



Headquarters  
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16 November 2023

**\*Army Regulation 190–56**

**Effective 16 December 2023**

## **Military Police**

# **The Army Civilian Police and Security Guard Program**

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By Order of the Secretary of the Army:

**RANDY A. GEORGE**  
*General, United States Army*  
*Chief of Staff*

Official:

  
**MARK F. AVERILL**  
*Administrative Assistant to the*  
*Secretary of the Army*

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**History.** This publication is a major revision.

**Authorities.** This regulation implements Section 2465, Title 10, United States Code, DoDI 5525.13, DoDI 5525.15, and DoDI 5200.08.

**Applicability.** This regulation applies to the Regular Army, the Army National Guard/Army National Guard of the United States, and the U.S. Army Reserve, unless otherwise stated. Also, it applies to all Department of the Army employees assigned to 0083 and 0085 career-series positions. Although not specifically applicable to the Army National Guard in its Title 32, United States Code status, the policies and procedures contained herein are appropriate for Army National Guard activities.

**Proponent and exception authority.** The proponent of this regulation is the Provost Marshal General. The proponent has the authority to approve exceptions or waivers to this regulation that are consistent with controlling law and regulations. The proponent may delegate this approval authority, in writing, to a division chief within the proponent agency or its direct reporting unit or field operating agency, in the grade of colonel or the civilian equivalent. Activities may request a waiver to this regulation by providing justification that includes a full analysis of the expected benefits and must include formal review by the activity's senior legal officer. All waiver requests will be endorsed by the commander or senior leader of the requesting activity and forwarded through their higher headquarters to the policy proponent. Refer to AR 25–30 for specific requirements.

**Army internal control process.** This regulation contains internal control provisions in accordance with AR 11–2 and identifies key internal controls that must be evaluated (see appendix B).

**Suggested improvements.** Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) via email to [hqdapmgpsd@army.mil](mailto:hqdapmgpsd@army.mil).

**Distribution.** This regulation is available in electronic media only and is intended for the Regular Army, the Army National Guard/Army National Guard of the United States, and the U.S. Army Reserve.

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\*This regulation is superseded by AR 190–56, dated 15 March 2013.

# ***SUMMARY of CHANGE***

AR 190–56

The Army Civilian Police and Security Guard Program

This major revision, dated 16 November 2023—

- Updates policy on background investigations (para 2–4).
- DA Form 7708 (Personnel Reliability Screening and Evaluation) replaces DA Form 5557 (Individual Reliability Screening and Evaluation Record) (para 3–1).
- Provides policy for when a Department of the Army Civilian Police is considered a law enforcement officer (para 4–2).
- Adds Respiratory Protection Program to required annual training (para 4–7b(5)).
- Requires active shooter response training and tracking for Department of the Army Civilian Police and Security Guards and contract security guards (para 4–7b(6)).
- Updates the requirement for the supervisor training course, which is now done through online distributive learning (para 4–8).
- Adds Conservation Law Enforcement Officer Training and equipment (para 4–9).
- Adds arming of supervisors in 0083 (Department of the Army Civilian Police) and 0085 (Department of the Army Security Guard) only (para 5–2e).
- Updates new Department of the Army Law Enforcement Official Credential (para 5–4).
- Adds U.S. Army Military Police School Commandant as sole law enforcement officer revocation entity (para 5–4b(1)).
- Increases the initial uniform allowance for Department of the Army Security Guards from \$400 to \$1,800 (para 6–10a).
- Adds wear of uniform authorized only for 0083 (Department of the Army Civilian Police) and 0085 (Department of the Army Security Guard) (para 6–11).
- Updates procedures for medical screening procedures (chap 8).

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**Contents** (Listed by chapter and page number)

**Summary of Change**

**Chapter 1**

**General**, *page 1*

**Chapter 2**

**Personnel Qualification and Selection**, *page 4*

**Chapter 3**

**Individual Reliability Program**, *page 8*

**Chapter 4**

**Training**, *page 10*

**Chapter 5**

**Authority of Department of the Army Civilian Police and Security Guards**, *page 14*

**Chapter 6**

**Uniforms and Equipment**, *page 17*

**Chapter 7**

**Employment Conditions**, *page 30*

**Chapter 8**

**Medical Screening Procedures**, *page 31*

**Chapter 9**

**Physical Ability Test**, *page 33*

**Appendixes**

**A. References**, *page 36*

**B. Internal Control Evaluation**, *page 38*

**Figure List**

Figure 6–1: Sample of specifications for the Department of the Army Civilian Police badge and hat insignia, *page 28*

Figure 6–2: Sample of specifications for the Department of the Army Security Guard badge and hat insignia, *page 29*

Figure 6–3: Sample of specifications for the Department of the Army Civilian Police/Department of the Army Security Guard shoulder insignia, *page 30*

Figure 9–1: Proper push-up position, *page 34*

**Glossary of Terms**

## Chapter 1

### General

#### 1–1. Purpose

This regulation establishes the Department of the Army Civilian Police (DACP) and Department of the Army Security Guard (DASG) Programs. It assigns responsibilities and establishes policy, standards, and procedures for the effective implementation of the DACP/DASG Programs. This regulation applies to all Department of the Army (DA) Civilian personnel in career series 0083 (DACP) and 0085 (DASG). Employment of contractors for firefighting functions or contract security guard (CSG) functions is subject to Title 10, United States Code, Section 2465 (10 USC 2465).

#### 1–2. References, forms, and explanation of abbreviations

See appendix A. The abbreviations, brevity codes, and acronyms (ABCAs) used in this electronic publication are defined when you hover over them. All ABCAs are listed in the ABCA directory located at <https://armypubs.army.mil/>.

#### 1–3. Associated publications

This section contains no entries.

#### 1–4. Responsibilities

- a. *Assistant Secretary of the Army (Manpower and Reserve Affairs)*. The ASA (M&RA) will—
  - (1) Ensure civilian personnel management policies support a skilled and professional civilian police and security guard work force. These policies include recruitment and placement, reassignment and termination, position evaluation, classification, pay administration, review of position descriptions, drug testing program and pay grades in coordination with the Office of the Provost Marshal General (OPMG).
  - (2) Provide the Civilian Human Resource Agency, Army Civilian Career Management Activity Physical Security and Law Enforcement Community Manager as a subject matter expert to OPMG regarding civilian personnel and professional development matters affecting civilian police and security guards.
- b. *Deputy Chief of Staff, G–1*. The DCS, G–1 will ensure the Commanding General (CG), U.S. Army Human Resources Command, implements policies affecting all DACP/DASGs to include those assigned to nuclear, biological and chemical surety or nuclear reactor positions.
- c. *Deputy Chief of Staff, G–4*. The DCS, G–4 will provide advice on the development of policy pertaining to the issue of specified organizational clothing and individual equipment for DACP/DASGs.
- d. *Heads of other Army Staff agencies*. Heads of other Army Staff agencies will—
  - (1) Designate a single organizational element as a sole point of contact (POC) responsible for coordination of DACP/DASG matters within their respective agency.
  - (2) Coordinate such matters with the DACP/DASG program manager.
- e. *The Surgeon General*. TSG will provide occupational health policy guidance per 5 CFR 339 and DoDM 6055.05 to determine medical qualifications of DACP/DASG personnel to perform the essential position functions as described for each individual in their position description medical and physical requirements.
- f. *Provost Marshal General*. The PMG has overall Army Staff responsibility for the DACP/DASG Program. The PMG will designate the Chief, Physical Security Division, Provost Marshal Office, to—
  - (1) Assist the ASA (M&RA) to develop and oversee policies, standards, and procedures to enhance the overall effectiveness of the DACP/DASG Program.
  - (2) Act as the principal Army Staff officer responsible for efforts to enhance program effectiveness.
  - (3) Designate a program manager in the Physical Security Division to oversee and manage the DACP/DASG Program and serve as the principal Army POC on all DACP/DASG and CSG program matters.
- g. *Commanding General, U.S. Army Training and Doctrine Command*. The CG, TRADOC will provide training development, training, and training support activities for the DACP/DASG Program.
- h. *Commanding General, U.S. Army Military Surface Deployment and Distribution Command*. The CG, SDDC will develop and publish requirements, to include training, for patrol boat operators. The

commanders of military ocean terminals will certify that all patrol boat operators have successfully completed these requirements and training.

*i. Commanding generals of Army commands, Army service component commands, direct reporting units, and Chief, National Guard Bureau.* The CGs of ACOMs, ASCCs, DRUs, and the CNGB will—

(1) Provide direction and staff assistance to subordinate commands, installations, and activities to ensure compliance with the intent and requirements of this regulation.

(2) Conduct necessary planning, programming, budgeting, and accounting actions to meet command-wide training needs for DACP/DASG personnel.

(3) Designate a representative to oversee and manage the DACP/DASG Program.

(4) Closely monitor installations, activities, government owned, contractor operated (GOCO), and contractor-owned, contractor-operated (COCO) facilities under their command to ensure compliance with applicable regulations. Establish adequate performance work statements (PWSs) to include minimum qualifications for security guard personnel, along with a corresponding quality assurance surveillance plan for security guard services contracts. This will assist contracting officers in negotiating contracts for specific security guard needs and ensure only qualified, capable, reliable, and trustworthy personnel are assigned by the contractor to perform such work. For GOCO facilities, work performance standards will be established by the command issuing or modifying the contract for the operation and maintenance of the facility. Ensure PWSs for contract security personnel require compliance with the standards contained in the most current version of this regulation.

*j. Other commanders and civilian directors.* Commanders and directors of standard and non-standard installations, activities, stand-alone facilities, and commanders of tenant activities, or subordinate units employing DACP/DASGs will—

(1) Implement and ensure compliance with this regulation.

(2) Ensure only individuals who are qualified, capable, reliable, and trustworthy are employed in DACP/DASG positions.

(3) Identify training needs and allocate necessary resources to meet their needs.

(4) Ensure PWSs for CSGs require compliance with the standards contained in the most current version of this regulation.

*k. Directors of Emergency Services, provost marshals, and designated representatives.* The Director of Emergency Services (DES), the provost marshal (PM), or the designated command security and law enforcement (LE) representative on any installation or activity where there is no DES, will—

(1) Ensure DACP/DASG personnel are adequately trained, certified, and credentialed to perform assigned duties and respond to, and recover from, all hazards, including terrorism and criminal incidents.

(2) Accomplish the following in coordination with the servicing civilian personnel advisory center (CPAC):

(a) Ensure personnel employed in DACP/DASG positions are qualified, capable, reliable, and trustworthy.

(b) Ensure appropriate reliability investigations are conducted on Army employees before they are assigned to DACP/DASG duties.

(3) Accomplish the following in coordination with contracting officers:

(a) Establish adequate PWSs that will include minimum qualifications for security guard personnel, along with a corresponding quality assurance surveillance plan for security guard services contracts. This will assist contracting officers in negotiating contracts for specific security guard needs and to ensure that only qualified, capable, reliable, and trustworthy personnel are assigned by the contractor to perform such work. Ensure PWSs for CSGs require compliance with the standards contained in the most current version of this regulation. For GOCO and COCO facilities, PWSs will be established by the command issuing or modifying the contract for the operation and maintenance of the facility.

(b) Ensure provisions in security guard services contracts authorize PM, DES, or designated command security and LE representative personnel to be appointed as either the contracting officer's representative (COR) for purposes of monitoring and inspecting the performance of such contracts. For GOCO facilities, the PWS will ensure that the PM, security officer, or other designated Army employee may be appointed as either the COR for purposes of monitoring and inspecting the performance of such contracts.

(c) Ensure a minimum of a Tier 3 or equivalent background investigation is favorably adjudicated and conduct reliability checks on contract personnel before such personnel are assigned security guard duties.

(d) Ensure CSG contracts clearly define the limits of the CSGs' authority and jurisdiction to their assigned installation and delineate the parameters for use of force while in a duty status.

(4) Ensure personnel requiring access to classified material have the appropriate security clearance, in coordination with the local personnel security office.

*l. Directors, Civilian personnel advisory centers.* The servicing CPAC director will provide technical assistance to and coordinate all employment matters affecting the DACP/DASG Program with the appropriate PM, DES, or designated command security and LE representative. The CPAC representative will seek the advice of the servicing legal advisor and/or heads of supporting intelligence activities, when required.

*m. Managers and/or supervisors at all levels.* The managers and/or supervisors at all levels will implement internal controls per AR 11–2 to ensure adherence to this regulation and ensure the DACP/DASG Program is managed efficiently and effectively. Requirements for DACPs should be submitted under Management Decision Package (MDEP) QLPR and requirements for DASGs should be submitted under MDEP QPSM to ensure proper funding through the program objective memorandum process.

### **1–5. Records management (recordkeeping) requirements**

The records management requirement for all record numbers, associated forms, and reports required by this publication are addressed in the Records Retention Schedule-Army (RRS–A). Detailed information for all related record numbers, forms, and reports are located in Army Records Information Management System (ARIMS)/RRS–A at <https://www.arims.army.mil>. If any record numbers, forms, and reports are not current, addressed, and/or published correctly in ARIMS/RRS–A, see DA Pam 25–403 for guidance.

### **1–6. Objectives**

The objectives of the DACP/DASG Program are to—

*a.* Establish minimum standards for training, fitness, and management for DACP/DASGs (see DoDI 5525.15).

*b.* Ensure the professionalism, quality, and effectiveness of DACP/DASGs to perform security and LE services for Army installations.

### **1–7. Deviation process**

*a. Management tool.* This process provides a management tool for commanders and directors to review, monitor, plan, and program for corrections from DACP/DASG standards, impacting Army resources, or resources over which they have controlling authority and responsibility. The deviation process—

- (1) Ensures prescribed requirements are properly observed and implemented.
- (2) Provides a management tool to monitor corrective actions.
- (3) Ensures deviations from established requirements are systematically and uniformly identified, concurred to by the chain of command, and adjudicated by OPMG.
- (4) Ensures that waivers and limited or permanent deviations are from specific requirements.
- (5) Ensures that waivers and limited or permanent exceptions are not used to reduce or eliminate the minimum standards in the regulation.

(6) Evaluates each waiver and limited or permanent exceptions on a case-by-case basis.

*b. Categories of deviations.* To ensure alignment with Department of Defense (DoD)-approving authorities, this regulation will categorize deviations from this regulation as waivers or exceptions.

(1) *Waivers.*

(a) Senior commanders, directors, or facility directors must request a waiver when they cannot meet a prescribed minimum standard or the deficiency cannot be corrected within 90 days, but it can be corrected within one year.

(b) The approving authority must formally review waivers every nine months and document progress made to correct the waived deficiency. A brief statement affirming currency of all command waivers and exceptions will be certified current by (principal official) (date) and a copy sent to Headquarters, Department of the Army (DAPM–MPO–PS), 2800 Army Pentagon, Washington, DC 20310–2800.

(c) Submitted and approved waiver requests must be retained on file, to include periodic reviews of waivers.

(2) *Limited exceptions.*

(a) Senior commanders, directors, or facility directors must request a limited exception when they cannot meet a prescribed minimum standard and the deficiency is exceptions-correctable within three years.

(b) Limited exceptions are granted when corrective action of a security deficiency is beyond the capability of the organization, or the deficiency can be corrected within three years.

(c) The approving authority will formally review limited exceptions every 12 months and document progress made to correct the deviation.

(d) If security standards or the situation affecting the security of the Army resources changes, another deviation request must be submitted.

(e) Submitted and approved limited exceptions requests must be retained on file, to include annual reviews of limited exceptions.

(f) A brief statement affirming currency of all command-limited exceptions will be certified current by (principal official) (date) and a copy sent to Headquarters, Department of the Army (DAPM–MPO–PS), 2800 Army Pentagon, Washington, DC 20310–2800.

(3) *Permanent exceptions.*

(a) Senior commanders, directors, or facility directors must request an exception when a DACP/DASG cannot meet a prescribed minimum standard. Justification must clearly explain why the standard cannot be met after a careful and critical evaluation of the facts.

(b) Submitted and approved exceptions requests must be retained on file, to include a command review annually of permanent exceptions.

(c) Requests for a permanent exception are initiated by the commander or director and forwarded through appropriate command channels to Headquarters, Department of the Army (DAPM–MPO–PS), 2800 Army Pentagon, Washington, DC 20310–2800 or [hqdapmgpsd@army.mil](mailto:hqdapmgpsd@army.mil).

c. *Request coordination.* All waivers and limited or permanent exception requests will include the following information:

(1) *Subject of request.* For example, request for DACP to perform alternate physical ability test (PAT) as the primary for hire PAT.

(2) *Reasons for request.* State the problems that constitute requirements below those cited in this regulation. Cite policy references and requirements.

(3) *Reasons for noncompliance.* Explain why the DACP/DASG cannot comply with this regulation. For waiver and limited or permanent exceptions, show what actions have been taken, planned, or scheduled to correct the deficiencies. Waivers and limited or permanent exceptions should not be used to reduce or eliminate the minimum standards of this regulation.

(4) *Detailed information.* Provide detailed information on recommended adjudication.

(5) *Coordination.* Show coordinated efforts with the affected staff agencies such as the PM, DES, physical security officer, or supporting legal advisor of the installation or activity.

(6) *Commander or director's evaluation of the requests.*

d. *Endorsements.* Commanders or directors in the chain of command will review and endorse each waiver or exception request.

(1) Commanders and directors of ACOMs, ASCCs, DRUs, and the CNGB may delegate this authority to a colonel or civilian equivalent division chief or deputy division chief responsible for physical security and DACP/DASG matters.

(2) Each chain of command endorsement will include comments assessing the adequacy of recommended adjudication, while taking into consideration the required criteria for waiver or exception.

## **Chapter 2**

### **Personnel Qualification and Selection**

#### **2–1. Basic character traits**

Basic character traits of honesty, courtesy, tact, cooperation, personal appearance, and bearing are important factors required of civilian police, security guards, and CSGs. Personal qualities of good conduct and character, integrity, dependability, and good mental, emotional, and physical fitness also are required of such personnel.

#### **2–2. Qualification standards**

The DACP/DASGs will be required to meet the Office of Personnel Management (OPM) qualification standards for police or guard positions and the conditions of employment at <https://www.opm.gov>. Failure to meet these qualification standards and conditions of employment will be a basis for non-selection of an applicant or for proposing removal of a DACP/DASG incumbent per applicable Federal and/or agency

regulations. Position-related functions, such as strenuous activity, physical exertion, physical ability, and levels of stress as they pertain to a specific position will be considered for both routine and emergency operations. Physical requirements will be per OPM qualification standards, conditions of employment, and the command position analyses and will be standardized at each installation or activity. Positions requiring more stringent physical demands will be supported by valid position analyses and written performance plans approved by the PMG. In preparing position analyses, careful consideration must be given to whether waivers of physical demands can be considered. For those positions requiring more stringent physical demands, meeting the physical requirements is a condition to retain that pay level.

a. Medical evaluations for DACP/DASG hires and current employees will be conducted per prescribed OPM medical evaluation standards. Evaluations will comply with the latest DoDM 6055.05 or its published revision. These medical standards and evaluation guidelines are designed to ensure that new hires for guard or police positions and current employees can perform the essential functions of the position with or without reasonable accommodation.

b. The following functions are essential for all DACP/DASGs:

- (1) Drag, carry, lift, and or pull a person to safety.
- (2) Use physical force to detain a subject or prevent unauthorized entry.
- (3) Prolonged standing and/or sustained patrol on foot or in a vehicle.
- (4) Sustained pursuit of suspect on foot.
- (5) Dodging, crawling, climbing, and/or rapid ascent of stairs.
- (6) Perform the above functions while wearing duty equipment and/or personal protective equipment under adverse environmental conditions.
- (7) Performing the above requires—
  - (a) The ability to be stable regarding consciousness and the control of voluntary motor functions and have the functional capacity to respond appropriately to routine and emergency situations of the position.
  - (b) The ability to maintain mental alertness, deductive and inductive reasoning, memory, and reliable judgment.
  - (c) Acuity of senses and ability of expression sufficient to allow essential, accurate communication by written, spoken, audible, visible, or other signals while using required personal protective or other equipment.
  - (d) Adequate motor power, dynamic strength, range of motion, neuromuscular coordination, stamina, gross body coordination, and dexterity.

c. Examples of specific essential functions are those that police and security guards are typically expected to perform during routine duties. Local commanders/Individual Reliability Program (IRP) certifying officials (COs) should tailor this list by identifying those functions essential to their mission (position task analysis) and geographical location.

- (1) Operate both as a member of a team and independently at incidents of uncertain duration.
- (2) Spend extensive time outside exposed to the environmental elements.
- (3) Tolerate environmental extremes while performing duties (dependent on local climate). Must perform physically demanding work in hot and humid atmosphere while wearing duty equipment and/or personal protective equipment, which may significantly impair body-cooling mechanisms.
- (4) Experience frequent transition from hot to cold and from humid to dry atmospheres.
- (5) Work, including waking, running, standing, pulling, and pushing in wet, icy, or muddy areas.
- (6) Perform a variety of tasks on slippery, hazardous surfaces, such as on icy pavement, wet grass, or leaves.
- (7) Work in areas where sustaining traumatic or thermal injuries are possible.
- (8) Ability to properly and effectively wear or use personal protective equipment, including that used to prevent exposure to chemical, biological, or radiological agents.
- (9) Face exposure to infectious agents, such as Hepatitis B or human immunodeficiency virus.
- (10) Wear personal protective equipment weighing approximately 30 pounds while performing emergency tasks.
- (11) Perform physically demanding work while wearing a protective mask or respirator, which increases the resistance of inhalation and reduces the efficiency of air exchange.
- (12) Perform complex tasks during life-threatening emergencies.
- (13) Work for long periods of time, requiring sustained physical activity and intense concentration.
- (14) Make life or death decisions during emergency conditions.
- (15) Be exposed to grotesque sights and smells associated with major trauma and burn victims.



- (16) Make rapid transitions from rest to near maximum exertion without warm-up periods.
  - (17) Freedom from pain impacting inability to perform position functions, with or without accommodation.
  - (18) Ability to maintain balance under adverse conditions, weight loads, and at above ground heights, and maintain body flexibility.
  - (19) Operate in environments of high noise, poor visibility, limited mobility, above-ground heights, and in closed or confined spaces.
  - (20) Use manual and power tools in the performance of duties.
  - (21) Rely on sense of sight, hearing, smell, and touch to help determine the nature of the emergency; maintain personal safety; and make critical decisions in a confused, chaotic, and potentially life-threatening environment throughout the duration of the operation.
  - (22) The ability to distinguish colors to read placards and street signs and see and respond to imminently hazardous situations in less than standard visual lighting conditions.
  - (23) The ability to temporarily perform minimum required duties in the event eyeglasses are broken or displaced by emergency activity.
  - (24) Ability to verbally communicate effectively under noisy circumstances with a potential for voice obstruction by personal protective equipment.
  - (25) Ability to distinguish low intensity voice sounds from background noise to respond to imminently hazardous situations.
  - (26) Ability to work in closed or confined spaces.
  - (27) Ability to judge distances closer than 13 feet demonstrated either by testing of depth perception or by a practical field test.
  - (28) Ability to direct traffic or perform crowd control.
  - (29) Employ and/or manipulate and accurately engage with various assigned weapons systems, radios, flashlights, less lethal implements, and so forth, while moving and communicating under all the above conditions.
- d. The minimum age for hiring DACPs is 21 years. The minimum age for hiring DASGs is 18 years.

### **2–3. Physical Ability Test**

The PAT serves to provide a measure of the individual's preparedness to successfully accomplish the essential functions of the position. Successful completion of the PAT is an essential function of the position. To meet the condition of employment standard, the individual tested must successfully pass the established standard for each of the two elements of the PAT. DACP/DASG personnel must successfully complete medical screening prior to taking the annual PAT.

a. The PAT will be required of all DACP/DASG personnel. Procedures for administering the PAT, as well as for determining if an alternate event or temporary medical restrictions on the PAT are appropriate, are in chapter 8.

(1) New hire DACP/DASGs must be advised, in writing, at the time of initial employment, that they are required to pass the PAT within 30 working days of hiring date. New hires will sign a statement acknowledging they have been so advised. Thereafter, passing the PAT will be required annually. New hire DACP officers selected to attend the U.S. Army Military Police School (USAMPS) U.S. Army Civilian Police Academy will take and successfully pass a record primary PAT at their home station prior to traveling to the academy.

(2) Passing the record PAT is required annually. If the DACP/DASG fails the record PAT, the officer will be required to pass a record retest within 90 days. If the DACP/DASG fails the second record PAT, management will contact CPAC regarding appropriate personnel actions options.

b. Minimum physical requirements for the PAT are—

(1) Execute 19 pushups in 2 minutes. Conduct the push-ups per chapter 9. The event demonstrates core strength and capacity used in defensive tactics and is important for rescues and use of force situations.

(2) Running 1.5 miles (2.41 km) in 17:30 minutes. The event serves to assess cardiorespiratory and leg muscle endurance.

c. Minimum physical ability requirements are related to the individual's position requirements, because they provide relative measures of the individual's preparedness to perform physically demanding tasks in unusual or emergency situations.

d. Commanders will ensure that statements of work (SOWs) and/or PWSs contain the following:

- (1) The CSG will meet the same physical fitness requirements required for DACP/DASGs.
- (2) Overseas commands will establish an appropriate PAT in all PWSs for guard services. The PAT will include events that provide a measure of the individual's ability to successfully accomplish the essential functions of the position.
- (3) The PAT standards will be incorporated into the PWSs for all new security guard contracts initiated after publication of this regulation. Current security guard contracts will not be modified for the sole purpose of including the new PAT standards into the contract and PWSs. When current security guard contracts expire, or if there are major modifications to existing contracts, the new PAT standards will be incorporated into the requirements and negotiated with the contractors. To avoid inconsistencies between the contract PWSs and this regulation, specific PAT standards will not be included in the contracts or PWSs. Instead, contracts or PWSs will comply with the standards contained in the most current version of this regulation.
- (4) For CSG new hires, the initial testing requirement must be met prior to assignment to a security guard position.
- (5) If a currently assigned CSG fails the record PAT, the CSG will be required to pass the retest within 90 days. If the CSG fails the second PAT, contact the COR.
- (6) Procedures will be established for periodic review of personnel records for CSGs. The specific provisions of the contract may include the requirement that government personnel monitor the contractor's administration of required physical fitness testing. Depending on the size of the CSG force and the complexity of its mission, the PM or the PM's representative may be appointed as a COR.

#### **2-4. Employment security screening procedures**

- a. All individuals tentatively selected for appointment to DACP/DASG positions will be security screened prior to being appointed to such positions. DACP/DASG positions categorized as noncritical-sensitive require a minimum of a favorably adjudicated Tier 3 or equivalent background investigation, regardless of access to classified information, prior to appointment to such positions (see 32 CFR Part 117). Filling a position before completion of the Tier 3 background investigation will be kept to a minimum; however, a commander may deem it necessary to hire prior to completion of the Tier 3 investigation. Before the individual can occupy the position, a minimum of a Tier 3 or equivalent background investigation must be opened, an SF 86 reviewed by the commander, and an interim national security determination granted.
- b. A name check through the U.S. Army Criminal Records Center.
- c. The security screening requirements also apply to CSG personnel if they are a part of the contract; the contract must contain that the contractor will be responsible for conducting the security screening checks.
- d. In addition to the above requirements, CSGs not required to have security clearances will undergo a Tier 3 background investigation as part of the security guard services contract.
- e. Commanders outside of the United States will establish necessary security screening procedures for CSG personnel to ensure the spirit and intent of this regulation are met. The cooperation of the host country will be requested.

#### **2-5. Drug testing**

- a. All employees required to carry firearms must sign a DA Form 5019 (Condition of Employment for Certain Civilian Positions Identified Critical Under the Department of the Army Drug-Free Federal Workplace Program) and pass a drug test, per AR 600-85, before being certified under the IRP.
- b. All DACP/DASGs in the IRP will receive periodic drug testing, per AR 600-85, on a random basis to ensure the deterrent value of the testing program.
- c. Any contract for security guard services will incorporate that the CSGs will be subject to the requirements of AR 600-85 on the same basis as Federally-employed DACP/DASGs.

## **Chapter 3**

### **Individual Reliability Program**

#### **3–1. General**

a. This chapter establishes the IRP for DACP/DASGs. The IRP provides a means of assessing the suitability and reliability of individuals being considered for employment and personnel performing DACP/DASG duties.

b. The IRP is a commander or director's program. Commanders or directors must be aware of reliability factors that may always affect DACP/DASG duty performance. IRP suitability and screening will be conducted initially and periodically every year on the on-boarding month. AR 190–13 provides requirements and instructions to conduct suitability and reliability screenings. Screenings will be conducted utilizing the DA Form 7708 (Personnel Reliability Screening and Evaluation) and the criteria prescribed by this chapter.

#### **3–2. Policy**

a. Personnel who are assigned to DACP/DASG positions will maintain a standard of suitability and reliability at times.

b. All personnel performing DACP/DASG duties will be continuously monitored and evaluated to ensure their character, trustworthiness, and physical and mental fitness are consistent with the prescribed standards of this regulation.

#### **3–3. Delegation of authority**

a. The senior commander or director is responsible for the IRP as the CO. The CO responsibility to oversee and monitor personnel in the program may be delegated, in writing, to a level of supervision best suited to evaluate personnel on a continuing basis. When authority is delegated, the senior commander or director will retain the responsibility as the reviewing official to review final decisions to qualify or disqualify personnel and to conduct CO suitability and reliability review of an individual delegated CO responsibility (for example, Chief of Police or guards), which are also subject to the IRP.

b. A decision concerning the reliability of personnel for this duty is inherently a governmental function. Commanders should ensure that as part of the security guard services contract, contractors cannot certify their own personnel. In IRP, contractors can be assigned to assist the CO with administrative functions of the IRP.

c. DASGs assigned as nuclear surety guards are subject to Nuclear Personnel Reliability Program provisions per AR 50–5. DASGs assigned as chemical surety guards are subject to the Chemical Personnel Reliability Program provisions, only when they have access to Schedule 1 chemical agents or non-traditional agents as defined by AR 50–6. DASGs assigned to biological facilities are subject to the Biological Personnel Reliability Program provisions, only when they have access to biological select agents and toxins, as defined by AR 190–17. DASGs without access to Schedule 1 chemical agents or non-traditional agents or biological select agent and toxins will be screened per IRP requirements.

#### **3–4. Suitability and screening criteria**

DACP/DASGs will be screened, evaluated, and certified/disqualified, and decertified (temporarily or permanently) in accordance with AR 190–13 and recorded on the DA Form 7708. The following checks will be screened and evaluated:

a. *Commander interview.* This includes the social security number.

b. *Personnel records check.*

c. *Security records check.* Regardless of whether a DACP/DASG requires access to classified information, all personnel in a national security position require a minimum of a favorably adjudicated Tier 3 or equivalent background investigation. The CO may use this check as an additional determination factor.

d. *Medical records check.* All DACP/DASGs must be in compliance with OPM duty requirements.

e. *Law enforcement records check.*

f. *Drug test.*

### **3–5. Continuing evaluation**

a. Continuing evaluation is essential to the IRP. Any incident or problem that might be cause for temporary or permanent removal from the program must be promptly reported to the CO and supervisors. If the employee receives medical care that may impact their employment, including participation in the IRP, the employee is required to report this information to their supervisor. Verbal or telephonic notifications will be confirmed in writing.

b. Personnel certified in the IRP have an inherent responsibility to continuously monitor other persons in the IRP and report/inform the CO of any factors that could affect the suitability and reliability, on or off duty. This may include, but not limited to, poor or erratic performance, judgment, or other behavioral indicators. The CO will ensure that persons initially and annually certified in the IRP understand their supervisory, peer, and individual reporting obligations of suitability and reliability matters. The CO will maintain frequent contact with personnel under this program.

c. Continuing evaluation matters will be documented on the DA Form 7708. The commander will safeguard and protect the DA Form 7708 information and any supporting documentation to include, but not limited to, counseling and discipline actions.

### **3–6. Unreliability determination**

a. The principal objective of the personnel security adjudicative function is to ensure individuals who are granted national security eligibility are reliable, loyal, and trustworthy.

b. When an official allegation is made concerning an individual's suitability under 18 USC 922(g)(9), the individual must be temporarily removed from any duties requiring the carrying of a firearm, pending the outcome of any investigation, inquiry, or action.

c. An unreliability determination in accordance with AR 380–67 may be made at any time by the CO after consultation with the serving CPAC or COR and in coordination with the servicing legal office. The individual will acknowledge receipt of the potential disqualifying factor memorandum for record and will be informed they may rebut the matters. A copy of this memorandum for record will be placed in the employee's official personnel folder. Per DoDM 5200.02, whenever derogatory information about an individual with national security eligibility (regardless of whether that individual has access to classified information) is developed or otherwise becomes available to any DoD element that is relevant to the adjudicative guidelines, it will be referred to the commander or the security professional of the DoD organization to which the person is assigned for duty.

(1) Commanders or installation security professionals will report derogatory information and any actions taken or anticipated within 72 hours to the appropriate adjudication facility via the Defense Information Security System (DISS) and then will make a determination on whether the derogatory information warrants the suspension of access to classified information.

(2) If further information is needed to resolve the allegations, the DoD CAF will request additional investigation. This does not preclude or preempt the authority of the commander or security professional with respect to the individual's local access.

(3) No final unfavorable national security eligibility determination may be taken without providing the opportunity to invoke due process protections.

d. If the CO determines that an individual is unsuitable for an IRP assignment, the CO will terminate the screening process, complete the DA Form 7708, and notify CPAC.

e. If disqualified under the IRP, an individual cannot carry a weapon or perform any LE or security duties.

f. If the outcome of any investigation or inquiry results in the individual being absolved of any violations of 18 USC 922(g)(9) and at the recommendation from installation legal and CPAC authorities, the CO will fully reinstate the individual's IRP status.

### **3–7. Potential duty impairment**

DACP/DASGs have a continuous responsibility to report all medical treatment and medication that may impair their ability to perform the essential functions of the position to the CO and the competent medical authority as it occurs, regardless of whether the treatment was provided through the Federal health system or by a private health care provider. The examining provider will make a recommendation to the CO concerning the potential impact of the condition, treatment, or medication on reliability. If the examining provider is not in Federal service, then the evaluation findings and the examining provider's recommendation must be forwarded by the DACP/DASG to the CO and a physician having Federal status for review.

and approval. Per 5 CFR 339, if the employee reports an injury that may impede them from returning to work, a supervisor or command human resources personnel may request an out of cycle periodic medical qualification determination.

### **3–8. Personnel interview**

The CO will interview the person to appraise character, judgment, reliability, attitude, emotional and mental maturity, and sense of responsibility. Personnel exhibiting financial irresponsibility will not be selected. The interview will be documented on DA Form 7708, which will be completed per AR 190–13.

### **3–9. Contractor requirements**

The requirements of this chapter will be incorporated in the PWS for all CSG services. To avoid inconsistencies between the contract PWS and this regulation, specific IRP standards will not be included in the PWS. Instead, the PWS will require compliance with the standards contained in the most current version of this regulation. Commanders outside the United States will meet the requirements of this chapter as applicable Host Nation allows.

## **Chapter 4 Training**

### **4–1. General**

The effectiveness and professionalism of the DACP/DASG are directly related to the training program. Effective training depends on leadership, innovative planning, and efficient use of resources.

### **4–2. Initial training and certification policy**

Each individual who performs civilian police and security guard tasks or duties will, prior to assignment, be trained and qualified to perform such tasks or duties. Basic police and security guard training is as follows:

a. The proponent for training and training doctrine is USAMPS, which will establish standards for training accreditation captured in the Army Law Enforcement Compliance Program standards and DoD Peace Officer Standards and Training (POST) standards that are derived from DoDI 5525.15. The 400 hours of DoD POST accredited training required by DoDI 5525.15 serves as the minimum standard for all DoD Civilian Police.

b. USAMPS maintains a repository of all training support packages (TSPs) on the Central Army Registry (CAR), located at <https://atiam.train.army.mil>. These TSPs will be used as the basis for field training programs (FTPs), annual training, and initial DASG training. Local training officers can request access to these materials in support of local training programs by visiting CAR, searching for the appropriate resource, and selecting a link to request permission to view the document.

(1) *Department of Army Civilian Police Officers (Position Series General Schedule–0083).*

(a) The PM, DES, or designated command security and LE representative will ensure that all newly hired DACP officers graduate from the USAMPS Civilian Police Academy prior to assignment of duties.

(b) DACP officers are considered qualified LE officers upon successful graduation from the USAMPS Civilian Police Academy and will be issued a DA Certified Law Enforcement (LE) Official Credential.

(c) DACP awaiting a Police Academy seat may be assigned to other duties determined by the PM, DES, or designated command security and LE representative. The DACP will not be assigned duties requiring the carrying of weapons until required use of force training, authority and jurisdiction training, and weapons qualification have been successfully completed.

(d) A DACP who has successfully completed the USAMPS Civilian Police Academy, but then leaves a DoD POST accredited civilian LE agency for more than three years, must again attend the USAMPS Civilian Police Academy, and will once again be subject to the initial hiring requirements for a DACP in this regulation.

(e) Former DACP instructors who are going back to the field are not required to attend the USAMPS Civilian Police Academy unless they have been absent from DoD POST civilian LE for more than three years.

(f) Programming for, and funding of, initial and in-service training requirements are the responsibility of the installation or activity commander.

(2) *Department of the Army Security Guards (Position Series General Schedule—0085).*

(a) The Installation PM, DES, or designated security representative will use Training Support Package (TSP) 191–SG–2015 to conduct initial training of newly hired DASG and they must successfully complete this training program prior to being assigned solo duties. See paragraph 4–2b of this regulation for instructions to access the TSP.

(b) The DASG will not be assigned duties requiring the carrying of weapons until required use of force training, authority and jurisdiction training, and weapons qualification have been successfully completed.

(3) *Contract security guard training.* The contract PWS will include training and qualification requirements appropriate to assigned position or duties. The contract PWS will include that the CSGs must successfully complete a company-sponsored, locally structured security guard training program in accordance with the contract PWS prior to being assigned to security guard duties. The course will include the training program tasks identified in ST 19–LESM and other tasks identified by the ACOM, ASCC, DRU commander, or installation PM or DES, to include use of force training, authority and jurisdiction training, and weapons.

(4) *Field training programs.*

(a) The PM, DES, or designated command security and LE representative will designate a field training officer (FTO) and institute a FTP to ensure newly hired DACP/DASGs are capable of individually performing required mission tasks. Each DACP/DASG will successfully complete an FTP specific to their career series (0083 or 0085). The FTO will train, monitor, and evaluate individual DACP/DASGs in a structured program meeting the requirements of ST 19–LESM. The local PM or DES may elect to modify the FTP for recent graduates of the USAMPS Civilian Police Academy to eliminate redundant initial training requirements. The FTP training results will be included in the individual's permanent training record.

(b) Senior or lead DACP/DASG personnel will be assigned as FTOs to train, observe, and document the progress of new hires in a prescribed system that allows the FTO, FTP staff, and the PM, DES, or designated command security and LE representative to monitor and correct issues in a new hire's training. The PM, DES, or designated command security and LE representative will appoint FTOs based on training, education, professional reputation, and experience, as well as their documented ability to perform the required position skills. The PM, DES, or designated representative also should consider the FTO's motivation and enthusiasm to participate in mentoring and training, as well as the FTO's ability to effectively evaluate and train new hires.

(c) Installation PMs or DESs may add to the FTP and construct those blocks of instruction necessary to meet the installation's specific needs. PMs and DESs will include training on local unique jurisdictional issues, use of force training, and training on local active shooter tactics, techniques, and procedures.

(d) The FTP will allow the FTO and the PM, DES, or designated representative to determine if the probationary officer is progressing satisfactorily and able to apply those skills, knowledge, and abilities required for the installation's mission.

(e) At the end of the FTP, if the probationary officer is not considered qualified to perform assigned duties, then the PM, DES, or designated command security and LE representative should coordinate with the servicing CPAC to determine the appropriate personnel action. This determination of fitness can be made throughout the probationary period.

(f) DACP will receive First Responder Sexual Assault Response Training per AR 600–20.

(g) Newly hired DACP and DASG can be assigned duties requiring the carrying of weapons once the required use of force training, authority and jurisdiction training, and weapons qualification have been successfully completed. These duties must be performed under the supervision of an FTO.

(h) The local PM or DES may elect to modify the FTP for recent graduates of the USAMPS Civilian Police Academy to eliminate redundant initial or annual training requirements covered during the course.

(5) *Annual certification.* The senior commander or civilian director will award a DACP/DASG certification only after an officer successfully completes all mandatory initial training requirements and complies with all employment conditions. Certification gives officers their authorization to perform duty assignments. Certification will be symbolic of an active, in-good-standing status. Senior commanders or civilian directors will suspend or revoke certification of authorization to perform duties due to performance failure; conduct requiring investigation for violation of Federal, State, or local law or Army regulations; or failure to successfully complete annual training requirements prescribed by the Federal Government. A senior commander or director can reinstate an officer's certification once full compliance with employment conditions (including successfully completing annual or sustainment training) is re-established. This certification will be documented and placed in the individual's permanent training files.

#### **4–3. Exceptions to initial training for current Department of the Army Civilian Police/Department of the Army Security Guards**

The DACP/DASGs whose date of employment is before 27 September 2006 have an exception for attending initial training, but are required to be identified, in writing, by the PM, DES, or designated command security and LE representative by name and employing installation or activity.

a. The PM, DES, or designated command representative will identify the training history and any certificates of training for DACP/DASGs and file these documents in the organization's training folder. Future local or USAMPS- directed, in-service training will be documented in this record.

b. LE training that cannot be certified for a DACP requires the individual be scheduled for attendance at the USAMPS Civilian Police Academy. If the security guard training cannot be certified for a DASG, the individual must complete the USAMPS published TSP for DASGs prior to assignment of duties.

c. Initial training exceptions to the requirement for the DACP to have graduated from the USAMPS Civilian Police Academy that were approved by the PMG prior to the publication of this regulation remain valid. However, the DACP must have completed the USAMPS published, career-field specific, FTO Program and other requirements in this publication prior to assignment of duties and must remain employed by the Army.

#### **4–4. Documentation**

a. The senior commander or director will issue a written delegation of authority, by memorandum, for a CO who will have responsibility for verifying training, the documentation of training, and ensuring these documents will be readily available for review and inspection by ACOM, ASCC, and DRU commanders. The training manager or training supervisor will document the training and qualifications of each DACP/DASG and will ensure such training is entered in the Army Digital Training Management System (DTMS).

b. The contract PWS will include that CSG documentation will be made available to the PM, DES, or designated command security and LE representative for review and approval prior to assignment of the CSG. The contract PWS will include that contractor training courses and supporting material will be available for the PM, DES, or designated command representative's review. The contract PWS will include that documentation of all training for CSGs will be maintained on file for as long as the individual is employed by or assigned at the installation. A copy of the records will be forwarded to follow-on installations. Training rosters or logs will be retained indefinitely, unless otherwise stated in this regulation.

#### **4–5. In-service training**

a. The DES, PM, or a LE representative designated by the DES, will validate annual in-service training is conducted to ensure DACP/DASGs maintain proficiency in their LE and guard skills and remain current in doctrine using the most current requirements published by USAMPS.

b. Annual in-service training requirements can be found in the most current ST–LESM for DACPs and DASGs. See paragraph 4–7a below for instructions on access to this ST. Installation or activity owning commands, and local installations or activities, may establish specific local training programs, in addition to the annual in-service requirement, to identify and address local security or LE issues (such as, specific responses to local priority resources and unique physical security issues). The additional training requirements will be determined by specific assigned duties. Lesson plans for these training requirements will be written and approved by the PM, DES, or designated command representative and must contain measurable standards for training success. The local training requirements will be documented and maintained by the installation or activity commander or director and made available for inspection.

#### **4–6. Weapons training**

a. The DES, PM, or designated command security and LE representative will validate weapons training, weapons qualification, and use of force training are conducted every six months or not to exceed 180 days and follow the training guidance published in the USAMPS publication for LE weapons training and qualifications (see TC 19–220). A minimum of five months must pass between qualifications. Training, qualification, and familiarization courses will comply with TC 19–220. Familiarization courses of fire are the same course of fires as the qualification course but is determined prior to the training event as a NOT FOR RECORD event. Failing scores of a familiarization course of fire determined to be "NOT FOR RECORD" will not be held against the DACP/DASG as a failed qualification. All familiarization courses are subject to resources available and at the discretion of the senior commander or director.

b. The DACP and DASGs are required to qualify every six months or not to exceed 180 days with their assigned weapons. Qualification training must include instructions on safety functions, capabilities, limitations, and maintenance of the firearm to be carried.

c. The DACP and DASGs will familiarize themselves with other weapons that they are required to use while on duty or in response situations (for example, crew served weapons and nonlethal weapons). The weapons familiarization will be conducted in accordance with the published guidance from the proponent for the weapon system (for example, Infantry Branch for the M203), ensuring adherence to established tables of fire, ammunition, and frequency of fire for familiarization.

d. The DACP and DASGs who are required by the nature of their duties to carry protective masks will familiarize themselves with firing their assigned weapon while wearing protective masks at least annually.

e. Night vision devices may be employed during annual night familiarization firing when devices are available.

f. CSG qualification and familiarization will be conducted per the PWS.

g. Ranges meeting the requirements established by TRADOC for weapons qualification are preferred. When ranges do not exist because of safety or resource constraints, the responsible ACOM, ASCC, or DRU commander may permit deviations in writing. Alternate range configurations approved by recognized Federal, State, or local LE agencies (for example, the International Association of Chiefs of Police and state government police academies) may be used for qualification or familiarization purposes.

h. Commanders outside the United States will establish an appropriate weapons training program incorporating Host Nation legal standards and requirements into all PWSs for guard services. As a minimum, the requirements should meet the standards in subparagraphs 4–6b, 4–6c, and 4–6d, above.

#### **4–7. Required annual training**

Senior commanders or civilian directors will ensure annual training is completed by all DACP/DASGs and as per the PWS.

a. Training will include, but is not limited to, all tasks listed in ST 19–LESM located on CAR at <https://atiam.train.army.mil>.

b. Commanders will ensure that DACP/DASG additionally receive training on—

(1) Standards of conduct and ethics.

(2) Each jurisdiction is unique so the legal situation may be complicated when multiple jurisdictions overlap, and when statutes, codes, regulations and ordinances are involved. To avoid conflict, each commander will request their local servicing legal office develop and teach a comprehensive, location-specific annual training on topics including use of force, authority and jurisdiction, and applicable local and Federal law.

(3) Status of Forces Agreement (SOFA) outside the continental United States, if applicable.

(4) Sexual Assault Response Training for DACPs per AR 600–20.

(5) The Army Respiratory Protection Program per AR 11–34.

(6) Active shooter response training is an annual requirement for all DACP/DASGs, in accordance with the USAMPS active shooter response TSP. DES and/or PM will include active shooter response training in the annual DACP/DASG training and certification requirement, regardless of position, unit of assignment, rank and/or grade. The DES and/or PM will report active shooter response training in the Army's DTMS, which will ensure ACOM, ASCC, and DRU commands have visibility it was completed.

#### **4–8. Supervisory training**

All DACP/DASGs in supervisory positions must complete this supervisor training within 90 days of appointment to a supervisory position. DACP/DASG supervisors who attend or have attended the Law Enforcement Senior Leaders Course will be credited as fulfilling this requirement. Training for DACP/DASG supervisors will be conducted using the Civilian Police and Guard Supervisor Training Course developed by USAMPS and will be offered through an online distributive learning course. Personnel selected for this training will access the distributive learning course through the Army Training Requirements and Resources System (ATRRS).

#### **4–9. Conservation Law Enforcement Officer training**

Army CLEOs will be trained by certified Army Conservation Law Enforcement Officer (CLEO) field trainers using USAMPS-approved curriculum at command-designated locations. Personnel designated as Army CLEO field trainers must successfully complete the USAMPS Conservation Law Enforcement Officer



Train-the-Trainer Certification Course (ATRRS 7H–F79.830–F34) prior to training other CLEO personnel. Local CLEO training must be documented into the Army DTMS to ensure compliance with Federal and State statutes and DA and DoD policy pertaining to CLEO training. PMs and DESs must ensure their CLEOs are trained per this policy and the training is documented in DTMS. Army CLEOs trained prior to this policy locally or at a State or Federal venue may remain in service but will be trained locally using the USAMPS curriculum within one year of the effective date of this policy. Certified full compliance with the Army CLEO training strategy ensures continuity of CLEO operations. The Commandant, USAMPS is the proponent for Army CLEO training and doctrine.

## **Chapter 5**

### **Authority of Department of the Army Civilian Police and Security Guards**

#### **5–1. General**

This chapter prescribes the authority of DACP/DASGs performing LE or security functions on Army installations and activities. DoDI 5200.08, 50 USC 797, and 10 USC 2465 require DoD senior commanders to take reasonably necessary and lawful measures to maintain law and order and protect installation personnel and property. Based on this authority, the senior commander has the authority to direct LE and security activities on the installation. Commanders at all levels or directors with DASGs also have this authority.

#### **5–2. Authority**

a. The DACP performing LE duties and DASG performing security duties authorized by the installation or activity commander are limited in the execution of this authority to the installation or activity boundaries. They can apprehend any persons found on the installation or activity for offenses committed on the installation that are felonies, misdemeanors, breaches of the peace, a threat to property or welfare, or detrimental to good order and discipline. Such apprehension authority is limited to issuing citations and turning the subject over to the appropriate civilian or military authorities. This includes the apprehension of persons at installation access control points who have an outstanding warrant for their arrest.

b. On duty DACP/DASGs are considered part of the DA and are subject to the restrictions on aid to civilian LE imposed by 18 USC 1385. Accordingly, any proposed aid to civilian LE must be reviewed by the servicing legal office.

c. The DASG's authority and jurisdiction to perform security tasks on their assigned installation or activity are only valid while performing these duties during their work hours. Transportation and storage of weapons and ammunition will be per AR 190–11. All other requirements in this regulation, including screening, training, fitness, and certification will be met by the personnel assigned to this mission. An on-post apprehension conducted by an off duty DASG is a detention by a private citizen. The DASGs will not carry Army weapons while off duty, and they are not authorized to store Army weapons at a private residence. Army weapons must be stored in an authorized storage facility per AR 190–11. Army weapons are not permitted for carrying on a stand-by basis. The DASG while on duty will not carry privately owned weapons or privately owned ammunition. The carrying of privately owned weapons on post by off-duty DASGs will be per policy established by the installation or activity commander.

d. The DACPs are authorized to perform specified LE duties only during their work hours and only within the boundaries of their assigned installation. An on-post apprehension conducted by a DACP in an off-duty status is a detention by a private citizen. The DACP will not carry Army weapons while off duty, and they are not authorized to store Army weapons at a private residence. Army weapons must be stored in an authorized storage facility per AR 190–11. Army weapons are not permitted for carrying on a standby basis. The DACP while on duty will not carry privately owned weapons or privately owned ammunition. The carrying of privately owned weapons on post by off-duty Army Civilian Police will be per policy established by the installation or activity commander. DACP can be authorized to escort prisoners/deserters to include transporting an individual from civilian confinement facilities to a military installation and transporting individuals from one military installation to another military installation or to a civilian LE activity. Commanders executing transport missions will ensure DACP are properly trained in accordance with AR 190–9, AR 190–47, and this regulation, as well as meeting the requirements in the Unique Federal Agency Numbers Program. Coordination with the local servicing legal office must be conducted prior to scheduling any mission described above. This policy does not grant DACP the authority to aid civilian LE in violation of 18 USC 1385.

e. Supervisors of LE and security personnel who are not a general schedule (GS)–0083 (DACP) or GS–0085 (DASG) are prohibited from carrying firearms in the performance of their duties, unless authorized in writing per AR 190–14.

f. The contract PWS will include requirements and standards for CSGs. The PWS will include, but is not limited to the following:

(1) The CSGs assigned Army government owned weapons will not carry Army government owned weapons while off duty and are not authorized to store Army weapons at a private residence.

(2) Arms must be stored in a storage facility that meets the requirements of AR 190–11.

(3) CSGs not assigned Army government owned weapons will carry, use, and store the contractor owned and provided weapons per the PWS.

(4) CSGs will only use government issued ammunition, regardless of weapon ownership, in the performance of the duties. Ammunition will be secured and controlled as required by AR 190–11.

(5) On duty, CSGs will not carry privately owned weapons or privately owned ammunition. The carrying of privately owned weapons on post by off-duty CSGs will be per policy established by the installation or activity commander.

g. The duty uniform and badge may be worn only while on duty or while traveling to and from work as determined by the PM, DES, or designated command security and LE representative.

h. The authority and liability of CSGs outside the United States depends on applicable international agreements, status of forces agreement, and local law. Seek the advice of the supporting local servicing legal office regarding the status of such personnel.

### **5–3. Written instructions**

a. The installation or activity commander, after consultation with the local servicing legal office and the PM, DES, or designated command representative, will provide to all personnel performing LE and security guard functions under their authority, to include those at sub-installations, specific written instruction on—

(1) Authority (specific empowerment and limitations) and jurisdiction, with emphasis on the limits of their authority and jurisdiction to the installation to which assigned.

(2) The procedures for suspending and withdrawing their LE authority.

b. Collective delegations by functional groupings (that is, police officers in Position Series 0083; security guards in Position Series 0085; other LE and security guard personnel in Position Series 0083 and 0085 and CSGs or by position title (for example, desk officer, lead police officer, police officer, guard, or lead guard)) may be made.

c. Procedures must be established to ensure all personnel who perform LE and security guard functions acknowledge, in writing, a clear understanding of their authority and jurisdictional limitations. Written instructions will be reviewed at least once a year and updated, if necessary, by the commander. Annually, DACP/DASGs will acknowledge, in writing, a clear understanding of their authority and jurisdiction.

d. For CSGs, the limits of authority and jurisdiction will be prescribed, in writing, by the senior commander, after consultation with the local servicing legal office and the contracting officer, as a requirement of the PWS. Use of deadly force will be prescribed in writing and will be coordinated with local LE to ensure compliance with local law. All coordination will be recorded in PWS documents.

### **5–4. Army Law Enforcement Credentials**

a. *Issuance of Army Law Enforcement Credentials.* The only authorized LE credentials for DACPs are the DA Certified LE Official Credential and the DA Form 7599 (Department of the Army Police Officer Credential).

(1) DACPs are authorized, will be issued, and will use only the standardized badge (fig 6–1) and credentials/identification cards (DA Certified LE Official Credential or DA Form 7599).

(2) DACPs who are currently assigned to an installation will continue to be issued the DA Form 7599 until USAMPS Office of Accreditation and Credentialing (OAC) issues the DA Certified LE Official Credential to their installation. When the DACP is issued the new DA Certified LE Official Credential, they will sign a statement of understanding (SOU) detailing the restrictions on use of the LE credentials (police badge and /or LE ID card). The SOU will be produced by USAMPS OAC and accompany the credentials being issued at the installation. Copies or examples of the SOU are available upon request from USAMPS OAC.

(3) Reproduction of DACP credentials, use of locally-produced credentials, or the creation of any other LE identification documents is strictly prohibited.

(4) Control, transfer, tracking, and safeguarding of DACP credentials are per this regulation, and will be managed by USAMPS OAC. DACPs that transfer to another installation will take their DA Certified LE Official Credentials with them. The losing installation DES will update the status of the DA Certified LE Official Credentials with USAMPS OAC and upon arrival at the DACP's new installation, the gaining DES will verify the DA Certified LE Official Credential is still in the position of the DACP and update its status with USAMPS OAC.

*b. Revocation and suspension of Department of the Army Certified Law Enforcement Official Credentials.*

(1) The Commandant, USAMPS is the only authority that can revoke the DA Certified LE Official Credentials.

(2) When a DACP has been terminated per AR 190–30 and/or this regulation, the installation DES/PM or senior command designated official will impose positive control over the former DACP's DA Certified LE Official Credential and will notify USAMPS OAC by memorandum of the reason for revocation. The memorandum will provide background for the termination of the DACP and include supporting documentation (military or civilian LE report, serious incident report, public court records, training records, letter of resignation, and so forth). Installation DES/PM or senior commander designated official will consult with their supporting legal advisor to ensure the memorandum is legally sufficient. The memorandum will be sent through the ACOM or ASCC PM and onto USAMPS OAC.

(3) When a DACP is under investigation or has been temporarily decertified to perform LE duties by the installation DES/PM or senior command designated official, their DA Certified LE Official Credential will be suspended and secured by the DES until the DACP has been cleared or terminated.

*c. Loss, theft, or damage of Department of the Army Certified Law Enforcement Official Credentials.*

(1) It is the responsibility of the certified LE official cardholder to report lost, stolen, or damaged DA Certified LE Official Credentials within 24 hours of becoming aware that the credential is missing or damaged, or as soon as all efforts to locate the credential have been reasonably exhausted.

(2) When a DA Certified LE Official Credential is reported to be lost, stolen, or damaged, the commander will conduct an investigation. This investigation may result in appropriate administrative or disciplinary action.

(3) In the event of a lost DA Certified LE Official Credential, a DA Form 7599 will be issued temporarily, pending replacement of the DA Certified LE Official Credential.

(4) The commander will—

(a) Update the status of the DA Certified LE Official Credential with USAMPS OAC to lost, stolen, or damaged.

(b) Send a memorandum for record to the U.S. Army Military Police School, addressed to Chief, Office of Accreditation and Credentialing (ATSJ–OAC), 14030 MSCoE Loop, Building 3203, Suite 1089, Fort Leonard Wood, Missouri 65473.

(c) This memorandum may be emailed to the U.S. Army Military Police School mailbox at [usarmy.leonardwood.mp-schl.mbx.oac@army.mil](mailto:usarmy.leonardwood.mp-schl.mbx.oac@army.mil).

(d) This memorandum should describe the status or condition of the credential (lost, stolen, or damaged), as discovered based on results of the internal investigation, recommend decommissioning of the lost, stolen, or damaged credential based on suspicion of future fraudulent use, or recommend reissuing the credential with the previously assigned LEO number.

(5) When the new DA Certified LE Official Credential is received and issued by the commander, USAMPS OAC should note this in the comments section of the credential-tracking tab and update the status to current.

## **5–5. Authority to deputize Department of Defense uniformed law enforcement personnel by State and local governments (subject to change with 10 USC 2672 authorities)**

a. Because of potential conflicts of interest and issues with 18 USC 1385, it is Army policy that DACP/DASGs will not be deputized or exercise any additional authority or jurisdiction granted by local, State, or Federal Governments to perform LE duties on or off a military installation or facility while wearing the duty uniform and/or badge.

b. Any existing cases of deputation of Army uniformed LE personnel by State and local governments that have not been approved by the Secretary of the Army are invalid per DoDI 5525.13.

c. Requests for an exception to this prohibition will be submitted per DoDI 5525.13. The approval authority is the Secretary of the Army.

d. This prohibition does not apply to DACP/DASGs employed while off duty by local, State, or Federal Governments.

## **Chapter 6**

### **Uniforms and Equipment**

#### **6–1. General**

This chapter prescribes the DACP/DASG uniform and directs its wear by DACP/DASGs. This chapter applies to civilians hired directly by the DA as police or security guards in positions covered by OPM Position Classification Standards. If it is included in a SOW or PWS, it may also apply to Local National, Third Country National, and Host Nation security guards hired under similar local CPAC or SOFA hiring authority. The wear of the DACP/DASG uniform and insignia is only authorized for personnel in the 0083/0085 OPM occupational series. The DACP/DASG uniform is synonymous with the authority and jurisdiction of those occupations as identified in this chapter. The CSG will adhere to appearance standards as outlined in the PWS. Instructions for wear and appearance as listed below will be followed by CLEO personnel, with the exception to those aspects for uniforms stated below.

#### **6–2. Policy**

a. The DACP/DASGs will wear uniforms while on duty to ensure ready identification and as an emblem of authority. The uniform and accessories will be of the same configuration and material composition for both males and females. The uniforms prescribed herein are the authorized standard items and combinations of clothing and insignia which comprise the uniforms authorized for duty wear by DACP/DASGs and, if included in the SOW or PWS, direct hire Local National, Third Country National, and Host Nation guards, with the exception of the badge and shoulder patch, which will be of a generic design determined by the senior commander. The DACP/DASG badge is authorized for wear only while on-duty or traveling to and from work.

b. Waivers and exceptions that permit deviations from the uniform standards and specifications prescribed in this regulation will be granted by the PMG only in unusual circumstances.

c. In the case of CSG, the SOW or PWS must include that the contractor will be required to furnish the necessary initial and replacement items for a uniform of a design, material, and color approved by the senior commander or their duly authorized representative (such as PM or security officer in coordination with the contracting officer). The SOW or PWS also must include that the uniform will include a badge, a patch displaying the name of the contractor, and a nametag for the individual employee that will be displayed prominently on the outer garment. SOWs or PWSs must include that the contractor also will be required to provide uniform clothing for use during inclement weather, such as rain, sleet, snow, and extreme cold, meeting the requirements stated above.

#### **6–3. Standards of appearance**

The DACP/DASGs will maintain a high standard of dress and appearance at all times. The PWS states the appearance standards for CSGs. Properly fitted uniforms will be clean, serviceable, and pressed. Personnel must project a professional image. Trouser legs and the sleeves of shirts and blouses will be creased. Ironing other lines or creases into the shirts or trousers is not authorized. Although some uniform items are made of wash-and-wear fabrics or treated with a permanent-press finish, some pressing may be required to maintain a neat, professional appearance. Articles carried in pockets (for example, wallets, checkbooks, combs, and keys) will not protrude from the pocket or present a bulky appearance. Do not attach items, such as keys and key chains, to belt loops or belts unless required for duty. Cell phones may be attached to the belt unless prohibited by CSGs per PWS. While in uniform, personnel will not place their hands in their pockets, except briefly to place or retrieve objects. The DACP/DASGs will keep uniforms fastened and closed. Metallic devices, such as metal insignia, belt buckles, and belt tips, will be kept polished and free of scratches. The insignia will be replaced when it becomes unserviceable or no longer conforms to standards. Footgear will be clean and polished (if applicable to component materials).

#### **6–4. Personal appearance**

*a. Hair (general).* DACP/DASG hairstyles must be neat, clean, and acceptable by the criteria described below. CSG personnel adhere to personal appearance standards in the PWS. There will be no extreme or fad style haircuts or hairstyles. No lines or designs will be cut into the hair or scalp. If dyes, tints, or bleaches are used, colors used must be natural to human hair and not present an extreme appearance. Personnel may wear a wig or hairpiece in uniform to cover natural baldness or physical disfiguration. When worn, it will conform to the standard haircut criteria as stated. Haircuts, without reference to style, will conform to the following standards:

*(1) Males.*

*(a)* The hair on top of the head will be groomed and have a neat appearance. The length and bulk of the hair will not be excessive or present a ragged, unkempt, or extreme appearance. Hair will have a tapered appearance and, when combed, will not fall over the ears or eyebrows, or touch the collar except for the closely cut hair at the back of the neck. The block cut fullness in the back of the head is acceptable in moderate degree as long as the tapered look is maintained.

*(b)* Sideburns will be trim, have a horizontal line, and will not have a flared appearance. Sideburns will not extend below the lowest part of the exterior ear opening.

*(c)* The face will be clean-shaven, with mustaches permitted. If a mustache is worn, it will be kept neatly trimmed and tapered and will not present a chopped-off appearance. Handlebar mustaches, goatees, and beards cannot be worn. If an appropriate medical authority prescribes beard growth, the length required for medical reasons also will be specified. (For example, a neatly trimmed beard is authorized. The length will not exceed 1/4 inch.) The same appropriate medical authority will determine time frame of the waiver or exception.

*(d)* Requests for reasonable accommodation to grow facial hair due to religious reasons will be reviewed and acted upon by the senior commander or director; such reasonable accommodations will present a neat appearance that does not impair the use of any personal protective equipment.

*(2) Females.*

*(a)* Hair will be neatly groomed. The length and bulk of the hair will not be excessive or present a ragged, unkempt, or extreme appearance. Hair will not fall over the eyebrows or extend below the bottom edge of the collar. Hairstyles will not interfere with proper wearing of headgear.

*(b)* Hair-holding ornaments (including, but not limited to, barrettes, pins, clips, bands), if used, must be unadorned and plain, must be similar in color to the hair, and must be inconspicuously placed. Beads or similar ornamental items are not authorized.

*b. Cosmetics.* DACP/DASGs are authorized to wear cosmetics applied conservatively (as determined by the PM, DES, or designated command security and LE representative) and in good taste. Exaggerated or faddish cosmetic styles are inappropriate with the uniform and will not be worn.

*c. Fingernails.* Fingernails will be kept clean and neatly trimmed so as not to interfere with performance of duty, detract from the professional image, or present a safety hazard. If used, nail polish must be a natural or clear color to complement the uniform.

#### **6–5. Wearing of jewelry**

*a.* The wearing of a wristwatch, a wrist identification bracelet, including a conservative style missing in action/prisoner of war identification bracelet (only one item per wrist), and not more than two rings (wedding set is considered one ring) is authorized for wear with DACP/DASG uniforms unless prohibited for safety or health reasons. The styles must be conservative and in good taste.

*b.* No jewelry, watch chains, or similar items will appear exposed on uniforms. Authorized exceptions are a conservative tie tack or tie clasp for wear with the full-length necktie.

*c.* Females are authorized to wear prescribed earrings while in uniform. Earrings may be screw-on, clip-on, or post-type earrings, in gold, silver, white pearl, or diamond. The earrings will not exceed 6 mm or 1/4 inch in diameter and must be unadorned and spherical. When worn, the earrings will fit snugly against the ear. Females may wear earrings only as a matched pair, with only one earring per earlobe. No other jewelry, such as in eyebrows, lips, tongue, upper ear, and nose, will be visible while in uniform, to include gauges of any size in the earlobe.

*d.* Ankle bracelets, necklaces, faddish (trendy) devices, medallions, amulets, and personal talismans or icons are not authorized for wear with or on any uniform.

## **6–6. Wearing of eyeglasses, sunglasses, and contact lenses**

*a. Eyeglasses and sunglasses.* The following stipulations apply:

(1) Conservative prescription eyeglasses are authorized for wear with all uniforms.

(2) Conservative prescription and nonprescription sunglasses are authorized for wear, except when in formation and while indoors. Prescription glasses of a photo-gray type material that automatically change from light to dark are authorized. Individuals, who are required by medical authority to wear sunglasses for medical reasons other than refractive error, may wear them, except when health and safety considerations apply.

(3) Trendy eyeglasses or sunglasses, or eyeglasses or sunglasses having lenses and frames with initials or other adornments, are not authorized for wear. Personnel may not wear lenses with extreme or trendy colors, which include, but are not limited to, red, yellow, blue, purple, bright green, and orange. Lens colors must be traditional gray, brown, or dark green shades. Personnel will not wear lenses or frames so large as to detract from the appearance of the uniform. Personnel will not attach chains, bands, or ribbons to eyeglasses. Eyeglass restraints are authorized only when required for safety purposes. Personnel will not hang eyeglasses or eyeglass cases on the uniform and may not let glasses hang from eyeglass restraints down the front of the uniform.

*b. Restrictions on contact lenses.* Trendy or extreme colored contact lenses are not authorized for wear with the uniform. The only exception is for opaque lenses prescribed medically for eye injuries. Additionally, clear lenses with designs that change the contour of the iris are not authorized for wear with the uniform.

## **6–7. Wearing of security identification badges**

The PM, DES, or designated command security and LE representative will prescribe the wear of security identification badges for restricted areas in accordance with applicable regulations. Personnel will not wear security identification badges outside the area for which they are required. Personnel will not hang other items from the security badge(s). The manner of wear will be determined by the organization that requires wear of the badges.

## **6–8. Wearing of personal protective or reflective clothing**

Ballistic-resistant personal body armor will be worn while on duty whenever armed. The DA standard for body armor is the current National Institute of Justice standard for personal body armor. Personal body armor must be issued by the government. Other protective clothing and equipment may be issued when approved by the installation or activity commander. Items considered protective clothing and equipment include, but are not limited to, wet-weather gear, reflector traffic vest, oleoresin capicum spray and holder, nightstick or police baton with holder, handcuffs with holder, ballistic-resistant personal body armor, Kevlar helmet, face shield, and protective mask. The DACP/DASGs may be issued, at local expense, special items of equipment based on locally-dictated requirements. Such items will be related to local environmental considerations, such as extreme cold weather. Policy and procedures are contained in AR 385–10 for providing protective clothing and equipment against environmental, physical, and chemical, biological, radiological, and nuclear hazards. These items will be hand receipted to users and will be returned to the U.S. Government when no longer needed or unserviceable.

## **6–9. Hygiene and body grooming**

All personnel will maintain good daily hygiene and wear their uniforms so as not to detract from an overall professional appearance. Tattoos or brands prejudicial to good order and discipline are prohibited. The PM, DES, or designated command security and LE representative will determine the acceptability of tattoos or brands in accordance with AR 600–20 and DoDI 1325.06. Examples of tattoos detracting from a professional appearance include—

*a.* Extremist tattoos or brands affiliated with, depicting, or symbolizing extremist philosophies, organizations, or activities. Extremist philosophies, organizations, and activities are those which advocate racial, gender, or ethnic hatred or intolerance; advocate, create, or engage in illegal discrimination based on race, color, gender, ethnicity, religion, or national origin; or advocate violence or other unlawful means of depriving individual rights under the U.S. Constitution, Federal, or State law (see AR 600–20).

*b.* Indecent tattoos or brands that are grossly offensive to modesty, decency, or propriety; shock the moral sense because of their vulgarity or tendency to incite lustful thought; or tend reasonably to corrupt morals or incite lewd thoughts.

c. Sexist tattoos or brands are those advocating a philosophy that degrades or demeans a person based on gender but may not meet the definition of the term indecent.

d. Racist tattoos or brands are those advocating a philosophy that degrades or demeans a person based on race, ethnicity, or national origin.

#### **6–10. Uniform allowances for Department of the Army Civilian Police/Department of the Army Security Guards**

a. *Initial allowance.* Payment of an initial allowance in the amount of \$1,800 is authorized for DACP/DASGs (see DoDI 1400.25).

b. *Annual allowance.* DACP/DASGs will be furnished the uniform at a cost not to exceed \$800 per year or paid a uniform allowance equal to the cost of the uniform or \$800, whichever is less, annually after one year of service. (see DoDI 1400.25). The CSG uniform allowance or issuance of uniforms is per the PWS.

#### **6–11. Requirements and prohibitions of wearing the Department of the Army Civilian Police/Department of the Army Security Guard uniforms**

a. All trained DACP (GS–0083) and DASGs (GS–0085) are the only personnel that are authorized to wear the DACP/DASG uniform when on duty unless an exception is granted for wear of civilian clothes for mission reasons.

b. Supervisors of LE and security personnel who are not a GS–0083 (DACP) or GS–0085 (DASG) are prohibited from wearing the DACP/DASG uniform unless authorized in writing by the installation or activity commander.

(1) All service uniform combinations are authorized for year-round wear. However, appropriate discretion will be used based on weather conditions and duties.

(2) Unless specifically prohibited, installation or activity commanders and/or the PM, DES, or designated command security and LE representative may authorize DACP/DASGs to continue to wear uniform items changed in design or material, as long as the item remains in serviceable condition.

c. The DACP/DASG uniforms are prohibited for wear while off duty, except in transit to or from duty. The DACP/DASGs are specifically prohibited from wearing their uniform under the following circumstances:

(1) In connection with the furtherance of any political or commercial interests or when engaged in off-duty civilian employment.

(2) When participating in public speeches, interviews, picket lines, marches, rallies, or public demonstrations, except as authorized by competent authority.

(3) When attending any meeting or event which is a function of, or is sponsored by, an extremist organization (see DoDI 1325.06).

(4) When wearing the uniform would bring discredit upon the Army.

d. Headgear wear with the DACP/DASG uniform is optional, and safety should be considered if it would interfere with the safe operation of vehicles. The wearing of DACP/DASG headgear is not required while in or on a privately owned vehicle (including a motorcycle or bicycle), commercial vehicle, or public conveyance (for example, subway, train, plane, or bus).

#### **6–12. Duty uniform**

The installation or activity commander will prescribe the duty uniform from the following options based on the type of duties the DACP/DASG is expected to perform:

a. *Standard uniform for Department of the Army Civilian Police and Security Guards.* The basic elements—

(1) *Shirts.*

(a) Shirts will be medium blue or navy blue. Supervisory personnel may wear a white shirt. A white crew or V-neck T-shirt, turtleneck, or mock turtleneck shirt will be worn under this shirt. A navy-blue T-shirt may be worn under the navy-blue shirt.

(b) Long- and short-sleeve shirt. Shirts will have collar stays, two front pockets with button-down flaps, and an eyelet badge tab. The long-sleeve shirt will have two button cuffs. The short-sleeve shirt will have a conventional collar.

(c) Polo shirt. Shirts will be short sleeved and medium blue or navy blue. Supervisory personnel may wear a similar white polo shirt. A white or navy-blue crew or V-neck T-shirt will be worn under this shirt. The polo shirt will have a DACP/DASG badge embroidered on the left breast of the shirt, and name in

block letters on the right breast. Embroidered rank insignia is authorized above the name on the right breast. Pockets for pens are authorized on the sleeves.

(2) *Pants.*

(a) Pants (trousers or walking shorts) will be navy blue and straight legged, with two front pockets, two hip pockets, two cargo pockets, a waistband, belt straps, and a zipper front closure on the center front.

(b) Supervisory personnel may wear gold in color braid, 1–1/2 inches wide. The braid will be sewn on each outside seam of the trouser leg from the bottom of the waistband to the bottom of the trouser leg.

(3) *How worn together.* The standard DACP/DASG uniform is intended for wear during most on-duty occasions. These uniforms will be worn with the shirt tucked into the trousers, so the shirt edge is aligned with the front fly opening, and the outside edge of the belt buckle forms a straight "gig line." Sleeve length on the long-sleeve shirt will extend to the center of the wrist bone. The long-sleeve shirt will be worn fully buttoned with a full-length tie or over the mock turtleneck or turtleneck with the collar button open. The short-sleeve shirt may be worn with or without a full-length tie. The polo shirt is less formal than the long-sleeve or short-sleeve shirt and shouldn't be worn if expected to participate in a ceremony like a promotion or graduation. There will be no "gig line" with the polo shirt. No tie will be worn with the polo shirt. The polo shirt is not authorized to be worn off-duty in an unofficial capacity. Trousers will be fitted and worn so the center of the waistband is at the natural waistline. The trousers will reach a point approximately midway between the top of the heel and the top of the standard shoe in the back. The trousers may have a slight break in the front.

(4) *Standard uniform accessories.* The DACP/DASG uniform accessories will consist of—

(a) Belt (see para 6–13a).

(b) Footwear (see para 6–13b).

(c) Nameplate (see para 6–13c).

(d) Badge and hat insignia (see para 6–13d).

(e) Shoulder sleeve insignia (see para 6–13e).

(f) U.S. flag embroidered insignia (see para 6–13f).

(g) Headgear (see para 6–13g).

(h) LE equipment (see para 6–13h).

(i) Rank insignia (see para 6–13i).

(j) Necktie (see para 6–13j).

(k) Gloves (see para 6–13k).

(l) Wet weather gear (see para 6–13l).

(m) Windbreaker (see para 6–13m).

(n) Sweater (see para 6–13n).

(o) Car jacket (see para 6–13o).

(p) Scarves (see para 6–13p).

(q) Cap cover, rain (see para 6–13q).

(r) Protective clothing and equipment (see para 6–13r).

(s) Organizational clothing and equipment, as determined by the commander in accordance with CTA 50–900 (see para 6–13s).

(t) Awards (see para 6–13t).

(u) Skill qualification badges.

b. *Utility uniform for Department of the Army Civilian Police and Security Guards.* The basic elements—

(1) *Material composition.*

(a) Hot-weather shirt and trousers, navy blue in color, using fabric of 100 percent rip-stop cotton.

(b) Temperate shirt and trousers, navy blue in color, using fabric of 50 percent nylon and 50 percent cotton twill.

(2) *Uniform composition.*

(a) The shirt is navy blue, and there are two options available. The first option is a single breasted "bush type" design with a back yoke, collar, four patch bellow-type pockets with flaps (two upper and two lower), a straight cut bottom, cuffed sleeves with reinforcement patches at the elbows, and an eyelet badge tab. The second option is a single breasted "bush type" design with a back yoke, collar, two upper patch bellow-type pockets with flaps, cuffed sleeves with reinforcement patches at the elbows, and an eyelet badge tab. An appropriately colored (navy blue or black) crew neck T-shirt will be worn with the utility uniform.



(b) Trousers are navy blue. The trousers will contain four standard type pockets and two leg, bellow-type pockets. Reinforcement patches will have been added at knees and buttocks. The trousers have a buttonhole fly with protective flap, adjustable straps at waist, and leg hem draw cords.

(c) Utility uniforms are designed to be loose fitting; alterations to make the uniforms form fitting are not authorized. A tight fit reduces airflow needed for ventilation and cooling. The four-pocket shirt will be worn outside the trousers, and the trousers will be worn with a belt. The four-pocket shirt will not extend below the top of the cargo pocket on the pants and will not be any higher than the bottom of the side pocket on the pants. The two-pocket shirt can be worn tucked into the utility trousers, so the shirt edge is aligned with the front fly opening and the outside edge of the belt buckle forms a straight "gig line." The trousers will be worn bloused using the draw cords or blousing rubbers if the trousers are not tucked into the boots. Do not wrap trouser legs around the leg so tightly as to present a pegged appearance. The commander may require these uniforms to be pressed. When sleeves are worn rolled up, the sleeves will be rolled neatly above the elbow but no more than 3 inches above the elbow. When the sleeves are worn rolled up, the outside of the sleeve will remain exposed. The hot weather and temperate uniforms will not be worn intermixed.

(3) *Accessories.* The following accessories are worn with the DACP/DASG utility uniform:

(a) Belt (see para 6–13a).

(b) Footwear (see para 6–13b).

(c) Nameplate (see para 6–13c).

c. *Maternity uniform.* A maternity uniform is authorized for year-round duty wear by pregnant DACP/DASGs, when prescribed by the PM, DES, or designated command security and LE representative. This uniform procured locally or from national vendors will be designed to fit loosely. Alterations to make the uniform fit tightly are not authorized. The blouse will be worn outside the trousers. The maternity uniform should meet the material composition and color requirements stated above.

d. *Chemical, biological, and nuclear reactor guard forces.* Utility uniform deviations at chemical, biological, and nuclear reactor sites are authorized by the senior mission commander at these sites and facilities only.

## **6–13. Uniform accessories**

a. *Belts.* Waist belts will be leather, synthetic leather, or nylon web. The belt for standard uniform wear will be 1 or 1–1/4 inches wide of plain black leather, with a conventional buckle. The web belt for utility uniform wear will be 1–1/4 inches wide of black nylon web, with a black tip.

b. *Footwear.*

(1) *Shoes.* Oxford, black, made of leather, patent leather, or similar material will be worn with the standard DACP/DASG uniform. As an option, chukka boots or a similar commercial design is authorized. Chukka boots will be of plain design without straps or zippers. The shoes and chukka boots will have a non-contrasting sole.

(2) *Overshoes.* Overshoes will be black in color and made of lightweight rubber.

(3) *Boots.* The Army-style combat boot, which is made of black leather with a deep lug tread sole, a cushion insole, a closed loop lace system, and a padded collar, is the authorized DACP/DASG boot. As an option, boots of a similar commercial design or jungle boots are authorized for wear. Boots must be black with a plain or capped toe. Boots will be diagonally laced with black laces. The excess lace will be tucked into the top of the boot under the bloused trousers or slacks or wrapped around the top of the boot. Metal cleats and side tabs are not authorized for wear. When worn with the DACP/DASG utility uniform, trousers are bloused and/or tucked into the boot; they will not be wrapped around the leg so tight as to present a pegged appearance. Boots may be worn un-bloused with the standard DACP/DASG uniform.

(4) *Socks.* Socks will be navy blue or black in color, and of a style appropriate to the footgear worn.

c. *Nameplate and distinguishing nametape.*

(1) The DACP/DASG nameplate will be metal, approximately 2–1/4 inches wide x 1/2 inches high. Nameplates will be worn centered and no more than 1/8 to 1/4 inch above the right pocket flap of the long and short sleeve shirt. Only last names will be used. The finish on the nameplate may be either gloss or non-gloss and will match the individual's badge.

(2) The nametape is an optional item for wear on the DACP/DASG utility uniform. When worn, the nametape will be of woven tape of coordinating cloth, 1 inch in width, with the individual's last name in contrasting block letters at 3/4–inch in height. Last names consisting of 11 letters or more will be of Franklin gothic extra-condensed print (48 point), 1/2–inch high. The nametape insignia will be 4–1/2 inches in

length or extending to the edge of the pocket flap. The nametape will be worn immediately above and parallel to the top edge of the right breast pocket.

*d. Badge and hat insignia.*

(1) The DA badge, as approved by the U.S. Army Institute of Heraldry, is the required badge for wear by all DACP/ DASGs (see fig 6–1, below). No other badge is authorized. Sergeants and above will wear gold in color badges that will identify the rank of the individual and be marked either "Guard" or "Police." Other DACP/DASG personnel will wear silver in color badges, with assigned badge number and be marked either "Guard" or "Police." Directly underneath the DA scroll will be the name of the installation, activity, or stand-alone facility. The badge will be worn on the left breast of the outer garment.

(2) The hat insignia will be worn on the center of the headgear and will be secured to the hat. Sergeants and above will wear gold-in-color hat insignia and other DACP/DASGs will wear silver-in-color hat insignia (see fig 6–2).

*e. Shoulder sleeve insignia.* The DA shoulder sleeve insignia, as approved by the U.S. Army Institute of Heraldry, is the required shoulder sleeve insignia for all DACP/DASG personnel (see fig 6–3). No other shoulder sleeve insignia is authorized. The word "Guard" or "Police" will appear in the insignia. The insignia will be worn on the left sleeve of the garment. Subdued insignia is authorized for wear with the utility uniform.

*f. U.S. flag embroidered insignia.* The U.S. flag embroidered insignia colors red, white, and blue will be worn on the uniform, will be approximately 2 inches high and 3 inches wide with a 1/8-inch gold border, and will be worn on the right sleeve of the shirt, windbreaker, or car jacket. The flag will be centered on the right sleeve 1/2 inch below the right shoulder seam and will be worn as to have the blue field facing forward or to the flag's own right. When worn in this manner, the flag is facing to the observer's right, and gives the effect of the flag flying in the breeze as the wearer moves forward. Subdued-colored flags are not authorized for wear.

*g. Hat.*

(1) The sheriff's hat or campaign hat will be navy blue in color and made of wool felt or straw, depending on the climate where the individual is assigned. The hat will be moisture proof and lined with a leather sweatband. Supervisory personnel will wear gold-in-color braid with acorns, and nonsupervisory personnel will wear silver-in-color braid with acorns. Cap insignia authorized in paragraph 6–13d will be worn with the hat. The hat will be positioned squarely on the head with the front brim positioned on the forehead approximately 1–1/2 inches above the eyebrows.

(2) The baseball cap will be navy blue in color and be made of nylon, Dacron and/or polyester, solid woven material or nylon mesh, with an adjustable band in the rear. A smaller version of the shoulder sleeve insignia, as shown in figure 6–3, or the word "POLICE" or "GUARD" underneath the name of the installation, will be worn with the baseball cap. Rank insignia will not be worn on the baseball cap. The cap will not be blocked, folded, or rolled. The bill may have a slight curvature but will not be excessive. The hat will be positioned squarely on the head with the brim positioned on the forehead approximately 1–1/2 inches above the eyebrows.

*h. Law enforcement equipment.* The LE ensemble may be made of leather or nylon web. The equipment consists of a duty belt, holster with level III retention, ammunition case, handcuffs with case, police baton with holder, flashlight with holder, first-aid package with case, aerosol spray with holder, key holder, and whistle. Local commanders may authorize additional items.

*i. Rank insignia.* Civilian PMs, DESs, Chiefs of Police, Chiefs of the Guards, or designated command security and LE representatives, deputies, captains, lieutenants, and sergeants who are qualified DACPs (GS–0083) or DASGs (GS–0085) will wear rank insignia. Rank insignia will be worn on the uniform at all times.

(1) The insignia will be as follows:

(a) DES, Chief of Police, Chief of the Guards, or designated command security and LE representative: silver oak leaf.

(b) Deputy: gold oak leaf.

(c) Captain: two silver-colored bars.

(d) Lieutenant: one gold-colored bar.

(e) Sergeant: three stripes.

(2) Wearing of rank insignia.

(a) *Director of Emergency Services, Chief of Police, Chief of the Guards, or designated command security and law enforcement representative.* The non-subdued insignia of grade is a silver-colored oak leaf,

with a satin finish with irregular surface if metal or embroidered, 1–1/8 inches high by 1 inch wide. When worn on the shoulder loop, the leaf is worn with the stem facing the outside shoulder seam, 5/8 inch from the seam. When worn on the collar, the leaf is worn with the stem facing the outer edge of the collar, 1 inch up and centered. Rank insignia will be worn on the shoulder loop for the dress uniform and the collar for the utility uniform.

(b) *Deputy and chief administrative officers.* The non-subdued insignia of grade is a gold-colored oak leaf, with a satin finish with irregular surface if metal or embroidered, 1/8 inches high by 1 inch wide. When worn on the shoulder loop, the leaf is worn with the stem facing the outside shoulder seam, 5/8 inch from the seam. When worn on the collar, the leaf is worn with the stem facing the outer edge of collar 1 inch up and centered. Rank insignia will be worn on the shoulder loop for the dress uniform and the collar for the utility uniform.

(c) *Captain.* The non-subdued insignia of grade is two silver-colored bars, each 1 inch long by 3/8 inch wide with a smooth surface in metal or embroidered. Bars are 1/4 inch apart and will be worn on the shoulder loop of the dress shirt parallel to the shoulder seam, 5/8 inch from the seam. When worn on the utility uniform, rank will be worn on both collars 1 inch up and centered with the centerline of the insignia bisecting the points of the collars. Rank insignia will be worn on the shoulder loop for the dress uniform and on the collar for the utility uniform.

(d) *Lieutenant.* The non-subdued insignia of grade is one gold-color bar, 1-inch-long by 3/8 inch wide with smooth surface if metal or embroidered. The bars will be worn on the shoulder loop of the dress shirt parallel to the shoulder seam, 5/8 inch from the seam. When worn on utility uniform, rank will be worn on both collars 1 inch up and centered with the centerline of the insignia bisecting the points of the collars. Rank insignia will be worn on shoulder loop for the dress uniform and the collar for the utility uniform.

(e) *Sergeant.* For wear on standard uniform, only embroidered sew-on sleeve insignia of grade will be light gold in color. Each chevron and arc set is 5/16-inch-wide, with a 3/16 inch space between each set. The insignia has a background cloth navy blue in color, 3 inches wide, which provides a 1/8-inch edging around the entire insignia. The lowest chevron joins the topmost arc at each side of the insignia. The chevron will be worn on the sleeve of the uniform shirt, 1/8 inch below and centered on the DA police patch. The sergeant chevrons will be worn on both sleeves. The sergeant chevrons will be sewn on using only navy-blue thread. For wear on the utility uniform, only polished brass pin-on insignia of grade, three chevrons, smooth surface with each chevron and arc width 3/16 inch with a 1/16-inch open space between chevrons and arcs. The non-subdued pin-on insignia will be worn centered on both collars with the centerline of the insignia bisecting the points of the collar and the bottom of the insignia positioned 1 inch up from the collar point.

j. *Necktie.* Neckties will be plain, full length, clip-on, and navy blue or black in color. The Velcro breakaway tie is an acceptable option. Supervisory personnel may wear a standard necktie.

k. *Gloves.* Gloves will be of a five full-fingered design, slip-on style, plain in design, and black in color. White gloves may be worn during ceremonies or for traffic control and will be of a five, full-fingered design, slip-on style, and plain in design.

l. *Wet-weather gear.* The wet-weather gear will be rubber, nylon, or other weatherproof/breathable fabric, police-type, with double shoulders, eyelet badge tab, slash pockets, with zipper and/or snap fasteners. Safety must be a consideration when selecting appropriate wet weather gear.

m. *Windbreaker.* The windbreaker will be navy blue or black in color and have a water repellent finish, zipper front enclosure, two slant pockets, and epaulets. The windbreaker will either have an eyelet badge tab or have the badge silk-screened on the left breast. The shoulder sleeve insignia will be worn on the left sleeve. When worn, the windbreaker will be zipped at least 3/4 of the way up and snapped at the bottom.

n. *Sweater.* The sweater will be a pullover with V-neck, and navy blue or black in color. It will be of knitted cloth and long sleeved. The sweater will have epaulets with the appropriate rank insignia affixed to the epaulets.

o. *Car jacket.* The car jacket will be navy blue or black in color and have a water and soil repellent finish; two slash front pockets and epaulets. The car jacket may be worn with or without a liner. The car jacket will be waist length and have a front zipper, elastic webbing, or plain bottom at the waist, and an eyelet badge tab on the left breast. The shoulder sleeve insignia will be worn on the left sleeve. When worn, the car jacket will be zipped at least 3/4 of the way up and snapped at the bottom.

p. *Scarves.* Scarves will be navy blue or black in color and worn only with the car jacket. Scarves will be worn folded in half lengthwise.

q. *Cap cover, rain.* The cap cover will be clear plastic.

r. *Protective clothing and equipment.* Protective clothing and equipment may be issued when approved by the installation or activity commander. Items considered protective clothing and equipment include, but are not limited to wet-weather gear, reflector traffic vest, oleoresin capicum spray (see para 6–8) with holder, nightstick or police baton with holder, handcuffs with holder, ballistic-resistant personal body armor, Kevlar helmet, face shield, and protective mask. The DACP/DASGs may be issued special items of equipment based on locally dictated requirements at local expense. Such items will be related to local environmental considerations, such as extreme cold weather. Policy and procedures for providing protective clothing and equipment against biological, chemical, environmental, or physical hazards are contained in AR 385–10.

s. *Organizational clothing and individual equipment.* These clothing and equipment items may be worn and used as determined by the installation-owning or activity-owning command. Uniform items that clearly identify an individual as a police officer or guard, such as badges or shoulder and hat insignia, must be accounted for and turned in. Unserviceable items should be accounted for and destroyed when no longer serviceable.

t. *Department of Defense Civilian awards.* These awards may be worn at the option of the wearer when not prohibited. All awards will be worn in the order of precedence from the wearer's right to left, top to bottom, in one or more rows, with 1/8-inch space between rows, and each row will not contain more medals than the row below. Service ribbons will not be worn when full-size service medals are worn. The medals will be worn centered on the left front pocket flap of the shirt in line with the top pocket seam. If the service ribbon is worn in place of the service medal, it will be worn centered on and 1/8 inch above the nametag. The order of precedence of civilian medals is per AR 672–20.

#### **6–14. Conservation law enforcement officer duty uniform**

##### *a. Car jacket.*

(1) *Style.* Hip length, with removable hood, metal zipper, epaulets (optional), two-way pockets in front, with or without liner, side access to weapon. Badge tab is optional in place of sewn on badge. Sleeve length will be approximately 1 inch below the bottom of the wrist.

(2) *Material.* Waterproof and snag resistant nylon, dark brown or black in color.

(3) *Wear.* The car jacket will normally be worn zipped at least three-fourths of the way up and may be worn with or without a liner. When circumstances require immediate access to a weapon or other belt-worn equipment, the jacket may be worn open.

##### *b. Wind breaker.*

(1) *Style.* Waist length, button/zipper front, badge tab on left breast is optional in place of sewn on badge, full collar, vertical front pockets that form utility side pockets. Sleeve length will be one inch below the bottom of the wrist bone.

(2) *Material.* 100% nylon, permanent press, water repellent, and dark brown or black in color.

(3) *Wear.* The windbreaker will be worn buttoned/zippered at least three-fourths of the way up. When circumstances require immediate access to weapon or other belt-worn CLEO equipment, the jacket may be worn open.

##### *c. Shirt.*

(1) *Style.* Traditional, no cape, scalloped or plain pocket flaps, two breast pockets, epaulets, button front or zipper front concealed under button front. Short sleeve, long sleeve and polo style shirts may be worn as directed by supervisor. Long sleeves will have button cuffs and will extend to approximately the center of the wrist bone.

(2) *Material.* Permanent press, silver/tan, or khaki in color.

(3) *Wear.* The shirt will be worn with sleeves down and buttoned, tucked into trousers, and buttoned all the way up to the button immediately below the neck collar button.

##### *d. Undershirt.*

(1) *Style.* Crew neck or mock turtleneck, with short or long sleeves, with or without pocket.

(2) *Material.* Cotton or cotton blend, black, tan, or white colors only.

(3) *Wear.* The undershirt will be worn at all times under the uniform shirt.

##### *e. Trousers.*

(1) *Style.* Trousers will have plain seams and embroidery, standard front and rear pockets, no cuffs, metal fly zipper, and standard belt loops, cargo pocket on the leg is authorized.

(2) *Material.* Dark brown or olive green in color.

(3) *Wear.* Trouser legs will not be rolled up and will be worn with the lower edge of the waistband at the top of the hipbone, plus or minus 1/2 inch. The front crease of the trousers will reach the top of the instep and be cut on a diagonal line to reach a point approximately 1/2 inch above the top of the heel in the back. The trousers may have a slight break in the front.

*f. Headgear—Baseball cap (optional).*

(1) *Style.* Six panel, plain embroidery without design or ornamental braid, solid or mesh back.

(2) *Material.* Polyester and woven nylon mesh or solid cotton/polyester, brown, black, or tan in color.

(3) *Wear.* Headgear will be worn straight on the head so that the cap insignia/badge sets centered on the forehead and the band creates a straight line around the head parallel to the ground. Headgear will be worn so that no hair will be visible on the forehead.

*g. Headgear—Cold weather (optional).*

(1) *Style.* Cold weather appropriate headgear for inclement seasonal weather.

(2) *Material.* Wool or synthetic man-made, black, brown, or tan in color.

(3) *Wear.* Headgear will be worn straight on the head so that the band creates a straight line around the head parallel to the ground. Headgear will be worn so that no hair will be visible on the forehead.

*h. Headgear—Western (optional).*

(1) *Style.* Cattleman block, approximately 3 1/2-inch brim, with conventional plain fabric band.

(2) *Material.* Straw in summer, natural color, heavy grade straw. Felt in the winter, brown, black, or silver in color, fine quality.

(3) *Wear.* Headgear will be worn straight on the head so that the band creates a straight line around the head parallel to the ground. Headgear will be worn so that no hair will be visible on the forehead.

*i. Rain gear.*

(1) *Style.* Jacket with zipper or button closure, hood attached and elastic/drawstring at waist and wrists. With or without liner may be worn as needed. Pants material same as jacket with zipper sides to allow access without removal of boots. Rubber boots, over shoe or tall galoshes type.

(2) *Material.* Lightweight waterproof nylon or Gortex, black in color.

(3) *Wear.* Worn during inclement weather or as directed. Raincoat will be worn button/snapped except for neck closure which may be worn open. Sleeves will not be rolled up.

*j. Trouser belt.*

(1) *Style.* Smooth leather, without buckle using Velcro attachment or with plain silver in color buckle approximately 1 3/4 inches wide.

(2) *Material.* Leather or nylon, black or brown in color.

(3) *Wear.* Belt will be worn at all times. Belt end will be worn through belt loops without excess hanging down pants front.

*k. Shoulder sleeve insignia.* Shoulder sleeve insignia patches—

(1) Will be of similar design and worn in the same manner as those prescribed for DACP/DASGs, except the words “Conservation Officer” will be embroidered in the white cable in place of “Police.”

(2) The right shoulder patch on the car jacket, windbreaker, and shirts will consist of a U.S. Flag embroidered insignia.

*l. Badges.*

(1) CLEO badges will be of similar design and worn in the same manner as those prescribed for DACP/DASGs.

(2) CLEO supervisors will wear a gold-colored badge, while all others will be silver.

(3) Car jacket/Windbreaker. A cloth replica of the badge will be embroidered above the left breast.

(4) Headgear. A cloth replica of the badge will be embroidered to the front center of the cap.

(5) Polo shirt. A cloth replica of the badge will be embroidered to left chest area of the shirt and the metal badge may be worn on the duty belt in the front.

*m. Footwear.*

(1) Boots of tanned leather, brown or black in color with matching stitching and walking heel, rounded toe, snake-bite resistant uppers that extend above the ankle, cushioned inner sole. Wellington or lace-up styles are authorized.

(2) Socks may be any color.

*n. Gloves.*

(1) Gloves will be good quality, lightweight leather or man-made material, and black or brown in color.

(2) Cold weather appropriate gloves for inclement seasonal weather, leather or man-made material, Goretex lined, black or brown in color.

*o. Nametags.* Nametags will be worn on the uniform shirt immediately above and online with the flap of the right breast pocket. Nametag will be 5/8 inch high by 2 1/2 inches wide, brass plated with black indented lettering centered on the tag and will contain the first initial and last name of the CLEO.

*p. Uniform variances.* Commanders and directors can approve uniform variances depending on the environment the CLEO is working in.

#### **6–15. Weapons, ammunition, and security equipment**

*a.* DACPs/DASGs will be provided with the weapons, ammunition, and security equipment needed to perform their assigned duties. Contract guards will use weapons, ammunition, and equipment furnished per PWS, local laws, and SOFA limitations. Using privately owned (individually owned) equipment while performing assigned duties, except for uniform items, will not be permitted.

*b.* The use of privately owned weapons and/or ammunition by Federally employed DACP/DASGs while performing assigned duties is strictly prohibited.

*c.* Government-owned weapons will be turned in at the end of duty; a Federally employed DACP/DASG is not permitted to retain firearms or ammunition after completing their normal tour of duty.

*d.* See AR 190–11 for policy concerning the storage and accountability of arms and ammunition.

*e.* The basis of issue that may be used to acquire ammunition to support training and mission requirements for DACP/DASGs is contained in DA Pam 350–38.

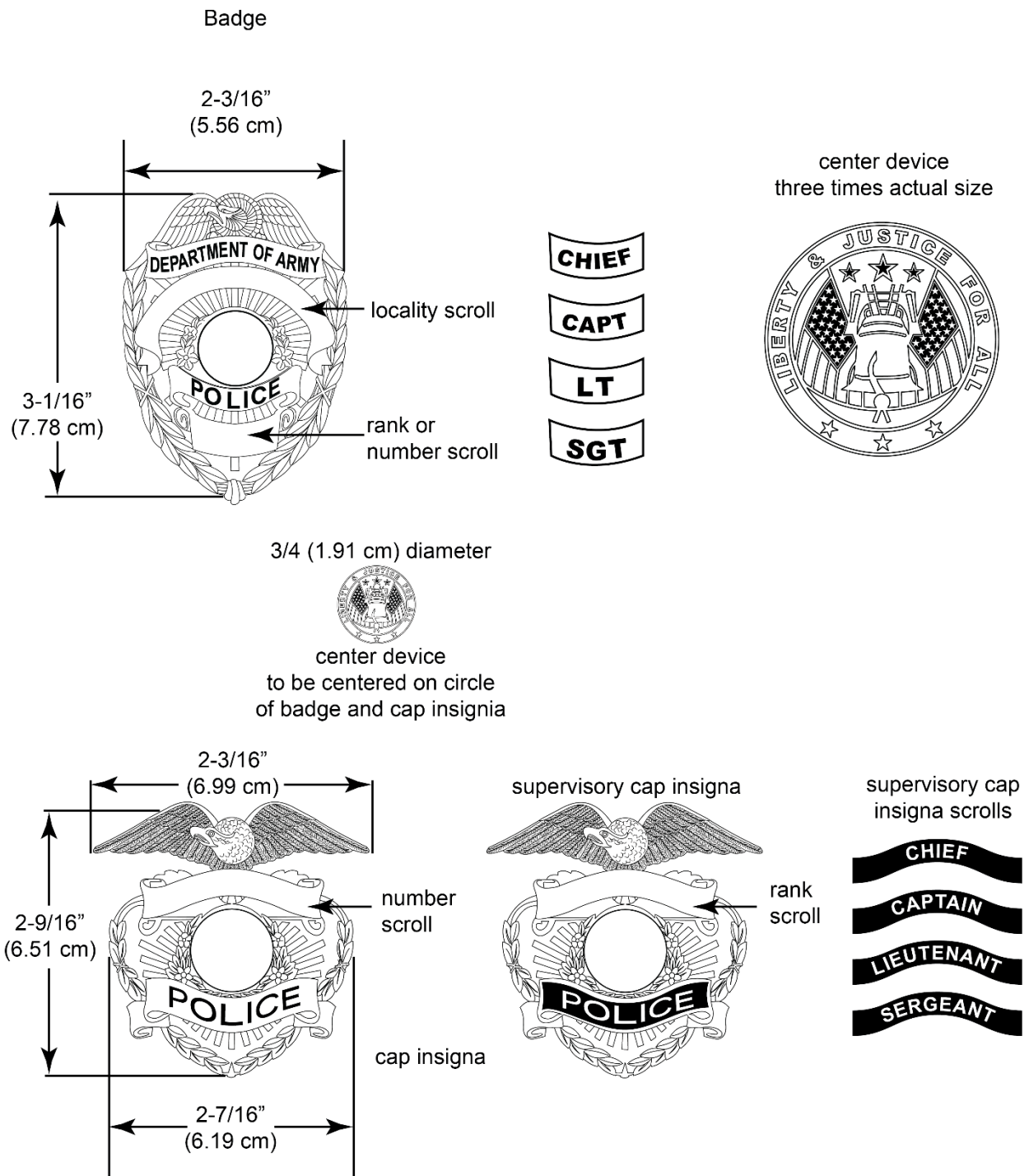


Figure 6–1. Sample of specifications for the Department of the Army Civilian Police badge and hat insignia

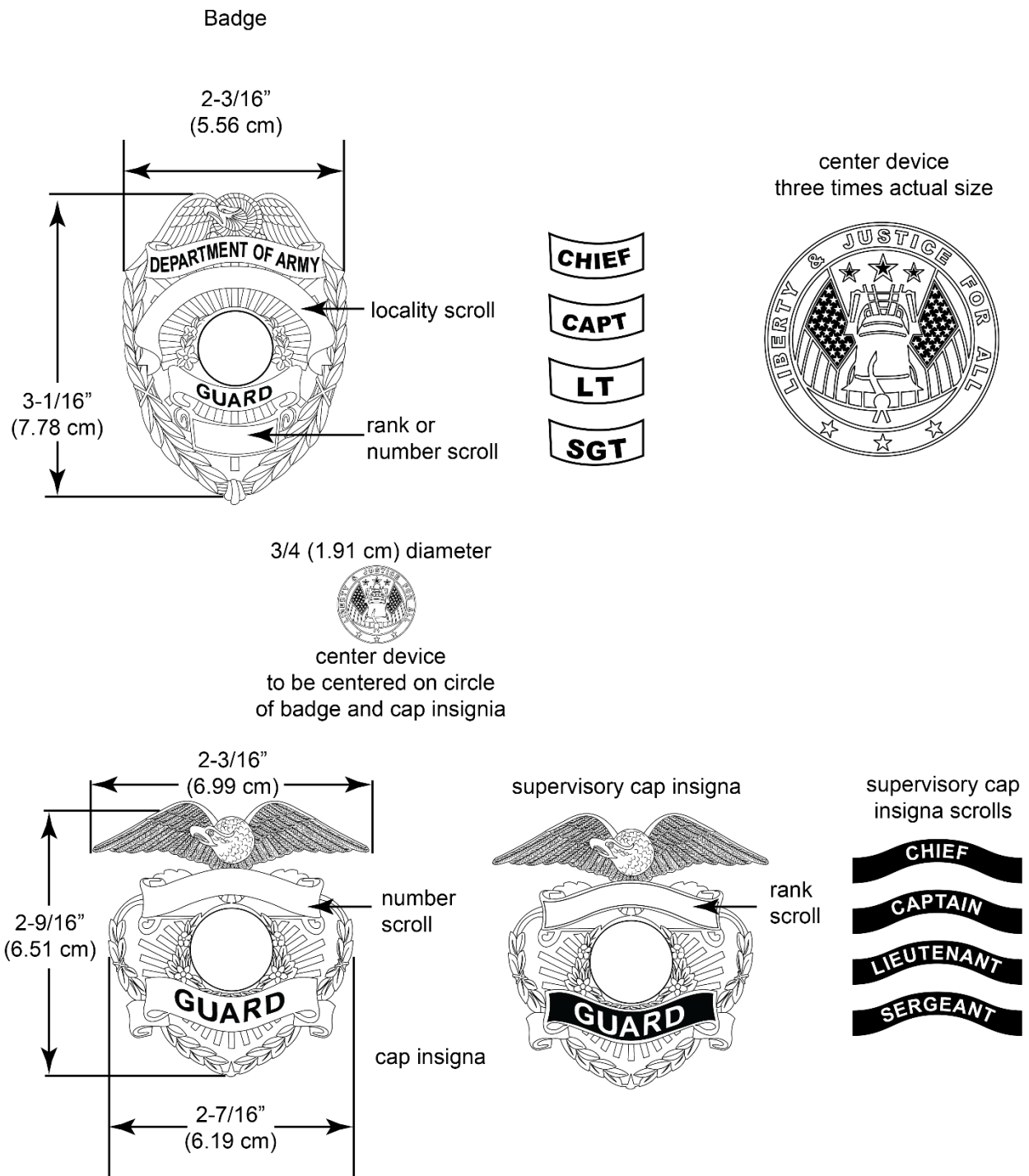


Figure 6–2. Sample of specifications for the Department of the Army Security Guard badge and hat insignia



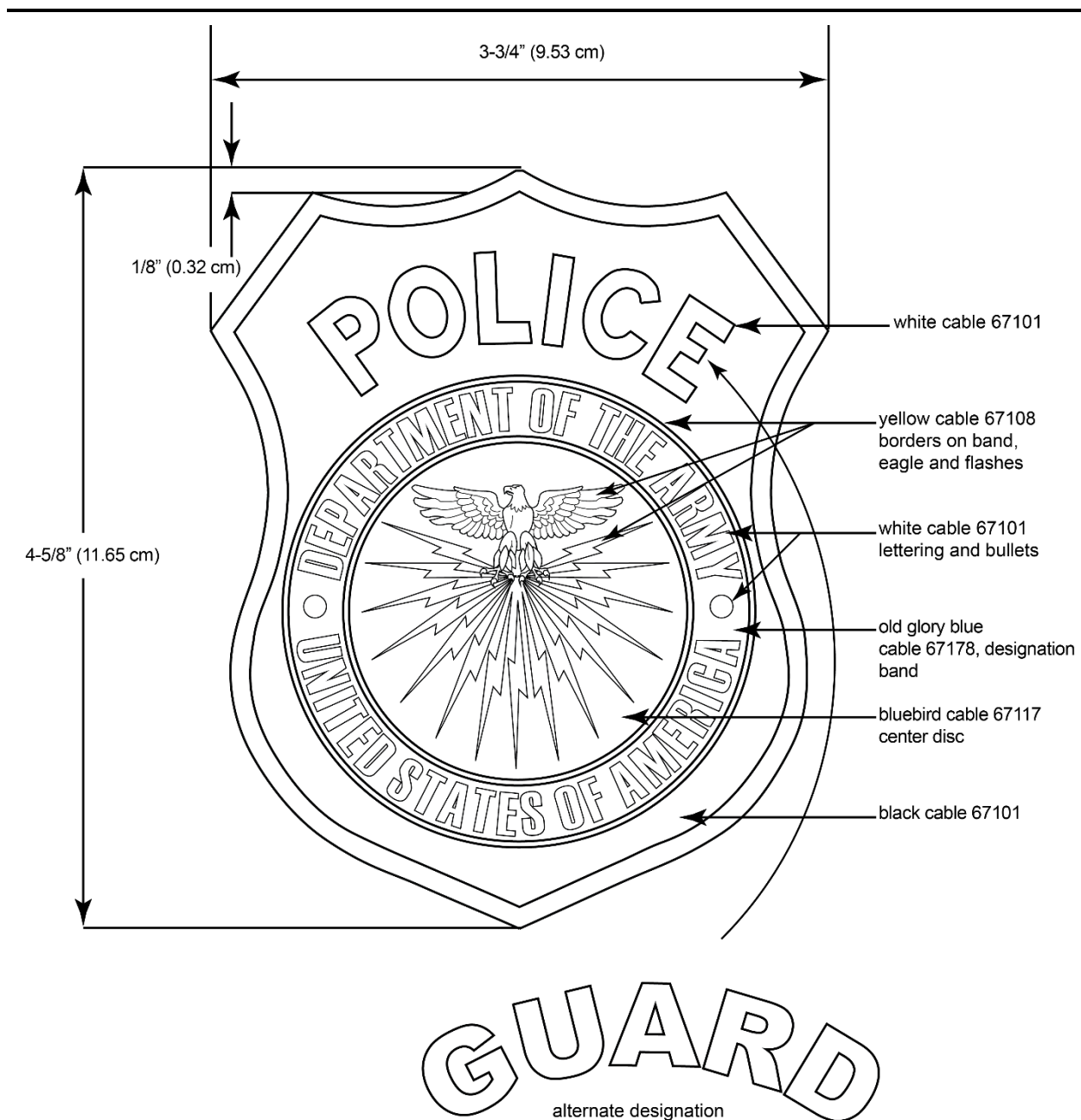


Figure 6–3. Sample of specifications for the Department of the Army Civilian Police/Department of the Army Security Guard shoulder insignia

## Chapter 7 Employment Conditions

### 7–1. General

This chapter describes employment statements, portions of position description requirements, and ability tests.

## 7–2. Condition of employment for prospective Department of the Army Civilian Police and Security Guards

Text for the condition of employment statement for prospective DACP/DASG employees is detailed below:

### *a. Section A—Requirements.*

(1) All applicants are required to sign a condition of employment statement as part of the application process.

(2) In accordance with AR 190–56, as a prospective employee, I understand I must take and pass the PAT in order to demonstrate that I am physically able to perform the essential functions of my position.

(3) I understand I must undergo initial and periodic medical evaluations to assess my ability to take the PAT and to perform the essential functions of my position, with or without reasonable accommodation. I also understand it is my responsibility to report a complete health history and report any changes in health status that may impair one's ability to perform the essential position functions. Additionally, as a prospective employee, I understand I must qualify and remain qualified for the IRP; sign DA Form 5019 and pass drug testing; possess a motor vehicle license; meet the requirements under 18 USC 922(g)(9) (The Lautenberg Amendment); and sign the DD Form 2760 (Qualification to Possess Firearms or Ammunition); pass the annual PAT; pass a periodic medical examination; pass a semiannual weapons qualification; graduate from a DoD POST accredited LE academy; meet annual training and recertification requirements; complete an initial and an annual cardiopulmonary resuscitation recertification and first aid requirement; be able to work shifts, overtime, and weekends, as required; wear the DACP/DASG uniform and maintain a high standard of appearance and hygiene; and be able to wear chemical-protection equipment.

(4) As an applicant tentatively selected for this position, I understand I will not be appointed to the position if I decline to sign the condition of employment. If I sign this statement and cannot meet any of the conditions of employment as specified in the paragraphs above, this serves as a basis for my not being appointed to the position or for proposing my removal in accordance with applicable Federal and/or agency regulations. **If I sign this statement and later decline to take the PAT**, my refusal may be used as a basis for proposing my removal from the Federal service in accordance with applicable Federal and/or agency regulations.

*b. Section B—Agreement.* This is to certify I understand the contents of the policy described above and the reasons therefore, and I agree to adhere to the terms of this policy as a continuing condition of my employment.

*c. Position description.* Position descriptions for guard and police personnel will include all conditions of employment.

*d. Personnel evaluations.* For police and security guards subject to the PAT, the statement will be noted as a performance objective in DPMAP.

*e. Physical ability test time frames.* New hires, including current DASG transitioning to DACP, must pass the primary PAT within 30 days of the hiring date and must pass the PAT annually thereafter. A minimum of four months must pass between calendar years for annual PATs thereafter.

## Chapter 8 Medical Screening Procedures

### 8–1. General

*a.* The procedures for medical qualification evaluation of DACP/DASGs will be conducted in accordance with 5 CFR 339 and applicable requirements from the DA and DoD.

(1) All tentative selectees for an appointment, and all incumbent DACP/DASGs on a periodic basis, will be required to undergo a medical examination at Government expense to determine if they can perform the essential functions of the position, with or without reasonable accommodation.

(2) Physical requirement is a written description of position-related physical abilities that are essential for performance of duties of a specific position (5 CFR 339). Physical requirements applicable to all DACP/DASG positions are detailed in paragraph 2–2 of this regulation; additional requirements for individual positions are detailed in the individual position description.

(3) The medical standard is a written description of the minimum medical requirements necessary for an applicant or employee to perform essential position duties as a condition of employment (5 CFR 339).

The OPM has established medical standards for Police Officers (GS 0083) and Security Guards (GS 0085).

*b.* The CSGs medical qualification evaluation procedures will align with contracting procedures as specified in the applicable contracts and PWS. Commanders will ensure the applicable contracts and PWS adhere to the following:

(1) Prior to being assigned to perform security guard duties, and annually for currently contracted personnel, all contract personnel will be required to undergo a medical examination to determine if they can perform the essential functions of the position, with or without reasonable accommodation.

(2) Physical requirements and medical standards for the contracted position concerned, and the medical evaluation guidelines, will be defined in accordance with the contract and PWS.

(3) To be assigned to perform security duties, contract personnel must be medically certified to the certifying officer as eligible.

(4) All examinations will be performed at the contractor's expense.

(5) Commanders outside the United States will establish an appropriate level of medical evaluation requirements for CSG in all PWS for guard services.

## **8–2. Procedures for ordering medical qualification examinations**

Officials authorized to order examinations for DACP/DASG will be identified in this issuance or other applicable issuances. The applicant or selectee examinations are ordered by the servicing installation CPAC and incumbent employee examinations are ordered by supervisory or command officials.

*a. New hire/Applicant procedures.* An interim replacement process to obtain examinations during the hiring process was developed within the DA; DCS, G–1 is the proponent of the process to be followed by human resources officials.

*b. Incumbent employee procedures.* The interim process to obtain an incumbent employee annual examination is initiated when the CO submits a memorandum to the supporting occupational health clinic requesting the incumbent employee's annual medical examination. The memorandum, signed by the CO, will be on agency letterhead and include—

(1) Incumbent employee name.

(2) Position title and PP-Series-grade.

(3) Position description.

(4) Position requirement checklist.

(5) Statement of understanding—medical examination.

(6) DD Form 2870 (Authorization for Disclosure of Medical or Dental Information) (signed by incumbent employee, as attachment).

## **8–3. Performance of medical qualification examinations**

Examinations will be performed in accordance with 5 CFR 339, adhering to the following procedures. Additional general and position-specific requirements for DACP/DASG positions is available in DoDM 6055.05 or its published revision. The medical standard is published by OPM, at <https://www.opm.gov>. Note that DoD petitioned OPM and has been approved to adopt the GS 0083 (DACP) medical standards for GS 0085 (DASG). To avoid delays in the scheduling and completion of the medical qualification examination, the appointing officer or other requesting authority (for new hires) or CO (for incumbent employees) should ensure the following:

*a.* The position for the individual to be examined is either DACP or DASG, in accordance with this regulation.

*b.* The individual position description included in the package identifies physical requirements for the position that are detailed in paragraph 2–2 of this regulation.

*c.* The request package includes a SOU signed by the applicant/employee.

*d.* The request package includes a signed DD Form 2870 (Authorization for Disclosure of Medical or Dental Information), permitting release of all information collected and all records generated during the medical qualification examination to the appointing officer or other requesting authority by the applicant/employee. (Unlike the SOU noted above, if the signed DD Form 2870 is not included in the request package, the DD Form 2870 may be completed and signed in the clinic.)

## **Chapter 9**

### **Physical Ability Test**

#### **9–1. General**

The PAT serves to provide a measure of the individual's preparedness to successfully accomplish the essential functions of the position. This chapter provides for the conduct and administration of PATs for DACP/DASGs and CSGs. Administer physical ability testing per this appendix for all DACP/DASG personnel. In order to meet the condition of employment standard, the individual tested must successfully pass the established standard for each of the two elements of the PAT.

a. The PAT will be conducted annually for DACP/DASG personnel.

b. A minimum of four months must elapse before an individual who passed the PAT in one calendar year is required to take the PAT again in the next calendar year. Position descriptions will contain the physical ability testing requirement.

(1) New hire DACP/DASGs must be advised, in writing, at the time of initial employment, that they are required to pass the record PAT within 30 days of hiring date. New hires must sign a statement acknowledging they have been so advised. Thereafter, passing the PAT will be required annually. New hire DACP officers selected to attend the USAMPS Civilian Police Academy will take and successfully pass a record PAT at their home station prior to traveling to the academy. New hires attending the USAMPS Civilian Police Academy must comply with the USAMPS Civilian Police Academy graduation standards. A DASG that has a break in service and is rehired after the break in service, is considered a new hire and must take the PAT as part of the hiring process.

(2) Current DACP/DASG personnel are required to pass the record PAT within one year from the date of their initial entry medical clearance; thereafter, passing the record PAT is required annually. If the DACP/DASG fails the record PAT, the officer will be required to pass the retest within 90 days. If the DACP/DASG fails the second PAT, management will contact CPAC regarding appropriate personnel actions options.

(3) Overseas commanders will establish an appropriate PAT in all SOWs and PWSs for guard services. The PAT will include events that provide a measure of the individual's ability to successfully accomplish the essential functions of the position.

(4) The PAT standards will be incorporated into the SOWs and PWSs for all new security guard contracts initiated after publication of this regulation. Current security guard contracts will not be modified for the sole purpose of including the new PAT standards into the SOWs and PWSs. When current security guard contracts expire, or if there are major modifications to existing contracts, the new PAT standards will be incorporated into the requirements and negotiated with the contractors. To avoid inconsistencies between the contract SOWs, PWSs, and this regulation, specific PAT standards should not be included in the SOWs or PWSs. Instead, PWSs should require compliance with the standards contained in the most current version of this regulation.

(5) Procedures will be established for periodic review of personnel records for CSGs. The specific provisions of the contract may include the requirement that government personnel monitor the contractor's administration of required physical fitness testing. Depending on the size of the CSG force and the complexity of its mission, the PM or the PM's representative may be appointed as a COR or contracting officer's technical representative.

#### **9–2. Requirements**

a. Minimum physical requirements for the PAT are—

(1) Execute 19 pushups in 2 minutes. The event demonstrates core strength and capacity used in defensive tactics and is important for rescues and use of force situations. Conduct the push up by—

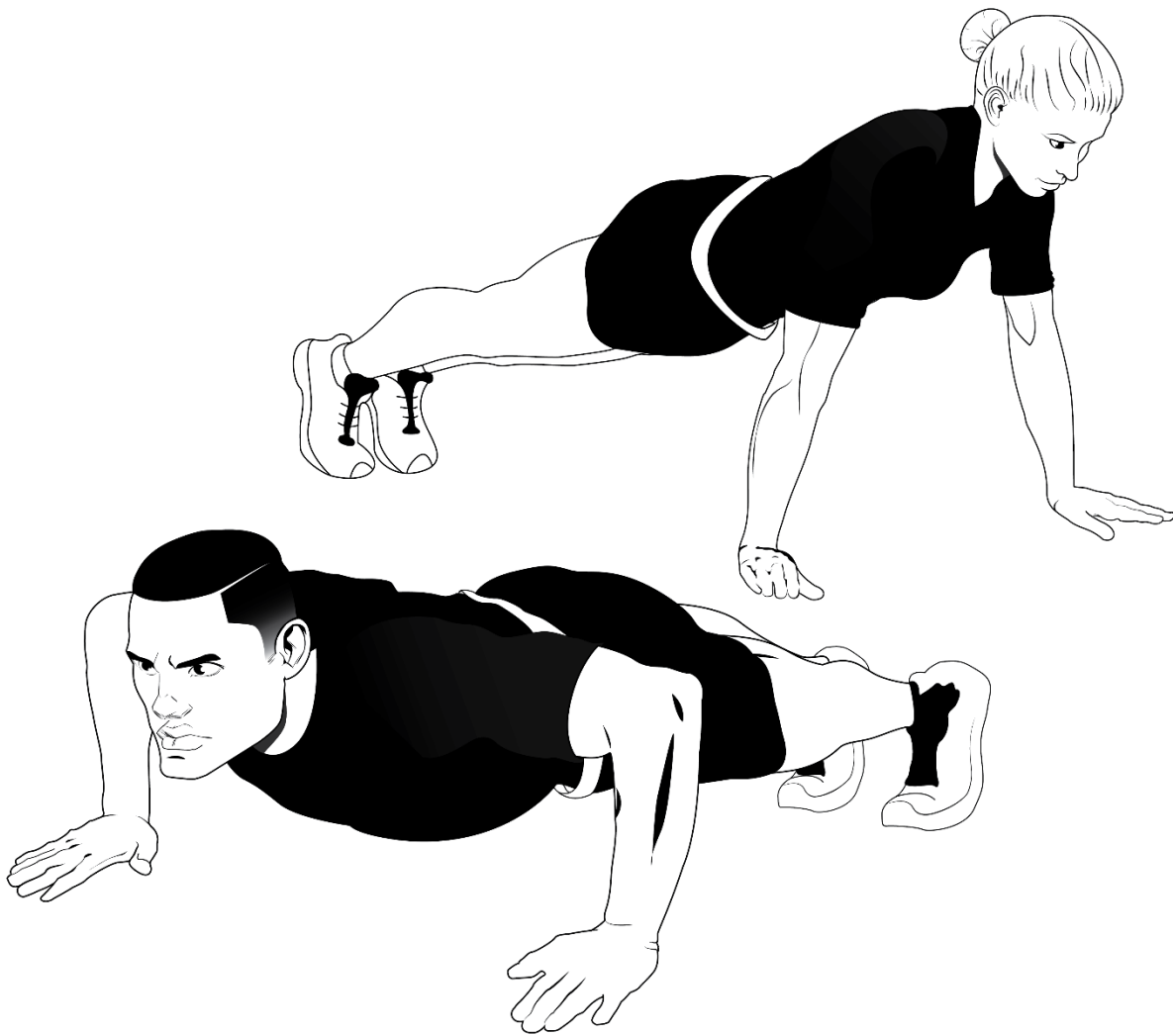
(a) Assuming the front leaning rest position, with hands on the ground comfortably and feet up to 12 inches apart.

(b) Body should form a generally straight line from shoulders to ankles.

(c) Begin by bending the elbows and lowering the entire body as a single unit until upper arms are at least parallel to the ground.

(d) Return to the starting position by raising entire body until arms are fully extended.

(e) Body must remain rigid in a generally straight line and move as a unit during each repetition. See figure 9–1.



**Figure 9–1. Proper push-up position**

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(2) Running 1.5 miles (2.41 km) in 17:30 minutes. The event serves to assess cardiorespiratory and leg muscle endurance. Conduct the 1.5 mile run by—

- (a) Running at your own pace.
- (b) Walking is authorized but strongly discouraged.
- (c) If you are physically helped in any way, or leave the designated running course for any reason, the event will be terminated.
- (d) Conducting the 1.5 mile run on a treadmill is not authorized.

b. Minimum physical ability requirements are related to the individual's position requirements, because they provide relative measures of the individual's preparedness to perform physically demanding tasks in unusual or emergency situations.

### **9–3. Procedures and sequencing**

The procedure and sequence of testing events are—

- a. Conduct warm-up for three minutes.
- b. Perform the pushups.
- c. Rest for 10 minutes.

- d. Conduct cardio warm-up for two to three minutes.
- e. Perform the run.
- f. Conduct cardio cool down for five minutes.

#### **9–4. Alternate events**

Alternate PAT events are designed for current career employees who are in the post-academy career phase rather than new hires. New hires are required to pass the PAT as described in paragraph 9–2. The alternate PAT described below is permitted for current DACP/DASGs with long-term medical restrictions or disabilities who cannot perform the run or pushup events but can otherwise perform the essentials functions of the position.

a. *Physical ability test events.* The DACP/DASG must perform all the primary PAT events in which their medical restrictions permit and will complete any identified alternate event in the time period specified.

b. *Alternate events.*

(1) The 2-mile walk is an authorized alternate event for the 1.5-mile run. This event uses the same course as the 1.5-mile run.

(a) Scorers must observe the person during the entire event and ensure the person maintains a walking stride. Those who break into any type of running stride will be terminated from the event and given a "no go." When the event is over, scorers record the time in the scorecard, initial the appropriate block, and note in the comment block that the time is for a 2-mile walk and whether or not the individual received a "go" or "no go."

(b) The individual must walk 2 miles in 32 minutes to successfully pass this event.

(c) Conducting the 2-mile walk on a treadmill is not authorized.

(2) The 25 feet dummy drag is an authorized alternate event for the pushup.

(a) The dummy must be of average proportionate height and weight of an adult and weigh between 140 and 150 pounds.

(b) When picking up and putting down the dummy, DACP/DASG must bend their knees to protect lower back.

(c) Stand behind the dummy and hold it under its arms.

(d) At the starting line, participants must move the dummy in a controlled manner for 25 feet and place the dummy on the ground safely at the completion of the event (dummy's feet must pass the 25-foot line).

(e) Must complete the event without dropping the dummy in order to successfully pass this event.

(f) Must complete the event in 15 seconds.

#### **9–5. Temporary medical restrictions**

The DACP/DASG personnel who are temporarily, medically restricted from performing the functions of their position, to include taking the PAT, will be exempt from taking the PAT for the duration of the temporary medical restriction. Once the temporary medical restriction has been lifted and the individual has been medically cleared to return to full duty, they will have 90 days to pass the PAT.

## Appendix A

### References

#### Section I

##### Required Publications

Unless otherwise indicated, all Army publications are available on the Army Publishing Directorate website at <https://armypubs.army.mil>. DoD publications are available on the Executive Services Directorate website at <https://www.esd.whs.mil>. USCs are available on the USC website at <https://uscode.house.gov>.

##### **AR 11–2**

Managers' Internal Control Program (Cited in title page.)

##### **AR 11–34**

The Army Respiratory Protection Program (Cited in para 4–7*b*(5).)

##### **AR 50–5**

Nuclear Surety (Cited in para 3–3*c*.)

##### **AR 50–6**

Chemical Surety (Cited in para 3–3*c*.)

##### **AR 190–11**

Physical Security of Arms, Ammunition, and Explosives (Cited in para 5–2*c*.)

##### **AR 190–13**

The Army Physical Security Program (Cited in 3–1*b*.)

##### **AR 190–17**

Biological Select Agents and Toxins Security Program (Cited in para 3–3*c*.)

##### **AR 380–67**

Personnel Security Program (Cited in para 3–6*c*.)

##### **AR 385–10**

The Army Safety and Occupational Health Program (Cited in para 6–8.)

##### **AR 600–20**

Army Command Policy (Cited in para 4–2*b*(4)(*f*).)

##### **AR 600–85**

The Army Substance Abuse Program (Cited in para 2–5*a*.)

##### **AR 672–20**

Incentive Awards (Cited in para 6–13*t*.)

##### **DoDI 1400.25**

DoD Civilian Personnel Management System (Cited in para 6–10*a*.)

##### **DoDI 5200.08**

Security of DoD Installations and Resources and the DoD Physical Security Review Board (PSRB) (Cited in title page.)

##### **DoDI 5525.13**

Deputation of DoD Personnel (Cited in title page.)

##### **DoDI 5525.15**

Law Enforcement (LE) Standards and Training in the DoD (Cited in title page.)

##### **DoDM 5200.02**

Procedures for the DoD Personnel Security Program (PSP) (Cited in 3–6*c*.)

##### **DoDM 6055.05**

Occupational Medical Examinations: Medical Surveillance and Medical Qualification (Cited in 1–4*e*.)

**ST 19–LESM**

United States Army Law Enforcement and Security Management (Cited in para 4–2*b*(3).) (Available at <https://atiam.train.army.mil>.)

**TC 19–220**

Law Enforcement Weapons Training and Qualifications (Cited in para 4–6*a*.)

**TSP 191–SG–2015**

Department of the Army Civilian Security Guard (Cited in para 4–2*b*(2)(*a*).) (Available at <https://atiam.train.army.mil>.)

**5 CFR 339**

Medical Qualification Determinations (Cited in para 1–4*e*.) (Available at <https://www.ecfr.gov>.)

**10 USC 2465**

Prohibition on contracts for performance of firefighting or security-guard functions (Cited in title page.)

**18 USC 922(g)(9)**

The Lautenberg Amendment (Cited in para 3–6*b*.)

**50 USC 797**

Penalty for violation of security regulations and orders (Cited in para 5–1.)

**Section II****Prescribed Forms**

Except where otherwise indicated below, the following DA Forms are available on the Army Publishing Directorate website at <https://armypubs.army.mil>.

**DA Form 7599**

Department of the Army Police Officer Credential (Prescribed in para 5–4*a*.) (Stocked and Issued through Enlisted Personnel Management Directorate.)



## Appendix B

### Internal Control Evaluation

#### B-1. Function

The function covered by this evaluation is the administration of the DACP/DASG Program.

#### B-2. Purpose

The purpose of this checklist is to help PMs, DESs, and designated command security and LE representatives evaluate the key internal controls listed below. It is not intended to cover all controls.

#### B-3. Instructions

Answers must be based on the actual testing of key internal controls (for example, document, analysis, direct observation, sampling, simulation, exercise, other). Answers indicating deficiencies must be explained and corrective action indicated in supporting documentation. These key internal controls must be evaluated formally at least every two years. Certification that the evaluation was conducted must be accomplished on DA Form 11-2 (Internal Control Evaluation Certification).

#### B-4. Test questions

- a. Do assigned personnel meet OPM qualification standards for police or guard positions (see para 2-2)?
- b. Is each DACP/DASG applicant medically evaluated in accordance with OPM medical evaluation standards and chapter 8 (see para 2-2)?
- c. Are DACP/DASG personnel medically evaluated periodically in accordance with chapter 8 (see para 2-2)?
- d. Are DACP/DASG applicants informed, in writing, of the PAT requirements (see para 2-2)?
- e. Do DACP/DASG personnel receive an annual PAT (see para 2-2)?
- f. If a DACP/DASG fails the PAT, is the CPAC contacted (see para 2-2)?
- g. Do applicants receive a security screening (see para 2-3)?
- h. For pre-employment inquiries, are former employers, former supervisor, and personal references checked (see para 2-3)?
- i. Is a pre-employment credit check accomplished for each individual tentatively selected for employment (see para 2-4)?
- j. Does the PM, DES, or designated command security and LE representative conduct a check of arrest and criminal history, where applicable, for new applicants (see para 2-3)?
- k. Does the PM, DES, or designated command representative forward the arrest and criminal history results to CPAC with a recommendation to continue or discontinue processing the applicant (see para 2-3)?
- l. Does each DACP/DASG receive a favorable Tier 3 background investigation (see para 2-4a)?
- m. Is an inquiry accomplished on all applicants per 18 USC 922(g)(9) (see para 2-3)?
- n. Do all DACP/DASG employees receive drug testing prior to certification in the IRP (see para 2-4)?
- o. Are DACP/DASG personnel assessed under the IRP (see para 3-1)?
- p. Does the IRP CO maintain frequent contact with personnel under the IRP program (see para 3-5)?
- q. Has the CPAC been contacted when potential disqualifying factors are present (see para 3-6)?
- r. Does the individual acknowledge receipt of the potential disqualifying factor memorandum for record, and are they informed they may rebut the matters (see para 3-6)?
- s. Is the memorandum for record and any rebuttal comments placed in the employee's official personnel folder (see para 3-6)?
- t. Is the individual removed from any duties requiring a firearm, pending the outcome of an investigation or inquiry or action if an allegation is made against an individual per 18 USC 922(g)(9) (see para 3-6)?
- u. Does the CO make determinations of an individual's reliability in accordance with the reliability factors in AR 380-67 (see para 3-6c)?
- v. Is the servicing CPAC contacted when an individual is disqualified under the IRP (see para 3-6d)?
- w. Does the CO ensure that at least annual record reviews are conducted on personnel in the IRP (see para 3-9)?

- x. Does an individual accepted for DACP/DASG duties receive an interview covering the disqualifying factors and importance of the program (see para 3–6)?
- y. Is the CO kept informed of any problems or incidents that might cause temporary or permanent removal from the IRP (see para 3–5b)?
- z. Is information forwarded to the appropriate adjudication facility via the DISS if a CO becomes aware of any behavior reflecting on an employee's loyalty, reliability, and trustworthiness (see para 3–6)?
- aa. Is information forwarded to the appropriate adjudication facility via the DISS, if a CO becomes aware of any behavior reflecting on an employee's loyalty (see para 3–6)?
- bb. Is each individual, prior to performing duties, trained, and certified for tasks and duties (see para 4–2)?
- cc. Has each newly hired DACP been scheduled for, or completed, the USAMPS U.S. Army Civilian Police Academy (see para 4–2)?
- dd. Is an exception submitted for any existing employees (see para 4–3)?
- ee. Has each individual successfully completed use of force and weapons qualification training (see para 4–6)?
- ff. Has required in-service training been provided (see para 4–5)?
- gg. Do the DACP/DASGs credentials show that the officer's authority is limited to the installation only (see para 5–2)?
- hh. Does the senior commander document specific delegation of authority and jurisdiction for DACP/DASGs (see para 5–2)?
- ii. Does each DACP/DASG acknowledge, in writing, a clear understanding of his or her authority and jurisdiction (see para 5–3)?
- jj. Are uniforms worn by DACP/DASG personnel in accordance with AR 190–56 (see para 6–1)?
- kk. Do DACP/DASGs wear uniforms while on duty (see para 6–2)?
- ll. Do DACP/DASGs maintain DA-approved standards of appearance (see para 6–3)?
- mm. Is the wearing of jewelry in accordance with DA-approved standards (see para 6–5)?
- nn. Are eyeglasses, sunglasses, and contact lenses in accordance with DA-approved standards (see para 6–6)?
- oo. Is protective or reflective clothing authorized when safety considerations dictate (see para 6–8)?
- pp. Does each DACP/DASG wear National Institute of Justice concealed body armor while on duty whenever armed (see para 6–8)?
- qq. Do DACP/DASGs maintain hygiene and body grooming standards consistent with an overall professional appearance in accordance with DA-approved standards (see para 6–9)?
- rr. Is only the DACP/DASG uniform worn when on duty, except for approved mission reasons (see para 6–11)?
- ss. Are prospective DACP/DASGs required to sign a condition of employment statement?
- tt. Is the PAT administered in accordance with this AR?
- uu. Does the PM, DES, or designated command representative certify that all current DACP/DASGs meet the minimum requirements for the installation or activity mission?

## **B–5. Supersession**

This evaluation replaces the previous evaluation that assesses the execution of the DACP/DASG Program, previously published in AR 190–56, dated 15 March 2013.

## **B–6. Comments**

Help make this a better tool for evaluating internal controls. Submit comments to the OPMG Physical Security Division via email at [hqdapmgpsd@army.mil](mailto:hqdapmgpsd@army.mil).

## **Glossary of Terms**

### **Certifying official**

The commander or director, or his or her designated representative, charged with the maintenance of law and order at an installation, activity, or facility and for making suitability determinations of DACP/SGs.

### **Contracting officer's representative**

An individual designated, in writing, by the contracting officer to act as an authorized representative within the scope and limitations authorized by the contracting officer.

### **Department of the Army Civilian Police Officer, General Schedule–0083**

Positions with the primary duty of law enforcement work in the preservation of the peace; the prevention, detection, and investigation of crimes; the apprehension of violators; and providing assistance to citizens in emergency situations, including the protection of civil rights. Generally, police work is to assure compliance with Federal, State, county, and municipal laws and ordinances, and agency rules and regulations pertaining to law enforcement work.

### **Department of the Army Security Guard, General Schedule–0085**

Positions with the primary duty of protective services work in guarding federally owned or leased buildings and property; protecting Government equipment and material; and controlling access to Federal installations and activities by employees, visitors, residents, and patients. Generally, guard work is to protect and prevent loss of materials or processes that are important for national defense, for public health or safety, or as national treasures.

### **Provost Marshal General**

A principal military officer on the Army Staff per DA General Order 2020–01.

### **Reasonable accommodation**

Modifications or adjustments to a job application process that enable a qualified applicant with a disability to be considered for the position such qualified applicant desires; or modifications or adjustments to the work environment, or to the manner or circumstances under which the position held or desired is customarily performed, that enable an individual with a disability who is qualified to perform the essential functions of that position; or modifications or adjustments that enable a covered employee with a disability to enjoy equal benefits and privileges of employment as are enjoyed by other similarly situated employees with disabilities.

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