

## MILPERSMAN 1306-990

### DEFENSE COURIER DUTY

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<b>References</b>	(a) DoD Instruction 5200.33, Defense Courier Operations (b) NAVMED P-117, Manual of the Medical Department (MANMED) (c) DoDM 5200.02, Procedures for the DoD Personnel Security Program (PSP)
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#### 1. Program Background

a. Reference (a) assigns the defense courier mission to Commander, United States Transportation Command. The Defense Courier Division within the Operations and Plans Directorate is responsible for executing the courier mission to provide secure, timely, and efficient end-to-end global distribution of classified and sensitive material for the United States and its allies. Safety is an implicit, yet equally critical tenant in the execution of courier operations.

b. Defense courier duty in various billets is open to all ratings.

c. Tour length will be 36 months or Department of Defense area tour for overseas assignment.

d. Defense couriers are eligible for special duty assignment pay

2. Requirements and Qualifications. Candidates for defense courier duty must meet the requirements and qualifications set forth in reference (a).

- a. Applicant must be a U.S. citizen.
- b. Applicant must hold the pay grade of E-5 or above, or have been selected for promotion to E-5.
- c. Applicant must possess mature judgment, be highly reliable, and be diplomatic and courteous in deportment.
- d. Applicant must have a military physical profile serial code of 1.1.1.2.2.1 or better, and must have no physical condition that prevents frequent travel aboard aircraft.
- e. Applicant must meet current height, weight, or body fat standards and must be in standards at the time of transfer. Service member must have passed the most recent physical fitness assessment.
- f. Applicant must possess a valid civilian (State) driver's license.
- g. Applicant must be able to lift 50 pounds.
- h. Applicant must be free of permanent profiles or chronic conditions that prevent sitting or standing for long periods of time, bending over, carrying material, enduring long missions in vehicles and aircraft, and other demanding duties involved in moving material in a logistics warehouse operation.
- i. Applicant must not have received court-martial or non-judicial punishment in the 5 years preceding application for defense courier duty.
- j. Applicant must successfully complete the Defense Courier Training Course (levels 1 and 2) upon reporting to courier duty station. On-the-job training is provided at the site assigned.
- k. Applicant must be willing to endure frequent and sometimes lengthy missions on military and civilian aircraft and Government vehicles.
- l. Commanding Officer (CO) Certification. All personnel nominated to a defense courier station will be screened for duty. The CO will certify that the Service member has been screened and has completed sections A, B, and C, as well as sections D2 and D3 of NAVPERS 1306/92 Special Program Screening.

(1) Performance Evaluations. A waiver is required for any mark below 3.0 on NAVPERS 1616/26 Evaluation Report and Counseling Record (E-1 - E-6) and NAVPERS 1616/27 Evaluation and Counseling Record (E-7 - E-9) in any trait over the last 36 months.

(2) Command Drug and Alcohol Program Advisor. Personnel with a documented alcohol-related incident (e.g., driving under the influence of alcohol, driving while intoxicated, public intoxication within the previous 36 months, or any two incidents during their career) are unsuitable.

(3) Medical and Dental. Health and dental records must be screened following the guidance in reference (b) and as documented in the Service member's health records. Due to the routine high-stress environment at defense courier stations, Service members with a history of stress-related problems such as depression, suicide ideations, nervous breakdowns, and anger management issues will not be assigned. Service members must be at least dental class 2 prior to transfer.

(4) Family Advocacy Program (FAP). Substantiated FAP cases for physical abuse are disqualifying while families are in treatment (i.e., open FAP case, resolved substantiated FAP, or civil charges). All Service members involved in substantiated cases involving child abuse, sexual molestation, or any sexual assaults (incest or other) are permanently disqualified.

(5) Demonstrated Leadership. Due to the demanding responsibilities, stressful environment, requirement for in-depth knowledge of Navy policies, and frequent interface with senior personnel, completion of a successful tour is required prior to assignment to a defense courier station.

m. NAVPERS 1306/92. The original NAVPERS 1306/92 will be scanned and submitted via e-mail to Navy Personnel Command (NAVPERSCOM) Shore Special Programs Distribution Branch (PERS-4010) within 30 days from date-time group of screening message.

n. Obligated Service (OBLISERV). Required OBLISERV for this duty is 36 months. Retainability waivers will be reviewed on a case-by-case basis.

o. Security Clearances. All personnel must hold or be eligible to receive a final top secret security clearance based on a single scope background investigation, single scope

background investigation periodic reinvestigation, or phased periodic reinvestigation, completed with favorable results within the last 5 years, per reference (c), and have or be eligible for access to sensitive compartmented information.

p. Program Waivers. All waivers are considered on a case-by-case basis by NAVPERSCOM (PERS-4010).