302-3).

Performance Steps

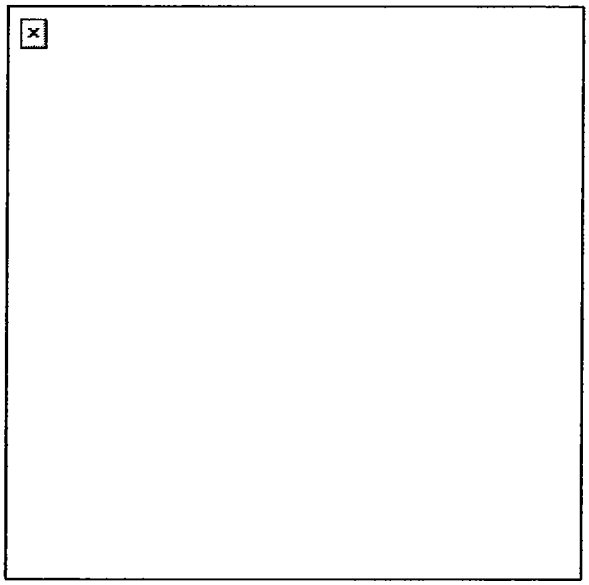

Figure 191-378-4302-3
Squad Wedge

NOTE: This formation is used as an offensive formation to penetrate or to split crowds.

a. Face the squad and give the command, "Squad wedge." Simultaneously, give hand-and-arm signals in conjunction with the command. (Extend both arms down and to the sides at an angle of 45 degrees below the horizon, arms and hands extended, palms down.)
b. The base member will move to where you pointed. The odd numbered members align themselves behind the base member, one pace to the left and one pace to the rear of the preceding member. Even numbered personnel will do the same except to the right. Point to where the squad will assemble and complete the command, "Move."

5. Tell the squad members which weapon positions to use. Each position has a specific use and is discussed below.
   a. Safe-port. Use when making a show of force (Figure 191-378-4302-4).

Performance Steps

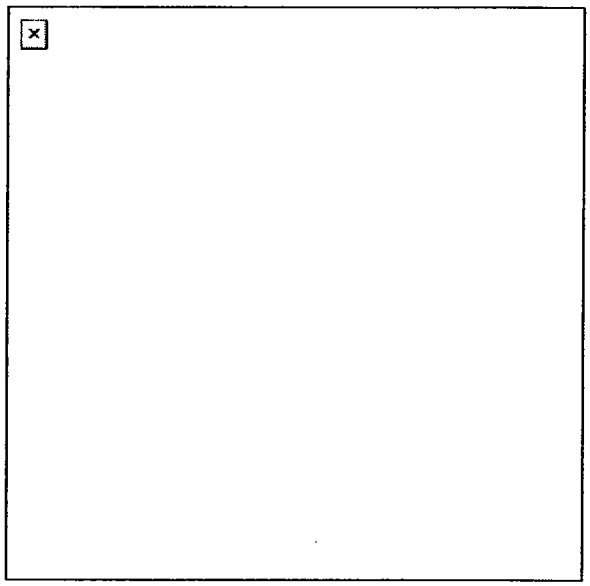

Figure 191-378-4302-4
Safe Port

b. Safe-guard. Use for semireadiness (Figure 191-378-4302-5).

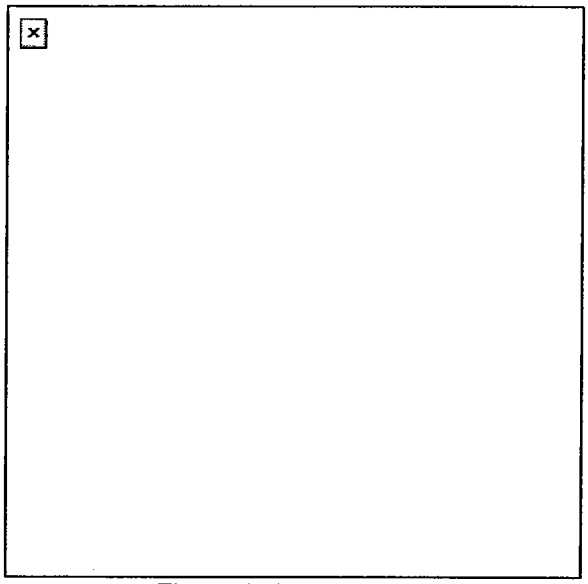

Figure 191-378-4302-5
Safe Guard

c. On-guard. Use for complete readiness and whenever troops are in contact with a group showing any kind of resistance or hesitance to withdraw (Figure 191-378-4302-6).

Performance Steps

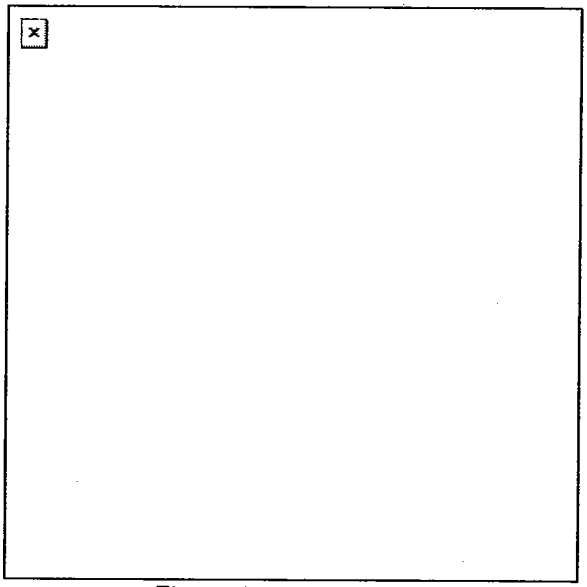

Figure 191-378-4302-6
On Guard

6. Reassemble the squad.
   a. The squad members who hear the command automatically come to the safe-port position. The base man faces the squad leader. The other squad members face toward the base man. Take a position a sufficient distance to the rear of the squad and command, "Squad assemble." Simultaneously, raise your right hand in the air and making a circular motion.
   b. Point to the place you want the squad to assemble and give the command of execution "Move." The base man double-times to the designated spot, and the other members of the squad follow the base man. The squad forms in a column behind the base man and wait for further instruction. Point to the place you want the squad to assemble and give the command of execution "Move."

Performance Measures	**GO**	**NO GO**
1. Prepared the squad for formation.	____	____
2. Directed the squad in forming a squad line.	____	____
3. Directed the squad in forming a squad echelon, right or left.	____	____
4. Directed the squad in forming a squad wedge.	____	____
5. Told the squad members which weapon positions to use.	____	____
6. Reassembled the squad.	____	____

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	
STP 19-95B1-SM	

Subject Area 9: Supervisory Custody and Control

Brief Internee Escorts

191-383-3367

Conditions: You are given a requirement to brief the internee escorts according to Army Regulation (AR) 190-47 and the facility standing operating procedure (SOP). You are given access to AR 190-47, Department of Defense (DD) Form 2708, and the facility SOP.

Standards: Brief the escort guards on all aspects of the task required to accomplish the mission.

Performance Steps

1. Ensure that the assigned escort guards meet the requirements according to the facility SOP.
   a. Ensure that there is the minimum number of escort guards required.
   b. Ensure that the senior escort guard is a noncommissioned officer (NCO) or officer of equal or higher rank than that of the internee, if using noninternment personnel.
   c. Ensure that the senior escort guard's rank is according to the facility SOP, if using internment personnel.
2. Brief the escort guards. Include, as a minimum the—
   a. Type of transportation to be used.
   b. Points of contact, telephone numbers for the facility, military police, and civilian police along the route.
   c. When and what type of restraints that must be used.
   d. Actions to take if there is a delay en route to the destination.
   e. Actions to take if the internee attempts an escape.
   f. Type of weapons to use, if authorized, and the proper "use of force."
   g. Instructions.
      (1) Search internees. Include when, where, and how to search.
      (2) Receipt for the internees on a DD Form 2708 before leaving the facility.
      (3) Keep internees segregated from other persons.
      (4) Notify the internment supervisor upon arrival at the destination and again before the beginning of the return trip.
      (5) Keep the internees from obtaining contraband.
      (6) Prepare a separate DD Form 2708 for the internees when they are released to authorized personnel outside the internment facility. For example, during a change of shift for hospital guards.

Evaluation Preparation: Setup: This task can be evaluated with a written test or by creating a scenario using soldiers to role play the part of escorts receiving the briefing.

Performance Measures	**GO**	**NO GO**
1. Ensured that the assigned escort guards met the requirements according to the facility SOP.	____	____
2. Briefed the escort guards.	____	____

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

Direct Accountability Procedures for Internees

191-383-3370

Conditions: You are given a requirement to direct accountability procedures using an internee roster, the local standing operating procedure (SOP), and a prepared Department of the Army (DA) Form 3997.

Standards: Direct internment personnel to account for the internees using roll calls, head counts, and bed checks at the prescribed times according to the facility SOP. Ensure that facility internee rosters are used and that the results of the counts are entered in the facility blotter.

Performance Steps

1. Ensure that internment personnel have a current internee roster.
2. Direct internment personnel to account for the internees.
   a. Ensure that internment personnel perform roll calls at—
      (1) Morning formations.
      (2) Evening formations.
      (3) Other times as directed by the facility commander.
   b. Ensure that internment personnel perform head counts—
      (1) At noonday formations.
      (2) Immediately upon return of all internees from work details.
      (3) At other times as directed by the facility commander.
   c. Ensure that internment personnel perform bed checks—
      (1) Between taps and midnight.
      (2) Between midnight and reveille.
      (3) At other times as directed by the facility commander.

NOTE: The installation officer of the day, the internment facility staff duty officer, or the military police (MP) duty officer will conduct a separate bed check between midnight and reveille and at other times as directed by the installation or facility commander.

3. Ensure that roll calls, head counts, and bed checks are conducted. See Soldier Training Publication (STP) 19-95C1-SM.
4. Report all discrepancies to the supervisor and follow the procedures for notifying the proper authorities according to the local SOP. Notify the proper authorities, such as—
   a. The facility commander.
   b. The provost marshal.
   c. The MP desk sergeant.
   d. The city, county, and/or state police.
   e. The county sheriff.
   f. The Federal Bureau of Investigation (FBI).
   g. The escapee's hometown police.
5. Direct the guards to conduct head counts and roll calls, if there is a fire, disorder, an escape, or testing of the facility emergency plans.
6. Ensure that all roll calls, head counts, and bed checks are entered in the facility blotter.

Evaluation Preparation: Setup: This task can be evaluated using a written test.

Performance Measures	**GO**	**NO GO**
1. Ensured that internment personnel had a current internee roster.	____	____
2. Directed internment personnel to account for internees.	____	____

Performance Measures	GO	NO GO
3. Ensured that roll calls, head counts, and bed checks were conducted. Saw STP 19-95C1-SM.	____	____
4. Reported all discrepancies to the supervisor and followed the procedures for notifying the proper authorities according to the local SOP.	____	____
5. Directed the guards to conduct head counts and roll calls, if there was a fire, disorder, an escape, or testing of the facility emergency plans.	____	____
6. Ensured that all roll calls, head counts, and bed checks were entered 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
DA FORM 3997	AR 190-47
STP 19-95C1-SM	FM 3-19.40

Supervise Administrative and Disciplinary Measures in an Internment Facility

191-383-3396

Conditions: You are given a requirement to supervise the administrative and disciplinary measures in an internment facility. You are given internees who are in an administrative or disciplinary segregation, a segregation area, prepared Department of Defense (DD) Forms 503, 508, and 509, and access to Army Regulation (AR) 190-47.

Standards: Ensure that the internees are correctly segregated based on their category, that all required forms are complete and accurate, and that all guidelines for the internees in administrative or disciplinary segregation are adhered to.

Performance Steps

1. Ensure that the internees in administrative segregation are separated by the following categories:
   a. Homosexuals (either recognized homosexuals or those who exhibit homosexual behavior).
   b. Informers.
   c. Escape-risk internees.
   d. Internees pending investigation for violation of facility rules and regulations.
   e. Medical observation.
   f. Internees with psychological disorders who do not adjust to living with other prisoners.
   g. Protective custody.
   h. New internees (for observation by custodial personnel and until examined by a medical officer).
   i. Suicide risks.
2. Ensure that the internees who are placed in administrative segregation are advised as to the purpose of the action.
3. Ensure that the internees have adequate sleeping accommodations with enough bedding, are issued the same clothing as the other internees, and have an adequate supply of health and comfort items.
4. Supervise disciplinary segregation.
   a. Check DD Form 508 to make sure it is complete and that it has been approved by either the installation commander, the deputy installation commander, or the chief of staff.
   b. Ensure that a medical certification is obtained on DD Form 503.
   c. Check DD Form 509 to ensure that it is being maintained correctly and that the instructions are followed.
5. Ensure that cell furnishings, beds, and/or bedding is removed, when necessary.
   a. Request cell furnishings, beds, or bedding be removed when the internee shows suicidal or destructive tendencies.
   b. Provide a sleeping board, elevated from the floor, and constructed of wood and heavy material.
   c. Inspect DD Form 509 to ensure that the above actions (steps 5a and 5b) are annotated in the "remarks" section.
6. Ensure that custodial personnel observe the internees and record their observations on DD Form 509.
   a. Ensure that internees in disciplinary segregation are checked at irregular intervals with no more than 30 minutes expiring between checks.
   b. Internees who are classified as a suicide risk are checked at irregular intervals with no more than 15 minutes expiring between checks.
   c. Other internees who are identified by the facility commander or medical officer, nurse clinician, or warrant officer physician assistant are checked as required.
7. Schedule a minimum of 30 minutes of physical exercise each day for the internees who are in administrative and disciplinary segregation.

Performance Steps

8. Plan and coordinate internee work details within the segregated area.

NOTE: Some internees in administrative segregation (based on the purpose of the segregation) may work outside the segregated area.

9. Coordinate visiting procedures for the internees who were in administrative and disciplinary segregation.

10. Verify on DD Form 509, Part II, that internees in close confinement were visited by a warrant officer physician's assistant, a nurse clinician, or a medical officer; a chaplain; and a counselor at least once a day.

NOTE: There is no area on DD Form 509 for the counselor and the chaplain to sign. Record of their visits will be annotated according to the facility SOP. A medical officer will visit each internee in close confinement at least once every five days according to AR 190-47.

11. Verify on DD Form 509, Part II, that the facility commander or his representative and the duty officer visit the internees who are in close confinement twice a day. Notify the supervisor, if this is not being done.

12. Check to ensure that internees, who display destructive or suicidal tendencies or who consistently refuse to comply with orders, are reported to the facility commander with a recommendation that the internee be classified intractable.

13. Ensure that intractable internees—
    a. Are advised of the reason for the intractable designation.
    b. Remain confined within the cell.

NOTE: Only the facility commander or a designated representative can approve an internee, who is classified intractable, to leave the cell.

    c. Get their classification reviewed by the facility commander every 72 hours.
    d. Have their internment treatment file documented (in writing) with the intractable classification.
    e. Are visited once each day by a warrant officer physician's assistant, a nurse clinician, or a medical officer; a chaplain; and a counselor.
    f. Are visited twice each day by the installation or facility duty officer and by the facility commander or a designated representative.

Evaluation Preparation: Setup: Create various scenarios involving administrative and disciplinary segregation. Have other soldiers act as internees and guards. Provide all of the equipment and materials listed in the conditions.

Brief Soldier: Explain to the role players what actions they are to take.

Performance Measures	GO	NO GO
1. Ensured that the internees in administrative segregation were separated by category.	____	____
2. Ensured that internees who were placed in administrative segregation were advised as to the purpose of the action.	____	____
3. Ensured that the internees had adequate sleeping accommodations with enough bedding, were issued the same clothing as the other internees, and had an adequate supply of health and comfort items.	____	____
4. Supervised disciplinary segregation.	____	____
5. Ensured that cell furnishings, beds, and/or bedding was removed, when necessary.	____	____

Performance Measures	GO	NO GO
6. Ensured that custodial personnel observed the internees and recorded their observations on DD Form 509.	____	____
7. Scheduled a minimum of 30 minutes of physical exercise each day for the internees who were in administrative and disciplinary segregation.	____	____
8. Planned and coordinated internee work details within the segregated area.	____	____
9. Coordinated visiting procedures for the internees who were in administrative and disciplinary segregation.	____	____
10. Verified on DD Form 509, Part II, that internees in close confinement were visited by a warrant officer physician's assistant, a nurse clinician, or a medical officer; a chaplain; and a counselor at least once a day:	____	____
11. Verified on DD Form 509, Part II, that the facility commander or his representative and the duty officer visited the internees who were in close confinement twice a day.	____	____
12. Checked to ensure that internees, who displayed destructive or suicidal tendencies or who consistently refused to comply with orders, were reported to the facility commander with a recommendation that the internee be classified intractable.	____	____
13. Ensured that intractable internees—	____	____
a. Were advised of the reason for the intractable designation.		
b. Remained confined within the cell.		
c. Got their classification reviewed by the facility commander every 72 hours.		
d. Had their internment treatment file documented (in writing) with the intractable classification.		
e. Were visited once each day by a warrant officer physician's assistant, a nurse clinician, or a medical officer; a chaplain; and a counselor.		
f. Were visited twice each day by the installation or facility duty officer and by the facility commander or a designated representative.		

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
DD FORM 503	
DD FORM 508	
DD FORM 509	

Inspect Physical Security of an Internment Facility

191-384-4375

Conditions: You are given a requirement to inspect physical security of an internment facility and are given an equipped and functional internment facility; the facility standing operating procedure (SOP); and either a blank, locally-produced, inspection report form; a blank Department of the Army (DA) Form 2806-1-R; or a blank DA Form 2806-R. You have access to Soldier Training Publication (STP) 19-95C1-SM.

Standards: Ensure that all physical security requirements are in place and enforced, prepare a physical security inspection report on all deficiencies and forward the report to the appropriate authority.

Performance Steps

1. Inspect the perimeter fence and gates.
   a. Check the fence to see if it is constructed of at least 9-gauge wire and that it is a minimum of 14 feet high with overhangs.
   b. Look for a 1-foot top guard attachment on the fence and check the top guard and the fence to ensure that they are intact.
   c. Ensure that the fence is taut and securely fastened to rigid metal or reinforced concrete posts set in cement.

NOTE: Ensure that the top rails are not used on fences because they could be used in escape attempts and by intruders.

   d. Check any openings in the fence to ensure that they do not exceed 2 inches.
   e. Look at the bottom of the fence to ensure that it is within 2 inches of hard ground or paving.

NOTE: If the fence is on soft ground, it must reach below the surface deep enough to compensate for shifting soil or sand.

   f. Look at the gates and gate hinges to ensure that they are securely attached to the gate frame.
   g. Ensure that there are no objects on or near the perimeter fence that could prevent an unobstructed view or that could help an internee climb over the fence.
   h. Ensure that buildings less than two stories that form part of the perimeter have top guards installed along the edge of the roof to prevent escapes and intrusions.
   i. Check to ensure that there is no vegetation on or near the perimeter fence exceeding 8 inches in height.

NOTE: Vegetation exceeding 8 inches will reduce the effectiveness of the fence by impeding observation or by providing concealment.

   j. Ensure that any utility openings of 10 or more inches that pass through the perimeter barriers have security that is equivalent to that of the barriers.
   k. Look for any building openings that could be used as avenues of escape and ensure that they are secure.

2. Inspect the perimeter guard towers.
   a. Ensure that the guard in each perimeter tower has an uninterrupted view for a minimum of 80 yards in any direction along the perimeter fence line.
   b. Ensure that the combined views from all towers allow for observation of the entire exercise yards.
   c. Ensure that the primary and backup communications systems allow the tower guards to send and receive clear messages to and from other key areas of the internment facility.

3. Inspect the outside security lighting.

NOTE: This step must be performed during the hours of darkness

   a. Check the exterior lighting to ensure that it is operated during the hours of darkness and limited visibility and that the entire perimeter is lighted with overlapping cones of light.
   b. Look at all of the exterior lights to ensure that they are covered with wire mesh screen or other material to keep them from being broken.
   c. Ensure that the lights are positioned to prevent glare, which may blind the guards.
   d. Ensure that the lights are positioned so that they do not silhouette or highlight the guards.

Performance Steps

e. Check all entrances, exits, and gates to ensure that they are adequately illuminated to allow for the recognition of persons, the examination of individual identification, and the searching of vehicles and internees.
f. Look at all areas within the armed guards field of fire and ensure that they are lighted.

4. Inspect all of the parking areas.
   a. Check all parking areas to ensure that they are well-lighted and inaccessible to the internees.
   b. Ensure that all vehicle parking is restricted to designated parking areas and limited to personnel on duty at the confinement facility and authorized visitors.
   c. Look for a posted notice to remind personnel to lock their vehicles.

5. Ensure that entry and exit procedures are enforced. See STP 19-95C1-SM.

6. Check to verify that the facility lock and key control procedures are being enforced. Ensure that—
   a. The keys are signed out to authorized personnel, as required, on a key control register.
   b. The key control register (when not in use) is kept in a locked container to which access is controlled.
   c. A lockable container (such as a safe, filing cabinet, or a key depository made of at least 26-gauge steel) equipped with a tumbler type-locking device and attached permanently to a wall is used to secure keys.
   d. The key depository is located in a room where it is kept under surveillance around-the-clock or in a room that can be locked during nonduty hours.
   e. A key and/or lock inventory list is maintained that depicts a list of all keys and locks and their serial numbers, the location of the locks, and the number of keys maintained for each lock. Check to ensure that the list is secured in the key depository.
   f. The keys are not labeled or inscribed with the location of the lock.
   g. Locks and their keys are inventoried by serial numbers at least semiannually.
   h. Locks and/or their combinations are changed when loss or compromise is suspected.
   i. Padlocks are replaced and recorded immediately when a key to a padlock is determined to be missing.
   j. Lock combinations are changed every 12 months or when personnel who have access depart, whichever occurs first.
   k. Master keyed lock sets or keyed alike lock sets are not used.

7. Check internee movement procedures. Ensure that internee movement is controlled by the use of escort procedures and, if used, the procedures are implemented for an intrafacility pass system. See STP 19-95C1-SM.

8. Check to ensure that the visitors' lockers (or comparable security containers) are used.

9. Check to ensure that contraband control procedures are in place and enforced.
   a. Include daily inspections of internees and cell block areas.
   b. Include search procedures.
      (1) Ensure that shakedowns of internees and their work and living areas are performed at least once each month.
      (2) Ensure that searches of internees are performed.
         (a) Verify that all internees are being frisked before and strip-searched after each visitation period.
         (b) Check to ensure that all newly assigned internees are strip-searched and that all of their possessions are searched, inventoried, and processed.
         (c) Verify that all internees are strip-searched when they are returned from outside escort, such as medical and dental appointments.
         (d) Verify that all internees are strip-searched before they are released or transferred.
         (e) Check to ensure that all internees are frisked and/or strip-searched, as applicable, when they return from work details.
         (f) Check to ensure that the internee cooks and kitchen police (KP) are frisked and/or strip-searched, as applicable, whenever they leave the dining facility.

Performance Steps

(g) Verify that all internees are frisked after each meal. See STP 19-95C1-SM.

c. Inspect the security of the supplies.
   (1) Ensure that medical supplies (those that would be dangerous in the possession of internees) and all medications are secured in locked containers.
   (2) Ensure that pesticides, cleaning supplies, paints, and toxic items are stored in a safe place and secured in locked containers.

d. Inspect the inventory control. Check that the following are accounted for on an inventory:
   (1) Check the inventory to ensure that medication is being inventoried daily.
   (2) Verify that the silverware is inventoried before and after each meal. See STP 19-95C1-SM.
   (3) Check to ensure that knives, cleavers, and similar kitchen equipment is being inventoried at least once during each shift.

NOTE: The kitchen supervisor must be able to account for all items at all times.

   (4) Verify that work tools are accounted for daily and inventoried at least twice each month.
   (5) Ensure that recreation and welfare supplies and equipment are being inventoried periodically according to the facility SOP.
   (6) Ensure that health and comfort items in bulk storage are being inventoried once each month.

10. Check to ensure that all emergency and riot control gear are secured in an area that is inaccessible to the internees.

CAUTION: THE STORAGE AREA FOR EMERGENCY AND RIOT CONTROL GEAR MUST BE LOCATED IN AN AREA THAT CANNOT BE CONTROLLED BY THE INTERNEES DURING A MAJOR DISORDER.

11. Check the emergency generator.
    a. Ensure that it is operational.
    b. Check to see that it is tested weekly and that the results of the test are recorded in the confinement facility desk blotter.
    c. Ensure that it is located in an area that is inaccessible to the internees.

12. Inspect the work orders on the security devices and upgrades and ensure that all of the work orders are current.

13. Prepare a physical security inspection report and forward it to the appropriate authorities, as directed.

NOTE: You must reinspect within a six-month period if major deficiencies were indicated during the initial inspection.

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

Performance Measures	GO	NO GO
1. Inspected the perimeter fence and gates.	____	____
2. Inspected the perimeter guard towers.	____	____
3. Inspected the outside security lighting (this measure must be performed during the hours of darkness).	____	____
4. Inspected all of the parking areas.	____	____
5. Ensured that entry and exit procedures were enforced.	____	____
6. Checked to verify that the facility lock and key control procedures were enforced.	____	____

Performance Measures	GO	NO GO
7. Checked internee movement procedures and ensured that internee movement was controlled by the use of escort procedures and, if used, the procedures were implemented for an intrafacility pass system	——	——
8. Checked to ensure that the visitors' lockers (or comparable security containers) were used.	——	——
9. Checked to ensure that contraband control procedures were in place and enforced.	——	——
10. Checked to ensure that all emergency and riot control gear was secured in an area that was inaccessible to the internees.	——	——
11. Checked the emergency generator.	——	——
12. Inspected the work orders on the security devices and upgrades and ensured that all of the work orders were current.	——	——
13. Prepared a physical security inspection report and forwarded it to the appropriate authority, as directed.	——	——

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
DA FORM 2806-1-R	AR 190-11
DA FORM 2806-R	AR 190-47
	STP 19-95C1-SM

Direct Security Procedures Within a Dining Facility

191-384-4403

Conditions: You are given a requirement to supervise security procedures in an internment dining facility and a close confinement area. You will have access to the facility standing operating procedure (SOP), dietary guidelines for internees in close confinement, the required number of assisting internment personnel, and Department of Defense (DD) Form 509. This task should not be performed in mission-oriented protective posture (MOPP) 4.

Standards: Ensure that security procedures are enforced in an internment dining facility and a close confinement area.

Performance Steps

1. Brief the supervisor assigned to the kitchen area.
   a. Instruct him to inspect food deliveries for contraband.
   b. Brief him on controlling spices, flavorings, sugar, yeast, vegetables, and fresh or dried fruit to keep the internees from using them to make alcoholic beverages.
   c. Instruct him to control meat cleavers, knives, ice picks, and other items that internees could use as weapons.
   d. Brief him on making periodic checks of all garbage to detect contraband.
   e. Brief him on making periodic checks of the workers to ensure that all control measures are enforced.
2. Brief the supervisor assigned to the dining area during the internee meals.
   a. Ensure that he knows the internee meal schedule.
   b. Confirm that he knows the seating plan.
   c. Ensure that he knows the names of the internment personnel detailed to assist.
   d. Confirm his knowledge of security control procedures as outlined in the SOP.
3. Make periodic checks of the dining area.
   a. Ensure that the internment supervisor is providing security, custody, and control according to the facility SOP.
   b. Ensure that assisting internment personnel are briefed on their specific duties and responsibilities according to the facility SOP.
4. Direct the meals of the internees who are in close confinement.
   a. Check to see that meals are according to special or dietary restrictions indicated on the DD Form 509, if applicable.
   b. Instruct the cell block guards to collect all silverware, trays, and containers after the internees complete their meal.
   c. Advise the guards on the proper disposal or accountability of the items.

Evaluation Preparation: Setup: This task may by evaluated with a written test.

Performance Measures	**GO**	**NO GO**
1. Briefed the supervisor assigned to the kitchen area.	____	____
2. Briefed the supervisor assigned to the dining area during the internee meals.	____	____
3. Made periodic checks of the dining area.	____	____
4. Directed the meals of the internees who were in close confinement.	____	____

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 509

Related
AR 190-47

Subject Area 10: Supervisory Administration

Compute an Internee's Sentence With Operative Time

191-381-1262

Conditions: You are given a requirement to compute an internee's sentence using Army Regulation (AR) 633-30, an internee's court-martial order (CMO), a completed Department of the Army (DA) Form 4430, a pencil, paper, a calculator, and a locally produced sentence computation work sheet.

Standards: Compute the internee's minimum release date without error.

Performance Steps

1. Determine the internee's sentence. Extract the required information from the internee's CMO and record it on a locally produced sentence computation work sheet.
   a. Record the internee's name and social security number.
   b. Record the internee's adjudged date.
   c. Record the approved (full term) sentence.

2. Use the rate of earnings table found in AR 633-30 to determine the maximum good conduct time (MGCT).
   a. Find the column that best describes the internee's sentence. For example, a sentence of 1 year and 3 months is found under the column heading of "not less than 1 year and less than 3 years." The last number in that column is the monthly rate of earnings which is 6 days per month.
   b. Multiply the number of full months in the sentence (15) by the monthly rate of earnings (6 days) to determine the MGCT.
   c. Find the number for partial month, such as "3 months and 22 days," in the left or right column that best describes the part of the month to be served. Consider all months to be 30 days.
      (1) Read across the table to the column that best describes the internee's full sentence. The number in the column is the rate of earnings for the partial month. For example, a 3 month and 22 day sentence is found under the column heading "less than 1 year." The rate of earnings for 22 days (a partial month) is 3.
      (2) Repeat the procedure in step 2a and 2b to determine the MGCT for the remaining 3 months. Then add the MGCT for the 3 months and the MGCT for the 22 days together to get the total MGCT for the sentence .

3. Compute the internee's maximum release date without pretrial time.
   a. Extract the required information from the internee's CMO and enter it on the sentence computation work sheet.
      (1) Set up the format to perform the computations.

NOTE: The format for the work sheet must always be in the year-month-day format.

      (2) Extract the adjudged date from the "sentence" portion of the CMO and enter it on the work sheet.
      (3) Enter the full term of the sentence in the appropriate column.
      (4) Deduct 1 day to compensate for credited confinement on the adjudged date.

NOTE: Remember, any time spent in internment is equal to an entire day in internment. The adjudged date counts as a day of internment. The convening authority may change the sentence that is handed down by the presiding judge. For example, the judge may order the person being tried to 6 months in confinement. The convening authority may reduce the 6 month sentence to a lesser sentence. This change to the sentence will be published in the "action" portion of the CMO. Do not use the "action" date as the adjudged date. The convening authority has the authority to reduce a sentence but he cannot increase a sentence.

   b. Perform the mathematical computations.
   c. Subtract 12 and add 1 year to the "year" column, if there is a number larger than 12 in the "month" column.

Performance Steps

d. Go back (always) to the last day of the previous month, when you compute a sentence that results in "00" in the "day" column.

4. Compute the internee's maximum release date with pretrial internment by repeating step 3 except using the date the internee entered pretrial confinement in place of the adjudged date. Obtain the pretrial internment date from the Judge Advocate General (JAG) office.

5. Compute the internee's minimum release date without using pretrial time.
   a. Establish the maximum release date.
   b. Change the calendar date to the correct consecutive number found in the "table of consecutive days" in AR 633-30.

NOTE: The table of consecutive days consists of several pages; one page for each year from 1 January 1950 to 31 December 1994. Additional years have been added in change 5 to AR 633-30 dated 10 December 1975. The days are numbered consecutively from beginning to end, and each years' page has columns with the headings "day" and "1-31" on both the right and left of the table and a column for each of the 12 months.

   c. Determine the MGCT by performing steps 2a through 2c.
   d. Determine the maximum release date.
   e. Subtract the MGCT from the "table of consecutive days" number to arrive at the minimum release date.

6. Compute the internee's minimum release date with the pretrial time.
   a. Compute the maximum release date with the pretrial internment. (Repeat step 4.)
   b. Compute the minimum release date. (Repeat steps 5b and 5c.)

Evaluation Preparation: Setup: This task should be evaluated using a written test.

Performance Measures	**GO**	**NO GO**
1. Determined the internee's sentence. Extracted the required information from the internee's CMO, and recorded it on a locally produced sentence computation work sheet.	____	____
2. Used the rate of earnings table found in AR 633-30 to determine the MGCT.	____	____
3. Computed the internee's maximum release date without pretrial time.	____	____
4. Computed the internee's maximum release date with pretrial internment by repeating step 3 except using the date the internee entered pretrial confinement in place of the adjudged date. Obtained the pretrial internment date from the JAG office.	____	____
5. Computed the internee's minimum release date without using pretrial time.	____	____
6. Computed the internee's minimum release date with pretrial internment.	____	____

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 633-30	FM 3-19.40
DA FORM 4430	

Compute an Internee's Sentence With Inoperative Time

191-382-2291

Conditions: You are given a requirement to compute an internee's sentence using Army Regulation (AR) 633-30, an internee's court-martial order (CMO), a completed Department of the Army (DA) Form 4430, paper, a pencil with an eraser, a calculator (if available), and a locally produced sentence computation work sheet.

Standards: Compute an internee's minimum release date without error.

Performance Steps

1. Compute an internee's sentence with inoperative time involving a pretrial internment. (figure 191-382-2291-1).

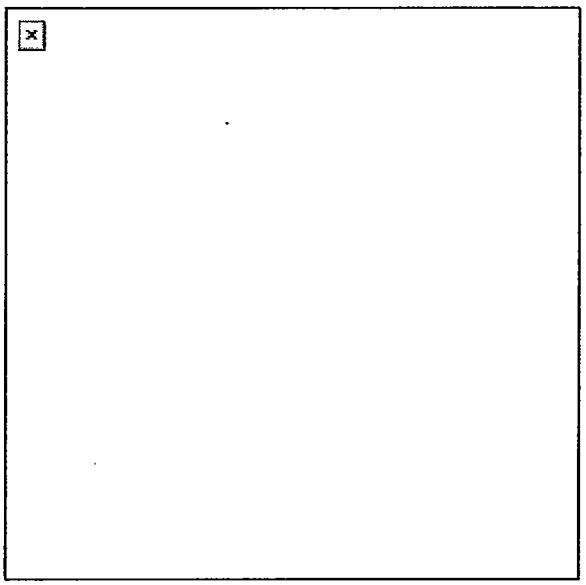

Figure 191-382-2291-1
Example Computation With Inoperative Time Involving a Pretrial Internment

NOTE: Inoperative time is the time that interrupts the running of the sentence.

a. Compute the maximum release date according to Task 191-381-1262. Change the calendar date to the consecutive day number.
b. Determine the date the sentence was adjudged. Look in the "sentence" portion of the CMO to find the adjudged date. Change the calendar date to the consecutive day number.
c. Determine the date after release from pretrial internment. Change the calendar day to the consecutive day number.

NOTE: Use the day after the release from pretrial internment because the day of release counts as a full day in internment.

d. Compute the inoperative time.

NOTE: To compute the inoperative time, subtract the date after the release from the pretrial internment from the adjudged date.

e. Compute the new maximum release date.

NOTE: To compute the new maximum release date, add the inoperative time to the original maximum release date in step 1a.

f. Compute the minimum release date. See Task 191-381-1262.

2. Compute an internee's sentence with inoperative time involving an escape (figure 191-382-2291-2).

Performance Steps

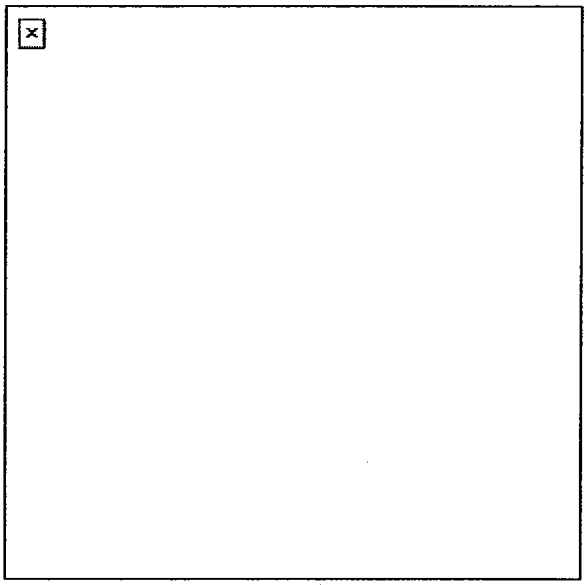

Figure 191-382-2291-2
Example Computation With Inoperative Time Involving an Escape

EXAMPLE: The internee was sentenced to four months with no discharge. He escaped from internment on 22 September 2003 and his sentence was adjudged on 9 August 2003. He returned to military control on 1 October 2003.

a. Compute the maximum release date according to Task 191-381-1262. Change the calendar date to the consecutive day number.
b. Determine the date that the internee returned to military control. Change the date to the consecutive day number.

NOTE: The return to military control date is the date that the internee was recaptured or when he turned himself in to the authorities.

c. Determine the date after the escape. Change the calendar date to the consecutive day number.

NOTE: The day after the escape is used because the day of the escape counts as a full day in internment.

d. Compute the inoperative time. Subtract the date after the escape from the date the internee returned to military control.
e. Compute the new maximum release date by adding the inoperative time to the initial maximum release date.
f. Compute the minimum release date according to task 191-381-1262 and change the calendar date to the consecutive day number.
g. Compute the number of earned maximum good conduct time (MGCT) days to forfeit from the sentence.

NOTE: All earned MGCT is forfeited as a result of an escape. To compute the number of earned MGCT days, prorate the MGCT earned from the date the sentence was adjudged up to and including the date of the escape. Only earned MGCT can be forfeited.

h. Compute the new minimum release date by adding the number of MGCT days forfeited to the initial minimum release date.

3. Compute an internee's sentence with inoperative time involving a suspension (figure 191-382-2291-3).

Performance Steps

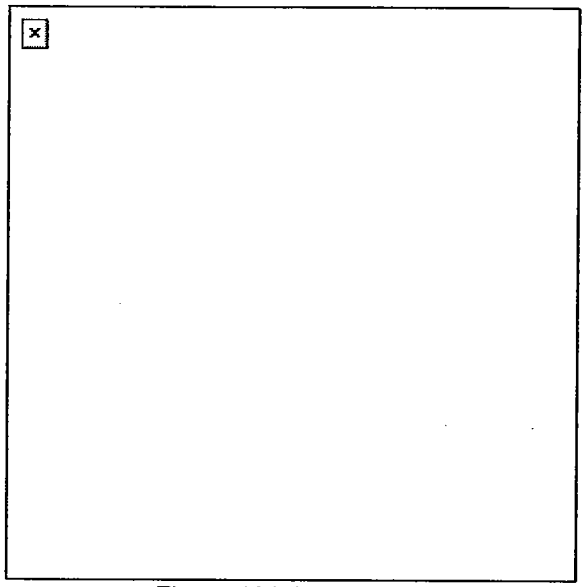

Figure 191-382-2291-3
Example Computation With Inoperative Time Involving a Suspension

EXAMPLE: The internee was sentenced to 5 months. His sentence was adjudged on 2 July 2003. His suspension was effective from 2 July 2003 until 6 November 1990 and was vacated on 28 July 2003.

NOTE: Normally, a suspension will be directed by the convening authority in the "action" portion of the CMO. If an internee's sentence is "suspended," he is allowed to return to duty. A suspension usually covers the time from the date the sentence was adjudged until the minimum release date or the soldier's expiration term of service (ETS). If the soldier violates the suspension, (for example, he commits another offense), the suspension is "vacated." When a suspension is vacated, the soldier who is on a suspended sentence returns to internment to serve the time that was spent on suspension in addition to the remainder of his sentence.

a. Compute the maximum release date according to Task 191-381-1262.
b. Compute the minimum release date according to Task 191-381-1262.
c. Determine the day that the suspension was vacated. Change the calendar date to the consecutive day number.
d. Determine the day after the suspension. Use the day after the suspension because the day of the suspension counts as a day in internment.
e. Compute the inoperative time. Compute the inoperative time by subtracting the date after suspension from the day the suspension was vacated.
f. Compute the new minimum release date. Compute the new minimum release date by adding the inoperative time to the initial minimum release date in Step 3a.

4. Compute an internee's sentence with inoperative time involving a deferment (figure 191-382-2291-4).

Performance Steps

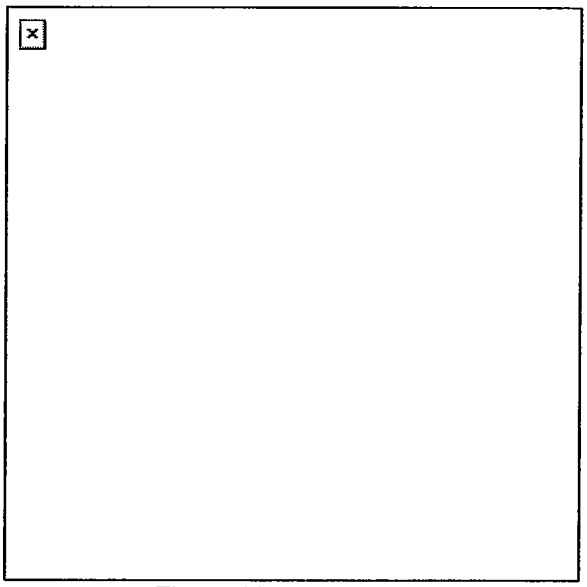

Figure 191-382-2291-4
Example Computation With Inoperative Time Involving a Deferment

EXAMPLE: The internee was sentenced to 5 months. His sentence was adjudged on 4 February 2003. His date of deferment is 4 February 2003 and the date he entered internment is 8 February 2003.

NOTE: Normally, a deferment will involve a situation where the internee has a family emergency, such as a death in the family that warrants a deferment. This deferment is not a right; it is usually given to allow the individual to take care of immediate matters inherent with the presenting situation.

a. Compute the maximum release date according to Task 191-381-1262.
b. Compute the minimum release date according to Task 191-381-1262.
c. Determine the date the sentence was executed (the date the individual entered confinement). Change the calendar date to the consecutive day number.
d. Determine the day after the deferral.

NOTE: You must use the day after the deferral because the day of deferment counts as a day of confinement.

e. Compute the inoperative time. Compute by subtracting the day after the deferral from the day the sentence was executed.
f. Compute the new minimum release date. Compute by adding the inoperative time to the initial minimum release date in step 4b.
g. Compute the inoperative time. Compute by subtracting the day after the deferral from the day the sentence was executed. Add the inoperative time to the initial minimum release date.

Evaluation Preparation: Setup: This task can be evaluated using a written test.

Performance Measures	GO	NO GO
1. Computed an internee's sentence with inoperative time involving a pretrial internment.	____	____
2. Computed an internee's sentence with inoperative time involving an escape.	____	____
3. Computed an internee's sentence with inoperative time involving a suspension.	____	____
4. Computed an internee's sentence with inoperative time involving a deferment.	____	____

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 how to do it correctly.

References

Required	**Related**
AR 633-30	
DA FORM 4430	

Prepare Internee Strength Records

191-383-3379

Conditions: You are given a requirement to prepare internee strength records, a blank Department of Defense (DD) Form 506, a completed DD Form 506 from the previous day, a blank DD Form 515, a partially prepared DD Form 515, and a prepared DA Form 3997.

Standards: Prepare the DD Form 506 and make all of the required entries to the DD Form 515 without making any errors.

Performance Steps

1. Review the completed DD Form 506 for the period 0001 through 2400 hours from the previous day. Use the information on the form to prepare a new DD Form 506 in triplicate for the current day (figures 191-383-3379-1 and 191-383-3379-2.)

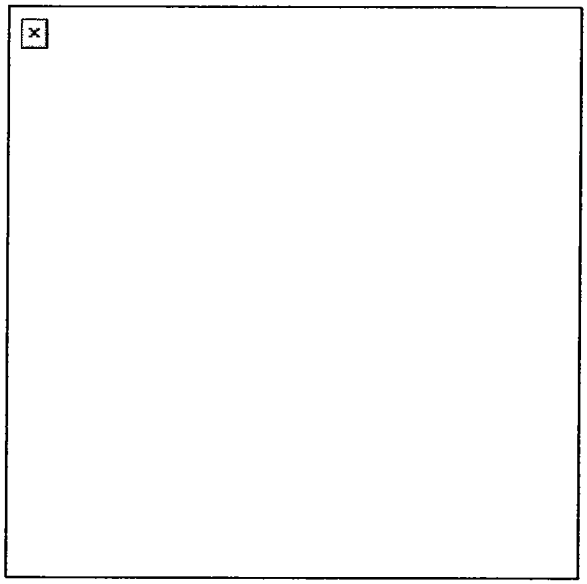

Figure 191-383-3379-1
Example of a Completed DD Form 506

Performance Steps

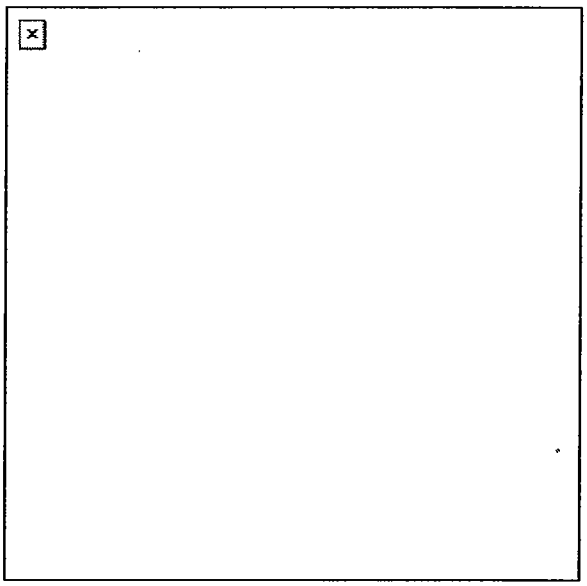

Figure 191-383-3379-2
Example of a Completed DD Form 506 (Reverse)

a. Enter a statement of correction in Section I, Part C, Changes, if there is an incorrect entry. EXAMPLE: DD Form 506 dated _____ reads _____. It should read _____. Correction has been incorporated in the present strength report and noted on the file copy as a pen and ink addition to DD Form 506 prepared on the date of error.

b. Complete Section I, Part A, Gains. Use the information from the DA Form 3997 that was completed the previous day and list all newly confined internees. Include internees who had been transferred from another facility.

c. Complete Section I, Part B, Losses. Use the information from the DA Form 3997 that was completed the previous day and list all internees who were released, transferred, escaped, or who died during the period 0001 through 2400.

d. Complete Section I, Part C, Changes.
   (1) Annotate any changes in the internee's status.
   (2) Include the changes in custody grade.
   (3) Include the internees who were in the hospital or who were returned from the hospital.
   (4) Include the internees who were on temporary home parole or who were returned from temporary home parole.

e. Complete Section II, Summary.
   (1) Use the DD Form 506 that was completed the previous day and transfer the figures from column o (total) to column b (brought forward) of the new form.
   (2) Use the new form and enter the number of total gains (column a) from Section I, Part A, Gains in column c (gains). Enter in column d (losses) the number of total losses (column a) from Section I, Part B, Losses.
   (3) Add the totals of columns b (brought forward) and c (gains), subtract column d (losses) from that total, and then enter the result in column e (number total).
   (4) Use the DD Form 506 that was completed the previous day and transfer the figures from columns f (instl parolee), g (min), h (med), i (max), j (temp parole), k (other) and m (hospital) to the same columns on the new form. Make any adjustments that are needed to these columns based on the information contained in Section 1, Part C, Changes, column e (remarks).
   (5) Add columns j (temp parole) and k (other) and then enter the result in column l (total).
   (6) Add the totals of columns m (hospital) and n (CNF) and then enter the result in column o (total).

Performance Steps

(7) Check your answers. Column l (total) plus column o (total) must equal column e (number).

f. Enter the required numbers in columns p through s (escaped-parole violations) if the form is completed for the last day of the month.

g. Type a signature block for the correctional officer to sign (figure 191-383-3379-2).

2. Prepare a DD Form 515 (figures 191-383-3379-3 and 191-383-3379-4).

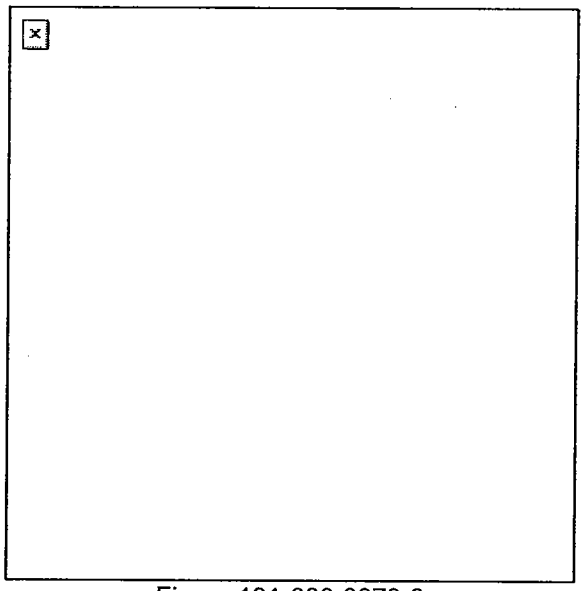

Figure 191-383-3379-3
Example of a Completed DD Form 515

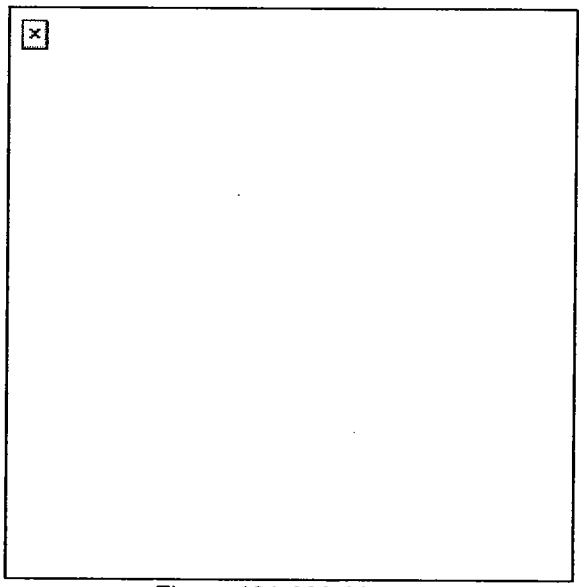

Figure 191-383-3379-4
Example of a Completed DD Form 515 (Reverse)

a. Prepare the new DD Form 515 at 2400 hours on the last day of each month. Alphabetically place the names of all internees still in confinement on the form. Date the form using the month and year.

Performance Steps

b. Review the prepared DA Form 3997 during the month and as new internees arrive at the confinement facility to find the date that the internees were confined and then enter the date on the next blank line of the DD Form 515.
c. Enter the internee's name on the next line below the date.
d. Complete the "sentence" column immediately after each internee's sentence becomes available.
e. Put the computed minimum release date of each internee in the "minimum release date" column after each internee's minimum release date becomes available.
f. Enter the date and authority for each internee's release and transfer, or the date of escape or death, in the "remarks" column. Enter any orders modifying a sentence or any orders for forfeiture or restoration of good conduct time in this column.
g. Line through the internee's name upon his transfer or release, and ensure that the facility commander initials the entry.

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

Brief soldier: Tell the soldier to prepare a DD Form 506 and make all of the required entries to a DD Form 515 without making any errors.

Performance Measures	GO	NO GO
1. Reviewed the completed DD Form 506 for the period 0001 through 2400 hours from the previous day. Used the information on the form to prepare a new DD Form 506 in triplicate for the current day.	____	____
2. Prepared a DD Form 515.	____	____

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**
DA FORM 3997	AR 190-47
DD FORM 506	FM 3-19.40
DD FORM 515	

Supervise Internee Processing

191-383-3398

Conditions: You are given a requirement to supervise the inprocessing of an internee and the preparation of Department of the Army (DA) Forms 1132-R, 3078, 3955, 3997, and 4137; Department of Defense (DD) Forms 499, 503, 2707 and 2710; and Federal Document (FD) Form 249. You have access to Army Regulation (AR) 190-47 and the facility standing operating procedure (SOP).

Standards: Ensure that all facility inprocessing procedures and requirements are correctly administered, completed, recorded, and corrected according to AR 190-47 and the facility SOP.

Performance Steps

1. Review all of the required forms to ensure that they are complete and accurate. Review—
   a. DA Form 1132-R.
   b. DA Form 3078.
   c. DA Form 3955
   d. DA Form 3997.
   e. DA Form 4137.
   f. DD Form 2710.
   g. DD Form 499.
   h. DD Form 503.
   i. DD Form 2707.
   j. FD Form 249.
2. Ensure that the internee is strip-searched.
3. Ensure that the internee showers and shaves, if necessary, and is dressed in the authorized uniform.
4. Ensure that all of the internee's clothing and personal property is searched, segregated, and inventoried correctly.
5. Ensure that all contraband is disposed of according to the facility SOP.
6. Ensure that the internee is issued bedding and health and comfort items according to the facility SOP.
7. Ensure that the internee's authorized personal property that he cannot keep in his cell is inventoried and secured and that the internee is given a copy of the receipt.
8. Ensure that the internee is photographed.
9. Ensure that the internee is fingerprinted.
10. Ensure that the internee is briefed on his rights and privileges concerning mail.
11. Ensure that a medical examination is scheduled to occur within 24 hours of the internee's confinement.
12. Ensure that the internee is issued a facility rule book and is briefed on the facility rules and regulations according to AR 190-47 and the facility SOP.
13. Ensure that all new internees are kept segregated from the general internee population during inprocessing procedures.
14. Ensure that a new internment is recorded on the facility blotter.

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

Brief soldier: Tell the soldier to ensure that all facility inprocessing procedures and requirements are correctly administered, completed, recorded, and corrected according to AR 190-47 and the facility SOP.

Performance Measures	GO	NO GO
1. Reviewed all of the required forms to ensure that they were complete and accurate.	____	____
2. Ensured that the internee was strip-searched.	____	____
3. Ensured that the internee showered and shaved, if necessary, and was dressed in the authorized uniform.	____	____
4. Ensured that all of the internee's clothing and personal property was searched, segregated, and inventoried correctly.	____	____
5. Ensured that all contraband was disposed of according to the facility SOP.	____	____
6. Ensured that the internee was issued bedding and health and comfort items according to the facility SOP.	____	____
7. Ensured that the internee's authorized personal property that he could not keep in his cell was inventoried and secured and that the internee was given a copy of the receipt.	____	____
8. Ensured that the internee was photographed.	____	____
9. Ensured that the internee was fingerprinted.	____	____
10. Ensured that the internee was briefed on his rights and privileges concerning mail.	____	____
11. Ensured that a medical examination was scheduled to occur within 24 hours of the internee's internment.	____	____
12. Ensured that the internee was issued a facility rule book and was briefed on the facility rules and regulations according to AR 190-47 and the facility SOP.	____	____
13. Ensured that all new internees were kept segregated from the general internee population during inprocessing procedures.	____	____
14. Ensured that a new internment was recorded on 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
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	

References

Required

DD FORM 503
FD 259

Related

Skill Level 4

Subject Area 11: Advanced NBC

Plan Decontamination Operations

031-506-3001

Conditions: Given FM 3-5, paper, a pencil, a situation map, and a unit requiring decontamination (decon). This task may be performed MOPP4.

Standards: Planned both operational and thorough decon operations IAW FM 3-5. There is no change in standards if performed MOPP4.

Performance Steps

1. Determines size and composition of the contaminated unit.
   a. Individual soldier.
   b. Team.
   c. Squad.
   d. Platoon.
   e. Company.
   f. Battalion.

2. Determines the type of contamination to be decontaminated.
   a. Nuclear.
   b. Biological.
   c. Chemical.

3. Determine the type of decon operation required.
   a. Type of control.
      (1) Decentralized.
      (2) Centralized.
   b. Level and technique of decontamination.
      (1) Immediate decontamination operation.
         (a) Skin decon.
         (b) Personal wipe down.
         (c) Operator's spray down/wipe down.
      (2) Operational decontamination operation.
         (a) MOPP-gear exchange.
         (b) Vehicle washdown.
      (3) Thorough decontamination operation.
         (a) Detailed equipment decontamination (DED) and detailed aircraft decontamination.
         (b) Detailed troop decontamination (DTD).

4. Determines the support available from the contaminated unit.
   a. Available organic assets of the contaminated unit.
   b. Task organized chemical support unit.

5. Selects possible decon sites.
   a. Off main route but easily accessible.
   b. Large enough area to accommodate the size of the contaminated unit.
   c. Good overhead concealment.
   d. Water source availability.
   e. Good drainage.

6. Directs reconnaissance elements to select and report the most appropriate decon site.

Performance Steps

7. Informs the decon support element of the mission to include:
   a. The site location.
   b. The size and the composition of the contaminated unit.
   c. Communication frequencies and call signs.
8. Determines and coordinates the required augmentation.
9. Identifies all shortfalls and requests needed logistical support.
10. Coordinates.
    a. Site location.
    b. Advance party rendezvous points.
    c. Current status of the decon element and the contaminated unit with each other.
11. Coordinates for support requirements.
    a. Site security.
    b. Medical support.
    c. Casualty evacuation.
    d. Marking and reporting the decon site location to higher, lower and adjacent units.

Evaluation Preparation: Setup: A good time to evaluate this task is while in a field environment. Gather materials for disposal of hazardous waste according to federal, state, and local rules and regulations.

Brief soldier: Tell the soldier what body parts and equipment are contaminated.

Performance Measures	GO	NO GO
1. Determined size and composition of the contaminated unit.	____	____
2. Determined the type of contamination to be decontaminated.	____	____
3. Determined the type of decon operation required.	____	____
4. Determined the support available from the contaminated unit.	____	____
5. Selected possible decon sites.	____	____
6. Directed reconnaissance elements to select and report the most appropriate decon site.	____	____
7. Informed the decon element of the mission, the site location, the size and the composition of the contaminated unit, communication frequencies, and call signs.	____	____
8. Determined and coordinates the required augmentation.	____	____
9. Identified all shortfalls and requests needed logistical support.	____	____
10. Coordinated the site location, advance party rendezvous points, and the status with the decon element and the contaminated unit.	____	____
11. Coordinated for support requirements.	____	____

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 3-5	

Subject Area 12: Advanced Combat Techniques

Prepare a Platoon Sector Sketch

071-326-5770

Conditions: Given a defensive sector, mortar final protective fire (FPF) assigned to the platoon-sized element, paper, a map, and pencils. Provide positions for crew-served weapons and Dragons.

Standards: The sector sketch is drawn as closely as possible to scale showing- 1. The platoon sector. 2. Squad positions (as applicable). 3. Dragon and machine gun positions, with primary sectors of fire for each. 4. Machine gun final protective lines (FPLs) principal direction of fire (PDF) 5. Observation posts (OPs). 6. Target reference points (TRPs) If applicable). 7. Mines and other obstacles. 8. Indirect fire FPF location. 9. Indirect fire FPF location. 10. The location of the platoon command post (CP) and the OP. 11. The unit designation (no higher than company level) and the date-time group. NOTE: The parts of the sector sketch described above are the basic ones needed to make the sketch meaningful. The unit Standard Operating Procedure (SOP) or the commander may require more detail.

Performance Steps

1. The platoon sector sketch assists the company or perimeter commander in preparing a company or perimeter fire plan. It also assists the platoon leader in shifting fires within the platoon sector without moving around to determine which weapon can fire into a certain area. If part of the platoon's area is threatened, the platoon leader can consult the sector sketch and quickly determine which weapons can cover the threatened area, and from which positions. The platoon leader can then direct (by radio, voice, or SOP signals) that their fire be shifted to the threatened area, or he can instruct them to move to alternate or supplementary positions.

2. The sector sketch is made as follows:
   a. Machine guns are assigned primary and secondary sectors of fire. Within the primary sector, the gunner is assigned an FPL or PDF, as appropriate.
   b. Each Dragon that is to cover the primary sector of fire is normally assigned a primary position and one or more alternate firing positions. Only primary positions with primary sectors of fire are shown on the sketch. If a supplement position is assigned, it should be added to the sketch at the time it is assigned.

NOTE: Secondary sectors of fire from the primary position may be included if so ordered by the unit commander.

   c. TRPs are labeled in accordance with (IAW) the unit SOP. They are plotted on an overlay to help identify target locations and to aid the control of direct and indirect fires. They should be plotted using man-made objects or terrain features within the platoon area. Indirect fire must be coordinated with the forward observer.
   d. An FPF assigned to a platoon or element should be positioned across the most dangerous avenue of approach. The company or perimeter commander has final control of FPF placement, but he may ask for a recommendation from the platoon leader.
   e. Any obstacle in the platoon area (stream, defile, dense woods, buildings) should be noted on the sketch. Man-made obstacles, such as minefields and defensive wire, are noted with the appropriate military symbol.

3. The sample sector sketch in Figure 214 incorporates all the above listed points as taken from the squad sector sketches.

Evaluation Preparation: Setup: At the test site, provide all materials and area. equipment given in the task conditions statement. Provide positions for all crew-served weapons assigned to the platoon-sized element. Brief Soldier: Tell the soldier he will prepare a sector sketch. The sketch will include sectors of fire of all weapons available to his element, plus any other information that will help him prepare his sector sketch.

Performance Measures	GO	NO GO
1. Shows the entire element's sector in the sector sketch.	____	____
2. Show the primary sector of fire for the machine gun.	____	____
3. Show each Dragon's primary sector of fire.	____	____
4. Show the assigned Dragon supplementary positions.	____	____
5. Labels the target reference point(s).	____	____
6. Plots the target reference point(s) using identifiable terrain features.	____	____
7. Shows the final protective fire.	____	____
8. Shows constructed or emplaced obstacles that are in the element's area.	____	____
9. Shows observation and command post.	____	____
10. Shows the unit's designation and date-time group.	____	____

Evaluation Guidance: Score the soldier GO if all steps are passed. Score the soldier NO-GO if any steps are failed. If the soldier scores NO-GO show what was done wrong and how to do it correctly.

References

Required	Related
FM 101-5-1	
FM 3-21.71	
FM 3-90.1	
FM 7-8	

Conduct a Disengagement by a Platoon While Under Enemy Pressure
071-326-5832

Conditions: As an acting rifle platoon leader in field training exercise, given a 1:50,000 map of the area of operations and a requirement to plan for a withdrawal under enemy pressure as part of a larger force.

Standards: Prepare the plan that includes, as a minimum, the sequence of withdrawal and methods of disengagement.

Performance Steps

1. A platoon's withdrawal under enemy pressure is conducted as part of a company's withdrawal. The withdrawal is conducted when the company is forced from its defensive positions, to either continue the defense or disengage and move elsewhere for another mission. Each platoon tries to disengage from the enemy by fire and maneuver to the rear. Once a platoon has disengaged and move to the rear of its original position, the company commander will direct what it is to do next. This may include covering the rearward movement of other platoons, occupying a new defensive position, or moving to perform another mission.

2. The company commander controls the sequence of withdrawal of the platoons. His decision on which platoon to withdraw first is usually based on where the enemy attacks and how heavily each platoon is engaged. Once the decision is made to withdraw, the company commander will normally order the least heavily engaged platoon to withdraw first. That platoon then disengages and moves to a position where it can overwatch the disengagement of the more heavily engaged platoons. The platoons then change roles and leapfrog to the rear using fire and maneuver. This leapfrogging continues until contact is broken or the company reaches a new defensive position (Figure 071-326-5832-1).

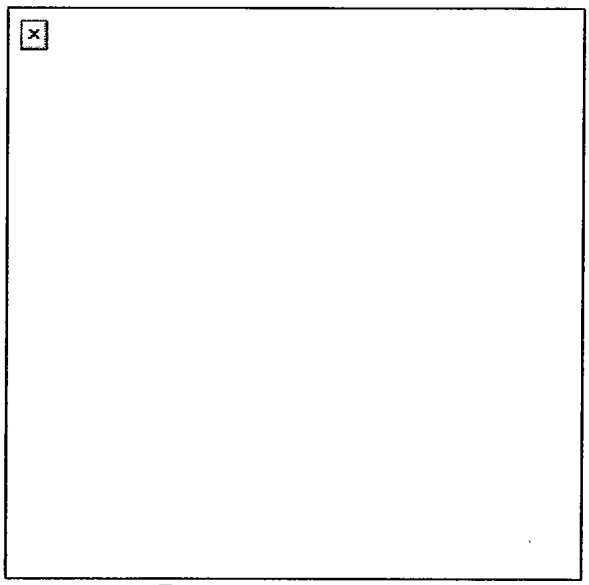

Figure 071-326-5832-1

3. Platoons have three basic methods of disengaging from the enemy: by thinning the lines, by fire teams, and by squads. Fire and maneuver and bounding overwatch are keys to each method. The degree of fire and maneuver and bounding overwatch depends on how closely the enemy follows and the pressure he applies.

Performance Steps

a. Disengagement by thinning the lines. The first state of the fire and maneuver rearward is in the squads. Squad and team leaders have men move rearward singly to where each takes a firing position to cover the move of the others as they, in turn, move back (Figure 071-326-5832-2).

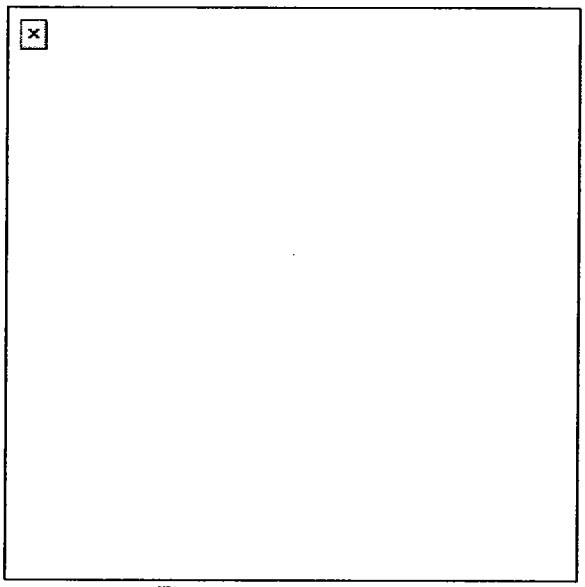

Figure 071-326-5832-2

b. Disengagement by fire teams. If enemy fire is such that thinning the lines is unnecessary, or if the squads have moved back far enough to make it unnecessary, the squads move back by fire teams. One team fires and the other moves. They alternate roles with each move (Figure 071-326-5832-3).

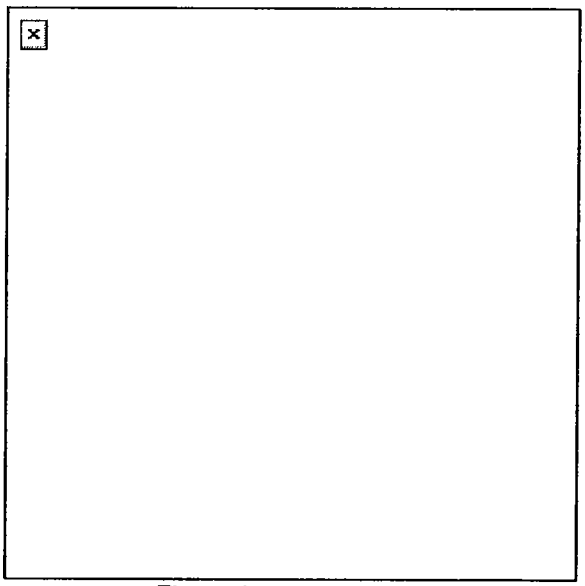

Figure 071-326-5832-3

Performance Steps

c. Disengagement by squad. If enemy fire is such that fire and maneuver by fire teams is unnecessary, or if squads have moved back to a point where it is no longer necessary, the platoon moves back by squads. The platoon leader has each squad, in turn, move back covered by the fire of the others (Figure 071-326-5832-4).

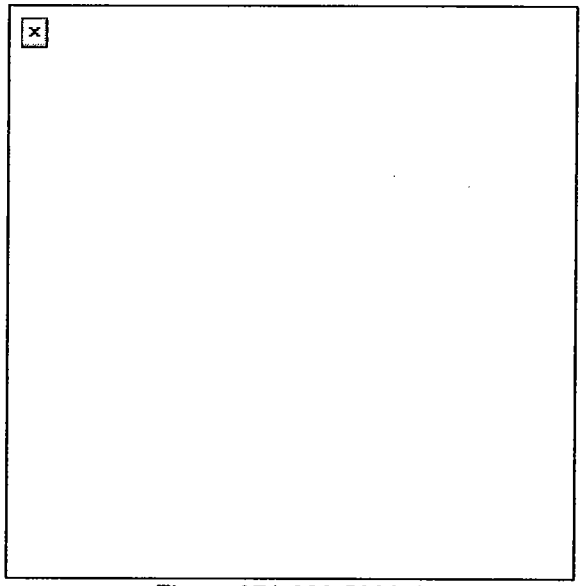

Figure 071-326-5832-4

4. The platoon may use all three methods of disengaging as it moves rearward. As enemy fire lessens, the platoon changes to the next faster method of disengagement (first by thinning the lines, then by fire team, and then by squads). It uses only those methods necessary for its safety while moving.

5. At some point in the action, the platoon can stop fire and maneuver. It then continues its withdrawal by bounding overwatch to the rear (Figure 071-326-5832-5). This occurs when the platoon is no longer under enemy direct fire or when another platoon is covering its move. Once disengagement is complete, the platoon moves as directed by the company commander.

Performance Steps

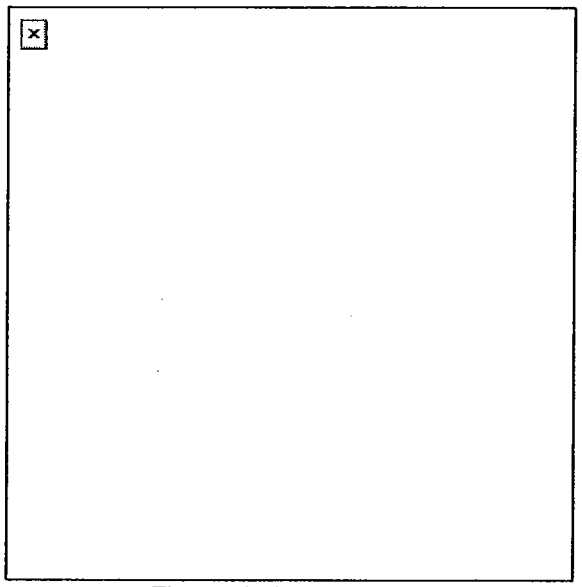

Figure 071-326-5832-5

6. Because the actions taken during a withdrawal under enemy pressure depend a lot on the enemy's action (for example, which squad is the most heavily engaged, and the uncertainty of when the enemy will attack), you may have little time, if any, to plan for the withdrawal. You should therefore prepare a contingency plan for a withdrawal each time a platoon moves into a defensive position. Control measures, such as the signal to begin the withdrawal, the location of the next position, and routes to that position, should be planned, and each member of the platoon should know them. Also, if time and the situation permit, and before a plan for the platoon's withdrawal is begun, you should check with the company commander and find out what the company's plan is; this will ensure that your plan will support the company's

Evaluation Preparation: Setup: At the test site, with information given in the task conditions statement.

Brief Soldier: Tell the rifle platoon leader to fix and assault the enemy. The leader must take appropriate action to maneuver the element in order to prevent serious injury or casualties to personnel. The leader will be given the enemy situation.

Performance Measures	**GO**	**NO GO**
1. Platoon withdraws under pressure.	____	____
2. Company commander controls sequence.	____	____
3. Platoon uses a method of disengagement.	____	____

Evaluation Guidance: Score the soldier GO if all steps are passed. Score the soldier NO-GO if any steps are failed. If the soldier fails any steps, show what was done wrong and how to do it correctly.

References

Required	**Related**
FM 7-8	FM 3-21.71
	FM 7-7

Prepare an Operation Overlay

071-332-5000

Conditions: Given a complete copy of the operation order (OPORD) that your unit is to execute, a commander's or a battalion operations officer's (S3) guidance (to include time available for preparation), overlay paper, tape, a map of the operational area, colored pencils (red, black, blue, green, and yellow), a number 2 pencil, a coordinate scale, and FM 101-5-1.

Standards: Within the time specified, the overlay must--
1. Be identified by map reference data, effective date, and purpose.
2. Contain classification markings and downgrading instructions, if applicable.
3. Contain distribution instructions and authentication, if distributed separately.
4. Be prepared IAW overlay techniques outlined in FM 101-5-1.
5. Be prepared with boundaries and unit locations plotted to within 50 meters and tactics and fire support measures to within 25 meters.

Performance Steps

NOTE: Overlay techniques involve the use of military symbols to portray, in a condensed form, the plans, orders, and information concerning a military operation.

1. Registering the overlay.
   a. Orient the overlay material over the map area to the annotated portion and temporarily attach it to the map with the tape.
   b. Trace the grid intersections nearest the opposite corners of the overlay and label each with the proper grid coordinates.

2. Plotting of new detail. Use colored pencils or markers in standard colors, when available, to plot any detail (FM 101-5-1); otherwise, plot the activity you wish to show with a pen or pencil that makes a lasting mark without cutting the overlay. Use standard military symbols where possible. When nonstandard symbols are invented by the author, they must be identified on the edge of the overlay. Show only that detail with which the document is directly concerned. Standard colors are--
   a. Blue or black. Friendly units, installations, equipment, and activities
   b. Red. Enemy units, installations, equipment, and activities.
   c. Yellow. Any areas of chemical, biological or radiological contamination.
   d. Green. Any man-made obstacle.

NOTE. If only one color is available, enemy symbols are depicted with double lines.

3. Classification. The classification of the overlay is dependent upon classification of the order being used to prepare the overlay. Mark the based top and bottom of the overlay with the Classification.

4. Overlay techniques.
   a. Use of solid and broken lines. When the location of a unit or installation or coordinating detail (for example, line of departure or boundary) is in effect and will continue, or is made effective by the order being prepared, the appropriate symbol is shown by solid lines. The symbol indicating any proposed or future location, or coordinating detail to become effective later, is shown by broken lines.
   b. Boundaries.
      (1) Boundaries show areas of tactical responsibility. In the offense, these are referred to as zones of action. In the defense and retrograde, they are referred to as sectors of responsibility. When described orally, lateral boundaries are described from rear to front in the offense and from front to rear in the defense and retrograde.
      (2) Rear boundaries are used when the area of responsibility for forward units must be precisely defined. When a rear boundary is not delineated, the rear limit of a unit's area of responsibility is determined by visualizing a rear boundary drawn generally parallel to the front, preferably along a natural terrain feature, and connecting at the rearward limit of the unit's lateral boundaries.

Performance Steps

(3) If a rear boundary is shown, the size indication along the boundary corresponds to the lower unit. Arm or branch is shown when required to prevent confusion (Figure 071-332-5000-1).

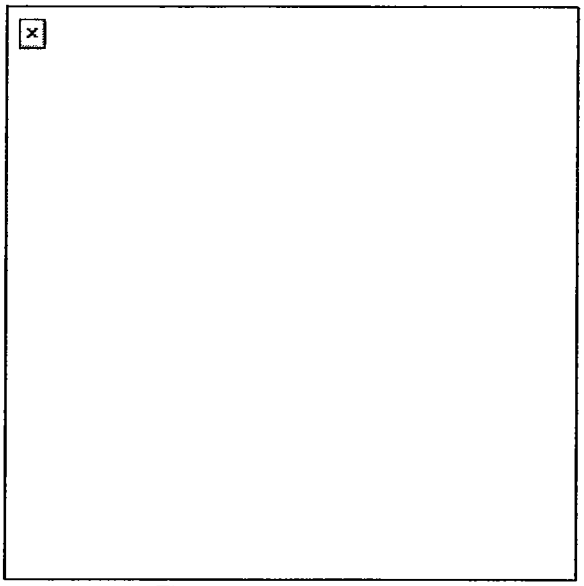

Figure 071-332-5000-1
Boundaries Rear.

(4) Desirably, boundaries are drawn along terrain features easily recognizable on the ground, and are situated, if possible, so that the key terrain features, avenues of approach, and rivers are wholly inclusive of the one unit. They are shown by a solid line if presently in effect or made effective by the order being prepared. Their use is based on the techniques and tactics peculiar to the type of tactical operation in which they are used.

(5) Future or proposed boundaries are show by a broken line and are labeled to indicate the effective time, if appropriate (Figure 071-332-5000-2).

Performance Steps

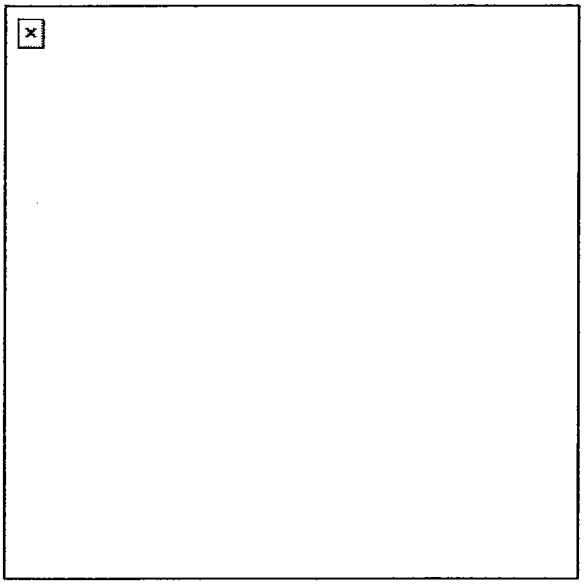

Figure 071-332-5000-2
Future Boundaries.

(6) A symbol is placed on the boundary to show size and designation of the highest units that share the boundary.
(7) If the units are of unequal size, the symbol of the higher unit is shown and the designation of the lower is given completely to show its size. The boundary between the 52d Inf Div and the 312th Inf Bde (Separate) is shown in Figure 071-332-5000-3.

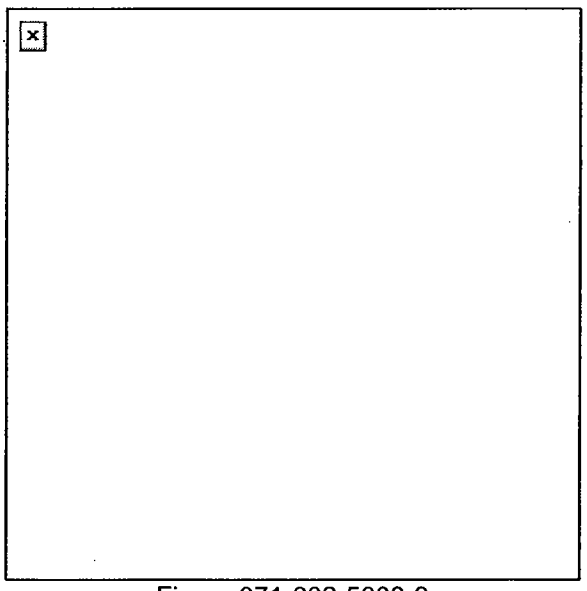

Figure 071-332-5000-3
Boundaries Lateral.

Performance Steps

(8) On overlays or sketches accompanying written or oral orders that specify task organization, unit designations on battalion boundaries indicate the numerical designation. If the battalion is organized into a task force, the letters TF precede the numerical designation. A unit symbol is identified as a task force by placing a symbol similar to a rectangle with the bottom line cut off over the unit size designation. The company boundaries are labeled with the appropriate letter unless the company is organized into a team. In the latter case, the boundary is labeled with the abbreviation TM and the letter designation or a code name. On other boundaries, only the unit designations needed for clarity are required. Branch designations may be added when necessary for clarity. When unequal-sized units have a boundary in common, the designation of the smaller unit is spelled out.

c. Axis of advance.

(1) An axis of advance arrow should extend only as far as this form of control is essential to the overall plan. Normally, it is shown from the line of departure (LD) to the objective following an avenue of approach. It indicates that the commander may maneuver his forces and place his fires freely to either side of the axis to avoid obstacles, engage the enemy, or bypass enemy forces that could not threaten his security or jeopardize the accomplishment of his mission. The commander ensures that such deviation does not interfere with adjacent units, that his unit remains oriented on the objective, and that the location and size of the bypassed enemy forces are reported to higher headquarters. Boundaries may be assigned as an additional control measure when using the axis of advance if the situation so dictates.

(2) A commander need not employ his unit in a single column on his assigned axis. He may designate the assigned axis as the axis of advance for one maneuver unit and an additional axis for another maneuver unit, or he may designate two axes of advance following, generally, the assigned axis. To minimize the possibility of interference with adjacent units, care must be exercised in assigning additional axes.

(3) In armor and mechanized operations, an axis of advance is most frequently used against light, disorganized, or discontinuous enemy resistance, such as may be encountered in the exploitation or pursuit, and where a closely coordinated attack is unnecessary.

(4) An axis of advance is shown below, identified by a code. It could be identified by a unit designation (Figure 071-332-5000-4).

Performance Steps

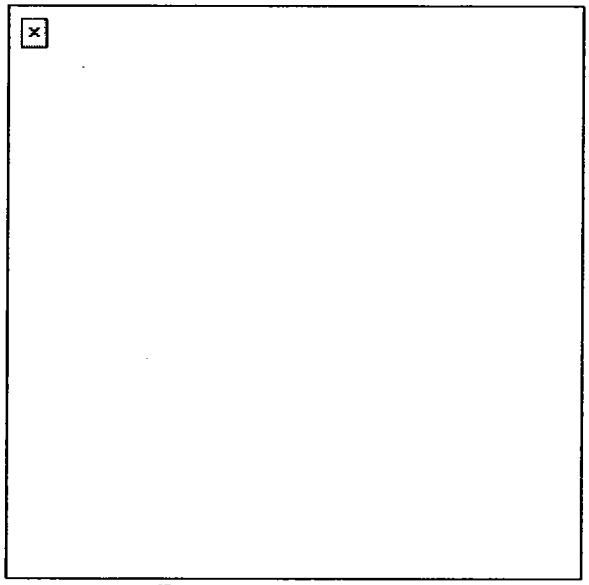

Figure 071-332-5000-4
Axis of Advance.

(5) To differentiate between a ground axis of advance and an air assault axis of advance, a twist is placed in the shaft of the open arrow, symbolic of a propeller (Figure 071-332-5000-5).

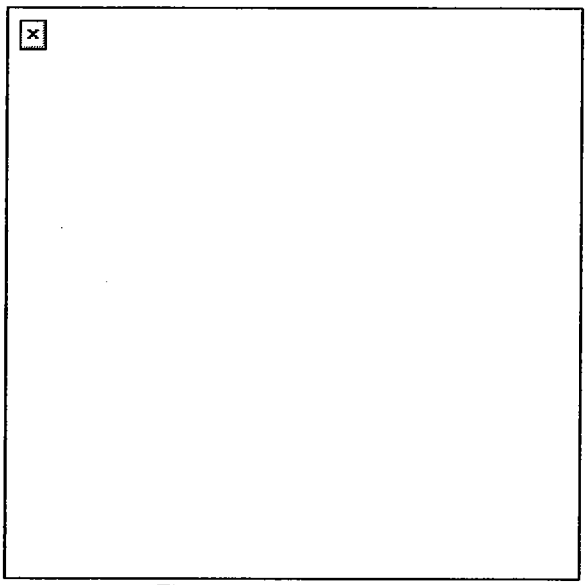

Figure 071-332-5000-5
Axis of Advance.

d. Direction of attack arrows. This control measure is used when the commander desires to specify the direction in which the center of mass of a subordinate unit must move in an attack to ensure the accomplishment of a closely, coordinated plan of maneuver (for example, in a night attack or counterattack). A direction of attack arrow should extend from the line of departure to the objective and is not labeled (Figure 071-332-5000-6).

Performance Steps

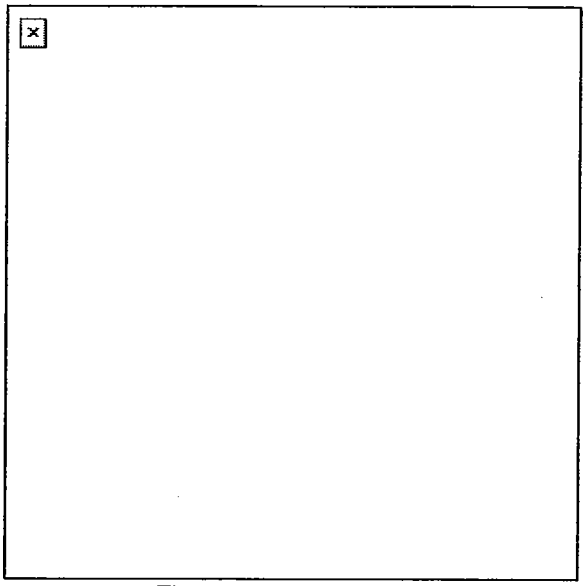

Figure 071-332-5000-6
Direction of Attack.

(1) The arrow should be used only where necessary because it restricts the maneuver of the subordinate unit.
(2) When a unit is directed to seize successive objectives with its main attack along a certain line, either one arrow extending through the objectives to the final objective or a series of arrows connecting the objectives may be used.
(3) The double arrowhead is used to distinguish the main attack for the command as a whole (Figure 071-332-5000-7).

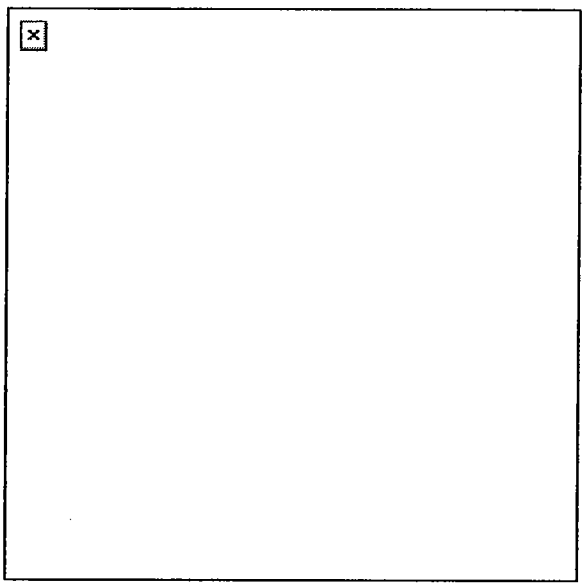

Figure 071-332-5000-7
Direction of Attack.

e. Graphic portrayal of units assigned a security mission.

Performance Steps

(1) To show the general location of a unit with a security mission, arrows generally indicate the terrain over which the unit operates and the farthest extension of its mission (Figure 071-332-5000-8).

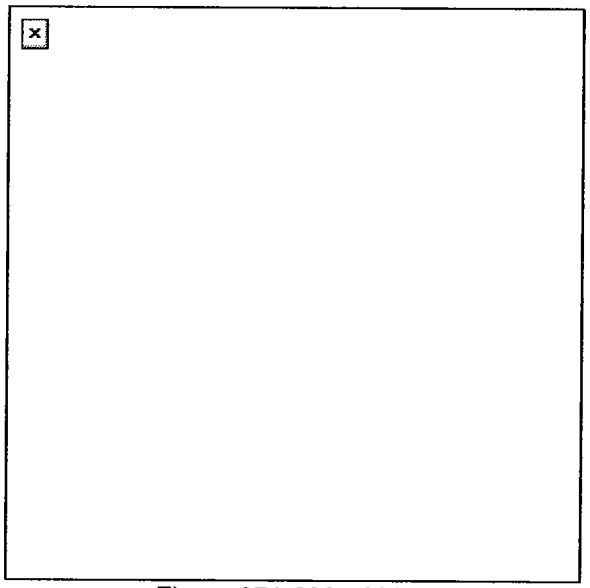

Figure 071-332-5000-8
Security Mission.

(2) The primary security mission normally is shown on an operation overlay; however, a secondary or proposed mission is not shown.

f. Graphic portrayal of supply routes.

(1) The main supply route (MSR) is the route(s) designated within an area of operations upon which the bulk of traffic flows in support of military operations. The route is labeled MSR and assigned a code name.

NOTE: The term MSR is not used below division level.

(a) In the defense, the division extends the MSR forward to the brigade trains. The brigade's supply route (SR) extends from the battalion trains to a point at the rear of the forward company defense sectors.

(b) In the offense, the proposed SR may be shown forward to the objective or as far as the battalion supply officer (S4) can visualize the combat service support for the operation. Forward of the LD, it is shown as a broken line.

(2) The symbols to show the division (offensive action) are shown in Figure 071-332-5000-9.

Performance Steps

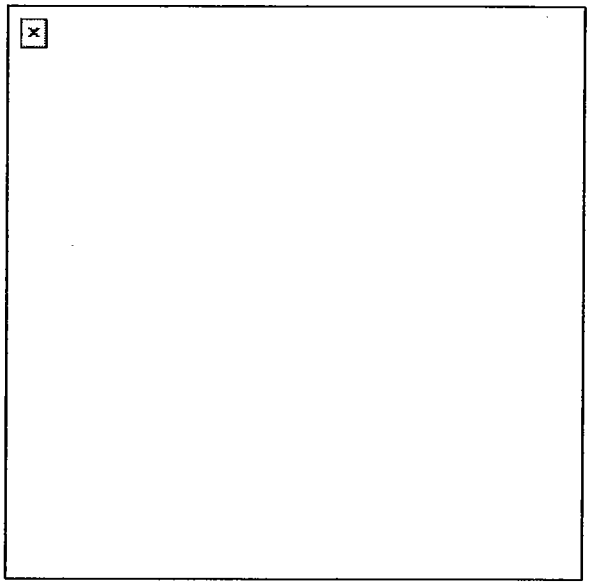

Figure 071-332-5000-9
Division Offensive Action.

(3) At battalion and brigade level, combat service support facilities may be shown on the operation overlay or their location disseminated by the S4, as appropriate.

g. Graphic portrayal of a unit location.

(1) To show the location of a unit on an overlay, the symbol should be drawn so that its center corresponds with the coordinates at which the unit is located (Figure 071-332-5000-10).

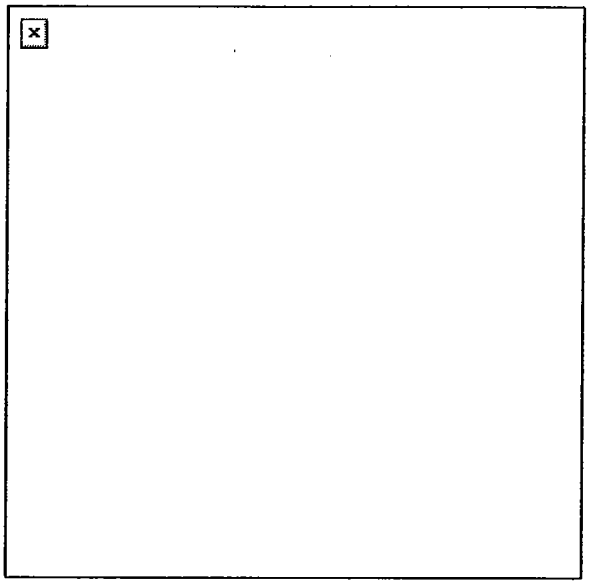

Figure 071-332-5000-10
Unit Location.

Performance Steps

(2) To show the location of a trains area, observation posts, or logistical activity, the center of the symbol also should correspond with the coordinates at which the element is located. The illustration shown is the location of an observation post (Figure 071-332-5000-11).

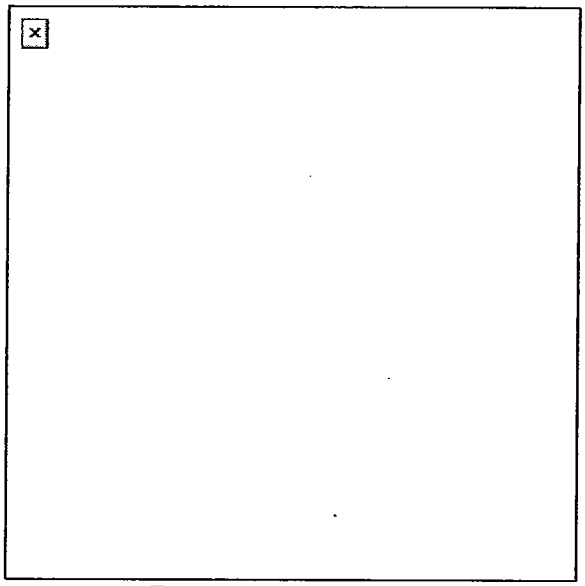

Figure 071-332-5000-11
Observation Post.

(3) The offset technique is used for clarity when space precludes normal placement of symbols. Offset staffs may be "bent" as required. The offset staff is dashed for future or proposed locations. Offset staffs extend vertically from the bottom center of the symbol (except for command posts [CP]), and the end of the offset staff indicates exact locations of CPs and aid stations and the center of mass for other units or installations. The staff for a CP symbol is always on the left edge (Figure 071-332-5000-12).

Performance Steps

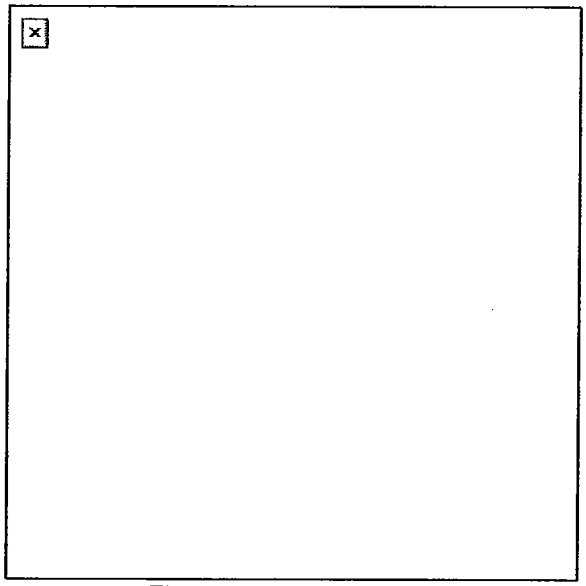

Figure 071-332-5000-12
Staff for CP Symbol.

(4) Location of units.
- (a) The locations of attacking units normally are indicated by boundaries (and CP symbols, when the locations of the CPs are known) or by unit symbols.
- (b) The location of the reserve is indicated by an assembly area symbol and by a CP or unit symbol.
- (c) Reserve units of a force assigned defense position or battle position normally are shown by a line enclosing the area occupied or to be occupied--in other words, a "goose egg". These positions may be numbered or lettered for convenient reference. An occupied and unoccupied company assembly area (reserve location) is shown in Figure 071-332-5000-13. An occupied and unoccupied reserve company battle position is shown in Figure 071-332-5000-14.

Performance Steps

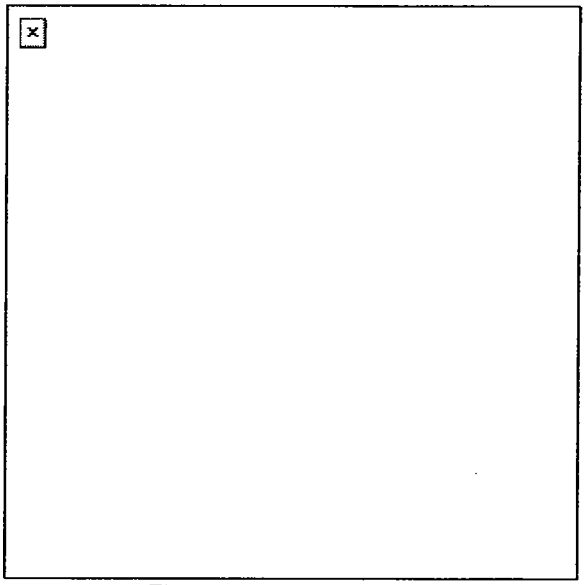

Figure 071-332-5000-13
Company Assembly Area.

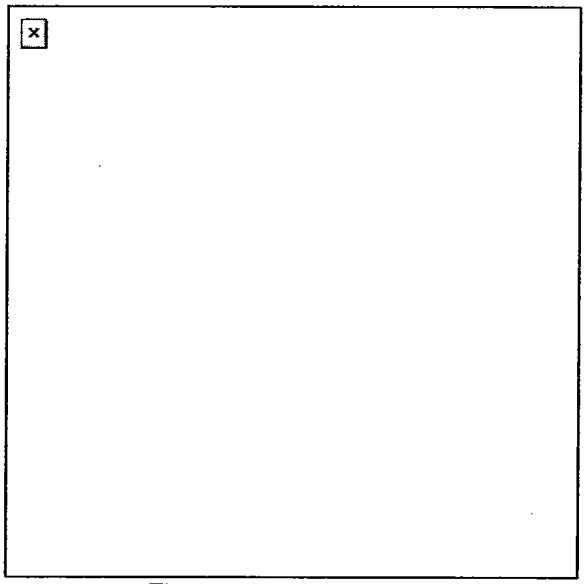

Figure 071-332-5000-14
Company Assembly Area.

h. Objective(s).
   (1) Each objective is identified by the abbreviation "OBJ" and a number, letter, or name designation (Figure 071-332-5000-15).

Performance Steps

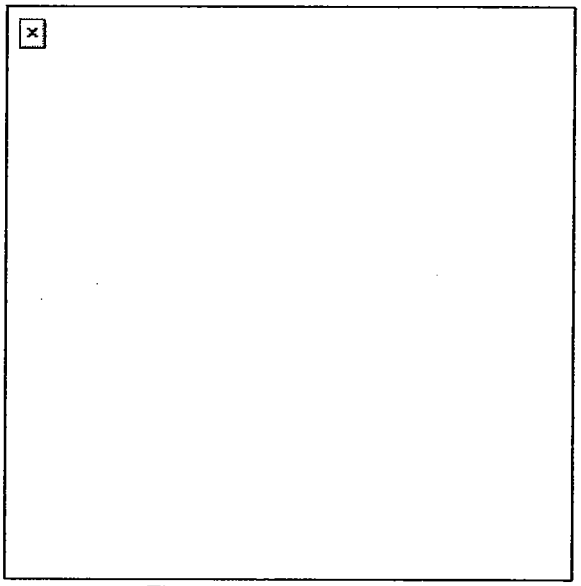

Figure 071-332-5000-15
Objective.

(2) An objective assigned by higher headquarter may be given entirely to one subordinate unit or may be divided. If divided, the objective may be shown graphically as separate objectives and numbered accordingly or may be divided into two objectives by a boundary line.

i. Pinching out a unit.

(1) This type operation is indicated by drawing the boundary across the front of the unit, usually along a well-defined terrain feature such as a stream, ridge, or highway.

(2) The following example indicates that Company A will be pinched out after seizing OBJ 1; Company B will seize OBJ 2 and continue the attack to seize OBJ 3 (Figure 071-332-5000-16).

Performance Steps

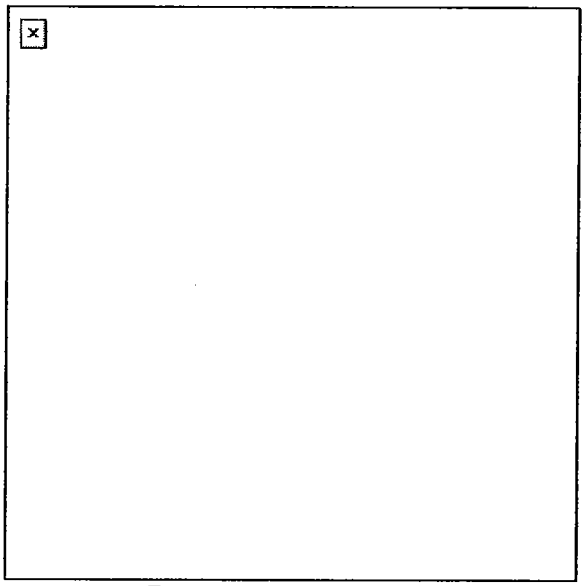

Figure 071-332-5000-16
Pinching Out a Unit.

j. Defensive battlefield. The defensive battlefield is organized into the covering force area and the main battle area (MBA) (Figure 071-332-5000-17).

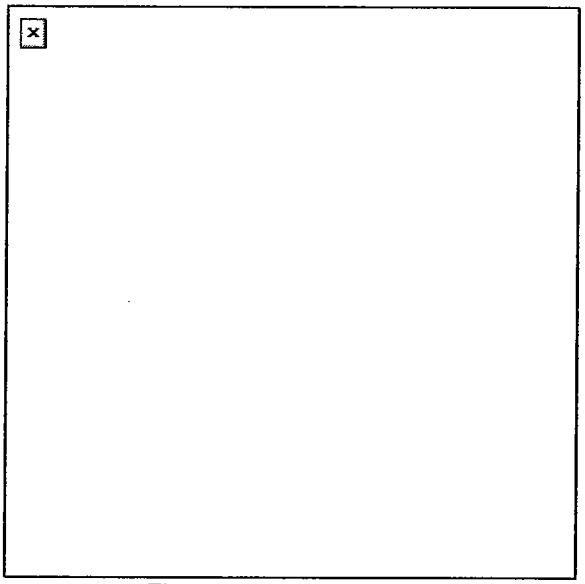

Figure 071-332-5000-17
Main Battle Area.

k. Defended areas. If an area is occupied and the defense of the area is prepared, a line (including the size symbol of the defending unit) encloses the area, and the closed side of the symbol is oriented toward the most likely enemy threat. If desired, the military symbols of the unit may be entered in the center of the enclosed area. A defensive area for 2d Pit, C Co, 1st Bn, 6th Inf, and a proposed defensive area for B Co, 3d Bn, 52d Inf, are showed in Figure 071-332-5000-18.

Performance Steps

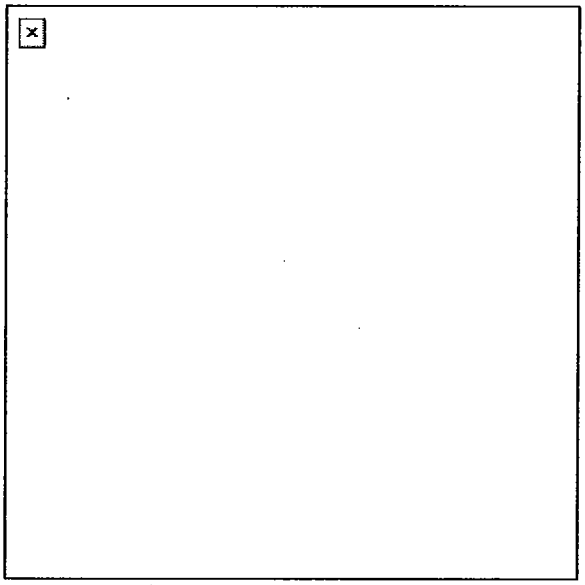

Figure 071-332-5000-18
Defensive Area.

l. Control measures.

(1) Line of departure (LD). The LD is a control measure to coordinate the advance of an attacking unit (Figure 071-332-5000-19). The LD should be--

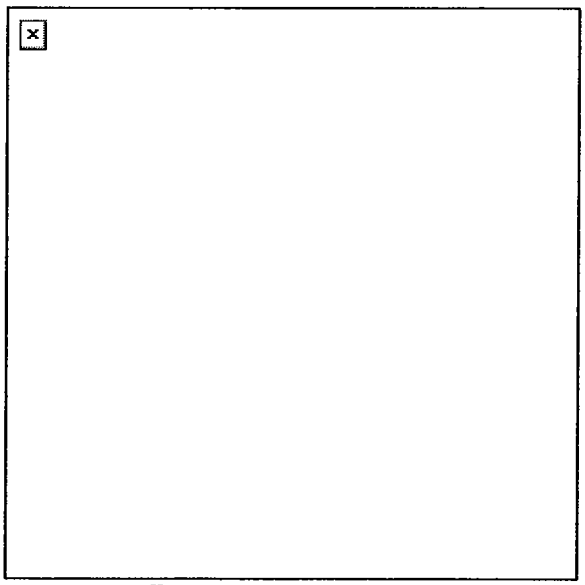

Figure 071-332-5000-19
Line of Departure.

(a) Clearly defined on the ground and on the map.
(b) Approximately perpendicular to the direction of the attack.
(c) Under control of friendly units.
(d) Marked on both ends.

(2) Line of contact (LC) (Figure 071-332-5000-20).

Performance Steps

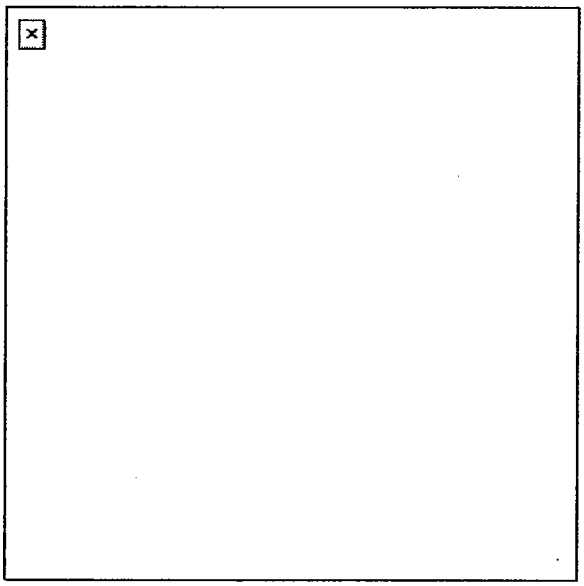

Figure 071-332-5000-20
Line of Contact.

(a) When units are in contact with the enemy, the frontline is shown as a series of arcs, and the ends of the arced line are labeled "LC".
(b) If the LC is used as a LD, it is marked LD/LC.
(c) If the LC is not used, the LD is shown by a solid line marked LD.

(3) Phase line (PLs). PLs are used to control the progress of units for reference in issuing orders or receiving reports. They should be easily recognized terrain features, normally perpendicular to the direction of advance. A PL is also used to control fires and unit movement and even to limit the advance of attacking elements. Units report their arrival at or clearance of a phase line, but they do not halt unless ordered to do so. A PL is drawn as a solid line with the letters PL at each end of the line or where appropriate to allow easy identification. A PL is identified further by a number, a letter, or code name (which can be phonetic letters, colors, flowers, cars, or any other code system) under or beside the PL abbreviation (Figure 071-332-5000-21).

Performance Steps

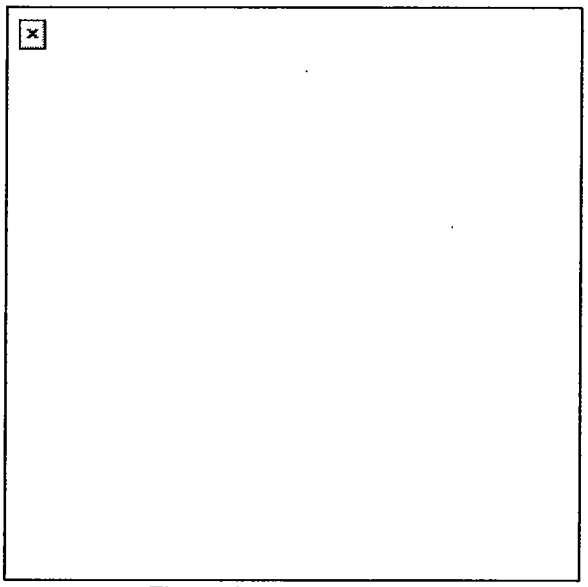

Figure 071-332-5000-21
Phase Line.

(4) Initial delay position (IDP). An IDP is where a delaying action begins, trading space for time. The delay sector is defined by boundaries. The initial and all subsequent delay positions can be related to a time-phased forward edge of the battle area (FEBA). The initial and subsequent delay positions are specified, and PLs may be used to report the progress of the battle. The enemy is held forward of delay lines until the specified time or until permission is granted to withdraw. The initial and successive delay positions are shown on boundaries by coordination points with a solid line between them. Although most IDPs are given a code name, they may have a number, letter, or a variety of code names. The letter abbreviation (IDP) can be to the flank of the coordination symbol (when at the flank, it is in parentheses) or on the line itself. Its time phase is indicated as a date-time group having a two-digit day and a four-digit hour, both connected. The month indicator can be a three-letter type or spelled out, depending upon the desires of the commander. The letters IDP should be placed in parentheses between the line code name, letter, or number and the date-time group (Figure 071-332-5000-22).

Performance Steps

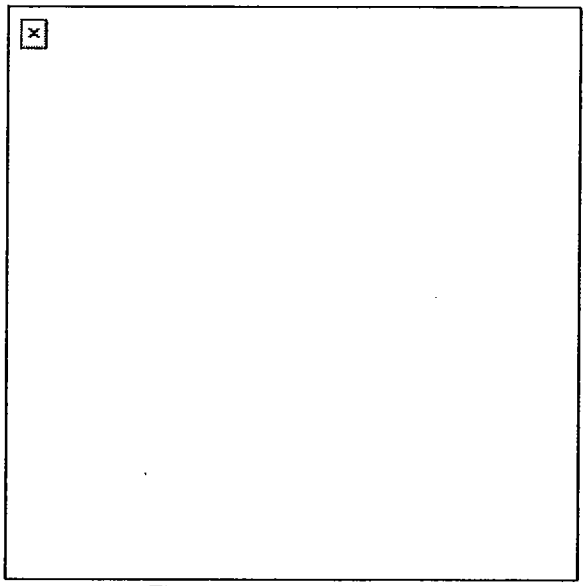

Figure 071-332-5000-22
Initial Delay Position.

(5) Delay lines (DLs). These indicate where a succeeding delay position is located. Delay positions (other than initial) are drawn the same, except that the letter abbreviation is along the line, and none are placed to the flanks at the coordinating points.
(6) Coordinating points.
 (a) Coordinating points are designated on boundaries as specific points for coordination of fires and maneuver between adjacent units. They are indicated whenever a boundary crosses the FEBA and should be indicated whenever the boundary crosses the covering force. Coordinating points are also used where DLs and internal boundaries intersect.
 (b) Coordinating points should be located at some terrain feature easily recognizable both on the ground and on a map. Their location on a boundary indicates the general trace of the FEBA, covering force, or DL as visualized by the commander who designates them.
 (c) The symbol for a coordinating point is shown by a circle with an "X" centered in it (Figure 071-332-5000-23). The symbol is labeled as appropriate.

Performance Steps

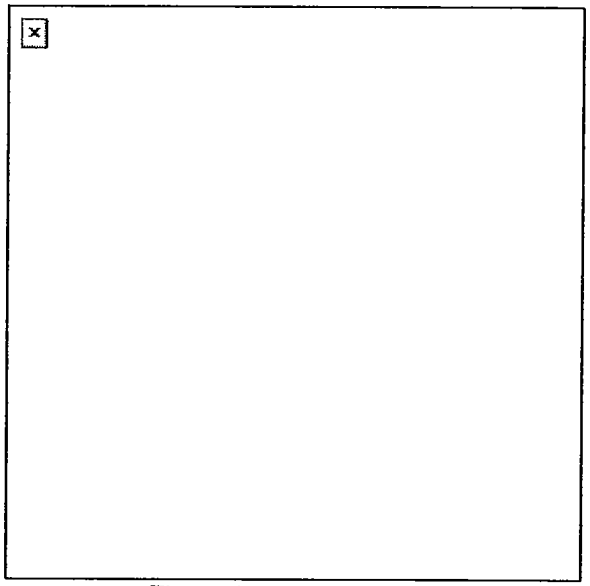

Figure 071-332-5000-23
Coordinating Point.

(7) Checkpoints. Checkpoints, Figure 071-332-5000-24, are shown graphically by a number, letter, or code word inside an upright rectangle with a pointed bottom. They are easily recognizable terrain features or objects, such as crossroads, churches, lone buildings, stream junctions, hills, bridges, and railroad crossings. They may be selected throughout the area of operation. By reference to these points, the subordinate commander may rapidly and accurately report his location; or the higher commander may designate objectives, boundaries, assembly areas, phase lines, and so forth, to his subordinate commanders.

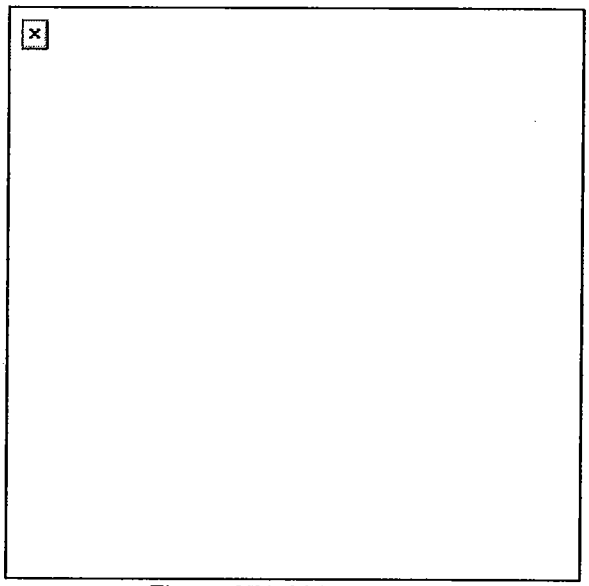

Figure 071-332-5000-24
Checkpoint.

Performance Steps

(8) Contact points. Contact points, shown graphically by squares with a staff extending from the bottom center, are designated at the units to make physical contact. Contact points may also be used to delineate areas of responsibility in specific localities when boundaries are obviously unsuitable, such as between elements of a flank guard (Figure 071-332-5000-25).

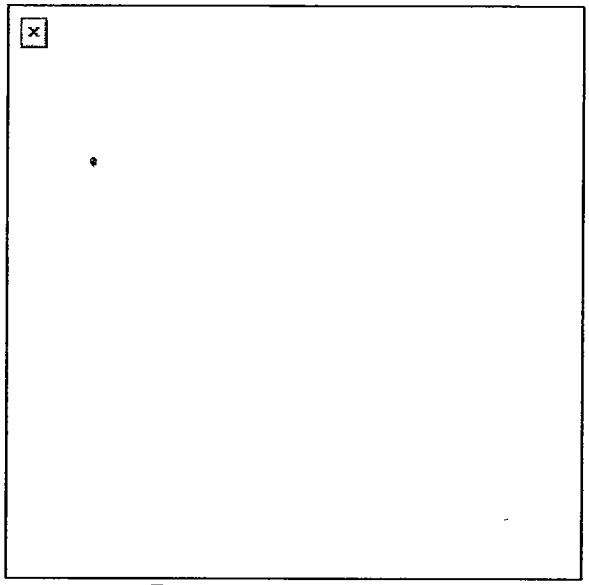

Figure 071-332-5000-25
Contact Point.

(9) Passage points (PP). A passage point, shown similar to a checkpoint with the letters PP and the number or letter designation of the passage point within the symbol, is designated along the LD or the FEBA of the unit being passed through. The PPs will be located where the commander desires subordinate units to actually pass.

(10) Linkup points. A linkup point should be an easily identifiable point on the ground and map that is used to facilitate the joining, connecting, or reconnecting of elements of a unit or units. They are used when two or more Army elements are to join each other, when Army and sister service elements are to join each other, and when Army or sister service and allied elements are to join each other. The linkup is an operation in itself and conducted as part of an airborne or airmobile operation, an attack to assist in the breakout of an airborne or airmobile operation, an attack to assist in the breakout of an encircled force, or an attack to join an infiltrating force. The battalion may participate in a linkup as part of a larger force, or it may, itself, conduct a linkup. The symbol for linkup points is similar to a checkpoint with a dot in the center. A number, the name, or code name is placed near the symbol in such a manner as to ensure it is referring to the symbol (Figure 071-332-5000-26).

Performance Steps

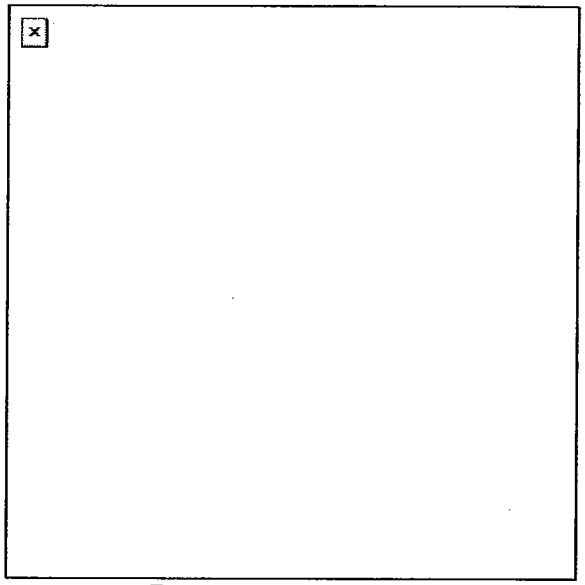

Figure 071-332-5000-26
Linkup Point.

(11) Points of departure (PDs). These normally are shown along the LD for night attacks. They are shown similar to a checkpoint containing the abbreviation PD and a letter or number within the symbol. The point of the arrow is at the bottom of its location.

Evaluation Preparation: Setup: Provide the soldier with all the material and equipment listed in the conditions statement.

Brief soldier: Tell the soldier he is to prepare an overlay for the operation indicated in the OPORD.

Evaluation Guidance: Score the soldier GO if all steps are passed. Score the soldier NO-GO if any steps are failed. If the soldier scores NO-GO, show what was done wrong and how to do it correctly.

References

Required	**Related**
FM 101-5-1	

Prepare an Oral Operation Order

071-326-5626

Conditions: Having received the unit commander's oral operation order (OPORD) and map overlay, given a platoon, pencil, paper, and a map of the operational area.

Standards: 1. Within the time allotted, develop a clear and concise order and issue it to your subordinate leaders. The order must be issued so that all subordinate leaders understand their missions and any coordinating instructions. 2. The order should follow the standard OPORD format.

Performance Steps

1. Receiving an OPORD. The most important part of receiving an order is a clear understanding of what your unit has to accomplish in relation to the ground and to the other platoons. You must know exactly what you are supposed to do, what the other units are doing, and where and when these actions are to be done, to succeed. Ask questions to clarify commander's intent.

2. Think through the order. As soon as you receive the order and understand the leader's plan, review your notes. As you think about the order, answer these questions: What mission(s) did I receive? How much do I know about the enemy? How does the terrain and weather influence the operation? What supplies or equipment do I need? Do I need to assign special tasks to anyone?
   a. Mission.
      (1) In analyzing your mission, identify exactly what your unit is to accomplish. Be sure you know how much time you have to prepare. Make sure you are aware of any restrictions or special tasks that apply to your platoon.
      (2) A thorough understanding of the mission will allow you to establish a time schedule for your preparation. You will be told what time the operation is to begin and what time your unit must be ready to go. This allows you to allocate time to prepare for the mission. Identify the things that must be done to get ready and, working backwards from the "ready" time, allow your soldiers time to accomplish each task. This technique is called the reverse planning sequence. An example of this for a platoon leader might be as follows: 1420: Company commander said to be ready. 1415: Inspect assembly area. 1400: Inspect platoon. 1315: Issue order to platoon. 1300: Finalize platoon order. 1200: Reconnoiter with company commander and receive order. 1100: Issue warning order to platoon. 1040: Receive company warning order.
   b. Enemy.
      (1) Develop the best picture of exactly where the enemy is located, what his strength is, and what kind of weapons and equipment he has. Tell your men as much as you know about how to destroy or suppress the kind of enemy you are likely to meet.
      (2) Sometimes the enemy in a certain area will repeat the same pattern. For example, if you know that the enemy habitually ambushes in the vicinity of trail junctions, make sure all of your men know about it.
   c. Terrain and weather.
      (1) Most decisions pertaining to route, objective, sectors of fire, positioning of key weapons, and movement techniques are made by the unit leader. However, both the company commander and the subordinate leaders must closely study the ground if they are to properly employ their men and equipment, and gain an advantage over the enemy.
      (2) Proper use of terrain will:
         (a) Provide cover and concealment before, during, and after the battle.
         (b) Increase the effectiveness of your fire.
         (c) Decrease the effectiveness of the enemy's weapons.
      (3) You must also understand how weather can influence your men. Cold, heat, rain, or snow can create problems if you don't properly prepare your platoon.

Performance Steps

d. Supplies, equipment, and special tasks. If you have been given a task that requires a special skill, such as setting demolitions to blow a building, make sure you know how to do it. You must have the right weapons, equipment, and supplies. If you need specialized personnel or equipment, tell your leader or commander.

3. Issuing an OPORD. After you have received an OPORD, think it through and prepare your own order. You must issue that order. Leaders should issue their orders from a position that allows the subordinate leaders to see the ground on which they are going to operate.

4. Structure of the OPORD.
   a. The OPORD contains five paragraphs and always follows the same sequence. An outline and brief explanation of each paragraph follows:
      (1) Paragraph 1. Situation: This paragraph contains all available information concerning the enemy and friendly situations.
         (a) Enemy forces: Any available information such as strengths, weaknesses, probable courses of action, weather, and terrain.
         (b) Friendly forces: All available information concerning the missions of next higher and adjacent forces.
         (c) Attachments and detachments: Information concerning any units that have been attached to or detached from the platoon.
      (2) Paragraph 2. Mission: A clear, concise statement of the task that must be accomplished by the platoon.
      (3) Paragraph 3. Execution: Contains the mission for each section and attached element (if any). This paragraph also contains any special instructions that apply to a specific section or to the platoon as a whole, and the plan for fire support.
      (4) Paragraph 4. Service support: Administrative details to include ammunition supply, ration resupply, and the evacuation of casualties.
      (5) Paragraph 5. Command and signal: Communications instructions to include visual signals, radio frequencies and call signs, and the platoon leader and company commander's location during the operation.
   b. In preparing your platoon order, look for those items in the company order that you must alter to fit the platoon's mission. For example, if paragraphs 2 and 3 of the company order are given as:
      (1) Paragraph 2. Mission: Company Attacks 240600 May to seize Hill 492 and Hill 475 and continues the attack, on order, to seize Hill 510.
      (2) Paragraph 3. Execution: 2D PLATOON makes the main attack on the right to seize Objective 1 and, on order, Objective 3.
   c. Subordinate leaders should also try to issue their orders from vantage points that overlook the terrain. However, many times this will not be possible, and they will have to sketch the terrain on the ground. Terrain models are easy to construct and allow the leader to associate his order and terrain features so that each man will have an idea of what to expect.
   d. The OPORD. An OPORD is the presentation of the information and instructions needed to accomplish a specific mission. The amount of detailed information included in your OPORD depends on the information you received and the time you have to prepare.
   e. As 2d platoon leader, you might alter your paragraphs 2 and 3 as follows:
      (1) Mission: 2d platoon attacks 240600 May to seize Hill 492 and, on order, Hill 475.
      (2) Execution: From the line of departure (LD) to the final coordinating line (FCL), we use bounding overwatch. Heavy Team, you will overwatch initially, and light team will bound. Heavy Team, at the FCL you link up with 3d platoon on the right. Light Team, you link up with the 1st platoon on the left. Movement from the FCL is on my command. Heavy Team, after consolidation, you.

Performance Steps

5. Paragraph 1 should contain the mission of the company, which was stated in paragraph 2 of the company OPORD. Paragraphs 4 and 5 of the company order are narrowed down to apply only to your platoon. For example, if paragraph 4 of the company order gives you the location of the battalion field trains, your platoon order will probably not contain that information because if does not directly affect your squads. Your responsibility as a platoon sergeant or acting platoon leader is to give your men the information that pertains to them. The five-paragraph order format should be used as a checklist to avoid omitting important information. It is not all inclusive, however, and may be modified as necessary.

Evaluation Preparation: Setup: Provide at the test site a complete written company OPORD; also provide pencil and paper. Brief soldier: Tell the soldier that by using the written company order, he will develop a platoon OPORD. Tell the soldier that upon completion of the order he will orally give it to you.

Performance Measures	**GO**	**NO GO**
1. Develops a clear and concise oral platoon OPORD that includes the following: a. The mission of the company. b. The mission of the platoon. c. The concept of how the battle would be fought, to include: (1) Location of the objective. (2) Time of the attack. (3) Location of the LD. (4) Location of the assault position. (5) Route and order of march. (6) Consolidation instructions. d. Critical signal instructions. e. The location of platoon sergeant or acting platoon leader during the attack. NOTE: In order to receive a "PASS" for performance measure 1 c, all subelements must be included in the OPORD.	____	____
2. Issues the order in a clear and concise manner and clarifies questions.	____	____

Evaluation Guidance: Score the soldier GO if all steps are passed. Score the soldier NO-GO if any steps are failed. the soldier scores NO-GO, show what was done wrong and how to do it correctly.

References

Required	**Related**
	FM 101-5-1 FM 7-8

Coordinate With an Adjacent Platoon

071-326-5775

Conditions: Given a platoon-sized element with two adjacent platoon-sized elements.

Standards: Coordinate with the adjacent platoon-sized elements for offensive and defensive operations to ensure mutually supporting positions, fires, and signals.

Performance Steps

1. After receiving an order for an offensive or defensive operation and during your planning phase, you must consider coordination with adjacent elements. If you receive the order while all other platoon-sized element leaders are present, take that opportunity to coordinate as much as possible to avoid delays later in the operation. While many of the details that must be coordinated will vary with the situation, essential items must always be coordinated.
2. In the offense, you must coordinate:
   a. Lateral distance between all attacking elements.
   b. Movement routes, to ensure that mutual support by fire or maneuver can be maintained between the lead elements.
   c. Visual signals, such as arm and hand signals and pyrotechnics.
   d. Radio call signs.
3. In the defense, you must coordinate to ensure that there are no gaps, and that fires interlock and are mutually supporting. Information coordinated includes:
   a. Location of positions (primary, alternate, and supplementary).
   b. Dead space between units.
   c. Location of observation posts (OP).
   d. Signals.
   e. Patrols and ambushes (size, type, time of departure and return, and routes).
   f. Location and types of obstacles.
   g. Boundaries.
   h. Control measures.
4. If a mortar or artillery final protective fire is allocated to the platoon-sized elements, it must be coordinated with the fire support team (FIST) forward observer (FO) and be integrated into the fire plan for the element.

Evaluation Preparation: Setup: In the defense, provide a field location with varying terrain, two adjacent element leaders, and the last fighting position for each of the flanking elements. In the offensive, provide a field location with varying terrain, and two element leaders from adjacent platoons. Brief Soldier: Tell the soldier that he is the center platoon leader and must coordinate with both adjacent element leaders.

Performance Measures	**GO**	**NO GO**
1. Coordinates with adjacent element leaders for offensive operations. a. Lateral distance between attaching elements. b. Movement routes. c. Visual signals. d. Radio call signs. e. Boundaries. f. Control measures.	____	____
2. Coordinates with adjacent leaders for defensive operations. a. Location of primary position. b. Location of alternate position. c. Location of supplementary position.	____	____

Performance Measures	GO	NO GO

d. Dead space between units.
e. Location of OPs.
f. Signals.
g. Patrols and ambushed.
h. Location and types of constructed obstacles.
i. Boundaries.
j. Control measures.

Evaluation Guidance: Score the soldier GO if all steps are passed. Score the soldier NO-GO if any steps are failed. If the soldier scores NO-GO, show what was done wrong and how to do it correctly.

References

Required	Related
	FM 3-21.71
	FM 3-90.1
	FM 7-8

Conduct an Area Reconnaissance by a Platoon

071-720-0015

Conditions: Given a 1:50,000 map, a lensatic compass, and a mission to conduct an area reconnaissance within a specified time.

Standards: Satisfactorily perform the following within the time specified by the commander: 1. Organize the platoon into the command, reconnaissance, and security elements needed to accomplish the mission. 2. Conduct a reconnaissance using the surveillance or vantage-point method. 3. Obtain and report information about the terrain and enemy within the specified area. 4. Enter and leave the target area without being detected by the enemy.

Performance Steps

1. Estimate of the situation. When the reconnaissance mission is received, develop an estimate of the situation. Base the estimate on current intelligence about the enemy in the vicinity of the target area, and on the capabilities of the unit. While planning for the mission, have the unit prepare for the mission also. Tailor the organization to best support the mission. The reconnaissance element of a platoon will normally be no larger than a squad.

2. Planning details. Develop the overall plan with a consideration of the following factors:
   a. Intelligence. All reconnaissance operations must be based on the best information available as to actual conditions in the objective area.
   b. Deceptive measures. The success of reconnaissance operations will be determined, to a large extent, on deception measures and on undetected infiltration and exfiltration.
   c. Use of the smallest unit possible to accomplish the mission. This decreases the possibility of enemy detection. Though only a small element reconnoiters, the parent unit must be large enough to provide security or support if the reconnaissance is detected or the element is engaged by an enemy force.
   d. Remaining undetected. The unit used stealth, camouflage, concealment, and sound and light discipline. These techniques allow the unit to take advantage of periods of limited visibility to avoid contact and to get near or on the objective.
   e. Use of surveillance, target acquisition, and night observation (STANO) devices. The unit makes use of STANO devices to help it move and gain information about the enemy. Based on intelligence reports, consideration must be given to the enemy's detection devices. When the enemy may have detection devices, passive devices should be used to decrease the probability of enemy detection.
   f. Rehearsals. After intelligence has been analyzed, the plan developed, special items of equipment procured and issued, and the troops briefed, the unit rehearses the plan. This rehearsal is a key factor that enhances the probability of the success of the operation. Rehearsals are as detailed as time will allow and include dry runs and briefings with repetition and questioning as needed to ensure understanding of the plan. Contingency plans are also rehearsed; these plans must be repeated by the reconnaissance members to ensure they are understood.
   g. Minimizing audio and electronic communications. Constraints on communication depend upon enemy detection abilities and upon how time sensitive the information obtained from the enemy is. There may be instances where the importance of the information may require an immediate report. The unit's existence could be threatened. Often, a one time radio contact during the mission is necessary.

Performance Steps

h. Inspections. The planning phase of the operation will include at least one inspection of all members of the reconnaissance force, to include their equipment. Only essential equipment, identified by the platoon leader as equipment required for mission accomplishment, will be carried. Special equipment must be closely inspected and safeguarded to ensure its functioning during the mission. Extra personnel and equipment assigned to the unit must also be carefully inspected and monitored prior to and during the operation. Any shortcomings found in personnel or equipment are corrected before the operation begins. Thorough inspections and supervision of personnel and equipment before the operation reduce the probabilities of compromise or failure.

3. Subordinate missions. Regardless of the types of reconnaissance, units are normally assigned one of the three subordinate missions: Command and control, reconnaissance of the objective, or security of the force.
   a. Command and control. The commander of the unit conducting a reconnaissance normally will require a small command group to assist in communicating with higher headquarters, subordinate elements, and supporting forces, and to coordinate and control supporting elements, fire support, and air or water transport for the operation. For small operations, this group may consist of only the commander and a radio operator. For larger operations, the commander may require intelligence, logistics, and fire support elements, with adequate communication personnel for sustained 24-hour operations. The command group is always kept as small as possible.
   b. Reconnaissance of the objective. The element with the reconnaissance mission approaches the target using stealth and concealment. All plans and applicable contingencies are conducted with the major effort made toward obtaining the information required while remaining undetected. The reconnaissance element must skillfully avoid all known and discovered enemy sensing devices; therefore, patience is important. Passive STANO devices will be used to observe activities at the objective. Information received about the target may be transmitted back to the appropriate headquarters by electronic means as it is observed. Or, the reconnaissance personnel may withdraw from the target and disseminate information by other means. The reconnaissance site should be sterilized before withdrawal. Withdrawal from the area must be as skillful, patient, and precise as was the movement into it.
   c. Security of the force. The reconnaissance element(s) with this mission must provide the commander sufficient warning of the location and movement of enemy forces to permit the parent force to take evasive action or, when this is not possible, to provide covering fires that permit withdrawal of the reconnaissance element. Only if warnings are timely and information is accurate does the commander have the time and space to react. It is also the only way that, if the reconnaissance element is detected, the commander can arrange to give it sufficient overwatching suppressive fires or time to evade and withdraw safely.

4. Area reconnaissance. Conduct an area reconnaissance and obtain information about a specific location and the area immediately around it (for example, road junctions, hills, bridges, enemy positions). The location of the objective is designated by either grid coordinates or a map overlay with a boundary line drawn around the area (Figure 071-720-0015-1).

Performance Steps

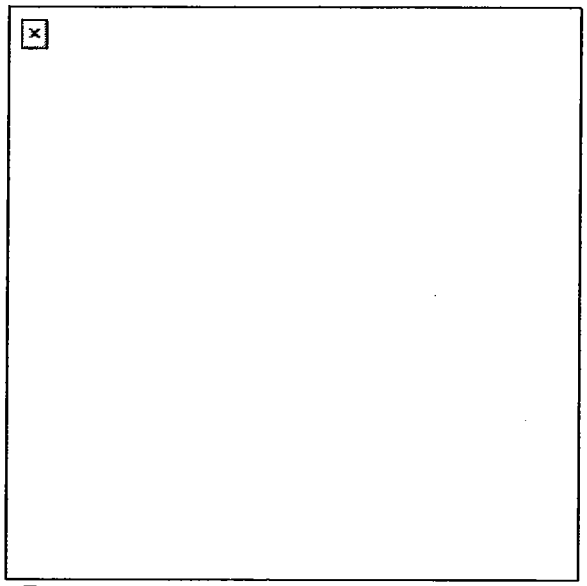

Figure 071-720-0015-1 Area Reconnaissance

a. Once given an area reconnaissance mission, the platoon moves to the appointed area in the shortest possible time. This normally involves traveling along existing roads and, of course, using the appropriate movement techniques. During this movement to an area, the platoon reports and bypasses enemy opposition unless ordered to do otherwise.
b. When the platoon reaches its area, it halts and sets up an objective rallying point (ORP). Once the ORP has been set up, the objective can be reconnoitered in one of two ways.
   (1) When the terrain permits the security element to move to a position to overwatch the reconnaissance element, the leader may decide to have small reconnaissance teams move to each surveillance point or vantage point around the objective instead of having the entire element move as a unit from point to point. After the objective has been reconnoitered, the elements return to the ORP and information is issued. The patrol then returns to friendly lines (Figure 071-720-0015-2).

Performance Steps

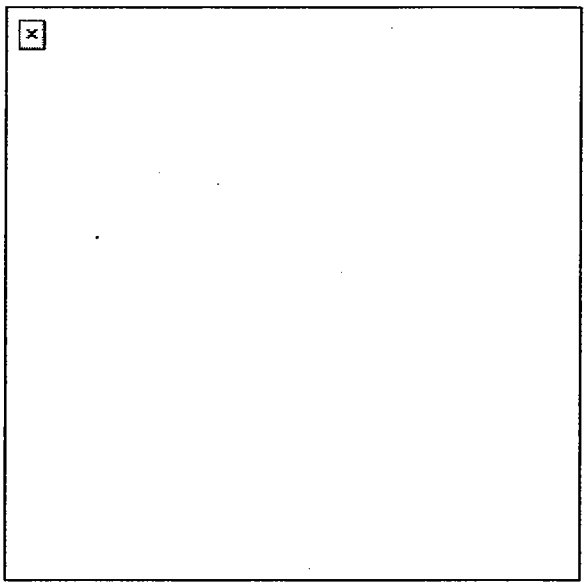

Figure 071-720-0015-2 Overwatching the Reconnaissance Element

(2) When the terrain does not allow the platoon to secure the objective area, the platoon leaves a security element at the ORP and uses reconnaissance and security (R&S) teams to reconnoiter the objective. These teams move to different surveillance points or vantage points, from which they reconnoiter the objective. Once the objective has been reconnoitered, the R&S team returns to the ORP, shares the information, and returns to friendly lines (Figure 071-720-0015-3).

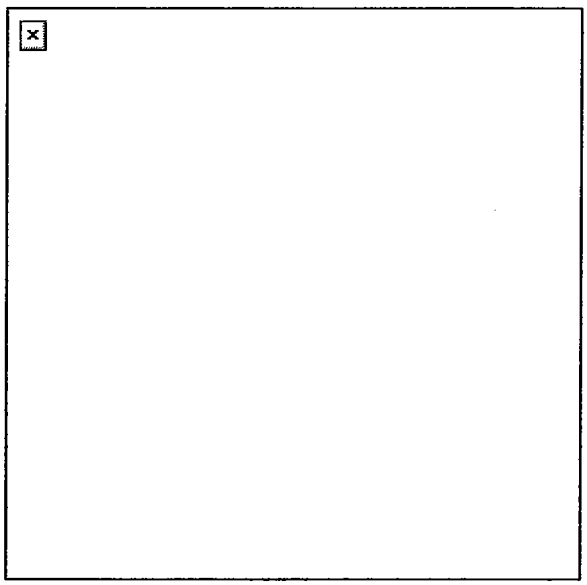

Figure 071-720-0015-3 R&S Teams' Employment

Evaluation Preparation: Setup: At the test site, provide all equipment and material given in the task conditions statement. Brief soldier: Tell the soldier he is to organize and conduct an area reconnaissance using the surveillance or vantage point method. Obtain and report any information about the terrain and enemy within the specified area. Tell the soldier he is to complete the mission within the time specified by

the commander. You will act as the battalion intelligence officer (S2) to provide answers to any questions the soldier may ask.

Performance Measures	GO	NO GO
1. Establishes a plan of action based on the mission and the enemy situation.	____	____
2. Conducts a reconnaissance.	____	____
3. Conducts deceptive measures during infiltration and exfiltration.	____	____
4. Uses smallest unit required to conduct the reconnaissance.	____	____
5. Applies stealth, camouflage, and concealment techniques along with noise and light discipline to avoid detection.	____	____
6. Conducts pre-mission inspection and rehearsal.	____	____
7. Uses the correct size command and control group for the mission.	____	____
8. Uses correct movement techniques during the mission.	____	____
9. Uses correct security techniques during the mission.	____	____

Evaluation Guidance: Score the soldier GO if all steps are passed. Score the soldier NO-GO if any steps are failed. If the soldier scores NO-GO, show what was done wrong and how to do it correctly.

References

Required	Related
	FM 3-21.71
	FM 7-7
	FM 7-8

Subject Area 13: Advanced Emergency Procedures

Form the Platoon Into a Riot Control Formation

191-379-5400

Conditions: Given a mission to conduct riot control formations and a platoon of soldiers fully equipped with riot control gear.

Standards: Issue the correct commands and make on-the-spot corrections to ensure that the platoon correctly executes and forms into one of the following three formations:

1. Platoon line, platoon line with one squad in general support, platoon line with one squad in lateral support, and platoon line with one squad in close support.
2. Platoon echelon, right (or left); platoon echelon, right (or left) with one squad in general support; platoon echelon, right (or left) with one squad in lateral support; and platoon echelon, right (or left) with one squad in close support.
3. Platoon wedge, platoon wedge with one squad in general support, platoon wedge with one squad in lateral support, and platoon wedge with one squad in close support.

Reassemble the platoon from a riot control formation.

Performance Steps

NOTE: The platoon formation is selected depending on the crowd structure and temperament. Any size squad, platoon, or larger unit may be employed, and a crowd control formation can be adapted to fit the unit's organization. For these formations, such as the four-squad platoon, see FM 19-15, Chapter 8.

1. Form the platoon in a platoon line (Figure 191-379-5400-1).

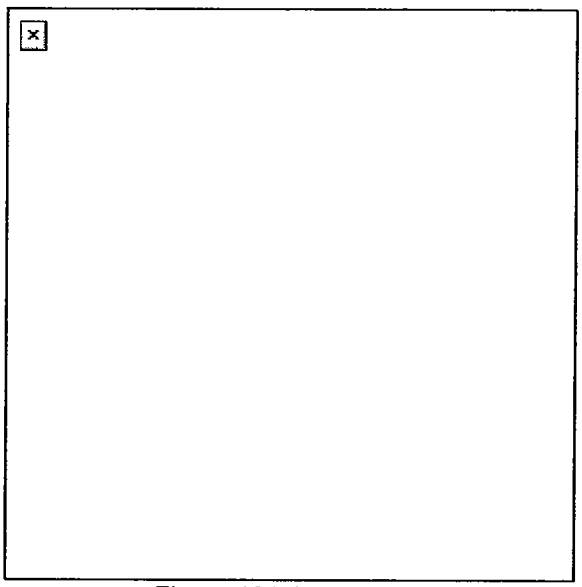

Figure 191-379-5400-1
Platoon Line

a. Give the preparatory command, "Platoon as skirmishers," while simultaneously using hand-and-arm signals. (Raise both arms straight out to the side, arms and hands extended, palms down.)
b. Give the execution command, "Move," and at the same time, point to the place where you want the formation. Ensure that the following occur:

Performance Steps

(1) Squad leaders of first and second squads must give the command, "Follow me," while the leader of the third squad gives the command, "Stand fast."
(2) Ensure that the number two member of the second squad is the base member for the formation. The rest of the second squad forms a line to the right of the base member. The first squad forms a line to the left
(3) Ensure that the squad leader of the third squad commands, "Follow me," after the first and second squads have assumed their positions.
(4) Ensure that the third squad forms a line to the right of the second squad.

NOTE: All squads dress on the second squad.

2. Form the platoon in a platoon line with one squad in general support.
   a. Form the platoon line with one squad in general support in a column of twos (Figure 191-379-5400-2).

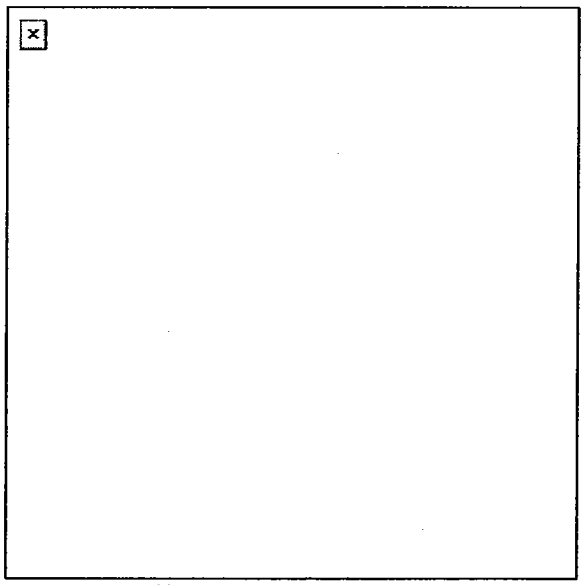

Figure 191-379-5400-2
Platoon Line With One Squad in General Support in a Column of Twos

(1) Give the command, "Platoon as skirmishers, second support in a column of twos."
(2) Ensure that the leaders of the first and third squads command, "Follow me," and that the leader of the second squad commands, "Stand fast."
(3) Give the command; "Move," and point to the place where you want the formation. The first and third squads move forward to their appointed place (the number two member of the first squad is the base man for the formation). The second squad, at the command of its squad leader, executes a column of twos to the right.

   b. Form the platoon in a platoon line with one squad in support in a single column (Figure 191-379-5400-3). The support squad, usually the second squad, may also be formed in a single column. The command is, "Platoon as skirmishers, second in support, move." The first and third squads execute the formation, while the second squad remains in column formation.

Performance Steps

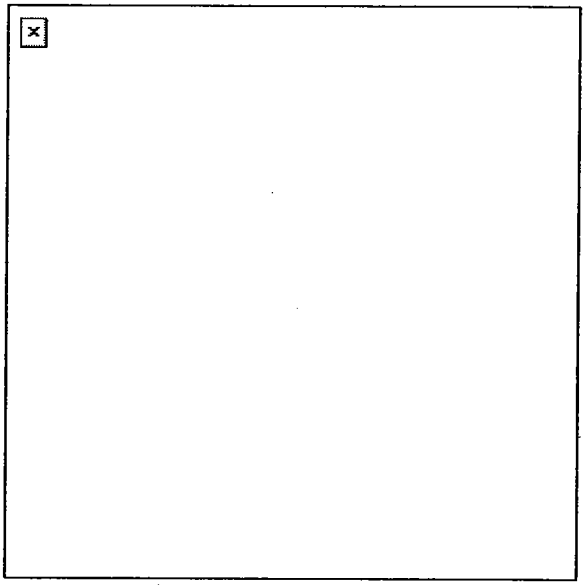

Figure 191-379-5400-3
Platoon Line With One Squad in Support in a Single Column

3. Form the platoon in a platoon line with one squad in lateral support (Figure 191-379-5400-4).

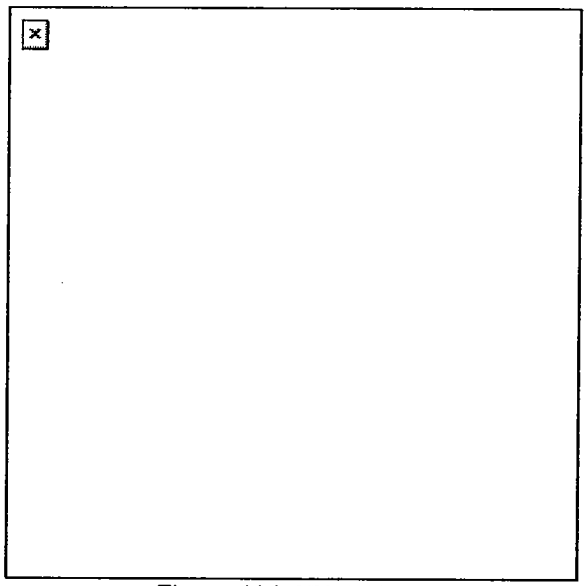

Figure 191-379-5400-4
Platoon Line With One Squad in Lateral Support

a. Give the command, "Platoon as skirmishers, second squad in lateral support."
b. Give the command, "Move," and point to the place where you want the formation.

Performance Steps

c. Ensure that after the first squad forms a line to the left of the base member, the third squad forms a line to the right of the base member. After the line has been formed, the squad leader for the second squad commands, "Odd numbered soldiers, follow me," and the assistant squad leader commands, "Even numbered soldiers, follow me." The odd numbered soldiers move out to the left and form a column behind the last soldier in the third squad. The even numbered soldiers move out to the right and form a column behind the last soldier in the first squad.

4. Form the platoon in a platoon line with one squad in close support (Figure 191-379-5400-5).

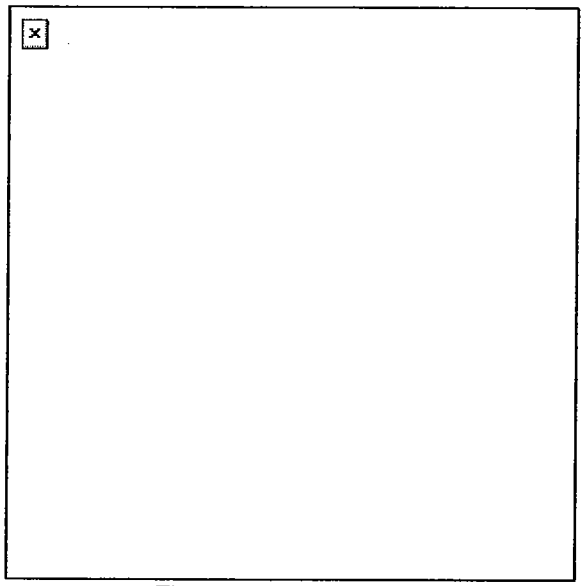

Figure 191-379-5400-5
Platoon Line With One Squad in Close Support

a. Give the command, "Platoon as skirmishers, second in close support." The first and third squads will execute a line as in step 1.
b. Ensure that the leaders of the second squad command, "Stand fast."
c. Ensure that after the first and third squads move to the appointed place and execute the line, the second squad executes a similar line to the rear of the leading line. The second squad forms to the right of its base soldier. The second squad can be shifted to the right or left to support any segment of the formation.

NOTE: Make sure the second squad closes and covers the intervals between the elements in the leading line.

5. Form the platoon in a platoon echelon right (or left) (Figure 191-379-5400-6).

Performance Steps

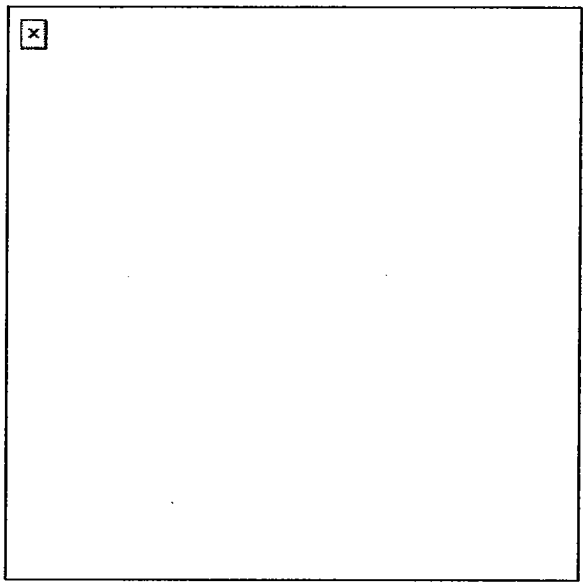

Figure 191-379-5400-6
Platoon Echelon, Right

a. Give the command, "Platoon echelon, right (or left)."
b. Give the command, "Move," and point to where you want the formation.
c. Give hand signals with the voice commands. Extend one arm 45 degrees above and the other 45 degrees below the horizon, arms and hands extended. (When facing the platoon, the upper arm indicates the direction of the echelon.)
d. Ensure that the first squad leader commands, "Follow me," and that the squad executes an echelon right.
e. Ensure that the second and third squad leaders command, "Stand fast."
f. Ensure that as each squad clears the column, and that the next squad moves to extend the echelon formed by the preceding squad.

NOTE: For an echelon left, the third squad executes echelon left with the rest of the squads following.

6. Form the platoon in a platoon echelon, right (or left) with one support squad in general support the same as with the line (Figure 191-379-5400-7).

Performance Steps

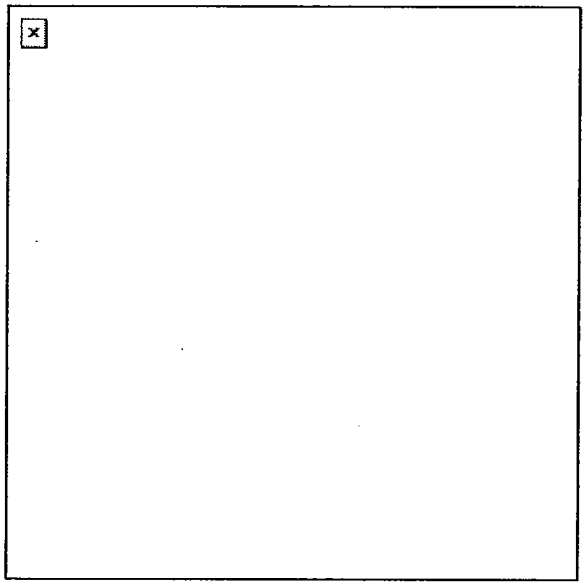

Figure 191-379-5400-7
Platoon Echelon, Right With One Squad in General Support

a. Give the command, "Platoon echelon, right (or left), second squad in general support."
b. Give the command, "Move," and point to the place where you want the formation.
c. Give hand signals with the voice commands. Extend one arm 45 degrees above and the other 45 degrees below the horizon, arms and hands extended. (When facing the platoon, the upper arm indicates the direction of the echelon.)
d. Ensure that the first squad leader commands, "Follow me," and that the squad executes an echelon right (or left).
e. Ensure that the second and third squad leaders command, "Stand fast."
f. Ensure that as the first squad clears the column, the third squad moves to extend the echelon formed by the first squad. The second squad, at the command of its squad leader, executes a column of twos to the right (or left).

7. Form the platoon in a platoon echelon, right (or left) with one support squad in lateral support the same as with the line (Figure 191-379-5400-8).

Performance Steps

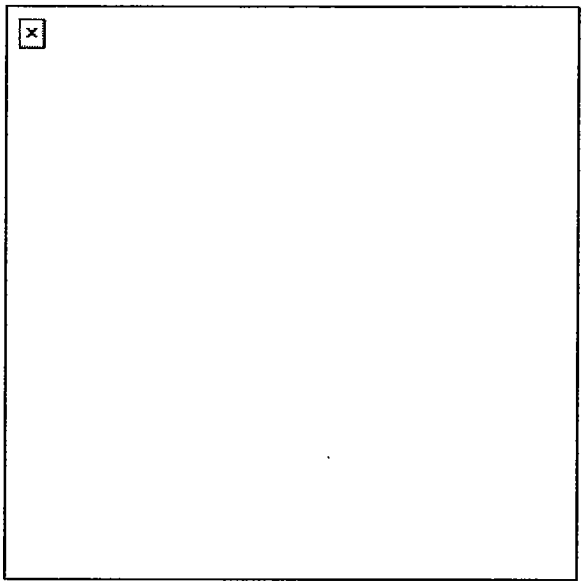

Figure 191-379-5400-8
Platoon Echelon, Left With One Squad in Lateral Support

a. Give the command, "Platoon echelon, right (or left), second squad in lateral support."
b. Give the command, "Move," and point to the place where you want the formation.
c. Give hand signals with the voice commands. Extend one arm 45 degrees above and the other 45 degrees below the horizon, arms and hands extended. (When facing the platoon, the upper arm indicates the direction of the echelon.)
d. Ensure that the first squad leader commands, "Follow me," and that the squad executes an echelon right (or left).
e. Ensure that the second and third squad leaders command, "Stand fast."
f. Ensure that as the first squad clears the column, the third squad moves to extend the echelon formed by the first squad. After the echelon has formed, the squad leader for the second squad commands, "Odd numbered soldiers, follow me," and the assistant squad leader commands, "Even numbered soldiers, follow me." The odd numbered soldiers move out to the right (or left) and form a column behind the last soldier in the third squad. The even numbered soldiers move out to the left (or right) and form a column behind the first soldier in the first squad.

8. Form the platoon in a platoon echelon, right (or left) with one support squad in close support the same as with the line (Figure 191-379-5400-9).

Performance Steps

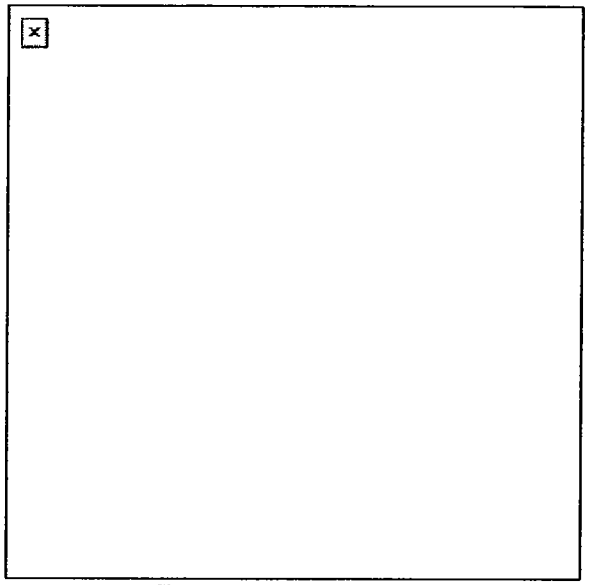

Figure 191-379-5400-9
Platoon Echelon, Left With One Squad in Close Support

a. Give the command, "Platoon echelon, right (or left), second squad in close support."
b. Give the command, "Move," and point to the place where you want the formation.
c. Give hand signals with the voice commands. Extend one arm 45 degrees above and the other 45 degrees below the horizon, arms and hands extended. (When facing the platoon, the upper arm indicates the direction of the echelon.)
d. Ensure that the first squad leader commands, "Follow me," and that the squad executes an echelon right (or left).
e. Ensure that the second and third squad leaders command, "Stand fast."
f. Ensure that as the first squad clears the column, the third squad moves to extend the echelon formed by the first squad. After the echelon has formed, the second squad executes a similar echelon to the rear of the leading echelon. The second squad will form to the right (or left) of its base soldier. The second squad can be shifted to the right or left to support any segment of the formation.

9. Form the platoon in a platoon wedge (Figure 191-379-5400-10).

Performance Steps

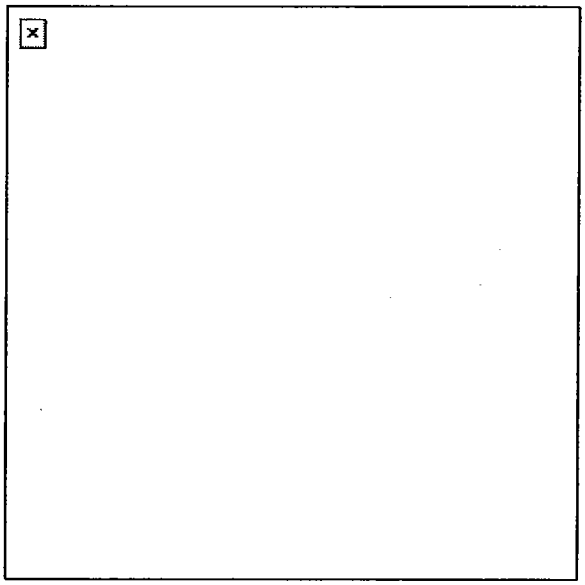

Figure 191-379-5400-10
Platoon Wedge

a. Give the command, "Platoon wedge," followed by the command, "Move." Give hand signals with the commands. Extend both arms down to the sides at an angle of 45 degrees below the horizon, palms down and towards the body. Then point to where you want the formation as you give the command of execution.
b. Ensure that the first and third squad leaders command, "Follow me," while the second squad leader commands, "Stand fast."
c. Ensure that the first and third squads move to the front and, when the last element of the squads have cleared the front of the second squad, the second squad leader commands, "Follow me." The squad moves to the left and right respectively.
d. Ensure that the third squad executes an echelon right off the number 2 member (the base member) and the first squad executes an echelon left.
e. Ensure that the odd-numbered soldiers of the second squad form an echelon left on the rear element of the first squad and the even-numbered soldiers form an echelon right on the rear element of the third squad.

10. Form the platoon in a platoon wedge with one squad in general support in a column of twos (Figure 191-379-5400-11).

Performance Steps

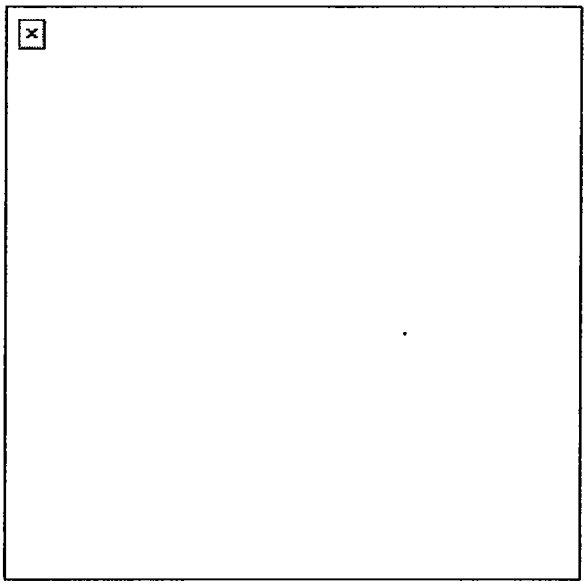

Figure 191-379-5400-11
Platoon Wedge With One Squad in General Support in a Column of Twos

a. Give the command, "Platoon wedge, second squad in support in a column of twos, move."
b. Ensure that the first and third squads execute the wedge and that the second squad, at the command of its squad leader, executes a column of twos to the right.

NOTE: The support squad, usually the second squad, may also be formed in a single column. The command for this would be, "Platoon wedge, second in support, move." The first and third squads execute the formation, while the second squad remains in column formation.

11. Form the platoon in a platoon wedge with one squad in lateral support (Figure 191-379-5400-12).

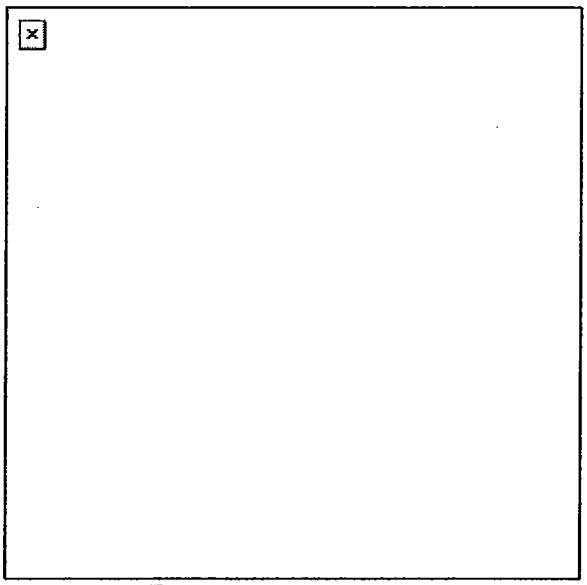

Figure 191-379-5400-12
Platoon Wedge With One Squad in Lateral Support

a. Give the command, "Platoon wedge, second squad in lateral support, move." The first and third squads execute the wedge, while the second squad stands fast.

Performance Steps

b. Ensure that after the wedge has been formed, the squad leader for the second squad commands, "Odd-numbered soldiers, follow me," and the assistant squad leader commands, "Even-numbered soldiers, follow me." The odd-numbered soldiers move out to the left and form a column behind the last soldier in the third squad. The even-numbered soldiers move out to the right and form a column behind the last soldier in the first squad.
c. Give the command, "Second squad, lateral support, move," to move the second squad from general support to lateral support.
d. Give the command, "Second squad, extend the wedge, move," to have the second squad join the wedge from either general support or lateral support. The second squad leader and the assistant squad leader command, "Follow me," and move out to the left and right, respectively, to extend the wedge on the first and third squads.

12. Form the platoon in a platoon wedge with one squad in close support (Figure 191-379-5400-13).

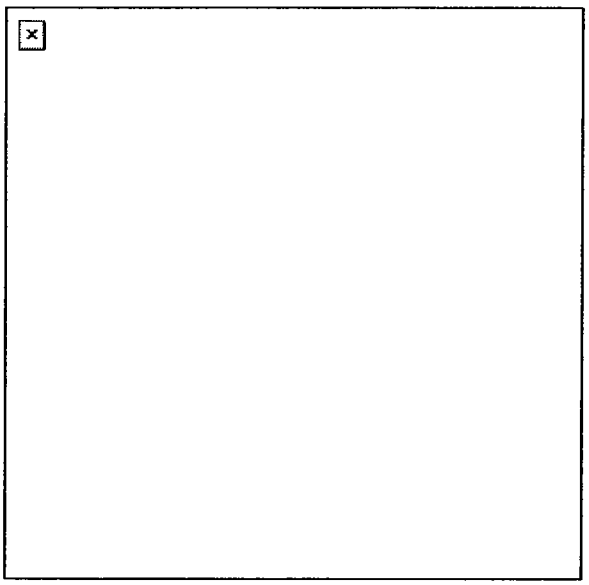

Figure 191-379-5400-13
Platoon Wedge With One Squad in Close Support

a. Give the command, "Platoon wedge, second squad in close support, move."
b. Ensure that the first and third squads execute a wedge. The second squad executes a squad wedge behind, and centered on, the leading wedge.
c. Ensure that the members in the supporting wedge cover the intervals between members in the leading wedge.

13. Reassemble the platoon from a formation.
a. Move to the rear of the platoon where you want the platoon members to assemble and give the command, "Platoon assemble, move," while making a circular motion above your head with your right hand.
b. Ensure that the number 2 member (base member) of each squad do an about face and all other squad members do a facing movement toward their number 2 member.
c. Ensure that the platoon comes to port arms upon hearing the command, "Platoon assemble."
d. Ensure that upon the command, "Move," the second squad leader commands, "Follow me." The first and third squad leaders command, "Stand fast."
e. Ensure that as the second squad clears the formation, the first and third squad leaders command, "Follow me." The first and third squads follow, moving at double time, and dress to the right of the third squad until the platoon is fully formed.

Performance Measures	GO	NO GO
1. Formed the platoon in a platoon line.	——	——
2. Formed the platoon in a platoon line with one squad in general support.	——	——
3. Formed the platoon in a platoon line with one squad in lateral support.	——	——
4. Formed the platoon in a platoon line with one squad in close support.	——	——
5. Formed the platoon in a platoon echelon right (or left).	——	——
6. Formed the platoon in a platoon echelon right (or left) with one support squad in general support the same as with the line.	——	——
7. Formed the platoon in a platoon echelon right (or left) with one support squad in lateral support the same as with the line.	——	——
8. Formed the platoon in a platoon echelon right (or left) with one support squad in close support the same as with the line.	——	——
9. Formed the platoon in a platoon wedge.	——	——
10. Formed the platoon in a platoon wedge with one squad in general support in a column of twos.	——	——
11. Formed the platoon in a platoon wedge with one squad in lateral support.	——	——
12. Formed the platoon in a platoon wedge with one squad in close support.	——	——
13. Reassembled the platoon from a formation.	——	——

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	

Subject Area 14: Advanced Internment Operations

Supervise the Processing of Captives for Internment

191-379-4413

Conditions: You are given military police (MP) personnel for processing and enemy prisoners of war (EPWs/civilian internees (CIs) to be processed. MP processing personnel at a processing center in an internment/resettlement facility will have all the equipment and forms needed for processing.

Standards: Ensure that EPWs/CIs are processed according to the procedures listed in the camp processing plan and Army Regulation (AR) 190-8. Ensure that each form is complete and accurate.

Performance Steps

1. Ensure that captives are searched.
2. Ensure that captives are allowed showers, shaves, and haircuts for personal hygiene.
3. Ensure that captives receive a medical evaluation from medical personnel, if necessary.
4. Ensure that captives are issued personal comfort items and that clothing is marked PW, CI, or RP based on their status.
5. Ensure that captives are assigned an internment serial number (ISN).
6. Ensure that captives are issued a laminated identification band with an ISN.
7. Ensure that applicable forms are prepared for captives repatriated or transferred to host nation or allied forces for internment.
8. Ensure that the height and weight of captives is recorded.
9. Ensure that captives are fingerprinted.
10. Ensure that the information on the identification board includes the captive's full name and ISN.
11. Ensure that captives are issued an identification card.
12. Ensure that each captive's photograph is attached to his Department of the Army (DA) Form 4237-R.
13. Ensure that the captive's personal effects are processed correctly.
    a. Ensure that items to be returned, stored, impounded, or confiscated are segregated and recorded on DA Form 4237-R or 1132-R.
    b. Ensure that the captives are given one copy of each form as a receipt.
14. Ensure that an accountability roster is maintained for captives processed.
15. Ensure accountability of transferred captives by having the receiving person and/or unit sign DD Form 2708.
16. Ensure that captives have a completed DA Form 2665-R.
17. Ensure that all applicable forms are complete and accurate.

Evaluation Preparation: Setup: Provide a copy of the camp processing plan and copies of the prepared forms listed in the conditions. The forms should have omissions and errors. Also provide preprinted EPW/CI identification bands.

Brief soldier: Explain to the soldier that all discrepancies must be identified and corrected.

Performance Measures	GO	NO GO
1. Ensured that captives were searched.	____	____
2. Ensured that captives were allowed showers, shaves, and haircuts for personal hygiene.	____	____
3. Ensured that captives received a medical evaluation from medical personnel, when necessary.	____	____
4. Ensured that captives were issued personal comfort items and that clothing was marked PW, CI, or RP.	____	____
5. Ensured that captives were assigned an ISN.	____	____
6. Ensured that captives were issued a laminated identification band with an ISN.	____	____
7. Ensured that the information on the identification board included the captive's full name and ISN.	____	____
8. Ensured that applicable forms were prepared for captives repatriated or transferred to host nation or allied forces or internment.	____	____
9. Ensured that the height and weight of captives was recorded.	____	____
10. Ensured that captives were fingerprinted.	____	____
11. Ensured that captives were issued an identification card.	____	____
12. Ensured that each captive's photograph was attached to his DA Form 4237-R.	____	____
13. Ensured that the captive's personal effects were processed correctly. a. Ensured that items to be returned, stored, impounded, or confiscated were segregated and recorded on DA Form 4237-R or 1132-R. b. Ensured that the captives were given one copy of each form as a receipt.	____	____
14. Ensured that an accountability roster was maintained for captives processed.	____	____
15. Ensured accountability of transferred captives by having the receiving person and/or unit sign a DD Form 2708.	____	____
16. Ensured that captives had a completed DA Form 2665-R.	____	____
17. Ensured that all applicable forms were complete and accurate.	____	____

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
AR 190-8	DFAS-IN 37-1
DA FORM 1132-R	FM 3-19.4
DA FORM 2665-R	FM 3-19.40
DA FORM 4237-R	
DD FORM 2708	

Prepare a Processing Plan for an Internment Resettlement Facility

191-379-4406

Conditions: You are a military police (MP) platoon sergeant and your platoon has been given a mission to process enemy prisoners of war (EPWs)/civilian internees (CI) for internment at an internment/resettlement facility. You will have an estimated number of EPWs/CIs to be processed; the number of personnel available for processing; Army Regulation (AR) 190-8; Field Manuals (FMs) 3-19.40 and 3-19.4.

Standards: Prepare a processing plan that addresses all requirements listed in the applicable references to include the processing, treatment, care, and internment of the EPWs/CIs.

Performance Steps

1. Plan for the segregation of the EPWs/CIs. Include procedures to maintain segregation of captives during internment. At a minimum, identify, classify, and segregate the captives by status, rank, sex, and nationality.

2. Establish procedures for obtaining interpreters from military intelligence (MI) or psychological operations (PSYOP) units or from host nation or allied forces, as required.

3. Establish processing procedures for the EPWs/CIs to include—
   a. Receiving captives and accompanying records.
   b. Handling captives' property and possessions (Department of the Army [DA] Form 1132-R).
   c. Searching captives.
   d. Initiating DA Form 4237-R.
   e. Assigning internment serial numbers to captives and preparing the ID band (personal ID kit, 8465-00-143-0928).
   f. Questioning captives.
   g. Completing an ID board for photographs.
   h. Photographing captives.
   i. Fingerprinting captives (DA Form 2663-R).
   j. Recording the height and weight of each internee on DA Form 2664-R.
   k. Preparing an EPW identity card (DA Form 2662-R) when captives do not have one issued by their government.
   l. Completing a capture card for all captives (DA Form 2665-R).
   m. Preparing a classification questionnaire for captives who claim status as a retained person (DA Form 2672-R or DA Form 2673-R).

4. Prepare guidance for processing captives at a medical facility based on the number of captives, available MP, and so forth.

NOTE: Although the MP is not assigned to medical facilities to process or guard captives, you may be tasked to take an element to medical facilities to process sick or injured captives.

   a. Include guidance for obtaining at least the minimum information, which is each captives's—
      (1) Name.
      (2) Grade.
      (3) Serial number.
      (4) Date of birth.
      (5) Fingerprints.
   b. Make sure that there is an appropriate number of the required forms available.

5. Direct that each captive be permitted to prepare a DA Form 2666-R no later than one week after arrival at a camp for processing.

6. Include procedures for verifying the completeness and accuracy of all required forms.

Evaluation Preparation: Setup: Provide the soldier with copies of all the supporting references that are listed in the conditions statement.

Brief soldier: Tell the soldier being evaluated that he must prepare a concise and comprehensive plan that includes all aspects of processing EPWs/CIs for internment according to the applicable references.

Performance Measures	GO	NO GO
1. Planned for the segregation of the EPWs/CIs.	____	____
2. Established procedures for obtaining interpreters from MI or PSYOP units or from HN or allied forces, as required.	____	____
3. Established processing procedures for the EPWs/CIs.	____	____
4. Prepared guidance for processing captives at a medical facility based on the number captives, available MP, and so forth.	____	____
5. Ensured that each captive was permitted to prepare a DA Form 2666-R no later than one week after arrival at a camp for processing.	____	____
6. Included procedures for verifying the completeness and accuracy of all required forms.	____	____

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**
AR 190-8	DA PAM 27-1
FM 3-19.4	DFAS-IN 37-1
FM 3-19.40	

Supervise Internment/Resettlement Camp Security and Control Procedures

191-379-4410

Conditions: You are at an internment/resettlement camp and are required to supervise security and control procedures. You will have fully equipped compound guards; a Department of the Army (DA) Form 6; and access to Army Regulation (AR) 190-8, Field Manual (FM) 3-19.40, FM 3-19.4, and FM 41-10, and the local standing operating procedures (SOP).

Standards: Ensure that all camp security and control measures are enforced according to applicable regulations and the local SOP. Provide the military intelligence (MI) team with all of the information obtained by the guards.

Performance Steps

1. Enforce security procedures.
   a. Ensure that there are enough guards to handle the number of internees.
   b. Ensure that there are enough guards to patrol the perimeter.
   c. Establish a shift schedule, using DA Form 6, to ensure 24-hour coverage.
   d. Ensure that the guards are briefed on the rules of engagement before assuming duty.
2. Enforce control procedures.
   a. Ensure searches of the internees and internee areas are conducted.
   b. Ensure the accountability of internees is maintained.
      (1) Keep an updated internee roster.
      (2) Use head counts, roll calls, or similar procedures.
   c. Ensure the accountability and inventory of tools and equipment is maintained.
3. Supervise daily physical security checks of the perimeter. Ensure that the perimeter guards check the—
   a. Fences and lighting.
   b. Locking devices.
4. Ensure that guards are familiar with emergency action procedures and that a quick response force (QRF) is maintained and ready. Ensure that guards are familiar with the actions to take in the event of a—
   a. Fire, escape, or disorder.
   b. Breached perimeter.
5. Supervise procedures for the interrogation of internees.
   a. Ensure personnel are available to conduct initial interviews.
   b. Review records of gathered information.
   c. Ensure MI is supplied with information obtained by guards.
6. Provide prompt and accurate information to discourage rumors. Disseminate information to—
   a. Guards to enhance observation and discourage rumors.
   b. Internee group leaders, as needed.
7. Ensure reporting and recording procedures are followed. Review the—
   a. Observation/disciplinary reports.
   b. Journal of the day's events.
8. Review and become familiar with the camp SOP.
   a. Review the annexes and chapters.
   b. Provide information and insight to aid its refinement.

Evaluation Preparation: Setup: Ensure that the appropriate references and extracts of the local SOP are available.

Performance Measures	GO	NO GO
1. Enforced security procedures.	____	____
2. Enforced control procedures.	____	____
3. Supervised daily physical security checks of the perimeter.	____	____
4. Ensured guards were familiar with emergency action procedures.	____	____
5. Supervised procedures for the interrogation of internees.	____	____
6. Provided prompt and accurate information.	____	____
7. Ensured reporting and recording procedures were followed.	____	____
8. Reviewed and became familiar with the camp SOP.	____	____

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 190-8
FM 3-19.4
FM 3-19.40
FM 41-10

Related
DA FORM 6

Subject Area 15: Advanced Combat Planning

Prepare a Battalion Situation Report (SITREP)

071-332-5022

Conditions: Given a copy of your unit's standard operating procedure (SOP) for recurring reports, a battalion operations officer (S3) workbook, a staff journal, a current operations order (OPORD), overlays appropriate to the operations, file copies of previously submitted situation reports (SITREPs), the battalion intelligence officer/battalion supply officer (S2/S4) portions of the SITREP, the subordinate units' status report, and time available for preparation.

Standards: 1. Within the time specified by the SOP, items must be sequenced in the five-paragraph SITREP format (omitting subparagraphs not applicable). 2. The annexes and overlay (if used) must be labeled and sequenced. 3. The SITREP: a. Must show the correct classification and downgrading instructions. b. Must be authenticated. c. Must contain distribution instructions. d. Must be completed and distributed in accordance with the unit's SOP.

Performance Steps

1. The SITREP is the means of reporting the operational situation as required by the next headquarters. It is a recurring report in that it is submitted one or more times daily in a prescribed format.
2. Requirements for submitting the SITREP are prescribed in the unit's SOP and specify an "as Or time and a time the report is due at higher headquarters.
3. The S3 has primary staff responsibility for the preparation of this report. Other staff officers contribute to its preparation by providing the S3 with details to be included from their areas of interest. For example, the S2 would provide information on the enemy (paragraph 1) and the S4 information pertaining to combat service support (paragraph 3).
4. Full use of traces or overlays should be made for clarity and brevity of the report. (Based on STANAG No 2020, Operational Situation Reports) FROM: Cdr, 2d Bn (Mech), 76th Inf TO: Cdr, 1st Bde, 52d Inf Div (Mech) SITREP 15: Period 120600A to 121800A Jul. ENEMY: No change enemy locations or identifications. Periodic hostile shelling of Bn area. Patrol approximately 30 men attacked Tm B at 121000A Jul. 3 enemy KIA. 3 WIA. Aggressor most probable course of action is to attack within 24 hours with present committed forces. OWN SITUATION: Bn continues defense MEAD River. No change in location and dispositions. Tm B repulsed enemy patrol with no casualties. Bn reconnaissance patrol returned 121700A Jul, negative contact. COMBAT SERVICE SUPPORT: Normal. RADIATION STATUS: 70% RS-2, 30% RS-1.
5. When the SITREP is sent by radio (voice or RATT), it should be confirmed in writing.
6. Prescribed format sequence is used, but subparagraphs not applicable are omitted.
7. Commander's evaluation, paragraph 5, is completed when directed by higher authority.

Evaluation Preparation: Setup: At the test site, provide a situation report covering the current situation of enemy, friendly, combat service support, general, and commander's evaluation. Provide a situation report format as shown in the task. Brief soldier: Tell the soldier that he is to encode the situation report using the Signal Operation Instruction (SOI). Then, he is to send the message using the correct format.

Performance Measures	**GO**	**NO GO**
1. Encodes all elements correctly.	____	____
2. Encodes all elements of the situation report in the correct format.	____	____

Performance Measures	GO	NO GO
3. Transmits report in message for using the five-paragraph SITREP format.	____	____

Evaluation Guidance: Score the soldier GO if all steps are passed. Score the soldier NO-GO if any steps are failed. If the soldier scores NO-GO, show what was done wrong and how to do it correctly.

References

Required	Related
	FM 101-5 FM 101-5-1

Prepare a Battalion Operation Order
071-900-0003

Conditions: Given the commander's and or the S3's guidance, TOE equipment, FM 101-5 and AR 380-5.

Standards: Prepared the operation order in time to allow subordinate elements to complete their planning and preparation. The order included the following:

1. Classification IAW current AR 380-5.
2. The format as shown in the current FM 101-5.
3. Authentication by the commander or the S-3.

Performance Steps

1. Determine the classification of the operation order. The first page of the order must be marked top and bottom with the highest classification used anywhere in the order. Each paragraph must have the classification markings immediately following the numerical designation of the paragraph (preceding the first word for unnumbered paragraphs).
2. Prepare the operation order heading. It must include the following:
   a. The reference to oral order.
   b. Copy number.
   c. Issuing headquarters.
   d. Location of command post.
   e. Date/Time group.
   f. Message reference number.
   g. Time and number of order.
   h. References.
   i. Time zone used.
3. Prepare the operation order body. The body must include the task organization and the following five major subparagraph: Situation, Mission, Execution, Service Support, and Signal and Command.
3. List the following information in the heading of the order.
4. Prepare the operation order ending. The operation order ending must include the following elements:
   a. Acknowledgement instructions (may be detailed or just say the word "Acknowledge").
   b. Signature of commander. Authentication procedures must be used when the commander's signature cannot be reproduced.
   b. Use the unit tactical SOP for specific formatting of the order.
5. Prepare the operation order ending with acknowledgement instructions, the signature of the commander, a list of annexes, and a distribution list as required by the unit SOP.
6. Use only accepted military terminology to prepare the operation order.

Evaluation Preparation: SETUP: Provide all the materials and equipment given in the task condition statement.

BRIEF SOLDIER: Tell soldier to prepare a battalion operation order.

Performance Measures	GO	NO GO
1. Determined the classification of the operation orders.	____	____
2. Prepared the operation order heading, which included the following: a. The reference to oral order.	____	____

Performance Measures	GO	NO GO
b. Copy number. c. Issuing Headquarters. d. Location of CP. e. Date/Time group. f. Message reference number. g. Time and number of order. h. References. i. Time zone used.		
3. Prepared the operation order body.	____	____
4. Prepared the operation order ending.	____	____
5. List the required information in the five major paragraphs and subparagraphs so that subordinate commanders can understand the operation order.	____	____
6. Prepare the order in the format prescribed by the unit SOP.	____	____
7. Prepare the operation order ending with acknowledgement instructions, the signature of the commander, a list of annexes, and the distribution list as required by the unit SOP.	____	____
8. Use only accepted military terminology to prepare the operation order.	____	____

Evaluation Guidance: Score the soldier GO if all performance measures are passed. Score the soldier NO-GO if any performance measure is failed. If the soldier scores NO-GO, show the soldier what was done wrong and how to do it correctly.

References

Required	Related
AR 380-5	FM 7-20
FM 101-5	

Subject Area 16: Advanced Internment Administration

Review Emergency Plans for an Internment Facility

191-384-4388

Conditions: You are given the requirement to review the facility emergency plans, the facility fire plan, the escape and apprehension plan, and the emergency control plan, and are given access to Army Regulations (ARs) 190-47 and 420-90, Field Manual (FM) 3-19.40, and (STP) 19-95C1-SM.

Standards: Ensure that all plans are current and that each plan contains the required information according to the regulations and the facility standing operating procedure (SOP).

Performance Steps

1. Review the escape and apprehension plan.
   a. Verify that it is current and on file.
   b. Identify the alarm and/or signals to be used.
   c. Identify who (by duty position) will implement the plan.
   d. Identify who will be notified within the command.
      (1) Notify the facility commander.
      (2) Notify the chief, internment branch.
      (3) Notify the military police investigations.
      (4) Notify the special reaction team (SRT).
   e. Identify likely routes of escape and critical fixed points along the route.
   f. Specify a method for verifying that an escape has taken place and for preventing further escapes.
      (1) Check the requirement and procedures for locking down internees.
      (2) Require a head count and/or roll call as soon as possible to verify the escape and to identify the missing internee(s).
      (3) Find the method of escape.
      (4) Post guards at all buildings or fences damaged in the escape to prevent further attempts.
      (5) Check the requirements for having damage repaired as soon as possible.
   g. Include policies on the use of force. See STP 19-95C1-SM.
   h. Include methods for contacting and coordinating with other agencies.
      (1) The provost marshal.
      (2) The civilian law enforcement.
      (3) The medical facilities.
      (4) The fire department.
   i. Identify a method for searching the facility and the surrounding area.
      (1) Use current maps showing the sectors to be searched.
      (2) Use organization of search teams.
      (3) Use communication and reporting procedures.
   j. Has guidelines for conducting an investigation to determine the cause and/or person(s) responsible for the escape.
   k. Include a requirement that a test of the plan is conducted at least once every 6 months and that the test be recorded in the facility blotter.
   l. Ensure that if any of the items listed in steps 1b through 1k are not in the plan, that the facility commander is notified. Follow his instructions in revising and updating the plan.

NOTE: Make sure the test can be performed without disclosing the plan to the internees and that the plan is kept in a place where it is safeguarded so that internees do not have access to it.

2. Review the facility fire plan.
   a. Verify that it is current and on file.
   b. Ensure that it conforms with AR 420-90 and the local regulations.
   c. Ensure that it contains a fire prevention program.

Performance Steps

(1) Including fire extinguishers.
(2) Including designated smoking areas.
(3) Including designated fire area marshals.

d. Include immediate action procedures based on the premise that saving a life is paramount while maintaining custody of internees and saving government property is of secondary importance.
(1) Include a primary and alternate alarm system.
(2) Post primary and alternate evacuation routes.
(3) Identify the primary and alternate persons (by duty positions) to perform the following duties:
(a) Unlocking cells and emergency exit doors.
(b) Evacuating the building.
(c) Securing and supervising the internees while they are in the assembly areas.
(d) Fighting the fire with available equipment.
(e) Removing, by priority, essential records from the files.
(4) Identify the primary and alternate assembly areas to which internees will be evacuated.
(5) Require that internee accountability is assessed by headcount and/or roll call taken immediately following implementation of the plan.

e. Ensure that it contains a requirement that a test is conducted at least once a month and that the test be recorded in the facility blotter.

f. Ensure that if any of the information identified in steps 2b through 2e are not in the Facility Fire Plan, that the facility commander is notified. Follow his instructions for revising or updating the plan.

3. Review the emergency control plan.
a. Verify that it is current and on file.
b. Ensure that it provides procedures for—
(1) Restoring and maintaining order in the event of a minor disturbance.
(2) Regaining control and maintaining order in the event of a major disturbance, such as a riot.
(3) Overcoming internee disorders that occur outside the facility.
c. Ensure that for each type of disturbance and/or disorder the plan includes—
(1) Procedures for establishing a control center outside the facility.
(2) Who (by duty position) will implement the plan.
(3) Notification procedures, to include who (by duty position) will be notified when an incident occurs.
(4) Procedures for segregating and removing the internees involved.
(5) Procedures for isolating the affected areas.
(6) Methods for identifying the ringleaders.
(7) Priorities of force and the use of emergency equipment, to include the installation commander's delegation of authority concerning the use of firearms and riot control agents.
(8) Security and accountability procedures to be used during and after the incident.
d. Identify the requirements for investigating each incident.
e. Ensure that the plan contains a requirement that a test of the plan is conducted at least once every 6 months and that the test be recorded in the facility blotter.
f. Ensure that if any required information identified in steps 3b through 3e is not included in the plan, that the facility commander is notified. Follow his instructions on revising and updating the plan.

Evaluation Preparation: Setup: Provide a copy of all plans and references listed in the conditions statement.

Brief soldier: Tell the soldier he must identify all errors.

Performance Measures	GO	NO GO
1. Reviewed the escape and apprehension plan.	____	____
2. Reviewed the facility fire plan.	____	____
3. Reviewed the emergency control plan.	____	____

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	
AR 420-90	
FM 3-19.40	
STP 19-95C1-SM	

Coordinate Disposition Procedures of Internees

191-384-4397

Conditions: You are given Army Regulation (AR) 190-47, AR 210-174, AR 700-84, Department of Defense (DD) Form 2718, internee individual clothing and personal property list, and access to internee records packets.

Standards: Coordinate all the required procedures when transferring or releasing an internee according to the task performance steps.

Performance Steps

1. Coordinate transfer procedures.
   a. Ensure that posttrial internees eligible for transfer to another facility are moved within 15 days of their court-martial unless the general court-martial convening authority defers their move.
   b. Ensure that an internee who is scheduled to be transferred from one facility to another, is processed out of the facility and cleared from the installation.

NOTE: The parent unit will handle the clearance procedures that are not handled by the internment facility.

   c. Review records packets. Ensure that all the internee facility records and documents are prepared for transfer. See task 191-382-2344.
   d. Ensure that before the internee departs the confinement facility—
      (1) Ensure that the internee's pay status is reviewed and payments due are placed with internee personal funds for transfer to the receiving facility according to AR 210-174.
      (2) Ensure that the internee's personal financial record and the payroll suspense documents envelope transfers with the internee.
      (3) Ensure that the Serviceman's Group Life Insurance is reinstated, if appropriate.
      (4) Ensure that the internee's individual clothing and personal property are disposed of correctly.
      (5) Ensure that the internee's military clothing (see AR 700-84) is serviceable, is carried with him, and the guard in charge of transferring the internee is given a list of the internee's clothing.
   e. Ensure that before shipment:
      (1) Determine the mode of travel. Make advance arrangements with facilities that will be used for temporary delays or stopovers en route.

NOTE: Remember to keep stopovers to a minimum.

      (2) Make group shipments, when possible, and use government or chartered transportation.
      (3) Coordinate with major or subordinate commands for help in planning travel.

NOTE: Coordinate with the United States Army Disciplinary Barracks (USDB) facility if the internee is transferred from overseas.

      (4) Make sure that transportation arrangements agree with any medical restrictions. Keep mentally unstable internees away from other internees. If a medical officer decides that an internee needs a medical attendant during travel, ensure the transfer is handled through medical channels.
      (5) Coordinate with the movement commander on the number of guards required for the move. Ensure that the required number of guards is available for the transfer.

NOTE: The number required is based on the internee's custody grade, the mode of travel, and the length of the trip.

      (6) Arrange for guards.

NOTE: Arrange to use guards from other military police (MP) units or from the parent unit, if guards are not available from the facility.

      (7) Notify the gaining facility at least 48 hours in advance.
         (a) Provide the name of each internee being transferred.
         (b) Provide the time and place of arrival.
         (c) Provide the mode of transportation.

Performance Steps

(d) Provide the number of escort guards.

(8) Instruct the senior escort guard to inspect the adequacy of the transportation, equipment, guards, security plan, and preparation of internees.

(9) Brief escort guards.

(a) Inform guards of the duties and responsibilities.

(b) Inform guards of the military and civilian law enforcement contacts along the route.

(c) Inform guards of the planned rest stops.

(d) Inform guards of the detention points for overnight stops en route.

(e) Inform guards of any special security needs.

(f) Inform guards of the actions to take in case of escape, illness, or vehicle breakdown.

2. Coordinate release procedures.

a. Make sure DD Form 2718 has been signed by the facility commander, or designated representative, with internee release authority.

b. Ensure that if internee is released back to the unit, the unit is notified in advance so that the unit can make arrangements for receiving the internee.

NOTE: The unit commander or a representative must sign for the internee on the release order.

c. Check if the internee is being discharged from the service that the remarks section of the discharge is annotated by an officer of the internment facility staff, indicating the time and date of release. Make sure the reason for the release is noted as "Released for expiration of sentence to internment, dishonorable discharge (DD), bad conduct discharge (BCD), dismissal, or as appropriate, executed."

d. Ensure that the internee and all his personal effects are escorted to the main gate.

Evaluation Preparation: Setup: This task may be evaluated with a written test.

Performance Measures	**GO**	**NO GO**
1. Coordinated transfer procedures.	____	____
2. Coordinated release procedures.	____	____

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	AR 633-30
AR 210-174	
AR 700-84	
DD FORM 2718	

Coordinate Internee Counseling and Evaluation Program

191-384-4400

Conditions: You are given a facility standing operating procedure (SOP), internee case files, a prerelease checklist, and a roster of available counselors.

Standards: Coordinate internee counseling and the evaluation program at an internment facility. Assign a counselor to each new internee and ensure that counseling sessions are conducted periodically as required by facility SOP. Ensure that results of the counseling sessions are recorded in the internee case files.

Performance Steps

1. Assign a counselor to each new internee.
   a. Ensure that each new internee is seen and interviewed by the assigned counselor within 48 hours.
   b. Ensure that the counselor to internee ratio is manageable, such as one counselor for no more than 25 internees.
2. Monitor internee case files.
   a. Ensure a case file is maintained for each internee.
   b. Ensure that all counseling sessions are being recorded in the internee file.
   c. Ensure that counselors are conducting follow-up sessions if needed and are recorded in the internee file.
   d. Ensure that counselors monitor internee attendance at facility treatment programs and attendance is recorded in the internee file.
3. Coordinate counselor attendance at facility convening boards.
   a. Ensure that the counselor to attend internee parole and clemency boards.
   b. Ensure that the counselor to attend internee disciplinary and adjustment boards.
   c. Ensure that the counselor to attend internee disposition boards.
4. Recommend to the facility commander internment noncommissioned officers (NCOs) selected to act as counselors.
   a. Conduct interviews with internment NCOs.
   b. Select internment NCOs based on their qualifications and experience.
   c. Make your evaluations available to the facility commander.
5. Coordinate the training of counselors.
   a. Have qualified personnel available to conduct training.
   b. Make training mandatory for all counselors.
   c. Monitor and evaluate training.
6. Coordinate all prerelease interviews.
   a. Ensure that each internee is interviewed not less than 90 days before release.
   b. Ensure that each internee is assisted in preparing and forwarding applications to prospective employers.
   c. Ensure that each internee is interviewed to ensure compliance with applicable state laws concerning violent or sex offender registration requirements.
   d. Ensure that each internee has completed the impact of crimes on victims training.

Evaluation Preparation: Setup: This task may be evaluated using a written test.

Performance Measures	GO	NO GO
1. Assigned a counselor to each new internee.	____	____
2. Monitored internee case files.	____	____

Performance Measures	GO	NO GO
3. Coordinated counselor attendance at facility convening boards.	____	____
4. Recommended to the facility commander internment NCOs selected to act as counselors.	____	____
5. Coordinated the training of counselors.	____	____
6. Coordinated all prerelease interviews.	____	____

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 what was done wrong and how to do it correctly.

References

Required

Related
AR 190-47
FM 3-19.40

Coordinate Inspection or Shakedown of Internees' Areas

191-384-4401

Conditions: You are given internment personnel, a facility standing operating procedure (SOP), a facility rule book, an internee work or living area, a blank Department of Defense (DD) Form 2713, a blank DD Form 2714, and access to Department of the Army (DA) Form 3997.

Standards: You are required to plan and coordinate a shakedown or inspection of internee areas. Ensure that the designated areas were thoroughly searched and that all confiscated items are turned in. Ensure that the results of the inspection and/or shakedown are submitted for inclusion in the facility blotter.

Performance Steps

1. Determine when to conduct an inspection or shakedown.
   a. Plan inspections or shakedowns at unpredictable times and do not announce inspections or shakedowns in advance.

NOTE: Inspections or shakedowns should be a surprise to the internees.

   b. Search the entire physical plant of the facility thoroughly according to the facility SOP.

2. Arrange to have enough internment personnel to search the area involved.
   a. Assign one portion of internment personnel to conduct a shakedown of the area.
   b. Assign a second portion of internment personnel to conduct a strip-search of the internees who reside or work in the area.
   c. Assign a third portion of internment personnel to control movement of the internees.

3. Brief the assisting internment personnel before the inspection starts. Direct them to—
   a. Try not to damage or disturb the internee quarters or personal property more than necessary.
   b. Confiscate any contraband items found, identify the owner of the property, if possible, and turn the contraband over to the supervisor.
   c. Prepare a DD Form 2713 or a DD Form 2714.

4. Ensure that all confiscated items and reports are turned in to the facility commander.

5. Ensure that the date, time, and results of the inspection or shakedown is recorded in the facility blotter.

Evaluation Preparation: Setup: This task may be evaluated using a written test.

Performance Measures	**GO**	**NO GO**
1. Determined when to conduct an inspection or shakedown.	____	____
2. Arranged to have enough internment personnel to search the area involved.	____	____
3. Briefed the assisting internment personnel before the inspection started.	____	____
4. Ensured all confiscated items and reports were turned in to the facility commander.	____	____
5. Ensured that the date, time, and results of the inspection or shakedown were recorded 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**
DA FORM 3997	AR 190-47

References

Required
DD FORM 2713
DD FORM 2714

Related
FM 3-19.40

Plan Internee Visitation Procedures in an Internment Facility

191-384-4405

Conditions: You are given an internee visiting room with the appropriate furniture, access to Army Regulation (AR) 190-47, Field Manual (FM) 3-19.40, and the facility standing operating procedure (SOP).

Standards: You are required to plan internee visitation procedures. Provide guidelines to maintain custody and control of the internees. Select an area that provides for custody, control, and ease of supervision of the internees. Establish procedures that allow processing of visitors to be a minimal disruption to facility operations.

Performance Steps

1. Select an appropriate area for internee visitations that conforms to security and contraband control and provides for a pleasant and comfortable atmosphere.

2. Select the appropriate furniture for the visitation area that was comfortable and appealing to the eye in addition to being conducive to security.

CAUTION: DO NOT SELECT OR USE FURNITURE SUCH AS OVERSTUFFED SOFAS AND CHAIRS IN WHICH IT IS EASY TO HIDE CONTRABAND.

3. Identify authorized visitors.
   a. Include members of internee families (or other persons approved by the facility commander).
   b. Include official visitors, such as an internee attorney of record and the parent unit commander or representative.

4. Identify specific rules that must be followed during visits.
   a. Identify official visits.

/b NOTE: During duty hours, these visits should be by appointment. They should not conflict with scheduled eating, sleeping, and religious services.

   b. Identify regular visiting hours that are established by the facility commander. Visitation hours are normally scheduled for the weekends and holidays.

NOTE: During duty hours, these visits should be by appointment. They should not conflict with scheduled eating, sleeping, and religious services.

   c. Identify exceptions that may apply under specific circumstances.

5. Specify visitor reception procedures.
   a. Plan the number of guards required for inprocessing visitors and monitoring the reception room and the visitation area.
   b. Plan the inprocessing procedures.
      (1) Include the type of personal identification required of visitors.
      (2) Include a visitor register which must include—
         (a) The date.
         (b) The name of visitor.
         (c) The time in.
         (d) The time out.
         (e) The address or organization.
         (f) The internee visited.
         (g) The relationship of the visitor to the internee.
   c. Ensure that lockers and/or storage containers are where visitors can secure coats, handbags, packages, and other baggage.
   d. Follow the appropriate procedures when visitors bring gifts for the internees.

NOTE: Gifts must be approved by the facility commander or his representative. Usually, a memorandum or some written authority will be on file.

   e. Plan a briefing for visitors on the rules and regulations they must follow.

NOTE: Rules and/or regulations must be read and explained to visitors. If there is not a preprinted briefing form, the reception area guard or a visiting room guard must brief the visitors.

Performance Steps

f. Ensure that there are visitor escorts.

6. Designate the maximum number of visitors allowed in the visitation area at any one time.
   a. Consider the security measures.
   b. Consider the size of the area.
   c. Consider internee control.
   d. Consider the number of guards available.

7. Specify security requirements for the visiting area. See task 191-382-2354.
   a. Provide enough internment guards to allow a constant view of all internees and visitors. Make sure there is at least one guard to greet visitors in the reception area and at least one guard in the locker and/or storage container area to assist and/or observe the visitors and to make sure unauthorized items are not taken into the visitation area.
   b. Require that the visitation guards be briefed on their duties and responsibilities before the visiting period begins.
   c. Require that the visiting area and the internees be searched before and after the visit.

NOTE: Do not permit guards to conduct searches in view of the visitors.

8. Establish procedures for ending a visit if a internee or a visitor breaks facility rules or regulations.

9. Identify who will be notified if the disturbance continues and if it becomes necessary to terminate the visit.

Evaluation Preparation: Setup: This task may be evaluated using a written test.

Performance Measures	**GO**	**NO GO**
1. Selected an appropriate area for internee visitations that conformed to security and contraband control and that also provided a pleasant and comfortable atmosphere.	____	____
2. Selected the appropriate furniture for the visitation area that was comfortable and appealing to the eye in addition to being conducive to security.	____	____
3. Identified authorized visitors.	____	____
4. Identified specific rules that must be followed during internee visitation sessions.	____	____
5. Specified visitor reception procedures.	____	____
6. Designated the maximum number of visitors allowed in the visitation area at one time.	____	____
7. Specified security requirements for the visiting.	____	____
8. Established procedures for ending a visit if an internee or a visitor breaks facility rules or regulations.	____	____
9. Identified who will be notified if a disturbance continued or it became necessary to terminate the visit.	____	____

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	

Coordinate Internee Hospitalization

191-384-4409

Conditions: You are given a requirement to make coordination for an internee hospitalization.

Standards: Coordinate and direct the hospitalization of an internee, to ensure that custody and control of the internee is maintained.

Performance Steps

1. Coordinate internee hospitalization with the medical facility representative.
   a. Make sure there is an area set aside solely for internee patients.

NOTE: Hospital internee wards may not be used for any persons other than the internee.

   b. Ensure that internees who do not require guards are monitored closely by designated members of the hospital staff.
   c. Institute visiting procedures for patients on the internee ward.
   d. Make sure a strict count of all internee patients is conducted using the internment facility schedule.
   e. Ensure that internee patients remain subject to the rules of the internment facility while they are hospitalized.
   f. Notify the facility commander of all problems found.
2. Provide an appropriate number of guards according to the internee's custody level.
3. Arrange for delivery of mail and health and comfort supplies to hospitalized internees.
4. Plan and coordinate movement of internees to and from the hospital.
   a. Coordinate the transfer of the internee from one hospital to another.
      (1) Coordinate with the medical authorities to determine the mode of transportation required.
      (2) Determine the number and types of guards required.
      (3) Notify the director of security at the receiving medical facility at least 72 hours in advance, if possible. In the event of an emergency (when 72 hours is not possible), notify the director as soon as possible.
   b. Coordinate the release of the internee if the internee's release date occurs while he is in patient status.
      (1) Ensure that the internee is assigned to the medical holding detachment of the medical facility.
      (2) Ensure that the internee's property and funds are transferred to the patient trust fund of the medical facility upon release from internment.

Evaluation Preparation: Setup: This task may be evaluated using a written test.

Performance Measures	**GO**	**NO GO**
1. Coordinated internee hospitalization with the medical facility representative.	____	____
2. Provided an appropriate number of guards according to the internee's custody level.	____	____
3. Arranged for delivery of mail and health and comfort supplies to hospitalized internee.	____	____
4. Planned and coordinated for movement of internees to and from the hospital.	____	____

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

Plan Internee Recreational and Welfare Program

191-384-4410

Conditions: You are given a requirement to plan an internee recreational and welfare program within an internment facility using internees, the facility standing operating procedure (SOP), the chaplain, and education center personnel.

Standards: Plan, coordinate, and implement recreational and welfare programs that meet the needs of the overall internee population.

Performance Steps

1. Plan recreational activities for the internment facility.
   a. Determine the type of physical recreational activities that are appropriate for the internees.
      (1) Consider sporting events.
      (2) Consider hobby shops.
      (3) Consider radio.
      (4) Consider television.
      (5) Consider indoor games.
      (6) Consider motion pictures.
      (7) Consider creative writing classes.
      (8) Consider painting.
   b. Select varied activities to ensure participation by the majority of internees.
   c. Schedule the activities to avoid unnecessary conflict with the internees' work, training, and educational programs.
2. Coordinate with the facility chaplain to set up religious services for the internees.
3. Consult with the health care personnel and establish health care policies and procedures.
4. Establish a program that allows the internees access to the American Red Cross services.
5. Ensure that reading materials are provided for both leisure and educational reading.
   a. Coordinate with the education center personnel to have textbooks and references, education, general equivalency diploma (GED) courses, testing, and instructors available.
   b. Attempt to establish a branch or field library at the facility if one is not available.
6. Ensure that internees are allowed to have the following items within the limits set by the facility commander:
   a. Allow religious written works and/or religious items appropriate to the internee's faith.
   b. Allow textbooks and military training manuals.
   c. Allow books and magazines approved by the facility commander.
   d. Allow personal letters and photographs.
   e. Allow official and personal documents.
   f. Allow writing materials. (Facility commanders may designate the type of writing instrument, such as a pencil or a ballpoint pen.)
7. Forward program recommendations to the facility commander for approval.

Evaluation Preparation: Setup: This task can be evaluated using a written test.

Performance Measures	**GO**	**NO GO**
1. Planned recreational activities for the internment facility.	____	____
2. Coordinated with the facility chaplain to set up religious services for the internees.	____	____

Performance Measures	GO	NO GO
3. Consulted with health care personnel and established health care policies and procedures.	____	____
4. Established a program that allows the internees access to the American Red Cross services.	____	____
5. Ensured that reading materials are provided for both leisure and educational reading.	____	____
6. Ensured internees are allowed to have approved personal documents, reading, writing, and study materials within the limits set by the facility commander:	____	____
7. Forwarded program recommendations to the facility commander for approval.	____	____

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

Review Internee Strength Records

191-384-4413

Conditions: You are given a requirement to review internee strength records using completed Department of Defense (DD) Forms 506, 515, 2707, 2718, and 2708, and Department of the Army (DA) Form 3997.

Standards: Ensured that the data reflected on DD Forms 506 and 515 was recorded accurately and completely without error. Ensured that distribution of the records was made.

Performance Steps

1. Verify the accuracy of DD Form 506.
   a. Check DD Forms 2707, 2708 and 2718 each day to make sure all entries for confined or released internees are recorded on the facility desk blotter.
   b. Ensure that all entries on the blotter are transferred to DD Form 506.
   c. Ensure that all entries on DD Form 506 are complete and accurate.
      (1) Ensure that Section I, Part A, gains, is complete.
         (a) Check that all new internees are listed.
         (b) Make sure that all internees received by transfer are indicated.
      (2) Ensure that Section I, Part B, losses, reflects all losses during the reporting period, to include releases, transfers, deaths, and escapes.
      (3) Ensure that Section I, Part C, changes, reflects all changes in internee status such as when internees were hospitalized or released from the hospital, when there are changes in custody grade, when internees are on temporary home parole, or when internees have returned from home parole.
      (4) Ensure that Section II reflects the summary, including the brought forward column, from the previous days DD Form 506.
2. Review DD Form 515 each day.
   a. Use the facility desk blotter to ensure that all entries pertaining to internees (confines, releases, escapes) for the day are transferred to DD Form 515.
   b. Ensure that all entries are complete and accurate.
3. Distribute DD Form 506 each day.
   a. Forward the original to the installation commander to report incarceration, attention to the supporting staff judge advocate (within 24 hours).
   b. Forward the second copy to the supporting military magistrate.
   c. Retain the third copy in the facility file.

Evaluation Preparation: Setup: This task can be evaluated using a written test.

Performance Measures	GO	NO GO
1. Verified the accuracy of DD Form 506.	____	____
2. Reviewed DD Form 515 each day.	____	____
3. Distributed DD Form 506 each day.	____	____

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
DD FORM 2707
DD FORM 2708
DD FORM 2718
DD FORM 506
DD FORM 515

Related

AR 190-47
FM 3-19.40

Review Sentence Computation

191-384-4428

Conditions: You are given a requirement to verify that the sentence computation of an internee is accurate. You are given a completed sentence computation work sheet, pencil and paper, calculator, Army Regulation (AR) 633-30, Department of Defense (DD) Form 2707, Department of the Army (DA) Form 4430, an internee court-martial order, an internee correctional treatment file, access to AR 190-47, and the facility standing operating procedure (SOP).

Standards: Verify the accuracy of each internee's minimum release date.

Performance Steps
NOTE: Refer to Task 191-381-1262, Task 191-382-2291, and AR 633-30 for guidance on procedural steps.

1. Ensure the correct date of confinement was used for the computation.
   a. Use the adjudged date for posttrial internees.
   b. Use the pretrial confinement date for internees.
   c. Use the DD Form 2707 to verify the date.
2. Ensure that the approved (or full term) sentence was used for the computation.
   a. Refer to the DD Form 2707 for the adjudged sentence.
   b. Refer to the internee's court-martial order for the approved (full term) sentence.
3. Check the computation of the maximum release date.
   a. Check that a sentence computation work sheet was used.
   b. Ensure the adjudged date was subtracted.
   c. Ensure that the years, months, and days were adjusted in order.
   d. Use a calendar to verify the number of days in the month.
4. Ensure the computation of the maximum good conduct time (MGCT) is accurate.
   a. Check the internee's internment treatment file for the MGCT earned.
   b. Check the facility SOP and AR 190-47 to ensure the correct number of MGCT is being awarded.
5. Check the computation of the minimum release date.
   a. Check that a sentence computation work sheet was used.
   b. Check that the MGCT was subtracted from the maximum release date.
6. Correct any errors found in the computations.
   a. Use a blank sentence computation work sheet.
   b. Verify the adjudged or pretrial date.
   c. Verify the approved sentence.
   d. Verify the maximum release date.
   e. Verify the correct MGCT is used.
   f. Verify the minimum release date.
7. Place the minimum release date in the internee's correctional treatment file.

Evaluation Preparation: Setup: Provide the soldier with all required documents, materials, and equipment. Program errors in each of the completed forms.

Brief soldier: Tell the soldier that he must identify and correct all errors.

Performance Measures	**GO**	**NO GO**
1. Ensured the correct date of internment was used for the computation.	____	____

Performance Measures	GO	NO GO
2. Ensured that the approved (or full term) sentence was used for the computation.	____	____
3. Checked the computation of the maximum release date.	____	____
4. Ensured the computation of the MGCT was accurate.	____	____
5. Checked the computation of the minimum release date.	____	____
6. Corrected any errors found in the computations.	____	____
7. Placed the minimum release date in the internee's internment treatment file.	____	____

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 what was done wrong and how to do it correctly.

References

Required	Related
AR 190-47	
AR 633-30	
DA FORM 4430	
DD FORM 2707	

Establish Security Measures for an Internment Facility

191-385-0030

Conditions: You are given a requirement to establish facility security measures using Army Regulations (ARs) 190-47 and 420-90, Field Manuals (FMs) 3-19.40 and 3-19.30, Department of Defense (DD) Forms 2708 and 2718, and the facility standing operating procedure (SOP).

Standards: Establish facility security measures according to the performance steps, the facility SOP, and the required references listed in the conditions.

Performance Steps

1. Establish security procedures for an internment facility SOP.
   a. Establish perimeter security.
      (1) Require that towers are located and constructed so they allow—
         (a) An uninterrupted view of at least 80 yards in any direction along the perimeter fence.
         (b) Observation of all areas of the exercise yards.
         (c) Safe and accurate firing of weapons.
      (2) Ensure requirements for physical barriers that help prevent escape and intrusion.
      (3) Ensure requirements for the security lighting system. Ensure that—
         (a) All lights must be operable.
         (b) Security lighting is not of a circuit design where the failure of one light will affect the operation of remaining lights.
   b. Establish entry and exit control.
      (1) Require that all staff members are issued a photograph facility badge and that they present the badge when entering or exiting the facility.
      (2) Require the issue of a temporary badge to all nonstaff members and visitors entering the facility and retrieve the badge when they exit.
      (3) Require that a DD Form 2708 or DD Form 2718 are completed for all internees exiting the facility.
      (4) Require that a vehicle register is maintained for all vehicles entering the facility.
      (5) Require that all vehicles are searched when entering and exiting the facility.
   c. Establish lock and key control.
      (1) Require that a key control register is maintained and secured.
      (2) Require that all locks and their keys are inventoried at least semiannually.
      (3) Require that all lock combinations are changed every 12 months or when personnel having access depart.
   d. Establish contraband control.
      (1) Require that all tools and equipment are inventoried and secured.
      (2) Require that all medication and medical supplies are inventoried and safeguarded.
      (3) Require that all packages are searched before entering the facility.
      (4) Require that internees are strip searched when returning from outside escorts, visitation, work details, and before release or transfer.
   e. Establish security in internee living areas.
      (1) Establish safe and secure internee living areas.
      (2) Ensure that the internee living areas allow for proper supervision that is consistent with the internee's custody grade and/or status.
      (3) Allow the internee living areas to be subject to daily inspections and random shakedowns.
   f. Establish security for the transportation of internees.
      (1) Require that coordination take place before movement of internee(s).
      (2) Require that escort guards are briefed before departure.
   g. Establish emergency action procedures.
      (1) Develop plans, drills and reporting systems for fires, escapes, disorders, and bomb threats.
      (2) Include procedures for alerting the chain of command and the response force.

Performance Steps

(3) Include procedures for contacting outside agencies, such as military police, civilian law enforcement, medical facilities, and the fire department.

h. Identify requirements for the guard force.
   (1) Include training to ensure that the guard force remains proficient in areas, such as emergency procedures and the use of force.
   (2) Include preparation of special orders for all guard posts, especially those that use weapons.
   (3) Include inspection of the guards, their weapons, and equipment before they report to their posts.

i. Identify prohibited or illegal security measures.
   (1) Require periodic inspections of the entire internment facility by qualified internment personnel.
   (2) Require periodic inspections of the entire internment facility by qualified physical security inspectors.

2. Install an emergency generator, located outside the perimeter. Identify all systems that it must support.

NOTE: As a minimum, the generator must support the critical areas, such as the backup lighting system, electronically controlled doors, and intercommunications systems.

   a. Ensure that the generator is installed and located outside the perimeter.
   b. Ensure that the generator is secured by placing it inside a fenced enclosure or structure.
   c. Ensure that the generator supports the critical areas, such as the backup lighting and intercommunications systems and electronically controlled doors.
   d. Ensure that the generator is inspected weekly and the results are entered into the facility blotter.

3. Report deficiencies.
   a. Establish procedures for identifying physical deficiencies that require immediate repair and expediting those repairs through coordination with the engineers.
   b. Report facility deficiencies that do not meet minimum standards to the appropriate major Army command (MACOM) and request an exception to the standard or the authority to take corrective action.
   c. Review and update waivers and work orders, as required.

4. Recommend priorities for the procurement and maintenance of security equipment.

5. Establish liaison with the appropriate hospital personnel and make recommendations on security measures for internee wards and internee patients.

6. Evaluate all security measures and make immediate revisions as necessary.

7. Notify personnel of all revisions.

Evaluation Preparation: Setup: This task can be evaluated using a written test.

Performance Measures	**GO**	**NO GO**
1. Established security procedures for an internment facility.	____	____
2. Ensured an emergency generator identifying all systems that it supports were installed and located outside the perimeter (when possible) in a secure enclosure.	____	____
3. Established procedures for reporting deficiencies that did not meet minimum standards.	____	____
4. Recommended priorities for the procurement and maintenance of security equipment.	____	____

Performance Measures	GO	NO GO
5. Established liaison with the appropriate hospital personnel and made recommendations on security measures for internee wards and internee patients.	____	____
6. Evaluated all security measures and made immediate revisions as necessary.	____	____
7. Notified personnel of all revisions.	____	____

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 what was done wrong and how to do it correctly.

References

Required	Related
AR 190-47	
AR 420-90	
DD FORM 2708	
DD FORM 2718	
FM 3-19.30	
FM 3-19.40	

CHAPTER 4

Duty Position Tasks

Section I. Subject Area Codes

Skill Level 2

1. NBC
2. Internment Administration
3. Weapons-M203
4. Custody and Control
5. Night Vision Devices
6. Communications
7. Maneuver and Mobility Support Operations
8. Combat Techniques

Skill Level 3

9. Supervisory Combat Techniques
10. Urban Operations
11. Supervisory Maneuver and Mobility Support Operations
12. Emergency Procedures
13. Supervisory Internment Administration
14. Supervisory Custody and Control
15. Supervisory Administration
16. Supervisory Internment Operations
17. Combat Planning

Skill Level 4

18. Advanced NBC
19. Advanced Combat Techniques
20. Advanced Maneuver and Mobility Support Operations
21. Advanced Emergency Procedures
22. Advanced Internment Operations
23. Advanced Combat Planning
24. Advanced Internment Administration

Section II. Duty Position Training Requirement

SL	Duty Position	Subject Areas	Cross Training	Train-Up/Merger
2	Internment NCO	1-8	All SL 2 soldiers should receive cross-training in the duty position of Internment NCO SL2.	Consider all soldiers for training as Internment Supervisor Squad Leader.
	Key Control Custodian	1-8		
	Internee Employment NCO	1-8		
	Military Police Investigator	1-8		
	Internee Worker Supervisor	1-8		
3	Internment Supervisor/Squad Leader	1-17	All SL 3 soldiers should receive cross-training in the duty position of Internment Supervisor/Squad Leader.	Consider all soldiers for training as— 1. Internment NCO SL 4. 2. Section Leader.
	Rehabilitation NCO Internee Assignment NCO	1-17		
	Employment/Pre-release NCO	1-17		
	Internee Assignment NCO	1-17		

Figure 4-1. 95C MOS Training Plan

Section II. Duty Position Training Requirement (Continued)				
SL	**Duty Position**	**Subject Areas**	**Cross Training**	**Train-Up/Merger**
	Key Control Custodian	1-17		
	Military Police Investigator	1-17		
	Evidence Custodian Internment Counselor	1-17		
	Internment NCO	1-17		
	Internee Employment NCO	1-17		
	Processing NCO	1-17		
	Training NCO	1-17		
	Training/Operations NCO	1-17		
4	Senior Rehabilitation NCO	1-24	All SL 4 soldiers should receive training in the following: 1. Internment NCO SL 4 2. Section Leader 3. Platoon Sergeant 4. Senior Internment Supervisor	
	Employment/Pre-Release NCO	1-24		
	Military Police Investigator	1-24		
	Processing NCO	1-24		
	Internee Employment NCO	1-24		
	Internment Training NCO	1-24		

Figure 4-1. 95C MOS Training Plan (Continued)

APPENDIX A

Table A-1. Metric Conversion Chart

US Units	Multiplied By	Equals Metric Units
Length		
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
Volume		
Cubic feet	0.02830	Cubic meters
Cubic yards	0.76460	Cubic meters
Weight		
Pounds	453.59000	Grams
Pounds	0.45359	Kilograms
Metric Units	**Multiplied By**	**Equals US Units**
Length		
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
Volume		
Cubic meters	35.31440	Cubic feet
Cubic meters	1.30790	Cubic yards
Weight		
Kilograms	2.20460	Pounds

GLOSSARY

04
major

1st
first

2d
second

3d
third

AA
avenue of approach; assembly area

AC
active component; assistant commandant; alternating current

ACCP
Army Correspondence Course Program

ADMIN
administrative

AN
annually

ANCOC
Advanced Noncommissioned Officer Course

AOR
area of responsibility

APC
armored personnel carrier

AR
Army regulation; Army Reserve; armor

ARNG
Army National Guard

art
article

ARTEP
Army Training and Evaluation Program

ASL
authorized stockage list; assistant squad leader

ASR
alternate supply route

ATK
attack

ATTN
attention

BA
battery; biannually

BCD
bad conduct discharge

bde
brigade

BIFV
Bradley infantry fighting vehicle

bn
battalion

BNCOC
Basic Noncommissioned Officer Course

BW
bi-weekly; biological warfare

CAM
chemical-agent monitor

CDR
commander

CFV
cavalry fighting vehicle

CI
civilian internees; command information; criminal investigation; criminal intelligence

CLP
cleaner lubricant preservative

CMF
career management field

CMO
court-martial order; civil-military operations

CNF
confinement; confined; cost-no fee

CO
commissioned officer; carbon monoxide; commanding officer; company

confi

confinement

CP
command post

CPM
career progression model; Critical Path Method; construction project maintenance

CSM
command sergeant major

D
drive; dispenser; day

DA
Department of the Army, Denmark; direct action

DC
dental corps; dislocated civilian; District of Columbia; direct current

DD
Department of Defense; day

Dec
December

dept
department

det
detained

disch
discharge

DIV
division

DL
delay line

E1
private 1

E2
private 2

E3
private first class

E4
specialist

E5
sergeant

E6
staff sergeant

E7
sergeant first class

E8
master sergeant/first sergeant

E9
sergeant major; command sergeant major

eff
effective

EMO
electronic media only

EPW
enemy prisoner of war

etc
et cetera

ETS
expiration term of service

F
frequency; fail; failed; Fahrenheit; full; fully automatic; financial; fire

fac.
facility

FCL
fire coordination line; final coordination line; final coordinating line

FCM
flow cytometer; forced cell move

FD
firing device; fire direction; federal document

Feb
February

FEBA
forward edge of the battle area

FIST
fire support team

FM
field manual; frequency modulated/modulation

FO
forward observer

FPF
final protective fire; final protection fire

FPL
final protective line; final protection line

freq
frequency

Ft
feet; fort

GED
general educational development; general equivalency diploma

HHD
headquarters and headquarters detachment

HN
host nation

HQ
headquarters

HTF
how-to-fight

IAW
in accordance with

ID
identification; infantry division; indefinite delivery

IDP
initial-delay position

INF
Infantry

instl
installation

ISN
internment serial number

JAG
Judge Advocate General

Jul
July

KIA
killed in action

KP

kitchen police

KS
Kansas

LAW
light antitank weapon; lubricating oil

LC
line of contact

LD
line of departure

MACOM
major Army command

MAJ
major

MANSCEN
United States Army Maneuver Support Center

max
maximum

MBA
main battle area

mech
mechanized

med
medical; medium

METL
mission-essential task list

METT-TC
mission, enemy, terrain, troops, time available, and civilian considerations

MGCT
maximum good conduct time

MI
military intelligence; middle initial

mil
military

min
minute(s); minimum

mm
millimeter

MO
Missouri; monthly; methods of operation/modus operandi

MOPP
mission-oriented protective posture

MOPP4
mask worn, protective suit, boots, and gloves worn

MOS
military occupational specialty; months

MOSC
military occupational specialty code

MOUT
military operations on urbanized terrain

MP
military police

MSR
main supply route

MTP
mission training plan

NBC
nuclear, biological, and chemical

NCO
noncommissioned officer

NCOIC
noncommissioned officer in charge

no.
number

no; NO
number; normally open

Nov
November

NR
number

obj
objective

OC
oleoresin capsicum

OIC
officer in charge

OP
observation post

OPORD
operation order

OPSEC
operations security

ORP
objective rallying point

OSUT
one-station unit training

P
needs practice; pass; passed; barometric pressure; mean radius of curvature; pivot point; park; pedestrian; artificial paving

pam
pamphlet

PD
point of departure; private damage

PDF
principal direction of fire

PEWS
platoon early warning system

PL
phase line; Poland

PLT
platoon

PP
passage point

PSYOP
psychological operations

PW
prisoner of war

QRF
quick reaction force

QT
quarterly

R&S
reconnaissance and security; reconnaissance and surveillance

RATT
radio teletypewriter

RC
reserve component

RP.
retained person

S2
Intelligence Officer (US Army)

S3
Operations and Training Officer (US Army)

S4
Supply Officer (US Army)

SA
special agent; semiannually

sig
signal

SITREP
situation report

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

SR
supply route; senior

SRT
special reaction team

SSAN
social security account number

SSN
social security number

STANAG
standardization agreement (NATO)

STANO
surveillance, target acquisition, and night observation

STP
soldier training publication

sust
sustainment

TC
technical coordinator; training circular; team chief; tactical commander

TEMP; TEMP
temporary; test and evaluation master plan

TF
task force; training film

TG
trainer's guide

TM
technical manual; team

tng
training

TOE
table(s) of organization and equipment

TOW
tube-launched, optically tracked, wire-guided, heavy antitank missile system

TRP
target reference point, traffic regulation plan

UCMJ
Uniform Code of Military Justice

US
United States

USAF
United States Air Force

USAMPS
United States Army Military Police School

USAR
US Army Reserve

USDB
United States Army Disciplinary Barracks

USMC

United States Marine Corps

WIA

wounded in action

WK

weekly

REFERENCES

Required Publications

Required publications are sources that users must read in order to understand or to comply with this publication.

Army Regulations

AR 190-47	The Army Corrections System. 15 August 1996
AR 190-8	Enemy Prisoners of War, Retained Personnel, Civilian Internees, and Other Detainees. 1 October 1997
AR 195-3	Acceptance, Accreditation, and Release of US Army Criminal Investigation Command Personnel. 22 April 1987
AR 210-174	Accounting Procedures for Prisoners' Personal Property and Funds. 17 September 1986
AR 380-5	Department of The Army Information Security Program. 29 September 2000
AR 420-90	Fire and Emergency Services. 10 September 1997
AR 633-30	Military Sentences to Confinement. 6 November 1964
AR 700-84	Issue and Sale of Personal Clothing. 15 May 1983

Department of Army Forms

DA FORM 1124	Individual Receipt Voucher - Personal Deposit Fund. 1 October 1952
DA FORM 1125-R	Summary Receipt and Disbursement Voucher - Personal Fund. 1 April 1986
DA FORM 1128	Petty Cash Voucher - Personal Deposit Fund. 1 September 1960
DA FORM 1129-R	Record of Prisoners' Personal Deposit Fund. 1 April 1986
DA FORM 1130-R	Statement of Prisoner's Personal Deposit Fund & Request for Withdrawal of Personal Funds. 1 April 1986
DA FORM 1131-R	Prisoner's Cash Account - Personal Deposit Fund. 1 April 1986
DA FORM 1132-R	Prisoner's Personal Property List - Personal Deposit Fund. 1 April 1986
DA FORM 1133-R	Personal Property Transmittal Slip - Personal Deposit Fund. 1 April 1986
DA FORM 1134-R	Request for Withdrawal of Personal Property. 1 April 1986
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DA FORM 2028	Recommended Changes to Publications and Blank Forms. 1 February 1974
DA FORM 2665-R	Capture Card for Prisoner of War. 1 May 1982
DA FORM 2806-1-R	Physical Security Inspection Report. 1 April 1985
DA FORM 2806-R	Physical Security Survey Report. 1 April 1985
DA FORM 2823	Sworn Statement. 1 December 1998
DA FORM 3078	Personal Clothing Request. 1 May 1993
DA FORM 3955	Change of Address and Directory Card. 1 February 1979
DA FORM 3997	Military Police Desk Blotter. 1 December 1998
DA FORM 4137	Evidence/Property Custody Document. 1 July 1976
DA FORM 4237-R	Detainee Personnel Record. 1 August 1985
DA FORM 4430	Department of the Army Report of Result of Trial. 1 September 2002

Department of Army Pamphlets

DA PAM 350-59	Army Correspondence Course Program Catalog. 1 October 2002

Department of Defense Publications

DD FORM 2707	Confinement Order. 1 November 1999
DD FORM 2708	Receipt for Inmate or Detained Person. 1 November 1999
DD FORM 2710	Inmate Background Summary. 1 November 2002
DD FORM 2713	Inmate Observation Report. 1 November 1999
DD FORM 2714	Inmate Disciplinary Report. 1 November 1999
DD FORM 2718	Inmate's Release Order. 1 November 1999
DD FORM 499	Prisoner's Mail and Correspondence Record. 1 October 1967
DD FORM 503	Medical Examiner's Report. 1 December 1955
DD FORM 506	Daily Strength Record of Prisoners. 1 February 1968
DD FORM 508	Report of/or Recommendation for Disciplinary Action. 1 October 1957
DD FORM 509	Inspection Record of Prisoners in Segregation. 1 July 1970
DD FORM 515	Roster of Prisoners. 1 December 1955

Field Manuals

FM 101-5	Staff Organization and Operations. 31 May 1997
FM 101-5-1	Operational Terms and Graphics. 30 September 1997
FM 19-15	Civil Disturbances. 25 November 1985
FM 19-25	Military Police Traffic Operations. 30 September 1977
FM 21-75	Combat Skills of the Soldier. 3 August 1984
FM 3-19.30	Physical Security. 8 January 2001
FM 3-19.4	Military Police Leaders' Handbook. 4 March 2002
FM 3-19.40	Military Police Internment/Resettlement Operations. 1 August 2001
FM 3-21.71	Mechanized Infantry Platoon and Squad (Bradley). 20 August 2002
FM 3-4/FMFM 11-9	NBC Protection. 29 May 1992
FM 3-5	NBC Decontamination. 28 July 2000
FM 3-90.1	Tank and Mechanized Infantry Company Team. 9 December 2002
FM 41-10	Civil Affairs Operations. 14 February 2000
FM 5-103	Survivability. 10 June 1985
FM 7-1	Battle Focused Training. 15 September 2003
FM 7-8	Infantry Rifle Platoon and Squad. 22 April 1992

Other Product Types

FD 259	Record Fingerprint Card (Criminal). 11 May 1999

Soldier Training Publications

STP 19-95B1-SM	Soldier's Manual for MOS 95B, Military Police Skill Level 1. 14 January 2003
STP 19-95C1-SM	MOS 95C, Corrections Specialist, Skill Level 1, Soldier's Manual 30 September 2003
STP 21-1-SMCT	Soldier's Manual of Common Tasks Skill Level 1. 31 August 2003
STP 21-24-SMCT	Soldier's Manual of Common Tasks (SMCT) Skill Levels 2-4. 31 August 2003

Related Publications

Related publications are sources of additional information. They are not required in order to understand this publication.

Army Regulations

AR 190-11	Physical Security of Arms, Ammunition and Explosives. 12 February 1998
AR 190-14	Carrying of Firearms and Use of Force for Law Enforcement and Security Duties. 12 March 1993
AR 190-47	The Army Corrections System. 15 August 1996
AR 633-30	Military Sentences to Confinement. 6 November 1964
AR 700-84	Issue and Sale of Personal Clothing. 15 May 1983

Department of Army Forms

DA FORM 6	Duty Roster. 1 July 1974

Department of Army Pamphlets

DA PAM 27-1	Treaties Governing Land Warfare. 7 December 1956

Department of Defense Publications

DFAS-IN 37-1	Finance and Accounting Policy Implementation. 1 January 2000

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FM 101-5	Staff Organization and Operations. 31 May 1997
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FM 19-15	Civil Disturbances. 25 November 1985
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FM 3-21.5	Drill and Ceremonies. 7 July 2003
FM 3-21.71	Mechanized Infantry Platoon and Squad (Bradley). 20 August 2002
FM 3-22.31	40-mm Grenade Launcher, M203. 13 February 2003
FM 3-25.150	Combatives. 18 January 2002
FM 3-25.26	Map Reading and Land Navigation. 20 July 2001
FM 3-90.1	Tank and Mechanized Infantry Company Team. 9 December 2002
FM 7-20	The Infantry Battalion. 6 April 1992
FM 7-7	The Mechanized Infantry Platoon and Squad (APC). 15 March 1985
FM 7-8	Infantry Rifle Platoon and Squad. 22 April 1992

Soldier Training Publications

STP 19-95C1-SM	MOS 95C, Corrections Specialist, Skill Level 1, Soldier's Manual 30 September 2003

Technical Manuals

TM 11-5855-213-10	Operator's Manual for Night Vision Sight, Individual Served Weapon, AN/PVS-4. 1 February 1993
TM 3-6665-307-10	Operator's Manual for Chemical Agent Detector Kit: M256 and M256A1. 1 September 1985

TM 9-1010-221-10 Operator's Manual for Grenade Launcher, 40-mm: M203 (NSN 1010-00-179-6447); Grenade Launcher, 40-mm: M203A1 (1010-01-434-9028). 1 August 2001

STP 19-95C24-SM-TG
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