

NAVCONBIG CHARLESTON DETACHMENT **CHESAPEAKE POST-TRIAL PRISONER CHECKLIST**

Except in cases of deferral, confinement begins the date the sentence is adjudged. A legal “deferment” is one that is requested by the offender and approved by the Convening Authority ONLY. The following information and checklist is provided to assist you in confining a post-trial prisoner at NAVCONBRIG CHARLESTON DETACHMENT CHESAPEAKE:

POINTS OF CONTACT:

(Legal Officer)

DSN: 521-8840

COMM: (757) 421-8840

DSN: 521-8668 (Fax)

COMM: (757) 421-8668 (Fax)

Receiving and Release Duty Section

DSN: 521-8614/8615

COMM: (757) 421-8614/8615

DSN: 521-8616 (Fax)

COMM: (757) 421-8616 (Fax)

NOTE: New confinements and permanent releases do **NOT** require certified brig chasers for escort purposes.

DISCLAIMER: Failure to provide all required items below at time of confinement may delay the confinement process.

☐ **Original Confinement Order (DD FORM 2707) Latest Revision**

1. Only the current version of the DD 2707 will be accepted.
2. The original confinement order must be **completely** filled out. NO copies accepted. Confining offenses **must** be listed on the confinement order.
3. “Medical Certificate” section (9a-10d) **must** be signed and stamped by a Medical Officer, Nurse Practitioners (NP), or Physician Assistant (PA), certifying fitness for confinement. Any prisoner under the influence of drugs or alcohol (including withdrawal symptoms) and is **NOT** certified as fit for confinement will be turned away.
4. If a female is being confined, a pregnancy test **is** required and the results must be indicated on the confinement order.

☐ **Results of Trial (ROT).** Required for all confinement as a result of Courts-Martial.

☐ **Pre-Trial Agreement (PTA)** – if applicable.

☐ **Charge Sheet (DD FORM 458) Pre-Trial Agreement (PTA).** Signed by the accused, the defense counsel, trial counsel and the convening authority.

☐ **Victim/Witness Certification and Election Concerning Inmate Status (DD FORM 2704) Latest Revision**

1. Only the current version of the DD 2704 will be accepted.
2. A DD 2704 is required for every sentence to confinement as a result of Courts-Martial even if there are no victims or witnesses.
3. DD FORM 2704 must be **completely** filled out by the Trial Counsel.

☐ **Prisoner Medical Record** – if no record is available, provide SF 600 with confinement physical documentation.

☐ **Prisoner Dental Record**

☐ **Assignment Orders (PCS Orders)** – U.S. Army prisoners **ONLY**.

☐ **Prisoner's military I.D. card (CAC card)**

☐ **Prisoner Medication Requirements** – If a post-trial prisoner is currently taking medication that medication **must** be brought with the prisoner to the brig at the time of local confinement. The medication **will** remain in the custody of the escort until turned over to brig staff.

☐ **Prisoner Uniform / Health and Comfort (H&C) Items Requirements** –

- Refer to Uniform Requirements section on webpage.
- Only those (H&C) items that have **not** been previously opened will be accepted.