

MOS PERFORMING: 5813

GRADES: SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given a requirement.

STANDARD: In order to ensure system is operational.

PERFORMANCE STEPS:

1. Conduct PMCS.
2. Perform Functions check.
3. Document results.

REFERENCES:

1. MCO 5580.2_ Law Enforcement Manual
-

5813-LEO-2004: Maintain radar equipment

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5813

GRADES: SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given a requirement.

STANDARD: In order to ensure system is operational.

PERFORMANCE STEPS:

1. Conduct PMCS.
2. Perform Functions check.
3. Document results.

REFERENCES:

1. MCO 5580.2_ Law Enforcement Manual
-

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CHAPTER 10

5814 PHYSICAL SECURITY SPECIALIST

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CHAPTER 10

5814 PHYSICAL SECURITY SPECIALIST

10000. PURPOSE. This chapter includes all individual training events for Physical Security Specialist. Each event is composed of an individual event title, condition, standard, performance steps, support requirements, and references. Accomplishment and proficiency level required is determined by the event standard.

10001. EVENT CODING

Events in the T&R Manual are depicted with a 12-digit, 3-field alphanumeric system, i.e. XXXX-XXXX-XXXX. In some cases, all 12 digits may not be used. This chapter utilizes the following methodology:

a. Field one. Each event starts with 5814, indicating that the event is for MOS 5814, Physical Security Specialist.

b. Field two. This field is alpha characters indicating a functional area. In this chapter, the functional areas are as follows:

| <u>Code</u> | <u>Description</u> | <u>Example</u> |
|-------------|--------------------|----------------|
| MA | Mission Assurance | 5803-MA-XXXX |

c. Field three. All individual events within T&R Manuals are either 1000-level for events taught at MOS-producing formal schools or 2000-level for events taught at advanced-level schools or MOJT. This chapter contains 1000 and 2000-level events.

10002. INDEX OF INDIVIDUAL EVENTS

| EVENT | TITLE | PAGE |
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| 2000-LEVEL EVENTS | | |
| 5814-MA-2001 | Identify physical security threats | 10-4 |
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| 5814-CRPV-2003 | Inspect Arms, Ammunition, and Explosive (AA&E) storage areas/facilities | 10-5 |
| 5814-CRPV-2004 | Inspect classified storage facilities | 10-5 |
| 5814-CRPV-2005 | Conduct a physical security survey | 10-6 |
| 5814-CRPV-2006 | Determine security barriers employment | 10-6 |
| 5814-CRPV-2007 | Determine security lighting employment | 10-7 |
| 5814-CRPV-2008 | Perform maintenance on the Marine Corps Security System (MCESS) | 10-7 |
| 5814-CRPV-2009 | Prepare a Law Enforcement and Physical Security Activity Report (LEPSAR) | 10-8 |
| 5814-SCTY-2010 | Perform a crime analysis | 10-8 |
| 5814-MA-2011 | Maintain Physical Security records | 10-9 |
| 5814-MA-2101 | Develop crime prevention programs | 10-9 |
| 5814-MA-2102 | Maintain Physical Security documents | 10-10 |
| 5814-MA-2103 | Maintain lost and found program | 10-11 |
| 5814-MA-2104 | Coordinate Installation Physical Security | 10-11 |
| 5814-MA-2105 | Manage access control | 10-12 |

10003. 2000-LEVEL EVENTS

5814-MA-2001: Identify physical security threats

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5814

BILLETS: Physical Security Specialist

GRADES: CPL, SGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given a military installation, Mission Essential Vulnerable Areas (MEVA) list, and local threat assessment.

STANDARD: To ensure installation assets are secured.

PERFORMANCE STEPS:

1. Identify assets.
2. Determine requirement.
3. Evaluate vulnerabilities.
4. Determine mitigation options.
5. Develop controls and make risk decisions.
6. Implement controls.

REFERENCES:

1. MCO 5530.14A MARINE CORPS PHYSICAL SECURITY PROGRAM MANUAL
-

5814-MA-2002: Inspect lock and key control procedures

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5814

BILLETS: Physical Security Specialist

GRADES: CPL, SGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given a facility and a key depository.

STANDARD: To ensure that only authorized personnel have access.

PERFORMANCE STEPS:

1. Identify primary and alternate access control custodians.
2. Inspect keys.
3. Verify key control register.
4. Verify key and lock inventories are conducted.

5. Verify accountability within the key depository.
6. Verify safeguarded.

REFERENCES:

1. MCO 5530.14A MARINE CORPS PHYSICAL SECURITY PROGRAM MANUAL
-

5814-MA-2003: Inspect Arms, Ammunition, and Explosive (AA&E) storage areas/facilities

EVALUATION-CODED: NO **SUSTAINMENT INTERVAL:** 12 months

MOS PERFORMING: 5814

BILLETS: Physical Security Specialist

GRADES: CPL, SGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given access to AA&E storage, and NAVMC 11121.

STANDARD: To ensure all assets are properly safeguarded.

PERFORMANCE STEPS:

1. Identify construction requirements.
2. Verify all physical security aids and equipment.
3. Verify key, lock and access control procedures.
4. Verify appointment letters.
5. Verify documentation.
6. Verify records.
7. Validate waivers/exceptions, as required.
8. Verify storage of privately owned weapons storage.
9. Verify duress procedures.
10. Verify armed sentry.
11. Verify communication measures.
12. Complete NAVMC 11121.
13. Submit for review.

REFERENCES:

1. MCO 5530.14A MARINE CORPS PHYSICAL SECURITY PROGRAM MANUAL
 2. MCO 8020.10 USMC Ammo & Explosives Safety Policy
-

5814-MA-2004: Inspect classified storage facilities

EVALUATION-CODED: NO **SUSTAINMENT INTERVAL:** 12 months

MOS PERFORMING: 5814

BILLETS: Physical Security Specialist

GRADES: CPL, SGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given a NAVMC 11121 and provided access.

STANDARD: To ensure structural requirements are met.

PERFORMANCE STEPS:

1. Determine the standards for construction.
2. Identify physical security aids, equipment or devices.
3. Complete NAVMC 11121.
4. Submit for review.

REFERENCES:

1. MCO 5530.14A MARINE CORPS PHYSICAL SECURITY PROGRAM MANUAL
-

5814-MA-2005: Conduct a physical security survey

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5814

BILLETS: Physical Security Specialist

GRADES: CPL, SGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given a requirement.

STANDARD: To identify security weaknesses.

PERFORMANCE STEPS:

1. Determine type of facility.
2. Inspect building and area.
3. Identify corrective measures.
4. Evaluate entry control.
5. Complete NAVMC 11121.
6. Submit for review.

REFERENCES:

1. MCO 5530.14A MARINE CORPS PHYSICAL SECURITY PROGRAM MANUAL
-

5814-MA-2006: Determine security barriers employment

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5814

BILLETS: Physical Security Specialist

GRADES: CPL, SGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given an installation antiterrorism plan (if applicable), a map, a facility and a perceived threat.

STANDARD: To control deny, impede, delay, and discourage access to restricted and non-restricted areas by unauthorized persons.

PERFORMANCE STEPS:

1. Identify criticality, sensitivity and vulnerability.
2. Establish standoff distances.
3. Establish emergency entrances.
4. Identify existing barriers (if applicable).
5. Draft diagram.
6. Submit for review.

REFERENCES:

1. MCO 5530.14A MARINE CORPS PHYSICAL SECURITY PROGRAM MANUAL
-

5814-MA-2007: Determine security lighting employment

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5814

BILLETS: Physical Security Specialist

GRADES: CPL, SGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given requirement.

STANDARD: In order to determine required appropriate lighting.

PERFORMANCE STEPS:

1. Assess area.
2. Identify constraints.
3. Determine requirement.
4. Establish a plan.
5. Submit for review.

REFERENCES:

1. MCO 5530.14A MARINE CORPS PHYSICAL SECURITY PROGRAM MANUAL
-

5814-MA-2008: Perform maintenance on the Marine Corps Security System (MCESS)

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5814

BILLETS: Physical Security Specialist

GRADES: CPL, SGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the appropriate equipment and facility.

STANDARD: To ensure operational readiness.

PERFORMANCE STEPS:

1. Conduct PMCS.
2. Complete trouble ticket, if applicable.
3. File discrepancies.

REFERENCES:

1. MCO 5530.14A MARINE CORPS PHYSICAL SECURITY PROGRAM MANUAL
-

5814-MA-2009: Prepare a Law Enforcement and Physical Security Activity Report (LEPSAR)

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5814

BILLETS: Physical Security Specialist

GRADES: CPL, SGT

INITIAL TRAINING SETTING: MOJT

CONDITION: Given requirement, NAVMC 11197, and access to Law Enforcement database.

STANDARD: To ensure submission prior to 1 February of each calendar year.

PERFORMANCE STEPS:

1. Compile Law Enforcement statistics.
2. Complete report.
3. Submit for review.
4. Retain copy.

REFERENCES:

1. MCO 5530.14A MARINE CORPS PHYSICAL SECURITY PROGRAM MANUAL
-

5814-MA-2010: Perform a crime analysis

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5814

BILLETS: Physical Security Specialist

GRADES: CPL, SGT

INITIAL TRAINING SETTING: MOJT

CONDITION: Given crime statistics.

STANDARD: To identify criminal activity in a specified area.

PERFORMANCE STEPS:

1. Identify demographics.
2. Identify geographies.
3. Identify the type of crimes.
4. Determine crime pattern.
5. Identify contributing factors.
6. Create report.
7. Submit for review.
8. File report.

REFERENCES:

1. MCO 5530.14A MARINE CORPS PHYSICAL SECURITY PROGRAM MANUAL
-

5814-MA-2011: Maintain Physical Security records

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5814

BILLETS: Physical Security Specialist

GRADES: CPL, SGT

INITIAL TRAINING SETTING: MOJT

CONDITION: Given a requirement.

STANDARD: To ensure accurate accountability.

PERFORMANCE STEPS:

1. Identify requirement.
2. Destroy records.
3. Dispose records.
4. Archive records.

REFERENCES:

1. MCO 5530.14A MARINE CORPS PHYSICAL SECURITY PROGRAM MANUAL
-

5814-MA-2101: Develop crime prevention programs

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5814

BILLETS: Physical Security Chief

GRADES: SSGT, GYSGT

INITIAL TRAINING SETTING: MOJT

CONDITION: Given a requirement.

STANDARD: To ensure preservation of good order within the community.

PERFORMANCE STEPS:

1. Review current plan, if applicable.
2. Review surveys.
3. Review Analysis.
4. Coordinate with external agencies, if applicable.
5. Develop and/or revise Crime Prevention Program.
6. Implement program.
7. Identify the local, state, and federal agencies.
8. Develop liaisons.
9. Activate programs.

REFERENCES:

1. MCO 5530.14A MARINE CORPS PHYSICAL SECURITY PROGRAM MANUAL
-

5814-MA-2102: Maintain Physical Security documents

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5814

BILLETS: Physical Security Chief

GRADES: SSGT, GYSGT

INITIAL TRAINING SETTING: MOJT

CONDITION: Given a requirement.

STANDARD: To ensure quality assurance and accuracy.

PERFORMANCE STEPS:

1. Validate documents/reports.
2. Submit for signature.
3. File document/report.

REFERENCES:

1. MCO 5530.14A MARINE CORPS PHYSICAL SECURITY PROGRAM MANUAL
-

5814-MA-2103: Maintain lost and found program

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5814

BILLETS: Physical Security Chief

GRADES: SSGT, GYSGT

INITIAL TRAINING SETTING: MOJT

CONDITION: Given a requirement.

STANDARD: In order to facilitate the disposition of found property.

PERFORMANCE STEPS:

1. Identify a custodian.
2. Establish access procedures.
3. Establish storage procedures.
4. Document inbound/outbound property.
5. Secure property.
6. Dispose of property, if required.

REFERENCES:

1. MCO 5530.14A MARINE CORPS PHYSICAL SECURITY PROGRAM MANUAL
-

5814-MA-2104: Coordinate Installation Physical Security

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5814

BILLETS: Physical Security Chief

GRADES: SSGT, GYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the requirement.

STANDARD: To ensure security of installation

PERFORMANCE STEPS:

1. Identify deficiencies.
2. Determine course of actions.
3. Develop physical security plan.
4. Conduct physical security inspection, if applicable.
5. Advise Security Council.
6. Retain records.

REFERENCES:

1. MCO 5530.14A MARINE CORPS PHYSICAL SECURITY PROGRAM MANUAL
-

5814-MA-2105: Manage access control

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5814

BILLETS: Physical Security Chief

GRADES: SSGT, GYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given a restricted area, and/or facility.

STANDARD: To ensure positive identification and control.

PERFORMANCE STEPS:

1. Validate restricted area designation level.
2. Validate identification and control systems.
3. Establish enforcement measures and procedures.

REFERENCES:

1. MARADMIN 533/08 Installation Access Control Policy
 2. MCO 5530.14A MARINE CORPS PHYSICAL SECURITY PROGRAM MANUAL
-

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CHAPTER 11

5816 SPECIAL REACTION TEAM (SRT) MEMBER

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CHAPTER 10

5816 SPECIAL REACTION TEAM (SRT) MEMBER

11000. PURPOSE. This chapter includes all individual training events for Special Reaction Team (SRT) Member. Each event is composed of an individual event title, condition, standard, performance steps, support requirements, and references. Accomplishment and proficiency level required is determined by the event standard.

11001. EVENT CODING

Events in the T&R Manual are depicted with a 12-digit, 3-field alphanumeric system, i.e. XXXX-XXXX-XXXX. In some cases, all 12 digits may not be used. This chapter utilizes the following methodology:

a. Field one. Each event starts with 5816, indicating that the event is for MOS 5816, Special Reaction Team (SRT) Member.

b. Field two. This field is alpha characters indicating a functional area. In this chapter, the functional areas are as follows:

| <u>Code</u> | <u>Description</u> | <u>Example</u> |
|-------------|--------------------------|----------------|
| GSS | Garrison Service Support | 5816-GSS-XXXX |

c. Field three. All individual events within T&R Manuals are either 1000-level for events taught at MOS-producing formal schools or 2000-level for events taught at advanced-level schools or MOJT. This chapter contains 1000 and 2000-level events.

11002. INDEX OF INDIVIDUAL EVENTS

| EVENT | TITLE | PAGE |
|--------------------------|--|-------|
| 1000-LEVEL EVENTS | | |
| 5816-GSS-1001 | Conduct a Tactical entry | 11-4 |
| 5816-GSS-1002 | Employ service pistol | 11-4 |
| 5816-GSS-1003 | Conduct a breach | 11-5 |
| 5816-GSS-1005 | Conduct a tactical movement | 11-5 |
| 5816-GSS-1006 | Clear a structure | 11-6 |
| 5816-GSS-1007 | Conduct a protective services operation | 11-7 |
| 2000-LEVEL EVENTS | | |
| 5816-GSS-2001 | Develop a precision weapon employment plan | 11-8 |
| 5816-GSS-2002 | Maintain Mountaineering and Helicopter Rope Suspension Training (HSRT) equipment | 11-8 |
| 5816-GSS-2003 | Obtain Helicopter Rope Suspension Training (HRST) | 11-9 |
| 5816-GSS-2004 | Perform a rappel | 11-9 |
| 5816-GSS-2005 | Employ precision weapon | 11-10 |

11003. 1000-LEVEL EVENTS

5816-GSS-1001: Conduct a Tactical entry

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

DESCRIPTION: This event encompasses the preparations conducted concurrently with mission planning and immediately following the completion of planning. SRT Marines are expected to use the following weapon systems to accomplish this task: M9, M16, M4, M870, M1014, Mossberg 500/590, M249, and MP5 variant.

MOS PERFORMING: 5816

GRADES: CPL, SGT, SSGT, GYSGT, MSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given a mission.

STANDARD: In order to neutralize the threat.

PERFORMANCE STEPS:

1. Identify requirement.
2. Gather intelligence.
3. Plan entry.
4. Perform Immediate Action Drills.
5. Execute Entry.

REFERENCES:

1. FM 3-19.11 Military Police - Special Reaction Teams
2. MCRP 3-01A Rifle Marksmanship
3. MCRP 3-01B Pistol Marksmanship
4. Colt M-4 Operation Manual

5816-GSS-1002: Employ service pistol

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5816

GRADES: CPL, SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given an SRT qualification standard, ammunition, SRT tactical equipment, and targets.

STANDARD: In order achieve a minimum score of 75%.

PERFORMANCE STEPS:

1. Perform a Functions Check.

2. Load the weapon.
3. Visually acquire target.
4. Engage target.

REFERENCES:

1. FM 3-19.11 Military Police - Special Reaction Teams
2. MCO 1510.86B Individual Training Standards (ITS) System for the Military Police
3. MCRP 3-01A Rifle Marksmanship
4. MCRP 3-01B Pistol Marksmanship
5. Battle Drill Guide, Small Arms Weapons Instructors Course Guide

5816-GSS-1003: Conduct a breach

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

DESCRIPTION: This event encompasses the preparations conducted concurrently with mission planning and immediately following the completion of planning. The Breacher is expected to use the following weapon systems to accomplish this task: electric priming system, nonelectric priming system, Det Cord Loop Charge, Satellite Charge, Water Charge, Window Charge, Slider Charge, Slant Charge, Oval Charge, Ghostbuster Charge, Det Cord Linear Charge, Hinge Charge, Strip Charge, and "C" Charge.

MOS PERFORMING: 5816

GRADES: CPL, SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given an objective, in a tactical environment.

STANDARD: In order to gain entry.

PERFORMANCE STEPS:

1. Assess structure.
2. Identify equipment.
3. Prepare equipment.
4. Employ equipment.

REFERENCES:

1. FM 3-19.11 Military Police - Special Reaction Teams
2. Guidebook for Assault Entry Techniques, Volume I and II
3. Installation Special Reaction Team (SRT) Standing Operating Procedure (SOP)

5816-GSS-1005: Conduct a tactical movement

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5816

GRADES: CPL, SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given a SRT objective.

STANDARD: In order to reach an objective without being compromised.

PERFORMANCE STEPS:

1. Plan movement.
2. Conduct actions at ORP.
3. Conduct actions at LCC.
4. Conduct counter surveillance.
5. Move to entry point.

REFERENCES:

1. FM 3-19.11 Military Police - Special Reaction Teams
2. FM 90-10 MILITARY OPERATIONS ON URBAN TERRAIN
3. MCWP 3-11.2 Marine Rifle Squad
4. Installation Special Reaction Team (SRT) Standing Operating Procedure (SOP)

5816-GSS-1006: Clear a structure

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5816

GRADES: CPL, SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given an objective, SRT equipment, and weapons.

STANDARD: To neutralize all threats using necessary force.

PERFORMANCE STEPS:

1. Identify requirement.
2. Gather intelligence.
3. Determine required equipment.
4. Plan entry.
5. Perform Immediate Action Drill.
6. Execute entry.

REFERENCES:

1. FM 3-19.11 Military Police - Special Reaction Teams
2. FM 90-10 MILITARY OPERATIONS ON URBAN TERRAIN
3. MCWP 3-11.2 Marine Rifle Squad
4. MCWP 3-11.3 Scouting and Patrolling
5. United States Marine Corps Weapons Drill Guide

SUPPORT REQUIREMENTS:

EQUIPMENT: The following weapon systems are used to accomplish this task per mission requirements: M40A1, M40A3, M4A1, Heckler & Koch MP5, EMR/DMR platforms, Beretta M9 9mm Pistol, MEU(SOC).45 pistol, Kimber ICQB, M203, MK19 variants, M79, MK 153 SMAW, Multi-Shot Grenade Launcher variants, M9, M16, M4, M870, M1014, Mossberg 500/590, M240 variants, M249, and M2 .50 cal. .

5816-GSS-1007: Conduct a protective services operation

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5816

GRADES: LCPL, CPL, SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given a requirement.

STANDARD: In order to protect principle.

PERFORMANCE STEPS:

1. Review mission analysis.
2. Plan mission.
3. Execute mission.
4. Report results.

REFERENCES:

1. MCO 5580.2_ Law Enforcement Manual
 2. Installation Standard Operating Procedures
-

11004. 2000-LEVEL EVENTS

5816-GSS-2001: Develop a precision weapon employment plan

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5816

GRADES: CPL, SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: MOJT

CONDITION: Given a SRT mission.

STANDARD: To ensure support by fire emplacement.

PERFORMANCE STEPS:

1. Identify requirement.
2. Conduct a mission analysis.
3. Coordinate employment plan.
4. Brief plan to higher headquarters.
5. Debrief plan after execution.

REFERENCES:

1. FMFM 1-3B Sniping
2. MCRP 3-01A Rifle Marksmanship
3. MCRP 3-01B Pistol Marksmanship
4. Installation Special Reaction Team (SRT) Standing Operating Procedure (SOP)

5816-GSS-2002: Maintain Mountaineering and Helicopter Rope Suspension Training (HSRT) equipment

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5816

GRADES: CPL, SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: MOJT

CONDITION: Given components of Marine Assault Climber Kit (MACK), Helicopter rope suspension training (HRST) kit, cleaning Materials, and SOP's.

STANDARD: Ensuring equipment readiness used to sustain (HRST) capabilities in accordance with the references.

PERFORMANCE STEPS:

1. Inspect equipment for serviceability.
2. Perform PMCS.
3. Report unserviceable equipment.

REFERENCES:

1. FM 90-6 Mountain Operations
2. TC 90-6-1 Military Mountaineering
3. Ranger Handbook

5816-GSS-2003: Obtain Helicopter Rope Suspension Training (HRST)

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

DESCRIPTION: This event determines the participant's ability to develop and maintain helicopter rope suspension training (HRST) and mountaineering training certifications.

MOS PERFORMING: 5816

GRADES: CPL, SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: MOJT

CONDITION: Provided an HRST and Mountaineering School quota, HRST, and MACK equipment.

STANDARD: Obtain proficiency per the school certification/recertification requirements, in accordance with the references.

PERFORMANCE STEPS:

1. Complete the approved certification course.
2. Recertify, if applicable.

REFERENCES:

1. FM 90-10 MILITARY OPERATIONS ON URBAN TERRAIN
2. MCO 1510.101 Individual Training Standards System for Marine Corps Special Skills, Vol. II
3. MCRP 3-0B How to Conduct Training
4. NSWC TR 79-224 Characteristics of Urban Terrain
5. NSWC/DL TR-3714 Urban Building Characteristics
6. Installation Special Reaction Team (SRT) Standing Operating Procedure (SOP)
7. Mountaineering, The Freedom of the Hills, 5th Edition, The Mountaineers, Seattle, WA, 1982
8. Ropes, Knots, and Slings for Climbers, La Siesta Press, Glendale, CA 1982

5816-GSS-2004: Perform a rappel

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5816

GRADES: CPL, SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: MOJT

CONDITION: Given a mission.

STANDARD: To Ensure insertion/extraction capabilities on objective.

PERFORMANCE STEPS:

1. Identify equipment.
2. Establish rappel point.
3. Inspect the aircraft and all attachment points, if applicable.
4. Rig suspension equipment.
5. Execute plan.

REFERENCES:

1. TC 90-6-1 Military Mountaineering
2. Mountaineering, The Freedom of the Hills, 5th Edition, The Mountaineers, Seattle, WA, 1982
3. Wilderness Search and Rescue, Tim Setnicka, Appalachian Mountain Club, Boston, MA, 1980

5816-GSS-2005: Employ precision weapon

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

DESCRIPTION: This event encompasses the preparations conducted concurrently with mission planning and immediately following the completion of planning. SRT Marines are expected to use the following weapon systems to accomplish this task: M40A1, M40A3, M4A1, Heckler & Koch MP5, EMR/DMR platforms, Beretta M9 9mm Pistol, MEU(SOC).45 pistol, and Kimber ICQB.

MOS PERFORMING: 5816

GRADES: CPL, SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given an SRT mission.

STANDARD: In order to eliminate threat.

PERFORMANCE STEPS:

1. Perform Preventative Maintenance Checks and Services
2. Perform a Functions Check.
3. Load the weapon.
4. Establish an observation post, if applicable.
5. Visually acquire target.
6. Engage target.

REFERENCES:

1. FM 3-19.11 Military Police - Special Reaction Teams
 2. FMFM 0-11 Scout Sniper
 3. FMFM 1-3B Sniping
 4. FMFM 0-8 BASIC MARKSMANSHIP
 5. MCRP 3-01A Rifle Marksmanship
-

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CHAPTER 12

5819 MILITARY POLICE INVESTIGATOR

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CHAPTER 12

5819 MILITARY POLICE INVESTIGATOR

12000. PURPOSE. This chapter includes all individual training events for Military Police Investigator. Each event is composed of an individual event title, condition, standard, performance steps, support requirements, and references. Accomplishment and proficiency level required is determined by the event standard.

12001. EVENT CODING

Events in the T&R Manual are depicted with a 12-digit, 3-field alphanumeric system, i.e. XXXX-XXXX-XXXX. In some cases, all 12 digits may not be used. This chapter utilizes the following methodology:

a. Field one. Each event starts with 5819, indicating that the event is for MOS 5819, Military Police Investigator.

b. Field two. This field is alpha characters indicating a functional area. In this chapter, the functional areas are as follows:

| <u>Code</u> | <u>Description</u> | <u>Example</u> |
|-------------|----------------------------|----------------|
| LEO | Law Enforcement Operations | 5819-LEO-XXXX |

c. Field three. All individual events within T&R Manuals are either 1000-level for events taught at MOS-producing formal schools or 2000-level for events taught at advanced-level schools or MOJT. This chapter contains 1000 and 2000-level events.

12002. INDEX OF INDIVIDUAL EVENTS

| EVENT | TITLE | PAGE |
|--------------------------|----------------------------------|------|
| 2000-LEVEL EVENTS | | |
| 5819-LEO-2001 | Obtain records | 12-4 |
| 5819-LEO-2002 | Obtain handwriting exemplars | 12-4 |
| 5819-LEO-2003 | Determine authority/jurisdiction | 12-5 |
| 5819-LEO-2004 | Conduct a line-up | 12-5 |
| 5819-LEO-2005 | Conduct a field test | 12-6 |
| 5819-LEO-2006 | Provide Testimony | 12-6 |
| 5819-LEO-2007 | Collect case prints | 12-7 |
| 5819-LEO-2008 | Process a crime scene | 12-7 |

12003. 2000-LEVEL EVENTS

5819-LEO-2001: Obtain records

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5819

BILLETS: Military Police Investigator

GRADES: CPL, SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given an authorization to release information.

STANDARD: In order to legally obtain information during a criminal investigation.

PERFORMANCE STEPS:

1. Determine type of authorization.
2. Obtain permission.
3. Collect information.
4. Safeguard information.
5. Document appropriately.

REFERENCES:

1. MCO 5580.2_ Law Enforcement Manual
 2. Freedom of Information Act
 3. Reports and Forms Preparation Guide for the Navy Security Force
-

5819-LEO-2002: Obtain handwriting exemplars

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5819

BILLETS: Military Police Investigator

GRADES: CPL, SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given a suspect, questioned document, and appropriate documents.

STANDARD: In order to conduct a forensic comparison.

PERFORMANCE STEPS:

1. Identify document(s) in question.
2. Collect exemplars.
3. Enter evidence.

REFERENCES:

1. FM 3-19.13 Law Enforcement Investigations
2. MCO 5580.2_ Law Enforcement Manual
3. Manual for Courts-Martial 2008 Manual for Courts-Martial United States (2008 Edition)

5819-LEO-2003: Determine authority/jurisdiction

EVALUATION-CODED: NO **SUSTAINMENT INTERVAL:** 12 months

MOS PERFORMING: 5819

BILLETS: Military Police Investigator

GRADES: CPL, SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given a reported crime.

STANDARD: To identify responsible Law Enforcement personnel in accordance with Federal Law.

PERFORMANCE STEPS:

1. Identify crime location.
2. Determine who committed the crime.
3. Determine the type of jurisdiction.

REFERENCES:

1. FM 3-19.13 Law Enforcement Investigations
2. MCO 5580.2_ Law Enforcement Manual
3. Manual for Courts-Martial 2008 Manual for Courts-Martial United States (2008 Edition)
4. Installation Standard Operating Procedures
5. Title 18, United States Code

5819-LEO-2004: Conduct a line-up

EVALUATION-CODED: NO **SUSTAINMENT INTERVAL:** 12 months

MOS PERFORMING: 5819

BILLETS: Military Police Investigator

GRADES: CPL, SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given a suspect or item, a witness and/or victim(s).

STANDARD: In order to make positive identification.

PERFORMANCE STEPS:

1. Identify appropriate lineup.
2. Present suspect/object.
3. Document appropriately.

REFERENCES:

1. FM 3-19.13 Law Enforcement Investigations
 2. MCO 5580.2_ Law Enforcement Manual
 3. Manual for Courts-Martial 2008 Manual for Courts-Martial United States (2008 Edition)
-

5819-LEO-2005: Conduct a field test

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5819

BILLETS: Military Police Investigator

GRADES: CPL, SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: MOJT

CONDITION: Given a requirement.

STANDARD: To identify a presence of a substance.

PERFORMANCE STEPS:

1. Select proper presumptive test kit.
2. Conduct test.
3. Record findings on appropriate form(s).

REFERENCES:

1. FM 3-19.13 Law Enforcement Investigations
 2. MCO 5580.2_ Law Enforcement Manual
 3. Manual for Courts-Martial 2008 Manual for Courts-Martial United States (2008 Edition)
 4. Reports and Forms Preparation Guide for the Navy Security Force
-

5819-LEO-2006: Provide Testimony

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5819

BILLETS: Military Police Investigator

GRADES: CPL, SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given a court, board, or administrative hearings.

STANDARD: In order to testify to facts/circumstances of a criminal investigation at Courts, Boards, and Administrative Hearings.

PERFORMANCE STEPS:

1. Review investigative notes prior to hearing.
2. Review Incident.
3. Answer questions.

REFERENCES:

1. FM 19-10 MP Administration and Operations
 2. FM 3-19.13 Law Enforcement Investigations
 3. MCO 5580.2_ Law Enforcement Manual
-

5819-LEO-2007: Collect case prints

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5819

BILLETS: Military Police Investigator

GRADES: CPL, SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given a requirement.

STANDARD: In order to obtain record or major case prints.

PERFORMANCE STEPS:

1. Identify individuals.
2. Obtain required prints.
3. Safeguard prints.
4. Document appropriately.

REFERENCES:

1. DoD INST 5505.11 Fingerprint Card and Final Disposition Report Submission Requirements
 2. FM 3-19.13 Law Enforcement Investigations
 3. MCO 5580.2_ Law Enforcement Manual
 4. SECNAVINST 5580.1 Navy and Marine Corps Submission Procedures for Suspect Fingerprint Cards and Final Disposition Reports
-

5819-LEO-2008: Process a crime scene

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5819

BILLETS: Military Police Investigator

GRADES: CPL, SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given an incident location.

STANDARD: In order to document and collect evidence.

PERFORMANCE STEPS:

1. Safeguard the scene.
2. Obtain authorization/permission to enter scene.
3. Document scene.
4. Release the scene.

REFERENCES:

1. FM 3-19.13 Law Enforcement Investigations
 2. MCO 5580.2_ Law Enforcement Manual
 3. Manual for Courts-Martial 2008 Manual for Courts-Martial United States (2008 Edition)
 4. Reports and Forms Preparation Guide for the Navy Security Force
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CHAPTER 13

5821 CRIMINAL INVESTIGATOR

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MP/CORR T&R MANUAL

CHAPTER 13

5821 CRIMINAL INVESTIGATOR

12000. PURPOSE. This chapter includes all individual training events for Criminal Investigator. Each event is composed of an individual event title, condition, standard, performance steps, support requirements, and references. Accomplishment and proficiency level required is determined by the event standard.

12001. EVENT CODING

Events in the T&R Manual are depicted with a 12-digit, 3-field alphanumeric system, i.e. XXXX-XXXX-XXXX. In some cases, all 12 digits may not be used. This chapter utilizes the following methodology:

a. Field one. Each event starts with 5821, indicating that the event is for MOS 5821, Criminal Investigator.

b. Field two. This field is alpha characters indicating a functional area. In this chapter, the functional areas are as follows:

| <u>Code</u> | <u>Description</u> | <u>Example</u> |
|-------------|----------------------------|----------------|
| LEO | Law Enforcement Operations | 5821-LEO-XXXX |

c. Field three. All individual events within T&R Manuals are either 1000-level for events taught at MOS-producing formal schools or 2000-level for events taught at advanced-level schools or MOJT. This chapter contains 2000-level events.

13002. INDEX OF INDIVIDUAL EVENTS

| EVENT | TITLE | PAGE |
|--------------------------|--|-------|
| 2000-LEVEL EVENTS | | |
| 5821-LEO-2001 | Employ Use of Force | 13-4 |
| 5821-LEO-2002 | Complete Report of Investigation | 13-4 |
| 5821-LEO-2003 | Conduct a records check | 13-5 |
| 5821-LEO-2004 | Obtain records | 13-5 |
| 5821-LEO-2005 | Obtain handwriting exemplars | 13-6 |
| 5821-LEO-2006 | Determine authority/jurisdiction | 13-6 |
| 5821-LEO-2007 | Collect case prints | 13-7 |
| 5821-LEO-2008 | Conduct a field test | 13-7 |
| 5821-LEO-2009 | Conduct an interview interrogation | 13-8 |
| 5821-LEO-2010 | Employ technical listening equipment | 13-8 |
| 5821-LEO-2011 | Provide Testimony | 13-9 |
| 5821-LEO-2012 | Process a crime scene | 13-9 |
| 5821-LEO-2013 | Conduct surveillance | 13-10 |
| 5821-LEO-2014 | Manage an informant | 13-10 |
| 5821-LEO-2015 | Conduct a search | 13-11 |
| 5821-LEO-2016 | Conduct a protective services operation | 13-11 |
| 5821-LEO-2017 | Conduct crisis negotiations | 13-12 |
| 5821-LEO-2018 | Maintain an evidence repository | 13-12 |
| 5821-LEO-2101 | Supervise a crisis negotiation team | 13-13 |
| 5821-LEO-2102 | Supervise an Apprentice Investigator | 13-13 |
| 5821-LO-2201 | Conduct criminal intelligence operations | 13-14 |
| 5821-LO-2202 | Conduct exploitation operations | 13-15 |

13003. 2000-LEVEL EVENTS

5821-LEO-2001: Employ Use of Force

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5821

GRADES: SGT, SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given a situation requiring the use of force.

STANDARD: To suppress the threat.

PERFORMANCE STEPS:

1. Observe the situation.
2. Identify the threat.
3. Apply force as necessary.
4. Apply restraints, if applicable.
5. Complete necessary documentation.

REFERENCES:

1. MCO 5500.6_ Arming of Law Enforcement and Security Personnel and the Use of Force
 2. MCO 5580.2_ Law Enforcement Manual
 3. SECNAVINST 5500.29 Use of Deadly Force
-

5821-LEO-2002: Complete Report of Investigation

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5821

GRADES: SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given a reported crime, a personal computer (PC), and supporting documentation.

STANDARD: To document facts/ circumstances.

PERFORMANCE STEPS:

1. Identify appropriate documents.
2. Review documentation.
3. Determine facts.
4. Prepare the report.
5. Submit report.

REFERENCES:

1. FM 3-19.13 Law Enforcement Investigations
 2. MCO 5580.2_ Law Enforcement Manual
-

5821-LEO-2003: Conduct a records check

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5821

GRADES: SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: MOJT

CONDITION: Given access to records.

STANDARD: In order to obtain background information.

PERFORMANCE STEPS:

1. Access records.
2. Report all results.

REFERENCES:

1. FM 3-19.13 Law Enforcement Investigations
 2. MCO 5580.1 Marine Corps Participation in the Federal Bureau of Investigation (FBI) National Crime Information (NCIC) System
 3. MCO 5580.2_ Law Enforcement Manual
 4. NCIC Uniform Offense Classifications
-

5821-LEO-2004: Obtain records

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5821

GRADES: SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given an authorization to release information.

STANDARD: In order to legally obtain information during a criminal investigation.

PERFORMANCE STEPS:

1. Determine type of authorization.
2. Obtain permission.
3. Collect information.
4. Safeguard information.
5. Document appropriately.

REFERENCES:

1. MCO 5580.2_ Law Enforcement Manual
 2. Reports and Forms Preparation Guide for the Navy Security Force
-

5821-LEO-2005: Obtain handwriting exemplars

EVALUATION-CODED: NO **SUSTAINMENT INTERVAL:** 12 months

MOS PERFORMING: 5821

GRADES: SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given a suspect, questioned document and appropriate documents.

STANDARD: In order to conduct a forensic comparison.

PERFORMANCE STEPS:

1. Identify document(s) in question.
2. Collect exemplars.
3. Enter evidence.

REFERENCES:

1. FM 3-19.13 Law Enforcement Investigations
 2. MCO 5580.2_ Law Enforcement Manual
 3. Manual for Courts-Martial 2008 Manual for Courts-Martial United States (2008 Edition)
-

5821-LEO-2006: Determine authority/jurisdiction

EVALUATION-CODED: NO **SUSTAINMENT INTERVAL:** 12 months

MOS PERFORMING: 5821

GRADES: CPL, SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given a reported crime.

STANDARD: To identify responsible law-enforcement personnel in accordance with federal law.

PERFORMANCE STEPS:

1. Identify crime location.
2. Determine who committed the crime.
3. Determine the type of jurisdiction.

REFERENCES:

1. FM 3-19.13 Law Enforcement Investigations

2. MCO 5580.2_ Law Enforcement Manual
 3. Manual for Courts-Martial 2008 Manual for Courts-Martial United States (2008 Edition)
 4. Installation Standard Operating Procedures
 5. Title 18, United States Code
-

5821-LEO-2007: Collect case prints

EVALUATION-CODED: NO **SUSTAINMENT INTERVAL:** 12 months

MOS PERFORMING: 5821

GRADES: SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given a requirement.

STANDARD: In order to obtain record or major case prints.

PERFORMANCE STEPS:

1. Identify individuals.
2. Obtain required prints.
3. Safeguard prints.
4. Document appropriately.

REFERENCES:

1. DoD INST 5505.11 Fingerprint Card and Final Disposition Report Submission Requirements
 2. FM 3-19.13 Law Enforcement Investigations
 3. MCO 5580.2_ Law Enforcement Manual
 4. SECNAVINST 5580.1 Navy and Marine Corps Submission Procedures for Suspect Fingerprint Cards and Final Disposition Reports
-

5821-LEO-2008: Conduct a field test

EVALUATION-CODED: NO **SUSTAINMENT INTERVAL:** 12 months

MOS PERFORMING: 5821

GRADES: SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: MOJT

CONDITION: Given a requirement.

STANDARD: To identify a presence of a substance.

PERFORMANCE STEPS:

1. Select proper presumptive test kit.

2. Perform test.
3. Record findings on appropriate form(s).

REFERENCES:

1. FM 3-19.13 Law Enforcement Investigations
 2. MCO 5580.2_ Law Enforcement Manual
 3. Manual for Courts-Martial 2008 Manual for Courts-Martial United States (2008 Edition)
 4. Reports and Forms Preparation Guide for the Navy Security Force
-

5821-LEO-2009: Conduct an interview interrogation

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5821

GRADES: SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given a reported incident.

STANDARD: In order to determine facts/circumstances of a criminal complaint.

PERFORMANCE STEPS:

1. Prepare interview room.
2. Coordinate with respective representative.
3. Complete interview/interrogation log.
4. Conduct the interview.
5. Advise interviewee of their rights.
6. Document details of the interview.

REFERENCES:

1. FM 3-19.13 Law Enforcement Investigations
 2. MCO 5580.2_ Law Enforcement Manual
 3. Manual for Courts-Martial 2008 Manual for Courts-Martial United States (2008 Edition)
-

5821-LEO-2010: Employ technical listening equipment

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5821

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given a requirement.

STANDARD: In order to legally gather information/evidence

PERFORMANCE STEPS:

1. Review requirements.
2. Review legal considerations.
3. Confirm technical capabilities.
4. Verify legal authorization.
5. File evidence.

REFERENCES:

1. FM 3-19.13 Law Enforcement Investigations
 2. MCO 5580.2_ Law Enforcement Manual
-

5821-LEO-2011: Provide Testimony

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5821

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given a court, board, or administrative hearing.

STANDARD: In order to verify facts/circumstances of a criminal investigation.

PERFORMANCE STEPS:

1. Review investigative notes.
2. Review report.
3. Answer questions.

REFERENCES:

1. FM 19-10 MP Administration and Operations
 2. FM 3-19.13 Law Enforcement Investigations
 3. MCO 5580.2_ Law Enforcement Manual
-

5821-LEO-2012: Process a crime scene

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5821

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given an incident location.

STANDARD: In order to document and collect evidence.

PERFORMANCE STEPS:

1. Safeguard the scene.
2. Obtain authorization/permission to enter scene.
3. Document scene.
4. Release the scene.

REFERENCES:

1. FM 3-19.13 Law Enforcement Investigations
 2. MCO 5580.2_ Law Enforcement Manual
 3. Manual for Courts-Martial 2008 Manual for Courts-Martial United States (2008 Edition)
-

5821-LEO-2013: Conduct surveillance

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

DESCRIPTION: This event determines the participant's ability to properly conduct surveillance. Surveillances and undercover operations are undertaken to learn about suspect's activities and relationships. In these operations, investigators attempt to watch suspects or associates with them without their becoming aware of police interest.

MOS PERFORMING: 5821

GRADES: SGT, SSGT, GYSGT, MSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given a requirement.

STANDARD: In order to gather information/evidence to facilitate criminal activity.

PERFORMANCE STEPS:

1. Identify subject /location.
2. Identify equipment.
3. Determine goals and objectives.
4. Determine type and methods of surveillance.
5. Conduct reconnaissance.

REFERENCES:

1. FM 19-10 MP Administration and Operations
 2. FM 3-19.13 Law Enforcement Investigations
 3. MCO 5580.2_ Law Enforcement Manual
-

5821-LEO-2014: Manage an informant

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5821

GRADES: SGT, SSGT, GYSGT, MSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given an individual who possesses information on criminal incident(s).

STANDARD: In order to obtain information regarding criminal activity.

PERFORMANCE STEPS:

1. Identify prospective individual.
2. Recruit prospective individual.
3. Register the individual.

REFERENCES:

1. FM 3-19.13 Law Enforcement Investigations
 2. MCO 5580.2_ Law Enforcement Manual
 3. Manual for Courts-Martial 2008 Manual for Courts-Martial United States (2008 Edition)
-

5821-LEO-2015: Conduct a search

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5821

GRADES: SGT, SSGT, GYSGT, MSGT

INITIAL TRAINING SETTING: MOJT

CONDITION: Given a requirement.

STANDARD: In order identify evidence and/or neutralize the threat.

PERFORMANCE STEPS:

1. Determine area.
2. Obtain appropriate authorization.
3. Determine method.
4. Conduct mission.
5. Document results.

REFERENCES:

1. FM 3-19.13 Law Enforcement Investigations
 2. MCO 5580.2_ Law Enforcement Manual
 3. Manual for Courts-Martial 2008 Manual for Courts-Martial United States (2008 Edition)
-

5821-LEO-2016: Conduct a protective services operation

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5821

GRADES: SSGT, GYSGT, MSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given a requirement.

STANDARD: In order to protect principle.

PERFORMANCE STEPS:

1. Review mission analysis.
2. Plan mission.
3. Execute mission.
4. Report results.

REFERENCES:

1. MCO 5580.2_ Law Enforcement Manual
 2. Installation Standard Operating Procedures
-

5821-LEO-2017: Conduct crisis negotiations

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5821

GRADES: SGT, SSGT, GYSGT, MSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given a requirement

STANDARD: In order negotiate the situation to a peaceful resolution.

PERFORMANCE STEPS:

1. Verify the scene situation.
2. Verify if negotiations have been established.
3. Obtain information.
4. Ensure the scene has been contained.
5. Establish contact with the suspect(s).
6. Collect information.
7. Document information.
8. Submit report.

REFERENCES:

1. MCO 5580.2_ Law Enforcement Manual
-

5821-LEO-2018: Maintain an evidence repository

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5821

GRADES: SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: MOJT

CONDITION: Given a requirement.

STANDARD: To ensure evidentiary items are properly stored, inventoried and transferred.

PERFORMANCE STEPS:

1. Receive evidence.
2. Maintain evidence.
3. Dispose evidence.

REFERENCES:

1. FM 3-19.13 Law Enforcement Investigations
 2. MCO 5580.2_ Law Enforcement Manual
 3. Manual for Courts-Martial 2008 Manual for Courts-Martial United States (2008 Edition)
-

5821-LEO-2101: Supervise a crisis negotiation team

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5821

GRADES: MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given a negotiator team.

STANDARD: To ensure crisis negotiators are readily available to respond to incidents.

PERFORMANCE STEPS:

1. Assign personnel.
2. Coordinate with COC.

REFERENCES:

1. FM 3-19.13 Law Enforcement Investigations
 2. MCO 5580.2_ Law Enforcement Manual
-

5821-LEO-2102: Supervise an Apprentice Investigator

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5821

GRADES: SSGT, GYSGT

INITIAL TRAINING SETTING: MOJT

CONDITION: Given an Apprentice Agent in Training.

STANDARD: To ensure completion of AATP.

PERFORMANCE STEPS:

1. Identify potential criminal investigators.
2. Assign investigator.
3. Evaluate apprentice agent.

REFERENCES:

1. FM 3-19.13 Law Enforcement Investigations
2. MCO 5580.2_ Law Enforcement Manual

5821-LO-2201: Conduct criminal intelligence operations

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

DESCRIPTION: This task is broad in nature and is designed to encompass the various types of offensive attacks against a Criminal (threat) network. Guiding principles include: Attack Cohesion, Attack Popular Support, Attack Support Structure, Attack Command & Control, Create Net-Centric capabilities, Create Multi-Discipline Analytical Stare. Key objectives are: Security for the Populace, Developing Targeting Packages and Products, Understand Rapid Evolving Operational Picture, and to Fully Leverage National Intelligence, C2, Technology and Science to Defeat criminal (threat) networks. Military Police Officers use a law enforcement perspective to leverage AtN enablers (i.e. Interagency LE agencies, Combined Explosives Exploitation Cells (CEXC), Weapons Intelligence Teams (WIT), C-IED Targeting Program Cells (CITP), etc.)

MOS PERFORMING: 5821

GRADES: SGT, SSGT, GYSGT, MSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given a requirement.

STANDARD: To target, disrupt, disable and/or destroy criminal (threat) networks.

PERFORMANCE STEPS:

1. Identify networks.
2. Determine networks function.
3. Identify criminal intelligence/information.
4. Conduct intra/inter agency investigative intelligence coordination.
5. Integrate biometrics and forensics capability.
6. Provide support to AtN operations.

REFERENCES:

1. FM 3-07 Stability Operations (2008)
2. FM 3-19.50 Police Intelligence Operations
3. JP 3-07 Joint Doctrine for Military Operations Other Than War
4. JP 3-07.1 Joint Tactics, Techniques, and Procedures for Foreign Internal Defense (FID) (30 Apr 2004)
5. JP 3-08 Interagency, Intergovernmental Organization, and Nongovernmental Organization Coordination during Joint Operations, Vol I and II
6. JP 3-16 Multinational Operations

7. MCWP 3-34.1 Military Police In Support of the MAGTF
 8. NAVMC 2890 Small Wars Manual
 9. TC 31-73 Special Forces Advisor Guide
-

5821-LO-2202: Conduct exploitation operations

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5821

GRADES: SGT, SSGT, GYSGT, MSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given a requirement.

STANDARD: To target, disrupt, and/or disable criminal and/or insurgent activity.

PERFORMANCE STEPS:

1. Identify individual and/or location.
2. Collect evidence/information.
3. Coordinate information.
4. Process information.
5. Document information.

REFERENCES:

1. FM 3-19.50 Police Intelligence Operations
 2. JP 3-07.1 Joint Tactics, Techniques, and Procedures for Foreign Internal Defense (FID) (30 Apr 2004)
 3. JP 3-08 Interagency, Intergovernmental Organization, and Nongovernmental Organization Coordination during Joint Operations, Vol I and II
 4. JP 3-16 Multinational Operations
 5. MCWP 3-33.2 Civil Disturbance
 6. MCWP 3-34.1 Military Police In Support of the MAGTF
 7. MCWP 5-1 Marine Corps Planning Process
-

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CHAPTER 14

5822 FORENSIC PSYCHO-PHYSIOLOGIST POLYGRAPH EXAMINER

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CHAPTER 14

5822 FORENSIC PSYCHO-PHYSIOLOGIST POLYGRAPH EXAMINER

14000. PURPOSE. This chapter includes all individual training events for Forensic Psycho-Physiologist Polygraph Examiner. Each event is composed of an individual event title, condition, standard, performance steps, support requirements, and references. Accomplishment and proficiency level required is determined by the event standard.

14001. EVENT CODING

Events in the T&R Manual are depicted with a 12-digit, 3-field alphanumeric system, i.e. XXXX-XXXX-XXXX. In some cases, all 12 digits may not be used. This chapter utilizes the following methodology:

a. Field one. Each event starts with 5822, indicating that the event is for MOS 5822, Forensic Psycho-Physiologist Polygraph Examiner.

b. Field two. This field is alpha characters indicating a functional area. In this chapter, the functional areas are as follows:

| <u>Code</u> | <u>Description</u> | <u>Example</u> |
|-------------|--------------------|----------------|
| INV | Investigations | 5822-INV-XXXX |

c. Field three. All individual events within T&R Manuals are either 1000-level for events taught at MOS-producing formal schools or 2000-level for events taught at advanced-level schools or MOJT. This chapter contains 1000 and 2000-level events.

14002. INDEX OF INDIVIDUAL EVENTS

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| 5822-INV-1001 | Request a polygraph examination | 14-4 |
| 5822-INV-1002 | Prepare polygraph questions | 14-4 |
| 5822-INV-1003 | Conduct the pre-test phase of the polygraph examination | 14-5 |
| 5822-INV-1004 | Conduct a Navy modified general question test | 14-6 |
| 5822-INV-1005 | Conduct an Air Force modified general question test | 14-7 |
| 5822-INV-1006 | Conduct a Army modified general question test | 14-8 |
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| 5822-INV-1008 | Conduct a bi-zone/you phase test | 14-10 |
| 5822-INV-1009 | Conduct a peak of tension test | 14-11 |
| 5822-INV-1010 | Conduct a counter-intelligence scope phase (CSP) | 14-11 |
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| 5822-INV-2001 | Identify the use of suspected polygraph counter-measures | 14-16 |

14003. 1000-LEVEL EVENTS

5822-INV-1001: Request a polygraph examination

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 24 months

DESCRIPTION: This event determines the participant's ability to properly Request a Polygraph Examination. The scope of an inspection may be expanded only upon request from the inspected agency.

GRADES: SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: MOJT

CONDITION: In a combat and garrison environment, without the aid of references, given a scenario with a combat load or garrison law enforcement gear.

STANDARD: In order to legally administer the examination, in accordance with the references.

PERFORMANCE STEPS:

1. Determine if polygraph is feasible for Suspect.
2. Compare case facts with polygraph criteria required for requesting a polygraph examination.
3. Contact Polygraph Program Manager.
4. Prepare written polygraph request.

REFERENCES:

1. AHA 70-2048 Instructor's Manual for Basic Life Support, American Heart Association
2. FM 19-10 MP Administration and Operations
3. FM 3-19.13 Law Enforcement Investigations
4. MCO 5580.2_ Law Enforcement Manual

SUPPORT REQUIREMENTS:

ROOMS/BUILDINGS: Mock interview-polygraph room/scenario.

MATERIAL: Polygraph examination request.

MISCELLANEOUS:

ADMINISTRATIVE INSTRUCTIONS: Additional Required References: Federal Polygraph Manual, NCIS3 Chapter 18.

5822-INV-1002: Prepare polygraph questions

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 24 months

DESCRIPTION: This event determines the participant's ability to properly Prepare Polygraph Questions utilizing current federal polygraph guidelines.

A test question is a specifically designed sentence posed to an examinee during the data-collection phase of a PDD examination. Test questions are designed to maximize differences in the elicited response patterns between truthful and deceptive examinees. There are several types of test questions used in PDD testing.

GRADES: SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: In a combat and garrison environment, without the aid of references, given a scenario Prepare Polygraph Questions, with a combat load or garrison law enforcement gear.

STANDARD: In order to prepare for examination administration, in accordance with the references.

PERFORMANCE STEPS:

1. Review case facts.
2. Determine focus of polygraph examination.
3. Identify polygraph test format to be utilized.
4. Write irrelevant test questions.
5. Write sacrifice relevant questions.
6. Write relevant questions
7. Write comparison questions.
8. Enter questions into Polygraph test format.

REFERENCES:

1. FM 19-10 MP Administration and Operations
2. FM 3-19.13 Law Enforcement Investigations
3. MCO 5580.2_ Law Enforcement Manual

SUPPORT REQUIREMENTS:

ROOMS/BUILDINGS: Mock interview-polygraph room/scenario.

MATERIAL: Standardized test questions.

MISCELLANEOUS:

ADMINISTRATIVE INSTRUCTIONS: Additional Required References: Federal Polygraph Manual, NCIS3 Chapter 18.

5822-INV-1003: Conduct the pre-test phase of a polygraph examination

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 24 months

DESCRIPTION: This event determines the participant's ability to properly Conduct the Pre-test Phase of a Polygraph Examination. The pretest is a highly structured interview that established the foundation for the entire PDD examination.

GRADES: SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: In a combat and garrison environment, without the aid of references, given a scenario, Conduct the Pre-test Phase of a Polygraph Examination, with a combat load or garrison law enforcement gear.

STANDARD: Establishing a foundation for a designated polygraph examination, in accordance with the references.

PERFORMANCE STEPS:

1. Review case facts.
2. Determine focus of polygraph examination.
3. Conduct introduction.
4. Obtain waiver of rights.
5. Obtain polygraph examination waiver.
6. Build rapport and obtain biographical data.
7. Explain polygraph process.
8. Discuss case facts with examinee.
9. Review test questions with examinee.

REFERENCES:

1. FM 19-10 MP Administration and Operations
2. FM 3-19.13 Law Enforcement Investigations
3. MCO 5580.2_ Law Enforcement Manual

SUPPORT REQUIREMENTS:

ROOMS/BUILDINGS: Mock interview-polygraph room/scenario.

EQUIPMENT: Standard polygraph examination equipment.

MATERIAL: Standardized test questions.

UNITS/PERSONNEL: Role player(s) to interact with polygraph examiner.

MISCELLANEOUS:

ADMINISTRATIVE INSTRUCTIONS: Additional Required References: Federal Polygraph Manual, NCIS3 Chapter 18.

5822-INV-1004: Conduct a Navy modified general question test

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 24 months

DESCRIPTION: This event determines the participant's ability to properly conduct a Navy Modified General Question Test. The Navy Modified General Question Test is formatted differently than the Modified General Test but still maintains the same base. The clearest change is of the sequence of question types as in relevant, irrelevant and comparison questions.

GRADES: SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: In combat and garrison environment, without the aid of references, given scenario with combat load or garrison law enforcement gear.

STANDARD: Completing all questions, in accordance with the references.

PERFORMANCE STEPS:

1. Determine if NMGQT is to be utilized.
2. Administer polygraph examination using the NMGQT.

REFERENCES:

1. FM 19-10 MP Administration and Operations
2. FM 3-19.13 Law Enforcement Investigations
3. MCO 5580.2 Law Enforcement Manual

SUPPORT REQUIREMENTS:

ROOMS/BUILDINGS: Mock interview-polygraph room/scenario.

EQUIPMENT: Standard polygraph examination equipment.

MATERIAL: Standardized test questions.

UNITS/PERSONNEL: Role player(s) to interact with polygraph examiner.

MISCELLANEOUS:

ADMINISTRATIVE INSTRUCTIONS: Additional Required References: Federal Polygraph Manual, NCIS3 Chapter 18.

5822-INV-1005: Conduct a Air Force modified general test

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 24 months

DESCRIPTION: This event determines the participant's ability to properly conduct a Air Force Modified General Question Test. The Air Force Modified General Question Test is formatted differently then the Modified General Test but still maintains the same base. The clearest change is of the sequence of question types as in relevant, irrelevant and comparison questions.

GRADES: SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: In a combat and garrison environment, without the aid of references, given a scenario Conduct a Air Force Modified General Test , with a combat load or garrison law enforcement gear.

STANDARD: Completing all questions, in accordance with the references.

PERFORMANCE STEPS:

1. Determine if AFMGQT is to be utilized.
2. Administer polygraph examination using the AFMGQT.

REFERENCES:

1. FM 19-10 MP Administration and Operations
2. FM 3-19.13 Law Enforcement Investigations
3. MCO 5580.2_ Law Enforcement Manual

SUPPORT REQUIREMENTS:

ROOMS/BUILDINGS: Mock interview-polygraph room/scenario.

EQUIPMENT: Standard polygraph examination equipment.

MATERIAL: Standardized test questions.

UNITS/PERSONNEL: Role player(s) to interact with polygraph examiner.

MISCELLANEOUS:

ADMINISTRATIVE INSTRUCTIONS: Additional Required References: Federal Polygraph Manual, NCIS3 Chapter 18.

5822-INV-1006: Conduct an Army modified general question test

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 24 months

DESCRIPTION: This event determines the participant's ability to properly conduct an Army Modified General Question Test. The Army Modified General Question Test is formatted differently than the Reid Test but still maintains the same base. The clearest change is of the sequence of question types as in relevant, irrelevant and comparison questions.

GRADES: SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: In a combat and garrison environment, without the aid of references, given a scenario Conduct an Army Modified General Question Test, with a combat load or garrison law enforcement gear.

STANDARD: Completing all questions, in accordance with the references.

PERFORMANCE STEPS:

1. Determine if AMGQT is to be utilized.
2. Administer polygraph examination using the AMGQT.

REFERENCES:

1. FM 19-10 MP Administration and Operations
2. FM 3-19.13 Law Enforcement Investigations
3. MCO 5580.2_ Law Enforcement Manual

SUPPORT REQUIREMENTS:

ROOMS/BUILDINGS: Mock interview-polygraph room/scenario.

EQUIPMENT: Standard polygraph examination equipment.

MATERIAL: Standardized test questions.

UNITS/PERSONNEL: Role player(s) to interact with polygraph examiner.

MISCELLANEOUS:

ADMINISTRATIVE INSTRUCTIONS: Additional Required References: Federal Polygraph Manual, NCIS3 Chapter 18.

5822-INV-1007: Conduct a zone test

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 24 months

DESCRIPTION: This event determines the participant's ability to properly conduct a Zone Test. The relevant Questions in this test structure are designed to pose a threat to the security of the lying or guilty examinee, and force them to focus their attention upon these questions.

GRADES: SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: In a combat and garrison environment, without the aid of references, given a scenario Conduct a Zone Test, with a combat load or garrison law enforcement gear.

STANDARD: In order to increase tension on the examinee, in accordance with the references.

PERFORMANCE STEPS:

1. Determine if Zone Test is to be utilized.
2. Administer polygraph examination using the Zone Test.

REFERENCES:

1. FM 19-10 MP Administration and Operations
2. FM 3-19.13 Law Enforcement Investigations
3. MCO 5580.2_ Law Enforcement Manual

SUPPORT REQUIREMENTS:

ROOMS/BUILDINGS: Mock interview-polygraph room/scenario.

EQUIPMENT: Standard polygraph examination equipment.

MATERIAL: Standardized test questions.

UNITS/PERSONNEL: Role player(s) to interact with polygraph examiner.

MISCELLANEOUS:

ADMINISTRATIVE INSTRUCTIONS: Additional Required References: Federal Polygraph Manual, NCIS3 Chapter 18.

5822-INV-1008: Conduct a bi-zone/you phase test

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 24 months

DESCRIPTION: This event determines the participant's ability to properly Conduct a Bi-Zone/You Phase Test. This questioning is designed to be a probable-lie for the examinee. The PLC question should be similar in nature but unrelated to the specific crime or issue being tested. The question should be separated from the relevant issue by time, place, or category. The comparison question should use the same action verb or a similar-in-nature action verb as that of the relevant issue. A comparison question should be broad in scope and time so that it captures as many of the examinees past life experiences as possible.

GRADES: SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: In a combat and garrison environment, without the aid of references, given a scenario, Conduct a Bi-Zone/You Phase Test, by utilizing polygraph equipment, combat load or garrison law enforcement gear.

STANDARD: Establishing a baseline for probable lie in order to capture a broad based life experience from the examinee, in accordance with the references.

PERFORMANCE STEPS:

1. Determine if Bi-Zone/You Phase Test is to be utilized.
2. Administer polygraph examination using the Bi-Zone/You Phase Test.

REFERENCES:

1. FM 19-10 MP Administration and Operations
2. FM 3-19.13 Law Enforcement Investigations
3. MCO 5580.2_ Law Enforcement Manual

SUPPORT REQUIREMENTS:

ROOMS/BUILDINGS: Mock interview-polygraph room/scenario.

EQUIPMENT: Standard polygraph examination equipment.

MATERIAL: Standardized test questions.

UNITS/PERSONNEL: Role player(s) to interact with polygraph examiner.

MISCELLANEOUS:

ADMINISTRATIVE INSTRUCTIONS: Additional Required References: Federal Polygraph Manual, NCIS3 Chapter 18.

5822-INV-1009: Conduct a peak of tension test

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 24 months

DESCRIPTION: This event determines the participant's ability to properly conduct a Peak of Tension Test. The Peak of Tension Test is unique method of utilizing the polygraph instrument to determine "Guilty Knowledge" of an examinee.

GRADES: SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: In a combat and garrison environment, without the aid of references, given a scenario Conduct a Peak of Tension Test, with a combat load or garrison law enforcement gear.

STANDARD: Determining "guilty Knowledge" of an examinee, in accordance with the references.

PERFORMANCE STEPS:

1. Determine if a Peak of Tension Test is to be utilized.
2. Administer polygraph examination using the Peak of Tension Test.

REFERENCES:

1. FM 19-10 MP Administration and Operations
2. FM 3-19.13 Law Enforcement Investigations
3. MCO 5580.2_ Law Enforcement Manual

SUPPORT REQUIREMENTS:

ROOMS/BUILDINGS: Mock interview-polygraph room/scenario.

EQUIPMENT: Standard polygraph examination equipment.

MATERIAL: Standardized test questions.

UNITS/PERSONNEL: Role player(s) to interact with polygraph examiner.

MISCELLANEOUS:

ADMINISTRATIVE INSTRUCTIONS: Additional Required References: Federal Polygraph Manual, NCIS3 Chapter 18.

5822-INV-1010: Conduct a counter-intelligence scope phase (CSP)

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 24 months

DESCRIPTION: This event determines the participant's ability to properly conduct a Counter-Intelligence Scope. This guide establishes essential elements for the conduct of Counter-Intelligence Scope phase tests as used by agencies within the Federal Government.

GRADES: SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: In a combat and garrison environment, without the aid of references, given a scenario Conduct a Counter-Intelligence Scope, with a combat load or garrison law enforcement gear.

STANDARD: Completing all questions, in accordance with the references.

PERFORMANCE STEPS:

1. Determine if CSP is to be utilized.
2. Administer polygraph examination using the CSP.

REFERENCES:

1. FM 19-10 MP Administration and Operations
2. FM 3-19.13 Law Enforcement Investigations
3. MCO 5580.2_ Law Enforcement Manual

SUPPORT REQUIREMENTS:

ROOMS/BUILDINGS: Mock interview-polygraph room/scenario.

EQUIPMENT: Standard polygraph examination equipment.

MATERIAL: Standardized test questions.

UNITS/PERSONNEL: Role player(s) to interact with polygraph examiner.

MISCELLANEOUS:

ADMINISTRATIVE INSTRUCTIONS: Additional Required References: Federal Polygraph Manual, NCIS3 Chapter 18.

5822-INV-1011: Analyze collected polygraph charts utilizing current federal polygraph guidelines

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 24 months

DESCRIPTION: This event determines the participant's ability to properly Analyze Collected Polygraph Charts Utilizing Current Federal Polygraph Guidelines. While there are different methods of analyzing polygraph charts the key principle is to assign a numerical value to indicators for the purpose of scoring.

GRADES: SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: In a combat and garrison environment, without the aid of references, given a scenario Analyze Collected Polygraph Charts Utilizing Current Federal Polygraph Guidelines, with a combat load or garrison law enforcement gear.

STANDARD: Assigning numerical values to collected data for detailed analysis, in accordance with the references.

PERFORMANCE STEPS:

1. Review collected charts.
2. Evaluate each chart using current physiological scoring criteria.
3. Compile results of evaluation from each chart.
4. Make determination of deception indicated, no deception indicated, no opinion.
5. Continue to post-test phase if a deceptive or non-deceptive determination is made.
6. Continue with polygraph testing if a no opinion determination is made.

REFERENCES:

1. FM 19-10 MP Administration and Operations
2. FM 3-19.13 Law Enforcement Investigations
3. MCO 5580.2_ Law Enforcement Manual

SUPPORT REQUIREMENTS:

ROOMS/BUILDINGS: Mock interview-polygraph room/scenario.

EQUIPMENT: Standard polygraph examination equipment.

MATERIAL: Polygraph charts to be analyzed.

MISCELLANEOUS:

ADMINISTRATIVE INSTRUCTIONS: Additional Required References: Federal Polygraph Manual, NCIS3 Chapter 18.

5822-INV-1012: Conduct the post-test phase of a polygraph examination

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 24 months

DESCRIPTION: This event determines the participant's ability to properly conduct the Post-Test Phase of a Polygraph Examination. The Post-Test consists of an interrogation.

GRADES: SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: In a combat and garrison environment, without the aid of references, given a scenario Conduct the Post-Test Phase of a Polygraph Examination, with a combat load or garrison law enforcement gear.

STANDARD: Interrogating the subject in order to establish facts and circumstances of a criminal investigation, in accordance with the references.

PERFORMANCE STEPS:

1. Tell the Examinee the results of the examination.
2. If a non-deceptive determination was made, release the examinee.
3. If a deceptive determination was made, conduct interrogation.
4. Complete investigative notes of relevant information, admissions, or confessions obtained.
5. Complete suspect statement.

REFERENCES:

1. FM 19-10 MP Administration and Operations
2. FM 3-19.13 Law Enforcement Investigations
3. MCO 5580.2_ Law Enforcement Manual

SUPPORT REQUIREMENTS:

ROOMS/BUILDINGS: Mock interview-polygraph room/scenario.

EQUIPMENT: Standard polygraph examination equipment.

MATERIAL: Standardized test questions.

UNITS/PERSONNEL: Role player(s) to interact with polygraph examiner.

MISCELLANEOUS:

ADMINISTRATIVE INSTRUCTIONS: Additional Required References: Federal Polygraph Manual, NCIS3 Chapter 18.

5822-INV-1013: Report results of a polygraph examination

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 24 months

DESCRIPTION: This event determines the participant's ability to properly Report Results of a Polygraph Examination. In order to implement Federal minimum quality assurance standards, Federal PDD program managers and DoDPI developed the QAP.

GRADES: SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: MOJT

CONDITION: In a combat and garrison environment, without the aid of references, given a scenario with a combat load or garrison law enforcement gear.

STANDARD: Implementing quality assurance standards, in accordance with the references.

PERFORMANCE STEPS:

1. Complete Investigative Action.
2. Prepare report of Investigation.
3. Submit for quality control review.
4. Distribute results to case agent.

REFERENCES:

1. FM 19-10 MP Administration and Operations
2. FM 3-19.13 Law Enforcement Investigations
3. MCO 5580.2_ Law Enforcement Manual

SUPPORT REQUIREMENTS:

ROOMS/BUILDINGS: Mock interview-polygraph room/scenario.

MATERIAL: Polygraph examination results: Reporting results.

MISCELLANEOUS:

ADMINISTRATIVE INSTRUCTIONS: Additional Required References: Federal Polygraph Manual, NCIS3 Chapter 18.

14004. 2000-LEVEL EVENTS

5822-INV-2001: Identify the use of suspected polygraph counter-measures

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 24 months

DESCRIPTION: This event determines the examiner's ability to properly identify the use of Suspected Polygraph Counter-Measures. The ability to identify counter-measures is dependent upon the examiner's experience and exposure to counter-measure training.

GRADES: SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: In a combat and garrison environment, without the aid of references, given a scenario identify the use of Suspected Polygraph Counter-Measures, with a combat load or garrison law enforcement gear.

STANDARD: Determining the probable use of polygraph counter measures, in accordance with the references.

PERFORMANCE STEPS:

1. Utilize Counter-Measure Equipment.
2. Observe examinee behavior.
3. Evaluate collected polygraph charts.
4. Identify suspected use of counter-measures.
5. Take corrective action.

REFERENCES:

1. FM 19-10 MP Administration and Operations
2. FM 3-19.13 Law Enforcement Investigations
3. MCO 5580.2_ Law Enforcement Manual

SUPPORT REQUIREMENTS:

ROOMS/BUILDINGS: Mock interview-polygraph room/scenario.

EQUIPMENT: Standard polygraph examination equipment.

MATERIAL: Standardized test questions.

UNITS/PERSONNEL: Role player(s) to interact with polygraph examiner.

MISCELLANEOUS:

ADMINISTRATIVE INSTRUCTIONS: Additional Required References: Federal Polygraph Manual, NCIS3 Chapter 18.

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CHAPTER 15

5831 CORRECTIONAL SPECIALIST

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CHAPTER 14

5831 CORRECTIONAL SPECIALIST

15000. PURPOSE. This chapter includes all individual training events for Correctional Specialist. Each event is composed of an individual event title, condition, standard, performance steps, support requirements, and references. Accomplishment and proficiency level required is determined by the event standard.

15001. EVENT CODING

Events in the T&R Manual are depicted with a 12-digit, 3-field alphanumeric system, i.e. XXXX-XXXX-XXXX. In some cases, all 12 digits may not be used. This chapter utilizes the following methodology:

a. Field one. Each event starts with 5831, indicating that the event is for MOS 5831, Correctional Specialist.

b. Field two. This field is alpha characters indicating a functional area. In this chapter, the functional areas are as follows:

| <u>Code</u> | <u>Description</u> | <u>Example</u> |
|-------------|--------------------|----------------|
| CORR | Corrections | 5831-CORR-XXXX |

c. Field three. All individual events within T&R Manuals are either 1000-level for events taught at MOS-producing formal schools or 2000-level for events taught at advanced-level schools or MOJT. This chapter contains 1000 and 2000-level events.

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15003. 1000-LEVEL EVENTS

5831-CORR-1001: Complete a personal property inventory

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5831

BILLETS: Custodian, Mailroom Supervisor, Receiving and Release Supervisor

GRADES: PVT, PFC, LCPL, CPL, SGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references, an inmate, their personal items, and an inventory form.

STANDARD: To ensure an accurate accountability of items approved for the inmate to retain.

PERFORMANCE STEPS:

1. Separate property.
2. Conduct inventory.
3. Maintain the chain of custody.
4. Forward file copy to inmate administration.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
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5831-CORR-1002: Maintain inmate records

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5831

BILLETS: Corrections Specialist

GRADES: PVT, PFC, LCPL, CPL, SGT, SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references, an inmate record, documents and an automated data system.

STANDARD: Ensuring inmate records are maintained in an organized and up to date manner.

PERFORMANCE STEPS:

1. Organize the inmate record.
2. File paperwork.
3. Label records.

4. Enter information in automated data system.
5. Maintain records accountability.
6. Conduct audits.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
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5831-CORR-1003: Conduct a frisk search

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5831

BILLETS: Corrections Specialist

GRADES: PVT, PFC, LCPL, CPL, SGT, SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Without the aide of references, given an inmate.

STANDARD: To detect contraband.

PERFORMANCE STEPS:

1. Establish control of the inmate.
2. Conduct search.
3. Maintain chain of custody of contraband (if applicable).

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
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5831-CORR-1004: Conduct a strip search

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

DESCRIPTION: A strip search is conducted based upon probable cause or proper authority. Conducting a strip search prevents introduction/trafficking of contraband.

MOS PERFORMING: 5831

GRADES: PVT, PFC, LCPL, CPL, SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Without the aide of references, given an inmate.

STANDARD: To locate and remove contraband from an inmate, and identify and document scars and marks.

PERFORMANCE STEPS:

1. Ensure witness is present.
2. Conduct search.
3. Inspect other items in inmate's possession.
4. Make appropriate log book entry and report results.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
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5831-CORR-1005: Conduct an area search

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5831

GRADES: PVT, PFC, LCPL, CPL, SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Without the aide of references.

STANDARD: To locate and remove contraband.

PERFORMANCE STEPS:

1. Identify the area to be searched.
2. Remove all inmates from the area.
3. Conduct the search.
4. Document results.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
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5831-CORR-1006: Conduct a vehicle search

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

DESCRIPTION: Conducting vehicle searches prevents inmates from obtaining contraband and escaping.

MOS PERFORMING: 5831

GRADES: PVT, PFC, LCPL, CPL, SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Without the aide of references, given a vehicle.

STANDARD: To locate and remove contraband.

PERFORMANCE STEPS:

1. Ensure inmates are not present in location.
2. Conduct the search.
3. Document results.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
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5831-CORR-1007: Escort an inmate

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5831

GRADES: PVT, PFC, LCPL, CPL, SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references, an inmate, and appropriate restraint devices.

STANDARD: Ensuring custody and control.

PERFORMANCE STEPS:

1. Identify custody of inmate.
2. Apply appropriate restraint devices.
3. Escort inmate to designated location.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. MCO 1640.3 Procedures for the Transfer of Marine Corps Prisoners
 3. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
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5831-CORR-1008: Apply restraint devices

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5831

BILLETS: Corrections Specialist

GRADES: PVT, PFC, LCPL, CPL, SGT, SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references, support personnel, hand cuffs, flex cuffs, transport belt w/hand cuffs, hospital restraints, body cuffs and an inmate.

STANDARD: Ensuring that inmates are appropriately restrained according to their custody classification.

PERFORMANCE STEPS:

1. Identify inmate custody classification.
2. Identify appropriate restraint device.
3. Apply appropriate restraint.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
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5831-CORR-1009: Conduct sally port operations

EVALUATION-CODED: NO **SUSTAINMENT INTERVAL:** 12 months

MOS PERFORMING: 5831

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references and various situations.

STANDARD: Ensuring that the gates are operated in the correct sequence to prevent unauthorized access.

PERFORMANCE STEPS:

1. Assess situation.
2. Log vehicles and personnel in and out of the facility.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
-

5831-CORR-1010: Maintain key control

EVALUATION-CODED: NO **SUSTAINMENT INTERVAL:** 12 months

MOS PERFORMING: 5831

BILLETS: Corrections Specialist

GRADES: PVT, PFC, LCPL, CPL, SGT, SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references, and issued facility keys.

STANDARD: To ensure security and 100% accountability of issued keys.

PERFORMANCE STEPS:

1. Sign for keys.
2. Check for serviceability.
3. Maintain positive control.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
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5831-CORR-1011: Conduct control center operations

EVALUATION-CODED: NO **SUSTAINMENT INTERVAL:** 12 months

MOS PERFORMING: 5831

GRADES: PVT, PFC, LCPL, CPL, SGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references, a control center, and post gear.

STANDARD: To maintain 100% of security within the facility.

PERFORMANCE STEPS:

1. Control movement.
2. Control equipment.
3. Maintain accountability records.
4. Control communications.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
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5831-CORR-1012: Maintain tool control

EVALUATION-CODED: NO **SUSTAINMENT INTERVAL:** 12 months

MOS PERFORMING: 5831

BILLETS: Corrections Specialist

GRADES: PVT, PFC, LCPL, CPL, SGT, SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references and tools.

STANDARD: To ensure security and 100% accountability of tools.

PERFORMANCE STEPS:

1. Inspect tools.
2. Control tools.
3. Return tools.
4. Report damaged/loss tools (if applicable).

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
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5831-CORR-1013: Maintain control of hazardous substances

EVALUATION-CODED: NO **SUSTAINMENT INTERVAL:** 12 months

MOS PERFORMING: 5831

GRADES: PVT, PFC, LCPL, CPL, SGT, SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references and an inmate(s), if applicable

STANDARD: Preventing the misuse and ensuring adequate safety of all personnel.

PERFORMANCE STEPS:

1. Identify hazardous substance.
2. Receive the hazardous substance.
3. Ensure appropriate use and supervision of substance.
4. Return unused portions to issue point.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. Occupational Safety and Health Administration Standards (OSHA)
 3. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
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5831-CORR-1014: Enforce appropriate grooming standards

EVALUATION-CODED: NO **SUSTAINMENT INTERVAL:** 12 months

MOS PERFORMING: 5831

GRADES: PVT, PFC, LCPL, CPL, SGT, SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references, and inmate(s).

STANDARD: Ensuring an inmate(s) is in compliance with regulations.

PERFORMANCE STEPS:

1. Identify branch of service and legal status of inmate.
2. Inspect inmate.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. MCO P1020.34_ Marine Corps Uniform Regulations
 3. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
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5831-CORR-1015: Supervise inmates

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5831

GRADES: PVT, PFC, LCPL, CPL, SGT, SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references, additional support personnel, inmate(s), and appropriate restraints.

STANDARD: Maintaining positive custody and control.

PERFORMANCE STEPS:

1. Identify inmate custody classification.
2. Apply appropriate security measures.
3. Maintain observation of inmate(s).
4. Utilize inter-personal communications skills.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
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5831-CORR-1016: Determine the presence of special interest groups

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

DESCRIPTION: Special interest groups are any organization that may disrupt the good order and discipline of the facility i.e. gangs, terrorist groups.

MOS PERFORMING: 5831

GRADES: PVT, PFC, LCPL, CPL, SGT, SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references, and inmates.

STANDARD: To identify, document and control activity.

PERFORMANCE STEPS:

1. Observe inmates.
2. Observe areas throughout the facility.
3. Report evidence of suspected activity (if applicable).

REFERENCES:

1. ACA Standards for Adult Correctional Institutions, 4th Edition
 2. American Jail Association Jail Operation Bulletins
-

5831-CORR-1017: Limit the spread of infections

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5831

GRADES: PVT, PFC, LCPL, CPL, SGT, SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references, inmate(s), Personal Protective Equipment (PPE) and decontamination material.

STANDARD: Controlling exposure to infectious diseases, blood pathogens and communicable diseases.

PERFORMANCE STEPS:

1. Apply personal protective measures.
2. Clean up contaminated areas (if applicable).
3. Report suspected exposures.

REFERENCES:

1. American Jail Association Jail Operation Bulletins
 2. Local SOP Local Standard Operating Procedures
 3. Occupational Safety and Health Administration Standards (OSHA)
 4. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
 5. SECNAVINST 5300.30_ Management of HIV in the Navy and Marine Corps
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5831-CORR-1018: Respond to a personal attack

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5831

GRADES: PVT, PFC, LCPL, CPL, SGT, SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references and a combative inmate(s).

STANDARD: To ensure the minimum amount of force necessary to control the situation.

PERFORMANCE STEPS:

1. Recognize level of threat.
2. Apply appropriate unarmed self defense techniques.
3. Report use of force.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
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5831-CORR-1019: Survive a hostage situation

EVALUATION-CODED: NO **SUSTAINMENT INTERVAL:** 12 months

MOS PERFORMING: 5831

GRADES: PVT, PFC, LCPL, CPL, SGT, SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references, and hostage takers.

STANDARD: To eliminate or mitigate the risk to self and others.

REFERENCES:

1. AJA Standards for American Jail Association
 2. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
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5831-CORR-1020: Conduct confinement facility security checks

EVALUATION-CODED: NO **SUSTAINMENT INTERVAL:** 12 months

MOS PERFORMING: 5831

GRADES: PVT, PFC, LCPL, CPL, SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references, and a facility.

STANDARD: To maintain 100% security.

PERFORMANCE STEPS:

1. Identify area.
2. Conduct security check.
3. Document results.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
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5831-CORR-1021: Conduct counts

EVALUATION-CODED: NO **SUSTAINMENT INTERVAL:** 12 months

MOS PERFORMING: 5831

GRADES: PVT, PFC, LCPL, CPL, SGT, SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references and inmates.

STANDARD: Ensuring 100% accountability of inmates.

PERFORMANCE STEPS:

1. Determine type of count required.
2. Count inmates.
3. Verify the count.
4. Maintain accountability of inmates.
5. Report results.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
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5831-CORR-1022: Complete a chain of custody

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5831

GRADES: PVT, PFC, LCPL, CPL, SGT, SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references, items, and a chain of custody form.

STANDARD: To ensure accountability and the legal integrity.

PERFORMANCE STEPS:

1. Obtain items.
2. Complete the form.
3. Forward the form with the confiscated items to appropriate authority.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
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5831-CORR-1023: Employ an inmate

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5831

BILLETS: Escort, Work Supervisor

GRADES: PVT, PFC, LCPL, CPL, SGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references, an inmate, a work mission and Personal Protective Equipment (if required).

STANDARD: To ensure productive employment.

PERFORMANCE STEPS:

1. Ensure work detail is authorized.
2. Utilize inter-personal communications skills.
3. Conduct work detail.
4. Complete Work and Training Report.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. MCO 1640.6 Marine Corps Corrections Program
 3. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
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5831-CORR-1024: Complete a work and training report

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

DESCRIPTION: A work and training report is completed after a work detail and as a weekly evaluation.

MOS PERFORMING: 5831

BILLETS: Corrections Specialist

GRADES: PVT, PFC, LCPL, CPL, SGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references and inmate performance.

STANDARD: Ensuring accurate documentation of the inmates conduct and attitude.

PERFORMANCE STEPS:

1. Observe inmate on work/training performance.
2. Evaluate inmate's performance and attitude.
3. Complete report.
4. Submit report.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
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5831-CORR-1025: Process an inmate for temporary release

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5831

BILLETS: Receiving and Release Supervisor

GRADES: PVT, PFC, LCPL, CPL, SGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references, an inmate, receipt for detained person, and escorts.

STANDARD: Ensuring 100% accountability

PERFORMANCE STEPS:

1. Verify that release is authorized.
2. Release inmate.
3. Document the release.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
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5831-CORR-1026: Enforce authorized administrative disciplinary measures

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5831

BILLETS: Corrections Specialist

GRADES: PVT, PFC, LCPL, CPL, SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references, an inmate, and Approving Official findings.

STANDARD: To ensure inmate is serving the approved disciplinary action.

PERFORMANCE STEPS:

1. Obtain the Approving Official finding (CO or Brig Officer).
2. Enforce the official findings.
3. Move inmate to designated segregation if applicable.
4. Complete appropriate documentation.
5. Forward documentation when disciplinary measure has been served to appropriate section.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
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5831-CORR-1027: Complete an observation report

EVALUATION-CODED: NO **SUSTAINMENT INTERVAL:** 12 months

MOS PERFORMING: 5831

GRADES: PVT, PFC, LCPL, CPL, SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references, an inmate, an event and if applicable inmate rules and regulations.

STANDARD: Producing documentation with an accurate depiction of the event.

PERFORMANCE STEPS:

1. Determine if the event warrants an observation report.
2. Complete report.
3. Submit report to appropriate personnel for disposition.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
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5831-CORR-1028: Complete a disciplinary report

EVALUATION-CODED: NO **SUSTAINMENT INTERVAL:** 12 months

MOS PERFORMING: 5831

GRADES: PVT, PFC, LCPL, CPL, SGT, SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references and a rules infraction.

STANDARD: Producing documentation with accurate depiction of the event.

PERFORMANCE STEPS:

1. Identify the inmate(s).
2. Identify the infraction.
3. Complete report.
4. Submit report to appropriate personnel for disposition.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
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5831-CORR-1029: Complete an inspection record of prisoners in segregation

EVALUATION-CODED: NO **SUSTAINMENT INTERVAL:** 12 months

MOS PERFORMING: 5831

GRADES: PVT, PFC, LCPL, CPL, SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references and an inmate(s).

STANDARD: Producing accurate inmate information and recording the observation.

PERFORMANCE STEPS:

1. Fill in the form.
2. Update the form as applicable.
3. Submit for disposition upon completion.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
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5831-CORR-1030: Complete an incident report

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

DESCRIPTION: An incident report in corrections differs from other law enforcement reports.

MOS PERFORMING: 5831

GRADES: PVT, PFC, LCPL, CPL, SGT, SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references, and an incident.

STANDARD: To ensure documentation and reporting of a situation.

PERFORMANCE STEPS:

1. Identify the incident.
2. Complete the report.
3. Submit report to appropriate personnel for disposition.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
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5831-CORR-1031: Engage non-compliant inmate(s)

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

DESCRIPTION: Although acting as a member of a team, there is a requirement for each member to perform individual actions.

MOS PERFORMING: 5831

GRADES: PVT, PFC, LCPL, CPL, SGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Without the aid of references, given riot equipment, a non-compliant inmate(s), support personnel and performing as a team member.

STANDARD: To regain good order and discipline.

PERFORMANCE STEPS:

1. Inspect and don equipment.
2. Conduct movements on command.
3. Document results.

REFERENCES:

1. FM 3-19.15 Civil Disturbance Operations
 2. Local SOP Local Standard Operating Procedures
 3. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual.
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5831-CORR-1032: Process inmate correspondence

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

DESCRIPTION: Mail room operations inside a confinement facility differs from a unit mail room due to unique security concerns.

MOS PERFORMING: 5831

BILLETS: Mail Clerk, Mailroom Supervisor, Prisoner Services Chief

GRADES: PVT, PFC, LCPL, CPL, SGT, SSGT, GYSGT, MSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references.

STANDARD: To detect unauthorized/criminal activity.

PERFORMANCE STEPS:

1. Receive correspondence.
2. Inspect correspondence, if applicable.
3. Report suspected violation(s), if applicable.
4. Distribute correspondence.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
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15004. 2000-LEVEL EVENTS

5831-CORR-2001: Evaluate a facility

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5831

GRADES: SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references, and a facility.

STANDARD: To determine inmate capacity, facility classification, and program rating.

PERFORMANCE STEPS:

1. Review the references.
2. Identify the criteria.
3. Assign rating(s).
4. Assign inmate capacity.

REFERENCES:

1. SECNAVINST 1640.9 Department of the Navy (DON) Corrections Manual
 2. Automated Inspection Readiness System (AIRS) Checklist
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5831-CORR-2002: Verify confinement documents

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5831

BILLETS: Brig Supervisor, Duty Brig Supervisor, Prisoner Services Chief

GRADES: SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references, and confining documents.

STANDARD: To ensure a legal confinement.

PERFORMANCE STEPS:

1. Review documents.
2. Determine if confinement is legal.
3. Initiate in-processing or return to command as applicable.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. SECNAVINST 1640.9 Department of the Navy (DON) Corrections Manual
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5831-CORR-2003: Complete an initial assessment

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5831

BILLETS: Duty Brig Supervisor

GRADES: SGT, SSGT, GYSGT, MSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references, automated data system and an initial confinement.

STANDARD: To ensure proper custody classification and berthing assignment.

PERFORMANCE STEPS:

1. Conduct interview.
2. Assign custody and berthing assignment.
3. Enter data in automated system.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
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5831-CORR-2004: Compute a prisoner release date

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5831

GRADES: CPL, SGT, SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references, and supporting documents.

STANDARD: Adhering to all guidelines regarding prisoner sentence computation to ensure accurate release date.

PERFORMANCE STEPS:

1. Review supporting documents.
2. Compute release date.
3. Record release date.

REFERENCES:

1. DODI 1325.7 Administration of Military Correctional Facilities and Clemency and Parole Authority
 2. Local SOP Local Standard Operating Procedures
 3. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
-

5831-CORR-2005: Process an inmate into confinement

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5831

BILLETS: Receiving and Release Supervisor

GRADES: CPL, SGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references, a new inmate, and all required documentation.

STANDARD: In performance step sequence.

PERFORMANCE STEPS:

1. Receive inmate.
2. Search inmate.
3. Search and inventory personal effects.
4. Return authorized items to inmate.
5. Inventory and return unauthorized items.
6. Maintain appropriate chain of custody.
7. Issue facility items.
8. Receipt for inmate.
9. Enter inmate information into logbooks.
10. Issue badge.
11. Take fingerprints.
12. Direct inmate to complete paperwork.
13. Create inmate record.
14. Distribute paperwork.
15. Refer to Duty Brig Supervisor.
16. Escort inmate to berthing area.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
-

5831-CORR-2006: Document initial review process

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5831

GRADES: LCPL, CPL, SGT, SSGT

INITIAL TRAINING SETTING: MOJT

CONDITION: Given the references and supporting documentation.

STANDARD: To ensure an independent review of pre-trial confinement is conducted.

PERFORMANCE STEPS:

1. Notify Initial Review Officer.
2. Coordinate hearing.
3. Record results.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. Manual for Courts-Martial 2008 Manual for Courts-Martial United States (2008 Edition)
 3. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
-

5831-CORR-2007: Direct the application of therapeutic restraints

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5831

BILLETS: Duty Brig Supervisor, Operations Chief

GRADES: SSGT, GYSGT, MSGT

INITIAL TRAINING SETTING: MOJT

CONDITION: Given the references, authorization, supporting personnel, an inmate, 4 point, 5 point, straight jacket, or restraining chair.

STANDARD: To maintain positive control of a non-compliant inmate.

PERFORMANCE STEPS:

1. Assign responsibility to supporting personnel.
2. Supervise application.
3. Maintain supervision of inmate.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
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5831-CORR-2008: Conduct tool control procedures

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5831

BILLETS: Tool Room Supervisor

GRADES: CPL, SGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references, personnel, tools, log book, and tool inventory.

STANDARD: To maintain security, 100% accountability and serviceability.

PERFORMANCE STEPS:

1. Conduct appropriate inventories.
2. Update tool inventories as needed.
3. Issue tools.
4. Receive tools.
5. Dispose of broken and worn tools (as required).
6. Secure tool room.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
2. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
3. Tool Room Post Orders

5831-CORR-2009: Conduct Hazardous substance control procedures

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5831

GRADES: CPL, SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references, hazardous substances, inmates and staff members.

STANDARD: Preventing the misuse of hazardous substances and ensuring adequate safety of all personnel.

PERFORMANCE STEPS:

1. Conduct and verify appropriate inventories.
2. Issue hazardous substances only to authorized personnel.
3. Return to stock unused or excess hazardous substances.
4. Properly dispose of used hazardous substances (if applicable).
5. Receive replenishment stock.
6. Verify location of issued hazardous substances.
7. Secure hazardous substances in approved containers.
8. Ensure Material Safety Data Sheets (MSDS) are on file for each hazardous substance.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
2. Occupational Safety and Health Administration Standards (OSHA)
3. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual

5831-CORR-2010: Manage facility records and log books

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5831

BILLETS: Sections Chief

GRADES: SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: MOJT

CONDITION: Given the references, records and log books.

STANDARD: Ensuring all are maintained and disposed of appropriately.

PERFORMANCE STEPS:

1. Review the references.
2. Ensure records and Brig logs are maintained for the correct period.
3. Ensure records and logs are stored in a proper and secured location.
4. Dispose records and logs at appropriate times.
5. Maintain record of disposal.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
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5831-CORR-2011: Investigate an alleged rules infraction

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5831

GRADES: SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references, and a disciplinary report.

STANDARD: To obtain the facts and circumstances of the alleged offense.

PERFORMANCE STEPS:

1. Review disciplinary report.
2. Conduct investigation.
3. Submit results.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
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5831-CORR-2012: Direct an inmate extraction

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5831

GRADES: SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references, authorization, a non-compliant inmate, support personnel, and required equipment.

STANDARD: Ensuring removal of the inmate utilizing minimal force.

PERFORMANCE STEPS:

1. Assess threat.
2. Assign responsibilities.
3. Direct extraction.
4. Debrief.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
-

5831-CORR-2013: Prepare inmate transfer package

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5831

BILLETS: Administrative Chief

GRADES: CPL, SGT, SSGT, GYSGT, MSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references, supporting documents, and an approval for transfer.

STANDARD: Ensuring all required documents accompany the inmate.

PERFORMANCE STEPS:

1. Review references.
2. Determine type of transfer.
3. Compile appropriate documents and personal effects.
4. Prepare release/transfer order.
5. Submit transfer package to appropriate personnel.
6. Annotate into automated data system.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. MCO 1640.3 Procedures for the Transfer of Marine Corps Prisoners
 3. MCO 1640.6 Marine Corps Corrections Program
 4. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
-

5831-CORR-2014: Coordinate correctional training

EVALUATION-CODED: NO **SUSTAINMENT INTERVAL:** 12 months

DESCRIPTION: Correctional training includes staff, inmates and other personnel.

MOS PERFORMING: 5831

BILLETS: Training Chief

GRADES: CPL, SGT, SSGT, GYSGT

INITIAL TRAINING SETTING: MOJT

CONDITION: Given the references, a training requirement, automated system and supporting personnel.

STANDARD: Ensuring all training is conducted and documented.

PERFORMANCE STEPS:

1. Review training requirements.
2. Create a training schedule.
3. Obtain qualified instructors.
4. Designate location and number of personnel being trained.
5. Distribute training schedule.
6. Maintain training schedule on file.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. MCO 1640.6 Marine Corps Corrections Program
 3. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
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5831-CORR-2015: Permanently release inmate

EVALUATION-CODED: NO **SUSTAINMENT INTERVAL:** 12 months

MOS PERFORMING: 5831

BILLETS: Receiving and Release Supervisor

GRADES: CPL, SGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references, release documents and an inmate.

STANDARD: To ensure a lawful release.

PERFORMANCE STEPS:

1. Verify the information on release order.
2. Have unit representative sign for inmate.
3. Release inmate.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual.
-

5831-CORR-2016: Supervise Expeditionary Detainee Operations

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

DESCRIPTION: As the Subject Matter Expert advise and plan detainee operations. The EPW, CI and UCMJ operations take place during offensive, defensive, and retrograde operations. Some aspects of EPW, CI and UCMJ operations occur at every organizational level. The commander and supporting staff must conduct careful planning to ensure these operations will not have a negative impact on mission accomplishment.

GRADES: SGT, SSGT, GYSGT, MSGT, MGYSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given a deployment mission.

STANDARD: To ensure detention operations are in compliance with appropriate regulations.

PERFORMANCE STEPS:

1. Review the references.
2. Assess mission requirements.
3. Make recommendations.
4. Inspect for compliance.

REFERENCES:

1. CJCSI 5810-01 Implementation of the DoD Law of War Program
 2. DOD DIR 2311.01E DoD Law of War Program
 3. DODD 2310.1 DOD Enemy POW Detainee Program
 4. GENEVA CONVENTION OF 1949 (IV) Relative to the Protection of Civilian Persons in Time of War
 5. JP 3-63 Detainee Operations
 6. Local SOP Local Standard Operating Procedures
 7. MCO 3461.1 EPW, Retain, CI, and other Detainees
 8. MCWP 3-34.1 Military Police In Support of the MAGTF
 9. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
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CHAPTER 16

5832 CORRECTIONAL COUNSELOR

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| EVENT CODING | 16001 | 16-2 |
| INDEX OF INDIVIDUAL EVENTS | 16002 | 16-3 |
| 2000-LEVEL EVENTS | 16003 | 16-4 |

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CHAPTER 16

5832 CORRECTIONAL COUNSELOR

16000. PURPOSE. This chapter includes all individual training events for Correctional Counselor. Each event is composed of an individual event title, condition, standard, performance steps, support requirements, and references. Accomplishment and proficiency level required is determined by the event standard.

16001. EVENT CODING

Events in the T&R Manual are depicted with a 12-digit, 3-field alphanumeric system, i.e. XXXX-XXXX-XXXX. In some cases, all 12 digits may not be used. This chapter utilizes the following methodology:

a. Field one. Each event starts with 5832, indicating that the event is for MOS 5832, Correctional Counselor.

b. Field two. This field is alpha characters indicating a functional area. In this chapter, the functional areas are as follows:

| <u>Code</u> | <u>Description</u> | <u>Example</u> |
|-------------|--------------------|----------------|
| PROG | Brig Programs | 5832-PROG-XXXX |

c. Field three. All individual events within T&R Manuals are either 1000-level for events taught at MOS-producing formal schools or 2000-level for events taught at advanced-level schools or MOJT. This chapter contains 2000-level events.

16002. INDEX OF INDIVIDUAL EVENTS

| EVENT | TITLE | PAGE |
|-------------------------------------|--|------|
| 2000-LEVEL INDIVIDUAL EVENTS | | |
| 5832-PROG-2001 | Conduct an inmate interview | 16-4 |
| 5832-PROG-2002 | Employ stress management techniques on an inmate | 16-4 |
| 5832-PROG-2003 | Prepare documents for boards | 16-5 |
| 5832-PROG-2004 | Conduct a counseling session | 16-5 |

16003. 2000-LEVEL EVENTS

5832-PROG-2001: Conduct an inmate interview

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5832

GRADES: SGT, SSGT, GYSGT, MSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references an inmate, supporting documentation, and an automated data system.

STANDARD: To ensure the inmate receives appropriate counseling services.

PERFORMANCE STEPS:

1. Review supporting documents.
2. Prepare counseling location.
3. Conduct the interview.
4. Complete related documentation.
5. Annotate entries in the inmates automated data file.
6. Report results of interview to supervisor.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. MCO 1640.6 Marine Corps Corrections Program
 3. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
-

5832-PROG-2002: Employ stress management techniques on an inmate

EVALUATION-CODED: NO

SUSTAINMENT INTERVAL: 12 months

MOS PERFORMING: 5832

GRADES: SGT, SSGT, GYSGT, MSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references and an inmate.

STANDARD: Ensuring the inmate has the necessary coping skills to reduce their overall stress.

PERFORMANCE STEPS:

1. Review information.
2. Discuss current stressors.
3. Provide guidance.
4. Annotate entries in the inmates automated data file.

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. MCO 1640.6 Marine Corps Corrections Program
 3. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
-

5832-PROG-2003: Prepare documents for boards

EVALUATION-CODED: NO **SUSTAINMENT INTERVAL:** 12 months

MOS PERFORMING: 5832

GRADES: SGT, SSGT, GYSGT, MSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references and supporting documents.

STANDARD: To ensure accurate information is available for the board members.

PERFORMANCE STEPS:

1. Determine type of board.
2. Prepare documents.
3. Submit documents.

REFERENCES:

1. AR 15-130 Army Clemency and Parole Board
 2. Air Force Instruction Air Force Clemency and Parole Board
 3. Local SOP Local Standard Operating Procedures
 4. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
 5. SECNAVINST 5815.3 Department of the Navy Clemency and Parole Systems
-

5832-PROG-2004: Conduct a counseling session

EVALUATION-CODED: NO **SUSTAINMENT INTERVAL:** 12 months

MOS PERFORMING: 5832

GRADES: SGT, SSGT, GYSGT, MSGT

INITIAL TRAINING SETTING: FORMAL

CONDITION: Given the references, an inmate(s).

STANDARD: To encourage participation and obtain information in order to resolve issues.

PERFORMANCE STEPS:

1. Determine the type of counseling.
2. Counsel inmate(s).
3. Annotate entries in the inmates automated data file.

NAVMC 3500.10B
1 Sep 2010

REFERENCES:

1. Local SOP Local Standard Operating Procedures
 2. MCO 1640.6 Marine Corps Corrections Program
 3. SECNAVINST 1640.9_ Department of the Navy (DON) Corrections Manual
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APPENDIX A

ACRONYMS AND ABBREVIATIONS

| | |
|----------------|----------------------------|
| ADMN | Administrative |
| ASO | Area Security Operations |
| AtN. | Attack the Network |
| CCOR | Combat Corrections |
| CORO | Corrections Officer |
| CORR | General Corrections |
| CTD. | Combat Tracker Dog |
| GSS. | Garrison Service Support |
| INV | MP Investigations |
| LEO. | Law Enforcement Operations |
| LO. | Law and Order |
| MA. | Mission Assurance |
| MWD. | Military Working Dog |
| OPER | Operations |
| SCTY | Security |
| SRT | Special Reaction Team |

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APPENDIX B

TERMS AND DEFINITIONS

Terms in this glossary are subject to change as applicable orders and directives are revised. Terms established by Marine Corps orders or directives take precedence after definitions found in Joint Pub 1-02, DOD Dictionary of Military and Associated Terms.

A

Assessment - An informal judgment of the unit's proficiency and resources made by a commander or trainer to gain insight into the unit's overall condition. It serves as the basis for the midrange plan. Commanders make frequent use of these determinations during the course of the combat readiness cycle in order to adjust, prioritize, or modify training events and plans.

C

Chaining. A process that enables unit leaders to effectively identify subordinate collective events and individual events that support a specific collective event. For example, collective training events at the 4000-level are directly supported by collective events at the 3000-level. Utilizing the building block approach to progressive training, these collective events are further supported by individual training events at the 1000 and 2000-levels. When a higher-level event by its nature requires the completion of lower level events, they are "chained"; Sustainment credit is given for all lower level events chained to a higher event.

Collective Event - A clearly defined, discrete, and measurable activity, action, or event (i.e., task) that requires organized team, or unit performance, and leads to accomplishment of a mission or function. A collective task is derived from unit missions or higher-level collective tasks. Task accomplishment requires performance of procedures composed of supporting collective, or individual tasks. A collective task describes the exact performance a group must perform in the field under actual operational conditions. The term "collective" does not necessarily infer that a unit accomplishes the event. A unit, such as a squad or platoon conducting an attack, may accomplish a collective event, or it may be executed by an individual to accomplish a unit mission; such as a battalion supply officer completing a reconciliation of the battalion's CMR. Thus, many collective events will have titles that are the same as individual events; however, the standard and condition will be different because the scope of the collective event is broader.

Collective Training Standards (CTS) - Criteria that specify mission and functional area unit proficiency standards for combat, combat support, and combat service support units. They include tasks, conditions, standards, evaluator instruction, and key indicators. CTS are found within collective training events in T&R Manuals.

Combat Readiness Percentage (CRP) - The CRP is a quantitative numerical value used in calculating collective training readiness based on the E-coded events that support the unit METL. CRP is a concise measure of unit training accomplishments. This numerical value is only a snapshot of training readiness at a specific time. As training is conducted, unit CRP will continuously change.

Component Events - Component events are the major tasks involved in accomplishing a collective event. Listing these tasks guide Marines toward the accomplishment of the event, and help evaluators determine if the task has been done to standard. These events may be lower-level collective or individual events that must be accomplished.

Condition - The condition describes the training situation or environment under which the training event or task will take place. Expands on the information in the title by identifying when, where, and why the event or task will occur, and what materials, personnel, equipment, environmental provisions, and safety constraints must be present to perform the event or task in a real-world environment. Commanders can modify the conditions of the event to best prepare their Marines to accomplish the assigned mission (e.g. in a desert environment; in a mountain environment; etc.).

Core Capabilities - Core capabilities are the essential functions a unit must be capable of performing during extended contingency/combat operations. Core unit capabilities are based upon mission essential tasks derived from operational plans, doctrine, and established tactics, techniques, and procedures.

Core Plus Skills - Core plus skills are those advanced skills that are environment, mission, rank, or billet specific. 2000-level training is designed to make Marines proficient in core skills in a specific billet, or at a specified rank at the Combat Ready level. 3000-8000-level training produces combat leaders, and fully qualified section members at the Combat Qualified level. Marines trained at the Combat Qualified level are those the commanding officer feels are capable of accomplishing unit-level missions, and of directing the actions of subordinates. Many core plus tasks are learned via MOJT, while others form the base for curriculum in career level MOS courses taught by the formal school.

Core Skills - Core skills are those essential basic skills that "make" a Marine, and qualify that Marine for an MOS. They are the 1000-level skills introduced in entry-level training at formal schools and refined in operational units.

D

Deception. Those measures designed to mislead the enemy by manipulation, distortion, or falsification of evidence to induce the enemy to react in a manner prejudicial to the enemy's interests. (JP 1-02)

Defense Readiness Reporting System (DRRS) - A comprehensive readiness reporting system that evaluates readiness on the basis of the actual missions and capabilities assigned to the forces. It is a capabilities-based, adaptive, near real-time reporting system for the entire Department of Defense.

E

E-Coded Event - An "E-Coded" event is a collective T&R event that is a noted indicator of capability, or a noted Collective skill that contributes to the unit's ability to perform the supported MET. As such, only "E-Coded" events are assigned a CRP value, and used to calculate a unit's CRP.

Evaluation - Evaluation is a continuous process that occurs at all echelons, during every phase of training, and can be both formal, and informal. Evaluations ensure that Marines and units are capable of conducting their combat mission. Evaluation results are used to reallocate resources, reprioritize the training plan, and plan for future training.

Event (Training) - An event is a significant training occurrence that is identified, expanded, and used as a building block, and potential milestone for a unit's training. An event may include formal evaluations. (2) An event within the T&R Program can be an individual training evolution, a collective training evolution, or both. Through T&R events, the unit commander ensures that individual Marines, and the unit progress from a combat capable status to a Fully Combat Qualified (FCQ) status.

Event Component - The major procedures (i.e., actions) that must occur to perform a Collective Event to standard.

I

Individual Readiness - The individual training readiness of each Marine is measured by the number of individual events required and completed for the rank or billet currently held.

Individual Training - Training that applies to individual Marines. Examples include rifle qualifications and HMMWV driver licensing.

Individual Training Standards (ITS) - Specifies training tasks and standards for each MOS or specialty within the Marine Corps. In most cases, once an MOS or community develops a T&R, the ITS order will be cancelled. However, most communities will probably fold a large portion of their ITS into their new T&R manual.

M

Marine Corps Combat Readiness and Evaluation System (MCCRES). An evaluation system designed to provide commanders with a comprehensive set of mission performance standards from which training programs can be developed; and through which the efficiency and effectiveness of training can be evaluated. The Ground T&R Program will eventually replace MCCRES.

Marine Corps Ground Training and Readiness (T&R) Program - The T&R Program is the Marine Corps' primary tool for planning and conducting training, for planning and conducting training evaluation, and for assessing training readiness. The program will provide the commander with standardized programs of instruction for units within the ground combat, combat support, and combat service support communities. It consolidates the ITS, CTS, METL and other individual and unit training management tools. T&R is a program of standards that systematizes commonly accepted skills, is open to innovative change, and

above all, tailors the training effort to the unit's mission. Further, T&R serves as a training guide and provides commanders an immediate assessment of unit combat readiness by assigning a CRP to key training events. In short, the T&R Program is a building block approach to training that maximizes flexibility and produces the best-trained Marines possible.

Mission Essential Task(s) MET(s) - A MET is a collective task in which an organization must be proficient in order to accomplish an appropriate portion of its wartime mission(s). MET listings are the foundation for the T&R manual; all events in the T&R manual support a MET.

Mission Essential Task List (METL) - Descriptive training document that provides units a clear, war fighting focused description of collective actions necessary to achieve wartime mission proficiency. The service-level METL, that which is used as the foundation of the T&R manual, is developed using Marine Corps doctrine, Operational Plans, T/Os, UJTL, UNTL, and MCTL. For community based T&R Manuals, an occupational field METL is developed to focus the community's collective training standards. Commanders develop their unit METL from the service-level METL, operational plans, contingency plans, and SOPs.

O

Operational Readiness (OR). (DoD or NATO) OR is the capability of a unit/formation, ship, weapon system, or equipment to perform the missions or functions for which it is organized or designed. May be used in a general sense or to express a level or degree of readiness.

P

Performance step - Performance steps are included in the components of an Individual T&R Event. They are the major procedures (i.e., actions) a unit Marine must accomplish to perform an individual event to standard. They describe the procedure the task performer must take to perform the task under operational conditions and provide sufficient information for a task performer to perform the procedure. (May necessitate identification of supporting steps, procedures, or actions in outline form.) Performance steps follow a logical progression and should be followed sequentially, unless otherwise stated. Normally, performance steps are listed only for 1000-level individual events (those that are taught in the entry-level MOS school). Listing performance steps is optional if the steps are already specified in a published reference.

Prerequisite Event - Prerequisites are the academic training and/or T&R events that must be completed prior to attempting the event.

R

Readiness (DoD) - Readiness is the ability of US military forces to fight and meet the demands of the national military strategy. Readiness is the synthesis of two distinct but interrelated levels: (a) Unit readiness--The ability to provide capabilities required by combatant commanders to execute assigned missions. This is derived from the ability of each unit to deliver the outputs for which it was designed. (b) Joint readiness--The combatant

commander's ability to integrate and synchronize ready combat and support forces to execute assigned missions.

S

Section Skill Tasks. Section skills are those competencies directly related to unit functioning. They are group rather than individual in nature, and require participation by a section (S-1, S-2, S-3, etc).

Simulation Training - Simulators provide the additional capability to develop and hone core and core plus skills. Accordingly, the development of simulator training events for appropriate T&R syllabi can help maintain valuable combat resources while reducing training time and cost. Therefore, in cases where simulator fidelity and capabilities are such that simulator training closely matches that of actual training events, T&R Manual developers may include the option of using simulators to accomplish the training. CRP credit will be earned for E-coded simulator events based on assessment of relative training event performance.

Standard - A standard is a statement that establishes criteria for how well a task or learning objective must be performed. The standard specifies how well, completely, or accurately a process must be performed or product produced. For higher-level collective events, it describes why the event is being done and the desired end-state of the event. Standards become more specific for lower-level events and outline the accuracy, time limits, sequencing, quality, product, process, restrictions, etc., that indicate the minimum acceptable level of performance required of the event. At a minimum, both collective and individual training standards consist of a task, the condition under which the task is to be performed, and the evaluation criteria that will be used to verify that the task has been performed to a satisfactory level.

Sustainment Training - Periodic retraining or demonstration of an event required maintaining the minimum acceptable level of proficiency or capability required to accomplish a training objective. Sustainment training goes beyond the entry-level and is designed to maintain or further develop proficiency in a given set of skills.

Systems Approach to Training (SAT) - An orderly process for analyzing, designing, developing, implementing, and evaluating a unit's training program to ensure the unit, and the Marines of that unit acquire the knowledge and skills essential for the successful conduct of the unit's wartime missions.

T

Training Task - This describes a direct training activity that pertains to an individual Marine. A task is composed of 3 major components: a description of what is to be done, a condition, and a standard.

Training Plan - Training document that outlines the general plan for the conduct of individual and collective training in an organization for specified period of time.

U

Unit CRP - Unit CRP is a percentage of the E-coded collective events that support the unit METL accomplished by the unit. Unit CRP is the average of all MET CRP.

Unit Training Management (UTM) - Unit training management is the use of the SAT and Marine Corps training principles in a manner that maximizes training results and focuses the training priorities of the unit on its wartime mission. UTM governs the major peacetime training activity of the Marine Corps and applies to all echelons of the Total Force.

W

Waived Event. An event that is waived by a commanding officer when in his or her judgment, previous experience or related performance satisfies the requirement of a particular event.

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APPENDIX C

REFERENCES

Department of Defense Directive (DODD)

DoD O-2000.12-P Antiterrorism Handbook
DODD 5210.56 Use of Deadly Force

Joint Publications (JPs)

JOINT PUB 3-07.2 Joint Tactics, Techniques, and Procedures for Antiterrorism

Secretary of the Navy Instructions

SECNAVINST 1640.9C Department of the Navy Corrections Manual
SECNAVINST 5815.3 Department of the Navy Clemency and Parole Systems

Marine Corps Orders

MCO 5500.6_ Arming of Law Enforcement and Security Personnel and the
Use of Force
MCO 1640.4 Marine Corps Corrections Program
MCO 1640.6 Marine Corps Corrections Program
MCO 3302.1 Marine Corps Antiterrorism Program
MCO 3461.1 EPW, Retain, CI, and other Detainees
MCO 5110.1 Motor Vehicle Traffic Supervision
MCO 5580.2_ Marine Corps Law Enforcement Manual

Marine Corps Warfighting Publications (MCWPs)

MCWP 3-11.3 Scouting and Patrolling
MCWP 3-33.5 Counterinsurgency Operations
MCWP 3-34.1 Military Police In Support of the MAGTF
MCWP 3-35.3 Military Operations on Urbanized Terrain
MCWP 2-1 Intelligence Operations

Marine Corps Reference Publications

MCRP 3-01_ Pistol Marksmanship
MCRP 3-02_ First Aid
MCRP 4-11.8_ Enemy Prisoners of War and Civilian Internees
MCRP 4-27 EPW Operations

NAVMC Directives

NAVMC DIR 3500.109
NAVMC DIR 5100.8 Marine Corps Occupational Safety and Health Program Manual

Technical Manuals

TM 10271A-10/1 Operator's Manual, Monocular NVD, AN/PVS-14

Field Manuals

FM 19-10 MP Administration and Operations
FM 19-20 Law Enforcement Investigations
FM 3-19.13 Law Enforcement Investigations
FM 3-19.30 Physical Security
FM 3-19.40 Internment/Resettlement Operations

FM 3-19.50 Police Intelligence Operations
FM 3-63.1 Detainee Operations in the Global War on Terrorism

Miscellaneous

MCM 2005 Manual for Courts-Martial

AHA 70-2045 Heart Saver Manual for CPR, American Heart Association

Homeland Security Presidential Directive-5

CJCSI 3121.01B Enclosure L standing rules for the use of force for US forces

National Incident Management System (NIMS)

Police Advising for the Marine Air Ground Task Force" Training Support
Package

Combat Hunter Program of Instruction

Cop on the Beat Program of Instruction

Combat Policing Program of Instruction

Combat Hunter Handbook

3461.6 Chief of Naval Operations Instruction, Enemy Prisoner of War, Retained
Personnel, Civilian Internees and other Detainees, October 1, 1997

Reports and Forms Preparation Guide for the Navy Security Force

MILITARY POLICE T&R MANUAL

APPENDIX D

MP CLASS V(W) REQUIREMENTS

1. The Class V listed in this appendix is required for Individual Events. Military Police are required to conduct a majority of law enforcement training events individually. The event training matrix is comprised of many tasks that require CLASS V.

a. MP Squad. MP units are built around the MP Squad construct. This construct consist of 3 Non-Commissioned Officer and 9 enlisted MP Members.

b. MP Platoon. The MP platoon is comprised of 3 MP squads. Platoons are resident within the MS Companies. The MAW platoons have a headquarters element attached at the below locations and numbers:

3rd Platoon MP Company HQ 2nd MAW, Beaufort, South Carolina (41 MPs)
4th Platoon MP Company HQ 2nd MAW, New River, North Carolina (41 MPs)
1st Platoon MP Company HQ 3rd MAW, San Diego, California (42 MPs)
2nd Platoon MP Company HQ 3rd MAW, Twenty-nine Palms, California (41 MPs)
3rd Platoon MP Company HQ 3rd MAW, Yuma, Arizona (41 MPs)
4th Platoon MP Company HQ 3rd MAW, Camp Pendleton, California (41 MPs)

c. MP Company. The MP Company is comprised of 4 MP platoons and a Headquarters element. MP Companies are located at the following units and numbers:

MP Company, 1st MAW, Okinawa Japan (125 MPs)
MP Company, 2nd MAW, Cherry Point, North Carolina (84 MPs)
MP Company, 1st Marine Division, Camp Pendleton, California (165 MPs)
MP Company, 2nd Marine Division, Camp LeJeune, North Carolina (165 MPs)
MP Company, 3rd Marine Division, Okinawa, Japan (165 MPs)
MP Company, 1st Marine Logistic Group, Camp Pendleton, California (210 MPs)
MP Company, 2nd Marine Logistic Group, Camp LeJeune, North Carolina (210 MPs)
MP Company, 3rd Marine Logistic Group, Okinawa, Japan (175 MPs)
MP Support Company, 1st Marine Headquarters Group, I Marine Expeditionary Force (115 MPs)
MP Support Company, 2nd Marine Headquarters Group, II Marine Expeditionary Force (115 MPs)
MP Support Company, 3rd Marine Headquarters Group, III Marine Expeditionary Force (115 MPs)

d. PMO. Each PMO throughout the Marine Corps is manned according to the validated manpower requirements for the base that they support. The following numbers are located at the PMOs indicated:

MCB Camp Butler, Japan (251 MPs)
MCB Kaneohe Bay/ Camp Smith, Hawaii (69 MPs)
MCB Camp Lejeune/ MCAS New River, North Carolina (142 MPs)
MCB Camp Pendleton, California (115 MPs)
MCB Quantico, Virginia (75 MPs)

MCLB Albany, Georgia (16 MPs)
MCLB Barstow, California (17 MPs)
MCAS Beaufort/ MCRD Parris Island, South Carolina (80 MPs)
MCAS Cherry Point, North Carolina (65 MPs)
MCAS Iwakuni, Japan (145 MPs)
MCAS Miramar, California (62 MPs)
MCAS Camp Pendleton, California (115 MPs)
MCAS Yuma, Arizona (50 MPs)
MCRD San Diego, California (55 MPs)
MCMWTC Bridgeport, California (16 MPs)
MCCAGCC Twenty-nine Palms, California (120 MPs)
Camp Fuji, Japan (10 MPs)
Marine Corps Support Facility Jacksonville, Florida (10 MPs)

e. Other MP units and detachments. There are several MP units and detachments that do not fall under the listed units above. They are listed below at the following locations:

Marine Helicopter Squadron One, HMX-1 (146 MPs)
MP Detachment, HQ MARFORRES New Orleans, Louisiana (14 MPs)
MP Detachment, Camp Muchuk, Korea (10 MPs)
MP Detachment, Marine Corps Support Facility, Jacksonville, Florida (10 MPs)

f. Military Police School, Fort Leonard Wood, Missouri is responsible for the initial training of all Military Police Officers. The number of students is determined by the annual TIP.

2. The following table list the Class V used by the MP Community.

| DODIC | NOMENCLATURE |
|-------|---|
| A011 | CARTRIDGE, 12 GAGE SHOTGUN, #00 BUCKSHOT M19/M162 |
| AA11 | CARTRIDGE, 7.62MM LONG RANGE M118 LR |
| A017 | CARTRIDGE, 12 GAGE SHOTGUN M162 #9 BUCKSHOT |
| A023 | CARTRIDGE, 12 GAGE SHOTGUN 1 OUNCE COMMERCIAL |
| A075 | CARTRIDGE, 5.56MM BLANK M200 SINGLE ROUND |
| A111 | CARTRIDGE, 7.62MM, BLANK M82 LINKED |
| A131 | CARTRIDGE, 7.62MM, 4 BALL M80/1 TRACER M62 LINKED |
| A159 | CARTRIDGE, 7.62MM, 4 DUMMY M172 LINKED |
| A359 | CARTRIDGE, 9MM DUMMY M917 |
| A363 | CARTRIDGE, 9MM BALL NATO XM882 |
| A555 | CARTRIDGE, CAL .50 BALL M33 LINKED (M2 LINKS) |
| A560 | CARTRIDGE, CAL .50 DUMMY M2 |
| B542 | CARTRIDGE, 40MM HEDP LINKED FOR MK19 |
| G940 | GRENADE, HAND, SMOKE, GREEN, M18 |
| G950 | GRENADE, HAND, SMOKE, RED, M18 |
| GG09 | M84 STUN GRENADE |
| L283 | SIGNAL, SMOKE AND ILLUMINATION MARINE MK 13 MOD 0 |
| L283 | SIGNAL, SMOKE AND ILLUMINATION MARINE MK 13 MOD 0 |
| L311 | SIGNAL, ILLUM GROUND RSP |
| L312 | SIGNAL, ILLUM GROUND WSP |
| L314 | SIGNAL, ILLUM GROUND GSC |

| | |
|------|-------------------------|
| L323 | SIGNAL, SMOKE GROUND RP |
| L324 | SIGNAL, SMOKE GROUND GP |
| L328 | SIGNAL, CTG RED FLARE |
| L495 | FLARE, SURFACE TRIP |

3. The following table lists the Class V requirements for Individual training events.

| DODIC | QUANTITIES FOR INDIVIDUAL TRAINING |
|-------|------------------------------------|
| A011 | 18 |
| AA11 | 25 |
| A017 | 18 |
| A023 | 18 |
| A075 | 210 |
| A111 | 200 |
| A131 | 200 |
| A159 | 20 |
| A363 | 320 |
| A555 | 200 |
| A560 | 20 |
| B542 | 48 |
| B643 | 1 |
| BA14 | 1 |
| G940 | 1 |
| G950 | 1 |
| GG09 | 1 |
| L283 | 1 |
| L283 | 1 |
| L311 | 1 |
| L312 | 1 |
| L314 | 1 |
| L323 | 1 |
| L324 | 1 |
| L314 | 1 |
| L328 | 1 |
| L495 | 1 |

4. The list below gives the quantities to support training for the whole MP MOS based on unit training.

| DODIC | DENSITY | COLUMN A | COLUMN B | COLUMN C | COLUMN D |
|-------|---------|--|------------------|----------------------|----------|
| | | MP SQUAD 3 TMs 3 NCOs 9 Enlisted | MP PLT 3 SQDs | MP COMPANY 4 PLTs | PMO |
| A011 | 1 | 216 | 648 | 2592 | 2592 |
| AA11 | 1 | 225 | 675 | 2700 | 2700 |

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| | | | | | |
|------|---|------|------|-------|-------|
| A017 | 1 | 216 | 648 | 2592 | 2592 |
| A023 | 1 | 216 | 648 | 2592 | 2592 |
| A075 | 1 | 1890 | 5670 | 22680 | 0 |
| A111 | 1 | 1800 | 5400 | 21600 | 0 |
| A131 | 1 | 1800 | 5400 | 21600 | 0 |
| A159 | 1 | 180 | 540 | 2160 | 0 |
| A363 | 1 | 2880 | 8640 | 34560 | 34560 |
| A555 | 1 | 1800 | 5400 | 21600 | 0 |
| A560 | 1 | 180 | 540 | 2160 | 0 |
| B542 | 1 | 432 | 1296 | 5184 | 0 |
| B643 | 1 | 9 | 27 | 108 | 0 |
| BA14 | 1 | 9 | 27 | 108 | 0 |
| G940 | 1 | 9 | 27 | 108 | 0 |
| G950 | 1 | 9 | 27 | 108 | 0 |
| L283 | 1 | 9 | 27 | 108 | 0 |
| L283 | 1 | 9 | 27 | 108 | 0 |
| L311 | 1 | 9 | 27 | 108 | 0 |
| L312 | 1 | 9 | 27 | 108 | 0 |
| L314 | 1 | 9 | 27 | 108 | 0 |
| L323 | 1 | 9 | 27 | 108 | 0 |
| L324 | 1 | 9 | 27 | 108 | 0 |
| L314 | 1 | 9 | 27 | 108 | 0 |
| L328 | 1 | 9 | 27 | 108 | 0 |
| L495 | 1 | 9 | 27 | 108 | 0 |