

BUPERSINST 1640.20B
24 Aug 2018

**MANUAL FOR THE
ADMINISTRATION AND
DEPLOYMENT OF ARMED
ESCORT TEAMS**



DEPARTMENT OF THE NAVY
BUREAU OF NAVAL PERSONNEL
5720 INTEGRITY DRIVE
MILLINGTON, TN 38055-0000

BUPERSINST 1640.20B CH-1
BUPERS-00D
28 Nov 2018

BUPERSINST 1640.20B CHANGE TRANSMITTAL 1

From: Chief of Naval Personnel

Subj: MANUAL FOR THE ADMINISTRATION AND DEPLOYMENT OF ARMED
ESCORT TEAMS

Encl: (1) Revised and additional pages 1, 2, 3, ii, 1-1, 1-2, 1-3, 5-1, and A-1

1. Purpose. To transmit new pages 1, 2, 3, ii, 1-1, 1-2, 1-3, 5-1, and A-1 to the basic instruction. This change includes minor administrative corrections to the basic instruction, clarifies approval for armed escort team missions by Bureau of Naval Personnel Corrections and Programs Office (BUPERS-00D), and adds correctional officer to law enforcement officer component list, consistent with Department of Defense (DoD) definitions.

2. Action. Remove pages 1, 2, ii, 1-1, 1-2, 1-3, 5-1, and A-1 of the basic instruction and replace with enclosure (1) of this change transmittal.

3. Records Management

a. Records created as a result of this change transmittal, regardless of format or media, must be maintained and dispositioned for the standard subject identification codes (SSIC) 1000 through 13000 series per the records disposition schedules located on the Department of the Navy/Assistant for Administration (DON/AA), Directives and Records Management Division (DRMD) portal page at <https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information-Management/Approved%20Record%20Schedules/Forms/AllItems.aspx>.

b. For questions concerning the management of records related to this instruction change transmittal or the records disposition schedules, please contact your local records manager or the DON/AA DRMD program office.



J. W. HUGHES
Deputy Chief of Naval Personnel

Releasability and distribution:

This change transmittal is cleared for public release and is available electronically only via BUPERS Web site, <http://www.public.navy.mil/bupers-npc/reference/instructions/BUPERSInstructions/Pages/default.aspx>



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BUPERS INSTRUCTION 1640.20B

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Subj: MANUAL FOR THE ADMINISTRATION AND DEPLOYMENT OF ARMED
ESCORT TEAMS

Ref: (a) DoD Instruction 5525.14 of 22 March 2011
(b) 49 C.F.R.
(c) DoD Instruction 1325.02 of 16 November 2012
(d) U.S. OPM "Handbook of Occupational Groups and Families" of May 2009
(e) SECNAVINST 5500.29C
(f) DoD Directive 5210.56 of 18 November 2016
(g) OPNAVINST 3591.1F
(h) NAVSEAINST 8370.2D
(i) NAVPERS 15560D, MILPERSMAN
(j) DoD 7000.14-R, DoD Financial Management Regulations

1. Purpose

a. To implement the provisions of references (a) and (b) and issue standardized policies and procedures for the administration and deployment of armed escort teams (AET) at naval consolidated brigs (NAVCONBRIG). For the purpose of this instruction, the term "prisoner" refers to pre-trial and post-trial prisoners, supervised release violators, and deserters listed under "desertion under aggravated circumstances" in reference (c), enclosure (3).

b. Major revisions include expanding AET movements for "low risk" prisoners transported on commercial aircraft, the requirement for a quarterly inventory of badges and credentials, and the use of NAVPERS 1640/35 Escort Risk Assessment. This instruction is a complete revision and should be reviewed in its entirety.

2. Cancellation. BUPERSINST 1640.20A.

3. Scope and Applicability. Commercial airline policy differs on movement of prisoners aboard its aircraft and may or may not require an AET. Where the need to have a weapon accessible is assessed, NAVCONBRIG commanding officers (CO) must forward a request with justification to the Bureau of Naval Personnel (BUPERS) Corrections and Programs Office (BUPERS-00D) for determination. The provisions of this instruction apply only to Navy-administered and

deployed AETs during commercial air movements where such capability is authorized. Waivers to policy set forth in this instruction may only be granted by BUPERS-00D. This instruction supersedes all other policy and guidance, except as issued by higher authority. If necessary, NAVCONBRIGs may establish local instructions to supplement this instruction; however, the intent and spirit of this instruction must be maintained. Copies of any supplemental instructions must be provided to BUPERS-00D.

4. Action. NAVCONBRIG COs are responsible for ensuring the administration and deployment of their AETs are per the provisions of this instruction. Recommendations for improvement of this instruction should be forwarded to BUPERS-00D, via the CO, NAVCONBRIG Charleston, who has been designated as the “model manager” for the AET Program by BUPERS-00D.

5. Records Management

a. Records created as a result of this instruction, regardless of format or media, must be maintained and dispositioned for the standard subject identification codes (SSIC) 1000 through 13000 series per the records disposition schedules located on the Department of the Navy/Assistant for Administration (DON/AA), Directives and Records Management Division (DRMD) portal page at <https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information-Management/Approved%20Record%20Schedules/Forms/AllItems.aspx>.

b. For questions concerning the management of records related to this instruction [notice, change transmittal] or the records disposition schedules, please contact your local records manager or the DON/AA DRMD program office.

6. Review and Effective Date. Per OPNAVINST 5215.17A, BUPERS-05 will review this instruction annually on the anniversary of its issuance date to ensure applicability, currency, and consistency with Federal, Department of Defense, SECNAV, and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction. This instruction will be in effect for 5 years, unless revised or cancelled in the interim, and will be reissued by the 5-year anniversary date if it is still required, unless it meets one of the exceptions in OPNAVINST 5215.17A, paragraph 9. Otherwise, if the instruction is no longer required, it will be processed for cancellation as soon as the cancellation is known following the guidance in OPNAV Manual 5215.1 of May 2016.

7. Forms and Information Management

a. See appendix A for a listing of forms.

b. The reports required in chapter 1, article 104, of this instruction are assigned the following reports control symbols per SECNAVINST 5214.5: Armed Escort Team (AET)

CH-1. of 28 Nov 2018

BUPERSINST 1640.20B

24 Aug 2018

Mission Report, RCS BUPERS 1640-15. See appendix B for NAVCONBRIGs mailing address and telephone listings



J. W. HUGHES

Deputy Chief of Naval Personnel

Releasability and distribution:

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TABLE OF CONTENTS

Chapter 1 GENERAL POLICY

101	Policy	1-1
102	Mission	1-3
103	Structure	1-3
104	Reports	1-3
105	Inspections	1-3

Chapter 2 TRAINING

201	Initial Training	2-1
202	Other-Service AET Members	2-1
203	Annual Re-Qualification or Refresher Training	2-1
204	Aspects of AET Training	2-1
205	Sustainment Training	2-2

Chapter 3 STORAGE AND ISSUANCE OF WEAPONS AND EQUIPMENT

301	Armory	3-1
302	Weapons Check-Out and Check-In	3-1
303	Equipment	3-1

Chapter 4 STAFFING

401	Manpower	4-1
402	Screening	4-1
403	Disqualification	4-1

Chapter 5 AET MISSIONS

501	Approval	5-1
502	Escort-to-Prisoner Ratio	5-1
503	Duty Uniform	5-1
504	Prisoner Attire	5-1
505	Outside Continental United States Missions	5-1

Chapter 6 OPERATIONS

601	Unique Federal Agency Number (UFAN)	6-1
602	Compliance Requirements	6-1
603	Inventory of Prisoner Personal Possessions	6-1
604	Prisoner Prescription Medication	6-1
605	Escape	6-2
606	Missing, Lost, or Stolen Weapon/Ammunition	6-2

Chapter 7 ADMINISTRATIVE MATTERS

701	Letter of Authorization for AET	7-1
-----	---------------------------------	-----

702	AET Mission Report	7-1
703	Travel Vouchers	7-1
704	Supplemental Instructions	7-2
705	Escort Risk Assessment	7-2

APPENDICES

A.	PRESCRIBED FORMS	A-1
B.	NAVAL CONSOLIDATED BRIG MAILING AND TELEPHONE LISTING	B-1
C.	ARMED ESCORT TEAM INSPECTION GUIDELINES	C-1

CHAPTER 1
GENERAL POLICY

101. Policy

1. Per reference (a), paragraph 4a, and reference (b), section 1544.219(a)(2), DoD Component law enforcement officers (LEO) will only fly armed on commercial aircraft when there is a need to have their weapons accessible from the time they would otherwise check the weapons until the time they would be claimed after deplaning. The need to have the weapon accessible must be assessed by the confinement facility commanding officer and, where recommended, determined by BUPERS-00D. Where authorized by BUPERS-00D:

a. A minimum of one armed LEO must control a low-risk prisoner on a flight that is scheduled for 4 hours or less. One armed LEO may control no more than two low-risk prisoners. A minimum of two armed LEOs must control a low-risk prisoner on a flight that is scheduled for more than 4 hours. Two armed LEOs may control no more than two low-risk prisoners.

b. For one high-risk prisoner on a flight, a minimum of two armed LEOs must control the prisoner. No other prisoners may be under the control of those two armed LEOs.

c. AET members on commercial air movements without prisoners under their custody must not be armed and must comply with TSA firearms (weapons and ammunition) "checked" baggage procedures, unless TSA or airline policy requires AET members to remain armed during that flight.

d. In situations where armed escorts are authorized, BUPERS-00D must be provided with an escort plan outlining movement activities and itinerary. Appendix B provides a list of addresses and phone numbers for NAVCONBRIGs.

2. Delegation. Delegation of signature on any AET paperwork is only authorized when the CO is on leave or temporary assigned duty out of the area. The delegation letter for the exclusive leave or temporary assigned duty dates must be submitted to BUPERS-00D.

3. Per references (a) and (b), and for the purpose of flying armed on commercial aircraft, LEOs within the Navy Corrections Program include:

a. Military police (U.S. Army and U.S. Marine Corps), security forces (U.S. Air Force), and master-at-arms (U.S. Navy) personnel with LEO identification while on duty;

b. Correctional officers (military correctional staff serving in equivalent job series 0007 of reference (d)); and

c. Civilian employees will not be assigned to AET duties without advance approval by BUPERS-00D.

4. AET Badges and Credentials

a. To standardize AET Program requirements, a BUPERS military AET badge and credential have been established that meet requirements of references (a) and (b) and are provided to NAVCONBRIG AET members for sole use on command-authorized AET missions. NAVCONBRIG Charleston, as the model manager and centralized activity for the AET Program, will procure, maintain, and control an adequate supply of AET badges and credentials for distribution to NAVCONBRIGs.

b. NAVCONBRIGs must designate an armed escort program manager in writing and coordinate with NAVCONBRIG Charleston for distribution of BUPERS AET badges and credentials for command-authorized AET members. Upon receipt, each activity (to include NAVCONBRIG Charleston) must establish full accountability, linking the controlled serialized badge and credential to each assigned AET member and ensure its control center maintains an up-to-date, accessible list in the event TSA and Federal Air Marshall Service (FAMS) contacts the centralized activity for verification of AET members. Badges and credentials will only be issued upon assignment to an AET mission and returned upon completion of the mission. Lost badges and or credentials must be reported, as soon as practical, to the NAVCONBRIG CO and model manager, as well as BUPERS-00D. All revoked credentials must be locally destroyed and brought to the attention of the model manager. Previously issued AET badges and credentials are not authorized. Upon assignment of a new NAVCONBRIG CO, credentials will be reassigned immediately to command-authorized AET members. NAVCONBRIG COs will certify the quarterly inventories of AET badges and credentials and forward the inventory results to the model manager for reconciliation and further action as applicable.

c. During AET movements, escorts are required to possess the following:

- (1) BUPERS AET badge
- (2) BUPERS credentials
- (3) Uniform Service identification card
- (4) Command letter of authorization for armed escort movement signed by the NAVCONBRIG CO and
- (5) OPNAV 5512/12 Authorization to Carry Firearms

d. In the conduct of command-authorized AET missions, AET members are to identify themselves to TSA staff and the aircraft operator via authorized badge and credentials. A badge may not be used or accepted as the sole means of identification.

102. Mission. The mission of the AET is to provide armed military escort for the commercial air movement of prisoners, most often from one detention or confinement facility to another.

1. NAVCONBRIGs must complete NAVPERS 1640/35 Escort Risk Assessment on all AET prisoners per paragraph 705 of this instruction.

a. Low-risk prisoners. Service members who have not been designated as “high-risk.”

b. High-risk prisoners. Service members charged and or convicted of serious crimes or Uniform Code of Military Justice offenses and absentees and deserters listed under aggravated circumstances as annotated in reference (c), enclosure (3). Such prisoners require increased custodial supervision because of the high probability of attempted escape, or because they are potentially violent and dangerous and whose escape would cause a concern of a threat to life or property.

103. Structure. The AET must be a capability of each NAVCONBRIG and only activated as necessary for the movement of prisoners per reference (b), section 1544.221. NAVCONBRIGs will maintain a minimum of 10 Service members, 8 males and 2 females, with current qualifications to meet mission demands. If a NAVCONBRIG falls below AET numbers, the model manager will immediately contact BUPERS-00D.

104. Reports. All AET missions must be documented via NAVPERS 1640/33 Armed Escort Team (AET) Mission Report and submitted in advance to BUPERS-00D. A copy must be kept on file at the NAVCONBRIGs for 2 years after the completion of the AET mission and then destroyed.

105. Inspections. An operational inspection of each NAVCONBRIG AET program may be conducted by BUPERS-00D at any time. These inspections will cover training, operations, administration, etc. The basic AET inspection guidelines are found in appendix C.

CHAPTER 2 TRAINING

201. Initial Training. By requirement, NAVCONBRIGs have military personnel trained as basic and advanced prisoner escorts who routinely provide local escort (basic escort) and transfer and transport of prisoners (advanced escort) for ground movements. Additional training and Service weapon qualification and proficiency are required to establish a cadre of specially trained escorts authorized to be armed in the performance of AET duties; references (e) through (h) are applicable. NAVCONBRIG Charleston is responsible to formulate AET Program requirements per references (a) through (j), current TSA and FAMS regulations and training materials, BUPERS-00D guidance, and all other applicable references. When all aspects of mandatory training and testing is successfully completed, the standardized BUPERS military AET badge and credential may only then be signed by the AET Service member's NAVCONBRIG CO. All initial and subsequent training must be fully documented for each AET member and maintained by the NAVCONBRIG armed escort program manager.

202. Other-Service AET Members. Other-Service military members (U.S. Army, U.S. Marine Corps, and U.S. Air Force) assigned to AETs at NAVCONBRIGs must comply with Navy requirements to carry firearms, as well as firearms qualification and training requirements of their own Service regulations or instructions (Army Regulation 190-14, Marine Corps Order 5500.6G, and Air Force Instruction 31-207). Prior to assignment to AET duties, the applicable Service correctional headquarters must authorize such assignments (individually or collectively) with BUPERS-00D. Service authorizations must be maintained in the individual AET member's training folder.

203. Annual Re-Qualification and or Refresher Training. AET members must have proficiency tests annually on all aspects of the AET Program listed in paragraph 204. For weapons proficiency, a quarterly sustainment training must be provided on the weapon specifically issued to the AET member. All AET training must be documented in the individual's AET training files.

204. Aspects of AET Training

1. The following courses of training comprise the initial AET program requirements:
 - a. Basic prisoner escort (must pass test);
 - b. Advanced prisoner escort (must pass test);
 - c. TSA FAMS LEOs Flying Armed Course (available through model manager) (must pass test);

- d. Service-specific pistol qualification (minimum acceptable level of qualification is sharpshooter);
 - e. Navy Handgun Qualification Course with credentialed AET weapon (expert level);
 - f. Meet Service-specific physical fitness standards (physical fitness test, physical readiness test, etc.); and
 - g. Arming and the Use of Force, reference (f), (must pass local written examination).
2. Other training may be directed and coordinated by the model manager (e.g., advanced marksmanship, weapons retention, unarmed self-defense, simulator, TSA Law Enforcement In-Flight Tactical Familiarization, etc.).

205. Sustainment Training. Sustainment training will consist of:

- 1. All training identified in subparagraphs 204.1 and 204.1g must be maintained current for AET members to retain their credentialed status. Training identified in subparagraph 204.2 must be published separately by the model manager;
- 2. Reference (f) will be reviewed on a quarterly basis and documented in the Service members training record.

CHAPTER 3
STORAGE AND ISSUANCE OF WEAPONS AND EQUIPMENT

301. Armory. Weapons and ammunition for missions and training of each AET will be issued from their respective armory (weapons storage area). Weapons (pistols) and ammunition must be acquired through proper government channels.

302. Weapons Check-Out and Check-In. Weapons must be checked-out at the onset of the AET mission and checked-in immediately, as practicable, after completion of a mission. At no time will a weapon be taken into a private residence (i.e., overnight storage at home when returning late from a mission). When an overnight stay away from the parent command is required, weapons must be properly secured in a locked storage container.

303. Equipment. The model manager will develop an authorized equipment list of supporting equipment for standardization of the AET Program. Each NAVCONBRIG is responsible for procurement of the supporting equipment.

CHAPTER 4
STAFFING

401. Manpower. NAVCONBRIGs must maintain an adequate number of properly trained and qualified AET members to have sufficient AETs for the transport of prisoners. Mixed-gender escort missions must conform to correctional requirements. AETs must be comprised from within the organization's current billet authorizations. A list of qualified AET members must be maintained and immediately provided to the model manager as updates occur.

402. Screening. Potential AET members must be screened per reference (i), MILPERSMAN articles 1306-904 and 1306-931. Screening of AET members will also include consideration of 18 U.S.C., section 922 via use of DD 2760 Qualification to Possess Firearms or Ammunition. All AET members must complete DD 2760 annually and it must be maintained in their individual AET training records. Annually, per OPNAVINST 8023.24, AET members will also submit an OPNAV 5530/1 Report of Screening for Personnel Assigned Arms, Ammunition and Explosives (AA&E) Security Related Duties with medical certification. Procedures will be established to ensure authorizing and qualifying criteria for carrying firearms continuously remain valid for each AET member. AET members, at a minimum, must be in pay grade E-5 and have completed 4 years time-in-service. The NAVCONBRIG CO must submit pay grade and time-in-service waiver requests with justification for approval to BUPERS-00D.

403. Disqualification. AET members who fail to remain "current" in their training and proficiency, or due to conduct or loss of confidence, will be disqualified from the AET. In these instances, badges and credentials must be revoked by the NAVCONBRIG CO and immediately reported to the model manager.

CHAPTER 5
AET MISSIONS

501. Approval. All AET missions must be individually recommended by the applicable NAVCONBRIG CO and submitted in advance to BUPERS-00D for approval. The recommendation must include rationale on why the mission requires an AET.
502. Escort-to-Prisoner Ratio. AET missions will be manned per reference (b), section 1544.221, and article 101 of this manual. The AET must not be diverted mid-mission to pick-up other prisoners, regardless of risk assessment.
503. Duty Uniform. All AET missions will be conducted in civilian attire. The model manager will provide recommendations on appropriate civilian attire to the NAVCONBRIG COs.
504. Prisoner Attire. The model manager will provide recommendations on appropriate prisoner attire to the NAVCONBRIG COs. Consideration for concealment of restraints must be factored in determining prisoner attire.
505. Outside Continental United States Missions. All outside continental United States missions will be submitted and approved in the Aircraft and Personnel Automated Clearance System prior to the escorts initiating the mission. Escorts are also required to review the Department of Defense Foreign Clearance Guide for any additional requirements.

CHAPTER 6
OPERATIONS

601. Unique Federal Agency Number (UFAN)

1. The TSA requires and FAMS issues a specific alpha-numeric UFAN identifier code to each Federal law enforcement agency or entity involved in armed escort movement of prisoners on commercial aircraft. This number will be known only to the respective agency or entity and TSA and FAMS. This identifier will be verified at the airport LEO checkpoint prior to granting the LEO (AET member) access to the sterile area for the purpose of flying armed.
2. For the Navy Corrections Program BUPERS-00D has coordinated with the TSA for issuance of the UFAN to the model manager. The FAMS must refresh and provide the model manager with the updated UFAN, unless otherwise coordinated by BUPERS-00D. The model manager, in turn, will refresh and distribute the UFAN to NAVCONBRIG COs for program management.
3. For security purposes, the FAMS periodically changes the UFAN. In the case of UFAN compromise, the NAVCONBRIG CO with the compromise must immediately notify the model manager and BUPERS-00D.

602. Compliance Requirements. NAVCONBRIGs must comply with: operational guidelines contained within reference (b), section 1544.221; TSA FAMS LEOs Flying Armed Course; and other supplemental guidelines provided by the model manager.

603. Inventory of Prisoner Personal Possessions. Using NAVPERS 1640/17 Inventory and Receipt of Valuables, Clothing, and Personal Effects, AET members must make a complete inventory of the prisoner's personal property and valuables at the time of pick-up. They must ensure the holding authorities have turned over all of the prisoner's property. Upon arrival at the final destination, the AET will release the prisoner's property and valuables to the prisoner's receiving command unless otherwise specified. The prisoner must be given a receipt when the escorts turnover the property to the gaining facility.

604. Prisoner Prescription Medication. When a prisoner is taking prescribed medication, the escorts will document this information in block 6 of DD 2708 Receipt for Pre-Trial/Post-Trial Prisoner or Detained Person.

1. Escorts must ensure there is a minimum of a 24-hour supply of medications when receiving command assumes custody of the prisoner.
2. Escorts must maintain control of these prescribed medications and dispense as directed on the medication container label. Escorts will not deny any prescribed medications to a prisoner.

3. If, during transport, a prisoner claims the need for a prescribed medicine that he or she does not have, the escorts must alert the gaining command points of contact of the prisoner's request and document this transaction in the AET mission report. Escorts must also verbally inform any subsequent escorts of the prisoner's medical problem(s) and or use of prescribed medication(s).

605. Escape. If a prisoner escapes while being transported by an AET, the NAVCONBRIG CO of the AET and local civilian law enforcement authorities must be notified immediately. Additionally, the AET senior escort must initiate the following actions:

1. Collect all available information surrounding the circumstances of the escape to include:
 - a. Exact time and location the escape took place;
 - b. How the prisoner escaped;
 - c. A description of the prisoner's clothing;
 - d. Whether local civilian authorities have been advised;
 - e. Any injuries to escorts, the prisoner, or bystanders in the escape; and
 - f. A telephone number where the escorts can be reached.
2. Contact the BUPERS-00D Navy Absentee Collection and Information Center (NACIC) deserter information point at (877) 663-6772 and provide the aforementioned information.
3. The NAVCONBRIG CO of the AET must submit, as applicable, a DD 553 Deserter/Absentee Wanted by the Armed Forces or DD 553-1 Parole/Mandatory Supervised Release (MSR) Violator Wanted By the Armed Forces to NACIC and notify BUPERS-00D. NACIC will then enter a fugitive warrant into the Federal Bureau of Investigation's National Crime Information Center (NCIC) computer terminal.

606. Missing, Lost, or Stolen Weapon/Ammunition. AET members must immediately notify local law enforcement and the NAVCONBRIG CO in the event of missing, lost, or stolen firearms and ammunition. NAVCONBRIG COs must report missing, lost, or stolen firearms and ammunition per applicable naval regulations.

CHAPTER 7
ADMINISTRATIVE MATTERS

701. Letter of Authorization for AET. For each specific AET mission, a letter of authorization for an AET must be issued on command letterhead and signed by the NAVCONBRIG CO or designee. The letter of authorization, as well as an OPNAV 5512/12, will be maintained by all AET travelers. The letter of authorization must contain the following information:

1. Escorts' name;
2. Badge and credential numbers;
3. Weapon type, serial number, and amount of ammunition;
4. Travel dates;
5. Flight information;
6. Reason for flying armed (e.g., movement of high-risk prisoner);
7. Name of prisoner;
8. Statement that AET escorts have attended the LEO Flying Armed Training Course required by CFR 49, section 1544.219(a)(1)(iv);
9. Phone number of assigned duty station;
10. The statement "The carrying of concealed weapons is authorized, and the use of deadly force will be consistent with DoD Directive 5210.56 of 18 November 2016;" and
11. Name and signature of CO.

702. AET Mission Report. NAVPERS 1640/33 AET Mission Report must be completed for each AET mission and submitted to BUPERS-00D prior to initiation of mission.

703. Travel Vouchers. Within 3 working days after each escort mission, a Defense Travel System (DTS), travel voucher will be completed by each escort. Per Joint Travel Regulations (JTR) U7451, all prisoner meals and clothing (if required) will be submitted as a miscellaneous expense.

704. Supplemental Instructions. Supplementary instructions and standard operating procedures may be issued as necessary for the operation of each AET. A copy of all supplementary instructions or standard operating procedures must be provided to BUPERS-00D.

705. Escort Risk Assessment

1. A NAVPERS 1640/35 will be used to identify the level of risk for each individual prisoner.
2. Sources of Information. Sources of information to obtain risk factors include, but are not limited to, the following:
 - a. Corrections Management Information System (CORMIS);
 - b. Results of trial;
 - c. Charge sheet;
 - d. Arrest reports;
 - e. NCIC;
 - f. Warrants and detainers; and
 - g. Clemency and parole authorities.
3. Applicability. Risk assessments must be conducted on pre-trial and post-trial prisoners and absentees and deserters listed under “desertion under aggravated circumstances” per references (a) and (c).
4. Discretionary Moves. Where the risk of a prisoner movement poses an unacceptable threat to public safety or national security, significant discredit to the Military Services, adverse media attention, or other unique circumstances, the NAVCONBRIG CO will coordinate with BUPERS-00D for alternative movement options.

APPENDIX A
PRESCRIBED FORMS

1. The following forms are available using requisitioning procedures contained in DoD Forms Online at <http://www.dtic.mil/whs/directives/infomgt/forms/formsprogram.htm>:

- a. DD 2708 Receipt for Pre-Trial/Post-Trial Prisoner or Detained Person
- b. DD 2760 Qualification to Possess Firearms or Ammunition
- c. DD 553 Report of Return of Absentee
- d. DD 553/1 Parole/Mandatory Supervised Release (MSR) Violator Wanted by the Armed Forces

2. The following form is available using requisitioning procedures contained in Navy Forms Online at <https://navalforms.documentservices.dla.mil/>.

- a. OPNAV 5530/1 Report of Screening for Personnel Assigned Arms, Ammunition, and Explosives (AA&E) Security Related Duties.
- b. OPNAV 5512/12 Authorization to Carry Firearms

3. The following forms can be found at <http://www.public.navy.mil/bupers-npc/reference/forms/Pages/NAVPERSCOMForms.aspx> :

- a. NAVPERS 1640/17 Inventory and Receipt of Valuables, Clothing, and Personal Effects
- b. NAVPERS 1640/33 Armed Escort Team (AET) Mission Report
- c. NAVPERS 1640/35 Escort Risk Assessment

APPENDIX B
NAVAL CONSOLIDATED BRIG MAILING AND TELEPHONE LISTING

Commanding Officer
Naval Consolidated Brig Charleston
1050 Remount Road, Bldg 3107
Charleston, SC 29406-3515
Telephone (843) 794-0001
DSN 794

Commanding Officer
Naval Consolidated Brig Miramar
Miramar Way, Suite 1, PO Box 452135
San Diego, CA, 92145-2135
Telephone (858) 577-7000/7777
DSN 267

Commanding Officer
Naval Consolidated Brig Chesapeake
1548 Wilderness Road
Chesapeake, VA, 23322
Telephone (757) 421-8847/8672/8675/8673/8771
DSN 521

Commander
Navy Personnel Command (PERS-00D)
5720 Integrity Drive
Millington, TN 38055-0000
Telephone (901) 874-4529/4569/4452
DSN 882

APPENDIX C
ARMED ESCORT TEAM INSPECTION GUIDELINES

BUPERS-00D maintains the AET inspection guidelines and they can be obtained at <http://www.public.navy.mil/bupers-npc/support/correctionprograms/corrections/Pages/ChecklistTraining.aspx> or by calling commercial (901) 874-4451/DSN 882.