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**STP 19-95B1-SM**

**MOS 95B, MILITARY  
POLICE, SKILL LEVEL 1,  
SOLDIER'S MANUAL**

**JANUARY 2003**

**STP 19-95B1-SM**

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POLICE, SKILL LEVEL 1,  
SOLDIER'S MANUAL**

**JANUARY 2003**

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**HEADQUARTERS  
DEPARTMENT OF THE ARMY**

Subject Area 8: Military Police (MP) (Enemy Prisoner of War [EPW])

**Perform Enemy Prisoner of War/Civilian Internee (EPW/CI) Security and Control Activities at an EPW/CI Camp**  
**191-376-4100**

**Conditions:** You have been assigned to provide security and control activities at an EPW/CI camp. You are given orders, other guards, an assigned individual weapon, a crew-served weapon, ammunition, communications equipment (for example, a Single-Channel, Ground-to-Air Radio System [SINGARS] radio and/or TA-312 field telephone), local standing operating procedures (SOPs), and the signal operating instructions (SOI).

**Standards:** Perform security and control activities by preventing unauthorized personnel from entering the camp, preventing captives from escaping, and maintaining captive discipline and control.

**Performance Steps**

**WARNING: WHEN WORKING WITH ENEMY CAPTIVES, OBSERVE ALL SAFETY PRECAUTIONS AND ALWAYS BE AWARE OF THE POSSIBILITY OF PERSONAL INJURY.**

1. Enforce discipline and control measures.
  - a. Require that the EPW/CI comply with posted rules, regulations, and announcements. Report captives who refuse or fail to obey an order or regulation.
  - b. Ensure that captives do not--
    - (1) Fraternize or exchange gifts with United States (US) personnel.
    - (2) Establish courts or administer punishment.
    - (3) Display national flags, political emblems, or pictures of political leaders.
    - (4) Gamble.
    - (5) Possess weapons or anything that could be used as a weapon.
    - (6) Possess or consume intoxicating beverages.
  - c. Segregate uncooperative captives according to the local SOP.
2. Observe security precautions.
  - a. Make at least two surprise searches each day.
    - (1) Include the dispensary, the food distribution point, the hospital, and other areas in the enclosure.
    - (2) Look for tunnels, caches of food, clothing, weapons, communication systems, maps, money, or other valuables that might aid in an escape.
  - b. Maintain strict accountability for tools and equipment used by the captives.
    - (1) Check tools and equipment into and out of the compound or enclosure by item and number.
    - (2) Search all captives when they enter or leave an enclosure.
  - c. Prevent food caches by observing the disposition of uneaten rations, both in the camp and on work calls.
  - d. Account for captives by number when conducting roll call formations on both an announced and an unannounced basis. Do this--
    - (1) At least twice each day (morning and evening).
    - (2) Immediately following a mass disturbance, the discovery of a tunnel, or the detection of a hole or break in the perimeter fence.
  - e. Perform random head counts frequently while on work details and when enroute to another facility.
  - f. Inspect identification (ID) bands at random intervals.
    - (1) Ensure that each captive has an ID band that has not been altered.
    - (2) Compare the ID band with an ID card when positive identification is required.
    - (3) Replace ID bands when the internment serial number (ISN) or the name is not legible or the band is weakened because of wear or damage.

## Performance Steps

NOTE: Normally, ID bands will last about six months.

- g. Examine all perimeter fences daily. Report and immediately investigate any evidence of weakness or damage.

### 3. Perform as a gate guard.

- a. Allow only authorized personnel to enter or leave.
- b. Record incoming and outgoing personnel, vehicles, work details, and equipment.
- c. Conduct shakedown searches according to the local policy.
- d. Search all vehicles and containers taken into or out of a compound or enclosure.
- e. Search all captives as they enter or leave the enclosure.
- f. Observe and make note of civilians who may be loitering near the gates.

### 4. Perform as a tower or perimeter guard.

- a. Prevent escapes. If an escape attempt is from--
  - (1) Outside a fenced enclosure, shout "halt." If the captive does not stop after you have called "halt" at least three times, and there does not seem to be any way to prevent the escape, fire your weapon.

WARNING: FIRE ONLY TO DISABLE; NOT TO KILL. REFER TO TASK 191-376-5106.

- (2) Inside a fenced enclosure, do not fire unless the captive is trying to go over, under, or through the fence. Before firing, verify that the captive is actually attempting to escape.

### b. Patrol perimeters.

- (1) Increase security by patrolling between guard towers if weather or light failure prevents tower guards from clearly seeing the entire perimeter.
- (2) Check perimeter fences daily for evidence of wire cutting or weaknesses.
- (3) Ensure that during darkness--
  - (a) The perimeter is checked for poorly lighted areas.
  - (b) Any broken or burned out bulbs are replaced.
  - (c) Problems are reported to the supervisor.
- (4) Be alert for escape attempts and report unauthorized or suspicious captive activities.

### 5. Perform special guard duties (for example, work or escort guards).

- a. Maintain a reasonable distance between captives during movement and work details.
- b. Position yourself so that you can easily observe the captives.
- c. Prohibit the labor detail from mingling with, or coming into close contact with, other work details.
- d. While captives are working, space breaks so that only one guard at a time is on break.
- e. Move captives in columns on secondary roads and areas not normally used by military elements.
- f. Keep an accurate count of captives. Make random counts during work details.

### 6. Enforce military courtesies.

- a. Ensure that, regardless of grade, officer EPW salute higher-ups and the camp commander.
- b. Ensure that enlisted captives salute all commissioned officers of the US armed forces.
- c. Ensure that if the US National Anthem, To the Colors, or Retreat is sounded while the captives are outdoors, they face the direction of the music or the colors.

### 7. Report any of the following to military intelligence (MI):

- a. Unusual captive activities, especially before holiday celebrations.
- b. Messages passed at food and supply distribution points, the dispensary, or the hospital.
- c. Messages passed when captives are on labor details.
- d. Messages signaled between compounds.
- e. Information volunteered by captives.
- f. Suspicious actions of local civilians.

**Evaluation Preparation:** Setup: For training and testing, this task will require a mock EPW/CI enclosure. Additional soldiers will be needed to act as assistant guards and as EPW/CI role players. To evaluate all

performance measures, the soldier must be tested as a tower, perimeter, gate, and special guard (for example work guard or escort guard).

Brief soldier: Tell the soldier being evaluated that he must prevent escapes and maintain discipline and control of the captives. Explain to the role players the actions they are to take.

<b>Performance Measures</b>	<b><u>GO</u></b>	<b><u>NO GO</u></b>
1. Enforced discipline and control measures.	_____	_____
2. Observed security precautions.	_____	_____
3. Performed as a gate guard.	_____	_____
4. Performed as a tower or perimeter guard.	_____	_____
5. Performed special guard duties.	_____	_____
6. Enforced military courtesies.	_____	_____
7. Reported enemy activity to MI.	_____	_____

**Evaluation Guidance:** Score the soldier GO if all steps are passed (P). Score the soldier NO-GO if any step is failed (F). If the soldier fails any step, show him how to do it correctly.

#### **References**

**Required**  
FM 3-19.40

**Related**  
AR 190-8  
FM 3-19.4

**Process Enemy Prisoners of War/Civilian Internees( EPWs/CIs) at a Collecting Point or Holding Area**  
**191-376-4101**

**Conditions:** You have been assigned to process EPWs/CIs at a collecting point or holding area. You are given Department of Defense (DD) Form 2708, DD Form 2745, Department of Army (DA) Form 4137, first aid supplies, food, water, and unprocessed EPWs/CIs.

**Standards:** Process assigned captives at a collecting point or holding area according to Field Manual (FM) 3-19.40 and use the search, tag, report, evacuate, segregate, and safeguard (STRESS) method.

**Performance Steps**

1. Account for all captives arriving at the collecting point or holding area.
  - a. Prepare DD Form 2708. Refer to Figure 191-376-4101-1.

RECEIPT FOR INMATE OR DETAINED PERSON		
1. RECEIVED FROM (Unit or Agency and Station)	2. TIME	3. DATE (YYYYMMDD)
4. INMATE NAME (Last, First, Middle)	5. SSN	6. GRADE
7. ORGANIZATION	8. STATION	
9. OFFENSE _____		
10. PERSONAL PROPERTY _____		
11. REMARKS _____		
12. NAME AND TITLE OF PERSON RECEIVING ABOVE INDIVIDUAL	13. SSN	14. GRADE
15. RECEIVING UNIT OR AGENCY AND STATION	16. SIGNATURE	

DD FORM 2708, NOV 1999

Figure 191-376-4101-1  
DD Form 2708

- b. Use the serial number from DD Form 2745 as the capture tag number (Figure 191-376-4101-2) to account for the captives that are unable or unwilling to provide information for the receipt (for example, those who were sick or wounded and/or those who did not speak English, or when interpreters are not available).

## Performance Steps

<b>ENEMY PRISONER OF WAR (EPW) CAPTURE TAG (PART A)</b>  For use of this form, see AR 190-8. The proponent agency is DCSOPS.  Attach this part of tag to EPW. (Do not remove from EPW.) 1. Search - For weapons, military documents, or special equipment. 2. Silence - Prohibit talking among EPWs for ease of control. 3. Segregate - By rank, sex, and nationality. 4. Safeguard - To prevent harm or escape. 5. Speed - Evacuate from the combat zone. 6. Tag - Prisoners and documents or special equipment.		1. DATE AND TIME OF CAPTURE 2. SERIAL NO. 0090829 <b>A</b> 3. NAME 4. DATE OF BIRTH 5. RANK 6. SERVICE NO. 7. UNIT OF EPW 8. CAPTURING UNIT 9. LOCATION OF CAPTURE (Grid coordinates) 10. CIRCUMSTANCES OF CAPTURE 11. PHYSICAL CONDITION OF EPW 12. WEAPONS, EQUIPMENT, DOCUMENTS	
DD FORM 2745 (BACK), MAY 98		DD FORM 2745, MAY 98 REPLACES DA FORM 5976, JAN 91, USABLE UNTIL EXHAUSTED.	

  

<b>UNIT RECORD CARD (PART B)</b>  Forward to Unit. (Capturing unit retains for records.)  Use string, wire, or other durable material to attach the appropriate section of this form to the EPW's equipment or property.		1. DATE AND TIME OF CAPTURE 2. SERIAL NO. 0090829 <b>B</b> 3. NAME 4. DATE OF BIRTH 5. RANK 6. SERVICE NO. 7. UNIT OF EPW 8. CAPTURING UNIT 9. LOCATION OF CAPTURE (Grid coordinates) 10. CIRCUMSTANCES OF CAPTURE 11. PHYSICAL CONDITION OF EPW 12. WEAPONS, EQUIPMENT, DOCUMENTS	
DD FORM 2745 (BACK), MAY 98		DD FORM 2745, MAY 98 REPLACES DA FORM 5976, JAN 91, USABLE UNTIL EXHAUSTED.	

  

<b>DOCUMENT/SPECIAL EQUIPMENT WEAPONS CARD (PART C)</b>  Attach this part of tag to property taken. (Do not remove from property.)  As a minimum, the tag must include the following information:  Item 1. Date and time of capture (YYYYMMDD). Item 8. Capturing unit. Item 9. Place of capture (grid coordinates). Item 10. Circumstances of capture (how the EPW was captured).		1. DATE AND TIME OF CAPTURE 2. SERIAL NO. 0090829 <b>C</b> 3. NAME 4. DATE OF BIRTH 5. RANK 6. SERVICE NO. 7. UNIT OF EPW 8. CAPTURING UNIT 9. LOCATION OF CAPTURE (Grid coordinates) 10. DESCRIPTION OF WEAPONS, SPECIAL EQUIPMENT, DOCUMENTS	
DD FORM 2745 (BACK), MAY 98		DD FORM 2745, MAY 98 REPLACES DA FORM 5976, JAN 91, USABLE UNTIL EXHAUSTED.	

Figure 191-376-4101-2  
Sample of DA Form 2745

- c. Give a copy of the form to the unit or the capturing troops that turned the captives over.
- d. Retain the original.
2. Segregate captives.
  - a. Segregate by rank (officers, noncommissioned officers [NCOs] or enlisted), sex (male and female), civilian and military and, when possible, nationalities and/or ideologies.
  - b. Segregate those who surrendered willingly or who deserted from those who resisted capture.

**Performance Steps**

- c. Segregate those who cannot be readily identified as belonging to one of the above listed groups.
- d. Segregate captives who do not provide the information needed in order to make a correct classification until their status can be determined.

## 3. Search captives.

- a. Remove items from the captives that they are not allowed to keep.
  - (1) Confiscate any weapons, ammunition, military equipment, or items with intelligence value, record them on the appropriate form, and tag them according to Standardization Agreement (STANAG) 2044.
  - (2) Allow captives to keep personal property (except items that could be used as weapons and items that could have intelligence value) of nominal or sentimental value, such as wedding rings. Personal property also includes chemical protective equipment (if in a chemical environment or a potential chemical environment), helmets, and identification (ID) cards.
  - (3) Check with military intelligence (MI) to determine the intelligence value of varied items and to learn which items, if any, will be retained by MI.
  - (4) Obtain a receipt for any property that will be retained by MI.

NOTE: If screeners retain items, such as weapons or documents containing military information, these items will later be evacuated through MI channels.

- (5) Impound items that captives are not allowed to keep during captivity and record the items on DA Form 4137. Such items include personal effects that make escape easier and items that could be dangerous to United States (US) security interests, such as cameras, radios, and currency. Refer to Task 191-376-5138.
- b. Prepare a receipt for any currency and/or negotiable instruments on the appropriate form.
- c. Keep the original receipt with the property, during evacuation of the captives.
- d. Give the captives copies of receipts for their property.

## 4. Ensure that each captive has a capture tag.

- a. Ensure that the capture tag contains the--
  - (1) Date and time of the capture.
  - (2) Grid coordinates of the capture.
  - (3) Capturing unit.
  - (4) Circumstances of the capture.
- b. Prepare a capture tag for any captive who arrives at the collecting point not wearing a tag. Use either a DD Form 2745 or a locally produced three-part form. Figure 191-376-4101-2 shows what this tag looks like. Instructions for the use of this tag are on the back of the three-part tag.
  - (1) Place part A of the tag on the captive and instruct him not to remove or alter the tag.
  - (2) Place part C of the tag on the bag or bundle of property taken from the captive.
  - (3) Maintain part B in the capturing unit.

## 5. Report the acquisition of captives through military police (MP) channels.

## 6. Safeguard each captive.

## 7. Evacuate captives to the rear as soon as possible. Do not delay evacuation of captives to obtain name, rank, service number, or date of birth.

- a. Ensure that receipts for captives being transferred are ready for the escort guards.
- b. Give items taken from the captives, for security and/or intelligence reasons, to the guards taking the captives to the rear. Ensure that each item is tagged to identify the owner.

**Evaluation Preparation:** Setup: Station the soldier being evaluated at a mock collecting point or holding area. Mark the collecting point or holding area with engineering tape, concertina wire, or similar markings. Use two soldiers for role-players: one to be the captive and the other to act as the captive escort.



Brief soldier: Brief the escort on how to answer questions for purposes of completing the captive tag. Instruct the captive that he need only follow instructions. Tell the soldier that a captive is being brought to the collecting point and needs to be processed.

<b>Performance Measures</b>	<b><u>GO</u></b>	<b><u>NO GO</u></b>
1. Accounted for all captives arriving at the collecting point or holding area.	_____	_____
2. Segregated captives.	_____	_____
3. Searched captives.	_____	_____
4. Ensured that each captive had a capture tag.	_____	_____
5. Reported the acquisition of captives through MP channels.	_____	_____
6. Safeguarded each captive.	_____	_____
7. Evacuated captives to the rear as soon as possible. Did not delay evacuation of captives to obtain name, rank, service number, or date of birth.	_____	_____

**Evaluation Guidance:** Score the soldier GO if all steps are passed (P). Score the soldier NO-GO if any step is failed (F). If the soldier fails any step, show him how to do it correctly.

#### **References**

##### **Required**

DA FORM 4137  
DD FORM 2708  
DD FORM 2745  
FM 3-19.40  
STANAG 2044

##### **Related**

AR 190-8  
FM 3-19.4

**Escort Enemy Prisoners of Wars/Civilian Internees (EPW/CIs) to Rear Areas**  
**191-376-4102**

**Conditions:** You are required to escort previously processed EPWs/CIs to rear areas. You are given a briefing on the mission and applicable standing operating procedures (SOPs); copies of Department of the Army (DA) Form 4137, DA Form 1132-R, Department of Defense (DD) Form 2708, DD Form 2745; an M16 weapon; ammunition; and TA-50 gear.

**Standards:** Safely escort all assigned EPWs/CIs to rear areas while accounting for their personal property.

**Performance Steps**

1. Prepare EPWs/CIs for evacuation.
  - a. Ensure that the captives have been field processed. Refer to Task 191-376-4101.
  - b. Search captives for weapons, contraband, and items of possible value to military intelligence (MI) personnel.
  - c. Prepare a receipt for captives on DD Form 2708. Refer to Figure 191-376-4102-1.

RECEIPT FOR INMATE OR DETAINED PERSON		
1. RECEIVED FROM (Unit or Agency and Station)	2. TIME	3. DATE (YYYYMMDD)
4. INMATE NAME (Last, First, Middle)	5. SSN	6. GRADE
7. ORGANIZATION	8. STATION	
9. OFFENSE		
10. PERSONAL PROPERTY		
11. REMARKS		
12. NAME AND TITLE OF PERSON RECEIVING ABOVE INDIVIDUAL	13. SSN	14. GRADE
15. RECEIVING UNIT OR AGENCY AND STATION	16. SIGNATURE	

Sample

DD FORM 2708, NOV 1999

Figure 191-376-4102-1  
DD Form 2708

- d. Ensure that the capture tags on the captives and their confiscated and/or impounded personal property have, as a minimum, the following information (Figure 191-376-4102-2):

## Performance Steps

<p align="center"><b>ENEMY PRISONER OF WAR (EPW) CAPTURE TAG (PART A)</b></p> <p align="center">For use of this form, see AR 190-8. The proponent agency is DCSOPS.</p> <p>Attach this part of tag to EPW. (Do not remove from EPW.)</p> <ol style="list-style-type: none"> <li>1. Search - For weapons, military documents, or special equipment.</li> <li>2. Silence - Prohibit talking among EPWs for ease of control.</li> <li>3. Segregate - By rank, sex, and nationality.</li> <li>4. Safeguard - To prevent harm or escape.</li> <li>5. Speed - Evacuate from the combat zone.</li> <li>6. Tag - Prisoners and documents or special equipment.</li> </ol>
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DD FORM 2745 (BACK), MAY 98

1. DATE AND TIME OF CAPTURE		2. SERIAL NO. <b>0090829</b>		<b>A</b>
3. NAME		4. DATE OF BIRTH		
5. RANK	6. SERVICE NO.			
7. UNIT OF EPW		8. CAPTURING UNIT		
9. LOCATION OF CAPTURE (Grid coordinates)				
10. CIRCUMSTANCES OF CAPTURE	11. PHYSICAL CONDITION OF EPW	12. WEAPONS, EQUIPMENT, DOCUMENTS		

DD FORM 2745, MAY 98

REPLACES DA FORM 5976, JAN 91,  
USABLE UNTIL EXHAUSTED.

<p align="center"><b>UNIT RECORD CARD (PART B)</b></p> <p align="center">Forward to Unit. (Capturing unit retains for records.)</p> <p>Use string, wire, or other durable material to attach the appropriate section of this form to the EPW's equipment or property.</p>
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DD FORM 2745 (BACK), MAY 98

1. DATE AND TIME OF CAPTURE		2. SERIAL NO. <b>0090829</b>		<b>B</b>
3. NAME		4. DATE OF BIRTH		
5. RANK	6. SERVICE NO.			
7. UNIT OF EPW		8. CAPTURING UNIT		
9. LOCATION OF CAPTURE (Grid coordinates)				
10. CIRCUMSTANCES OF CAPTURE	11. PHYSICAL CONDITION OF EPW	12. WEAPONS, EQUIPMENT, DOCUMENTS		

DD FORM 2745, MAY 98

REPLACES DA FORM 5976, JAN 91,  
USABLE UNTIL EXHAUSTED.

<p align="center"><b>DOCUMENT/SPECIAL EQUIPMENT WEAPONS CARD (PART C)</b></p> <p>Attach this part of tag to property taken. (Do not remove from property.)</p> <p>As a minimum, the tag must include the following information:</p> <p>Item 1. Date and time of capture (YYYYMMDD). Item 8. Capturing unit. Item 9. Place of capture (grid coordinates). Item 10. Circumstances of capture (how the EPW was captured).</p>
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DD FORM 2745 (BACK), MAY 98

1. DATE AND TIME OF CAPTURE		2. SERIAL NO. <b>0090829</b>		<b>C</b>
3. NAME		4. DATE OF BIRTH		
5. RANK	6. SERVICE NO.			
7. UNIT OF EPW		8. CAPTURING UNIT		
9. LOCATION OF CAPTURE (Grid coordinates)				
10. DESCRIPTION OF WEAPONS, SPECIAL EQUIPMENT, DOCUMENTS				

DD FORM 2745, MAY 98

REPLACES DA FORM 5976, JAN 91,  
USABLE UNTIL EXHAUSTED.

Figure 191-376-4102-2  
DD Form 2745

- (1) The date and time of the capture.
  - (2) The location of the capture (grid coordinates).
  - (3) The identity of the capturing unit.
  - (4) The circumstances of the capture.
- e. Prepare a receipt for any confiscated and/or impounded personal property on the appropriate forms.
2. Perform evacuation procedures.

**Performance Steps**

- a. Segregate captives by sex (male and female), rank (officers, noncommissioned officers [NCOs], or enlisted), civilian and military and, when possible, by nationalities and/or ideologies.
- b. Treat captives humanely according to the Geneva Conventions and United States policy. Do not punish them or use them as hostages.
- c. Avoid rest stops in towns or other areas where it would be difficult to protect captives.
- d. Limit conversation to what is needed to give orders and maintain control.

## 3. Prevent escape attempts.

- a. Shout "halt" three times before firing your weapon.
- b. Fire only to disable unless your life is in danger.
- c. Use the minimum force necessary to capture the escapee.

## 4. React to an aircraft attack.

- a. Give the signal when enemy aircraft is sighted.
- b. Ensure that guards and captives take cover.
- c. Ensure that one group of guards, as assigned, secures the captives while another group shoots at the aircraft.
  - (1) Aim slightly above the nose of the aircraft.
  - (2) Fire until the aircraft is out of range.
- d. Call for assistance if the attack persists.
- e. Treat wounded and evacuate the seriously wounded.

NOTE: Guards will be selected for specific duties before their mission begins, and each will receive their assignments during the briefing.

## 5. Safeguard and provide security for captives while escorting them. If there is an ambush,--

- a. Selected guards lay down heavy fire on the enemy.
- b. Other selected guards secure and protect the captives.
- c. Vehicles in the kill zone leave while vehicles outside the kill zone stay out.
- d. Call for assistance, if necessary.

## 6. Maintain order and discipline.

- a. Follow the team leader's instructions on march discipline.
- b. Tell the captives--
  - (1) The meaning of the word "halt."
  - (2) That the "silence rule" applies at all times (no talking to the guards; no talking to each other).
  - (3) The actions they are to take during an emergency.

NOTE: Use a language understood by the captives. If necessary, an interpreter should give the instructions to the captives.

## 7. Escort EPWs/CIs by the predetermined method of movement. Ensure that order and discipline are maintained. Follow the team leader's instructions on march discipline and actions to take in the event of an emergency.

NOTE: The team leader and/or squad leader will coordinate the mode of transportation through the appropriate channels. Regardless of how the captives are transported, always try to keep them segregated.

## a. Move by foot.

- (1) Put captives in close-column formation.
- (2) Place gun vehicles in both the front and rear of columns.
- (3) March dismounted military police (MP) on the flanks of the columns.

## b. Move by vehicle.

- (1) Provide security for each vehicle.
- (2) Take the following actions if attacked by aircraft:
  - (a) Move vehicles to the shoulder of the road and seek cover.
  - (b) Perform step 4.

**Performance Steps**

- (3) Be alert for escape attempts.
- c. Move by aircraft.
  - (1) Load captives as directed by the team leader or the aircraft crew.
  - (2) Protect the aircraft crew.
- d. Move by rail.
  - (1) Load captives as directed by the team leader.
  - (2) Provide security on both sides of the train when stopped.
  - (3) Ensure that each rail car is ventilated.
  - (4) Watch for escape attempts when the train is moving slowly.

NOTE: Move by water. Movement of captives by water is tailored to the vessel and the number of evacuees. Instructions will be given before loading the captives.

- 8. Off-load captives on arrival at the destination and move them to the receiving area.
- 9. Transfer captives to the receiving unit and get a receipt (step 1).
- 10. Transfer confiscated property and captive's personal effects (as listed on DA Form 1132-R) to the receiving unit and obtain a copy of DA Form 4137. Refer to Task 191-376-5138.
- 11. Give MI personnel any information that was obtained during the movement.

**Evaluation Preparation:** Setup: You may evaluate several soldiers at a time. Assign specific duties to each soldier and then rotate to allow every soldier being evaluated to perform at each position. Create scenarios depicting each method of movement. You will need soldiers to act as the captives. Provide them with EPW/CI tags, property, and equipment. You will also need all the materials and equipment listed in the conditions statement.

Brief soldier: Provide each soldier with threat scenarios depending on the type of captives that may be processed.

<b>Performance Measures</b>	<b><u>GO</u></b>	<b><u>NO GO</u></b>
1. Prepared EPWs/CIs for evacuation.	—	—
2. Performed evacuation procedures.	—	—
3. Prevented escape attempts.	—	—
4. Reacted to an aircraft attack.	—	—
5. Safeguarded and provided security for captives while escorting them.	—	—
6. Maintained order and discipline.	—	—
7. Escorted EPWs/CIs by the predetermined method of movement.	—	—
8. Off-loaded captives on arrival at the destination and moved them to the receiving area.	—	—
9. Transferred captives to the receiving unit and got a receipt.	—	—
10. Transferred the confiscated property and captive's personal effects to the receiving unit and obtained a copy of DA Form 4137.	—	—
11. Gave MI personnel any information that was obtained during the movement.	—	—

**Evaluation Guidance:** Score the soldier GO if all steps are passed (P). Score the soldier NO-GO if any step is failed (F). If the soldier fails any step, show him how to do it correctly.

**References**

**Required**

DA FORM 1132-R

DA FORM 4137

DD FORM 2708

DD FORM 2745

**Related**

AR 190-8

FM 3-19.4

FM 3-19.40

**Process Enemy Prisoners of War/Civilian Internees (EPWs/CIs) for Internment**  
**191-376-4103**

**Conditions:** You are assigned to an EPW/CI internment facility and tasked to process incoming EPW/CI. You are given assisting military police (MP) personnel; medical personnel; administrative clerks; an interpreter, military intelligence (MI) personnel; a camera; instant print film; identification (ID) boards; a fingerprint kit; a list of internment serial numbers (ISN); EPW/CI ID bands; automated data processing (ADP) equipment; a copy of the facility standing operating procedures (SOPs); and blank Department of the Army (DA) Forms 4237-R, 1132-R, 2662-R, 2663-R, 2664-R, 2665-R, and 2666-R.

**Standards:** Perform sequentially, all necessary steps to correctly process EPWs/CIs through Receiving Stations 1 through 4 and Processing Stations 1 through 4 at the internment facility. Prepare all forms completely and accurately.

**Performance Steps**

NOTE: Normally, MP personnel, administrative clerks, medical personnel, interpreters, and MI personnel will be assigned to a specific station. The number of personnel required to conduct the processing operation will depend on the number of captives and the time available.

1. Separate new EPW/CI arrivals from other captives.
2. Identify, classify, and segregate captives by status, rank, sex, and nationality.
3. Direct the movement of captives and their property to Receiving Station 1.
4. Search captives at Receiving Station 1.
  - a. Strip search captives. The search should be done by an MP of the same sex.
  - b. Assign a temporary control number to each captive to link captives to their property until an ISN can be assigned.
  - c. Examine the property, place it in a container or tray, mark the property with the assigned control number, and take the property to the temporary property storage area to be held until captives are processed.
  - d. Direct the movement of captives to the next station.
5. Clean up captives at Receiving Station 2.
  - a. Direct captives to shower, shave, and get a haircut, if required.
  - b. Direct the movement of captives to the next station.
6. Oversee medical evaluations of captives at Receiving Station 3.
  - a. Supervise and guard the captives during the conduct of medical evaluations by medical personnel.
  - b. After medical evaluations, direct the movement of captives to Station 4 to issue personal items.
7. Ensure that medical personnel adhere to the required medical procedures.
  - a. Inspect captives for signs of illness or injury that may require care beyond the capability of the processing facility.
  - b. Decide if captives need to be evacuated for treatment and to which facilities they will be sent.
  - c. Give immunizations or request support from the medical unit supporting the area.
  - d. Initiate treatment and immunization records.
  - e. Place each captive's control number on his medical records to reduce linguist requirements.
  - f. Disinfest captives.
  - g. Make entries in medical records showing where captives were inspected, immunized, and disinfected.
  - h. Order immunizations that are needed before internment or evacuation.
8. Issue personal items at Receiving Station 4.
  - a. Give captives personal comfort items, such as toilet paper, soap, a toothbrush, and toothpaste.

**Performance Steps**

- b. Issue clothing (clean and distinctive, like brightly colored jump suits, if possible) that was taken from captives at Receiving Station 1, obtained from captured enemy supplies, or procured through normal supply channels.
- c. Ensure that clothing is marked prisoner of war (POW), CI, or retained person (RP).
- d. Direct the movement of the captive to Processing Station 1.

9. Perform administrative accountability at Processing Station 1, with the assistance of a processing clerk, an interpreter, MI, and/or others,

- a. Assign an ISN to every EPW, CI, RP, or other detainee (OD), and note what temporary control number the ISN is replacing.

NOTE: Do not issue an ISN if the captive has been assigned an ISN by an allied power. Refer to AR 190-8 for information on ISNs.

- b. Initiate personnel records, identification documents, and property receipts. Refer to Figure 191-376-4103-1, Figure 191-376-4103-2, and Figure 191-376-4103-3.



## Performance Steps

DETAINEE PERSONNEL RECORD												
For use of this form, see AR 190-8; the proponent agency is ODCSCPER.												
PART I - TO BE COMPLETED AT TIME OF PROCESSING												
CARD I		1. INTERNMENT SERIAL NO. (1-13) US5SA-00001EPW			2. NAME (Last, first, middle) (14-34) BALA, Amock Ezen				3. RANK (35-37) E-3			
4. ENEMY SVC NO. (38-46) 689734012			5. TYPE (47) EPW		6. DATE OF CAPTURE (48-53) 03/10/2002			7. DATE OF BIRTH (54-59) 19710523				
8. NATIONALITY (60-61)		9. EDUCATION (62)		10. RELIGION (63-64) No Preference		11. MARSTA (65) Single		12. PW CAMP UIC (66-71) WRA58PC		13. PW PROCESS DATE (72-77) 03/10/2002		
CARD II (Key puncher will pick up Item 1 above)		14. SEX (14) M		15. LANGUAGE I (15-16) Afghani Farsi (Dari)			16. LANGUAGE II (17-18) English					
17. PHYSICAL CONDITION (19) Good				18. PW CAMP LOCATION (20-22) CTZ			19. ENEMY UNIT (23-34)					
20. ARM OF SVC (35) A		21. MOSC (36-39) 54E		22. CIVILIAN OCCUPATION (40-45) Musician			23. UIC-CAPTURE UNIT (46-51) 0HW23AA					
24. CORPS AREA OF CAPTURE (52) 5			25. PLACE OF CAPTURE Bi Bi Mahro			26. POWER SERVED Afghanistan			27. PLACE OF BIRTH Shari Naw, Afghanistan			
28. ADDRESS TO WHICH MAIL FOR PW MAY BE SENT  Camp 3, APO 07193						29. FATHER/STEFFATHER BALA, Eteg						
						30. MOTHER'S MAIDEN NAME Shalela						
31. PERMANENT HOME ADDRESS OF PW 121 Mustabian ZE Kabul, Afghanistan						32. NAME, ADDRESS, AND RELATIONSHIP OF PERSON TO BE INFORMED OF CAPTURE BALA, Eteg (Father) Same Address						
33. OTHER PARTICULARS FROM ID CARD  None						34. DISTINGUISHING MARKS  Tattoo of broken sword on right forearm.						
35. IMPOUNDED PERSONAL EFFECTS AND MONEY (IAW AR 37-36)  Camera, Minolta SRT-102, SN 3752681 Lens, Minolta, 55mm, SN 559923 Four (4) bills - 50 Afghanis Total Value: 200 Afghanis SN a0054645, A7900137, A6683219, and C742590												
THE ABOVE LIST OF IMPOUNDED ITEMS IS CORRECT						Amock Ezen BALA (Signature of Detainee)						
36. REMARKS DA Form 2662-R prepared 20020310						37. PHOTO						
						PHOTO (Front View)			PHOTO (Right Profile)			
38. PREPARED BY (Individual and unit) Smith, Mary J., 209th PW Processing Company						39. SIGNATURE Mary J. Smith						
40. DATE PREPARED 03/10/2002			41. PLACE Camp 3, APO 07193									
DA FORM 4237-R, AUG 85						EDITION OF MAY 82 IS OBSOLETE			USAPPC V1.00			

Figure 191-376-4103-1  
Sample of a Completed DA Form 4237-R

## Performance Steps

<b>EPW IDENTITY CARD</b> For use of this form, see AR 190-8; the proponent agency is DCSPER.		DATE ISSUED 03/10/2002
(Photograph)	LAST NAME BALA	
	FIRST NAME Amock Esen	GRADE E-3
	SERVICE NUMBER 689734012	POWER SERVED Afghanistan
PLACE OF BIRTH Shari Naw, Afghanistan		DATE OF BIRTH 23/5/71
SIGNATURE OF BEARER <i>Amock Esen Bala</i>		

DA FORM 2662-R, MAY 82

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(Front)

OTHER MARKS OF IDENTIFICATION	LEFT INDEX	WEIGHT	190	COLOR OF EYES	Brown
		HEIGHT	6' 0"	COLOR OF HAIR	Black
		BLOOD TYPE	B NEG	RELIGION	No Pref
		<b>NOTICE</b> This card is issued to prisoners of war in the custody of the United States Army. This card must be carried at all times by the EPW to whom it is issued.			
	RIGHT INDEX				

REVERSE OF DA FORM 2662-R, MAY 82

USAPPC V1.00

(Reverse)

 Figure 191-376-4103-2  
 Sample of a Completed DA Form 2662-R

## Performance Steps

PRISONER'S PERSONAL PROPERTY LIST - PERSONAL DEPOSIT FUND					DATE	
For use of this form, see AR 210-174, the proponent agency is USAFAC.					03/10/2002	
DATA REQUIRED BY THE PRIVACY ACT OF 1974						
AUTHORITY: Title 10, USC, Sec 3012.						
PRINCIPAL PURPOSE: To verify information given on the personal property list.						
ROUTINE USE: Information is used to verify disposition of personal property.						
DISCLOSURE & EFFECT: Voluntary. If information is not provided, request cannot be completed.						
NAME (Last - First - Middle Initial)				REGISTER OR SOCIAL SECURITY NUMBER		
BALA, Amock E.				USSSA-00001EPW		
DESCRIPTION OF PROPERTY	QUANTITY RECEIVED	SHIPPED	DESTROYED	PRISONER'S POSSESSION	DISPOSITION	
					CONTAINER VALUABLES	STORED SUPPLY ROOM
Camera, Minolta SRT-102	1				1	
SN 3752681						
Lens, Minolta, 55 mm, SN 559923	1				1	
Bills, 50 Afghanis	4				4	
A0054645, A7900137, A6683219						
C742590						
Fatigue Uniform	2			1	1	
-----	-----	LAST	ENTRY	-----	-----	-----
PRISONER'S INITIALS	AE			AE	AE	
CUSTODIAN'S INITIALS	EG			EG	EG	
WITNESS' INITIALS	WJS			WJS	WJS	
RECEIPT IS ACKNOWLEDGED OF THE PROPERTY LISTED AS RECEIVED:						
SIGNATURE OF CUSTODIAN <i>Charles Gilmer</i>			SIGNATURE OF WITNESS <i>Mary J. Smith</i>			
ALL PERSONAL PROPERTY IN MY POSSESSION AT TIME OF CONFINEMENT IS LISTED ABOVE AND I AUTHORIZE DISPOSITION AS INDICATED.			ORGANIZATION OF WITNESS 107 th PW Processing Company Ft. Leonard Wood, Missouri 65473			
SIGNATURE OF PRISONER <i>Amock E. Bala</i>						
REQUEST PROPERTY LISTED AS "SHIPPED" BE FORWARDED			(Check one) <input type="checkbox"/> COD <input type="checkbox"/> Prepaid) TO ADDRESSEE BELOW:			
NAME			ADDRESS			
Property Listed in Column "SHIPPED" was forwarded on:			Property Listed in Column "DESTROYED" was destroyed on:			
DATE	SIGNATURE OF CUSTODIAN	DATE	SIGNATURE OF CUSTODIAN			
RECEIPT FROM PRISONER (To be completed upon final disposition of prisoner)						
ALL OF THE PROPERTY HELD IN SAFEKEEPING FOR ME HAS BEEN RETURNED THIS DATE AND I RELIEVE THE CUSTODIAN OF ANY FURTHER RESPONSIBILITY.			DATE			
			SIGNATURE OF PRISONER			
(See reverse side for Withdrawals and Additions)						
DA FORM 1132-R, APR 86 REPLACES DA FORM 1132, 1 NOV 79, WHICH MAY BE USED UNTIL EXHAUSTED USAPPC V1.01						

Figure 191-376-4103-3  
Sample of a Completed DA Form 1132-R

- c. Use ADP equipment, if available, to generate forms and records.
  - d. Prepare forms and records to maintain accountability of captives and their property.
  - e. Prepare forms for repatriation or international transfer if any are specified in local regulations or SOPs.
  - f. Direct the movement of captives to Processing Station 2.
10. Weigh, fingerprint, prepare name board, and photograph captives at Processing Station 2.
    - a. Weigh each captive and record the information on DA Form 2664-R. Refer to Figure 191-376-4103-4.

Performance Steps

WEIGHT REGISTER					
For use of this form, see AR 190-8; the proponent agency is DCSPER.					
NAME (Last, first, MI)				INTERMENT SERIAL NUMBER	
BALA, Amock Esen				US55A-00001EPW	
WEIGHT	DATE	WEIGHT	DATE	WEIGHT	DATE
190	03/10/2002				

DA FORM 2664-R, May 82

EDITION OF 1 JUL 63 IS OBSOLETE.

Figure 191-376-4103-4

## Performance Steps

FINGERPRINT CARD For use of this form, see AR 190-8; the proponent agency is DCSPER.				INTERMENT SERIAL NUMBER	
LAST NAME <b>BALA</b>		FIRST NAME <b>Amock Esen</b>			GRADE <b>E-3</b>
POWER SERVED <b>Afghanistan</b>	NATIONALITY <b>Afghanistan</b>	SEX <b>Male</b>	AGE <b>30</b>	HEIGHT <b>6' 0"</b>	WEIGHT <b>190</b>
OTHER MARKS OF IDENTIFICATION  <b>Tattoo of broken sword on right forearm.</b>		COLOR OF EYES <b>Brown</b>		COLOR OF HAIR <b>Black</b>	
SIGNATURE OF OFFICIAL TAKING FINGERPRINTS  <i>David J. McLinden</i>		CLASSIFICATION			
SIGNATURE OF EPW/CIVILIAN INTERNEE  <i>Amock Esen BALA</i>		REFERENCE			
1. RIGHT THUMB	2. RIGHT INDEX	3. RIGHT MIDDLE	4. RIGHT RING	5. RIGHT LITTLE	
6. LEFT THUMB	7. LEFT INDEX	8. LEFT MIDDLE	9. LEFT RING	10. LEFT LITTLE	
LEFT FOUR FINGERS TAKEN SIMULTANEOUSLY		LEFT THUMB	RIGHT THUMB	RIGHT FOUR FINGERS TAKEN SIMULTANEOUSLY	

DA FORM 2663-R, MAY 82

EDITION OF 1 JUL 63 IS OBSOLETE

USAPPC V1.00

Figure 191-376-4103-5  
Sample of DA Form 2663-R

**Performance Steps**

- c. Prepare a name board listing the captive's name and ISN at the bottom center of the board.
    - (1) Use a black background with white lettering.
    - (2) Place the captive's name at the bottom center of the board. Use letters to translate the captive's name to English, if required.
    - (3) Have the captive verify the information on the board.
  - d. Photograph each captive using instant print film.
    - (1) Direct the captive to hold the name board in the correct position for a photograph (across the chest and slightly below the chin).
    - (2) Direct the captive to look straight ahead.
    - (3) Focus the camera so that the captive's face fills as much of the frame as possible.
    - (4) Take two photographs.
  - e. Attach one of the captive's photographs to DA Form 4237-R.
  - f. Prepare a completed, laminated ID card with the second photograph and give it to the captive.
  - g. Direct the movement of captives to Processing Station 3.
11. Inventory the captive's property at Processing Station 3, and complete the appropriate forms.
- a. Inventory and record property that has been placed in the temporary property storage area (see step 4c) in the presence of the captive.
    - (1) Use separate DA Forms 1132-R to inventory the property by categories (returned, stored, impounded, and confiscated).
    - (2) Prepare a separate DA Form 1132-R for the captive's property that is returned to him or stored during his internment.
  - b. Direct the movement of captives to Processing Station 4.
12. Review records at Processing Station 4.
- a. Review the processing records for completeness and accuracy.
  - b. Escort the captive back to the appropriate station for correction of errors, when required.
  - c. Ask the captive to prepare DA Form 2665-R. Refer to Figure 191-376-4103-6.

## Performance Steps

<b>PRISONER OF WAR MAIL</b>	
<b>SAMPLE</b>	
<p style="text-align: center;"><b>IMPORTANT</b></p> <p>This card must be completed by each prisoner immediately after being taken prisoner and each time his/her address is changed <i>(by reason of transfer to a hospital or to another camp)</i>.</p> <p>This card is distinct from the special card which each prisoner is allowed to send to his/her relatives.</p>	<p><b>TO:</b></p> <p style="text-align: center;"><b>CENTRAL PRISONERS OF WAR AGENCY</b></p>

**DA FORM 2665-R, MAY 82** EDITION OF 1 JUL 63 IS OBSOLETE.  
USAPPC V1.00

(Front)

<b>CAPTURE CARD FOR PRISONER OF WAR</b>					
For use of this form, see AR 190-8; the proponent agency is DCSPER.					
WRITE LEGIBLY IN BLOCK LETTERS. DO NOT ADD ANY REMARKS					
NAME (Last, First, MI) Bala, Amock Esen				GRADE E-3	
SERVICE NUMBER 689734012		POWER SERVED Afghanistan		PLACE OF BIRTH Shari Naw, Afghanistan	
DATE OF BIRTH 05/23/1971		FIRST NAME OF FATHER Eteg		MAIDEN NAME OF MOTHER Shalela	
NAME, ADDRESS, AND RELATIONSHIP OF NEXT OF KIN Bala, Eteg ( Father) Same address				DATE OF CAPTURE OR TRANSFER 03/10/2002	
<b>PHYSICAL CONDITION</b> (Check applicable box)					
<input checked="" type="checkbox"/>	GOOD HEALTH	<input type="checkbox"/>	RECOVERED	<input type="checkbox"/>	SICK
<input type="checkbox"/>	NOT WOUNDED	<input type="checkbox"/>	CONVALESCENT	<input type="checkbox"/>	SERIOUSLY WOUNDED
FORMER ADDRESS Camp 3, APO 07193				INTERMENT SERIAL NO. US5SA-00001 EPW	
PRESENT ADDRESS (Name of Camp, or Hospital, and Location)					
DATE 03/10/2002		SIGNATURE OF PRISONER <b>Amock Esen Bala</b>			

**REVERSE OF DA FORM 2665-R, MAY 82** USAPPC V1.00

(Reverse)

**Performance Steps**

- d. Ask the captive to prepare DD Form 2666-R if internment is the same place as processing.  
Refer to Figure 191-376-4103-7.



## Performance Steps

<b><u>PRISONER OF WAR MAIL</u></b>	
DO NOT WRITE HERE	<b>TO:</b> Eteg Bala
	<b>STREET</b> 121 Mustabian ZE
	<b>CITY</b> Kabul
	<b>COUNTRY</b> Afghanistan
	<b>PROVINCE OR DEPARTMENT</b>

DA FORM 2666-R, May 82

EDITION OF 1 JUL 63 IS OBSOLETE.

(Front)

<b>PRISONER OF WAR NOTIFICATION OF ADDRESS</b> <small>For use of this form, see AR 190-8; the proponent agency is DCSPER.</small>			
<b>LANGUAGE</b> Afghani Farsi (Dari)		<b>POWER SERVED</b> Afghanistan	
<b>PRINT CLEARLY THE INFORMATION CALLED FOR. DO NOT ADD ANY REMARKS.</b>			
<b>NAME (Last, First, MI)</b> BALA, Amock Esen			<b>GRADE</b> E-3
<b>INTERMENT SERIAL NUMBER</b> US5SA-00001EPW		<b>DATE OF CAPTURE OR TRANSFER</b> 03/10/2002	
<b>DATE OF BIRTH</b> 710523	<b>PLACE OF BIRTH</b> Shari Naw, Afghanistan		
<b>PHYSICAL CONDITION (Check applicable box)</b>			
<input checked="" type="checkbox"/> GOOD HEALTH	<input type="checkbox"/> RECOVERED	<input type="checkbox"/> SICK	<input type="checkbox"/> SERIOUSLY WOUNDED
<input type="checkbox"/> NOT WOUNDED	<input type="checkbox"/> CONVALESCENT	<input type="checkbox"/>	<input type="checkbox"/> SLIGHTLY WOUNDED
<b>FORMER ADDRESS</b> Camp 3, APO 07193			
<b>PRESENT ADDRESS (Name of Camp or Hospital, and Location)</b>			
<b>DATE</b> 03/10/2002	<b>SIGNATURE OF PRISONER</b> <i>Amock E. Bala</i>		

Reverse of DA Form 2666-R, May 82

(Reverse)

**Performance Steps**

- e. Ensure that if the captive is unable to prepare the capture and address cards, someone authorized by the facility commander does it for him.
13. Prepare an accountability roster of all captives processed according to the facility SOP.
14. Prepare manifests for moving captives. If internment of the captives is at a facility other than where they are processed, prepare manifests (according to the facility SOP) for moving them to that facility.
15. Transfer accountability of captives and their property to the MP escort guards from the internment facility, if applicable. Use either the movement manifest or other appropriate documents.

**Evaluation Preparation:** Setup: Prepare a mock receiving and processing center. Have other soldiers play the role of captives, medical personnel, and so forth. Several soldiers may be evaluated at a time. Rotate the soldiers being evaluated through every station so that each can be fully evaluated on his performance in each station. Provide the materials and equipment listed in the conditions statement.

Brief soldier: Explain to each soldier being evaluated the location of his assigned duty area (station). Explain to the role players their assignments and the actions they are to take.

**Performance Measures**

	<u><b>GO</b></u>	<u><b>NO GO</b></u>
1. Separated new EPW/CI arrivals from other captives.	—	—
2. Identified, classified, and segregated captives by status, rank, sex, and nationality.	—	—
3. Directed the movement of captives and their property to Receiving Station 1.	—	—
4. Searched captives at Receiving Station 1.	—	—
5. Cleaned up captives at Receiving Station 2.	—	—
6. Oversaw medical evaluations of captives at Receiving Station 3.	—	—
7. Ensured that medical personnel adhered to the required medical procedures.	—	—
8. Issued personal items at Receiving Station 4.	—	—
9. Performed administrative accountability at Processing Station 1 with the assistance of a processing clerk, an interpreter, MI and/or others.	—	—
10. Weighed, fingerprinted, prepared name board, and photographed captives at Processing Station 2.	—	—
11. Inventoried the captive's property at Processing Station 3 and completed the appropriate forms.	—	—
12. Reviewed records at Processing Station 4.	—	—
13. Prepared an accountability roster of all captives processed according to the facility SOP.	—	—
14. Prepared manifests for moving captives.	—	—
15. Transferred accountability of captives and their property to the MP escort guards from the internment facility.	—	—

**Evaluation Guidance:** Score the soldier GO if all steps are passed (P). Score the soldier NO-GO if any step is failed (F). If the soldier fails any step, show him how to do it correctly.

**References**

**Required**

AR 190-8  
DA FORM 1132-R  
DA FORM 2662-R  
DA FORM 2663-R  
DA FORM 2664-R  
DA FORM 2665-R  
DA FORM 2666-R  
DA FORM 4237-R

**Related**

AR 210-174  
FM 3-19.4  
FM 3-19.40