

## MILPERSMAN 1600-050

### PROCEDURES WHEN AN ENLISTED ABSENTEE RETURNS TO NAVAL JURISDICTION

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<b>References</b>	(a) Uniform Code of Military Justice (UCMJ)
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1. **Procedures when a Member Returns to Parent Command.** Take the following actions:

a. If the absence was less than 24 hours, the servicing personnel support detachment (PERSUPP DET) or personnel office (PERSOFF) will prepare [NAVPERS 1070/613](#) Administrative Remarks entry per [MILPERSMAN 1600-040](#). [NAVPERS 1070/613](#) can be accessed by using the following link: <http://www.public.navy.mil/bupers-npc/reference/forms/NAVPERS/Pages/default.aspx>.

b. If the absence was greater than 24 hours, the servicing PERSUPP DET or PERSOFF will prepare and distribute [NAVPERS 1070/606](#) Record of Unauthorized Absences per [MILPERSMAN 1600-040](#). [NAVPERS 1070/606](#) can be accessed through the Navy Standard Integrated Personnel System (NSIPS).

c. If the member returned after 10 days, notify the next of kin (NOK) of the member's return and forward a copy of the NOK notification letter to the regional chaplain of the appropriate Navy region originally notified per [MILPERSMAN 1600-040](#).

d. If member was declared a deserter, follow the procedures per [MILPERSMAN 1600-070](#).

e. Initiate appropriate disciplinary and administrative separation action as desired.

2. **Procedures when Member Returns to a Command other than Parent Command.** Take the following actions:

a. Communicate immediately with the member's parent command and obtain confirmation of member's status.

b. Read the member his or her rights before questioning and verify the date and hour that the absence began per article 31(b) of reference (a),

c. Contact Navy Absentee Collection and Information Center (NACIC) at 1-877-663-6772 to determine if the member has been declared a deserter. If the member is verified as a deserter, follow the procedures outlined in [MILPERSMAN 1600-070](#).

d. Coordinate transportation for the Service member to return to his or her parent command. Since there are no means to temporarily house members in this status (except in military facilities), it is essential that the most direct and immediate transportation be secured. If used, passenger reservation requests (PRRs) must state that the member is traveling under technical arrest orders (TAOs) in a disciplinary status, or failed to report in compliance with funded official change of station or temporary additional duty (TEMADD) orders.

e. For a surrenderee traveling in connection with funded permanent change of station (PCS), temporary duty (TEM DU), or TEMADD orders, endorse the orders with the following remarks:

"I understand that all expenses and travel costs in connection with this transfer, which are in excess of the original costs of my (PCS/TEM DU/TEMADD) orders, will be charged against my pay record."

f. If member is not in possession of an original copy of his or her funded orders, then a TAO must be issued and a [NAVPERS 1070/613](#) entry made indicating member is not in possession of funding (PCS/TEM DU/TEMADD) orders.

g. If the surrenderee is not traveling under funded orders, the servicing PERSUPP DET or PERSOFF will issue TAOs using a [NAVCOMPT 536](#) Standard Transfer Orders. Clearly indicate on the orders "TRANSFERRED IN A DISCIPLINARY STATUS" and include the following statement:

"(DATE) I acknowledge receipt of these orders. I have read and understand that failure to comply with these orders render me liable to charges of further unauthorized absence, disobedience of orders, and or manifest desertion as the circumstances warrant. I also understand that all expenses and travel costs in connection with this transfer will be charged against my pay record." (Signed by authorized official (rate/rank/name)).

h. In addition to the endorsement on the [NAVCOMPT 536](#) for personnel traveling on unfunded orders, the servicing PERSUPP DET or PERSOFF will prepare a [NAVPERS 1070/613](#) entry as follows:

"I understand that all expenses and travel costs in connection with this transfer which are in excess of the original costs of my (PCS/TEM DU/TEMADD) orders will be charged against my pay record. Written technical arrest orders were issued and delivered this date transferring (rate/rank/name) to (name of parent command) in a disciplinary status in his or her own custody to report no later than (hour and date). I acknowledge receipt of such orders and acknowledge this statement being entered in my service record."

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(Signature of member and date)

Witnessed:

i. Provide the original TAO, [DD 139](#) Pay Adjustment Authorization, and [NAVPERS 1070/613](#) to the member and forward a signed copy of each to the gaining command.

j. Ensure the absentee's appearance does not reflect discredit to the naval service. Utilization of [DD 139](#) for haircut and clothes may be required.