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3000 MARINE CORPS PENTAGON
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MCO 5580.7
PPO (PSL)
24 AUG 2021

MARINE CORPS ORDER 5580.7

From: Commandant of the Marine Corps
To: Distribution List

Subj: U.S. MARINE CORPS CRIMINAL INVESTIGATION DIVISION (USMC CID)

Ref: See Enclosure (1)

Encl: (1) References
(2) USMC Criminal Investigation Division

1. Situation. USMC Criminal Investigation Division (USMC CID) provides the Marine Corps with an organic criminal investigative asset capable of supporting dynamic contingency operations in both the Fleet Marine Force and Supporting Establishments environment.

2. Cancellation. This Order supersedes portions of Chapter 13 of MCO 5580.2B w/CH 2 where applicable. The remainder of Chapter 13 of MCO 5580.2B w/CH 2 will remain in effect until the remainder of the USMC CID orders are published.

3. Mission. This Order provides policy and procedures for the organization, training, and employment of USMC CID personnel and assets in the Fleet Marine Force and Supporting Establishments.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. This Order enables supported commands to understand and exploit USMC CID capabilities across the competition continuum and warfighting functions in order to employ their USMC CID for the most impact, efficiency, and effectiveness.

(2) Concept of Operations. USMC CID is the criminal investigative arm of each installation Provost Marshals Office (PMO) and Marine Corps Police Department (MCPD). USMC CID provides general criminal investigative support of installation tenant commands for all law and order and military justice operations. USMC CID may provide investigative and forensic support to the Fleet Marine Force (FMF), when requested.

b. Subordinate Element Tasks. Commanders will implement the contents of this Order and augment the guidance provided with local directives, as required.

(1) Deputy Commandant, Plans, Policies, and Operations (DC, PP&O). The DC, PP&O, is responsible for USMC CID and serves as the Service point of contact for coordination, development, and execution of USMC CID policies.

(2) Assistant Deputy Commandant (ADC), PP&O, Security Division (PS). The ADC, PP&O (PS), is responsible to the DC, PP&O for providing direction, supervision, execution, and advocacy for the proper implementation of all USMC CID related policies. In this capacity, the ADC, PP&O (PS), shall:

(a) Exercise overall staff cognizance for all matters relating to USMC CID

(b) Review and update this order as needed

(c) Supervise the credentialing of USMC CID Agents

(d) When appropriate, coordinate with Provost Marshals/Police Chiefs, Naval Criminal Investigative Service (NCIS), Department of Defense (DoD) Components, and external agencies as needed to facilitate implementation of this Order.

(e) Coordinate with Inspector General of the Marine Corps (IGMC) to develop a Functional Area Checklist for USMC CID to be used by commanders at all levels and for use during inspections.

1. Coordinate with PP&O (PS) regarding the integration of the provisions of this Order in the Functional Area Checklist

2. Coordinate Command Inspection Program support with PS

(f) Manage Marine Corps access to required Criminal Justice Information Systems (CJIS)

(g) Determine if USMC CID investigations can be delayed, suspended, or terminated

(3) Deputy Commandant, Programs and Resources. Provide programming and resource support to USMC CID offices as required per the Planning, Programming, Budget and Execution (PPBE) Process.

(4) Deputy Commandant, Manpower and Reserve Affairs. Provide manpower and staffing support as required per the Human Resource Development Process (HRDP).

5. Administration and Logistics

a. Records Management. Records created as a result of this directive shall be managed according to National Archives and Records Administration (NARA)-approved dispositions per SECNAV M-5210.1 CH-1 to ensure proper maintenance, use, accessibility and preservation, regardless of format or medium. Records disposition schedules are located on the Department of the Navy/Assistant for Administration (DON/AA), Directives and Records Management Division (DRMD) portal page at: <https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information-Management/Approved%20Record%20Schedules/Forms/AllItems.aspx>. Refer to MCO 5210.11F for Marine Corps records management policy and procedures.

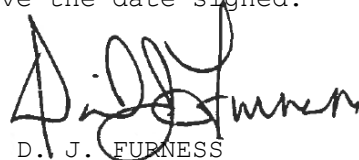
b. Privacy Act. Any misuse or unauthorized disclosure of Personally Identifiable Information (PII) may result in both civil and criminal penalties. The Department of the Navy (DON) recognizes that the privacy of an individual is a personal and fundamental right that shall be respected and protected. The DON need to collect, use, maintain, or disseminate PII about individuals for purposes of discharging its statutory responsibilities shall be balanced against the individuals' right to be protected against unwarranted invasion of privacy. All collection, use, maintenance, or dissemination of PII shall be in accordance with the Privacy Act of 1974, as amended (5 U.S.C. 552a) and implemented per SECNAVINST 5211.5F.

c. Recommendations. Submit recommendations concerning this Order to the ADC, PP&O (PS), via the appropriate chain of command.

6. Command and Signal

a. Command. This Order is applicable to the Marine Corps Total Force.

b. Signal. This Order is effective the date signed.



D. J. FURNESS
Assistant Deputy Commandant
Plans, Policies, and Operations
By direction

Distribution: PCN 10255807000

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References

- (a) SECNAVINST 5430.107A Mission and Functions of the Naval Criminal Investigative Service
- (b) DoDI 5525.18 w/CH3 Law Enforcement Criminal Intelligence (CRIMINT) in DoD
- (c) DoDI 5505.08 w/CH1 Military Criminal Investigative Organizations (MCIO) and Other DoD Law Enforcement Organizations Investigations of Adult, Private, and Consensual Sexual Misconduct
- (d) DoDI 5505.16 Investigations by DoD Components
- (e) Department of Justice, "National Crime Intelligence Sharing Plan" October 18, 2013
- (f) DoDD 3115.09 w/CH3 DoD Intelligence Interrogations, Detainee Debriefings, and Tactical Questioning
- (g) Manual for Courts-Martial (2019 Edition)
- (h) DoDI 2000.12 DoD Antiterrorism (AT) Program
- (i) 10 U.S.C. § 333 Foreign Security Forces: Authority to Build Capacity
- (j) MCO 5800.16 Legal Support and Administration Manual
- (k) 10 U.S.C. Chapter 47 Uniform Code of Military Justice
- (l) DoDI 3025.21 w/CH1 Defense Support of Civilian Law Enforcement Agencies
- (m) SECNAVINST 5820.7C Cooperation with Civilian Law Enforcement Officials
- (n) 32 CFR 631.17 Subpart c Cooperation with Civilian Law Enforcement Off-Installation Operations (Military Patrols and Investigative Activities) and Policy
- (o) 10 U.S.C. § 275 Restriction on Direct Participation by Military Personnel
- (p) DoDI 5505.17 w/CH1 Collection, Maintenance, Use, and Dissemination of Personally Identifiable Information and Law Enforcement Information by DoD Law Enforcement Activities
- (q) 10 U.S.C. § 801 Article 1. Definitions
- (r) Fourth Amendment to the U.S. Constitution Amendment IV
- (s) 28 C.F.R. Ch1 Part 60 Authorization of Federal Law Enforcement Officers to Request the Issuance of a Search Warrant
- (t) DoD Directive 5210.56 Arming and The Use of Force
- (u) MCO 5500.6H CH 1 Arming of Law Enforcement and Security Personnel and the Use of Force
- (v) 18 U.S.C. § 926B Carrying of Concealed Firearms by Qualified Law Enforcement Officers
- (w) MCO 5580.4 Implementation of the Amended Law Enforcement Officers Safety Act of 2004
- (x) DoDI 5525.14 w/CH4 DoD Law Enforcement Officers (LEOS) Flying Armed
- (y) 49 U.S.C. § 46303 Carrying a Weapon
- (z) 49 C.F.R. § 1544.219 Carriage of Accessible Weapons
- (aa) DoDM 6025.18 Implementation of the Health Insurance Portability and Accountability Act (HIPAA) Privacy Rule in DoD Health Care Programs
- (ab) SECNAVINST 5720.42G Department of the Navy Freedom of Information Act Program
- (ac) NAVMC 1200.1E Military Occupational Specialties
- (ad) 5 C.F.R. Title 5 Administrative Personnel
- (ae) 18 U.S.C. § 922 Unlawful Acts
- (af) NAVMC 3500.10D w/Ch1 (Military Police Investigations and Corrections Training and Readiness Manual)
- (ag) Memorandum of Understanding (MOU) Between Commandant of the Marine Corps (CMC) and the Director, Naval Criminal Investigative Service (NCIS) (NOTAL)
- (ah) 18 U.S.C. § 1385 Use of Army and Air Force as Posse Comitatus
- (ai) MCO 5530.14A Marine Corps Physical Security Manual

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(aj) MCO 4400.201 Vol 13 Individual Clothing, Flags, Personal Effects, And
the Consolidated Storage Program

Chapter 1

Missions and Capabilities

1. General. This Chapter describes missions and capabilities of USMC CID. The goal is to inform commanders of the support and expertise USMC CID provides to the Supporting Establishment and FMF environments and to ensure USMC CID meets its operational directives with the appropriate personnel, equipment, and training. USMC CID is a DON law enforcement organization assigned within the PMO/MCPD and works directly for the Provost Marshal/Police Chief. As an organic law enforcement agency, USMC CID executes its mission, including criminal investigations, criminal operations, and other law enforcement related activities, in coordination with the NCIS pursuant to reference (a). NCIS has primary responsibility for investigating all actual, suspected, and alleged serious crimes within the DON and primary jurisdiction to conduct criminal operations. Whether or not expressly stated throughout this Order, USMC CID personnel will coordinate their activities in accordance with reference (a) and exercise their responsibilities consistent with law, regulation, and DON policy per references (b) and (c).

2. Mission. USMC CID provides the Marine Corps with organic criminal investigative, criminal intelligence, and forensic capabilities applicable to both the Supporting Establishment and FMF environments. These capabilities support Marine Corps force protection and operational objectives by promoting good order and discipline; supporting combat operations; identifying, preventing, and mitigating criminal/terrorist threats; and assisting with the adjudicative proceedings of individuals that have, or would do, harm to the Marine Corps or its warfighting mission.

a. Supporting Establishment. USMC CID conducts misdemeanor and felony level criminal investigations in which NCIS has not assumed investigative jurisdiction; provides crime analysis and criminal intelligence support to law enforcement and commanders; conducts forensic analysis to identify offenders; and collects, analyzes, and maintains evidence to assist administrative/adjudicative decision making. USMC CID ensures unit readiness and quality of life by identifying offenders and preventing criminal activity.

b. FMF Support. USMC CID may provide investigative, site exploitation and expeditionary forensic exploitation capabilities to combat operations to support identity operations, targeting, and intelligence.

c. Protection. USMC CID maintains a criminal intelligence and crime analysis capability that collects, tracks, and analyzes crime and threat information to support law enforcement planning, operations, and decision making as it pertains to the protection of Marine Corps property and personnel. USMC CID responds to, investigates, and coordinates with NCIS and other federal, state, and local law enforcement agencies in matters involving reports of suspicious activity consistent with law, regulation, and DON policy.

3. Capabilities

a. Criminal Investigations. As qualified law enforcement officers, USMC CID Criminal Investigators are authorized to conduct criminal investigations throughout the Marine Corps enterprise. USMC CID Criminal Investigators will be referred to as "USMC CID Agents."

(1) Offenses. USMC CID maintains investigative jurisdiction over all offenses punishable under the Uniform Code of Military Justice (UCMJ) by less than one year confinement, that impede the commander's ability to maintain good order and discipline, and felony offenses in which NCIS has not assumed investigative jurisdiction per reference (a). NCIS has primary jurisdiction for investigating all actual, suspected, and alleged major crimes within the DON per reference (a). USMC CID will inform NCIS of any cases that fall within their jurisdictional purview. In the event NCIS assumes jurisdiction over an offense, USMC CID may assist NCIS per reference (d).

(a) Exclusions. USMC CID investigations exclude purely military offenses punishable only under the UCMJ such as offenses including, but not limited to consensual extramarital sexual misconduct, unauthorized absence, and fraternization, pursuant to reference (e). However, commanders may request assistance from USMC CID to investigate purely military offenses and USMC CID will determine if support is appropriate per reference (e).

(b) Exemptions. USMC CID Agents are exempt from conducting preliminary inquiries and command investigations to prevent disqualification from a resulting criminal investigation.

(c) Initiating Criminal Investigations. USMC CID may initiate, independent of command request, any investigative action within USMC CID jurisdiction and need not solicit authorization to conduct any criminal investigation. USMC CID will coordinate with commanders for any tactical level support when deemed appropriate.

(d) Tasking. USMC CID uses a Marine Corps authorized criminal justice information system to task and track investigative endeavors. All USMC CID personnel are required to accept, conduct, and respond to investigative leads from other USMC CID offices, regardless if they are assigned to the supporting establishment or FMF. USMC CID Agents have inherent investigative responsibilities; however, they must also support their assigned commander's intent.

(e) Command Requests. Any commander, commanding officer, or other appropriate authority within the Marine Corps may request USMC CID assistance.

1. Evaluation. Local USMC CID offices will evaluate each request to determine if a criminal investigation is warranted, whether the matter falls within the investigative purview of USMC CID, whether the matter should be referred to NCIS or another law enforcement entity, or if any other investigative assistance can be provided to command.

2. Termination. Only the ADC, PP&O (PS), may direct USMC CID to delay, suspend, or terminate an investigation. Any such request originating from a command must be submitted in writing with a thorough justification detailing the reason the command requests to delay, suspend, or terminate a USMC CID investigation. USMC CID may decide to delay or terminate an investigation in coordination with other law enforcement agencies for de-confliction.

3. Justification. In the event a commander determines that a USMC CID criminal investigation should be limited in scope, canceled, delayed, suspended or terminated, a request with justification must be submitted via official correspondence to the ADC, PP&O (PS).

4. Official Correspondence. Official correspondence detailing proper justification must be in a naval format letter addressed to ADC, PP&O (PS).

(2) Police Misconduct. Subject to NCIS's primary jurisdiction over investigations into all actual, suspected, and alleged serious crimes within the DON, USMC CID may conduct investigations of alleged or suspected police misconduct that do not rise to those matters under NCIS purview or which have been referred by NCIS, to include excessive use of force for USMC military and civilian law enforcement officers or those acting in that capacity.

(2) Forward Deployment Capabilities. USMC CID provides criminal investigative support in forward deployed environments. In addition to the capabilities listed above, USMC CID also:

(a) Prosecution of Detainees. Supports the prosecution of detainees when authorized within host nations during contingency operations. This includes, but is not limited to investigation, information collection, site exploitation, collection and exploitation of captured exploitable material from the battlefield, to support prosecution, intelligence, and targeting.

(b) Interrogations. Conducts law enforcement interrogations of detainees to obtain testimonial evidence pertaining to criminal activity per reference (f).

(c) Investigations. May conduct misdemeanor and felony investigations on U.S. military and civilians accompanying the force in a forward deployed environment. USMC CID will maintain coordination with NCIS to ensure appropriate cooperation, sharing of information, and notifications are made pertaining to matters involving felony investigations.

b. Forensic Operations. USMC CID conducts forensic operations including crime scene processing/site exploitation, documentation, collection, analysis, and preservation of evidence to support the effective identification, prosecution, and potential conviction of persons suspected of committing criminal offenses.

(1) Crime Scene Examination. USMC CID processes crime scenes to preserve, obtain, and seize physical evidence in support of criminal investigations and prosecutions for criminal violations for which the U.S. Armed Forces may have interest.

(2) Site Exploitation. In an operational environment, USMC CID manages, advises, assists, and/or conducts site exploitation to seize captured enemy material and information to support combat operations, targeting efforts, the intelligence cycle, and host nation prosecutions.

(3) Forensic Exploitation. USMC CID provides forensic analysis of evidence during criminal investigations at installations. USMC CID Marines will, when called upon, support forensic capabilities during FMF operations, special operations, and Naval forensic requirements to exploit material to support identity, intelligence, and targeting operations in forward deployed environments.

(a) Digital and Multimedia Exploitation. Forensic exploitation of electronic media and documents

(b) Forensic Chemistry. Identification of chemicals, narcotics, and unknown substances

(c) Latent Prints. Advanced techniques in the development, identification, recovery, and photography of latent prints.

(d) Deoxyribonucleic Acid (DNA). Collection and submission of DNA from suspects, Enemy Prisoners of War (EPW), and detainees, and evidence/captured enemy material for further processing and analysis.

(e) Liaison. Conducts liaison with higher level laboratories, Supporting Establishments, and while forward deployed in order to forensically support and enable intelligence.

c. Criminal Intelligence Operations. USMC CID collects, analyzes, and disseminates criminal intelligence, and manages criminal information systems to provide tactical and strategic law enforcement criminal intelligence on the existence, identities, and activities of criminal suspects and organizations in accordance with the National Criminal Intelligence Sharing Plan per references (b) and (c).

(1) Criminal Intelligence. USMC CID collects and analyzes information for identification of criminal patterns or trends, suspects, and criminal enterprises, and officer safety issues to provide actionable criminal intelligence to law enforcement and the intelligence cycle during FMF operations.

(2) Crime Analysis. USMC CID conducts analysis of crime information to identify hot spots, trends, and patterns, which are utilized to target crime problem areas.

(3) Identity Protected Witnesses (IPW). USMC CID personnel can protect the identity of witnesses to meet criminal information collection requirements, obtain evidence pertaining to on-going criminal investigations from otherwise unwilling witnesses, and document information pertaining to criminal activity in accordance with Military Rules of Evidence (MRE) Rule 507 per reference (g). When appropriate, USMC CID will de-conflict with NCIS.

d. Evidence Management. USMC CID manages evidence repositories/facilities for the preservation, storage, safeguarding, control, transfer, and disposition of evidence.

(1) Repositories. USMC CID manages criminal evidence repositories for installations and PMO/MCPD. Installations that do not have an organic USMC CID asset will identify an evidence custodian within their staff.

(2) Captured Enemy Material. USMC CID supports the FMF during contingency operations by managing an evidence facility for captured enemy material for forensic exploitation.

e. Crisis Negotiation. USMC CID trains and sustains USMC CID Agents as crisis/hostage negotiators. CID responds to and maintains crisis standoff situations that require rapport and negotiation skills to minimize or prevent

injury and death such as a hostage incident or barricaded subject aboard Marine Corps installations. USMC CID will coordinate with NCIS and other law enforcement agencies. USMC CID conducts forward deployed crisis negotiation in coordination with other federal and host nation law enforcement agencies.

f. Protective Services Support. USMC CID trains and maintains USMC CID Agents that can provide Protective Service Support. Upon request, USMC CID can provide protective service details for specific personnel to protect them from assassination, kidnapping, injury, and embarrassment. USMC CID has primary responsibility within PMO/MCPD to support personal protective security for dignitaries, when NCIS declines, and may augment outside agencies' personal security details when requested per reference (h). Per references (a) and (h), NCIS is the primary agency for all protective service matters within the DON with exclusive jurisdiction for and authority to conduct and coordinate Protective Service Operations (PSO) for High-Risk Personnel (HRP) positions and other high-risk personnel. USMC CID may provide support to NCIS for (PSO) if requested or as directed by the commanding officer of which USMC CID is assigned.

g. Law Enforcement Advisor. USMC CID Agents are subject matter experts (SME) and may advise commanders in matters pertaining to criminal investigations, criminal intelligence, forensics, evidence management, crisis/hostage negotiation, personal protection, and other capabilities identified in this Order.

h. Host Nation Training. In limited circumstances, and only when specifically authorized by competent authority, USMC CID may train approved host nation law enforcement personnel in certain types of operations as set forth in reference (i) or in other applicable statutory authorizations. USMC CID assigned duties to train host nation law enforcement personnel should consult the servicing Staff Judge Advocate or legal advisor during planning and obtain a legal review of the proposed training plan prior to execution. USMC CID may, however, train with host nation military law enforcement personnel and agencies for the purposes of interoperability, safety, and familiarization, provided the host nation military law enforcement personnel or agency possesses similar capabilities of the USMC CID detail or detachment. Coordination with the servicing staff judge advocate should continue throughout the planning, development, and execution phases of any proposed engagements.

i. Regional Trial Investigators (RTIs). RTI provides criminal investigative support to trial counsel (TC). RTIs ensure that cases are prepared for trial by court-martial, provide guidance on courtroom and court personnel security and are the conduit for law enforcement liaison between the TC and outside law enforcement agencies. While assigned as RTIs, USMC CID Agents maintain all authorities discussed in Chapter 2 of this Order.

(1) Investigative Support. The primary responsibility of the RTIs is to provide criminal investigative support for trial preparation of complex criminal cases prosecuted under the UCMJ and/or under U.S. Code through the Special Assistant U.S. Attorneys. Prior to any investigative action conducted by the RTIs, the RTIs shall coordinate with the primary investigative agency that initiated the case to ensure de-confliction. Additional investigative endeavors identified by RTIs shall be forwarded to the primary investigative agency for action per reference (j).

(2) Trial Security Advisors. RTIs also serve as law enforcement advisors to the Legal Services Support Section (LSSS) Trial Security Officer regarding courtroom and judiciary security matters.

(3) Criminal Justice Information Reporting (CJIR). RTIs assist the Regional Trial Counsel (RTC) with CJIR requirements, to include the tracking of any reporting requirements and serves as a liaison between law enforcement agencies and the RTC to facilitate proper reporting of criminal justice information.

Chapter 2

Authority

1. General. This Chapter describes the authority of the USMC CID to conduct criminal investigations and support the range of Marine Corps Operations throughout the Marine Corps Total Force.

2. Authority. References (k) and (l) provides Commandant of the Marine Corps (CMC) and Marine Corps Commanders the authority to maintain law and order aboard Marine Corps property, as well as protect Marine Corps Installations, personnel, and property. USMC CID's authority to conduct criminal investigations and protect Marine Corps installations, personnel, and property is derived from each installation commanders' responsibilities and authorities. Given these authorities, USMC CID is authorized to conduct criminal investigations to maintain law and order and support the protection of Marine Corps personnel, property, and installations wherever the U.S. Armed Forces have an interest. While in support of forward deployed operations, the combatant commander authorizes USMC CID operations.

a. General Authority. USMC CID is responsible for supporting commanders' ability to maintain good order and discipline and to protect Marine Corps personnel and property. Unit and installation commanders may request USMC CID to conduct proactive and reactive criminal investigations within jurisdictional boundaries.

(1) Offenses. NCIS has primary responsibility for investigating all actual, suspected, and alleged major criminal offenses within the DON and primary jurisdiction to conduct criminal operations. USMC CID is the Marine Corps' criminal investigatory entity for misdemeanor and felony offenses, in which NCIS has not assumed investigative jurisdiction, within both FMF operations and the Supporting Establishment. These activities include criminal investigations related to violations of the UCMJ by U.S. military personnel; force protection efforts by the collection of criminal intelligence; investigative lead tasking; and activities in coordination with other local, state, federal, and host nation law enforcement agencies.

(2) Boundaries. USMC CID may execute investigative functions within the jurisdictional authority of the Marine Corps for the Supporting Establishments, in support of forward deployed operations and where the U.S. Armed Forces may have an interest. USMC CID is authorized to conduct investigative endeavors on military installations when the matter investigated affects military property or personnel. USMC CID may investigate military property or personnel outside the confines of military installations provided appropriate coordination and approval from Civilian Law Enforcement Agencies (CLEA) per references (a), (l), (m), (n), and (o).

(3) Prioritization of Duties. USMC CID Agents are required to act upon the notification of alleged crimes and/or witnessing criminal activity.

(a) Responsibility. USMC CID Agents are responsible for enforcing and reporting all criminal violations, which takes precedence within their daily duties.

(b) Duty Assignment. Commanders shall refrain from assigning USMC CID Agents in staff duty roles or any other command duty role when the USMC CID Agent is assigned within a USMC CID office actively responsible for

conducting criminal investigative duties. Assigning USMC CID Agents to such roles is considered a conflict of interest.

(4) Personally Identifiable Information (PII). As a DON law enforcement agency, the USMC CID may collect PII and other information in the course of law enforcement functions, to include investigations, where that information logically relates to the detection, neutralization, or deterrence of criminal activity that affects DoD personnel, property, or mission, pursuant to per reference (p).

(5) Apprehension Authority. USMC CID Agents are authorized to apprehend and take into custody any person subject to the UCMJ and trial by court-martial per reference (q). USMC CID Agents do not have statutory authority to arrest civilians, but have the authority to detain civilians, when within military jurisdictional boundaries, who are reasonably believed to have committed offenses until they can transfer authority to a CLEA per references (l) and (m).

(6) Search and Seizure Authority. USMC CID Agents are authorized to conduct searches as governed by Military Rules of Evidence 312, 313, 314, 315 and 316, per references (g) and (r).

(a) Search Warrants. USMC CID must coordinate with NCIS and the U.S. Attorney's Office for any requests and execution of federal search warrants per reference (s).

(b) Command Authorization. USMC CID Agents may obtain and execute command authorizations for search and seizure aboard military installations and during military operations pursuant to Military Rules of Evidence 315 and 316, per references (g) and (r).

(c) Seizure. USMC CID Agents are authorized to seize property or evidence as outlined by Military Rule of Evidence 316, per references (g) and (r).

(7) Interview and Interrogation Authority. USMC CID may conduct interviews and interrogations, both custodial and non-custodial, as defined and described in Military Rules of Evidence Rule 305 per references (f) (m) and (r). While in support of FMF operations, USMC CID may conduct interviews and law enforcement interrogations (i.e., host nation personnel, detainees, EPWs, etc.).

(8) Arming Authority. The provisions of this section apply to USMC CID Agents authorized to carry firearms for personal protection when related to the performance of official duties as sworn Federal law enforcement officers per references (t) and (u). USMC CID are authorized under reference (v) to carry personally owned firearms in an off-duty status for personal protection.

(a) Carrying Firearms. USMC CID Agents are authorized to carry government issued firearms in Condition 1 while on duty, on and off installations, to and from work and home, and on military aircraft. The commander or commanding officer having responsibility for any "exclusion area", where special weapons and systems are stored, will determine the need for a USMC CID Agent to carry firearms in these areas per reference (u). USMC CID Agents are authorized to carry personal firearms off duty per references (u), (v), and (w).

(b) Commercial Flights. USMC CID Agents are authorized to carry a government issued firearm while flying on a commercial aircraft while traveling in the performance of their duties per references (u), (x), (y), and (z).

b. Jurisdiction. Through the authority delegated by the CMC as identified in paragraph 0202 of this Order, USMC CID is authorized to conduct misdemeanor and felony level criminal investigations consistent with law, regulation, and DON policy and is authorized the following activities:

(1) Access and Exceptions. All USMC CID Agents, while acting in official duty, upon displaying their credentials and without further administrative requirements shall be:

(a) Facilities. Granted access to all USMC commands, installations, aircraft, and other USMC facilities.

(b) Cleared Information, Clearances, and Spaces. As law enforcement officials, USMC CID is considered as having a need to know and be granted access to information, materials and spaces. This access applies to all types of command files, personnel records, training records, contract and procurement documents, and computer and file and records. USMC CID is authorized to make written request for medical records per reference (aa).

(c) Exemption. Exempt from all routine searches of their person, possessions, materials, vehicles, and occupants therein. Individuals escorted by a credentialed USMC CID Agent shall not be required to display identification.

(2) Liaison. Per references (a), (l), and (m), USMC CID is authorized to liaise with local law enforcement agencies in certain instances pertaining to criminal investigation, crime and criminal information, and training on routine matters involving physical security, force protection, military offenses, and offenses in which NCIS has not assumed investigative jurisdiction. However, USMC CID and NCIS should coordinate with each other when working with local law enforcement to ensure appropriate sharing of information.

(3) Release of USMC CID Reports of Investigation (ROI). USMC CID will provide ROIs to commanders in cases that affect their command.

(4) Freedom of Information Act (FOIA).

(a) FOIA requests that have not been sent to NCIS for archiving will be handled per reference (ab).

(b) NCIS is the FOIA release authority for USMC CID investigations once they have been archived.

Chapter 3

Personnel

1. General. The following describes the active duty Marine and Civilian positions employed within the USMC CID and identifies the conditions of employment.

2. Billets and Requirements. USMC CID employs Marine and Civilian personnel to meet mission requirements and fulfill capabilities. Conditions of employment are billet specific and are necessary to ensure personnel are both qualified and are of the right character to execute duties that require discretion, good judgement, and trustworthiness.

a. Conditions of Employment. Marine Corps Criminal Investigation Officers, USMC CID Agents, and Forensic Psycho-Physiologist must meet the prerequisites and requirements outlined in the most currently published Military Occupational Specialties Manual, Secretary of the Navy (SECNAV) instructions, and Marine Administrative Messages. Requirements for Civilian GS-1811 Criminal Investigator USMC CID Agents include those outlined in reference (ac) and the conditions of employment. To be selected as a Marine or civilian USMC CID Agent, at a minimum, the following conditions must be met:

(1) Clearance. Possess a Top-Secret security clearance with SCI eligibility as determined by a Single Scope Background Investigation (SSBI).

(2) Age Requirements. Age requirements for civilian personnel will be in accordance with Office of Personnel Management (OPM) guidelines per reference (ad).

(3) Background Investigation. Complete a background investigation conducted by USMC CID with a determination that the candidate is suitable for duty as a USMC CID Agent.

(4) Panel Endorsement. Receive a favorable endorsement from a panel comprised of USMC CID and/or Provost Marshal/Police Chief.

(5) USMC CID Head Endorsement. Receive a favorable endorsement from Head, USMC CID, PSL, PPO, HQMC.

(6) Training. Successfully complete the U.S. Army Criminal Investigation Division Special Agent Course (CIDSAC) or the Federal Law Enforcement Training Center (FLETC) Criminal Investigation Training Program (CITP).

(7) Gun Control Act. Prohibited persons are not eligible for the position per paragraph (g) of reference (ae).

b. USMC CID Agent Military Occupational Specialties (MOS) and Civilian Job Series. The USMC CID Agents are comprised of the following Marine Corps primary and secondary MOSs 5805 (Warrant Officer to Chief Warrant Officer 5), 5821 (Sergeant to Master Gunnery Sergeant), 5822 (Staff Sergeant to Gunnery Sergeant) and civilian Office of Personnel Management (OPM) Job Series 1811:

(1) Criminal Investigation Officer. Criminal Investigation Officers are USMC officers (Warrant Officer to Chief Warrant Officer 5) assigned the

PMOS 5805. A Criminal Investigation Officer is the senior ranking USMC CID Agent within a USMC CID activity and performs duties as the Officer-in-Charge (OIC). The Criminal Investigation Officer manages personnel and directs USMC CID operations including criminal investigation section, investigative operations, evidence repository, exploitation operations, and criminal intelligence. References (ac) and (af) provide additional information pertaining to the duties and training requirements of a Criminal Investigation Officer.

(2) Supervisory Criminal Investigator. A Supervisory Criminal Investigator is a civilian employee hired to the federal job series 1811 and performs supervisory duties within the Supporting Establishment. Only in the absence of an assigned Criminal Investigation Officer, Supervisory Criminal Investigators may perform duties as the OIC of USMC CID within a Supporting Establishment.

(3) Chief Criminal Investigator. The Chief Criminal Investigator is responsible for supervising criminal investigative and other support operations and personnel performing those duties within a USMC CID activity. In the absence of an assigned OIC, the Chief Criminal Investigator is the senior ranking USMC CID Agent.

(4) Operations Chief. The USMC CID Operations Chief is responsible for supervising criminal investigative operations and all Criminal Investigators within a USMC CID activity. Locations that do not have an official USMC CID Operations Chief billet, the Chief Criminal Investigator assumes these duties.

(5) USMC CID Case Agent. USMC CID Agents initiate and fully investigate misdemeanor and felony criminal violations of the UCMJ or other applicable laws, wherein the USMC may have interest and NCIS has not assumed investigative jurisdiction. USMC CID Agents also perform functions in other areas to include, but not limited to forensics, criminal information/intelligence collection, protective services, crisis negotiation, site and forensic exploitation, protection of USMC personnel and property, and response to suspicious activity. When deemed necessary, USMC CID Agents that possess the appropriate amount of experience may also be assigned leadership positions, such as: Field Training Agent or Team/Precinct Chief. Reference (ac) provides additional details pertaining to the duties and training of USMC CID Agents.

c. External USMC CID Billets. In addition to the positions listed above, USMC CID Agents may be assigned to billets external to USMC CID to support specific USMC and DON requirements.

(1) USMC CID Marines Assigned to NCIS. Within the Marine Corps, only Marine USMC CID Agents may be assigned to NCIS for criminal investigative duties. While assigned to NCIS, USMC CID Marines will carry NCIS credentials and badges, conduct criminal investigations under the authority of NCIS, and fall under the operational control and regulations of NCIS. While assigned duties with NCIS, USMC CID Marines may be authorized to undertake official duties in a manner that disassociates them from identification as a military member and are further authorized to deviate from USMC grooming standards per references (a) and (ag). Given their military status, USMC CID Marines may not exercise the arrest authorities extended to NCIS civilian Special Agents pursuant to references (a), (o) (ag), and (ah).

(2) Forensic Psycho-Physiologist (Polygraph Examiner). Forensic Psycho-Physiologists (GySgt to SSgt) are USMC CID Agents that perform the full range of criminal investigative duties prescribed for and are operationally assigned to the NCIS. Certification and decertification authority of USMC CID Polygraph Examiners rests with the Director NCIS. Forensic Psycho-Physiologists possess a PMOS of 5821 and secondary MOS of 5822.

(3) Regional Trial Investigators. USMC CID Agents assigned to a regional Complex Trial Team with the primary duty of providing trial production support, per reference (j). Additionally, serves as primary law enforcement advisor on matters such as investigative theory and endeavors, law enforcement agency liaison, and trial security/force protection.

d. USMC CID Support Personnel/Positions. Non-agent personnel are employed within USMC CID offices to perform support functions. The following are typical support positions within USMC CID:

(1) Evidence Custodian. The Evidence Custodian is responsible to USMC CID leadership for the intake, preservation, safeguarding, custodial marking, storing, and disposition of all items of evidentiary value for the Supporting Establishments, PMO/MCPDs and FMF while deployed and in compliance with reference (ai).

(a) Driver's License. Must possess and maintain a valid driver's license and be able to maintain a U.S. government emergency vehicle operator's license.

(b) Language. Must be able to read, write, and speak English.

(c) Gun Control Act. Prohibited persons are not eligible for the position per paragraph (g) of reference (ae).

(d) Drug Testing. This is a Department of the Navy Drug Testing Designated Position that is required to undergo pre-employment urinalysis requirements and sustainment drug testing.

(e) Carrying Firearms. Commanders may authorize evidence custodians to carry firearms while transporting evidence to protect themselves and evidentiary items per reference (u).

(2) Crime and Criminal Intelligence Analyst. The Crime and Criminal Intelligence Analyst is responsible to USMC CID leadership in supporting the PMO/MCPDs with a crime analysis and criminal intelligence program. Functions shall include collecting, organizing, analyzing, and interpreting crime, criminal and criminal incident data to identify criminal trends and potential criminal threats to the installation.

(a) Clearance. This position requires the incumbent to obtain and maintain a Secret level security clearance.

(b) Certification. Must have completed a crime and criminal intelligence analysis course commensurate to the standards identified within reference (b).

(c) Experience/Degree. At least 5 years of law enforcement investigative experience, intelligence analysis experience, or a bachelor's degree in criminal justice or a related field.

(d) Driver's License. Must possess and maintain a valid driver's license.

(e) Firearms. This position does not carry a firearm.

(f) Drug Testing. This is a Department of the Navy Drug Testing Designated Position and is required to undergo pre-employment urinalysis requirements and sustainment drug testing.

(3) Administrative Support. Under the direct supervision of the USMC CID Officer-In-Charge/Chief Criminal Investigator, an Administrative Support individual is responsible for day-to-day administrative matters as they relate to the USMC CID Activity. Prior to employment with the USMC CID, Support personnel will have a National Agency Check with Written Inquiries (NACI) completed with a determination of "approved under favorable conditions", per reference (ac).

Chapter 4

Equipment, Training, and Facilities

1. General. This Chapter describes the requirements for properly equipping and training USMC CID personnel and offices.

2. Equipment. Providing the necessary equipment is vital to USMC CID's ability to execute the capabilities identified in Chapter 1 of this Order. This allows USMC CID to provide its full range of capabilities to meet the missions of commanders within the Supporting Establishment and FMF when requested to support forward deployed operations.

a. Law Enforcement Identification

(1) Credentials. USMC CID credentials are a serialized and authenticated identification card issued by CMC (PS) identifying the bearer. USMC CID Credentials will be authorized and signed by the ADC, PP&O (PS), and issued by the Head, Criminal Investigation Division upon successful completion of CIDSAC per reference (ac) or CITP. All personnel assigned to the USMC CID, who are not credentialed USMC CID Agents, shall be issued Marine Corps law enforcement support credentials bearing the titles Investigator, Operational Representative, Criminal Intelligence Analyst, or Evidence Custodian. The Criminal Investigation Officer or Chief Criminal Investigator must approve local credentials bearing investigative titles.

(a) Military and Civilian Police assigned to support USMC CID may use their current assigned Marine Corps Law Enforcement Credentials.

(b) Only Marines and Civilians that have been assigned/hired as USMC CID Agents, and have not yet completed the required training, will be issued USMC CID credentials bearing the title "Investigator."

(c) Except for foreign language translation of authorized credentials when required by a specific Status of Forces Agreement with a host nation, no other credentials or identification cards identifying any individual as a criminal investigator are authorized.

(2) Flat and Belt Badges. Flat and belt badges are issued to USMC CID Agents along with their credentials and are also serialized with a number matching that of the Agent's Credentials.

(3) Protective Security Pins (PSP). PSP are assigned to USMC CID for issuance as operationally needed to accredited USMC CID Agents for the purpose of providing a unique visual recognition symbol among individuals assigned to a Protective Service Detail. OIC/Chief Criminal Investigator are responsible for quarterly inventory and reports to USMC CID, HQMC.

(4) Withdrawal of Law Enforcement Identification. ADC, PP&O (PS), will be notified, in writing, immediately when credentials are withdrawn. The notification must identify the reason for removal. Withdrawn law enforcement identification may be retained locally up to 90 days. After 90 days, credentials will be forwarded to CMC (PS) with a written statement explaining the circumstances leading to their withdrawal. CMC (PS) or PMs/CPs will promptly withdraw law enforcement identification when one of the following conditions exists:

(a) A USMC CID Agent is permanently assigned to other than law enforcement duties

(b) When a USMC CID Agent is convicted of a criminal offense

(c) When allegations of substantial misconduct exist

(d) When performance of duty is substandard, or for any other circumstance that reduces the individual's effectiveness to the point that it interferes with performance of duties

(e) Termination of employment or investigative duty status of a civilian USMC CID Agent

b. Attire. USMC CID Agents are authorized to wear civilian clothing in the performance of their assigned duties per reference (aj). Clothing standards are mission driven and at the discretion of the USMC CID OIC/Chief Investigator. During normal working hours and/or while on duty or responding to a crime scene or duty call, USMC CID personnel shall wear their issued weapon, with at least one reload, handcuffs with key, credentials, and badge.

(1) Professional Attire. Professional attire is clothing that is conservative in style, well-fitting while still concealing a duty weapon, properly cleaned/cared for, and reflective of the minimum guidance for civilian clothing wear as outlined in reference (aj).

(2) Casual Attire. USMC CID Agents may wear casual attire when operational environments dictate and approved by USMC CID OIC/Chief Criminal Investigator.

(3) Business Attire. All USMC CID Agents will be dressed in professional business attire when interacting with commands and testifying in court.

(4) Civilian Clothing. Per reference (aj), USMC CID Agents are authorized civilian clothing allowances to perform their duties. Civilian clothing is considered the uniform of the day for USMC CID Agents when assigned criminal investigative duties.

(5) Grooming Waivers. In certain circumstances, USMC CID Agents may be tasked with performing undercover operations that may require relaxed grooming standards. USMC CID OIC/Chiefs are responsible for appropriately managing this process and are to request authority to relax standards on a case-by-case basis to the Commanding Officer within their respective chain of command.

c. Authorized Firearms. USMC CID Agents are issued firearms consistent with the USMC Concealed Carry Weapon (CCW) policy, a compact pistol with the maximum dimensions of 7.1 inches in length, 5.4 inches in height and 1.5 inches in width per reference (u). Rifles/shotguns may be issued for use when the USMC CID OIC, USMC CID Chief or next in chain of command determines it is operationally necessary. USMC CID Agents shall be issued an M-4 carbine or similar in size rifle when operational conditions warrant the employment of a more compact versatile weapon.

d. Equipment. USMC CID must be properly equipped for the effective completion of its mission and duties.

(1) Individual Equipment. Each USMC CID Agent shall have as a minimum requirement to effectively conduct their duties:

- (a) Waterproof raid jacket
- (b) Assault pack/duffel bag
- (c) Handcuff scabbard
- (d) Flashlight scabbard
- (e) Double magazine scabbard
- (f) Handcuffs and handcuff key
- (g) Holster
- (h) Flashlight with multi-color changeable light output
- (i) Digital camera (point and shoot)
- (j) Document keeper clipboard
- (k) Kevlar search gloves
- (l) Covert 2nd chance vest with raid cover capability

(2) Office Equipment. Each USMC CID Office shall be provided administrative materials to effectively conduct its duties (for example paper, pens, pencils, staplers, staples, etc.).

(3) Technical and Investigative Equipment. To obtain evidence needed for identification, investigation and prosecution of those involved in criminal activity, or other potential threats, USMC CID shall have equipment to conduct the following:

- (a) Latent print identification and recovery
- (b) Identification of chemicals, narcotics and unknown substances
- (c) Advanced photography techniques
- (d) Collection and submission of DNA
- (e) Documents and digital multimedia exploitation (cell phones, computers, etc.)
- (f) Video/Audio Recording Equipment
- (g) Radio Communications
- (h) Visual surveillance
- (i) Crime, criminal intelligence, and investigative analysis

(4) Information Technology Equipment. Up to date devices, hardware, and software will be provided for the successful completion of investigations, forensics, criminal intelligence, crime analysis, and evidence collection, preservation, analysis, documentation, storage and destruction. The lease, purchase or maintenance of IT equipment must be coordinated with and approved by USMC CID HQ.

- (a) Telecommunication devices
- (b) Cell phones
- (c) Personal computers
- (e) Evidentiary quality storage media
- (f) Wide Area Network Systems (WANS)
- (g) Local Area Network Systems (LANS)

(5) Evidence Repository. USMC will provide equipment and facilities for the preservation, safeguarding, and disposition of all items of evidentiary value for the Supporting Establishments, PMO/MCPDs, and FMF while deployed.

(6) Vehicles. USMC CID Agents will be assigned vehicles for use on-duty. USMC CID Agents are prohibited from using their personal vehicles while on duty to conduct official USMC CID business. Commands should provide a sufficient number of vehicles to USMC CID to effectively conduct its mission.

(a) Modifications. USMC CID duty vehicles will be unmarked with tinted windows for surveillance and equipped with portable, self-contained radios, concealed lights and siren for emergency response. Drive cameras and Global Positioning System (GPS) will not be installed, and if previously installed, will be removed from all USMC CID duty vehicles.

(b) Size. USMC CID duty vehicles should be of appropriate size to support the transportation of investigative equipment for large scale crime scene processing and crisis negotiations and of adequate capacity to traverse installation terrain.

(c) Refueling. USMC CID will be provided with gas cards for refueling vehicles assigned to USMC CID when off the installation.

(d) Registration. Vehicles assigned to USMC CID must have local state license plates. Where available, confidential/undercover registration shall be used.

3. Training. All military and civilian USMC CID personnel will complete basic and sustainment requirements as indicated in references (ac) and (af). Advanced training will be offered to ensure CID mission and capabilities.

a. Sustainment Training. Sustainment training will maintain proficiencies and provide policy and legal updates.

b. Advanced Training. Advanced training courses will enhance skills, inform of new technologies, techniques, and knowledge to improve capabilities. To include but not limited to:

- (1) Child Abuse Investigation and Intervention
- (2) Domestic Violence Investigation and Intervention
- (3) Protective Services
- (4) Crime and Criminal Intelligence Analysis
- (5) Intelligence Led Policing
- (6) Structured Child Interview
- (7) Special Victims Interview and Sexual Assault Investigation
- (8) Advanced Interview and Interrogation
- (9) Digital and Multimedia Exploitation
- (10) Post Blast Investigations
- (11) Advanced Crime Scene Processing and Photography
- (12) Forensic Capabilities in a Deployed Environment
- (13) Crisis/Hostage Negotiation

4. Facilities

a. USMC CID Office Requirements. USMC CID Offices shall be designed to protect and preserve evidence, PII, sensitive information, and criminal investigative operations. Protection and safety of victims and witnesses, as well as the information they provide shall be considered when identifying, designing, and securing facilities intended for use by USMC CID. Unescorted access to USMC CID offices should be limited to personnel assigned to work within USMC CID. USMC CID facilities shall include, at a minimum, the following:

- (1) Adequate office space for all personnel to efficiently execute duties
- (2) Adequate space to triage and exploit evidentiary items
- (3) Adequate number of interview rooms to support mission requirements. Interview rooms shall be constructed and equipped to support the following specifications:

(a) Electronic Recording Equipment. Electronic recording equipment will include audio and video recording capabilities that yield quality recording. The systems will be closed circuit wired systems, and wireless systems are not authorized. The equipment must be able to record on Digital Video Disc - Recordable (DVD-R), DVD-R Plus (DVD+R), and/or Secure Digital (SD) card media, and include time and date generators that appear on the screen.

1. Camera lenses must produce a clear and undistorted view, and the camera portion of the recording equipment will be positioned to focus equally on the interviewing USMC CID Agent and the interviewee. The camera

will not focus solely on the interviewee. The camera position and distance must provide observation of facial expressions and body language. The interview room will be arranged to facilitate these requirements.

2. The microphone may be stand-alone or be integrated into the camera systems. The systems will be closed circuit wired systems.

(b) Room Construction. Each room shall measure out to be a minimum of 8 feet by 10 feet and equipped with carpeting as to aid with sound proofing. The walls shall be constructed of material without a geometric design and sound proofed. For officer safety, the room shall be equipped with an observation mirror. The interview rooms shall also be climate controlled.

(c) Computer assets. Each interview room shall be equipped with computer equipment which allows for the taking of a typed statement. The computer shall be a non-government, standalone computer for the witnesses, victims, or suspects to have the ability to type their own statement without using the Criminal Investigator's common access card to access the computer.

(4) Automated access control to restrict access to the authorized USMC CID Personnel only

(5) Each CID Office will post the following notice in waiting rooms and outside of interview rooms: "Notice: All persons are subject to audio and visual recording while in this facility."

b. Evidence Facilities. USMC CID is identified as the entity responsible to the Provost Marshal/Police Chief for maintaining and safeguarding all evidence seized during law enforcement operations. Evidence facilities shall be located within USMC CID facilities and identified as Level Two Restricted Areas per reference (ai). All evidence facilities shall have the following to appropriately safeguard evidence:

(1) Access Control. Access to the evidence room shall be restricted to the Primary and Alternate Evidence Custodian. The Primary and Alternate Evidence custodian will be assigned in writing by the Provost Marshal/Chief of Police. An access control roster will be prominently displayed on the interior of the facility door or wall.

(2) Combination, Key, and Lock Control. Combinations to all containers will be limited to the Primary and Alternate Evidence Custodian. The combination will be recorded on a Standard Form (SF) 700. Once the cover sheet of the SF 700 is completely filled out, the tear tab will be placed in an envelope, sealed, initialed and placed in a separate security container, as designated by the Provost Marshal. The remaining portion of the SF 700 will be placed inside of the control drawer for each container, with either tape or a magnetically attached holder.

(3) Intrusion Detection System (IDS). The intrusion detection system shall consist of, at a minimum, a balanced magnetic switch (BMS) for the door, a volumetric sensor (i.e. passive infrared motion sensor) for area protection of the room, and a dedicated access control key pad, to restrict access to the evidence room.

(4) Walls. The perimeter walls shall extend from the true floor to the true ceiling. Perimeter walls shall be constructed of eight inch

concrete masonry units (CMU) mortar filled concrete masonry units with number 4 (12.7mm) reinforcing bars, nine inches on center, in each direction and staggered on each face to form a grid approximately 4-1/2 inches (114mm) square.

(5) Floors. The floor shall be constructed of six inch (150mm) concrete construction reinforced with six inch (150mm) by six inch (150mm) with W4 by W4 mesh or equivalent bars.

(6) Ceiling. The ceiling shall be constructed of six inch (150mm) concrete construction reinforced with six inch (150mm) by six inch (150mm) with W4 by W4 mesh or equivalent bars.

(7) Doors. The evidence room will be restricted to one ingress/egress door. At a minimum, evidence room doors shall meet the following requirements:

(a) The door shall be constructed of 1-3/4 inch thick face steel equal to 18 gauge.

(b) The door shall be equipped with a single cylinder deadbolt lock that has a minimum bolt throw of one inch.

(c) The door shall be equipped with a High Security Padlock MIL-DTL-43607.

(e) The door shall be equipped with a High Security Hasp / .MIL-DTL-29181.

(f) The door hasp and staple shall be mounted in such a manner that the heads of anchoring screws are not exposed.

(g) A reinforced strike plate shall be installed in the frame of the access door; standard strikes may be used, providing they are affixed to the door frame using mounting screws that are at least 2 inches long.

(h) Hinges for evidence room doors shall be constructed with hinges located on the interior of the evidence room. If not feasible, hinges shall be constructed, or so modified, that the hinge pins cannot be removed.

(i) Support Hardware. Door bucks, frames, and keepers will be rigidly anchored and provided with anti-spread space filler reinforcement to prevent disengagement of the lock bolt by prying or jacking of the door frame. Frames and locks for doors will be designed and installed to prevent removal of the frame facing or built-in locking mechanism to allow disengagement of the lock bolt from outside. Door frames and thresholds will be constructed of metal.

(8) Windows. Windows are prohibited in evidence rooms.

(9) Other openings. Any opening greater than 48 square inches will be protected by constructing expanded steel gratings of 9-gauge thickness attached securely to the interior wall with anchoring devices which are not removable without permanent destruction.

NOTE: Current evidence facilities designed and constructed, or updated, after the publication of this Order, shall be compliant with the standards

contained herein. Any evidence facility constructed prior to the publication of this order may continue to be used, however, any requirements that are not met require a request for deviation to be routed to the ADC, PP&O (PS).

(10) Evidence Storage. The evidence room will be equipped with shelves, cabinets, storage bins and lockers for storing a volume of evidence in a suitable and an accessible manner.

(a) Security Containers. At a minimum, all safes in the evidence locker will meet the following:

1. Be Government Security Administration (GSA) approved for the evidence to be stored in the container.

2. Shall be a minimum of 500 pounds empty or it must be secured to the structure so that it cannot be removed without permanent destruction.

(b) Firearms and Ammunition

1. Small arms may be stored in the evidence locker. Small arms ammunition may be stored in the evidence room.

2. Military weapons, up to .50 caliber weapons, may be stored in an evidence room. Military weapons greater than .50 caliber require coordination for storage in an approved armory aboard the installation. Weapons stored in an armory will be maintained in a separate container or cage, with access limited to the evidence custodian and alternate evidence custodian. Larger weapons may require coordination with ammunition supply point (ASP) personnel for segregated storage in a magazine located at the installation ASP, with access limited to the evidence custodian and alternate evidence custodian.

3. Coordination with ASP personnel is required for the storage of any ammunition larger than small arms and requires coordination with ammunition supply point (ASP) for segregated storage in a magazine at the installation ammunition supply point (ASP), with access limited to the evidence custodian and alternate evidence custodian.

4. Coordination with the installation ASP is required for the storage of any explosive materials.

5. Firearms shall be stored in a GSA-approved security container with a three tumbler (three number) manipulation resistant lock with at least 100 graduations on the dial. Firearms security containers shall be adequately sized to hold long rifles and automatic weapons.

(c) Controlled Substances. Controlled substances shall be stored in a GSA-approved security container with a three tumbler (three number) manipulation resistant lock with at least 100 graduations on the dial.

(d) High Value Evidence, and Sensitive Evidence. High value and sensitive evidence may be stored in a GSA-approved security container with a three tumbler (three number) manipulation resistant lock with at least 100 graduations on the dial. In the absence of a GSA approved security container, metal containers may be used. Metal containers require the capability to be locked by the manufacturer's lock or by the addition of a

hasp to support locking the container with a low security padlock.

(e) Perishable Items. The evidence storage facility will contain a refrigerator to store perishable items such as food and biological materials.

(f) Bulky Items. If possible, bulky items shall be wrapped or placed in containers and sealed so that any unauthorized access to the evidence can be detected. If the size of the items preclude wrapping or placement in containers, a secured compound or warehouse type building must be made available. Personnel maintaining temporary custody of the above types of property will be briefed on the requirements for secure storage and the probable requirement for them to testify as to their custody.

(g) Motor Vehicles. A secured compound or warehouse type building must be made available for storing motor vehicles that have been seized as evidence. Motor vehicles shall be stored separate from non-evidentiary items with access limited to the primary and alternate evidence custodians.

(h) Other Items. Evidence of a classified nature that requires special handling, items of an unstable chemical or flammable nature, and explosives may be stored elsewhere, taking into consideration that restricted physical access to the evidence must be maintained.

(i) Temporary Evidence Containers. Temporary evidence containers shall be made available to allow for secure temporary storage of evidence when the primary or alternate evidence custodian is not available. Temporary evidence containers shall be of metal construction, securely bolted to the floor or wall, and only the primary and alternate evidence custodians shall have access to retrieve evidence that has been placed within the temporary evidence containers.

Appendix A

Glossary of Acronyms and Abbreviations

CCW	Concealed Carry Weapon
CID	Criminal Investigation Division
CIDSAC	Criminal Investigation Division Special Agent Course
CITP	Criminal Investigation Training Program
CMC	Commandant of the Marine Corps
CMC (PS)	Commandant of the Marine Corps, Security Division
CRIMINT	Criminal Intelligence
DNA	Deoxyribonucleic Acid
DoD	Department of Defense
DoDI	Department of Defense Instruction
DON	Department of the Navy
EPW	Enemy Prisoners of War
FDS-MC	Forensic Dominance System Marine Corps
FLETC	Federal Law Enforcement Training Center
FOIA	Freedom of Information Act
IPW	Identity Protected Witnesses
LANS	Local Area Network Systems
LSSS	Legal Services Support Section
MCO	Marine Corps Order
MCRP	Marine Corps Reference Publication
MCWP	Marine Corps Warfighting Publication
MOS	Military Occupational Specialty
MOU	Memorandum of Understanding
MSA	Marine Special Agent
NAVMC	Navy Marine Corps Instruction
NCIS	Naval Criminal Investigative Service
OIC	Officer-in-Charge
OPM	Office of Personnel Management
PC	Police Chief
PII	Personally Identifiable Information
PM	Provost Marshal
PMO	Provost Marshal's Office
PP&O (PS)	Plans, Policies and Operations, Security Division
PSP	Protective Security Pins
ROI	Reports of Investigation
SCI	Sensitive Compartmented Information
SECNAVINST	Secretary of the Navy Instruction
SME	Subject Matter Expert
SSBI	Single Scope Background Investigation
T&R Manual	Training and Readiness Manual
U.S.C.	United States Code
WANS	Wide Area Network Systems

Appendix B

Glossary of Terms and Definitions

For the purpose of this Order, the following terms and definitions apply:

Apprehension. The act of taking a person who is subject to military jurisdiction into custody. It is accomplished by clearly notifying the person to be taken into custody that they are under apprehension. This notification may be oral or written. In short, it is the military term that is similar in function to an "arrest" in civilian terms.

Analysis (Law Enforcement). The review of information and its comparison to other information to determine the meaning of the data in reference to a criminal investigation or assessment.

Crime Scene. The location(s) at which a crime has been committed and/or where evidence of a crime is located or presumed to be located, and the site(s) of accidents and suspicious incidents where foul play or wrongful action could be involved.

Criminal Intelligence. Information compiled, analyzed, and/or disseminated in an effort to anticipate, prevent, or monitor criminal activity.

Criminal Investigations. The systematic process of gathering facts and information surrounding allegations of criminal offenses.

Custody. The act of taking immediate control over an individual exercised by proper authority. A functionally equivalent situation exists when a "reasonable person" in the suspect's position would feel that their freedom of action has been restricted to the same degree as a formal apprehension.

Detainee. A person who is held in custody.

Detention. A temporary holding of an individual, military or civilian, while circumstances are developed/investigated to determine if an apprehension or turn over to civilian authorities is required.

Electronic Media. Media which is capable of storing data electronically.

Digital and Multimedia Exploitation. The extraction, analysis and preservation of information and evidence from electronic media for investigatory and intelligence purposes.

Interrogation. An interrogation is an accusatory dialogue used to illicit incriminating information from a suspect about a crime or suspected crime.

Interview. An interview is a non-accusatory dialogue used to illicit information relative to the investigation.

Jurisdiction. Range or sphere of authority. Jurisdictional authority at an incident can be political or geographical (e.g., city, county, tribal, state, or federal boundary lines) or functional (e.g., law enforcement, public health).

Law Enforcement. Law enforcement is an organized system established to enforce the law by preventing, detecting and interdicting in criminal

violations. This includes military and civilian personnel employed in policing, criminal investigations and corrections.

Liaison. For the context of this Order, liaison is the communication or cooperation between Military Law Enforcement Agencies and other Federal, State or Local Law Enforcement Agencies.

Physical Evidence. Any material collected for examination and analysis for adjudicative proceedings

Police Chief (PC). On installations with a Marine Corps Police Department (MCPD), the PC serves as the installation commander's senior law enforcement representative and as a special staff officer responsible for the daily operations and functional management of the MCPD.

Provost Marshal (PM). On installations with a PMO, the PM serves as the installation commander's senior law enforcement representative and as a special staff officer responsible for the daily operations and functional management of the PMO.

Provost Marshal's Office (PMO). The organizational structure of the PMO may vary but it generally consists of: Police Administration/Services, Operations, and Criminal Investigation Division (USMC CID). A PMO is so designated if the senior ranking law enforcement official organic to the structure is a commissioned officer in the United States Marine Corps (USMC), and a majority of the organic work structure consists of uniformed service members of the USMC.

Site Exploitation. The systematic search for and collection of information, material, and persons from a designated location, in accordance with evidentiary handling procedures, while neutralizing any threat posed by the site or its contents and then analyzing them to answer information requirements (IRs), facilitate subsequent operations, or support criminal prosecution.

Testimonial Evidence. Evidence collected through interviews or interrogation.

Threat. An indication of possible violence, harm, or danger. This includes the threat of an unwanted (deliberate or accidental) event that may result in harm to an asset.

Witness. A witness is a person who has information or evidence about a crime or pertaining to a criminal investigation.