

MILPERSMAN 1306-990

DEFENSE COURIER DUTY

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References	(a) DoD Instruction 5200.33 of 30 June 2011 (b) NAVMED P-117, Manual of the Medical Department (MANMED) (c) DoDM 5200.02, Procedures for the DoD Personnel Security Program (PSP) of 3 April 2017
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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 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 per reference (a) and as follows:

a. Applicants must be U.S. citizens.

b. Applicants must hold the pay grade of E-5 or above, or have been selected for promotion to E-5.

c. Applicants must possess mature judgment, be highly reliable, and be diplomatic and courteous in deportment.

d. Applicants 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. Applicants must meet current height, weight, or body fat standards; be in standards at the time of transfer; and have passed the most recent physical fitness assessment.

f. Applicants must possess a valid civilian (State) driver's license.

g. Applicants must be able to lift 50 pounds.

h. Applicants 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. Applicants must not have received court-martial or non-judicial punishment in the 5 years preceding application for defense courier duty.

j. Applicants must successfully complete the Defense Courier Training Course (levels 1 and 2) upon reporting to their courier duty station. On-the-job training is provided at their assigned site.

k. Applicants must be willing to endure frequent and lengthy missions on military and civilian aircraft and Government vehicles.

l. Applicants nominated to a defense courier station will be screened for duty. The commanding officer will certify the applicant has been screened and completed sections A, B, C, D2, and D3 of a [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. Applicants with a documented incident of alcohol misuse (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 per reference (b) and as documented in the applicant's health records. Due to the routine high-stress environment at defense courier stations, applicants with any condition related to mental health, cognitive impairments, or other affective liabilities will not be assigned. At a minimum, applicants must be classified as 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). Applicants 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. 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. Required obligated service for this duty is 36 months. Retainability waivers will be reviewed on a case-by-case basis.

o. Applicants 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. All waivers are considered on a case-by-case basis by PERS-4010.