

**SOLUTION FOR
PRACTICAL EXERCISE SHEET 1**

CELLBLOCK/COMPOUND GUARD

The student:

	PASS	FAIL	COMMENTS
<p>1. Conducts daily inspection of detainee's area.</p> <p>a. Tell detainees to prepare for inspection.</p> <p>b. Inspects detainee for cleanliness and overall appearance.</p> <p>c. Inspects detainee's area for adherence with display sheet.</p> <p>d. Checks detainee's health and comfort items IAW SOP.</p> <p>e. Inspects detainee's bunk area for neatness and cleanliness.</p> <p>f. Inspects in a clockwise manner, systematically and thoroughly--</p> <p>(1) Door jams, seals, frames, and locks.</p> <p>(2) Crevices around sashes, frames, and seals of all windows.</p> <p>(3) Crevices, lighting fixtures, heating equipment, plumbing fixtures, and the areas behind baseboards and moldings.</p> <p>g. Informs detainees that discrepancies will be corrected and when the next inspection will take place (as applicable).</p> <p>h. Finds contraband.</p> <p>(1) Confiscates the item(s) and turns them over to the supervisor.</p> <p>(2) Writes OR/DR after the completion of the inspection.</p> <p>i. Moves to the next detainee and repeats steps b through g.</p> <p>j. Inspects common areas such as the latrine, showers, and sinks for cleanliness, condition, and serviceability.</p> <p>2. Conducts unannounced shakedown of detainee's areas.</p>			
<p>a. Ensures detainees are escorted out of the cellblock to a designated area.</p>			
<p>b. Ensures there are enough guards available to assist with the shakedown.</p>			
<p>c. Searches the cellblock/compound and does not disturb or damage the detainees' quarters or their personal effects more than necessary.</p>			

(1) Checks bunk display (as applicable), IAW local SOP.			
(a) IAW local SOP, searches toothpaste, shaving cream soap and soap dish, writing materials, and books. (Uses a probe to search the shoe polish, soap, or other hard to reach areas.)			
(b) Searches (but does not read) all mail for contraband. (c) Searches all clothing. (Turns it inside out.) (d) Searches the mattress, cover, pillow, pillowcase, and other bedding. (e) Checks all crevices and hollow areas of bunk or cot frame. (2) Searches the common areas in a clockwise manner, systematically and thoroughly. (a) Door jams, seals, frames, and locks. (b) Crevices around sashes, frames, and seals of all windows. (c) Crevices, lighting fixtures, heating equipment, plumbing fixtures, and the areas behind baseboards and molding. 3. Ensures each detainee has been stripped searched prior to returning to the cellblock. 4. Confiscates any and all contraband, notifies the supervisor, and prepares an OR/DR as necessary. 5. Notifies the supervisor when the daily inspection/shakedown is completed.			

CELLBLOCK GUARD
Part II

The student:

1. Tests the intercommunications system to make sure it is operational (if applicable).
2. Checks all lights, light switches, and emergency lighting and makes sure they are operational.

PASS	FAIL	COMMENTS

- 3. Checks the bars in the cellblock area and makes sure they are intact and not loose. Ensures bars have not been sawed, filed, or tampered with.
- 4. Checks keys for cracks or breaks. Ensures the keys to internal doors and gates do not fit any cellblock exit doors.
- 5. Ensures each person who has signed for keys has all those keys on his/her person.
- 6. Checks locking devices.
 - a. Ensures key slots are free of debris.
 - b. Ensures operating bolts of electrically operated doors and/or gate locks cannot be pushed back by hand.
 - c. Ensures door frames are permanently attached to the building and are not loose.
 - d. Ensures the adjustment screw on each hydraulic closing device allows the door to close completely and operating bolt secures the door.
 - e. Ensures each entrance and exit door/gate can be locked and unlocked from both sides.
 - f. Tests the gang-locking devices.
 - (1) Ensures enough guards are present.
 - (2) Notifies shift supervisor of test.
 - (3) Checks inside panel of the master control box for operating instructions for the system.
 - (4) Tests the system and ensures it is operational.
 - (5) Checks the tracks for the doors to ensure they are free of debris.
- 7. Ensures bunk adapters are welded to the bunk.
- 8. Ensures all tools, equipment, and supplies within the cellblock area are secured in a container not accessible to the detainees.

CELLBLOCK/COMPOUND GUARD

The Student

- 9. Checks the floors, walls, and ceilings of all cells smooth surfaces and are free of physical hazards.
- 10. Ensures fixtures in every cell (such as sinks and toilets) work and are permanently attached to the building.

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PASS	FAIL	COMMENTS

Appendix D - Student Handouts (N/A)

Special Housing Unit

(SHU)

Procedures

within

Detainee Operations

Terminal Learning Objective

Action: Conduct Close Confinement Operations.

Conditions: In a Classroom Environment Given a Close Confinement Cellblock (Real or Mock), Detainees (Role Played), Health and Comfort Supplies, Assisting Cadre, and Inspection Records of Detainees in Segregation (DD Form 509).

Standards: Complete All Necessary Steps Without Error to Conduct Close Confinement Operations.

Enabling Learning Objective A

Action: Control Personnel Entry and Exit From a Cellblock Area.

Conditions: In a Classroom Environment Given a Close Confinement Cellblock (Real or Mock), Detainees (Role Played), Health and Comfort Supplies, Assisting Cadre, and Inspection Records of Detainees ~~In Segregation~~ (DD Form 509).

Standards: Identify Personnel Authorized to Enter or Exit the Cellblock, Detain All Unauthorized Personnel, and Report Any/all Problems to Your Immediate Supervisor.

Access Control

- Proper Procedures for Close Confinement
- Besides Observing Detainees In The Cellblock, You, The Staff Member On Duty, Will Be Charged With Controlling Who Enters or Exits The Cellblock

Access Control

- Facility Commander
- Chaplain
- Detainee's Counselor
- Medical Officer IAW Local
- Only Official Visitors Are Allowed to Enter
- They Must Be Escorted While in the Cellblock

Access Control

- Detainees Not Allowed to Enter the Cellblock
- Detainees Billeted in the Cellblock Escorted
- Authorized Escorts Only Those Staff Members Assigned to Such Duties
- Badges Should Be Issued to Show Authorization for Admittance

Enabling Learning Objective B

Action: Differentiate Between Administrative and Disciplinary Segregation.

Conditions: In a Classroom Environment Given a Close Confinement Cellblock (Real or Mock), Detainees (Role Played), Health and Comfort Supplies, ~~Assisting~~ Cadre, and Inspection Records of Detainees in Segregation (DD Form 509).

Standards: Identify the Difference Between Administrative and Disciplinary Segregation.

Types of Segregation

- Administrative Segregation:
 - Protect From Other Detainees (PC)
 - Keep From Hurting Themselves or Others
 - Medical Reasons
 - Aggressive Homosexual Behavior
 - Psychological Disorders
 - Pending Investigation
 - Detainees Believing To Be In Physical Danger
 - Other Valid Reasons

Types of Segregation

- Detainee May Revoke The Request IAW SOP
- Housed In Segregation 24 Hours A Day
- Discretion Of The Facility Commander
- Food Rations And Privileges
- Internment Facility Commander Imposes Administrative Segregation
- Delegated Authority

Types of Segregation

Disciplinary Segregation (DS)

- Pending Investigation
- Final Disposition of an Offense
- Disciplinary Segregation May Be An Indefinite Period
- Normally Not Exceeding 60 Consecutive Days
- IAW International Laws And Approved By Combatant Commander

Types of Segregation

Disciplinary Segregation (DS)

- Detainees Should Always Be Informed of the Reason(s)
- Projected Release
- Intractable Status
 - Consistently Destructive
 - Displays Suicidal Tendencies
 - Consistently Flagrantly Refuses To Comply With Orders

Types of Segregation

- Intractable Status
 - Fully Justified in Writing
 - Maintained in Detainees Record
- Facility Commander May Designate A Detainee As Intractable
 - Delegated Authority
 - Part of The Duty Officers Written Instructions
 - Facility Commander Should Review The Status on Succeeding Duty Day
 - Intractable Status Review Every 72 Hours

Types of Segregation

- Disciplinary Report
- Discipline and Adjustment Board
- Evaluating Facts and Circumstances Surrounding Violations
- Outcome of The D&A Board
- Recommendations To The Facility Commander For Action
- Individual Detainee's Attitude and Behavior
- Prevention of Future Violations or Misconduct

Enabling Learning Objective C

Action: Observe Detainees in Close Confinement and Maintain DD Form 509.

Conditions: In a Classroom Environment Given a Close Confinement Cellblock (Real or Mock), Detainees (Role Played), Health and Comfort Supplies, Assisting Cadre, and Inspection Records of Detainees in Segregation (DD Form 509).

Standards: Review Post and Ensure DD Form 509 is Maintained in the Prescribed Manner JAW STP 19-95C14-SM-TG.

Observe Detainees In Close Confinement

- Make Sure The Detainee Is All Right
- Prior To Entering The Cell Make Sure You Have Extra Guards
- Require Stricter Disciplinary Control Than

Other Detainees

- Visually Check The Cell For Contraband And UnauthORIZED Articles
- Unsafe Health Conditions

Observe Detainees in Close Confinement

- Detainees in DS Are Required To Clean Their

Own Cells

- DS Allowed The Same Diet As The Other

Detainees

- Reduced Diet IAW Facility SOP

- Suicide Risks or are in Restraining Devices

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Observe Detainees In Close Confinement

- DS & Suicide Risks Require A DD Form 509
- Other Administrative Segregation Detainees
 - Only If Directed IAW SOP
- DD Form 509 Posted Outside Detainee's Cell
- Check The Heading of The Form
 - Part I of DD Form 509
 - The Remarks Section
 - Special Instructions For Handling

Observe Detainees in Close Confinement

- Part II of DD Form 509
 - Daily Inspection Record
 - Facility Commander or Designated Rep
 - OIC & Duty Officer Signs 2Xs
 - Medical Officer Signs 1X
 - Counselor & Chaplain, IAW SOP are Required
- To Visit Daily, Not Required to Sign

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Observe Detainees in Close Confinement

- Part III of DD Form 509
- Guard Inspection Record
- Initials When Checks are Conducted
- Each Hour Is Subdivided Into Four Blocks

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(Special Housing Unit Operations)

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EXEMPTION (b)(2) – 3

Enabling Learning Objective D

Action: Control Shower and Shave Call Within Close Confinement.

Conditions: In a Classroom Environment Given a Close Confinement Cellblock (Real or Mock), Detainees (Role Played), Health and Comfort Supplies, Assisting Cadre, and Inspection Records of Detainees in Segregation (DD Form 509).

Enabling Learning Objective D

Standards: You Must Complete All the Necessary

Steps To:

- **Ensure the Detainee Showers and Shaves, Is Returned to the Cell, and the Cell Is Locked.**

- **Report All Incidents to the Supervisor.**

- **Prepare a Complete and Accurate**

Observation/disciplinary Report, If Necessary, and Turn It In to the Supervisor.

- **Observe All Safety Precautions.**

Shower & Shave

- Check DD Form 509 For Special Instructions
- Not All Detainees Are Authorized Out of the Cell For a Shower
- Intractable Status Do Not Come Out of their Cell For Any Reason
- Check With Your Supervisor
- Special Instructions IAW SOP

Shower & Shave

- Obtain Items the Detainee Needs to Shower/Shave
- Escort Detainee to the Latrine or Shower Area
- Apply Restraints IAW Local SOP
- Prepare For Shower/Shave Call
- Only Underwear or a Draped Towel
- IAW SOP Ensure Additional Staff Are Present Prior to Opening the Cell

Shower & Shave

- Detainee at Rear of the Cell
- Unlock and Open Cell Door IAW local SOP
- Detainee Has All Necessary Items Prior to Exiting the Cell
- Instruct Detainee to Step Out of the Cell and onto the Corridor
- Direct Detainee to Proceed the Latrine

Shower & Shave

- Follow Slightly Behind (Out of Reach) And Slightly to the Side
- Instruct Detainee to Shower
- Lock Detainee in Shower IAW SOP
- Observe Detainee
- Be Alert For Suicidal Tendencies
- If Suicide is Attempted, Sound the Alarm

Shower & Shave

- Stop Detainee ONLY After Additional Staff Arrive IAW Local SOP
- Notify Your Supervisor
- Direct The Detainee To Shave
- Give Detainee Razor When He is Ready To Shave
- Closely Observe The Detainee While He Shaves
- Detainee Completed Shaving Secure Razor

Shower & Shave

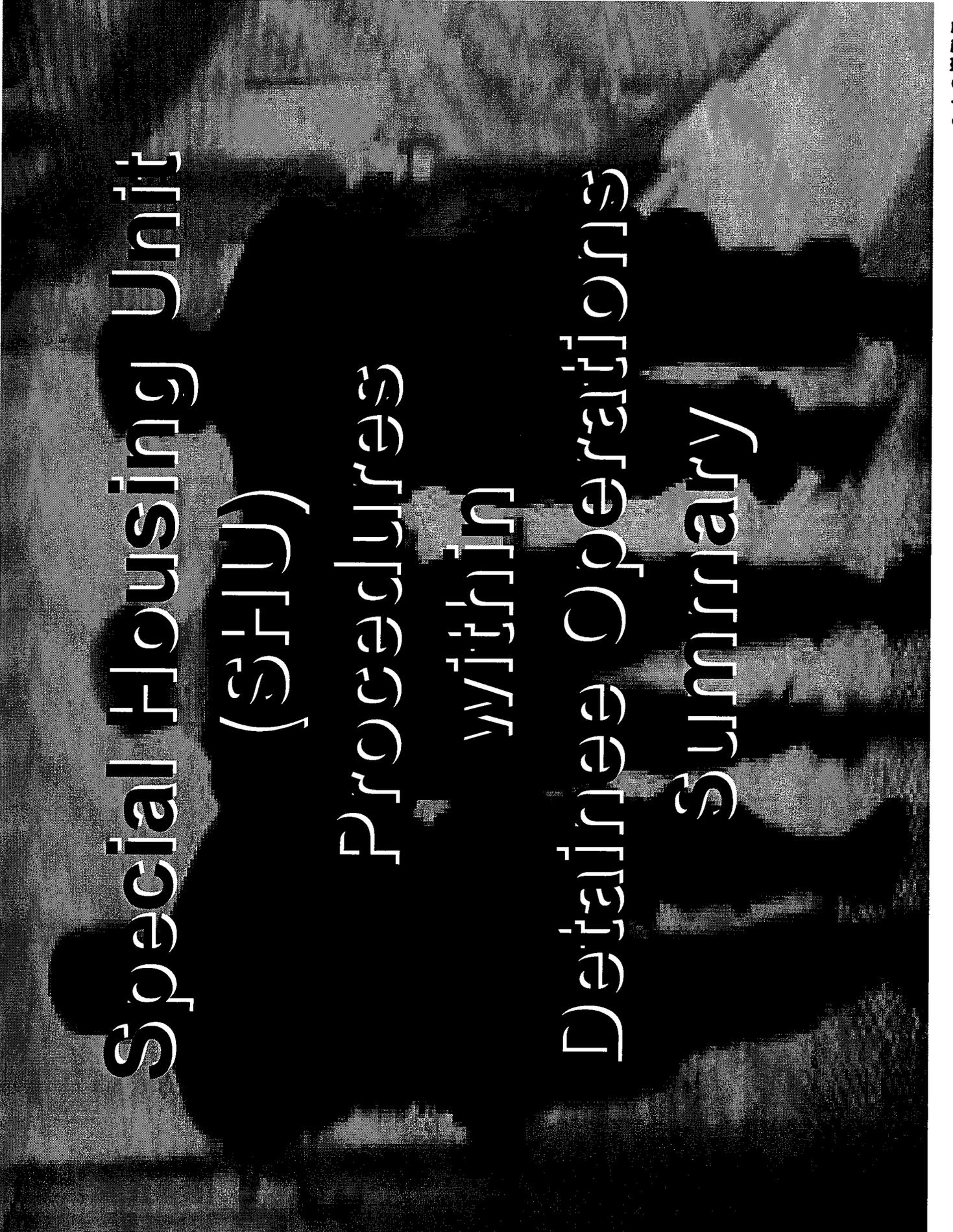
If the Detainee Refuses to Shower/Shave,

Notify Your Supervisor

- Maintain Control of All Items
- Inspect the Razor Ensuring that the Blades are Intact.
- If Items Are Missing
- Escort the Detainee Back to the Cell

Shower & Shave

- Ensure Proper Restraint Procedures are Followed IAW SOP
- Return items that Must Be Secured to the Locked Container
- Anything Unusual Occurs, Report it



Special Housing Unit
(SHU)
Proceedures
within
Detainee Operations
Summary

010755

**Special Housing Unit (SHU) Procedures within Detainee Operations
CD 410 / Version 2004
11 Jun 2004**

SECTION I. ADMINISTRATIVE DATA

All Courses Including This Lesson	<u>Course Number</u> 31E-POI	<u>Version</u> 2004	<u>Course Title</u> Detainee Operations
Task(s) Taught(*) or Supported	<u>Task Number</u>	<u>Task Title</u>	
		<u>INDIVIDUAL</u>	
	191-381-1317 (*)	Observe Internees in Close Confinement	
	191-381-1319 (*)	Control a Shower and Shave Call Within Close Confinement	
Reinforced Task(s)	<u>Task Number</u>	<u>Task Title</u>	
Academic Hours	The academic hours required to teach this lesson are as follows:		
		<u>Mobilization Hours/Methods</u>	
		1 hr / Conference / Discussion	
		20 mins / Demonstration	
		1 hr 25 mins / Practical Exercise (Performance)	
Test	0 hrs		
Test Review	0 hrs		
	Total Hours:	2 hrs 45 mins	
Test Lesson Number		<u>Hours</u>	<u>Lesson No.</u>
	Testing (to include test review)		N/A
Prerequisite Lesson(s)	<u>Lesson Number</u> CD 404	<u>Lesson Title</u> Main Gate/Sally Port Procedures within Detainee Operations	
Clearance Access	Security Level: Unclassified Requirements: There are no clearance or access requirements for the lesson.		
Foreign Disclosure Restrictions	FD7. This product/publication has been reviewed by the product developers in coordination with the Fort Leonard Wood, Missouri 65473 foreign disclosure authority. This product is NOT releasable to students from foreign countries.		

References

<u>Number</u>	<u>Title</u>	<u>Date</u>	<u>Additional Information</u>
AR 190-47	The Army Corrections System.	05 Apr 2004	Chap 12, para 12-4, p 35; para 12-6 -12-9, pp 36 & 37
FM 3-19.40	Military Police Internment/Resettlement Operations.	01 Aug 2001	
STP 19-95C1-SM	MOS 95C, Corrections Specialist, Skill Level 1, Soldier's Manual	30 Sep 2003	
STP 19-95C24-SM-TG	MOS 95C, Corrections Specialist, Skill Levels 2/3/4, Soldier's Manual and Trainer's Guide		

Student Study Assignments

Read STP 19-95C1-SM referencing tasks 191-381-1317 and 191-381-1319.

Instructor Requirements

One primary instructor.

Additional Support Personnel Requirements

<u>Name</u>	<u>Stu Ratio</u>	<u>Qty</u>	<u>Man Hours</u>
None			

Equipment Required for Instruction

<u>Id Name</u>	<u>Stu Ratio</u>	<u>Instr Ratio</u>	<u>Spt</u>	<u>Qty</u>	<u>Exp</u>
None					

* Before Id indicates a TADSS

Materials Required

Instructor Materials:

NOTE: Based on available qualified instructors, facilities and equipment, the instructor may use computer-assisted powerpoints with projection screen or VGTs (Vu-graphs) with overhead projector.

Health and comfort items, blank DD Form 509, mock DD Form 509 (completed).

Mock detainee camp w/close confinement cellblocks and shower cell.

Student Materials:

STP 19-95C14-SM-TG, pen/ pencil and notebook.

Classroom, Training Area, and Range Requirements

Ammunition Requirements

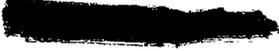
<u>Id</u>	<u>Name</u>	<u>Exp</u>	<u>Stu Ratio</u>	<u>Instr Ratio</u>	<u>Spt Qty</u>
None					

Instructional Guidance

NOTE: Before presenting this lesson, instructors must thoroughly prepare by studying this lesson and identified reference material.

NOTE: All Detainees are to be treated humanely, with dignity and respect, at all times.

Proponent
Lesson Plan
Approvals

<u>Name</u>	<u>Rank</u>	<u>Position</u>	<u>Date</u>
	MSG	SR Corrections Technical Advisor	11 Jun 2004

(b)(6)-2

SECTION II. INTRODUCTION

Method of Instruction: <u>Conference / Discussion</u>
Instructor to Student Ratio is: _____
Time of Instruction: <u>5 mins</u>
Media: <u>-None-</u>

Motivator

NOTE: Show Slide #1 (Special Housing Unit (SHU)/Procedures within Detainee Operations)

As a staff member you have learned that the most important thing is custody and control. The segregation area of an internment facility is probably the hardest place to keep custody and control. While in the general population if a detainee has a problem following facility rules, they will eventually end up in the segregation area.

The student will be taught how to recognize the difference between administrative and disciplinary segregation; to observe detainees in close confinement to conduct shower and shave call; and to control personnel entry and exit from the close confinement cellblock area.

NOTE: Instructors are required to incorporate Contemporary Operating Environment (COE) issues and reinforce VALUES in this lesson to include scenarios and practical exercises. There are key variables that can be expected in virtually every conflict that serve as building blocks for the operational environment (OE). They are interrelated and sometimes overlap, and serve collectively as the foundation for understanding COE. Information can come from CALL (Center for Lessons Learned) <http://call.army.mil> or any media source including newspaper/magazine articles, television/radio information, law enforcement/field training circulars, etc. and should be current and relevant to the training. Do not violate any copyright or reproduction laws.

The eleven variables are:

1. Physical environment
2. Nature and stability of the state
3. Military capabilities
4. Technology
5. Information
6. External organizations
7. Social demographics
8. Regional Relationships
9. National will
10. Time
11. Economics

Terminal Learning Objective

NOTE: Inform the students of the following Terminal Learning Objective requirements.

At the completion of this lesson, you [the student] will:

NOTE: Show Slide # 2 (TLO)

Action:	Conduct close confinement operations.
Conditions:	In a classroom environment given a close confinement cellblock (real or mock), detainees (role played), health and comfort supplies, assisting cadre, and Inspection Records of Detainees in Segregation (DD Form 509).
Standards:	Complete all necessary steps without error to conduct close confinement operations.

Safety Requirements

Safety briefings will be conducted prior to training with emphasis on weather conditions, existing and predicted; munitions, including the handling and transporting of blank ammunition and pyrotechnics; and safety while working around and with machinery, vehicles, and tools. Other topics include hot and cold weather injury prevention and treatment, animal and insect bites, poisonous plants, and fire prevention. All injuries/incidents will be reported to the instructor on site and processed IAW course policies and procedures.

Comply with:

- a. AR 385-10, The Army Safety Program, 29 February 2000.
- b. AR 385-55, Prevention of Motor Vehicle Accidents, 12 March 1987.
- c. TRADOC Regulation 385-2, 27 January 2000.
- d. FM 100-14, Risk Management, 23 April 1998.
- e. FM 101-5, Staff Organization and Operations, 31 May 1997.

NOTE: This is an example of a safety briefing. Safety briefings are dependent on the location of training/training event and this is not to be considered an all-inclusive safety briefing.

1. **Electrical storms:** (when appropriate) To take precautions against anyone being hit by lightning, we have a dispersal area that is located on this range at (give location) (instructors will complete this at their specific outside location). When directed to disperse, you will move directly to the dispersal area, ground your rifle and Kevlar and place your poncho over yourself after lying flat on the ground. In addition, be sure to avoid flagpoles, wires, Kevlar, and meters that contain electrical charges.
2. **Snakebites:** (when appropriate) As you know, the areas in which snakes are generally found during hot weather are cool, damp places such as rotten logs, creek banks, and under roots. In training areas they may be found in fighting supported positions and bunkers. Always observe an area very closely prior to training. In the event that a snake of any type bites you, report it to range personnel, the instructor, or your drill sergeant. Under no circumstances should anyone try to handle a snake.
3. **Heat casualties:** (when appropriate). When you are active the body becomes overheated and the perspiration, which is created, cannot evaporate and cool the body because of the high humidity. You become a possible casualty from the heat as the body temperature rises above the normal temperature. The symptoms that this can create are: cool, moist or hot, dry skin; profuse sweating; headaches; dizziness; weakness; rapid pulse; or severe cramps in the abdomen or legs. Instructors, range personnel, drill sergeants, and company cadre are familiar with first aid treatments and casualty evacuation procedures for further medical

attention. During hot weather, drink water at a rate of not more than 1.5 quarts per hour and not more than 12 quarts per day. Use the buddy system and watch your buddies for signs of heat illness.

4. **Cold weather injuries:** (when appropriate) Range OIC will ensure that warm-ups are properly utilized. Ten-minute breaks will be scheduled for each 50-minute block of instruction. During conference sessions, individuals should be allowed to move their feet, hands, etc., in order to maintain circulation. Supervisors at every level will ensure that their subordinates are adequately protected during cold weather. Range OIC will coordinate with company personnel to rotate Soldiers into warm-up tents when inclement weather conditions dictate the need for this to preserve troop health.
5. **Weapons Handling:** Do not fire blank ammunition at individuals within a distance of 25 meters. Ensure blank adapters are installed on weapons before ammunition is issued. Blank adapters will be installed on weapons at all times. When utilizing MILES equipment, never look directly into the laser engagement transmitter.
6. **Classroom Instruction:** Inform students of the procedures and exits in the classroom in the event of an emergency and/or fire.
7. If in need of a MEDEVAC helicopter, immediately contact the MEDEVAC Operations Center telephonically, either by calling through the Range Control Switchboard or by radio. If emergency care is needed, all medical support for units training outside the cantonment area should contact the local 911 for emergency care.
8. Be responsible for security of weapons.
9. Ensure proper use of pyrotechnics and blank ammunition.

NOTE: Ensure all students have been given the safety brief. Have those arriving late due to appointments and sick call read the briefing.

**Risk
Assessment
Level**

Low

**Environmental
Considerations**

NOTE: It is the responsibility of all soldiers and DA civilians to protect the environment from damage.

Caring for the environment begins with the Army's vision of environmental responsibility. The following vision statement describes what the Army expects of all Soldiers and leaders:

Vision Statement: *"The Army will integrate environmental values into its mission in order to sustain readiness, improve the Soldier's quality of life, strengthen community relationships, and provide sound stewardship of resources."*

Taking care of the environment protects health, safety, and natural resources. For example, when fuel spills on the ground, it soaks into the soil, poisons plants, and eventually enters streams and lakes that supply drinking water. (See FM 3-100.4 for more information.)

Caring for the environment also supports the Army mission. Costly environmental cleanups detract from Army readiness. During war, many wise tactical, medical, or operations-security (OPSEC) practices are also good environmental practices. Handling fuels safely, maintaining vehicles, disposing of solid waste/hazardous waste (HW), and managing and turning in ammunition properly are sound environmental and tactical considerations that carry over from training into combat

operations.

Many practices that damage the environment waste time and do not lead to success in combat. One example occurred during the Gulf War when Iraqi Soldiers set fire to Kuwaiti oil fields and poured millions of gallons of crude oil into the Persian Gulf. The Iraqi Army deliberately damaged environmental resources and wasted valuable time and effort on activities that did not stop the allies' advance. Remember, environmental stewardship does not prevent the Army from fighting and winning wars—it supports the Army mission.

Training will be conducted in the proper designated areas only. This ensures natural and environmental resources are maintained properly for continued training realism. All spills of hazardous property and POL products will be reported to the appropriate environmental office. The activity responsible for the spill will contain the spill to reduce further environmental and training area degradation. Equipment will be operated to conform to environmental operating permits. Live foliage will not be used as camouflage material. Improper disposal of trash and refuse, inadequate cleanup of training areas pollutes ground water resources, and may result in a potential health or safety hazard.

References: Field Manual 3-100.4/MCRP 4-11B, Environmental Considerations in Military Operations, dated 15 June 2000; w/change #1 dated 11 May 2001.

Training Circular 3-34.489, The Soldier and the Environment, dated 8 May 2000; with change number 1, dated 26 October 2001.

Evaluation

**Instructional
Lead-In**

As a staff member you have learned that the most important thing is custody and control. The segregation area of an internment facility is probably the hardest place to keep custody and control. While in the general population if a detainee has a problem following facility rules, they will eventually end up in the segregation area.

SECTION III. PRESENTATION

NOTE: Inform the students of the Enabling Learning Objective requirements.

NOTE: Show Slide # 3 (ELO A)

A. ENABLING LEARNING OBJECTIVE

ACTION:	Control personnel entry and exit from a cellblock area.
CONDITIONS:	In a classroom environment given a close confinement cellblock (real or mock), detainees (role played), health and comfort supplies, assisting cadre, and Inspection Records of Detainees in Segregation (DD Form 509).
STANDARDS:	Identify personnel authorized to enter or exit the cellblock, detain all unauthorized personnel, and report any/all problems to your immediate supervisor.

1. Learning Step / Activity 1.

Method of Instruction: Conference / Discussion
 Time of Instruction: 10 mins
 Media: -None-

NOTE: Show Slide # 4 thru # 6 (Access Control)

1. When assigned duties in the segregation area, you should learn the proper procedures for close confinement. It is necessary for all staff members to follow proper procedures when accomplishing different tasks within the detainee camp to lessen the risk of injury to both staff and detainees.

COMMENT: BESIDES OBSERVING DETAINEES IN THE CELLBLOCK, YOU, THE STAFF MEMBER ON DUTY, WILL BE CHARGED WITH CONTROLLING WHO ENTERS OR EXITS THE CELLBLOCK.

2. Facility Commander, Chaplain, the detainee's counselor, or medical officer IAW local SOP should be allowed to enter the cellblock daily to see the detainees and inspect conditions.

a. Only official visitors are allowed to enter the cellblock and they will be escorted while in the cellblock.

b. Detainees not billeted in the cellblock should not be allowed to enter the cellblock.

c. Detainees billeted in the cellblock (close confinement) will only exit and enter the cellblock through authorization of the Facility Commander or his designated representative with an authorized escort.

d. Authorized escorts are those staff member assigned to such duties.

COMMENT: ID badges should be issued to facility personnel to show their authorization for admittance.

NOTE: Conduct a check on learning and summarize the learning activity.

CHECK ON LEARNING: Conduct a check on learning and summarize the ELO.

NOTE: Show Slide # 7 (ELO B)

B. ENABLING LEARNING OBJECTIVE

ACTION:	Differentiate between administrative and disciplinary segregation.
CONDITIONS:	In a classroom environment given a close confinement cellblock (real or mock), detainees (role played), health and comfort supplies, assisting cadre, and Inspection Records of Detainees in Segregation (DD Form 509).
STANDARDS:	Identify the difference between administrative and disciplinary segregation.

1. Learning Step / Activity 1.

Method of Instruction: Conference / Discussion

Time of Instruction: 10 mins

Media: -None-

NOTE: Show Slide # 8 thru # 13 (Types of Segregation)

1. Discuss reasons for administrative segregation.

- a. To protect them from other detainees (protective custody).
- b. To keep them from hurting themselves or others (prevention of injury to the detainee).
- c. Medical reasons.
- d. Those who demonstrate aggressive homosexual behavior.
- e. Those with psychological disorders who do not adjust to living with other detainees.
- f. Pending investigation of an incident or final disposition of alleged offense.

2. A detainee believing to be in physical danger, or for any other valid reason, may request administrative segregation. The detainee may revoke the request at any time IAW local SOP.

3. Detainees may be housed in segregation 24 hours a day or only at night. It depends on the reason for segregation and is up to the discretion of the Facility Commander.

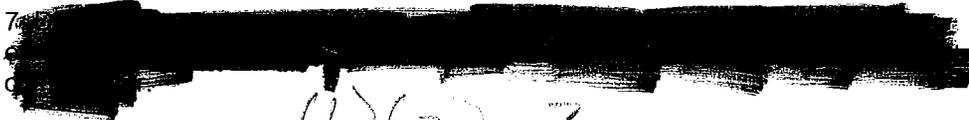
4. Detainees in administrative segregation are allowed the same food rations and privileges as the rest of the population.

5. The Internment Facility Commander can impose administrative segregation. This authority can be delegated to a commissioned officer, warrant officer, or a noncommissioned officer (E-7 or above).

QUESTION: WHO HAS THE AUTHORITY TO IMPOSE ADMINISTRATIVE SEGREGATION?

ANSWER: THE FACILITY COMMANDER.

6. A detainee is placed on Disciplinary Segregation (DS) pending investigation of an incident or final disposition of the offense.

7. 

8. Detainees will be informed as to the reason(s) for being placed in segregation and will be released when the segregation has served its intended purpose.

9. Intractable detainee: A detainee may be placed in an intractable status when he/she is consistently destructive, displays suicidal tendencies, or when he/she consistently and flagrantly refuses to comply with orders and instructions issued by the custodial staff.

10. When a detainee is designated intractable it will be fully justified, in writing, and will be maintained in detainees record.

11. The Facility Commander may designate a detainee as intractable.

12. If the Facility Commander is not available, authority may be extended to the staff duty officer (SDO) and it will be made part of the SDO written instructions and the Facility Commander will review the status of the detainee on the succeeding duty day. The Facility Commander will review the intractable designation every 72 hours.

13. When a detainee(s) is given a disciplinary report, there will be a discipline and adjustment board convened for the purpose of evaluating facts and circumstances surrounding the alleged violations by detainee(s) of institutional rules set forth by the facility rule book and International Law.

14. Based on the outcome of the D&A board, there will be recommendations to the facility commander for action.

15. The recommendation will effect individual detainee's attitude and behavior and contribute toward the prevention of future violations or misconduct.

QUESTION: WHO HAS THE AUTHORITY TO IMPOSE DISCIPLINARY SEGREGATION?

ANSWER: THE FACILITY COMMANDER.

NOTE: Conduct a check on learning and summarize the learning activity.

CHECK ON LEARNING: Conduct a check on learning and summarize the ELO.

NOTE: Show Slide # 14 (ELO C)

C. ENABLING LEARNING OBJECTIVE

ACTION:	Observe detainees in close confinement and maintain DD Form 509.
CONDITIONS:	In a classroom environment given a close confinement cellblock (real or mock), detainees (role played), health and comfort supplies, assisting cadre, and Inspection Records of Detainees in Segregation (DD Form 509).
STANDARDS:	Review post and ensure DD Form 509 is maintained in the prescribed manner IAW STP 19-95C14-SM-TG.

1. Learning Step / Activity 1.

Method of Instruction: Conference / Discussion

Time of Instruction: 10 mins

Media: -None-

NOTE: Show Slide # 15 thru # 20 (Observe Detainees in Close Confinement)

1. When observing detainees make sure the detainee is all right. Sometimes this may involve calling the detainee's name or ISN and making him stand up.

a. Prior to entering the cell make sure you have extra guards.

b. Require stricter disciplinary control than other detainees.

c. Also, while observing the detainee, visually check the cell for contraband and unauthorized articles and for unsafe health conditions (i.e., burned out lights, clogged toilets, or other conditions that would affect the detainee's health).

d. Detainees in disciplinary segregation are required to clean their own cells.

e. Detainees in disciplinary segregation are allowed the same diet as the other detainees. If they are on a reduced diet, then they are given smaller portions and no dessert, IAW facility SOP.

f. Disciplinary segregation detainees will be checked every 30 minutes unless otherwise specified in Part I of DD Form 509.

g.

(b)(2)-3

NOTE: AT THIS TIME, INSTRUCTOR PASSES OUT A BLANK DD FORM 509 TO EACH STUDENT AND INSTRUCTOR COVERS FORM BLOCK BY BLOCK.

NOTE: Conduct a check on learning and summarize the learning activity.

2. Learning Step / Activity 2.

Method of Instruction: Demonstration
Time of Instruction: 10 mins
Media: -None-

2. At a minimum, detainees in disciplinary segregation and suicide risks require a DD Form 509. Other administrative segregation detainees only need one if directed by the facility commander.

3. The DD Form 509 is normally posted outside the detainee's cell. If the form becomes damaged, missing, replaced, or any discrepancies are noted, have the form corrected.

4. Be sure to check the heading of the form. This heading will contain basic information about the detainee.

- a. Name.
- b. Type of segregation.
- c. Reason for segregation.
- d. Date segregation imposed.

5. It should also contain the detainee's ISN. You do not need to worry about the date of actual release from segregation because it will not be filled in until the detainee is released from segregation.

6. Part I of the DD Form 509, the remarks section, contain information about that specified detainee (i.e., how often to check detainee, what he will be allowed to have, if the detainee is on reduced diet, special instructions for handling of the detainee).

7. Part II of the DD Form 509, the Daily Inspection Record, is when the OIC (facility commander or his designated representative) visits [REDACTED]

(b)(2)-3

8. Part III of the DD Form 509, the Guard Inspection Record, is where the guard puts his initials when he makes his cellblock checks. [REDACTED]

(b)(2)-3

[REDACTED]

(b)(2)-3

9. [REDACTED]

NOTE: AT THIS TIME, INSTRUCTOR CONDUCTS PRACTICAL EXERCISE ON PART III OF DD FORM 509.

QUESTION: WHO HAS TO SIGN THE DD FORM 509 TWICE DAILY?

ANSWER: THE OIC (FACILITY COMMANDER OR DESIGNATED REPRESENTATIVE) AND THE DUTY OFFICER.

NOTE: Conduct a check on learning and summarize the learning activity.

3. Learning Step / Activity 3. Conduct a practical exercise.

Method of Instruction: Practical Exercise (Performance)

Time of Instruction: 25 mins

Media: -None-

NOTE: Conduct PE.

NOTE: Conduct a check on learning and summarize the learning activity.

CHECK ON LEARNING: Conduct a check on learning and summarize the ELO.

NOTE: Show Slide # 21 and # 22 (ELO D)

D. ENABLING LEARNING OBJECTIVE

ACTION:	Control shower and shave call within close confinement.
CONDITIONS:	In a classroom environment given a close confinement cellblock (real or mock), detainees (role played), health and comfort supplies, assisting cadre, and Inspection Records of Detainees in

	Segregation (DD Form 509).
STANDARDS:	<p>You must complete all the necessary steps to:</p> <ul style="list-style-type: none"> - Ensure the detainee showers and shaves, is returned to the cell, and the cell is locked. - Report all incidents to the supervisor. - Prepare a complete and accurate Observation/Disciplinary Report, if necessary, and turn it in to the supervisor. - Observe all safety precautions.

1. Learning Step / Activity 1.

Method of Instruction: Conference / Discussion

Time of Instruction: 10 mins

Media: -None-

NOTE: Show Slide # 23 and # 29 (Shower & Shave)

COMMENT: CHECK THE DD FORM 509 FOR SPECIAL INSTRUCTIONS. NOT ALL DETAINEES ARE AUTHORIZED TO COME OUT OF THE CELL FOR SHOWER AND SHAVE CALL. DETAINEES IN AN INTRACTABLE STATUS NORMALLY DO NOT COME OUT OF THEIR CELL FOR ANY REASON.

1. If a DD Form 509 is not available, check with your supervisor to determine if there are special instructions, and ensure you obtain a DD Form 509 if the detainee is on DS, suicide watch, or as specified in the local SOP.

2. Obtain items the detainee needs to shower/shave (items not authorized for retention in the cells) from the locked container.

- a. Obtain the key to the locked container.
- b. Remove the items needed and lock the container.

3. Escort the detainee to the latrine.

NOTE: Apply restraints IAW local SOP for each detainee being escorted to the shower.

a. Direct the detainee to prepare for shower/shave call. Instruct the detainee to remove all clothing and to either wear only underwear or a draped towel.

b. Escort the detainee to the shower area.

(1) If required by DD Form 509 or your supervisor, ensure that additional staff are present prior to opening the cell.

(2) Direct the detainee to stand to the rear of the cell. Unlock and open the cell door according to procedures as required by cellblock configuration and SOP.

(3) Ensure that the detainee has all necessary items prior to exiting the cell. (As applicable) Instruct the detainee to step out of the cell and on to the corridor. Then direct the detainee to proceed to the latrine.

(a) Follow slightly behind (out of reach) and slightly to either the left or right of the detainee.

4. Instruct the detainee to shower (allowing the amount of time indicated by facility SOP).

a. If the latrine is equipped with a security cage, employ unlocking/ locking procedures IAW facility SOP.

b. Observe the detainee during the shower/shave call. Be alert for suicidal tendencies.

(1) If suicide is attempted, sound the alarm to alert additional staff members and attempt to stop the detainee after additional staff arrive IAW local SOP.

(2) Notify your supervisor.

5. As applicable direct the detainee to shave, if needed (allowing the amount of time indicated by facility SOP).

a. At this time, give the detainee the razor when he is ready to shave.

b. Closely observe the detainee while he shaves.

c. When the detainee has completed shaving, have the detainee return the razor to you (Note: see 4b(1) and (2)).

COMMENT: IF THE DETAINEE REFUSES TO SHOWER/SHAVE, NOTIFY YOUR SUPERVISOR.

6. Maintain control of all items that must be secured.

a. Inspect all

b. If items are missing, have the detainee remain in the latrine and notify your supervisor.

7. Escort the detainee back to the cell.

NOTE: Ensure proper restraint procedures are followed IAW facility SOP, as applicable.

(b)(2)-3

- a. Direct the detainee to exit the latrine.
- b. Instruct the detainee to proceed to his/her cell.

(1) Follow slightly behind (out of reach) and slightly to either the left or right of the detainee.

(2) Direct the detainee to halt in front of their cell.

- c. Direct the detainee to enter and stand to the rear of the cell.
- d. Secure the cell door (use locking procedures IAW facility SOP).

8. Return items that must be secured to the locked container and notify your supervisor when your block has completed shower/shave call for all assigned detainees.

9. If anything unusual occurs or if there are problems with the detainee during shower/shave call, prepare an Observation/Disciplinary Report.

NOTE: Conduct a check on learning and summarize the learning activity.

2. Learning Step / Activity 2. Demonstrate a shower and shave call.

Method of Instruction: Demonstration

Time of Instruction: 10 mins

Media: -None-

NOTE: INSTRUCTOR DEMONSTRATES SHOWER AND SHAVE CALL.

NOTE: ALLOW TIME FOR STUDENT QUESTIONS.

NOTE: CONDUCT PRACTICAL EXERCISE (.9 PE1).

NOTE: Conduct a check on learning and summarize the learning activity.

3. Learning Step / Activity 3. Conduct a practical exercise.

Method of Instruction: Practical Exercise (Performance)

Time of Instruction: 1 hr

Media: -None-

NOTE: Conduct PE#2.

NOTE: Conduct a check on learning and summarize the learning activity.

CHECK ON LEARNING: Conduct a check on learning and summarize the ELO.

NOTE: Show Slide # 30 (Summary)

SECTION IV. SUMMARY

Method of Instruction: <u>Conference / Discussion</u>
Instructor to Student Ratio is: _____
Time of Instruction: <u>5 mins</u>
Media: <u>-None-</u>

Check on Learning

Determine if students have learned the material presented by:

- a. Soliciting student questions and explanations.
- b. Asking questions and getting answers from the students.

Review / Summarize Lesson

A. **RETRAIN ATTENTION:** While working as a close confinement guard you must maintain control. These detainees require more attention and observation.

B. **REVIEW/SUMMARIZE.** We have discussed the proper procedures for close confinement. From recognizing the difference between administrative and disciplinary segregation and observing detainees in close confinement and conduct shower and shave call to include control personnel entry and exit from the cellblock area.

C. **CLOSING STATEMENT.** To run an efficient cellblock within a correctional facility, you, the guard on duty, must know how to observe detainees in close confinement, how to maintain a DD Form 509, how to conduct shower and shave call, and control personnel entry and exit from the cellblock area.

SECTION V. STUDENT EVALUATION

**Testing
Requirements**

None

**Feedback
Requirements**

NOTE: Feedback is essential to effective learning. Schedule and provide feedback on the evaluation and any information to help answer students' questions. Provide remedial training as needed.

Appendix A - Viewgraph Masters (N/A)

Appendix B - Test(s) and Test Solution(s) (N/A)

Appendix C - Practical Exercises and Solutions

PRACTICAL EXERCISE(S)/SOLUTION(S) FOR LESSON 1: CD 410 version 2004

PRACTICAL EXERCISE SHEET 1

Title	Close Confinement Operations						
Lesson Number / Title	CD 410 version 2004 / Special Housing Unit (SHU)/Procedures within Detainee Operations						
Introduction							
Motivator							
Terminal Learning Objective	<p>NOTE: The instructor should inform the students of the following Terminal Learning Objective covered by this practical exercise.</p> <p>At the completion of this lesson, you [the student] will:</p> <table border="1"> <tr> <td>Action:</td> <td>Conduct close confinement operations.</td> </tr> <tr> <td>Conditions:</td> <td>In a classroom environment given a close confinement cellblock (real or mock), detainees (role played), health and comfort supplies, assisting cadre, and Inspection Records of Detainees in Segregation (DD Form 509).</td> </tr> <tr> <td>Standards:</td> <td>Complete all necessary steps without error to conduct close confinement operations.</td> </tr> </table>	Action:	Conduct close confinement operations.	Conditions:	In a classroom environment given a close confinement cellblock (real or mock), detainees (role played), health and comfort supplies, assisting cadre, and Inspection Records of Detainees in Segregation (DD Form 509).	Standards:	Complete all necessary steps without error to conduct close confinement operations.
Action:	Conduct close confinement operations.						
Conditions:	In a classroom environment given a close confinement cellblock (real or mock), detainees (role played), health and comfort supplies, assisting cadre, and Inspection Records of Detainees in Segregation (DD Form 509).						
Standards:	Complete all necessary steps without error to conduct close confinement operations.						
Safety Requirements							
Risk Assessment	Low						
Environmental Considerations							
Evaluation							
Instructional Lead-In							
Resource Requirements	<p>Instructor Materials:</p> <p>Health and comfort items, blank DD Form 509, mock DD Form 509, and a completed DD Form 509.</p> <p>Student Materials:</p> <p>STP 19-95C1-SM, pen/pencil, and notebook.</p>						
Special Instructions	<p>INSTRUCTIONS TO STUDENTS</p> <p>You are to perform all the duties of a staff member assigned to the segregation area of a confinement facility. You must show that you know the difference</p>						

between Administrative Segregation and Disciplinary Segregation by correctly placing DD Form 509 for AS/DS in the proper box marked Administrative Segregation or Disciplinary Segregation. You will ensure that all the equipment listed above is present for the PE. If it is not, notify the instructor. You must choose one detainee role player and one peer instructor from the group assigned to that module.

Procedures

(b)(2)-3 [REDACTED] SN (6789), US Army was placed in Close Confinement on 01 Jan 04 at 1030 hours as a suicide risk. [REDACTED] shower, shave daily and was placed in intractable status. Complete DD Form 509 as required. (b)(2)-3

Feedback Requirements

**SOLUTION FOR
PRACTICAL EXERCISE SHEET 1**

CLOSE CONFINEMENT

PART I

Shows that he/she knows the difference between AS/DS by correctly identifying completed DD Form 509 as belonging to a person in AS and one belonging to a person in DS. Places the correct form in the right box. (FORMS GIVEN TO HIM BY THE PE ADMINISTRATOR.)

PART II

1. Observes each detainee in close confinement.
 - a. Checks each detainee to make sure he/ she is all right.
 - b. Watches for burned out lights, clogged toilets, and other conditions which may be bad for the detainee's health.
 - c. Watches for any contraband or unauthorized items the detainee may have.
 - d. If something is wrong, has the detainee answer his/her name or stand up to make sure the detainee is all right.
 - e. Gets help before checking more closely.
2. Checks DD Form 509 to ensure it is posted outside each detainee's cell as required.
3. If the form is missing, or is damaged beyond use, tells the supervisor.
4. Checks heading of DD Form 509 for facts about detainee:
 - a. Name.
 - b. Whether in AS/DS.
 - c. Reason for segregation.
 - d. Date segregation began.
5. Checks Part I, REMARKS, for special instructions.
6. Checks Part II, DAILY INSPECTION RECORD. Makes sure daily inspections are conducted by:
 - a. Facility commander - twice a day.
 - b. Duty officer - twice a day.
 - c. Medical officer - once a day.

PASS	FAIL	COMMENT

All (b)(2)-3

7. Makes sure the person who made the inspection entered:

- a. The time of day of his check.
- b. The condition of the detainee.
- c. His signature.

8. Makes required checks of detainees in segregation.

- a. [REDACTED]
- b. [REDACTED]

9. Records inspections by putting his/her initials in Part III, GUARD INSPECTION RECORD, of DD Form 509 in the proper place.

- a. [REDACTED]
- b. [REDACTED]
- c. [REDACTED]
- d. [REDACTED]
- e. [REDACTED]

10. Reports discrepancies to the supervisor.

PART III

NOTE: Instructs detainees to prepare for shower and shave call.

- *11. Checks DD Form 509, if available, for special instructions.
- *12. Asks supervisor what items the detainee will need that he/she does not have already, if DD Form 509 is not available.
- *13. Receives key from the supervisor and obtains the needed items from the locked container and reseals the container.
- *14. Has the detainee get the things he/she needs from cell. Tell the detainee to remove clothing and to either wear underwear or to drape a towel around himself/herself.
- 15. Escorts detainee to the shower/latrine.
 - a. Has detainee walk in front of him/her and slightly to the right or left.

b. Detainees not assigned to the cellblock.

c. Unofficial visitors.

25. Asks the supervisor if not sure a person is allowed into or out of the cellblock.

(*) Denotes task #191-381-1319, Control Shower and Shave Call Within Close Confinement.

PRACTICAL EXERCISE SHEET 2

Title Close Confinement Operations

Lesson Number / Title CD 410 version 2004 / Special Housing Unit (SHU)/Procedures within Detainee Operations

Introduction

Motivator

Terminal Learning Objective **NOTE:** The instructor should inform the students of the following Terminal Learning Objective covered by this practical exercise.

At the completion of this lesson, you [the student] will:

Action:	Conduct close confinement operations.
Conditions:	In a classroom environment given a close confinement cellblock (real or mock), detainees (role played), health and comfort supplies, assisting cadre, and Inspection Records of Detainees in Segregation (DD Form 509).
Standards:	Complete all necessary steps without error to conduct close confinement operations.

Safety Requirements

Risk Assessment Low

Environmental Considerations

Evaluation

Instructional Lead-In

Resource Requirements **Instructor Materials:**

NOTE: Based on available qualified instructors, facilities and equipment, the instructor may use computer-assisted powerpoints with projection screen or VGTs (Vu-graphs) with overhead projector.

Health and comfort items, blank DD Form 509, mock DD Form 509 (completed).

Mock detainee camp w/close confinement cellblocks and shower cell.

Student Materials:

STP 19-95C14-SM-TG, pen/ pencil and notebook.

**Special
Instructions**

INSTRUCTIONS TO STUDENTS

You are to perform all the duties of a staff member assigned to the segregation area of a confinement facility. You must show that you know the difference between Administrative Segregation and Disciplinary Segregation by correctly placing DD Form 509 for AS/DS in the proper box marked Administrative Segregation or Disciplinary Segregation. You will ensure that all the equipment listed above is present for the PE. If it is not, notify the instructor. You must choose one detainee role player and one peer instructor from the group assigned to that module.

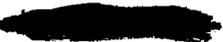
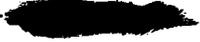
(b)(6)-3
Procedure

[REDACTED], ISN 8891, was placed in Close Confinement on 01 Jan 04 at 0930 hours for homosexual acts. [REDACTED] and will [REDACTED]. He was released on 04 Jan 04 at 0800 hours. Complete DD Form 509 as required.

(b)(2)-3
**Feedback
Requirements**

**SOLUTION FOR
PRACTICAL EXERCISE SHEET 2**

CLOSE CONFINEMENT	PASS	FAIL	COMMENT
PART I			
Shows that he/she knows the difference between AS/DS by correctly identifying completed DD Form 509 as belonging to a person in AS and one belonging to a person in DS. Places the correct form in the right box. (FORMS GIVEN TO HIM BY THE PE ADMINISTRATOR.)			
PART II			
1. Observes each detainee in confinement.			
a. Checks each detainee to make sure he/ she is all right.			
b. Watches for burned out lights, clogged toilets, and other conditions which may be bad for the detainee's health.			
c. Watches for any contraband or unauthorized items the detainee may have.			
d. If something is wrong, has the detainee answer his/her name or stand up to make sure the detainee is all right.			
e. Gets help before checking more closely.			
2. Checks DD Form 509 to ensure it is posted outside each detainee's cell as required.			

3. If the form is missing, or is damaged beyond use, tells the supervisor.			
4. Checks heading of DD Form 509 for facts about detainee:			
a. Name.			
b. Whether in AS/DS.			
c. Reason for segregation.			
d. Date segregation began.			
5. Checks Part I, REMARKS, for special instructions.			
6. Checks Part II, DAILY INSPECTION RECORD. Makes sure daily inspections are conducted by:			
a. Facility commander  (b)(2)-3			
b. Duty officer  (b)(2)-3			
c. Medical officer -  (b)(2)-3			
7. Makes sure the person who made the inspection entered:			

All (b)(2)-3

a. The time of day of his check.			
b. The condition of the detainee.			
c. His signature.			
8. Makes required checks of detainees in segregation.			
a. [REDACTED]			
b. [REDACTED]			
9. Records inspections by putting his/her initials in Part III, GUARD INSPECTION RECORD, of DD Form 509 in the proper place.			
a. [REDACTED]			
b. [REDACTED]			
c. [REDACTED]			
[REDACTED]			

(b)(2)-3

e. [REDACTED]			
10. Reports discrepancies to the supervisor.			
PART III			
NOTE: Instructs detainees to prepare for shower and shave call.			
*11. Checks DD Form 509, if available, for special instructions.			
*12. Asks supervisor what items the detainee will need that he/she does not have already, if DD Form 509 is not available.			
*13. Receives key from the supervisor and obtains the needed items from the locked container and reseals the container.			
*14. Has the detainee get the things he/she needs from cell. Tell the detainee to remove clothing and to either wear underwear or to drape a towel around himself/herself.			
15. Escorts detainee to the shower/latrine.			
a. Has detainee walk in front of him/her and slightly to the right or left.			
b. Stays out of the detainee's reach.			

*16. If detainee will not cooperate or refuses to shower or shave, notify the supervisor.			
17. Completes an Observation/Disciplinary Report, if necessary. (Verbally informs evaluator.)			
*18. Allows detainee to shower and shave.			
a. After the detainee is in the latrine, give him/her the items taken from the container.			
b. Watches the detainee closely while he/ she showers.			
c. Watches the detainee closely while he/ she shaves.			
d. Has detainee return disposable razor with blades facing the correctional specialist, as soon as the detainee finishes shaving.			
e. Has the detainee return all the items he/she is not allowed to have in cell after shaving.			
*19. Escorts detainee back to the cell when shower is completed.			
a. Has the detainee walk in front of him/ her and slightly to the left or right.			
b. Stays out of the detainee's reach.			

*20. Secures the items the detainee is not allowed to have in cell back into the locked container.			
*21. Disposes of razor according to supervisor's instructions.			
*22. Returns the key to the locked container back to the supervisor.			
PART IV			
23. Allows authorized persons to enter or exit the cellblock.			
a. Facility commander.			
b. Chaplain.			
c. Detainee's counselor.			
d. Medical officer.			
e. Escorted official visitors.			
24. Does not allow unauthorized persons to enter or exit the cellblock.			
a. Unescorted official visitors.			

b. Detainees not assigned to the cellblock.			
c. Unofficial visitors.			
25. Asks the supervisor if not sure a person is allowed into or out of the cellblock.			
(*) Denotes task #191-381-1319, Control Shower and Shave Call Within Close Confinement.			

PRACTICAL EXERCISE SHEET 3

Title	Close Confinement Operations						
Lesson Number / Title	CD 410 version 2004 / Special Housing Unit (SHU)/Procedures within Detainee Operations						
Introduction							
Motivator							
Terminal Learning Objective	<p>NOTE: The instructor should inform the students of the following Terminal Learning Objective covered by this practical exercise.</p> <p>At the completion of this lesson, you [the student] will:</p> <table border="1"> <tr> <td>Action:</td> <td>Conduct close confinement operations.</td> </tr> <tr> <td>Conditions:</td> <td>In a classroom environment given a close confinement cellblock (real or mock), detainees (role played), health and comfort supplies, assisting cadre, and Inspection Records of Detainees in Segregation (DD Form 509).</td> </tr> <tr> <td>Standards:</td> <td>Complete all necessary steps without error to conduct close confinement operations.</td> </tr> </table>	Action:	Conduct close confinement operations.	Conditions:	In a classroom environment given a close confinement cellblock (real or mock), detainees (role played), health and comfort supplies, assisting cadre, and Inspection Records of Detainees in Segregation (DD Form 509).	Standards:	Complete all necessary steps without error to conduct close confinement operations.
Action:	Conduct close confinement operations.						
Conditions:	In a classroom environment given a close confinement cellblock (real or mock), detainees (role played), health and comfort supplies, assisting cadre, and Inspection Records of Detainees in Segregation (DD Form 509).						
Standards:	Complete all necessary steps without error to conduct close confinement operations.						
Safety Requirements							
Risk Assessment	Low						
Environmental Considerations							
Evaluation							

**Instructional
Lead-In**

**Resource
Requirements**

Instructor Materials:

Student Materials:

STP 19-95C14-SM-TG, pen/ pencil and notebook.

**Special
Instructions**

INSTRUCTIONS TO STUDENTS

You are to perform all the duties of a staff member assigned to the segregation area of a confinement facility. You must show that you know the difference between Administrative Segregation and Disciplinary Segregation by correctly placing DD Form 509 for AS/DS in the proper box marked Administrative Segregation or Disciplinary Segregation. You will ensure that all the equipment listed above is present for the PE. If it is not, notify the instructor. You must choose one detainee role player and one peer instructor from the group assigned to that module.

Procedures

(b)(6)-3
Detainee [REDACTED] SN 0543, was placed in Close Confinement on 01 Jan 04 at 1000 hours for assaulting a guard. He will be allowed to shower and shave daily. [REDACTED]
(2)-3 [REDACTED] He will be placed in hands and leg irons when moved within the facility and escorted by 2 correctional cadre.

**Feedback
Requirements**

**SOLUTION FOR
PRACTICAL EXERCISE SHEET 3**

CLOSE CONFINEMENT	PASS	FAIL	COMMENT
PART I			
Shows that he/she knows the difference between AS/DS by correctly identifying completed DD Form 509 as belonging to a person in AS and one belonging to a person in DS. Places the correct form in the right box. (FORMS GIVEN TO HIM BY THE PE ADMINISTRATOR.)			
PART II			
1. Observes each detainee in confinement.			
a. Checks each detainee to make sure he/ she is all right.			
b. Watches for burned out lights, clogged toilets, and other conditions which may be bad for the detainee's health.			
c. Watches for any contraband or unauthorized items the detainee may have.			
d. If something is wrong, has the detainee answer his/her name or stand up to make sure the detainee is all right.			
e. Gets help before checking more closely.			
2. Checks DD Form 509 to ensure it is posted outside each detainee's cell as required.			

3. If the form is missing, or is damaged beyond use, tells the supervisor.			
4. Checks heading of DD Form 509 for facts about detainee:			
a. Name.			
b. Whether in AS/DS.			
c. Reason for segregation.			
d. Date segregation began.			
5. Checks Part I, REMARKS, for special instructions.			
6. Checks Part II, DAILY INSPECTION RECORD. Makes sure daily inspections are conducted by:			
a. Facility commander - twice a day.			
b. Duty officer - twice a day.			
c. Medical officer - once a day.			
7. Makes sure the person who made the inspection entered:			

a. The time of day of his check.			
b. The condition of the detainee.			
c. His signature.			
8. Makes required checks of detainees in segregation.			
a. [REDACTED]			
b. [REDACTED] 9.			
9. Records inspections by putting his/her initials in Part III, GUARD INSPECTION RECORD, of DD Form 509 in the proper place.			
a. [REDACTED] k.			
b. [REDACTED]			
c. [REDACTED]			
d. [REDACTED]			

e			
10. Reports discrepancies to the supervisor.			
PART III			
NOTE: Instructs detainees to prepare for shower and shave call.			
*11. Checks DD Form 509, if available, for special instructions.			
*12. Asks supervisor what items the detainee will need that he/she does not have already, if DD Form 509 is not available.			
*13. Receives key from the supervisor and obtains the needed items from the locked container and reseals the container.			
*14. Has the detainee get the things he/she needs from cell. Tell the detainee to remove clothing and to either wear underwear or to drape a towel around himself/herself.			
15. Escorts detainee to the shower/latrine.			
a. Has detainee walk in front of him/her and slightly to the right or left.			
b. Stays out of the detainee's reach.			

*16. If detainee will not cooperate or refuses to shower or shave, notify the supervisor.			
17. Completes an Observation/Disciplinary Report, if necessary. (Verbally informs evaluator.)			
*18. Allows detainee to shower and shave.			
a. After the detainee is in the latrine, give him/her the items taken from the container.			
b. Watches the detainee closely while he/ she showers.			
c. Watches the detainee closely while he/ she shaves.			
d. Has detainee return disposable razor with blades facing the correctional specialist, as soon as the detainee finishes shaving.			
e. Has the detainee return all the items he/she is not allowed to have in cell after shaving.			
*19. Escorts detainee back to the cell when shower is completed.			
a. Has the detainee walk in front of him/ her and slightly to the left or right.			
b. Stays out of the detainee's reach.			

*20. Secures the items the detainee is not allowed to have in cell back into the locked container.			
*21. Disposes of razor according to supervisor's instructions.			
*22. Returns the key to the locked container back to the supervisor.			
PART IV			
23. Allows authorized persons to enter or exit the cellblock.			
a. Facility commander.			
b. Chaplain.			
c. Detainee's counselor.			
d. Medical officer.			
e. Escorted official visitors.			
24. Does not allow unauthorized persons to enter or exit the cellblock.			
a. Unescorted official visitors.			

Appendix D - Student Handouts (N/A)

All (b)(6)-2

Meal Procedure Within Detainee Operations

010799

Terminal Learning Objective

Action

Conduct Meal Operations Within a Detainee Camp.

Conditions

Given Detainees (Role Played), Assisting Staff Members, and Food Items (Real or Mock).

Standard

Correctly Execute All Steps to Maintain 100 Percent Accountability of Detainees and Ensure All Detainees Are Controlled Detainees During Meal Operations.

SEARCH THE DINING FACILITY



COUNT SILVERWARE

Before

50 spoons
50 forks
50 knives

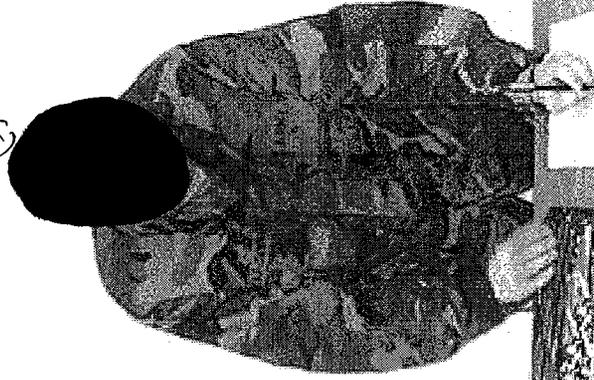
150 total

2-000

After

50 spoons
50 forks
50 knives

150 total



WRITE THE COUNT DOWN

APR 11 06 16:17

MAIN ENTRANCE



010803

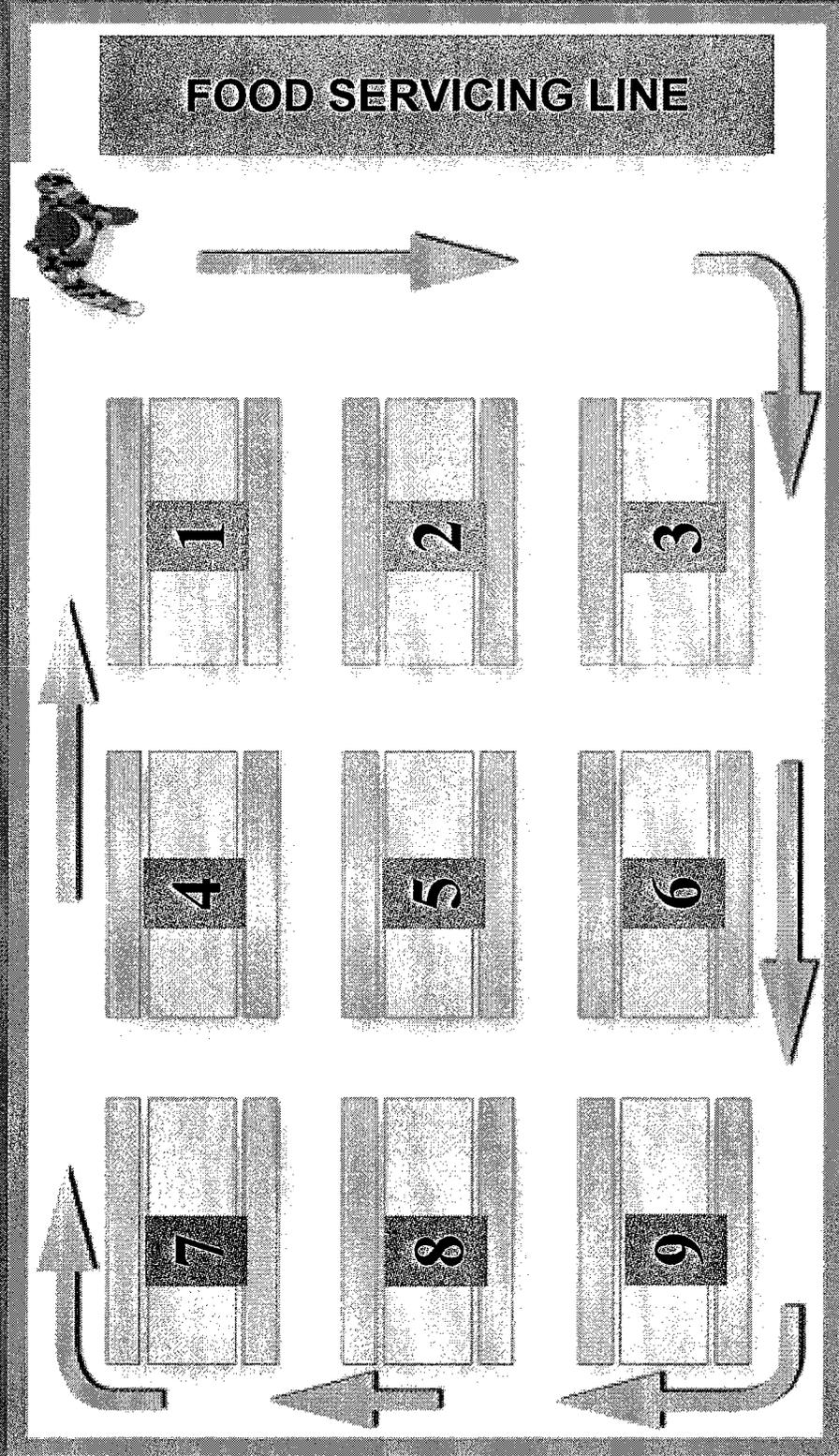
All (b)(6)-2

SEND TO SUPERVISOR



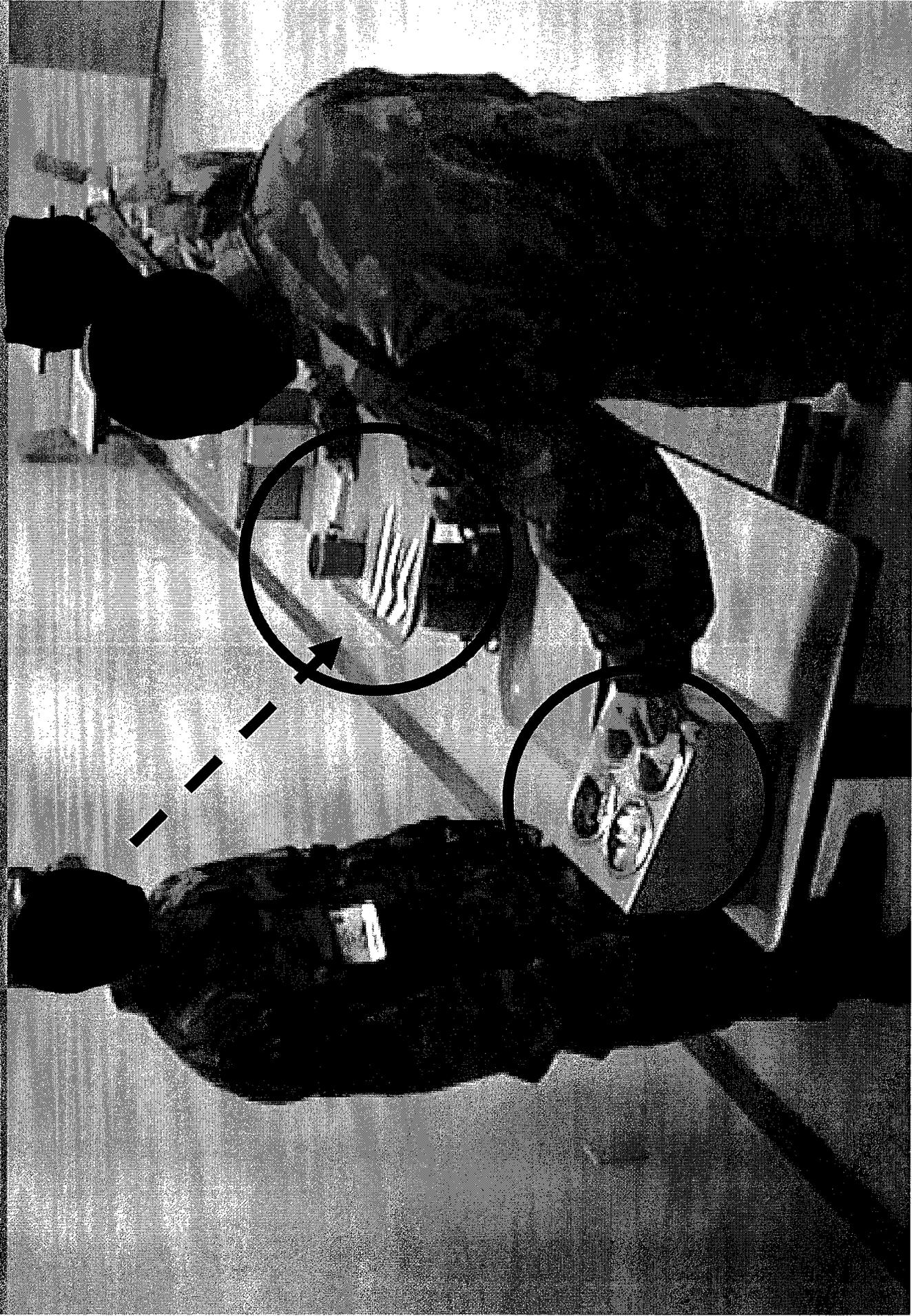
010806

TRAFFIC PLAN



ALL 6/16/11-2

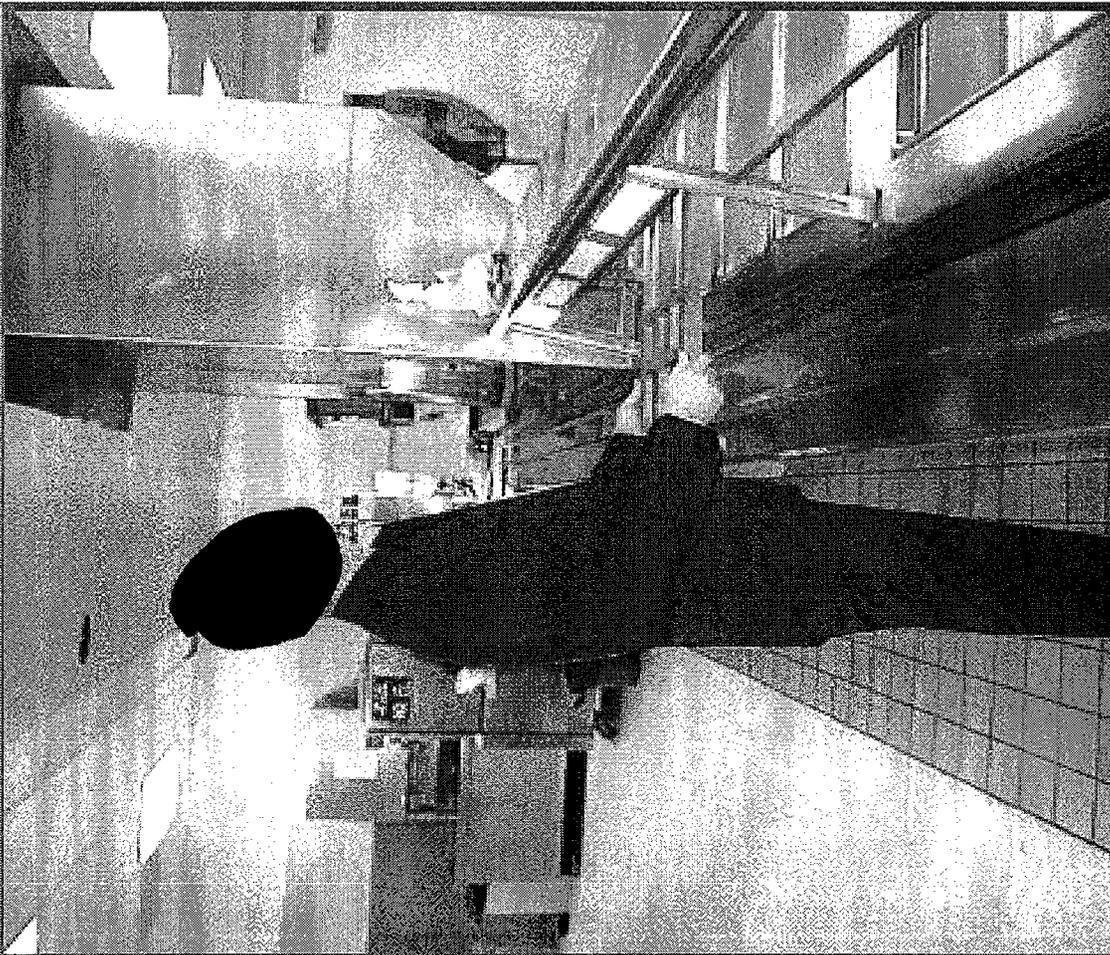
ONLY ONE FORK, ONE KNIFE, ONE SPOON



010808

All (5/6)-2

CONGESTION AREAS

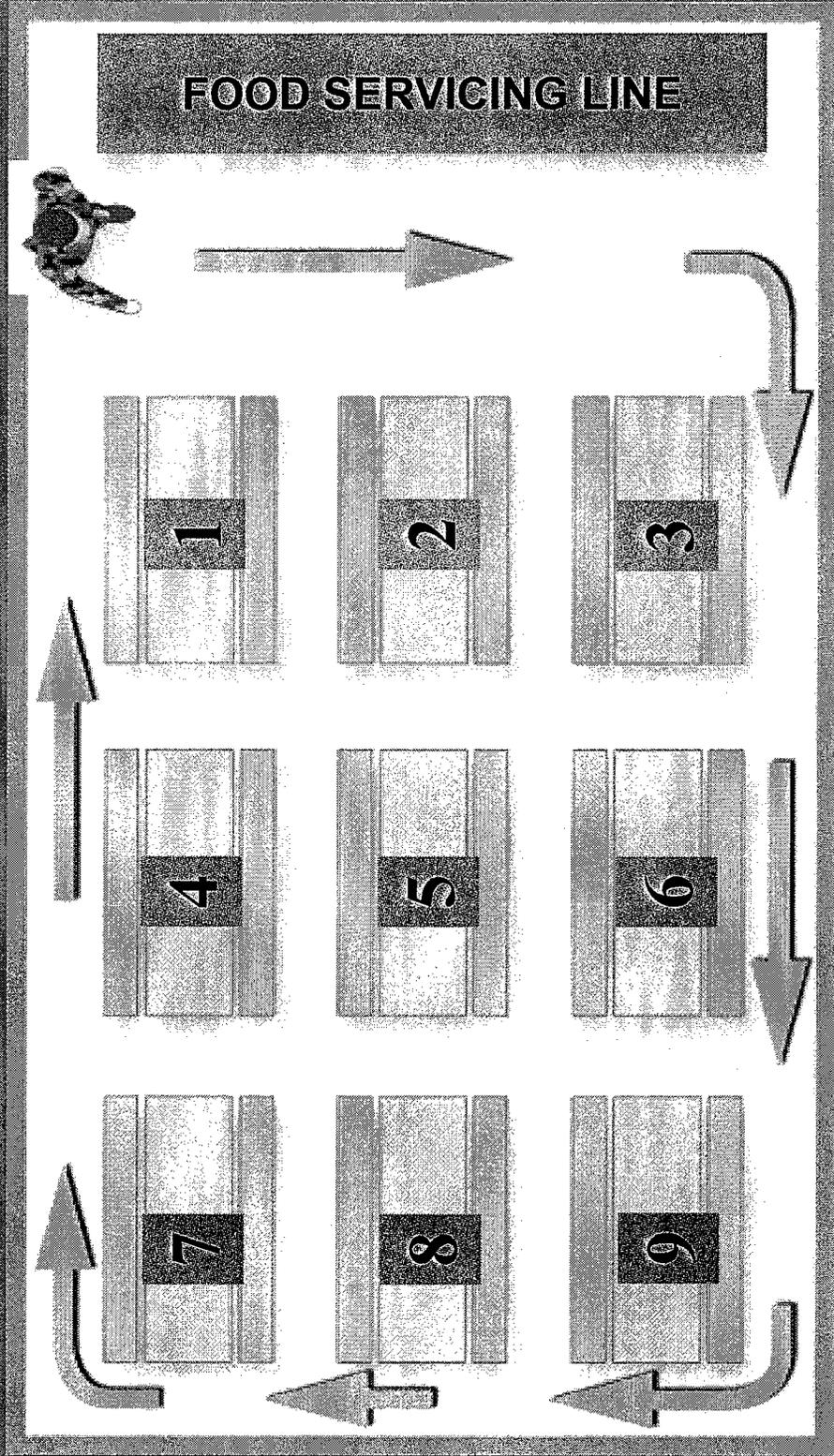


KEEP THE FLOW MOVING

DON'T BLOCK AISLES



SEATING PLAN



All (b)(6) - 2

MAINTAIN ORDER ROVING



010812

AM (6/16)-2

MAINTAIN ORDER



010813

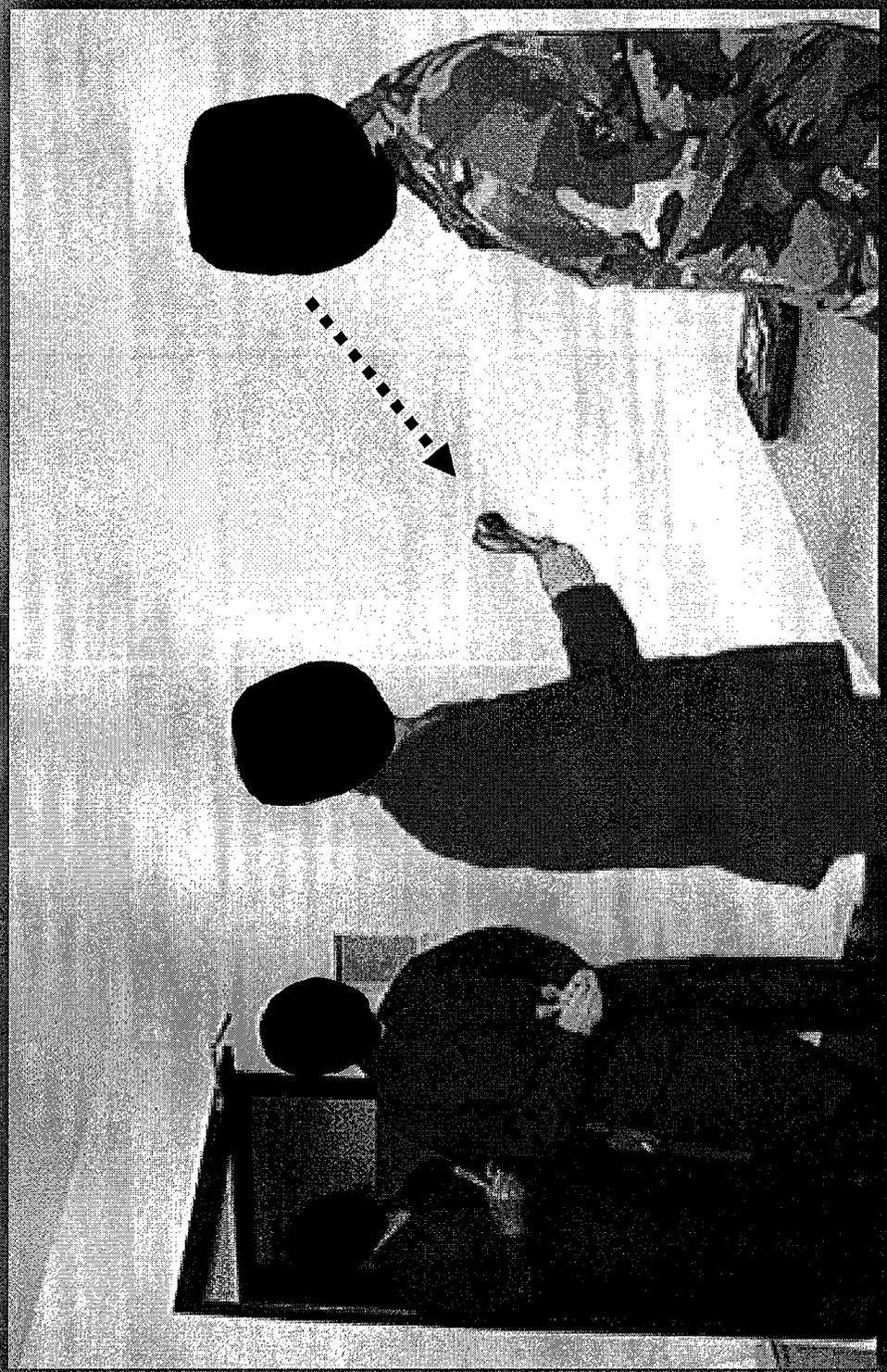
All (b)(6)-2

NO TALKING ACROSS TABLES



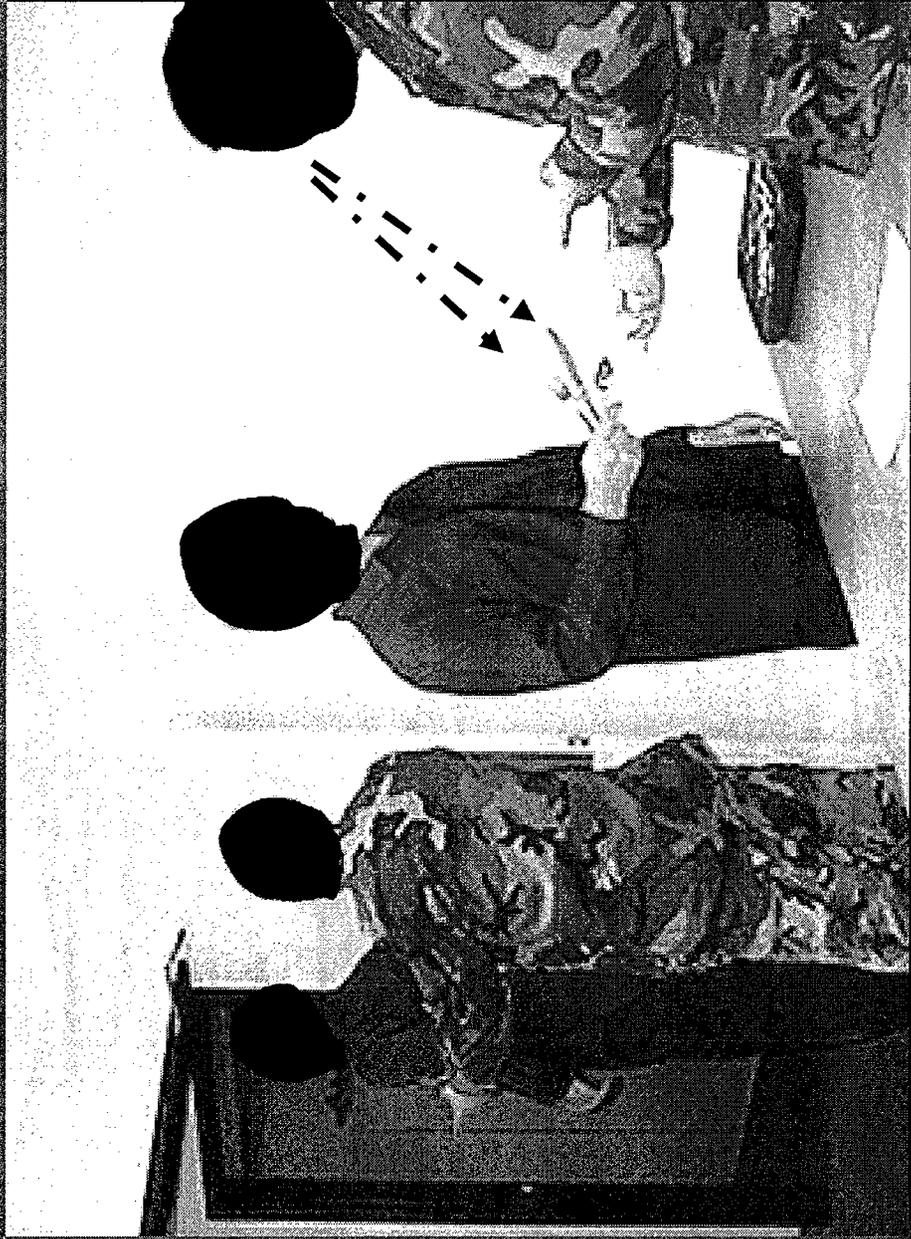
2-197(5)

TURN-IN SILVERWARE



All (b)(6) - 2

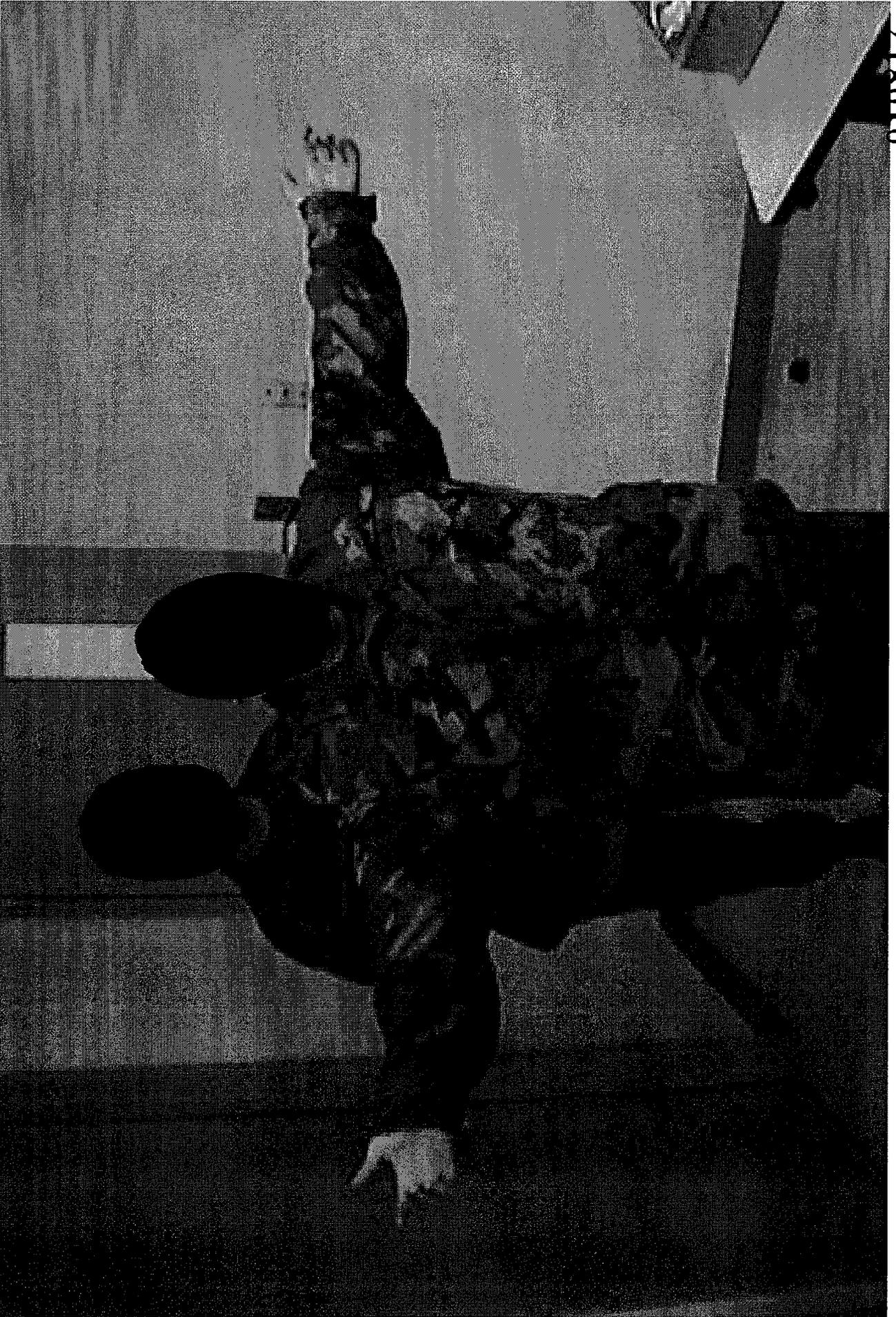
ONE FORK, ONE KNIFE, & ONE SPOON



010816

4/11 (b)(6) -2

FRISK SEARCH DETAINEES



118010

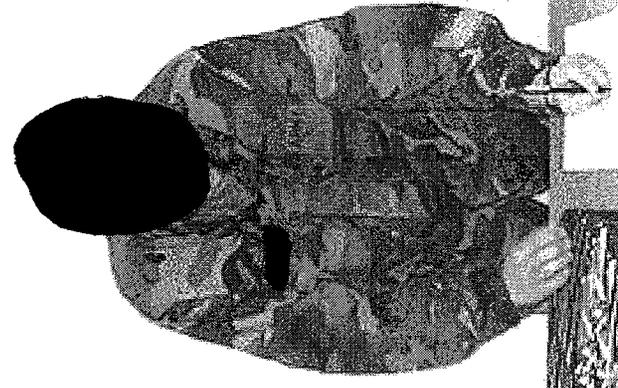
All (b)(6)-2

COUNT SILVERWARE

Before

50 spoons
50 forks
50 knives

150 total



After

50 spoons
50 forks
50 knives

150 total

WRITE THE COUNT DOWN
VERIFY WITH FIRST COUNT

SEARCH THE DINING FACILITY



010819

Compound Feeding Procedures

- Search All Food Containers
- Account For All Utensils, If Available
- Mermite Containers
- NCOIC Coordinates w/Compound Rep
- Line Up All Detainees in The Compound

IAW Local SOP

- Account for Each IAW Local SOP

Compound Feeding Procedures

- IPC Skills
- Tower Guards Provide Security
- Rubber Gloves
- Conduct A Headcount
- Upon Completion of Headcount
- Volunteer Food Service Detainees
- Direct Detainees To Return To Their Tents

Compound Feeding Procedures

- **Serve All Other Detainees**
- **Secure Food-Serving Equipment**
- **Completion of Chow**
- **Trash Bags**

Meals Ready To Eat (MREs)

- **See Facility SOP For Special Food Handling or Diet Requirements**

Compound Feeding Procedures

Staff Should Feed Detainees MREs

- **Count Utensils Prior To Issuing MREs**
- **Responsible For Coordinating And Facilitating Quantity/Quality**
- **Always Treat Detainees Humanely With Dignity And Respect**
- **Handle Food in a Respectful Manner**

Compound Feeding Procedures

- MRE Contents Inventory Ensures No

Unauthorized Items

Muslim Detainee MREs :

MRE #11

- Spoon
- Salt
- Tea
- Peanut Butter
- Crackers
- Fruit
- Main Meal
- Pound Cake

MRE #12

- Spoon
- Salt
- Tea
- Peanut Butter
- Crackers
- Fruit
- Main Meal
- Pound Cake
- Nutra Grain Bar

Compound Feeding Procedures

• MRE #13

- Spoon
- Salt
- Tea
- Peanut Butter
- Crackers
- Fruit
- Main Meal
- Pound Cake

• MRE #14

- Spoon
- Salt
- Tea
- Peanut Butter
- Crackers
- Fruit
- Main Meal
- Pound Cake
- Peanuts

Compound Feeding Procedures

- **Ensure Meals Are IAW Local SOP**
- **Monitor Detainee Activity**
- **Detainee Refuses To Eat**
- **Consumption Times Usually 30 Minutes**
- **Collect All Trash and Dispose of It IAW**

Local Facility SOP

- **Hording Food For Contraband**

Compound Feeding Procedures

- Each Detainee Receives Only One Spoon
- It is Returned Upon Completion
- Ensure MRE Bag is Turned in as Well
- Cup For Drinking & Turn Into The Trash

NOTE: If Hot Meals Are Served Ensure

**That All Plates And Plastic Ware Is
Returned To The Trash Receptacle Upon**

Completion

Compound Feeding Procedures

- **Fruit Must be Monitored: Peelings, Cores
And Seeds for “Hooch”**
- **Unruly Detainees During Feeding**
- **Notify Supervisor Upon Completion**

AN (b)(6) -2

Local Procedure Within Detainee Operations Summary

**Meal Procedures within Detainee Operations
CD 412 / Version 2004
11 Jun 2004**

SECTION I. ADMINISTRATIVE DATA

All Courses Including This Lesson	<u>Course Number</u>	<u>Version</u>	<u>Course Title</u>
	31E-POI	2004	Detainee Operations

Task(s) Taught(*) or Supported	<u>Task Number</u>	<u>Task Title</u>
		<u>INDIVIDUAL</u>
	191-381-1315 (*)	Maintain Accountability of Silverware During Mealtimes
	191-381-1335 (*)	Control Internee Movement in a Dining Facility

Reinforced Task(s)	<u>Task Number</u>	<u>Task Title</u>

Academic Hours	The academic hours required to teach this lesson are as follows:	
		<u>Mobilization Hours/Methods</u>
		2 hrs 30 mins / Conference / Discussion
		1 hr / Practical Exercise (Performance)
	Test	0 hrs
Test Review	0 hrs	
	Total Hours:	3 hrs 30 mins

Test Lesson Number	<u>Hours</u>	<u>Lesson No.</u>
	Testing (to include test review)	N/A

Prerequisite Lesson(s)	<u>Lesson Number</u>	<u>Lesson Title</u>
	CD 410	Special Housing Unit (SHU)/Procedures within Detainee Operations

Clearance Access Security Level: Unclassified
Requirements: There are no clearance or access requirements for the lesson.

Foreign Disclosure Restrictions FD7. This product/publication has been reviewed by the product developers in coordination with the Fort Leonard Wood, Missouri 65473 foreign disclosure authority. This product is NOT releasable to students from foreign countries.

References	<u>Number</u>	<u>Title</u>	<u>Date</u>	<u>Additional Information</u>
	AR 190-47	The Army Corrections System.	05 Apr 2004	
	FM 3-19.40	Military Police Internment/Resettlement Operations.	01 Aug 2001	
	STP 19-95C1-SM	MOS 95C, Corrections Specialist, Skill Level 1, Soldier's Manual	30 Sep 2003	

Student Study Read STP 19-95C1-SM referencing tasks 191-381-1315 and 191-381-1335.

Assignments

Instructor Requirements

One primary instructor and two assistant instructors.

Additional Support Personnel Requirements

<u>Name</u>	<u>Stu Ratio</u>	<u>Qty</u>	<u>Man Hours</u>
None			

Equipment Required for Instruction

<u>Id Name</u>	<u>Stu Ratio</u>	<u>Instr Ratio</u>	<u>Spt</u>	<u>Qty</u>	<u>Exp</u>
None					

* Before Id indicates a TADSS

Materials Required

Instructor Materials:

NOTE: Based on available qualified instructors, facilities and equipment, the instructor may use computer-assisted powerpoints with projection screen or VGTs (Vu-graphs) with overhead projector.

ITEM DESCRIPTION	QUANTITY REQUIRED
Dispenser, Milk	1
Public Address/Intercom System w/Internal and External Speakers	1
Knife, Table, Stainless	25
Spoon, Table, Stainless Steel	25
Dispenser, Napkin	6
Cup, Drinking	25
Shaker, Salt/Pepper	6
Tray, Service	25
Issue Point, Silverware	1
Bar Salad	1
Line, Serving	1
Table, Turn-In-Point, Silverware, Mock	1
Food, Mock	NA
MRE #11, #12, #13, #14	
Mock Training Facility, if available.	

Student Materials:

STP 19-95C1-SM, pen/pencil, notebook, and whistle.

Classroom, Training Area, and Range Requirements

Ammunition Requirements

<u>Id</u>	<u>Name</u>	<u>Exp</u>	<u>Stu Ratio</u>	<u>Instr Ratio</u>	<u>Spt Qty</u>
None					

Instructional Guidance

NOTE: Before presenting this lesson, instructors must thoroughly prepare by studying this lesson and identified reference material.

NOTE: All Detainees are to be treated humanely, with dignity and respect, at all times.

(b)(6)-2

Proponent
Lesson Plan
Approvals

<u>Name</u>	<u>Rank</u>	<u>Position</u>	<u>Date</u>
[REDACTED]	MSG	SR Corrections Technical Advisor	11 Jun 2004

SECTION II. INTRODUCTION

Method of Instruction: <u>Conference / Discussion</u>
Instructor to Student Ratio is: _____
Time of Instruction: <u>5 mins</u>
Media: <u>-None-</u>

Motivator

Note: Show Slide #1 (Meal Procedures within Detainee Operations)

As a detainee camp staff member, your primary duty is to maintain custody and control. Such as working on the recreation field or gym area, you have a large population of detainees and only a small number of cadre with which to control them, and anything is likely to happen! The meal operation is no different, except now the detainees have access to a greater number of potential weapons.

NOTE: Instructors are required to incorporate Contemporary Operating Environment (COE) issues and reinforce VALUES in this lesson to include scenarios and practical exercises. There are key variables that can be expected in virtually every conflict that serve as building blocks for the operational environment (OE). They are interrelated and sometimes overlap, and serve collectively as the foundation for understanding COE. Information can come from CALL (Center for Lessons Learned) <http://call.army.mil> or any media source including newspaper/magazine articles, television/radio information, law enforcement/field training circulars, etc. and should be current and relevant to the training. Do not violate any copyright or reproduction laws.

The eleven variables are:

1. Physical environment
2. Nature and stability of the state
3. Military capabilities
4. Technology
5. Information
6. External organizations
7. Social demographics
8. Regional Relationships
9. National will
10. Time
11. Economics

Terminal Learning Objective

NOTE: Inform the students of the following Terminal Learning Objective requirements.

At the completion of this lesson, you [the student] will:

NOTE: Show Slide #2 (TLO)

Action:	Conduct meal Operations within a Detainee Camp.
Conditions:	Given detainees (role played), assisting staff members, and food items (real or mock).
Standards:	Correctly execute all steps to maintain 100 percent accountability of

	detainees and ensure all detainees are controlled detainees during meal operations..
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**Safety
Requirements**

See Appendix A.

Safety briefings will be conducted prior to training with emphasis on weather conditions, existing and predicted; munitions, including the handling and transporting of blank ammunition and pyrotechnics; and safety while working around and with machinery, vehicles, and tools. Other topics include hot and cold weather injury prevention and treatment, animal and insect bites, poisonous plants, and fire prevention. All injuries/incidents will be reported to the instructor on site and processed IAW course policies and procedures.

Comply with:

- a. AR 385-10, The Army Safety Program, 29 February 2000.
- b. AR 385-55, Prevention of Motor Vehicle Accidents, 12 March 1987.
- c. TRADOC Regulation 385-2, 27 January 2000.
- d. FM 100-14, Risk Management, 23 April 1998.
- e. FM 101-5, Staff Organization and Operations, 31 May 1997.

NOTE: This is an example of a safety briefing. Safety briefings are dependent on the location of training/training event and this is not to be considered an all-inclusive safety briefing.

1. **Electrical storms:** (when appropriate) To take precautions against anyone being hit by lightning, we have a dispersal area that is located on this range at (give location) (instructors will complete this at their specific outside location). When directed to disperse, you will move directly to the dispersal area, ground your rifle and Kevlar and place your poncho over yourself after lying flat on the ground. In addition, be sure to avoid flagpoles, wires, Kevlar, and meters that contain electrical charges.
2. **Snakebites:** (when appropriate) As you know, the areas in which snakes are generally found during hot weather are cool, damp places such as rotten logs, creek banks, and under roots. In training areas they may be found in fighting supported positions and bunkers. Always observe an area very closely prior to training. In the event that a snake of any type bites you, report it to range personnel, the instructor, or your drill sergeant. Under no circumstances should anyone try to handle a snake.
3. **Heat casualties:** (when appropriate). When you are active the body becomes overheated and the perspiration, which is created, cannot evaporate and cool the body because of the high humidity. You become a possible casualty from the heat as the body temperature rises above the normal temperature. The symptoms that this can create are: cool, moist or hot, dry skin; profuse sweating; headaches; dizziness; weakness; rapid pulse; or severe cramps in the abdomen or legs. Instructors, range personnel, drill sergeants, and company cadre are familiar with first aid treatments and casualty evacuation procedures for further medical attention. During hot weather, drink water at a rate of not more than 1.5 quarts per hour and not more than 12 quarts per day. Use the buddy system and watch your buddies for signs of heat illness.
4. **Cold weather injuries:** (when appropriate) Range OIC will ensure that warm-ups are properly utilized. Ten-minute breaks will be scheduled for each 50-minute block of instruction. During conference sessions, individuals should be allowed to move their feet, hands, etc., in order to

maintain circulation. Supervisors at every level will ensure that their subordinates are adequately protected during cold weather. Range OIC will coordinate with company personnel to rotate Soldiers into warm-up tents when inclement weather conditions dictate the need for this to preserve troop health.

5. **Weapons Handling:** Do not fire blank ammunition at individuals within a distance of 25 meters. Ensure blank adapters are installed on weapons before ammunition is issued. Blank adapters will be installed on weapons at all times. When utilizing MILES equipment, never look directly into the laser engagement transmitter.
6. **Classroom Instruction:** Inform students of the procedures and exits in the classroom in the event of an emergency and/or fire.
7. If in need of a MEDEVAC helicopter, immediately contact the MEDEVAC Operations Center telephonically, either by calling through the Range Control Switchboard or by radio. If emergency care is needed, all medical support for units training outside the cantonment area should contact the local 911 for emergency care.
8. Be responsible for security of weapons.
9. Ensure proper use of pyrotechnics and blank ammunition.

NOTE: Ensure all students have been given the safety brief. Have those arriving late due to appointments and sick call read the briefing.

**Risk
Assessment
Level**

Low

**Environmental
Considerations**

NOTE: It is the responsibility of all soldiers and DA civilians to protect the environment from damage.

Caring for the environment begins with the Army's vision of environmental responsibility. The following vision statement describes what the Army expects of all Soldiers and leaders:

Vision Statement: *"The Army will integrate environmental values into its mission in order to sustain readiness, improve the Soldier's quality of life, strengthen community relationships, and provide sound stewardship of resources."*

Taking care of the environment protects health, safety, and natural resources. For example, when fuel spills on the ground, it soaks into the soil, poisons plants, and eventually enters streams and lakes that supply drinking water. (See *FM 3-100.4* for more information.)

Caring for the environment also supports the Army mission. Costly environmental cleanups detract from Army readiness. During war, many wise tactical, medical, or operations-security (OPSEC) practices are also good environmental practices. Handling fuels safely, maintaining vehicles, disposing of solid waste/hazardous waste (HW), and managing and turning in ammunition properly are sound environmental and tactical considerations that carry over from training into combat operations.

Many practices that damage the environment waste time and do not lead to success in combat. One example occurred during the Gulf War when Iraqi Soldiers set fire to Kuwaiti oil fields and poured millions of gallons of crude oil into the Persian Gulf. The Iraqi Army deliberately damaged environmental resources and wasted valuable time and effort on activities that did not stop the allies' advance.

Remember, environmental stewardship does not prevent the Army from fighting and winning wars—it supports the Army mission.

Training will be conducted in the proper designated areas only. This ensures natural and environmental resources are maintained properly for continued training realism. All spills of hazardous property and POL products will be reported to the appropriate environmental office. The activity responsible for the spill will contain the spill to reduce further environmental and training area degradation. Equipment will be operated to conform to environmental operating permits. Live foliage will not be used as camouflage material. Improper disposal of trash and refuse, inadequate cleanup of training areas pollutes ground water resources, and may result in a potential health or safety hazard.

References: Field Manual 3-100.4/MCRP 4-11B, Environmental Considerations in Military Operations, dated 15 June 2000; w/change #1 dated 11 May 2001.

Training Circular 3-34.489, The Soldier and the Environment, dated 8 May 2000; with change number 1, dated 26 October 2001.

Evaluation

**Instructional
Lead-In**

Failure to properly control detainees during meal operations could result in either cadre or detainees being injured or the loss of sensitive items.

SECTION III. PRESENTATION

1. Learning Step / Activity 1.

Method of Instruction: Conference / Discussion

Time of Instruction: 40 mins

Media: -None-

NOTE: Show Slide # 3 thru #22 (Dining Facility Operations)

NOTE: IAW local SOP, some detainees may be allowed to moved to a dining facility to consume food. If so, follow the below procedures.

1. You, along with assisting staff members must search the dining facility prior to detainees arriving.

a. Look for any items that the detainees may be able to pick-up (i.e., weapons).

b. Remove all unauthorized items from the dining areas.

c. Notify your supervisor when the search is complete, and of any found contraband (prepare OR).

d. Ensure all doors are locked except the main entrance/exit when detainees are entering the dining facility.

2. (If applicable) All silverware must be counted prior to any detainees entering the dining facility. Normally, this is done by one of the guards assigned to the dining facility for that particular meal. After counting all silverware, report the count to the Control Center or S-3 Operations Section IAW local SOP. Ensure that the count is reported by exact number of forks, spoons, and knives (sensitive items, such as butter knives, etc., will also be inventoried and reported at this time). This information should be entered into the facility blotter/journal (as applicable) as part of an official record.

3. Next you must brief and assign the assisting staff members on the following:

a. Assign a staff member to the main entrance. Instruct the staff members to ensure that all detainees are properly dressed IAW local SOP prior to entering. If required by facility SOP to maintain discipline and uniformity, you can correct minor uniform violations, with on-the-spot corrections. If the problem can not be corrected, have the detainee step out of line and notify your supervisor. You are also responsible for frisk searching all detainees as they exit the dining facility area. Don't allow silverware or food items to leave the dining area.

(1) When the violation is corrected, have the detainee escorted to the dining area.

(2) Prepare an Observation/Disciplinary Report (as applicable).

NOTE: Do not allow detainees to enter the dining facility if there are no seats, or the serving line is congested. If you can't observe the eating area or line from

where you are posted, have another staff member let you know when to allow more detainees to enter the dining facility.

b. Assign a staff member for the silverware. Instruct the staff member to take up position at the silverware issue point. The staff member will ensure that each detainee takes only one fork, one knife, and one spoon (IAW local SOP).

c. Detainee seating and movement (Traffic Plan): Detainees should be seated from front to rear, ensuring that all seats are filled at that table prior to seating detainees at the next table.

d. The remaining staff member's will move about the dining facility ensuring the following:

(1) Ensure each detainee moves through the service line, and pick up their silverware.

(2) Seat detainees according to the seating plan.

(3) Ensure the aisle-ways remain clear and not blocked by chairs (if applicable), etc.

(4) Prevent detainees from congregating and causing congestion around milk/beverage machines, salad/condiment areas, and silverware issue/turn-in points.

(5) Allow normal table conversation between detainees, but don't allow loud conversation between tables, or horseplay.

(6) Don't allow detainees to pass or conceal food or silverware.

QUESTION: WHAT ACTION DO YOU TAKE FOR A MINOR UNIFORM VIOLATION?

ANSWER: MAKE AN ON-THE-SPOT CORRECTION AND NOTIFY YOUR SUPERVISOR.

NOTE: If a detainee refuses to eat, try to determine the reason (they maybe upset or ill). Write an OR/DR after the meal is completed.

4. In some facilities, IAW facility SOP, the detainee will be required to raise their hand, requesting permission to get up from the table, i.e., get more milk, etc. The staff member closest to the detainee will determine whether or not to allow the detainee to move. If the request is to exchange their silverware, i.e., dropped on the floor, allow the detainee to exchange the silverware with the staff member at the issue point.

5. The staff member placed in charge of the dining facility will move about and assist the other staff members during the meal whenever possible.

6. When the detainees have completed their meal and the detainee population is small, you may allow detainees to move individually to the silverware turn-in point, but do not allow them to leave the table without your permission. If you are working with a large group of detainees, have the detainees move in groups (i.e. by table or sections) to the silverware/tray turn-in points, IAW the facility SOP.

7. When the detainees come up to the silverware turn-in point, there must be a staff member there to ensure that all three pieces of silverware the detainee was issued are turned in.

8. If a detainee fails to turn in all three pieces of silverware, stop all activity in the dining facility and notify your supervisor. If possible, identify the detainees in the immediate area for a possible search. On order conduct a frisk search or unclothed search of all detainees in the area and search the dining facility as directed.

9. After the detainees turn in their silverware, as they leave the dining facility, they will be frisk searched. Each detainee is frisk searched to ensure that no food, kitchen equipment, or contraband leaves the dining facility.

10. If you find any contraband during your frisk search, confiscate the contraband and notify your supervisor. Prepare an observation or disciplinary report on the items as necessary.

11. After the meal is completed and all detainees have departed the dining facility, the silverware must be recounted, and a search of the dining facility conducted. This is normally done after the silverware has been washed. Compare this count with the one taken before the meal. The counts should be the same. After counting all silverware, report the count to the Control Center or S-3 Operations Section IAW local SOP. This information should be entered into the facility blotter/journal (as applicable) as part of an official record.

QUESTION: WHAT MUST THE DETAINEES TURN IN AFTER THE MEAL?

ANSWER: ONE KNIFE, FORK, AND SPOON.

12. Report to your supervisor that you have finished your count and all silverware has been accounted for.

13. If the count that you take after the meal doesn't match the count from before the meal, recount the silverware. If it still doesn't match, you must notify your supervisor and conduct a search of the area to attempt to locate the missing silverware.

14. After the inventory of the silverware and the search is complete, you turn in your keys and are released.

15. If you must evacuate detainees:

- a. Unlock each exit as quickly as you can.
- b. Be careful not to let the detainees panic.
- c. Try not to panic or let fellow staff members panic.

16. If there is a major disorder in the facility:

- a. Isolate the dining facility by locking the exit.
- b. Keep the detainees inside the dining facility.
- c. Until your supervisor tells you to release them.

QUESTION: WHAT DO YOU DO IF A DETAINEE FAILS TO TURN IN HIS SILVERWARE?

ANSWER: STOP ALL ACTIVITY IN THE DINING FACILITY AND NOTIFY YOUR SUPERVISOR.

NOTE: Conduct a check on learning and summarize the learning activity.

2. Learning Step / Activity 2. Conduct meal operations at a compound

Method of Instruction: Conference / Discussion
Time of Instruction: 1 hr 30 mins
Media: -None-

NOTE: Show Slide # 23 thru # 30 (Compound Meal Operations)

- 1. Upon arrival of food vehicle, conduct a search of all food containers.
- 2. Account for any and all utensils, if available.
- 3. If meals are in Mermite containers, the compound NCOIC will coordinate with the compound leader to assign a detail of detainees to assist with serving food.

a. Direct all detainees to line up by the front of the compound IAW local SOP for accountability. IAW local SOP generally each compound will have a designated area to the front of the compound which is utilized as a temporary holding area which can be secured to facilitate control of detainees during counts and meal operations. It is paramount that the staff of the Internment Facility (I/F) specifically those working closely with the detainees on a daily basis utilize effective interpersonal communication skills (IPC) which will aid in establishing coordination with the compound representative who will assist the staff and detainees in the smooth the progress of meal operations.

NOTE: Ensure tower guards are providing security from their positions IAW facility SOP.

NOTE: Prior to conducting meal operations all staff (and any detainee food serving volunteer workers) should wear rubber gloves. This serves many purposes ie: it

shows detainees that we are respectful of their food, as well as helping to prevent the spreading of any germs.

b. As detainees enter the temporary holding area a staff member should conduct a headcount, which will aid in control and accountability of the detainees during meal operations. Upon completion of the headcount ensure the count is recorded and reported IAW local SOP to the control/operations area. Once all detainees are secure in the temporary holding area of the compound IAW facility SOP, staff should identify volunteer food service detainees, (to continue to foster a positive rapport with the detainees) to serve food and drinks to each detainee as they pass by the serving line. Upon receiving their food, staff may direct the detainees to move back to their assigned tents to eat IAW local SOP.

c. Upon serving all other detainees, the detail will secure food-serving equipment at the direction of the staff and move to their assigned tents to eat.

d. Upon completion of chow, all detainees will place all trash in trash bags to be policed up by the chow detail at the direction of the compound staff.

2. If Meals Ready to Eat (MREs) are approved and utilized for chow, the following procedures will be followed:

NOTE: Consult your local facility SOP for any additional special food handling or diet requirements for specific classifications of detainees ie: those in close confinement may have approved reduced diet IAW the I/F commander's directives.

a. You along with assisting staff members must feed detainees MREs IAW local SOP.

b. All spoons must be counted prior to beginning issuing MREs to detainees

c. IAW local facility SOP the senior staff member on duty at the specific cellblock or compound is responsible for coordinating and facilitating the adequate quantity and quality of detainee meals.

NOTE: Always remember that detainees are human beings and should at all times be treated humanely with dignity and respect. This goes for their food as well, which means that we must take care to provide the detainees with food that is handled in a proper efficient respectful manner. Ensure that you conduct yourself as a professional and remember to treat all food products with care. It is very important to utilize effective communication skills to aide in the overall smooth operation during meal operations. We don't want to provoke or incite the detainees while they are eating.

d. When MREs are served the staff must inventory contents of each MRE and ensure that all unauthorized items IAW local facility SOP are not given to detainees.

NOTE: IAW Muslim culture eating of pork products is prohibited so in the spirit of humane conduct and respect for their religion we must be cognizant of this when issuing MREs. As a result Muslim detainees have identified the following MRE #s as suitable for consumption.

Caution: it is important that the following items be inventoried for use with each Muslim detainee approved MRE:

(1). MRE #11

- (1) Spoon
- (2) Salt
- (3) Tea
- (4) Peanut Butter
- (5) Crackers
- (6) Fruit
- (7) Main Meal
- (8) Pound Cake

(2). **MRE #12**

- (1) Spoon
- (2) Salt
- (3) Tea
- (4) Peanut Butter
- (5) Crackers
- (6) Fruit
- (7) Main Meal
- (8) Pound Cake
- (9) Nutra Grain Bar

(3). **MRE #13**

- (1) Spoon
- (2) Salt
- (3) Tea
- (4) Peanut Butter
- (5) Crackers
- (6) Fruit
- (7) Main Meal
- (8) Pound Cake

(4). **MRE #14**

- (1) Spoon
- (2) Salt
- (3) Tea
- (4) Peanut Butter
- (5) Crackers
- (6) Fruit
- (7) Main Meal
- (8) Pound Cake
- (9) Peanuts

e. All staff must ensure that meal requirements are IAW the facility commander's guidance IAW local facility SOP.

f. Staff will issue MREs and monitor detainee activity during chow for any changes in behavior. Specifically, any behavior, which may be threatening to staff or other detainees.

g. If any detainee refuses to eat staff should write an Observation/Disciplinary report IAW local facility SOP.

h. Staff should ensure that consumption of meals will be IAW local SOP times, usually 30 minutes.

i. Staff are responsible for collecting of all trash and disposing of it IAW local facility SOP. This may also be coordinated with the compound representative to obtain volunteers to assist in this process.

NOTE: Staff must be alert for detainees' hording food that may be used for contraband ie: making illegal alcoholic beverages "Hooch" as well as causing unsanitary conditions within the cellblock or compound.

j. When issuing each MRE ensure that each detainee is given only one spoon, which will be returned to the staff upon completion of the meal. (This is to facilitate the prevention of fashioning of homemade weapons)

NOTE: Ensure that each detainee turns in the MRE bag to the trash at the end of each meal as well to prevent it from being used as contraband ie: filled with urine or feces and thrown at staff.

k. When issuing MREs or any meal to detainees ensure that they are issued a cup for drinking and that the cup is also turned into the trash as applicable IAW local facility SOP.

NOTE: If hot meals are served ensure that all plates and plastic ware is returned to the trash receptacle upon completion.

NOTE: If fruit is served with any meal, ensure to monitor detainees seeing that they place all peelings, cores and seeds in the trash receptacles as well. (This will aid in the prevention of making "Hooch" or other contraband within the cellblocks or compounds).

NOTE: If at anytime during the meal operations you identify any detainees becoming unruly, immediately notify your supervisor and follow his instructions. As applicable prepare Observation/Disciplinary Report IAW local facility directives.

NOTE: Conduct a check on learning and summarize the learning activity.

3. Learning Step / Activity 3. Practical Exercise

Method of Instruction: Practical Exercise (Performance)

Time of Instruction: 1 hr

Media: -None-

Conduct Practical Exercise.

NOTE: Conduct a check on learning and summarize the learning activity.

NOTE: Show Slide #31 (Summary)

SECTION IV. SUMMARY

Method of Instruction: <u>Conference / Discussion</u>
Instructor to Student Ratio is: _____
Time of Instruction: <u>5 mins</u>
Media: <u>-None-</u>

Check on Learning

Determine if students have learned the material presented by:

- a. Soliciting student questions and explanations.
- b. Asking questions and getting answers from the students.

Review / Summarize Lesson

1. **RETAIN ATTENTION:** The meal procedures within detainee operations takes a lot of attention, so you must always be alert. You must be able to apply the knowledge and maintain control while feeding detainees. This will make your job a lot easier and detainees will have no doubt who is in charge.

2. **SUMMARY:** During this block of instruction, we have covered the daily routine of working in the dining facility and conducting feeding detainees MREs and hot meals at cellblocks and compounds.

3. **CLOSING STATEMENT:** Your knowledge of correct procedures to follow will greatly enhance the smooth operation of any meal operation within any detainee camp. During meal times is where custody and control of the detainees is at the lowest point. This is due to the congregation of a large number of detainees and the presence of silverware or plastic ware, which could be used as weapons. Your application of these procedures will ensure incident-free meal operations.

SECTION V. STUDENT EVALUATION

**Testing
Requirements**

N/A

**Feedback
Requirements**

NOTE: Feedback is essential to effective learning. Schedule and provide feedback on the evaluation and any information to help answer students' questions. Provide remedial training as needed.

Appendix A - Viewgraph Masters (N/A)

Appendix B - Test(s) and Test Solution(s) (N/A)

Appendix C - Practical Exercises and Solutions

PRACTICAL EXERCISE(S)/SOLUTION(S) FOR LESSON 1: CD 412 version 2004

PRACTICAL EXERCISE SHEET 1

Title Meal Procedures

Lesson Number / Title CD 412 version 2004 / Meal Procedures within Detainee Operations

Introduction

Motivator

Terminal Learning Objective **NOTE:** The instructor should inform the students of the following Terminal Learning Objective covered by this practical exercise.

At the completion of this lesson, you [the student] will:

Action:	Conduct meal Operations within a Detainee Camp.
Conditions:	Given detainees (role played), assisting staff members, and food items (real or mock).
Standards:	Correctly execute all steps to maintain 100 percent accountability of detainees and ensure all detainees are controlled detainees during meal operations.

- Safety Requirements**
1. Electrical Storms. (When appropriate.) During any electrical storms all outside training will cease. Training will continue inside to the extent possible. Adjustments will be made as necessary to complete all training.
 2. Heat Casualties. (When appropriate.) During extreme heat and humidity, training conducted at the Mock Confinement Facility will be monitored closely. Outside strenuous activity will be reduced as much as possible while continuing to train to standards. Exact training locations will be adjusted to take advantage of shaded areas if possible. Both company and corrections committee cadre will monitor students and ensure the consumption of large quantities of water. Symptoms of heat casualties include: Cool, moist or hot, dry skin; profuse sweating; headache; dizziness; weakness; rapid pulse; or severe cramps in the abdomen or legs.
 3. Cold Weather Injuries. (When appropriate.) During extreme cold weather training conducted at the Mock Confinement Facility will be monitored closely. A building will be designated as a break/warm-up area. Company cadre will ensure that students have adequate dry clothing with them when they arrive at the training site. Company and corrections committee cadre will ensure that trainees are rotated into heated buildings as needed to preserve troop health.
 4. Snake/Insect Bites. Students will be cautioned to be alert for and stay away from any snakes or insects that may be found at the Mock Confinement Facility. Any student who sees or is bitten by a snake of any kind should report it to company or corrections committee cadre immediately. Under no circumstances should anyone try to handle a snake. Any student who has known allergies to bee/wasp/hornet stings should inform cadre of the presence of such insects or immediately upon being stung. Students will be cautioned about the possibility of spiders at the training facility. Any student who believes they have been bitten by

a spider will inform company or corrections committee cadre immediately.

5. Students will not attempt to climb the fence surrounding the Mock Confinement Facility at any time.

6. Role players will use caution during all scenarios. Only scenarios directed by instructors will be conducted.

7. Students will be cautioned to stay away from the roadway during any training conducted outside of the fenced area.

Risk Assessment

Low

Environmental Considerations

Evaluation

Instructional Lead-In

Resource Requirements

Instructor Materials:

None.

Student Materials:

STP 19-95C1-SM, pen/pencil, notebook, and whistle.

Special Instructions

INSTRUCTIONS TO THE STUDENT

You are a staff member in a confinement facility and are assigned to the dining facility during mealtime. You are responsible for controlling the movement of detainees into, during, and out of the dining facility. You must maintain accountability of all silverware before, during, and after the meal. Make sure that all the above listed equipment and assisting personnel are present for the PE. The role player will come from the group assigned to that module. You may also perform as the supervisor of personnel assigned to the dining facility.

SAFETY PRECAUTIONS

1. Electrical Storms. (When appropriate.) During any electrical storms all outside training will cease. Training will continue inside to the extent possible. Adjustments will be made as necessary to complete all training.

2. Heat Casualties. (When appropriate.) During extreme heat and humidity, training conducted at the Mock Confinement Facility will be monitored closely. Outside strenuous activity will be reduced as much as possible while continuing to train to standards. Exact training locations will be adjusted to take advantage of shaded areas if possible. Both company and corrections committee cadre will monitor students and ensure the consumption of large quantities of water. Symptoms of heat casualties include: Cool, moist or hot, dry skin; profuse sweating; headache; dizziness; weakness; rapid pulse; or severe cramps in the abdomen or legs.

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5. Students will not attempt to climb the fence surrounding the Mock Confinement Facility at any time.

6. Role players will use caution during all scenarios. Only scenarios directed by corrections committee cadre will be conducted.

7. Students will be cautioned to stay away from the roadway during any training conducted outside of the fenced area.

Procedures

**Feedback
Requirements**

**SOLUTION FOR
PRACTICAL EXERCISE SHEET 1**

DINING FACILITY GUARD

THE STUDENT:

1. Signs for keys and searches the dining facility.
2. Inventories silverware and writes it down.
3. Takes position outside dining facility door. Checks uniforms of detainees before allowing them to enter the dining facility.
4. Corrects minor violations on the spot. Reports violations to the supervisor after the meal.
5. For violations that cannot be corrected, has detainee step out of line, notifies supervisor, and holds detainee until supervisor gives instructions.
6. Makes sure detainees follow traffic plan.
- *7. Makes sure each detainee picks up one knife, one spoon, and one fork.
8. Makes sure each detainee moves through the serving line.
9. Monitors and corrects congested areas (i.e., around milk machine, soda fountain, silverware issue and/or turn-in point).
10. Makes sure aisles are not blocked by chairs, etc.
11. Makes sure detainees are seated according to the traffic plan for the dining facility.
12. Maintains order during mealtime.
 - a. Does not allow loud talking, whistling, or horseplay.
 - b. Watches carefully to make sure detainees do not take kitchen utensils and equipment.
 - c. Reports detainees who refuse to eat or who misbehave.

PASS	FAIL	COMMENTS

- d. Allows normal table conversation.
- 13. Reports violations to supervisor.
- NOTE: Terminates mealtime and moves detainees to silverware turn-in point.
- 14. Has detainees turn in silverware and trays.
- *15. Makes sure each detainee turns in one knife, one spoon, and one fork.
 - *a. If detainee is missing silverware, has stopped all activity.
 - *b. Notifies supervisor and searches for it
- 16. Makes sure detainees do not leave dining facility with contraband or unauthorized items.
- 17. Frisk searches each detainee as he leaves the dining facility.
- 18. Confiscates any contraband and gives it to the supervisor.
- *19. After the meal, reinventory the silverware, writes it down, and compares the first count with the second.
- *20. Notifies the supervisor of the results.
- *21. If count is not the same, recounts silverware and compares counts.
- *22. Writes OR/DR as needed.
- 23. Evacuate detainees (if needed) by quickly unlocking each exit, not letting detainees or guards panic.
- 24. In case of major disorder, isolate dining facility by securing the exit. Keep detainees inside dining facility until supervisor releases them.

(*) Denotes: Maintain Accountability of Silverware During Mealtime (191-381-1315).

Appendix D - Student Handouts (N/A)

Visitation Procedures

Within

Detainee Operations

ACTION:
Perform Duties of a Visitation Room Guard.

CONDITION:
Given A Presentation, A Government Facility With A Visitation Room Guard.

STANDARD:
Comply Responsibly With Two of Three Scenarios.

(b)(6)-2
(b)(7)(C)

AUTHORIZED VISITORS



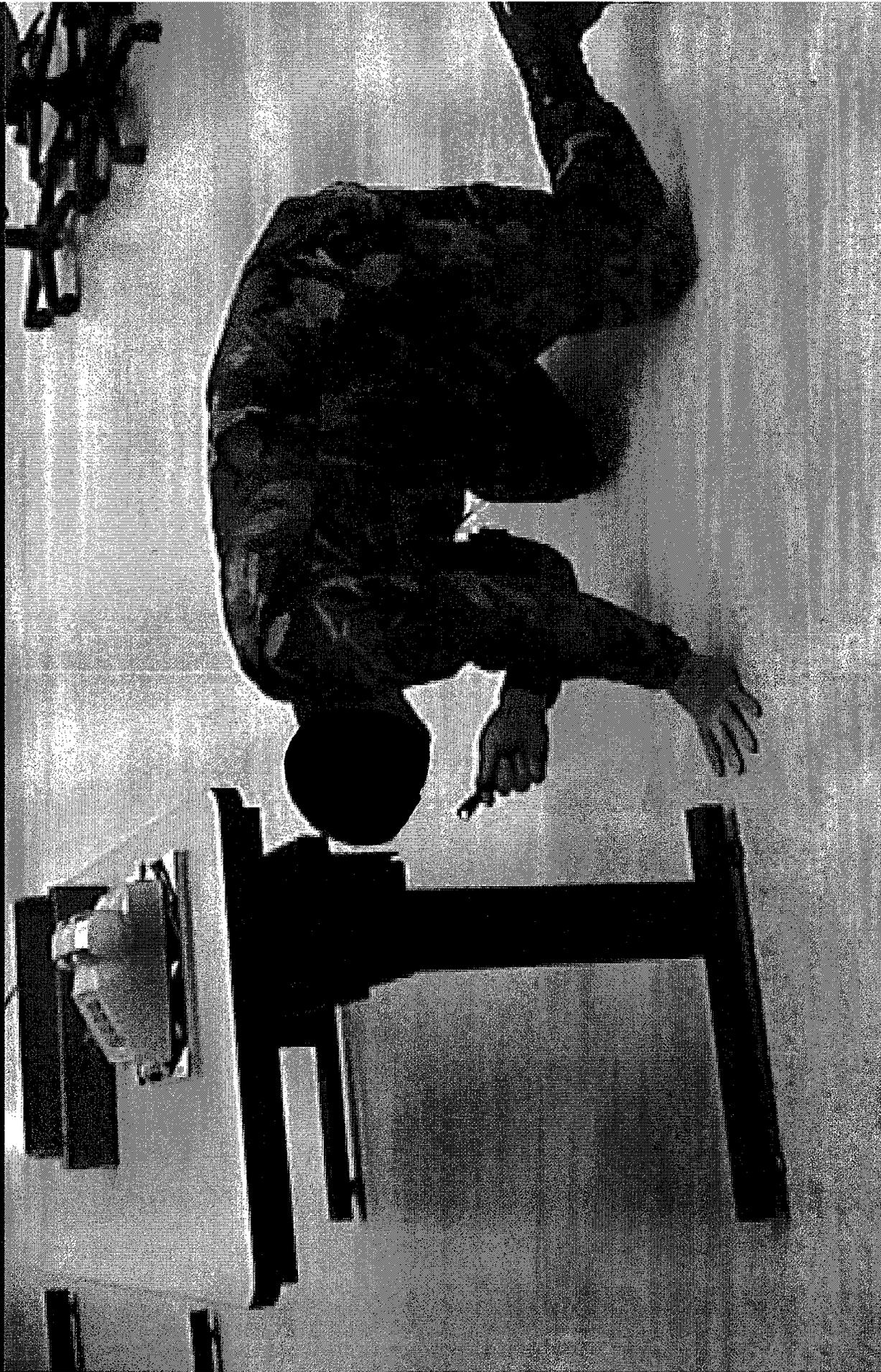
SEARCH VISITATION AREA

EQUIPMENT:



6716-2

SYSTEMATIC SEARCH



010858

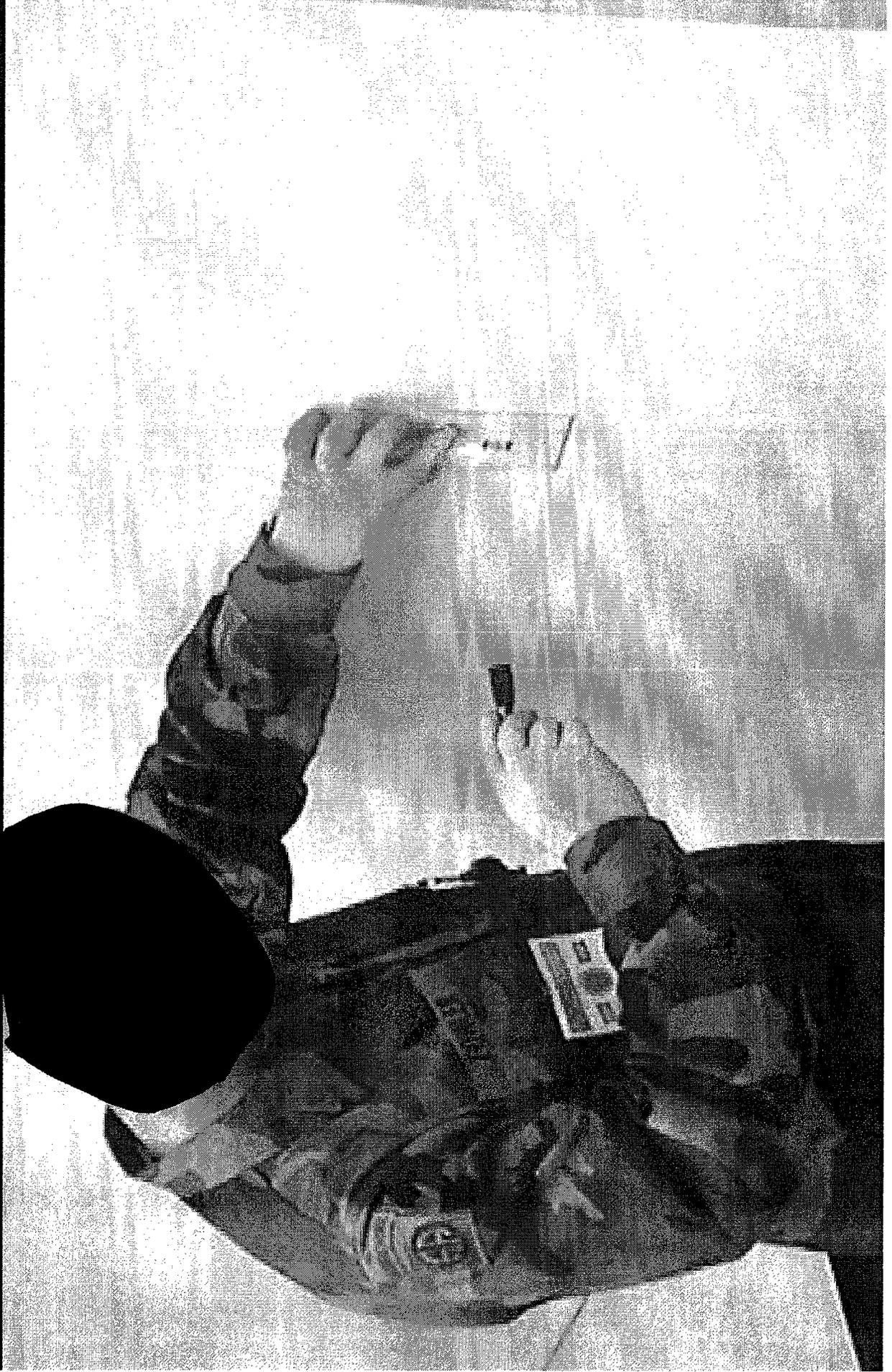
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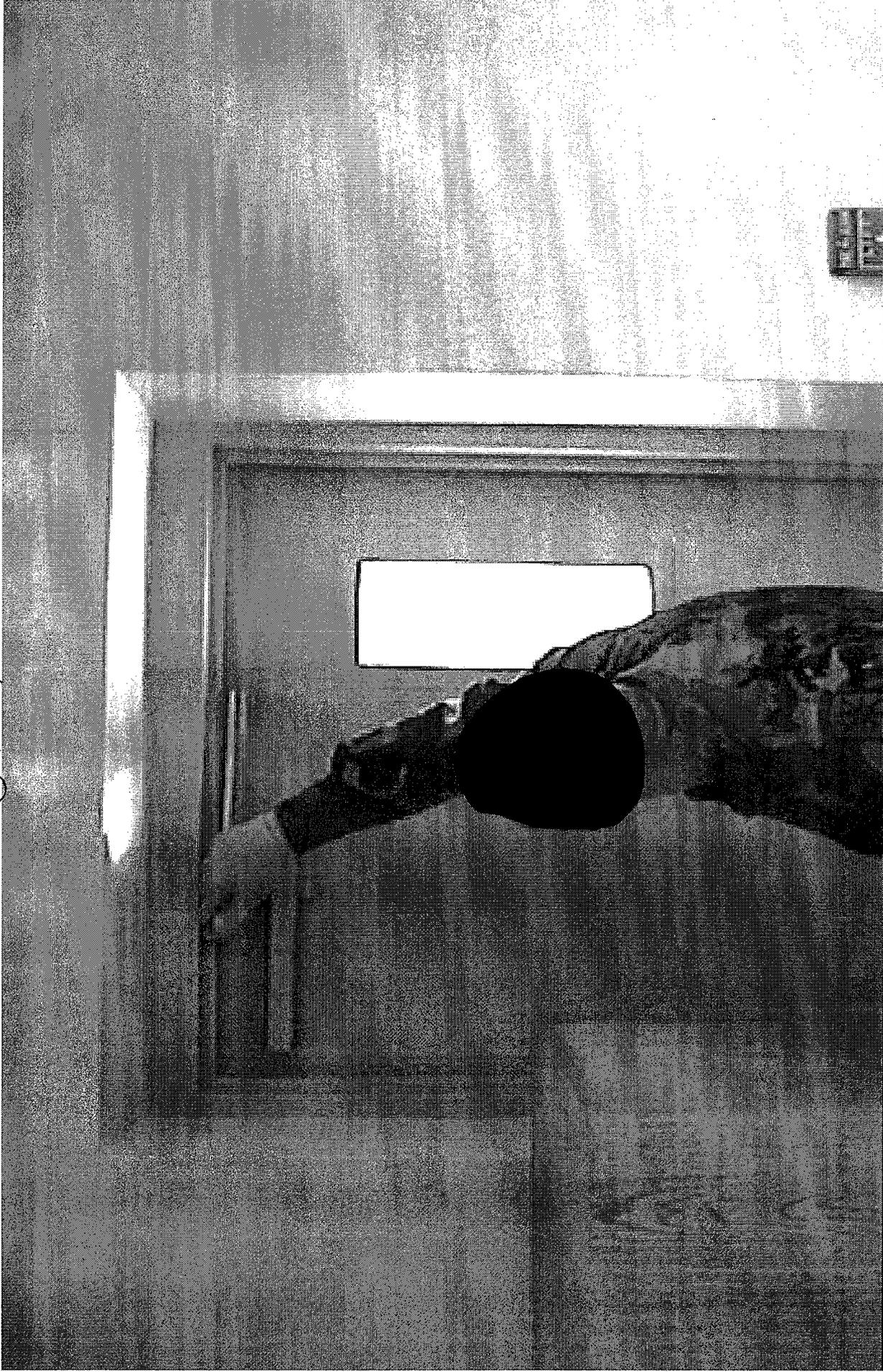
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SYSTEMATIC SEARCH



010860

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SYSTEMATIC SEARCH

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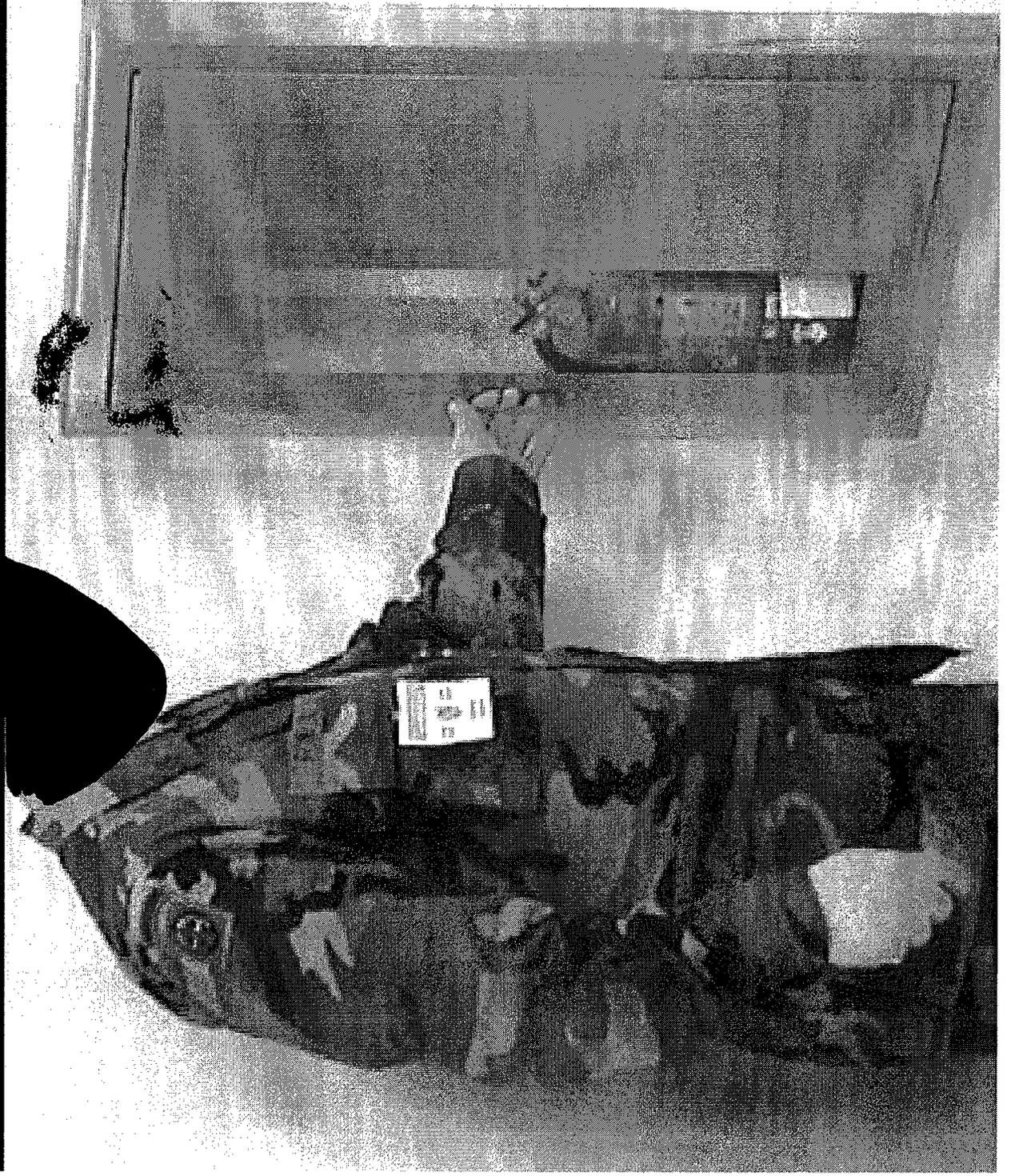
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SYSTEMATIC SEARCH

010862

SYSTEMATIC SEARCH



010863

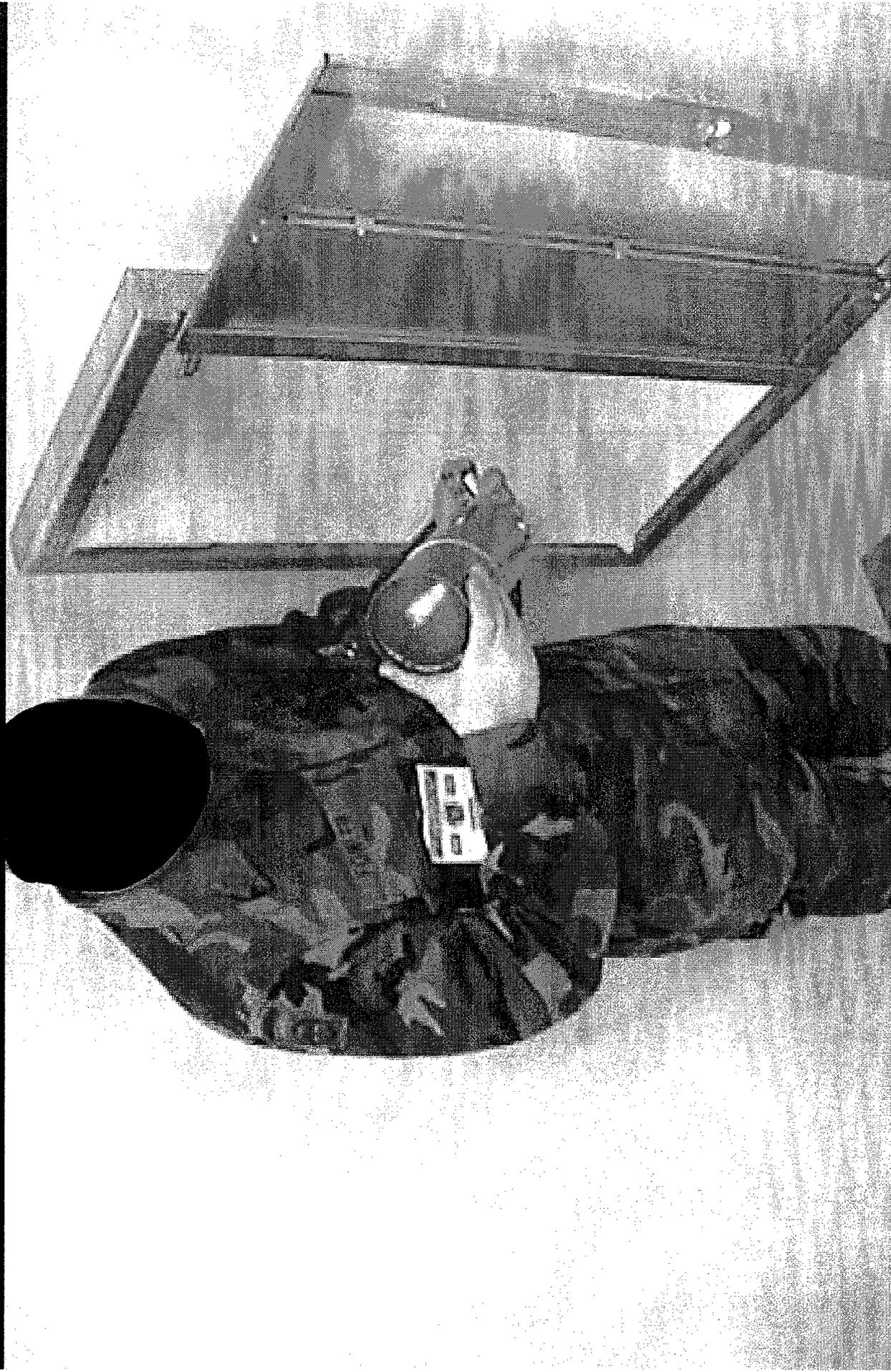
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SYSTEMATIC SEARCH



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SYSTEMATIC SEARCH



010865

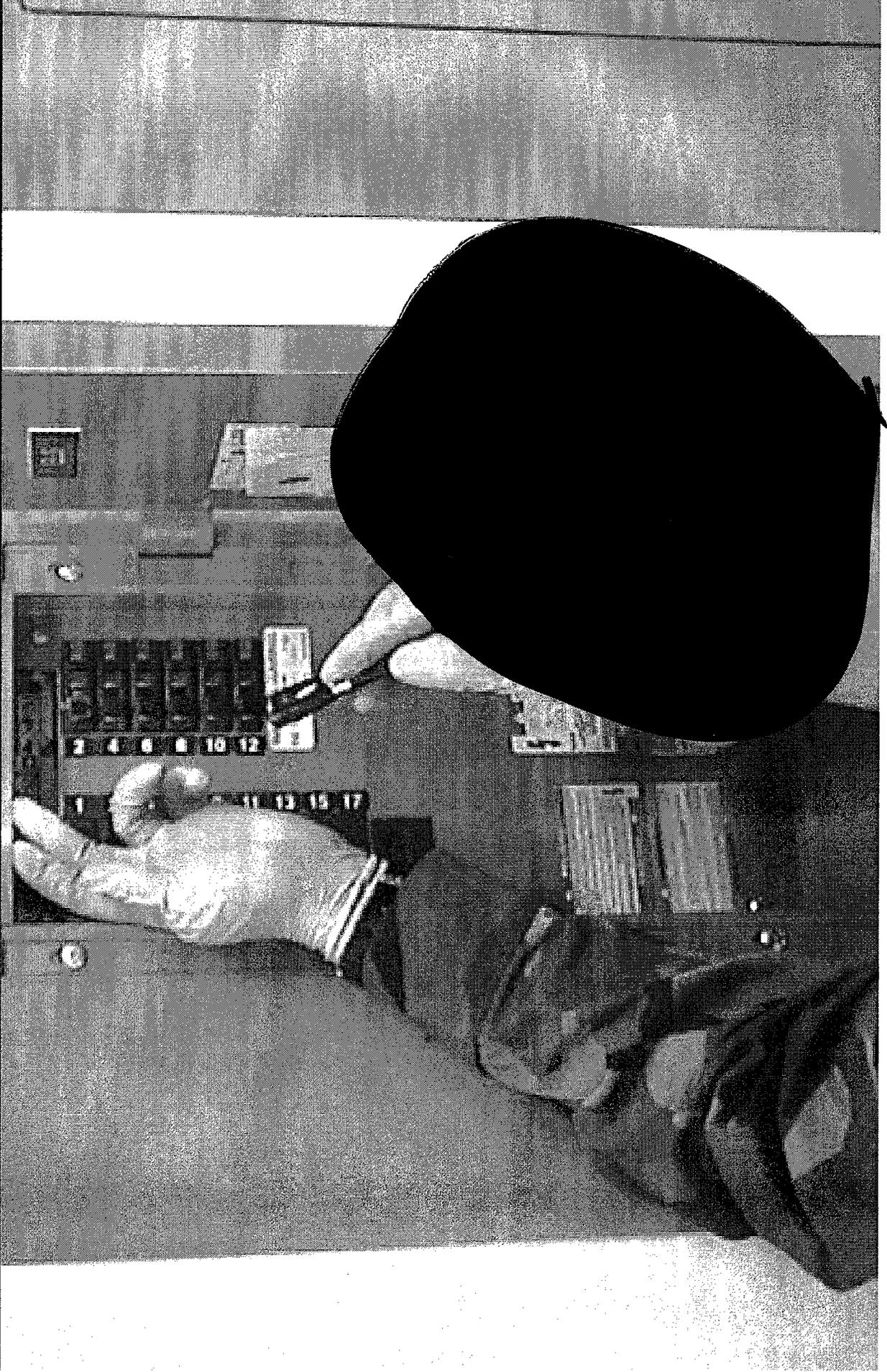


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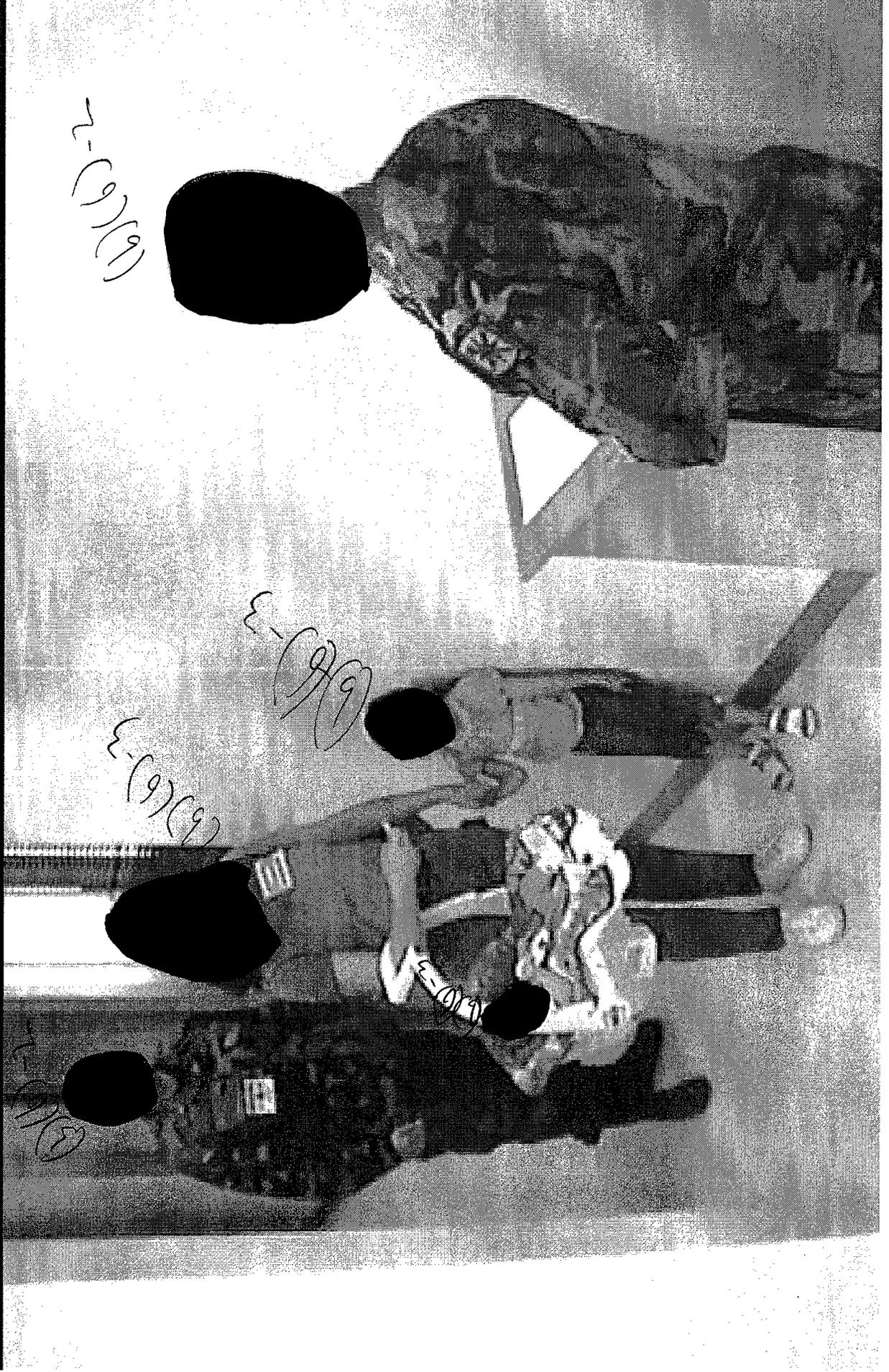
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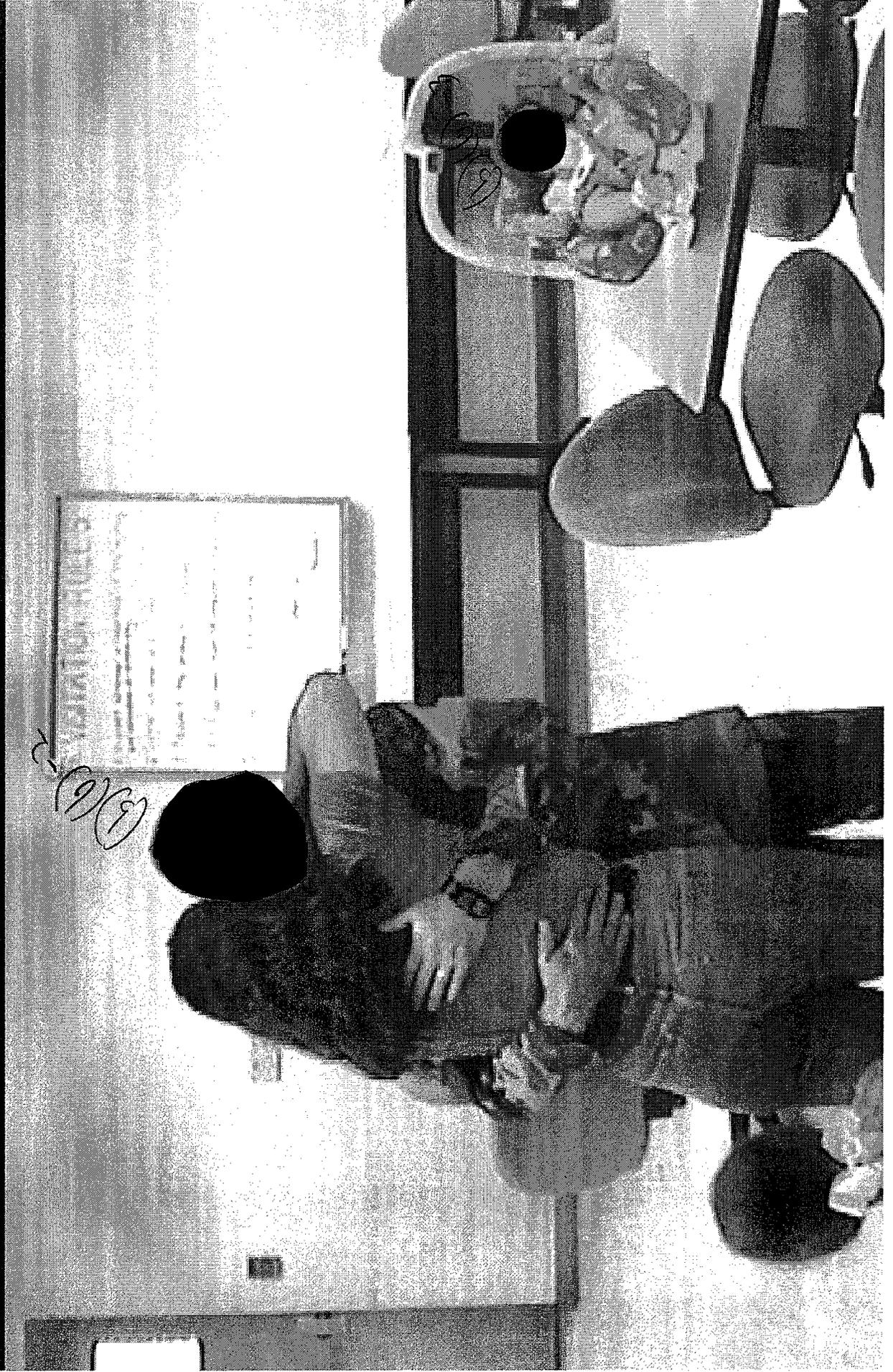


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BRIEF VISITORS

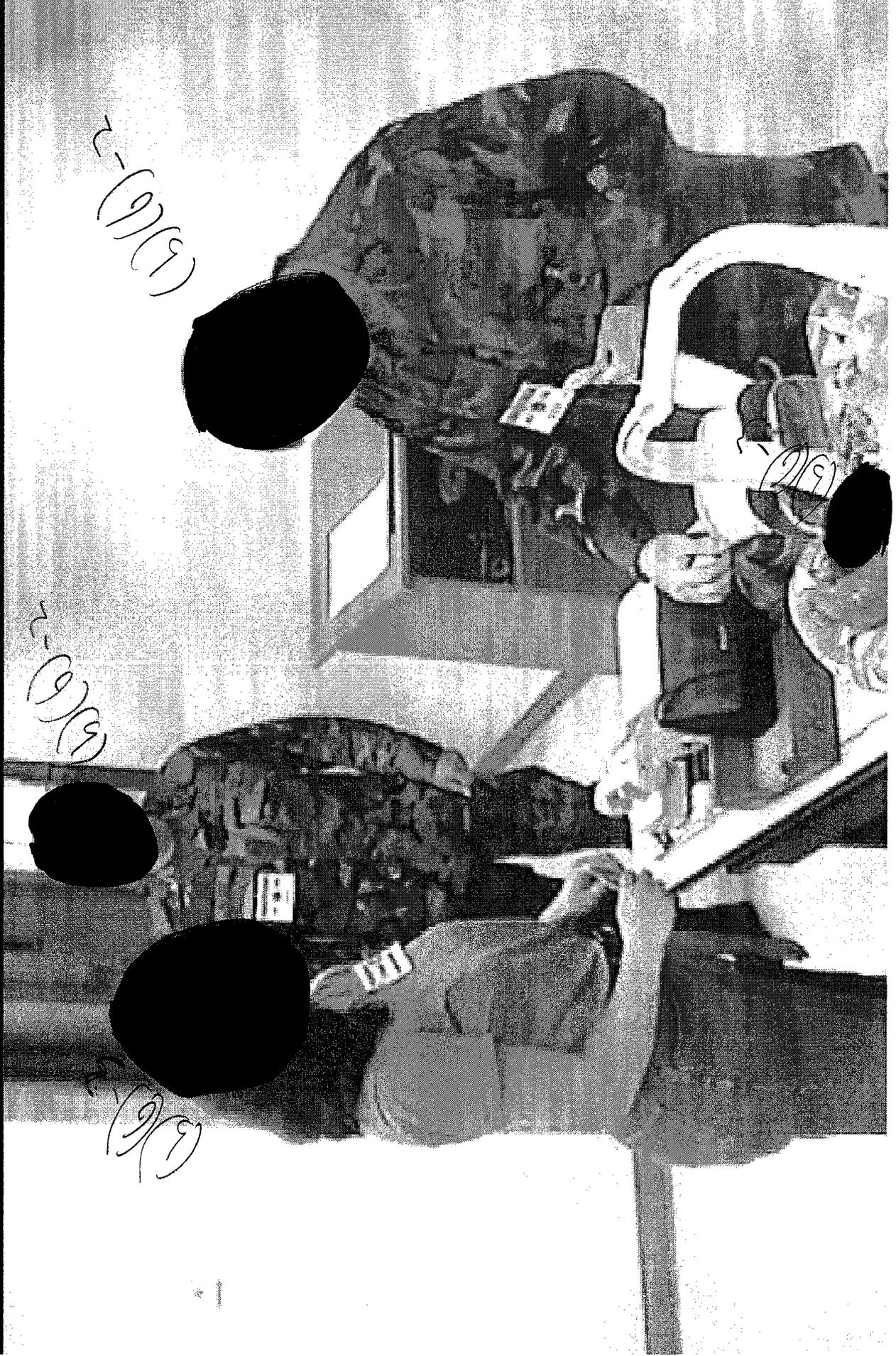


BRIEF EMBRACE



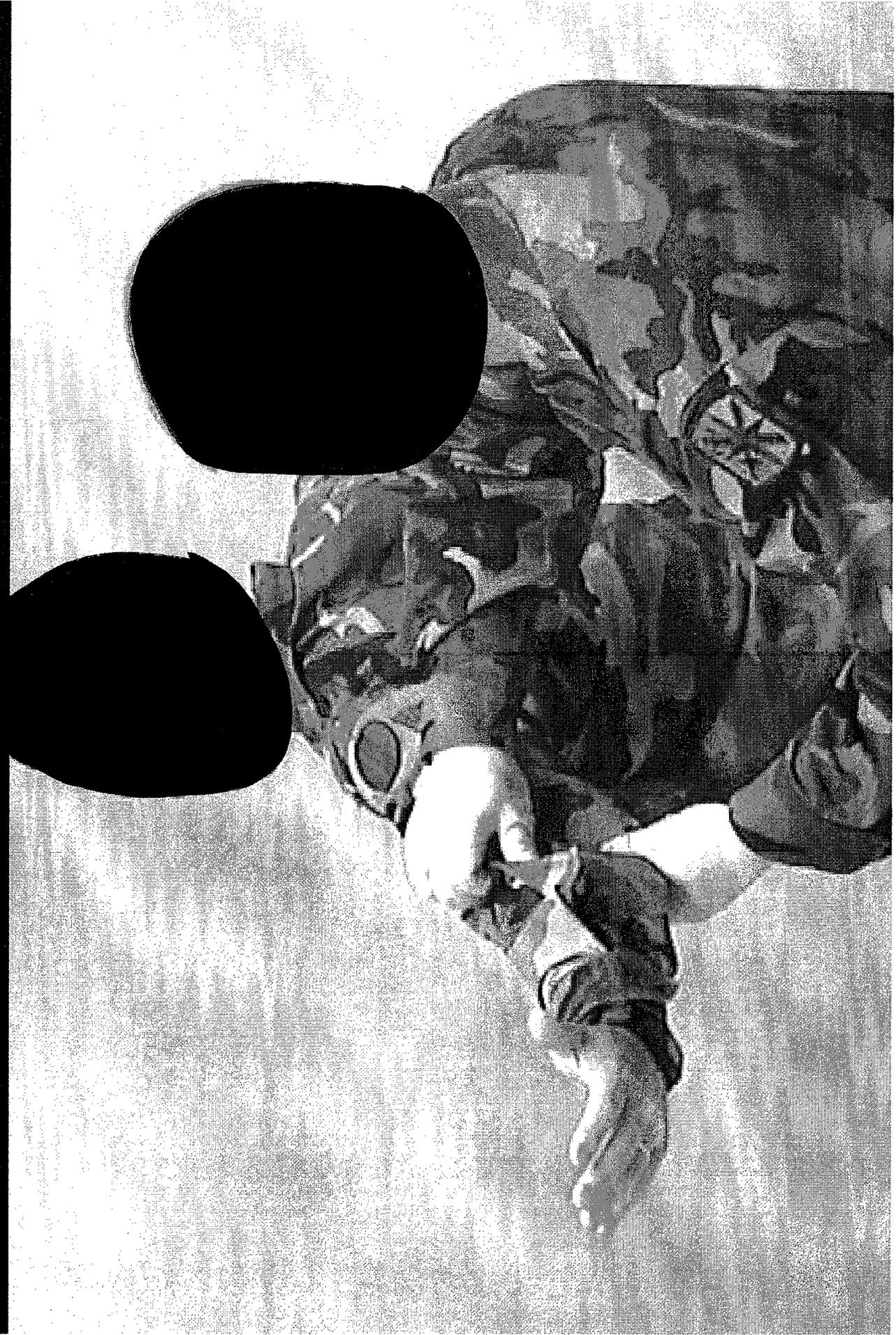
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SEARCH ALL PROPERTY



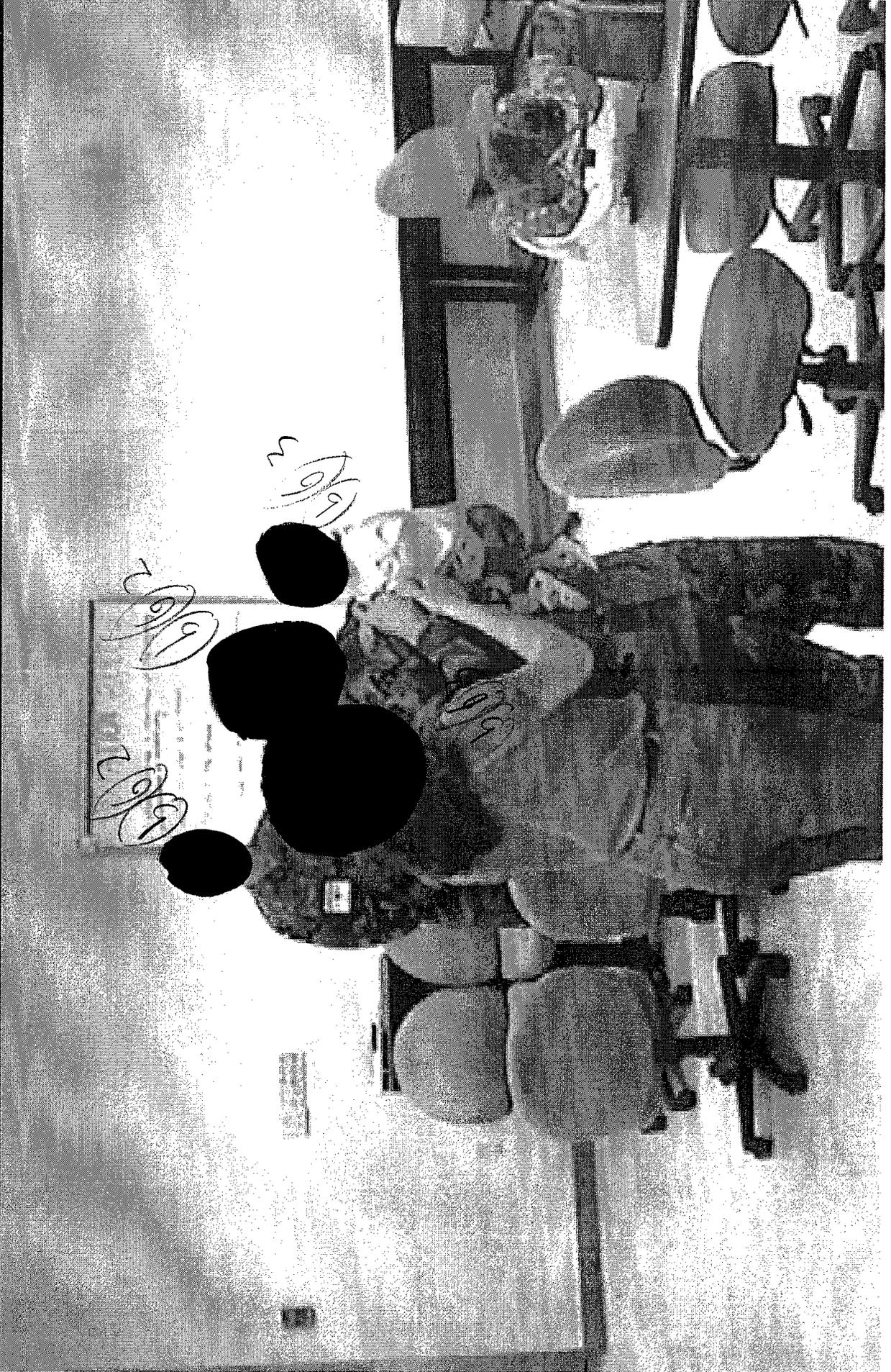
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FRISK SEARCH DETAINEES



010871

Position Yourself



Position Yourself



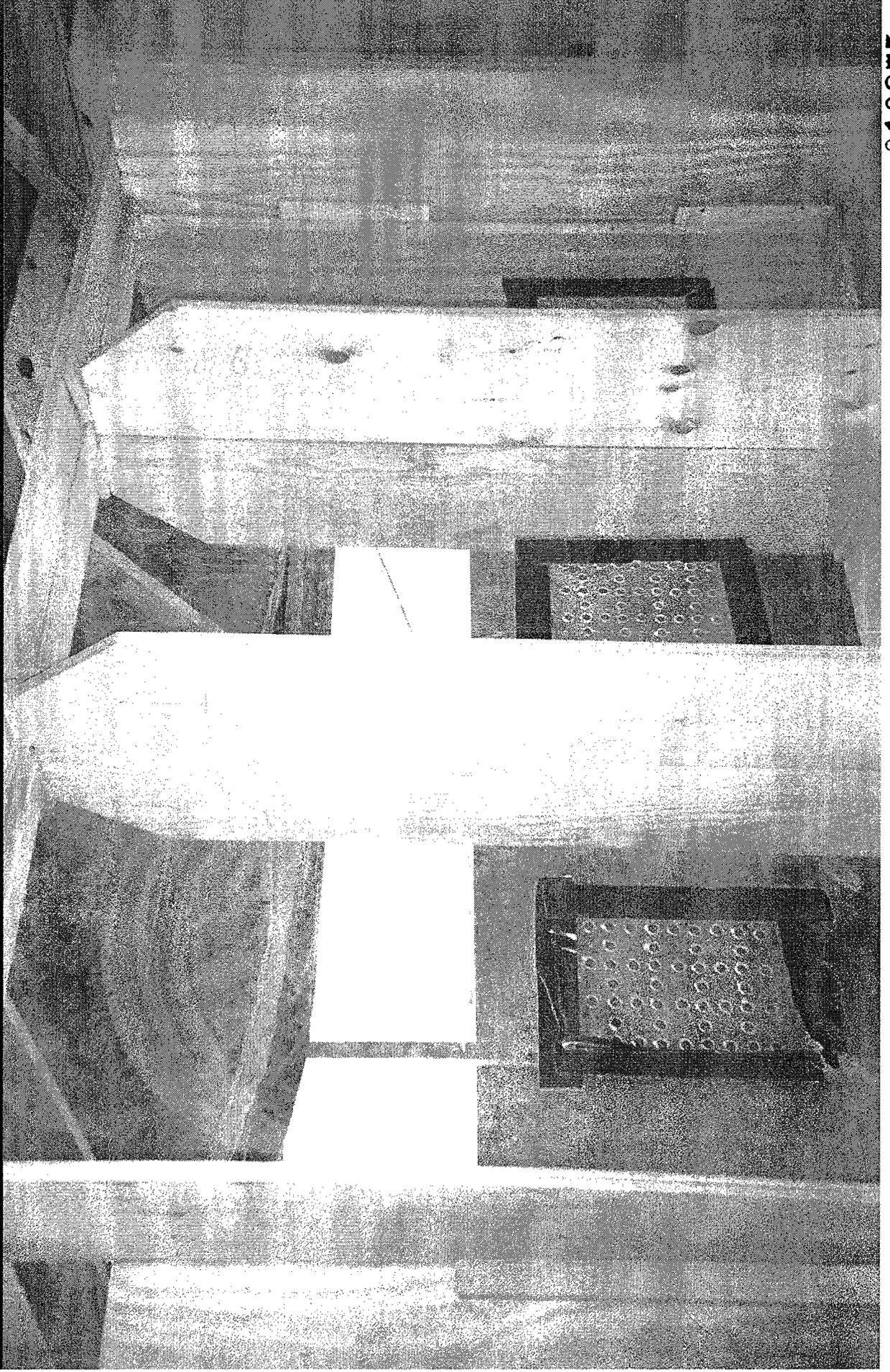
INCORRECT

Position Yourself



INCORRECT

Position Yourself



010875

Position Yourself



CORRECT

Rules Violations

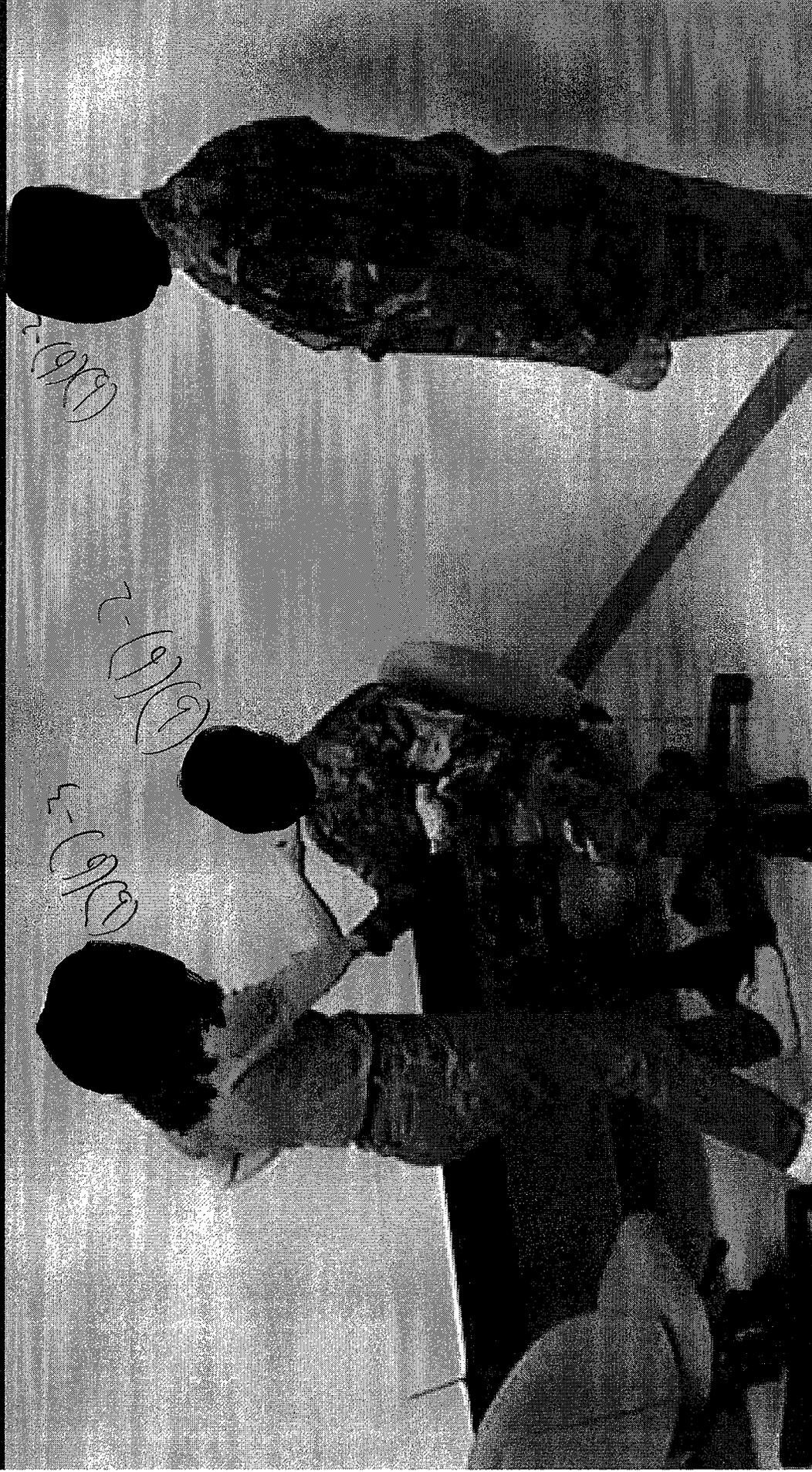


Rules Violations



DISPUTES

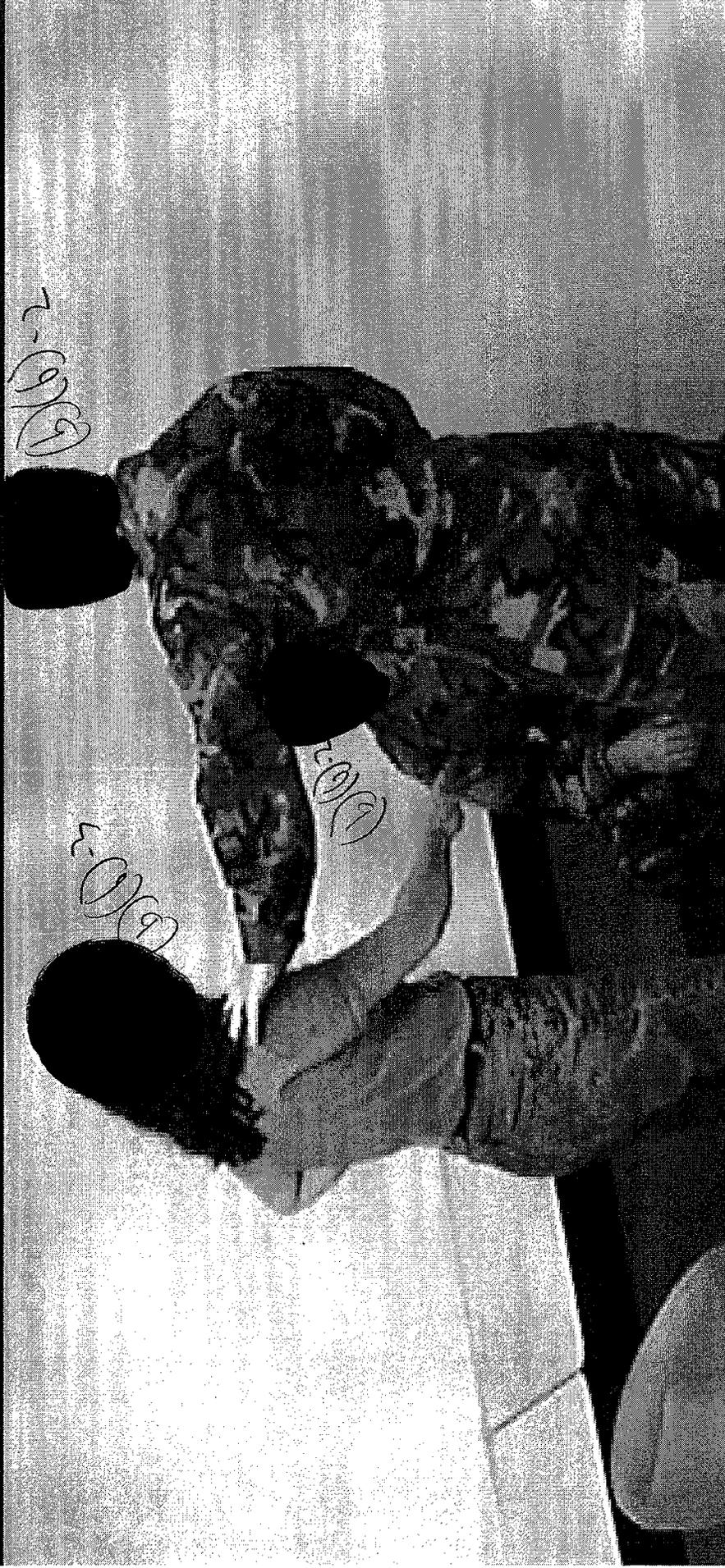
Rules Violations



DISPUTES

010879

Rules Violations



INCORRECT

Rules Violations



CORRECT

Rules Violations



COUNSEL

010882

Rules Violations



CONTINUE DUTIES

010883

After Visitation



Brief Embrace

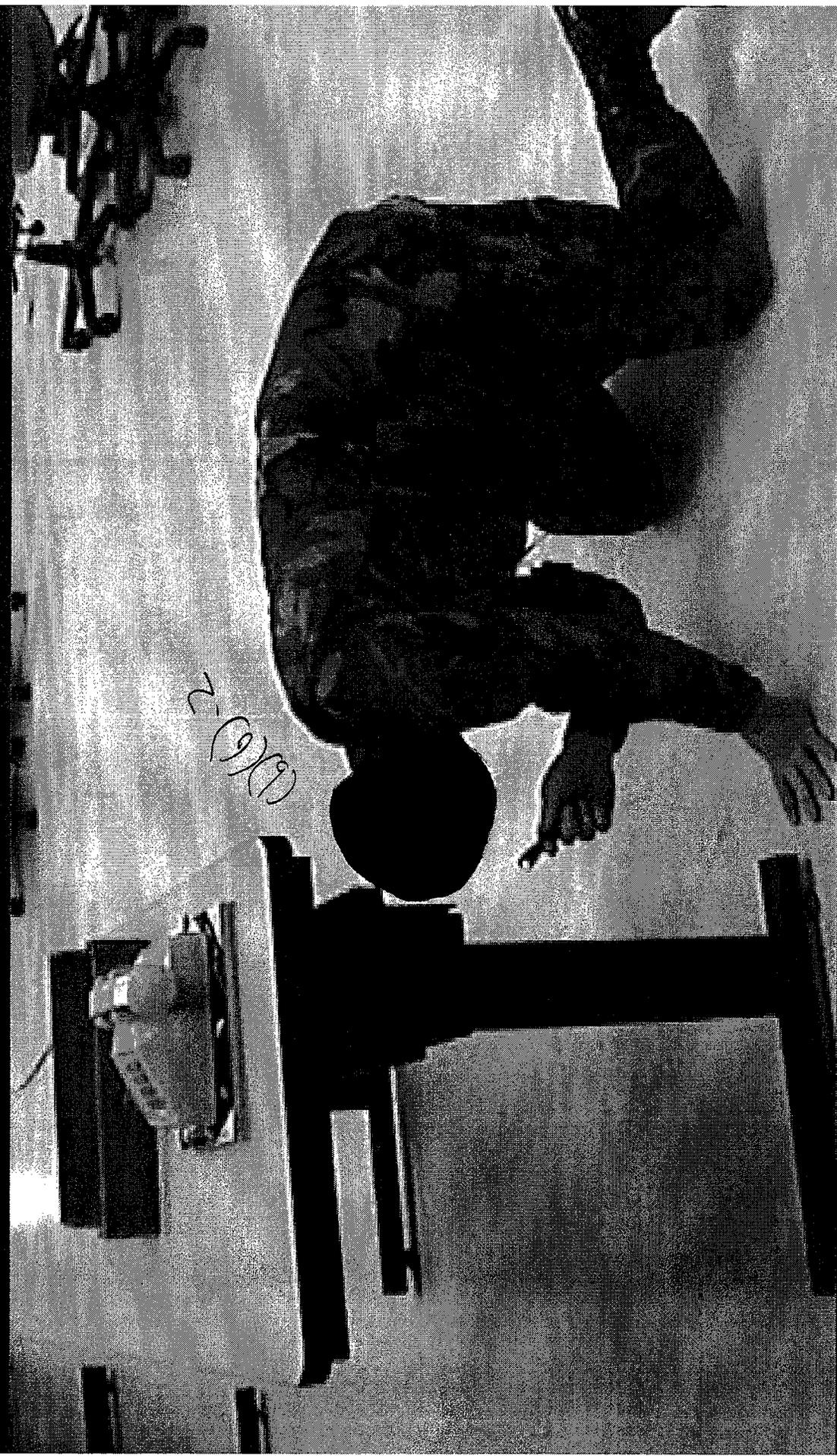
All (b)(6)-2

After Visitation



Strip Search
Same Sex
Privacy

After Visitation



Systematic Search

010886

Visitation Procedures

Within Detainee Operations Summary

**Visitation Procedures within Detainee Operations
CD 414 / Version 2004
11 Jun 2004**

SECTION I. ADMINISTRATIVE DATA

All Courses Including This Lesson	<u>Course Number</u>	<u>Version</u>	<u>Course Title</u>
	31E-POI	2004	Detainee Operations

Task(s) Taught(*) or Supported	<u>Task Number</u>	<u>Task Title</u>
		<u>INDIVIDUAL</u>
	191-381-1313 (*)	Search a Visitor Room Before and After Visits
	191-381-1329 (*)	Inform an Internee of Rules and Regulations Regarding Visitors
	191-381-1330 (*)	Assist in the Control of Internee Visits

Reinforced Task(s)	<u>Task Number</u>	<u>Task Title</u>

Academic Hours	The academic hours required to teach this lesson are as follows:	
		<u>Mobilization Hours/Methods</u>
		20 mins / Conference / Discussion
		15 mins / Demonstration
		1 hr 15 mins / Practical Exercise (Performance)
	Test	0 hrs
Test Review	0 hrs	
	Total Hours:	2 hrs

Test Lesson Number	<u>Hours</u>	<u>Lesson No.</u>
	Testing (to include test review)	N/A

Prerequisite Lesson(s)	<u>Lesson Number</u>	<u>Lesson Title</u>
	CD 240	Conduct Contraband Control Procedures within Detainee Operations (Searches)

Clearance Access	Security Level: Unclassified Requirements: There are no clearance or access requirements for the lesson.
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Foreign Disclosure Restrictions	FD7. This product/publication has been reviewed by the product developers in coordination with the Fort Leonard Wood, Missouri 65473 foreign disclosure authority. This product is NOT releasable to students from foreign countries.
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References

<u>Number</u>	<u>Title</u>	<u>Date</u>	<u>Additional Information</u>
AR 190-47	The Army Corrections System.	05 Apr 2004	Chap 11, para 11-3c, p 31
FM 3-19.40	Military Police Internment/Resettlement Operations.	01 Aug 2001	
STP 19-95C1-SM	MOS 95C, Corrections Specialist, Skill Level 1, Soldier's Manual	30 Sep 2003	
STP 19-95C24-SM-TG	MOS 95C, Corrections Specialist, Skill Levels 2/3/4, Soldier's Manual and Trainer's Guide		

Student Study Assignments

Read STP 19-95C1-SM, STP 19-95C24-SM-TG

Instructor Requirements

One primary instructor and two assistant instructors.
Five student role players.

Additional Support Personnel Requirements

<u>Name</u>	<u>Stu Ratio</u>	<u>Qty</u>	<u>Man Hours</u>
None			

Equipment Required for Instruction

<u>Id Name</u>	<u>Stu Ratio</u>	<u>Instr Ratio</u>	<u>Spt</u>	<u>Qty</u>	<u>Exp</u>
None					

* Before Id indicates a TADSS

Materials Required**Instructor Materials:**

NOTE: Based on available qualified instructors, facilities and equipment, the instructor may use computer-assisted powerpoints with projection screen or VGTs (Vu-graphs) with overhead projector.

Mock training facility with visitation room.

Student Materials:

STP 19-95C1-SM, STP 19-95C24-SM-TG, pen/pencil, notebook, and whistle.

Classroom, Training Area, and Range Requirements**Ammunition Requirements**

<u>Id</u>	<u>Name</u>	<u>Exp</u>	<u>Stu Ratio</u>	<u>Instr Ratio</u>	<u>Spt Qty</u>
None					

Instructional Guidance

NOTE: Before presenting this lesson, instructors must thoroughly prepare by studying this lesson and identified reference material.

Proponent
Lesson Plan
Approvals

Name

(b)(6)-2

Rank

Position

Date

[REDACTED]

SR Corrections Technical
Advisor

11 Jun 2004

MSG

SECTION II. INTRODUCTION

Method of Instruction: <u>Conference / Discussion</u>
Instructor to Student Ratio is: _____
Time of Instruction: <u>5 mins</u>
Media: <u>-None-</u>

Motivator

NOTE: Show Slide #1 (Visitation Procedures within Detainee Operations)

Visitation by members of a Detainee's family is encouraged as it helps the Detainee's morale. However, you must be extremely cautious as visitation provides Detainees with an excellent opportunity to pass and receive contraband.

NOTE: Instructors are required to incorporate Contemporary Operating Environment (COE) issues and reinforce VALUES in this lesson to include scenarios and practical exercises. There are key variables that can be expected in virtually every conflict that serve as building blocks for the operational environment (OE). They are interrelated and sometimes overlap, and serve collectively as the foundation for understanding COE. Information can come from CALL (Center for Lessons Learned) <http://call.army.mil> or any media source including newspaper/magazine articles, television/radio information, law enforcement/field training circulars, etc. and should be current and relevant to the training. Do not violate any copyright or reproduction laws.

The eleven variables are:

1. Physical environment
2. Nature and stability of the state
3. Military capabilities
4. Technology
5. Information
6. External organizations
7. Social demographics
8. Regional Relationships
9. National will
10. Time
11. Economics

Terminal Learning Objective

NOTE: Inform the students of the following Terminal Learning Objective requirements.

At the completion of this lesson, you [the student] will:

NOTE: Show Slide #2 (TLO)

Action:	Perform duties as a Visitation Room Guard.
Conditions:	Given a conference presentation, a demonstration, practical exercises and an Internment Facility with a visitation area.
Standards:	Correctly respond to two of three scenarios.

Safety

Requirements

Safety briefings will be conducted prior to training with emphasis on weather conditions, existing and predicted; munitions, including the handling and transporting of blank ammunition and pyrotechnics; and safety while working around and with machinery, vehicles, and tools. Other topics include hot and cold weather injury prevention and treatment, animal and insect bites, poisonous plants, and fire prevention. All injuries/incidents will be reported to the instructor on site and processed IAW course policies and procedures.

Comply with:

- a. AR 385-10, The Army Safety Program, 29 February 2000.
- b. AR 385-55, Prevention of Motor Vehicle Accidents, 12 March 1987.
- c. TRADOC Regulation 385-2, 27 January 2000.
- d. FM 100-14, Risk Management, 23 April 1998.
- e. FM 101-5, Staff Organization and Operations, 31 May 1997.

NOTE: This is an example of a safety briefing. Safety briefings are dependent on the location of training/training event and this is not to be considered an all-inclusive safety briefing.

1. **Electrical storms:** (when appropriate) To take precautions against anyone being hit by lightning, we have a dispersal area that is located on this range at (give location) (instructors will complete this at their specific outside location). When directed to disperse, you will move directly to the dispersal area, ground your rifle and Kevlar and place your poncho over yourself after lying flat on the ground. In addition, be sure to avoid flagpoles, wires, Kevlar, and meters that contain electrical charges.
 2. **Snakebites:** (when appropriate) As you know, the areas in which snakes are generally found during hot weather are cool, damp places such as rotten logs, creek banks, and under roots. In training areas they may be found in fighting supported positions and bunkers. Always observe an area very closely prior to training. In the event that a snake of any type bites you, report it to range personnel, the instructor, or your drill sergeant. Under no circumstances should anyone try to handle a snake.
 3. **Heat casualties:** (when appropriate). When you are active the body becomes overheated and the perspiration, which is created, cannot evaporate and cool the body because of the high humidity. You become a possible casualty from the heat as the body temperature rises above the normal temperature. The symptoms that this can create are: cool, moist or hot, dry skin; profuse sweating; headaches; dizziness; weakness; rapid pulse; or severe cramps in the abdomen or legs. Instructors, range personnel, drill sergeants, and company cadre are familiar with first aid treatments and casualty evacuation procedures for further medical attention. During hot weather, drink water at a rate of not more than 1.5 quarts per hour and not more than 12 quarts per day. Use the buddy system and watch your buddies for signs of heat illness.
 4. **Cold weather injuries:** (when appropriate) Range OIC will ensure that warm-ups are properly utilized. Ten-minute breaks will be scheduled for each 50-minute block of instruction. During conference sessions, individuals should be allowed to move their feet, hands, etc., in order to maintain circulation. Supervisors at every level will ensure that their subordinates are adequately protected during cold weather. Range OIC will coordinate with company personnel to rotate Soldiers into warm-up tents when inclement weather conditions dictate the need for this to preserve troop health.
 5. **Weapons Handling:** Do not fire blank ammunition at individuals within a
-

distance of 25 meters. Ensure blank adapters are installed on weapons before ammunition is issued. Blank adapters will be installed on weapons at all times. When utilizing MILES equipment, never look directly into the laser engagement transmitter.

6. **Classroom Instruction:** Inform students of the procedures and exits in the classroom in the event of an emergency and/or fire.
7. If in need of a MEDEVAC helicopter, immediately contact the MEDEVAC Operations Center telephonically, either by calling through the Range Control Switchboard or by radio. If emergency care is needed, all medical support for units training outside the cantonment area should contact the local 911 for emergency care.
8. Be responsible for security of weapons.
9. Ensure proper use of pyrotechnics and blank ammunition.

NOTE: Ensure all students have been given the safety brief. Have those arriving late due to appointments and sick call read the briefing.

**Risk
Assessment
Level**

Low

**Environmental
Considerations**

NOTE: It is the responsibility of all soldiers and DA civilians to protect the environment from damage.

Caring for the environment begins with the Army's vision of environmental responsibility. The following vision statement describes what the Army expects of all Soldiers and leaders:

Vision Statement: *"The Army will integrate environmental values into its mission in order to sustain readiness, improve the Soldier's quality of life, strengthen community relationships, and provide sound stewardship of resources."*

Taking care of the environment protects health, safety, and natural resources. For example, when fuel spills on the ground, it soaks into the soil, poisons plants, and eventually enters streams and lakes that supply drinking water. (See *FM 3-100.4* for more information.)

Caring for the environment also supports the Army mission. Costly environmental cleanups detract from Army readiness. During war, many wise tactical, medical, or operations-security (OPSEC) practices are also good environmental practices. Handling fuels safely, maintaining vehicles, disposing of solid waste/hazardous waste (HW), and managing and turning in ammunition properly are sound environmental and tactical considerations that carry over from training into combat operations.

Many practices that damage the environment waste time and do not lead to success in combat. One example occurred during the Gulf War when Iraqi Soldiers set fire to Kuwaiti oil fields and poured millions of gallons of crude oil into the Persian Gulf. The Iraqi Army deliberately damaged environmental resources and wasted valuable time and effort on activities that did not stop the allies' advance. Remember, environmental stewardship does not prevent the Army from fighting and winning wars—it supports the Army mission.

Training will be conducted in the proper designated areas only. This ensures natural and environmental resources are maintained properly for continued training realism. All spills of hazardous property and POL products will be reported to the

appropriate environmental office. The activity responsible for the spill will contain the spill to reduce further environmental and training area degradation. Equipment will be operated to conform to environmental operating permits. Live foliage will not be used as camouflage material. Improper disposal of trash and refuse, inadequate cleanup of training areas pollutes ground water resources, and may result in a potential health or safety hazard.

References: Field Manual 3-100.4/MCRP 4-11B, Environmental Considerations in Military Operations, dated 15 June 2000; w/change #1 dated 11 May 2001.

Training Circular 3-34.489, The Soldier and the Environment, dated 8 May 2000; with change number 1, dated 26 October 2001.

Evaluation

You must perform the duties of a Visitation Room Guard. All scoring will be conducted in a GO/NO-GO format. You must receive a GO in all areas to pass.

**Instructional
Lead-In**

While assigned at an Internment Facility, you will perform duties as a visitor's room guard. This being the prime area for trafficking of contraband, it calls for a great deal of attention. This attention, along with care, should be used during a search before and after visits.

SECTION III. PRESENTATION

1. Learning Step / Activity 1.

Method of Instruction: Conference / Discussion

Time of Instruction: 10 mins

Media: -None-

NOTE: Show Slide #3 (Authorized Visitors)

a. IAW local SOP, Detainees submit a list of people they wish to visit with. Visitors will not be permitted until the list has been authorized by the facility commander or his designated representative. Normally family members are universally authorized to visit. Others may be authorized by the facility commander.

b. Official visitors such as members of congress and members of the International Committee of the Red Cross (ICRC) need not be listed.

c. Each facility will have set visitation time periods. Normally on weekends and holidays. Exceptions may be granted for unusual circumstances such as travel distance.

d. The number of visitors a Detainee is allowed at any one time will be determined by the facility commander based on the size of the visitation area.

e. The Detainee may talk with his attorney at any reasonable hour of the day. The Detainee and attorney are entitled to privileged communication. There are no real restrictions placed on official visits. However, the person desiring the visit should phone ahead to ensure the Detainee is available.

NOTE: Show Slide #4 thru 14 (Search Visitation Area)

NOTE: Search visitation area.

NOTE: For personal safety staff should use rubber gloves, flashlights small mirrors and probes during searches of the visitation areas.

f. The visitation area and any adjacent areas such as latrines will be thoroughly searched prior to allowing anyone in the visitation room.

(1) Search in a systematic way (clockwise or counterclockwise).

(2) Search for contraband, such as messages, weapons and money, etc..

(3) Check all areas, such as underneath chair cushions, behind pipes, underneath tables and chairs.

(4) Report the results of the search to your supervisor.

(a) Turn in all contraband items to your supervisor.

(b) Prepare an Observation Report and turn it in to your supervisor.

NOTE: Show Slide # 15 (Brief the Visitors)

NOTE: Brief the visitors.

g. Prior to each visit, visitors will be briefed on facility rules and regulations. The following is a list of general rules applying to most facilities. Check your local SOP for facility specific rules.

NOTE: Show Slide # 16 (Brief Embrace)

(1) Visitors and Detainees are allowed a brief embrace at the beginning and end of visitation, unless the visitation area prevents visitors from having physical contact.

(2) As applicable, visitors and Detainees may hold hands during the visitation however, hands must remain visible.

(3) The passing of contraband or any item is not allowed without prior approval from the facility commander.

(4) Fighting, horseplay, or general loudness is not allowed during visitation.

NOTE: Show Slide # 17 (Search Visitors Property)

(5) Handbags and parcels will not be allowed in the visiting room, but the facility commander may authorize a Detainee to receive an item from a visitor. All personal property brought into an Internment Facility will be searched for contraband. The visitation area should have a storage area for visitors personal property not authorized for entry to be held during visitation periods.

h. Ensure visitors and Detainees are properly dressed and remain properly dressed throughout the visit.

i. Ensure Detainees are aware of all rules and regulations regarding visitors.

NOTE: Show Slide # 18 (Frisk Search Detainees)

j. All Detainees will be frisk searched prior to entering the visitation room.

NOTE: Show Slide # 19 and 23 (Position yourself)

NOTE: Position yourself.

k. During visitation, position yourself so that:

(1) You are able to observe but not interfere with the visits.

(a) Do not hide or act as if you are spying on the Detainees and their visitors.

(b) Move around as necessary for good observation.

l. Do not listen to conversations between Detainees and visitors.

m. Use tact and courtesy when speaking to a visitor.

NOTE: Show Slide # 24 thru 30 (Rules Violations)

NOTE: Correct all violations of rules. If a Detainee or visitor breaks a visitation rule:

(1) Direct the Detainee to move away from the visitor so you can speak to the Detainee privately. Do not correct the Detainee in front of the visitor.

(2) Remind the Detainee about the rule that was violated and that continued misconduct could cause the visitation to be terminated.

(3) Allow the Detainee to rejoin the visitor unless the circumstances prohibit continuation of the visit.

(4) Advise your supervisor of the incident.

NOTE: Show Slide # 31 thru 33 (After Visitation)

NOTE: After visitation:

(5) Strip search all Detainees and have them escorted back to their (Cellblock/Compound as applicable).

(6) Thoroughly search the visitation room and adjacent areas.

(7) Report the conclusion of visitation and the results of the search to your supervisor.

(8) Turn in any found contraband.

(9) Prepare observation or disciplinary reports as required.

NOTE: Conduct a check on learning and summarize the learning activity.

2. Learning Step / Activity 2. Conduct demonstration.

Method of Instruction: Demonstration

Time of Instruction: 15 mins

Media: -None-

The instructor will explain the layout of the mock visitation room and demonstrate to the students how to conduct visitation.

NOTE: Conduct a check on learning and summarize the learning activity.

3. Learning Step / Activity 3. Conduct practical exercise.

Method of Instruction: Practical Exercise (Performance)

Time of Instruction: 1 hr 15 mins

Media: -None-

NOTE: Conduct Practical Exercise

NOTE: Conduct a check on learning and summarize the learning activity.

NOTE: Show Slide # 34 (Summary)

SECTION IV. SUMMARY

Method of Instruction: <u>Conference / Discussion</u>
Instructor to Student Ratio is: _____
Time of Instruction: <u>5 mins</u>
Media: <u>-None-</u>

Check on Learning

Determine if students have learned the material presented by:

- a. Soliciting student questions and explanations.
- b. Asking questions and getting answers from the students.

Review / Summarize Lesson

A. **RETAIN ATTENTION.** It is essential that a Detainee has visitation to enhance his morale. By allowing visitation, you as a staff member, must maintain security and control, plus be alert for the hiding and passing of unauthorized items, that may cause havoc or injury within the facility.

B. **REVIEW/SUMMARIZE.** During this block of instruction, we have discussed the proper procedure in assisting during Detainee visits. We have also discussed what to do if a Detainee or visitor violates a rule. We have discussed the methods of searching used to prevent contraband from entering the facility, and what will be done with contraband when it is found.

C. **CLOSING STATEMENT.** Remember to always be on the lookout for some type of rule violation. If you just happen to see something going on, correct it on the spot. Do not let the violation get out of hand as it could cost you your life. Practice what you have learned here today to ensure that your safety is not put in danger by any items that may slip through that very visitor's room that you have searched.

Transition to Next Lesson

SECTION V. STUDENT EVALUATION

**Testing
Requirements**

NONE

**Feedback
Requirements**

NOTE: Feedback is essential to effective learning. Schedule and provide feedback on the evaluation and any information to help answer students' questions. Provide remedial training as needed.

Appendix A - Viewgraph Masters (N/A)

Appendix B - Test(s) and Test Solution(s) (N/A)

believes they have been bitten by a spider will inform company or corrections committee cadre immediately.

5. Students will not attempt to climb the fence surrounding the Mock Detention Facility at any time.
6. Role players will use caution during all scenarios. Only scenarios directed by instructors will be conducted.
7. Students will be cautioned to stay away from the roadway during any training conducted outside of the fenced area.

Risk Assessment Low

Environmental Considerations

Evaluation You must perform the duties of a Visitation Room Guard. All scoring will be conducted in a **GO/NO-GO** format. You must receive a **GO** in all areas to pass.

Instructional Lead-In

Resource Requirements **Instructor Materials:**

Student Materials:
STP 19-95C1-SM, pen/pencil, and notebook.

Special Instructions

INSTRUCTIONS TO THE STUDENT

During this exercise, you will perform the duties of a detainee specialist assigned to the visitor's room. You may assume that all visitors arriving at the visitor's room have been signed in at the sally port and are escorted to the visitor's room. Detainees entering the visitor's room have been searched before entering and will be searched upon leaving by other guard personnel.

Procedures
Section I.

ASSIST IN CONTROL OF DETAINEE VISITS

The student:

*1. Prepares visitor's room and adjacent areas for visits by searching them thoroughly; picks a point in the room and searches in a clockwise or counter-clockwise systematic search pattern.

GOS	NO GO	COMMENT S

*2. Thoroughly checked each item in the visitor's room and adjacent areas for contraband and unauthorized items, i.e., messages, weapons, and money. Search:

- a. underneath chair cushions.
- b. behind pipes.
- c. underneath tables and chairs.
- d. around and underneath latrine fixtures.
- e. any cracks, holes, or small open spaces in the structure.

*3. Reports and turns-in any contraband or unauthorized items to the supervisor and prepares an observation report, if necessary.

4. Takes a position in visitor's room so he/she can be seen without calling undue attention to himself/herself.

- a. Location chosen does not interfere with the visit.
- b. Moves around to allow good observation.
- c. Does not hide or act as if spying on Detainees and their visitors.
- d. Uses tact and courtesy when speaking to the visitor.

5. Controls the visit by:

- a. allowing Detainees and visitors to embrace briefing at the beginning of the visit.
- b. allowing Detainees and visitors to hold hands during visit. Making sure the hands are always visible.
- c. not listening to conversation between Detainees and visitors.
- d. ensuring Detainees and visitors are properly dressed and stay dressed.
- e. not allowing Detainees and visitors to exchange

items without supervisor approval.

6. Corrects violations of rules by Detainee by:

a. having Detainee move away from the visitor to a private area.

b. reminding Detainee about rule which he or his visitor violated.

c. reminding the Detainee that visit can be stopped if they continue to break the rules.

d. Allowing Detainee to rejoin visitor unless the circumstances prohibit continuation of the visit.

e. Advising the supervisor of any incident that may have occurred. Writes an OR/DR if necessary.

7. Allowing Detainees and visitors to embrace briefly at the end of the visit.

*8. Searches the visitor's room and adjacent areas after room had been cleared. Watches for items that may have been left behind. Repeat steps 2a through e.

*9. Reports and turns-in any contraband or unauthorized items to the supervisor and writes an OR/DR if necessary.

(*) Denotes: Search Visitor's Room Before and After Visits.

**Feedback
Requirements**

**SOLUTION FOR
PRACTICAL EXERCISE SHEET 1**

- *1. Prepared visitor's room and adjacent areas for visits by searching them thoroughly. Picked a point in the room and searched in a clockwise or counter-clockwise systematic search pattern.
- *2. Thoroughly checked each item in the visitor's room and adjacent areas for contraband and unauthorized items, i.e., messages, weapons, and money. Searched:
 - a. Underneath chair cushions.
 - b. Behind pipes.
 - c. Underneath tables and chairs.
 - d. Around and underneath latrine fixtures.
 - e. Any cracks, holes, or small open spaces in the structure.
- *3. Reported and turned-in any contraband or unauthorized items to the supervisor and prepared an observation report, if necessary.
- 4. Took a position in visitor's room so he/she could be seen without calling undue attention to himself/herself.
 - a. Chose a location that does not interfere with the visit.
 - b. Moved around to allow good observation.
 - c. Did not hide or act as if spying on Detainees and their visitors.
 - d. Used tact and courtesy when speaking to the visitor.
- 5. Controlled the visit by:
 - a. Allowing Detainees and visitors to embrace briefly at the beginning of the visit.
 - b. Allowing Detainees and visitors to hold hands during visit. Made sure the hands were always visible.
 - c. Not listening to conversation between Detainees and visitors.
 - d. Ensuring Detainees and visitors were properly dressed and stayed dressed.
 - e. Not allowing Detainees and visitors to exchange items without supervisor approval.
- 6. Corrected violations of rules by Detainee by:
 - a. Having Detainee move away from the visitor to a private area.
 - b. Reminding Detainee about rule that he or his visitor violated.
 - c. Reminding the Detainee that visit could be stopped if they continued to break the rules.
 - d. Allowing Detainee to rejoin visitor unless the circumstances prohibited continuation of the visit.
 - e. Advising the supervisor of any incident that occurred. Wrote an OR/DR if necessary.
- 7. Allowed Detainees and visitors to embrace briefly at the end of the visit.
- *8. Searched the visitor's room and adjacent areas after room had been cleared. Watched for items that may have been left behind. Repeated steps 2a through e.
- *9. Reported and turned-in any contraband or unauthorized items to the supervisor and write an OR/DR if necessary.

*Searched Visitor's Room before and after visits.

Appendix D - Student Handouts (N/A)



Forced Cell Move Procedures Within Detainee Operations

010908

Action: Identify Appropriate Actions to Take When Conducting a Forced Cell Move.

Conditions: In a Classroom and Training Cell Environment Given a Conference and Demonstration, Identify Procedures Used to Forceably Move an Uncooperative Detainee From a Cell.

Standard: Perform Steps to Take When Forceably Moving an Uncooperative Detainee.

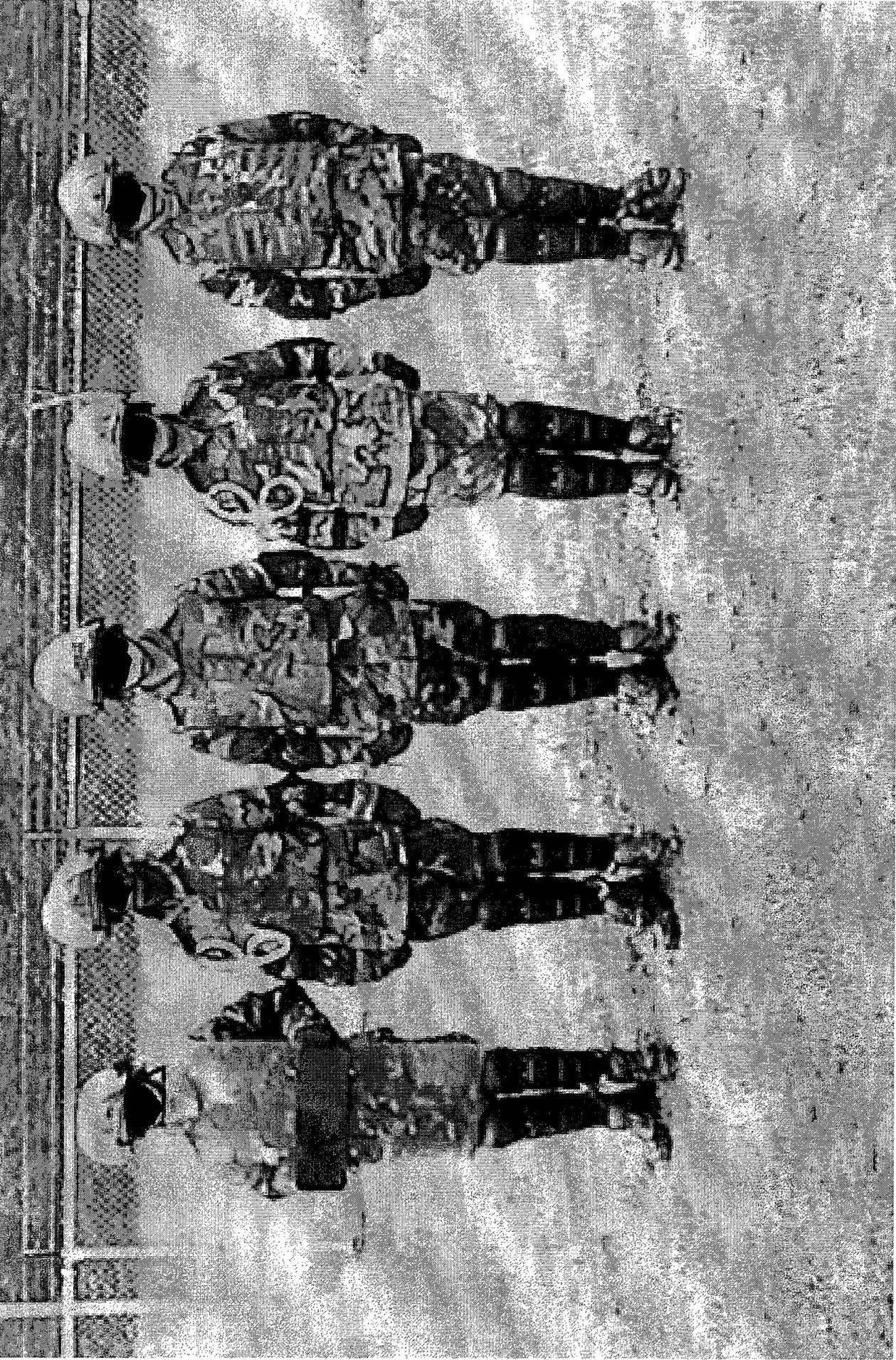
7-99 119

Purposes for a Forced Cell Move

010910

AV 56-2

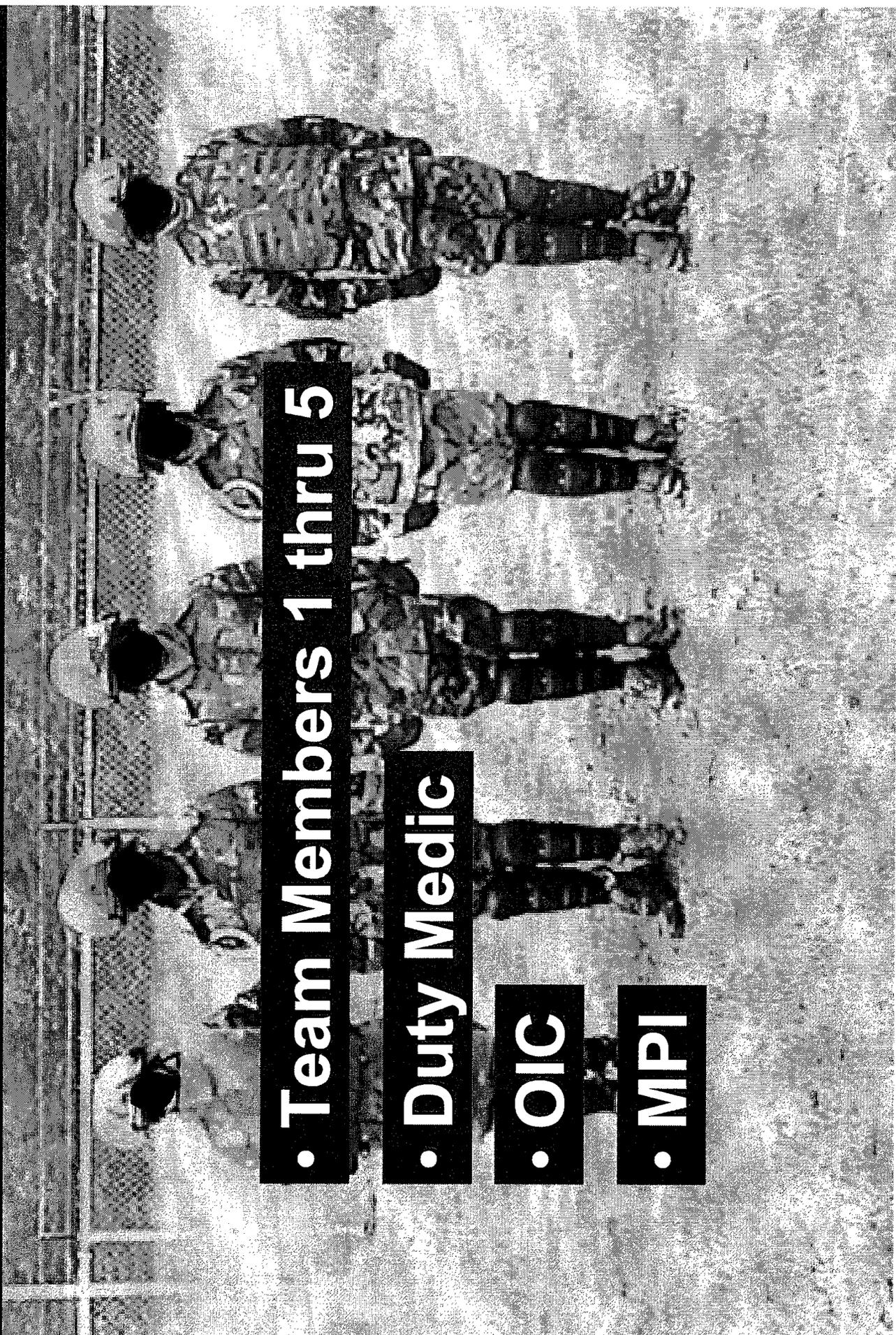
TEAM COMPOSITION



010911

796-2

RESPONSIBILITIES OF EACH MEMBER



• Team Members 1 thru 5

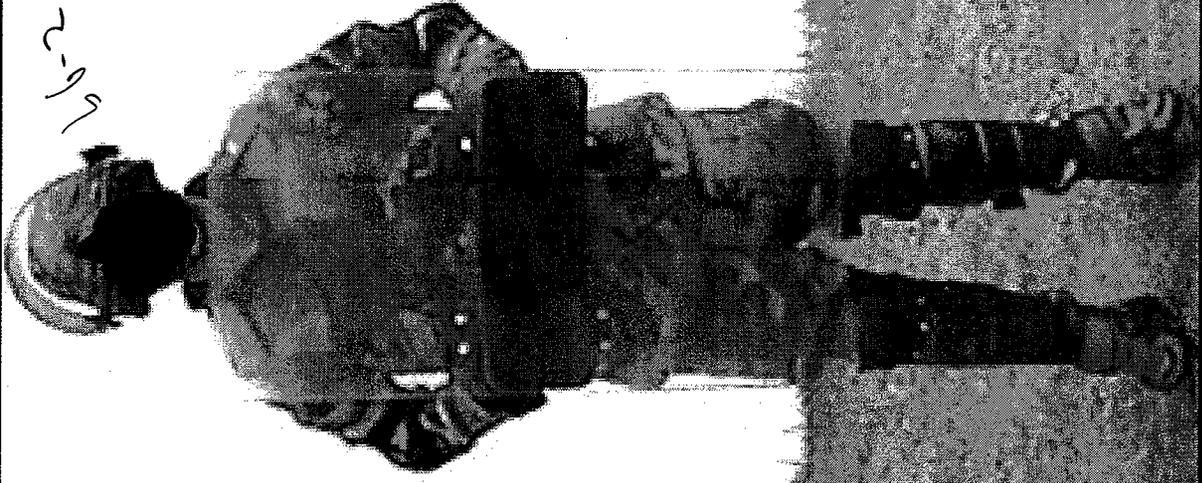
• Duty Medic

• OIC

• MPI

TEAM BRIEFING

19-29



#1 PERSON

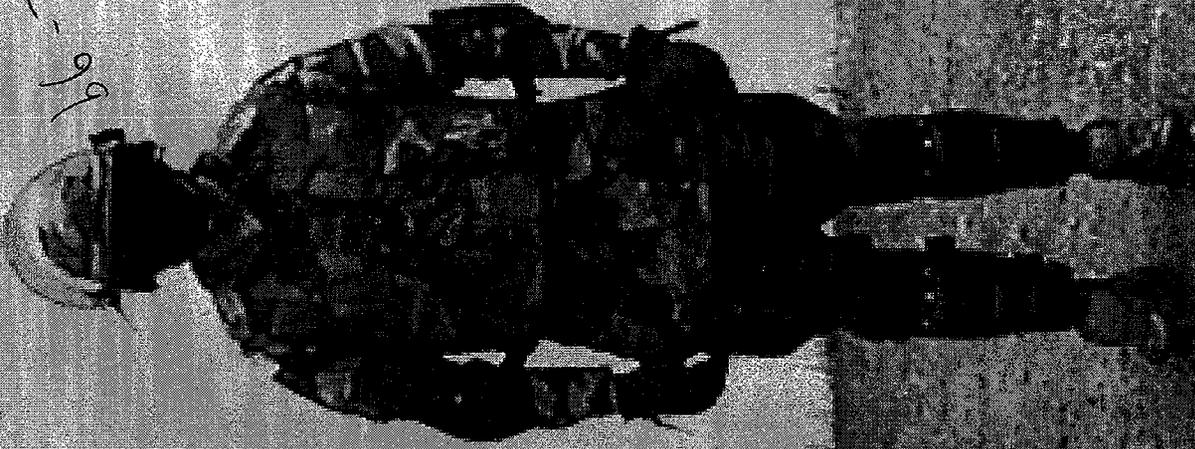
All 66-2

TEAM BRIEFING

#2 PERSON

TEAM BRIEFING

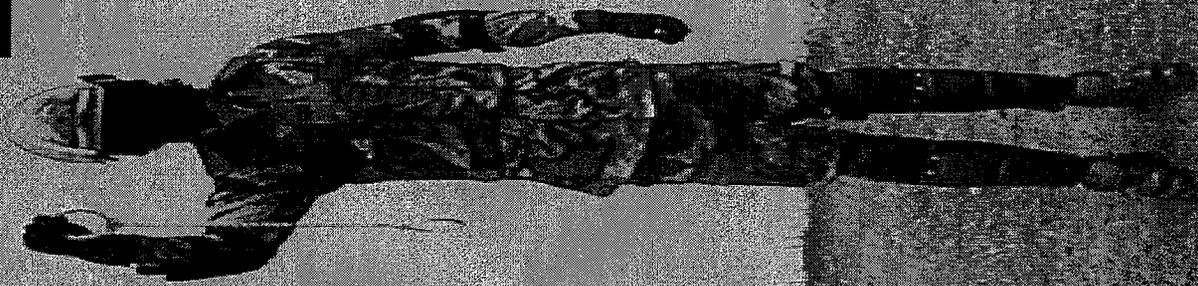
66-2



#3 PERSON

All 56-2

TEAM BRIEFING



#4 PERSON

TEAM BRIEFING

196-22



#5 PERSON

TEAM ACTIONS DURING THE MOVE

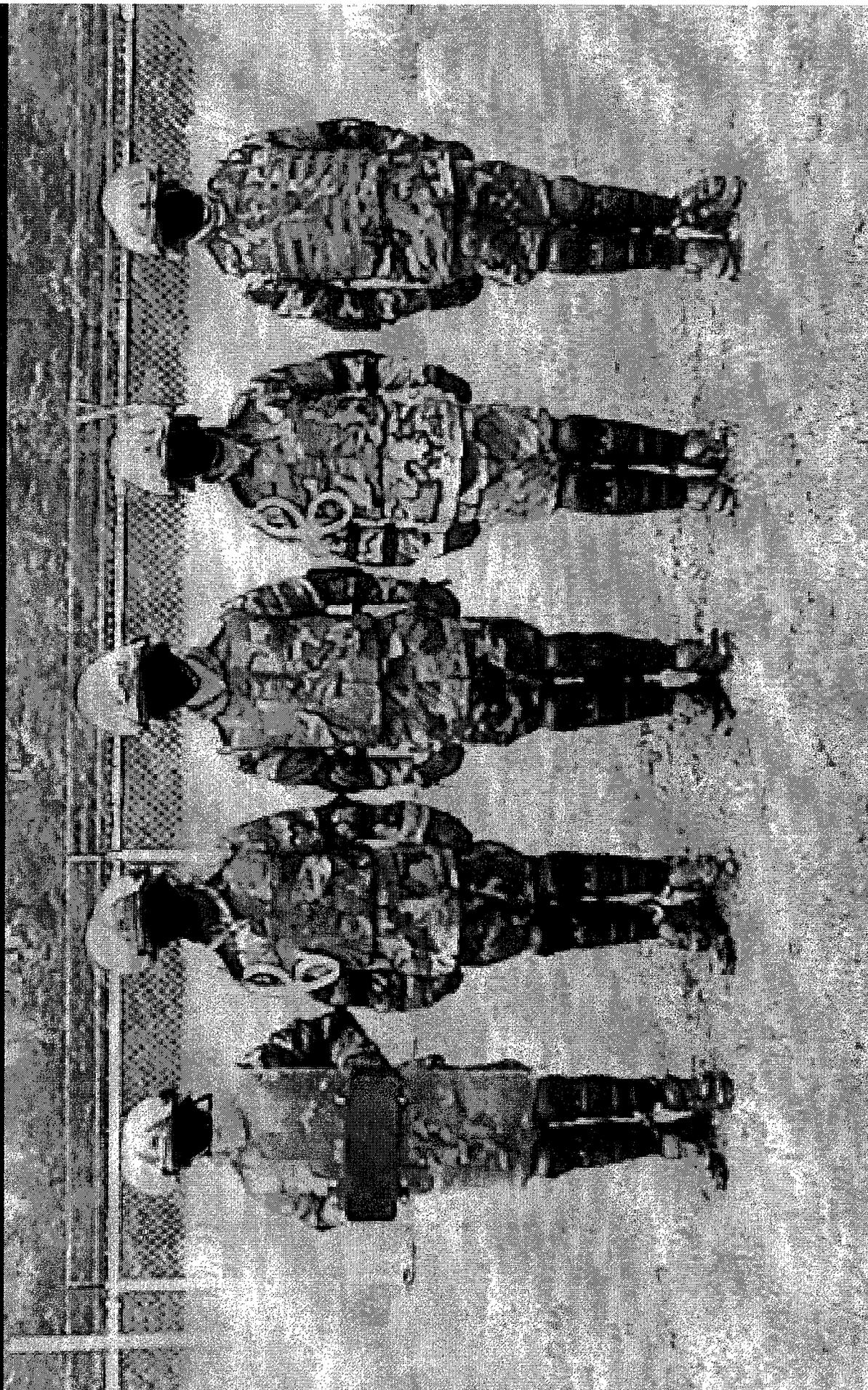
OIC

Military Police Investigator

On Duty Medic

AVI 66-2

TEAM ACTIONS DURING THE MOVE

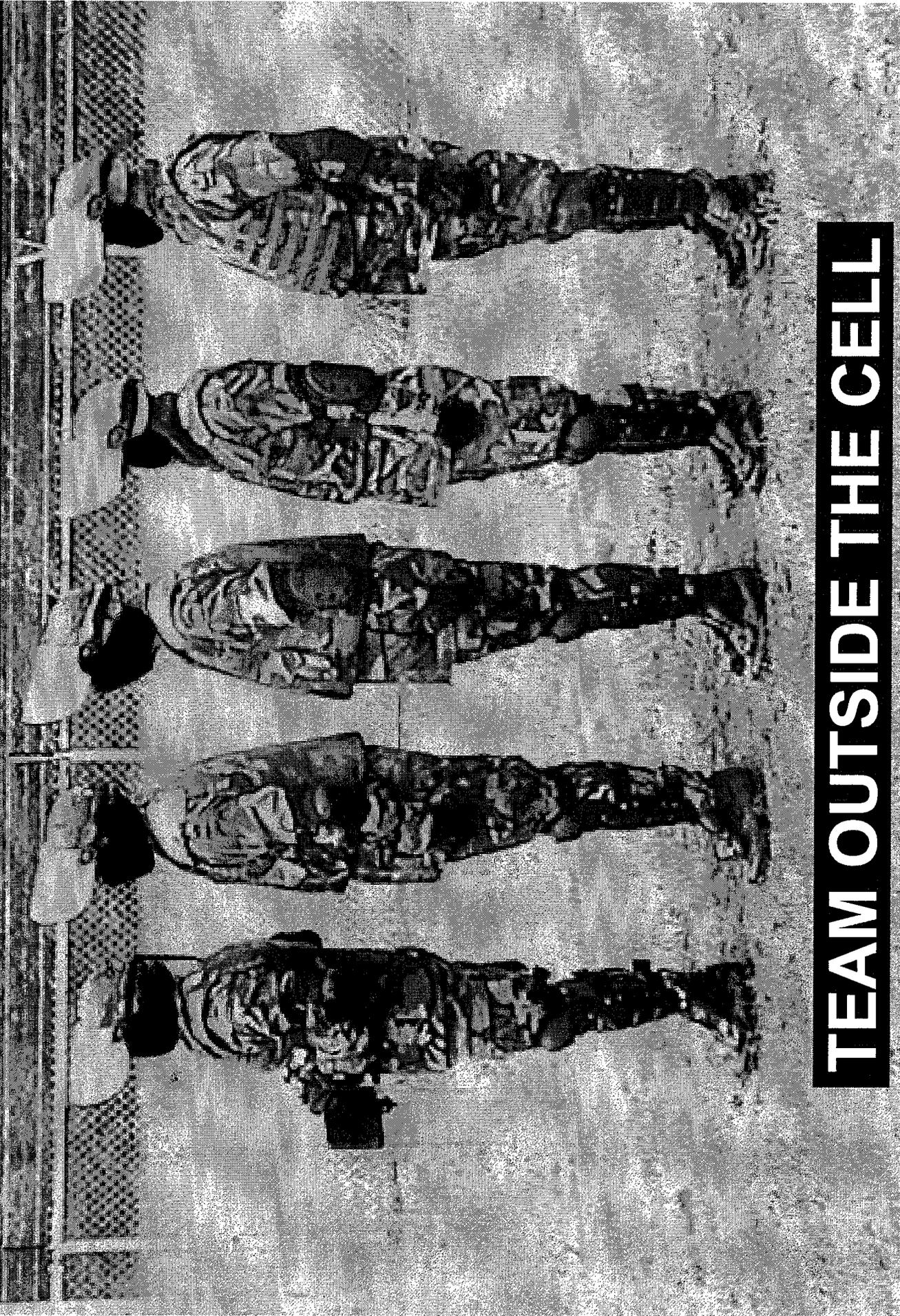


UNIFORMITY

010919

799 11A

TEAM ACTIONS DURING THE MOVE



TEAM OUTSIDE THE CELL

010920