

BUPERS-00D Operational Readiness Inspection (ORI)

ORI Checklist

Detention Facility (DETFAC)

Fleet Correctional Specialist -Atlantic Fleet (901) 874-4459

BUPERSINST 1640.29A (1002.3)

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Critica	al ORI#	INSPECTION ITEM
✓	1.001	Are personnel placed in detention for "protective custody," "safekeeping," or any other such general charge when no violation of the UCMJ is indicated?
	BUPERSINST	Γ 1640.29A (1001.4b) SECNAV M-1640.1 (12101.4)
✓	1.002	Is local policy and procedures in place to enable direct supervision and continuous observation (when needed)?
	BUPERSINST	Γ 1640.29A (1001.4e & 4f)
✓	1.003	Are personnel detained only upon probable cause that there is reasonable grounds to believe a criminal offense, in violation of the UCMJ or a civil offense, has been committed?
	BUPERSINST	Γ 1640.29A (1002.1) SECNAV M-1640.1 (12101.4)
	1.004	Are Personnel detained in the DETFAC transferred to command representatives for further disposition as soon as possible and prisoners held in the DETFAC, as a result of ordered confinement, transferred as soon as possible to the nearest military correctional facility (MCF) for pretrial confinement or to the designated place of confinement for post-trial prisoners?
	BUPERSINST	Γ 1640.29A (1002.2) SECNAV M-1640.1 (12101.1)
✓	1.005	Are persons in a detained status placed into a DETFAC without a completed NAVPERS 1640/36 Use of Detention Facility?

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Critica	ol ORI#		INSPECTION ITEM
✓	1.006	Person?	thout a completed DD 2707 or DD 2708 Receipt for Pretrial/Post-Trial Prisoner or Detained
	BUPERSINST	1640.29A (1002.3)	
	1.007	·	under the influence of alcohol or narcotics, except for brief periods of time (not to exceed 4 esentatives or medical personnel to arrive and assume custody?
	BUPERSINST	1640.29A (1002.4)	SECNAV M-1640.1 (12101.8)
✓	1.008	If an individual is being held while ur the behavior and physical condition	nder the influence of alcohol or narcotics, is continuous observation maintained to monitor of the individual?
	BUPERSINST	1640.29A (1002.4)	SECNAV M-1640.1 (12101.8)
	1.009	Does local policy and procedures allo	ow for mixed-gender detention?
	BUPERSINST	1640.29A (1002.7)	
✓	1.011	Are detention spaces used for deten	tion for time periods longer than 8 hours?
	BUPERSINST	1640.29A (1003.1)	SECNAV M-1640.1 (12101.6b)
✓	1.012	_	t-term detention limited to mean no more than 24 hours during the work week, not more not more than an additional 24 hours over an official holiday weekend?
	BUPERSINST	1640.29A (1003.2)	SECNAV M-1640.1 (12101.6a)
✓	1.013	Is the DETFAC an authorized place of capacity?	f detention and assigned either a detention space or holding cell designation and a rated
	BUPERSINST	1640.29A (1004)	SECNAV M-1640.1 (2101.2)
	1.014	Does the DETFAC have any waivers?	
	BUPERSINST	1640.29A (1006)	

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Critica	al ORI#		INSPECTION ITEM
	2.001	Are all support services, such as food	and medical, provided by the local installation?
	BUPERSINST	1640.29A (2002)	SECNAV M-1640.1 (12502)
	2.002	Is the DETFAC located within or near on?	the security department of the base, installation, or command the security department is
	BUPERSINST	1640.29A (2003)	SECNAV M-1640.1 (12201.2)
✓	2.003	Is access to and from the DETFAC care	efully monitored and designated only for qualified staff and personnel being held?
	BUPERSINST	1640.29A (2003)	
	2.004	Do cells measure at least 6 feet wide, female cells?	8 feet long, and 8 feet high, and provide sight and sound separation between male and
	BUPERSINST	1640.29A (2004)	
	2.005	Is a shower facility available if detent	ion exceeds 24 hours?
	BUPERSINST	1640.29A (2004)	SECNAV M-1640.1 (12401)
	2.006	Do group holding cells provide at leas	st 20 net square feet per person, and are they equipped with fixed benches and a toilet?
	BUPERSINST	1640.29A (2004)	
	2.007	· · · · · · · · · · · · · · · · · · ·	ired number and type of plumbing fixtures, depending on whether the space is a single-cell tion jail-type); plumbing fixture, which contains a commode; lavatory; and bubbler is
	BUPERSINST	1640.29A (2004.1)	SECNAV M-1640.1 (12201.6)
	2.008	Are floor drains secured with spanner	r or security-type screws?
	BUPERSINST	1640.29A (2004.1)	

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Critica	al ORI#		INSPECTION ITEM
	2.009	Is the facility equipped with security	, detention-type light fixtures, doors, and locking hardware?
	BUPERSINST	1640.29A (2004.2)	SECNAV M-1640.1 (12201.4)
	2.010	Are group holding areas provided w	ith a built-in bench, running water and toilet?
	BUPERSINST	1640.29A (2004.3)	
	2.011	Do cells have sight and sound separa	ation for the DETFAC to detain a male and female simultaneously?
	BUPERSINST	1640.29A (2006)	SECNAV M-1640.1 (4207)
✓	2.012	Are individual holding areas provide	d with hot and cold running water in each cell, natural light, and a toilet?
	BUPERSINST	1640.29A (2007.1)	SECNAV M-1640.1 (12201.6)
✓	2.013	Are night-lights provided in all berth	ning areas and are the minimum needed for visual control and supervision?
	BUPERSINST	1640.29A (2007.1b)	
✓	2.014	Are habitability tests conducted and	I results maintained?
	BUPERSINST	1640.29A (2007.2)	SECNAV M-1640.1 (12503)
✓	2.015	•	luct regular (at least annual) inspections and on-site fire drills as deemed necessary by the II inspections and drills documented in the DETFAC log.
	BUPERSINST	1640.29A (2008)	SECNAV M-1640.1 (12201.7)
✓	2.016	Are fire extinguishers readily access	ible to the DETFAC staff in the event of an emergency, but inaccessible to detained personnel?
	BUPERSINST	1640.29A (2008)	
✓	2.017	Are walls, ceilings, and floors constr prevent escape?	ucted of noncombustible and fire resistant, hardened materials, sufficiently secured to
	BUPERSINST	1640.29A (2009.1)	SECNAV M-1640.1 (12201.4)

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Critica	al ORI#		INSPECTION ITEM
✓	2.018	Do cells have suspended or false cei	lings?
	BUPERSINST	1640.29A (2009.2)	SECNAV M-1640.1 (12201.4)
✓	2.019	Are lighting fixtures in cells security-	type (vapor proof, shatter proof, and recessed flush with security-type screws)?
	BUPERSINST	1640.29A (2009.2)	SECNAV M-1640.1 (12201.4)
✓	2.020	Are all water piping, electrical outlet	s, fixtures, switches, and heating or cooling conduits inaccessible to detained personnel?
	BUPERSINST	1640.29A (2009.2)	SECNAV M-1640.1 (12201.4)
✓	2.021	Are fire exits provided per the Nationarshal?	onal Fire Protection Association 101, Life Safety Code Handbook and approved by the fire
	BUPERSINST	1640.29A (2009.3)	SECNAV M-1640.1 (12201.7)
	2.022	Are electrical outlets or switches ins with spanner or security screws?	talled in any cells and are all electrical wall plates within the secure area nylon and mounted
	BUPERSINST	1640.29A (2009.5)	SECNAV M-1640.1 (2209.1d)
	2.023	Is BUPERS-00D notified of plans to re	enovate and is concurrence obtained from BUPERS-00D?
	BUPERSINST	1640.29A (2010)	SECNAV M-1640.1 (12201.8)
	3.000	Are files on personnel held in a DETF	AC maintained securely and privately?
	BUPERSINST	1640.29A (3001.2)	
	3.001	Are applicable forms used and main	tained in detention records for personnel being held?
	BUPERSINST	1640.29A (3003)	SECNAV M-1640.1 (12501.2)
✓	3.002	Is a DETFAC log maintained and doe	s it contain required information?
	BUPERSINST	1640.29A (3004)	SECNAV M-1640.1 (12501.1)

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Critic	al ORI#		INSPECTION ITEM
✓	3.003		DETFAC assigned to the Security Department as Security Police and Master-at-Arms (MA) nnel trained prior to assumption of duties?
	BUPERSINST	1640.29A (3006)	SECNAV M-1640.1 (12301.1)
✓	3.004	Is all training documented in such a names, and date and length of train	manner as to permit verification of attendees, specific curriculum completed, instructor ing?
	BUPERSINST	1640.29A (3007)	SECNAV M-1640.1 (3503.3)
	3.005	Is there a pre-service training progra	am for staff?
	BUPERSINST	1640.29A (3007.1)	SECNAV M-1640.1 (12301.2)
	3.006	Does in-service training meet requir	rements?
	BUPERSINST	1640.29A (3007.2)	
~	3.007	Are staff completing locally created DETF AC operations prior to unsupe	Job Qualification Requirements that outline specific post requirements and responsibilities of rvised assumption of duties?
	BUPERSINST	1640.29A (3007.3)	SECNAV M-1640.1 (12301.3)
✓	3.008	Have all staff received training on us	se of force?
	BUPERSINST	1640.29A (3008)	
✓	3.009	Does local policy prohibit persons be object (to include a vehicle)?	eing held in a DETFAC from being chained, handcuffed, or tied to any cell fixture or stationary
	BUPERSINST	1640.29A (3008.2)	SECNAV M-1640.1 (12301.3)
✓	3.010	Are only authorized restraints utilize	ed in the DETFAC?
	BUPERSINST	1640.29A (3008.2)	

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Critica	al ORI#		INSPECTION ITEM
✓	3.011	Are local instructions and post order post?	s written to describe how to perform the major functions of the DETFAC and any DETFAC
	BUPERSINST	1640.29A (3009)	
	3.012	Is a complete standard operating pro	ocedures or instruction manual maintained by the security department?
	BUPERSINST	1640.29A (3009)	
	4.001		its and responsibilities of other Service personnel in a duty status, except those expressly or visions of the Manual for Courts-Martial and such regulations as may be issued by cognizant
	BUPERSINST	1640.29A (4001.1)	
	4.002	When the DETFAC is opened or close security office?	ed, is an entry made in the DETFAC log and the blotter, desk journal, or log book, etc. of the
	BUPERSINST	1640.29A (4001.2)	
✓	4.003	Are personnel being held thoroughly	searched prior to being placed inside the DETFAC?
	BUPERSINST	1640.29A (4001.2c)	SECNAV M-1640.1 (12502.1)
	4.004		s in the possession of the person being held (other than necessary clothing being worn, a taken from the individual and inventoried on NAVPERS 1640/17 or OPNAV 5580/22?
	BUPERSINST	1640.29A (4001.2c)	SECNAV M-1640.1 (12502.1)
V	4.005	suicidal ideations, or exhibits an abn	person appears to be ill or injured, requests medical attention, indicates pregnancy, exhibits ormal loss of control due to use of alcohol or other alified medical personnel and certified as being fit for detention (or fit for confinement) prior
	BUPERSINST	1640.29A (4001.3)	

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Critica	l ORI#		INSPECTION ITEM
✓	4.006	Are personnel being held who requi personnel?	re a medical examination under constant observation while awaiting arrival of medical
	BUPERSINST	1640.29A (4001.3)	SECNAV M-1640.1 (12502.2)
✓	4.007	Are personnel wearing firearms, bat in their proximity?	ons, chemical agents, or other weapons allowed to enter cells or detention spaces or remain
	BUPERSINST	1640.29A (4001.4a)	SECNAV M-1640.1 (12502.3a)
✓	4.008	Are staff making irregular but freque exceed 15 minutes?	ent checks of all detained personnel under their supervision; frequency of checks must not
	BUPERSINST	1640.29A (4001.4c(2))	
	4.009	If detained beyond 6 hours, are mean provided at regular meal hours for details.	Ils of the same quality and quantity as those served in the base, installation, or station galley letained person(s)?
	BUPERSINST	1640.29A (4001.4d)	SECNAV M-1640.1 (12502.3d)
✓	4.010	In the event of overnight detention access to drinking water and head ca	or detention in excess of 12 hours, is the physical needs of the detained person(s), such as alls, provided?
	BUPERSINST	1640.29A (4001.4d)	SECNAV M-1640.1 (12502.3d)
	4.011	Is minimum bedding consisting of a detention in excess of 12 hours?	rack, mattress, blanket, and pillow (with case) provided in the event of overnight detention or
	BUPERSINST	1640.29A (4001.4d)	
	4.012	If personnel are detained for longer annotated in the DETFAC log?	than 24 hours, is a shower and access to 1 hour of physical exercise provided daily and
	BUPERSINST	1640.29A (4001.5)	SECNAV M-1640.1 (12401)

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Critica	al ORI#		INSPECTION ITEM	
✓	4.013	Does the DETFAC have required em	ergency bills?	
	BUPERSINST	1640.29A (4001.6)	SECNAV M-1640.1 (12502.4)	
~	4.014	Are serious incidents or alleged incidents or alleged incidents or alleged incidents.	dents involving personnel being held or incidents with	in the DETFAC reported to the chain of
	BUPERSINST	1640.29A (4001.7)	SECNAV M-1640.1 (12502.5)	OPNAVINST 3100.6K (NOTAL)
	4.015	Upon release from detention, is all and receipted by the owner?	money, valuables, and other personal property taken	from personnel being detained returned
	BUPERSINST	1640.29A (4001.8)	SECNAV M-1640.1 (12502.6)	
	4.016	• • • • •	o the custody of another person, is the person assumings the personal property on a NAVPERS I 640/17?	ng custody signing a DD 2708 and legibly
	BUPERSINST	1640.29A (4001.8)	SECNAV M-1640.1 (12502.6)	
✓	4.017	Is the DETFAC and DETFAC areas ins	pected and results logged into the DETFAC log?	
	BUPERSINST	1640.29A (4002)	SECNAV M-1640.1 (2302)	
~	4.018	Does the DETFAC have three identic	al sets of keys and are they rotated properly?	
	BUPERSINST	1640.29A (4002.5)		
	Tota	al Standards: 67		
	Critica	al Standards: 38		

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