

DEPARTMENT OF THE ARMY
UNITED STATES DISCIPLINARY BARRACKS
FORT LEAVENWORTH, KANSAS 66027-2304

ATZL-DBB-O

14 JUN 2004

TACTICAL STANDING OPERATING PROCEDURES

1. GENERAL.

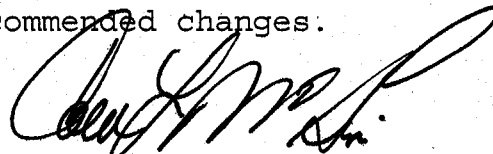
a. Purpose. This Standing Operating Procedure (SOP) is published to standardize operational procedures and techniques during emergency operations within the United States Disciplinary Barracks (USDB).

b. Conformity. Subordinate unit SOP's will conform to this document. Commanders will ensure that key personnel in their command become familiar with the provisions of this SOP.

2. OBJECTIVE. To establish procedures to conduct effective emergency operations.

3. APPLICABILITY. This SOP applies to organic, assigned and attached units, and all operationally controlled personnel of the USDB.

4. PROPONENCY. the proponent for this document is the USDB Director of Operations. All units and staff sections are encouraged to submit recommended changes.



COLLEEN L. MCGUIRE
COL, MP
COMMANDANT

USDB TAC SOP INDEX

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COMMAND AND CONTROL**1. General**

a. The Commandant is the chief decision maker for all courses of action and any planned use of force.

b. The Deputy Commandant is the primary coordinator among Emergency Operations Center (EOC) members and liaison officers.

c. The Director of Operations, (DOPS) is the Officer in Charge, (OIC) of the Emergency Operations Center (EOC).

d. The Deputy Director of Operations, (Operations Officer) is the OIC of the Crisis Management Center (CMC).

e. The Guard Commander/ Operations Officer is the On Scene Commander (OSC).

f. The 705th MP BN Commander retains BN tactical command and control of rescue and assault forces.

g. The FBI may assume jurisdiction for terrorist activity.

h. The PMO maintains operational control of law enforcement assets and has overall responsibility for exterior operations excluding the Trusty grounds.

i. Persons held hostage have no authority, regardless of rank.

2. Responsibilities.

a. The Commandant or designated representative will:

(1) Inform the Commanding General and Chief of Staff, Combined Arms Center and Fort Leavenworth, of the situation, notify other key leaders as required (Garrison Commander, PAO, SJA, MEDDAC Commander, IOC, etc.), and provide regular updates daily and as necessary.

(2) Review, submit and e-mail Command Interest Report (CIR) for review by the CAC CG, and CAC Cofs. Once approved, forward the CIR to the Fort Leavenworth IOC, and TRADOC EOC. Provide courtesy copies of the CIR to the Commandant, USAMPS, TRADOC PM, CDR, USACIDC, PMG), and Director, Army Review Boards Agency.

(3) Direct the USDB EOC to assemble key personnel (Directors, Deputy Commandant, Cdr, 705th MP Battalion, and USDB CSM) for an initial SITREP. Establish a common operating picture for all key personnel and provide guidance and priority of effort.

(4) If the incident involves a missing inmate, coordinate a briefing time with the IOC/Crisis Management Team. The Commandant will brief the current situation using the USDB Map Board, followed up with briefings by the Director, DIA (personal data on the inmate from the CTF and ERB file including: specialized training, skills, recent visitors, previous duty assignments, home of record, etc.), Director, DTP (psychological information and risk assessment data), and the Battalion Commander or Company Commander (tactical deployments/activities completed or underway). Intent is to address CCIR (PIR, EEFI, and FFIR) and complete command and control handoff with the Garrison Commander.

(5) Evaluate the need for coordination for CID investigative support, critical incident stress debriefings, formal line of duty investigation (inmate death), AR 15-6 investigation, and appointment of summary court-martial (for inmate property issues) and casualty affairs officer. Have DTP prepare psychological autopsy for inmate suicide cases.

(6) Review and approve draft press releases. Be prepared to conduct a press conference. Themes will be coordinated with the installation PAO prior to the conference and clearly stated throughout the session.

b. The DOPS will oversee the operation of the EOC. DOPS is directly responsible for the smooth flow of information from the CMC to the EOC and from the EOC to the CMC.

EMERGENCY OPERATIONS CENTER

1. **PURPOSE.** To establish procedures for the location, manning, security, and operation of the USDB Emergency Operations Center (EOC).
2. **MISSION.** To provide the Commandant, Deputy Commandant, and the DOPS) a command and control site in close proximity to any emergency involving the USDB.
3. **GENERAL.** The DOPS is responsible for the staffing and running of the EOC. The EOC will be staffed with four personal from the Operations section.
4. **PROCEDURES.** The EOC will be activated by the DOPS as needed. The EOC will normally be located in the Commandant's conference room. Based on the situation the basement of BLG 429 may be designated as the EOC.

a. **DEPLOYMENT/RECALL PROCEDURES.** When a recall is necessary the 705th MP BN will be notified and military personnel alerted and recalled IAW the BN Commander's instructions. Civilian personnel will be recalled at the discretion of their Directors. Central Control will notify directors when the recall is initiated.

5. EOC OPERATIONS.

a. The DDOPS is responsible for the procedures and internal arrangement of the EOC, and will ensure that:

(1) The EOC is prepared to operate on a 24-hour basis.

(2) The Liaison NCO for the post EOC has obtained copies of the emergency plans from EOC; including community emergency support agreements and liaison packages

b. The Operations NCO will ensure that a journal is established, recording all actions and communication traffic and will perform the following actions:

(1) Prepare current situation map.

(2) Obtain subordinate units mission status.

(3) Obtain status of inmate and cadre injuries.

(4) Prepare map overlays as needed.

(4) Prepare map overlays as needed.

(5) Continue notifications if needed.

(6) In the case of a missing inmate believed to be outside the fence, ensure that a warrant has been issued and a FLASH notice is sent to the FBI.

6. RESPONSIBILITIES.

a. Information Management Officer (IMO).

(1) Upon EOC activation, report to the Commandant's conference room. Be prepared to brief the Commandant on section capabilities to help with the emergency.

(2) Account for all staff within the directorate.

(3) Set up computers and phones in the EOC and assist in establishing all means of communications.

b. Director Pastoral Care (DPC).

(1) Upon EOC activation, report to the Commandant's conference room. Be prepared to brief the Commandant on the ability of DPC to provide spiritual support to the inmate population and staff. The Commandant will approve all actions.

(2) Account for all staff within the directorate.

c. Director of Inmate Administration (DIA).

(1) Upon EOC activation, report to the Commandant's conference room. Be prepared to brief the Commandant on section capabilities to help with the emergency.

(2) In the case of a missing inmate or hostage situation, report with the inmates' pertinent information as required.

(3) In the case of a missing inmate, ensure that the inmate's victims and witness have been notified. Provide time of notification and the person (s) notified to the EOC as soon as possible.

(4) Account for all staff within the directorate.

d. Director of Treatment Plans (DTP).

(1) Upon EOC activation, report to the Commandant's conference room. Be prepared to brief the Commandant on section capabilities to help with the emergency.

(2) Form a mental health cell in DTP to conduct inmate profiling and risk assessments on any missing inmates or hostage takers.

(3) Provide risk assessments to the EOC, and the Hostage Negotiation Team (HNT) as soon as possible.

(4) Coordinate health care intervention.

(5) Account for all staff within the directorate.

e. Command Judge Advocate (CJA).

(1) Upon EOC activation, report to the Commandant's conference room.

(2) Advise the Commandant on legal issues.

(3) Prepare press releases as necessary in coordination with the installation PAO. Obtain Commandant's approval prior to any press release.

(4) Account for all staff within the directorate.

f. Director Programs and Services (DPS).

(1) Upon EOC activation, report to the Commandant's conference room. Be prepared to brief the Commandant on section capabilities to help with the emergency.

(2) Coordinate through installation agencies for non-institutional resources.

(3) Prepare a plan to provide substance to the soldiers and inmates during the emergency.

(4) In the case of a missing inmate, ensure that the print plant is able to print 600 escaped inmate flyers within 30 minutes of notification.

(5) Account for all personal within the directorate.

g. 705th MP Battalion.

(1) Designate an Operations NCO is designated as the liaison for the Installation IOC.

(2) Establish BN TOC FWD NLT N+1.

SITUATION/UP DATE BRIEFING

The situation/update briefing is used as a regular scheduled briefing or is called to inform commanders and Directors of the current situation. Situation briefings will be conducted in the EOC NLT N+1. Primary staff officers or assistants are responsible for briefing.

1. The DOPS will brief the Commandant ASAP.
2. The DOPS will brief the situation to the EOC NLT N+1.
 - a. Director of Operations brief:
 - Mission of higher HQ's
 - Summary of past operations
 - Inmate profile and criminal data on file
 - Recent and present inmate activity
 - Current operations
 - * Mission
 - * Disposition
 - * Composition
 - * Strength
 - * Projected operations
 - b. BN Operations Cell:
 - Personnel Status
 - * Present for duty
 - * Casualties
 - Equipment
 - * Supply Status
 - * Chow Issues
 - * Problems

STAFF ESTIMATE

The staff estimate culminates in the commanders' decision to adopt a specific course of action. The following personnel are responsible for the listed areas:

1. MPI.

- Area of operation
 - * Weather (if applicable), terrain, other characteristics
- Inmate situation
 - * Disposition, composition, strength, recent and present activities, peculiarities and weaknesses
- Inmate capabilities
- Conclusions
 - * Effects of the area of operations on our courses of actions
 - * Inmate vulnerabilities
 - * Probable course(s) of inmate action

2. Director of Operations.

- Considerations affecting the possible courses of action.
 - * Area of operation
 - * Inmate situation
 - * Own situation
 - * Relative cadre/staff strengths
- Inmate capabilities
- Courses of action
- Analysis of inmate courses of action
- Recommendation

3. BN Operations Cell.

- Analysis
 - * For each course of action analyze all personnel and logistical factors indicating problems and deficiencies.
- Comparison
 - * Discuss advantages and disadvantages of each course of action from the personnel and logistical standpoint.
- Conclusions
 - * Indicate if mission can be supported and which course of action can be supported best.

INCIDENT CONDITIONS (ICONS)

ICON 1: Incident is possible

- Increase Intel/collect information
- Monitor communication (Inmate Phones)
- Increase vigilance among correctional staff

ICON 2: Incident is likely

- Continue Intel collection/communication
- Staff briefed (Indicators)
- Unit Commanders briefed and determine status of leaves/passes/TDY
- Daily updates begin
- Reaction Force alerted
- Reaction force CDR briefs status of personnel and equipment

ICON 3: Incident is Imminent/Occurred

- Containment
- Alert, Marshal, Deploy (See Deployment Levels)
- EOC fully operational

PRIORITIES OF FORCE

1. **VERBAL PERSUASION:** This is the lowest level of force and is authorized by the Commandant. Verbal persuasion is used together with IPC skills to direct disorderly prisoners to cooperate with staff and follow the orders issued. This will be used at the onset of verbal altercations between prisoners or prisoners and staff to order the disorderly prisoners to return to their cells or order an unruly prisoner into segregation, to surrender property or prepare to be placed into restraints. In the event of imminent group or mass breakout from the facility or other general disorder, it will be made evident through the use of verbal persuasion that authority will prevail. Order will be restored and that if necessary by the vigorous application of force. If the situation permits, an attempt will be made to reason with the prisoners engaged in any disorder prior to the application of force. If reasoning fails, or if the existing situation does not permit reasoning, a direct order will be given to the prisoners to terminate the disorder. This order will not be given until it can be enforced effectively by the application of force as the situation may require. The use of verbal persuasion should always be attempted prior to escalating to a higher level of force.

2. **SHOW OF FORCE:** This is the second level of force and is authorized by the Commandant. A show of force is used to show disorderly prisoners that security personnel can stop a disturbance. This consists of assembling enough personnel and equipment at the scene to show the prisoners that the staff has the capability to regain control of the situation, by force, if necessary. When an alarm is sounded within the facility all available staff will quickly move to the site of the alarm. This is an immediate show of force. Whenever a show of force is directed, staff will report where directed and assume positions as directed. Do not engage prisoners unless directed to do so, and await further orders from the on scene commander (OSC).

3. **CHEMICAL AEROSOL IRRITANT PROJECTORS.** This is the third level of force and has been delegated by the Installation Commander to the Commandant. The use of oleoresin capsicum (OC) pepper spray and (CS) incapacitating sprays, are authorized but limited under the following circumstances:

a. The Commandant, Deputy Commandant, and the DOPs are authorized to give permission for the deliberate use of OC pepper spray. Deliberate use is the planned use of OC pepper Spray, i.e. Forced Cell Move Teams (FCMT). Deliberate use will normally be authorized for the following situations.

(1) A prisoner is unruly and is known to have a weapon in his possession.

(2) A prisoner has barricaded himself inside of his cell.

(3) A prisoner has smeared a slippery substance on his body or on the floor and walls of the cell.

(4) The prisoner cannot be approached without risk of serious physical injury to the prisoner or others, or the approach would result in a major disturbance or serious property damage.

b. OC pepper spray may be carried by armed escorts outside the facility to assist the escort in applying the proper level of force when controlling an unruly prisoner IAW local SOP. Escorts have the authority to use OC pepper spray in exigent circumstances.

c. A medical doctor should be consulted prior to the use of OC pepper spray, unless the Commandant determines that circumstances are such that immediate use is necessary. Whenever possible, the prisoners medical file should first be reviewed by a doctor to determine whether the prisoner has any diseases or condition, including but not limited to asthma, emphysema, bronchitis, tuberculosis, obstructive pulmonary disease, angina pectoris, cardiac myopathy, or congestive heart failure, which would be dangerously affected if the OC pepper spray or (CS) was used. A list of inmates who should Not be exposed to OC or CS will be maintained in Central Control.

d. The use of chemical irritants will be employed only after all lesser means to control the situation have failed or cannot reasonably be employed.

e. Personnel will not be permitted to perform this task until they have received instruction on its use, applicable regulations and local directives. Additionally, annual refresher training will be given to all personnel assigned to the USDB to ensure that they continue to be thoroughly familiar with all restrictions on its use.

f. CS is the only authorized riot control agent. Correctional force supervisors IAW local SOP will direct the use of riot control agents and agent dispensers.

4. **PHYSICAL FORCE OTHER THAN WEAPONS FIRE.** This is the fourth level of force and is authorized by the Commandant. Physical force includes the use of riot batons and high-pressure water. Physical Force will be used only when necessary and reasonable to control a situation. When applying physical force only the minimum amount of force necessary to control the situation will be used. Physical force may be used against a prisoner in self-defense, to prevent escape, to prevent injury to persons or damage to property, to quell a disturbance or to move an unruly prisoner. The use of physical force (except in emergency situations) must be approved by the Commandant.

a. **USE OF RIOT BATON:** The use of the riot baton will be used IAW local SOP in order to restore order to the facility as applicable. Soldiers must be briefed as to the five (5) fatal points of impact prior to employing the riot baton. The five (5) fatal points of impact are the head, the side of the neck, throat, under the armpit and the chest.

b. **HIGH PRESSURE WATER:** High-pressure water is used primarily to disperse a group of disorderly prisoners. When high-pressure water is used, spray the water over the head or at the prisoners' lower body (legs and feet). In cold weather direct the spray over the prisoner's heads. This will allow a spray mist to fall on the prisoners. Never spray directly at the prisoners' head.

5. **PRESENTATION OF DEADLY FORCE CAPABILITY:** This is the fifth level of force and is authorized by the Commandant. This capability will be used to show disorderly prisoners that order will be restored and that means are available to restore it by application of deadly force.

6. **DEADLY FORCE:** This is the sixth level of force and is authorized by the installation commander. Such authorization will specify types of weapons to be used. The use of firearms or other means of deadly force is justified only under conditions of extreme necessity as a last resort. When directed to use deadly force SHOOT TO DISABLE, NOT TO KILL.

a. **FIRE BY SELECTED MARKSMAN:** If selected as a marksman, fire only at prisoners who your supervisor specifically orders you to, (ring leaders). Aim to disable.

b. **FULL FIREPOWER:** When ordered to use full firepower, shoot to disable any rioter or group of rioters within the facility as directed by your supervisor. Aim to disable.

DISTURBANCE**1. Types of Disturbances:**

a. Disturbance of a riotous nature between two or more prisoner factions. This type of disturbance may result in violent behavior leading to the destruction of property and/or injuries to staff and inmates.

b. Disturbance of a general nature is a real or fancied grievance, as to avoid responsibility. This type of disturbance may be in the form of work stoppages, failure to vacate an area (dining hall, recreation, visiting room) or other uncooperative behavior. These types of disturbances can easily escalate to a disturbance of a riotous nature.

c. A disturbance may be used as a method to cover an escape attempt.

2. Commandant's Intent:

a. Quickly isolate and contain the situation.

b. Regain control and reestablish order.

c. Minimize the impact of the situation on other operations within the institution.

d. Be prepared for additional emergencies.

e. Use only the amount of force necessary.

f. Ensure institutional security and the personal safety of staff and inmates.

3. Execution of Plan:

a. Upon notification that an inmate disturbance is in progress, Control will notify the Guard Commander. During duty hours, the Guard Commander will notify the DOPS. The initial On Site Commander (OSC) will be the Operations Officer during duty hours and the Guard Commander after duty hours.

(1) The Guard Commander will direct immediate action procedures for uncooperative inmates and minor disturbances.

(2) The Battalion Commander (Tactical Force Commander) will direct all response forces to major disturbances, during duty hours. The Guard Commander will initially direct all major disturbance operations, until relieved by the Tactical Force Commander during Non-Duty hours.

b. The Guard Commander will respond, assess the situation and direct the immediate action procedures for any disturbance. The Guard Commander will notify the DOPS of the disturbance and recommend the following actions based on the initial assessment:

- (1) Work recall.
- (2) Special Count.
- (3) Lock down of facility.
- (4) Shut off inmate telephone system.
- (5) Coordinate with DOPS for permission to alert the 705th MP BN, and activate the CMC.

4. The OSC (Guard Commander/ DOPS Representative) will:

a. The first DOPS representative (NCOIC/SGM/OPS Officer/DDOPS) on scene will serve as chief decision maker for initial site force employment (excluding tactical force employment) and logistics.

b. Close off any avenues of escape and localize trouble to prevent the disorder from spreading.

c. Account for all staff that are assigned to the area of the disturbance.

d. Resolve immediate security deficiencies as appropriate.

e. Brief and advise the DOPS of the situation and if any modifications to the plans are required.

5. Director of Operations will:

a. Determine if the EOC needs to be activated and make recommendation to Deputy Commandant.

b. Control site security.

c. Advise the EOC on security deficiencies; resolving those issues when manpower/logistics permits.

- d. Ensure crime scenes are preserved.
- e. Ensure investigative agencies interview witness and inmates for essential information.
- f. Develop contingency plans and course of action development for future operations.

6. Deputy Director of Operations will:

- a. Assume the duties and responsibilities of the Director of Operations (if not available).
- b. Establish CMC and direct CMC operations until EOC is established.
- c. Assist the Director of Operations in planning for contingency operations.
- d. Assimilate and disseminate intelligence information.
- e. Disseminate inmate leaders' (if known) picture profiles to the EOC, Tactical Force Commander (TFC) and Assault Force Commander (AFC).
- f. Coordinate installation of additional security at mission essential vulnerable areas.
- g. Approve casualty collection points based upon input by DTP.
- h. Ensure current inmate photograph(s), alpha roster, numerical rosters, detail rosters, and inmate profile cards are available in the CMC and EOC.

7. 705th MP BN Commander will:

- a. Be the Tactical Force Commander (TFC)
- b. Alert, plan and organize reaction forces to meet the threat to include CERT and CNT.
- c. Designate the Assault Force Commander (AFC).
- d. Tactically employ forces as authorized.
- e. Coordinate with DOPs for situation brief, rules for the use of force and modifications to OPLANS.
- f. Designate Installation IOC liaison representative.

- g. Brief CNT and CERT on following known information:
- (1) Identity and numbers of hostage-takers.
 - (2) Identity and the numbers of hostages.
 - (3) Circumstances of the hostages being taken, i.e., where, when, how and why.
 - (4) What prior crimes the hostage-takers have committed.
 - (5) Personality, hobbies, family history, friends, education, occupation, physical/mental condition, etc., of each hostage taker.
- h. Review concession and the non-negotiable item checklist with Hostage Negotiation Team Leader. Ensure the Commandant approves them.
- i. Obtain a copy of the request for court order memorandum (to tape record negotiations) from Hostage Negotiation Team Leader and forward to Command Judge Advocate (CJA) Office.
- j. Develop and plan for sustained operations.
- k. Recommend courses of action to the Commandant and ensure implementation of those decisions.

8. AFC will:

- a. Form forces as directed by TFC.
- b. Designate site assembly point to brief assault force prior to deployment.
- c. Draw necessary equipment to meet threat.
- d. Rehearse and refine OPLAN.
- e. Coordinate with the TFC for situation brief, rules of engagement and modifications to OPLANS.
- f. Brief Assault Force on final OPORD and rules for the use of force.

9. Director DPS will:

- a. Coordinate with the DOPS on logistical assets available.
- b. Assign logistical forces to the AFC if needed.

- c. Coordinate for any special equipment.
- d. Prepare to cut off or redirect utilities anywhere inside the facility.
- e. Prepare to employ the Repair/Utility Services Team by N+1.
- f. Provide maps, utility schematics, construction diagrams and building floor plans as needed.
- g. Coordinate and assist in the establishment of barricades as needed.
- h. Plan support for continued operations.

10. EOC will:

- a. Initiate a staff journal and situation map.
- b. Obtain preliminary information from the CMC.
- c. Notify PMO and all other outside agencies only when approved by the Commandant.
- d. Coordinate additional medical support through MACH.
- e. Notify Directorate of Plans, Training and Mobilization, (DPTM) during duty hours or the Installation SDO after duty hours.
- f. Notify Fort Leavenworth Fire Department, if needed.
- g. Coordinate accesses to personnel records of known or suspected civilian employee hostages.
- h. Coordinate through Installation EOC for non-institutional resources.
- i. Complete reporting procedures if required by AR 190-40, Serious Incident Report.
- j. Coordinate with Installation PAO; prepare press releases as necessary. Obtain Commandant's approval prior to release.
- k. Plan for sustained operations.
- l. Periodically obtain weather reports from Sherman Army Airfield.

DISTURBANCE CHECKLIST

ITEM #	ACTIONS TAKEN NOTIFICATIONS	TIME	INITIALS	SPOKE WITH
1	LOG ESTABLISHED			
2	START VIDEO RECORDING			
2	APPROPRIATE USDB SOP INITIATED			
3	THREAT AREA SECURED			
4	Initiate emergency notifications			
	a. OPNS OFFICER NOTIFIED			
	b. DOPS NOTIFIED			
	c. COMMANDANT NOTIFIED			
	d. BN NOTIFIED			
5	INMATES LOCKED DOWN			
6	IMPLIMENT 2 ID CHECK			
7	MAIN GATE SECURE			
8	WEST GATE SECURE			
9	INMATE PHONES SHUT OFF			
10	INITIATE SPECIAL COUNT			
	a. K Pod asgn prs _____			
	b. L Pod asgn prs _____			
	c. M Pod asgn prs _____			
	d. N Pod asgn prs _____			
	e. O Pod asgn prs _____			
	f. P Pod asgn prs _____			
	g. SHU asgn prs _____			
11	SPECIAL COUNT CLEARED			
12	On duty staff accounted for			
13	KEY FACILITIES SECURED			
	a.			
	b.			
	c.			
	d.			
	e.			
	BRIEF EOC			

DISASTER

1. A natural disaster is a catastrophic incident, which produces a large number of staff and/or inmate casualties. Assistance by other agencies may be required to respond to the large number of casualties, provide traffic control and assist in damage control. Examples of natural disasters are fire, tornado, flood, etc.

a. The monitoring of existing weather conditions and changes is extremely important to ensure that the latest, most accurate information is available to the Commandant during natural disaster emergencies. The Director of Plans, Training and Mobilization (DPTM) will make installation-wide severe weather notifications by PLECTRON, local civil defense siren (3-5 minute blast) and cable television over-rides.

b. The DOPS or Guard Commander will determine if supplemental security measures are needed for severe weather.

2. Definitions:

a. Severe Thunderstorm Watch. Conditions are favorable for severe thunderstorms to form. Prepare to seek shelter.

b. Severe Thunderstorm Warning. Severe thunderstorms are occurring in the local area. Seek shelter immediately.

c. Tornado Watch. Conditions are favorable for a tornado to form. Prepare to take cover.

d. Tornado Warning. A tornado has been sighted in the local area. Take cover immediately.

3. Commandant's Intent:

a. Quickly isolate and contain the situation.

b. Regain control and reestablish order.

c. Minimize the impact of the situation on other operations within the institution.

d. Be prepared for additional emergencies.

e. Use only the amount of force necessary.

f. Ensure institutional security and the personal safety of staff and inmates.

4. Execution of Plan:

a. Upon notification of a disaster situation, Control will notify the Guard Commander. The Guard Commander will notify the DOPS. The initial OSC will be the Operations Officer during duty hours and the Guard Commander after duty hours.

(1) The Guard Commander will respond, assess the situation and direct immediate action procedures with the priority of effort directed toward the protection of human life, custody, control, security and the protection of property.

(2) The Guard Commander will notify the DOPS on the present situation and recommend the following actions based on the initial assessment:

(a) Activation of CMC.

(b) Work Recall (if applicable).

(c) Special Count.

(d) Evacuation Procedures IAW USDB SOPs. The Commandant will determine the extent of an institutional evacuation.

5. The OSC (Guard Commander) will:

a. Resolve immediate security deficiencies as appropriate (i.e. breaches in the perimeter wall/fence line).

b. Brief and advise the EOC of the situation and any modifications to the operational plans.

c. Make an assessment and recommendation to DOPS on when to sound the all clear.

6. The DOPs will:

a. Control site security.

b. Account for all personnel using an NCO from the CMC.

c. Advise the EOC on security deficiencies; resolving those issues when manpower/logistics permits.

d. Make a recommendation to the CMDT on when to sound the all clear and begin active recovery efforts.

e. Ensure crime scenes are preserved, if applicable.

- f. Ensure investigative agencies interview witnesses and inmates for essential information.
- g. Begin developing and planning for contingency operations.
- h. Coordinate with the EOC for preparations of emergency response equipment, i.e. ambulances, fire fighting equipment and/or heavy construction equipment.
- i. Plan for contingency operations.
- j. Advise Fire Chief on unique facility characteristics and the presence of hazards (i.e. chemicals, etc.).

7. Deputy Director of Operations Officer will:

- a. Assume the duties and responsibilities of the DOPS (if the DOPS is not available).
- b. Establish CMC; direct operations.
- c. Identify mission essential vulnerable areas (i.e. Control, West Gate) and coordinate the installation of additional security at these locations.
- d. Coordinate with the EOC for additional on scene medical support as required.
- e. Designate triage/casualty collection points.
- f. Coordinate preparations for casualty transport and escorts.
- g. Coordinate search and rescue efforts with the Tactical Force Commander (TFC).
- h. Designate rally/control points inside affected area for rescue teams.
- i. Ensure current inmate numerical rosters, alphabetical rosters, detail rosters, institutional photographs, and a complete set of USDB Forms 131, Inmate Profile Cards, are available in the CMC and EOC.
- j. Follow-up on casualties transported to MAHC or local civilian hospitals, installation additional security to meet at least minimum custody and control requirements.

8. 705th MP BN Commander (TFC) will:

- a. Plan, organize and provide personnel for rescue operations.
- b. Plan, organize and provide an assault/reaction force to meet security threats.
- c. Designate the Rescue Force Commander (RFC).
- d. Employ forces as authorized.
- e. Deploy CERT as needed.

9. **RFC will:**

- a. Form assigned personnel into teams as directed by the TFC.
- b. Designate site assembly point to brief rescue force prior to deployment.
- c. Issue equipment as necessary.
- d. Coordinate with OSC for priority of effort.
- e. Transport/escort all casualties to the designated casualty collection point, unless otherwise directed.
- f. Provide custody and control to inmate casualties as required.

10. **Director DPS will:**

- a. Coordinate with the DOPS on logistical assets available.
- b. Assign logistical personnel to the RFC and TCF as needed.
- c. Coordinate for any special equipment.
- d. Prepare to cut off or redirect utilities anywhere inside the walls.
- e. Prepare to employ the Repair/Utility Services Team by N+1.
- f. Provide maps, utility schematics, construction diagrams and building floor plans as needed.
- g. Coordinate and assist in the establishment of barricades as needed.

h. Coordinate access to personnel records of known or suspected civilian employee casualties.

11. **Directorate of Treatment Program (DTP):**

a. Control site medical forces.

b. Provide assigned personnel to assist in rescue operations (i.e. litter bearers, triage operations, etc.).

c. Provide the EOC with a medical representative for liaison duty at MAHC or local civilian hospital.

d. Provide critical incident debriefing teams.

12. **DPC will:** Provide Chaplains and Chaplains assistants to provide pastoral care as necessary.

13. **EOC will:**

a. Initiate a staff journal and situation map.

b. Obtain preliminary information from the CMC or Control.

c. Notify PMO.

d. Coordinate additional medical support through MAHC.

e. Notify DPTM during duty hours or the Installation SDO after duty hours.

f. Notify Fort Leavenworth Fire Department, if needed.

g. Coordinate through Installation EOC for non-institutional resources.

h. Coordinate reporting procedures if required by AR 190-40, Serious Incident Report.

i. Coordinate with Installation PAO and provide information for a press release. Obtain Commandant's approval prior to release of any information.

j. Plan for sustained operations.

k. Periodically obtain weather reports from Sherman Army Airfield.

ITEM #	ACTION NOTIFICATIONS	TIME	INITIALS	SPOKE WITH
1	LOG ESTABLISHED			
2	USDB SOPs INITIATED			
3	DISASTER AREA (S) SECURED			
	a.			
	b.			
	c.			
	d.			
	e.			
4	UNAFFECTED AREAS LOCKEDDOWN			
5	DOPS Notified			
6	OPNS OFFICER NOTIFIED			
7	COMMANDANT NOTIFIED			
8	BN NOTIFIED			
9	Initiate special count			
10	Special Count Cleared			
11	On duty Staff Accounted for			
12	Causality Collection Points Designated			

INSTALLATION MISSING INMATE

1. **PUPOSE.** To establish initial emergency action procedures for missing inmates. Preventing escapes is held in high priority and prevention is the responsibility of each staff member. When prevention fails and an escape occurs, every effort will be made to recapture the inmate(s) and return him to the custody of the USDB in as short a time as possible. The public safety will be of the utmost concern until such time as the inmate is back in custody. Recapture efforts will remain in effect until such time as the Commandant feels all-reasonable efforts to recapture the inmate(s) have been exhausted.

2. **COMMANDANTS INTENT:**

- a. Protect the community.
- b. Quickly isolate and contain the situation.
- c. Regain control and reestablish order.
- d. Minimize the impact of the situation on other operations within the institution.
- e. Be prepared for additional emergencies.
- f. Use only the amount of force necessary.
- g. Ensure institutional security and the personal safety of staff, civilians and inmates.

3. **DEFINITIONS:**

a. **Low Risk.** An inmate cannot be located, was last seen inside the fenced area, and thought to be "out of place." It is normally not reported higher than the Guard Commander/Staff Duty Officer (SDO) or operations officer unless the inmate cannot be located during pre-special count procedures.

b. **Amber.** Suspected Escape. The institution has confirmed a bad count but no physical evidence exists that the custody of the inmate has been compromised.

c. **Red.** Confirmed Escape, Escape in Progress and/or a Walk Away. The institution has a confirmed bad count and/or evidence exists that indicates an escape has taken place; inmate(s) are physically seen escaping; or a minimum custody inmate has walked away from the institution without involving violence.

4. EXECUTION OF PLAN.

a. The staff will immediately notify Control when an inmate is believed to be missing with the following information:

- (1) Name(s) of escapee(s).
- (2) Approximate time last seen.
- (3) Location of escape.
- (4) Type of clothing and shoes, if known.
- (5) Any other pertinent information.

b. Upon notification that an inmate(s) has escaped, Control will notify the Guard Commander/DOPS immediately.

c. The Guard Commander will assess the escape risk probability and ensure that all missing inmate procedures are completed IAW USDB SOPs. The Guard Commander will notify the Director of Operations of the missing inmate and recommend the following actions based on the initial assessment:

- (1) Activation of CMC.
- (2) Work recall.
- (3) Special Count.
- (4) Lock down of facility.

d. Control is the operations center until the Crisis Management Center (CMC) is activated. SHU East will become the alternate Operations Center should Control be unable to serve as the Operations Center.

e. Staff will route all information through the active Operations Center. Once the CMC is established, the OPNS Officer will ensure that all information is routed through the CMC.

f. The OSC (Guard Commander/ OPNS Officer) will:

- (1) Resolve any immediate security deficiencies that may have contributed to the escape.
- (2) Brief and advise the CMC/EOC of the situation and any modifications to the required plans.

g. The Director of Operations (DOPS) will:

- (1) Control site security.
- (2) Advise the EOC on security deficiencies; resolving those issues when manpower/logistics permits.
- (3) Ensure crime scenes are preserved.
- (4) Ensure investigative agencies interview witness and inmates for essential information.
- (5) Ensure preliminary escape actions are accomplished.
- (6) Ensure all staff working areas are searched during duty hours, and then secured to prevent inmate(s) from entering. After duty hours ensure staff representatives are available to unlock buildings for search teams.
- (7) Ensure Key Room NCO is available to assist in locking/unlocking doors and buildings if staff is unavailable.
- (8) Begin initial planning for contingency operations.
- (9) Establish rules for the use of force IAW AR 190-47.
- (10) Notify DIA to check the CTF/Parole File for any areas that the inmate might be expected to attempt to go, and brief DOPS
- (11) Notify the Victim Witness Coordinator to contact the inmates' victims/witness and brief DOPS.

h. The Operations SGM will:

- (1) Assume the duties and responsibilities of the DOPS (if DOPS and OPS officer are not available).
- (2) Establish the CMC and direct TOC operations.
- (3) Assimilate and disseminate intelligence operations.
- (4) Disseminate missing inmate(s) picture profiles to Tactical Force Commander (TFC) and Search Team Commander (STC).
- (5) Coordinate installation of additional security at mission essential vulnerable areas.
- (6) Secure escaped inmate(s) cell and allow no unauthorized entry.

(7) Assist DOPS in establishing rules for the use of force IAW AR 190-47.

(8) Provide the TFC with all available vehicles within 30 minutes of notification of missing inmate.

i. 705th MP BN Commander (TFC) will:

- (1) Plan, organize and deploy search teams IAW annex A.
- (2) Installation personnel at static installations.
- (3) Designate the STC.
- (4) Obtain preliminary inmate information from CMC.
- (5) Have two licensed bus drivers.
- (6) Use assigned vehicles for mobile patrols.
- (7) Coordinate with DOPS if additional vehicles are needed.
- (8) Deploy CERT as needed.

j. The STC will:

- (1) Form search teams as directed by the TFC. Search Teams should consist of Exterior Teams.
- (2) Designate site assembly point to brief search teams prior to deployment.
- (3) Establish command and control of teams and designate search areas.
- (4) Draw necessary equipment.
- (5) Coordinate with the TFC for transportation, situation brief, modifications to OPLANS and updated inmate information.
- (6) Brief Search Teams on areas of search, responsibilities and rules of engagement.
- (7) Disseminate inmates' picture and/or profile card to search teams.
- (8) Disseminate inmates' picture and/or profile card to static installations.

(9) Deploy search teams IAW annex A.

k. Director DPS will:

(1) Coordinate with the DOPS on logistical assets available.

(2) Assign logistical personnel to the STC as needed.

(3) Coordinate for any special equipment.

(4) Prepare to employ the Repair/Utility Services Team by N+1 if breach repair is necessary.

(5) Provide maps, construction diagrams and building floor plans as needed.

(6) Coordinate and assist in the establishment of barricades as needed.

(7) Coordinate with the Directorate of Installation Support (DIS) for additional vehicle support to include two buses.

l. EOC will:

(1) Recommend courses of action to the Commandant and ensure implementation of those decisions, i.e., determine if Installation closure is necessary if so, coordinate with Garrison Commander and Provost Marshal.

(2) Initiate a staff journal and situation map.

(3) Obtain preliminary information on escaped inmate(s) from Control or the CMC.

(4) Notify PMO.

(5) Notify DPTM during duty hours or the Installation SDO after duty hours. Requests installation wide alert on the Commander Channel (cable television).

(6) Notify Sherman Army Airfield Tower to be alert for escaped inmate(s).

(7) Recall available USDB vehicles.

(8) Request "Operation Signal 500" support from the Installation Operations Center (IOC).

(9) Request tracking dog support from Lansing Correctional Facility.

(10) Notify Kansas City International Airport Security.

(11) Notify the U.S. Coast Guard, notify local taxi companies.

(12) Fax picture profile of the escaped inmate(s) to all assisting agencies.

(13) Installation an EOC Liaison Officer to Leavenworth County Sheriff's Office and the installation IOC.

(14) Obtain railroad schedules for trains that passed the Installation from when the escape may have occurred and those passing within the next 12 hours.

(15) Coordinate with the USDB PAO and the Installation PAO and provide information for a press release. Obtain the Commandant's approval prior to release. Complete reporting procedures by AR 190-40, Serious Incident Report.

(16) Plan for sustained operations.

(17) Periodically obtain weather reports from Sherman Army Airfield.

m. Commandant, DIA and DTP will conduct a battle handover briefing to the IOC ASAP after the inmate is believed to have left the USDB grounds.

MISSING INMATE SITUATIONAL/UP DATE BRIEFING

The initial briefing conducted NLT N+1, is to be conducted by primary staff (directors) to the Commander, Crisis Management Team with all agencies in attendance (most likely the CG will attend).

Follow-on situational/update briefings are used as regularly scheduled briefings or are called to inform commanders of the current situation. Situational briefings will be conducted in the EOC. Primary staff officers or assistants are responsible for briefing.

1. USDB DIA, Director of Operations, CTT:
 - Inmate profile, composition and history
 - Inmate custody level, risk assessment information
 - Potential of inmate to present/cause harm to affect his escape
 - Most likely, or known intentions, direction of travel
 - Known, suspected inmate contacts
 - All other information (relevant or non-relevant)

 2. Chief, EOC/Plans (or Deputy Commandant USDB):
 - inmate profile and criminal data on file.
 - recent and present inmate activity.
 - situational Impact / Threat to Community
 - other items as appropriate.

 3. Operations Officer (or DPTM/PMO OPS):
 - Mission of higher HQ's.
 - Summary of past operations.
 - Current operations.
 - * Mission.
 - * Disposition.
 - * Composition.
 - * Strength.
 - * Projected operations.

 3. Plans Officer (or Chief EOC):
 - INTEL estimate (what the next 24 - 48 hours looks like)
- Personnel Status.
- * Present for duty.
 - * Casualties.
 - Equipment.
 - * Supply Status.
 - * Chow Issues.
 - Problems.

MISSING INMATE CHECKLIST

ITEM #	ACTION NOTIFICATIONS	TIME	INITIALS	SPOKE WITH
1	LOG ESTABLISHED			
2	USDB SOPs INITIATED			
3	PRE-SPECIAL COUNT PROCEDURES CONDUCTED			
4	OPNS OFFICER NOTIFIED			
5	DOPS notified			
6	COMMANDANT NOTIFIED			
7	BN NOTIFIED			
8	PMO NOTIFIED			
9	RECALL CONDUCTED			
10	INMATES LOCKED DOWN			
11	SPECIAL COUNT CONDUCTED			
12	PERIMETER SEARCH CONDUCTED			
13	DOUBLE ID CHECK INITIATED			
14	DPTM NOTIFIED (4-1783)			
15	INSTALLATION SDO NOTIFIED (4-4154)			
16	CONTROL MAKES ESCAPE FLYER			
17	ESCAPE FLYER CIRCULATED			
	a. IOC			
	b. PMO			
	c. BN ALOC			
	d. WEST GATE			
	e. MAIN GATE			
18	INTERIOR SEARCH ZONE 1			
19	INTERIOR SEARCH ZONE 2			
20	INTERIOR SEARCH ZONE 3			
21	INTERIOR SEARCH ZONE 4			
22	INTERIOR SEARCH ZONE 5			
23	INTERIOR SEARCH ZONE 6			
24	INTERIOR SEARCH ZONE			
25	BRIEF EOC			

COMMUNICATIONS/ELECTRONICS

1. The value of effective yet simple communications procedures is clearly recognized as an integral part of incident site management. Communications at the site are managed through the use of this communications plan and will be initially routed through Control, then to the EOC when it becomes operational.

2. All communications between organizational elements should be in plain English ("clear text"). No codes should be used, and all communications should be confined only to essential messages.

3. In order to keep site communications to a minimum, radio traffic directed to immediate supervisors should be limited as much as practical using the following guidelines:

- a. Completion of an assigned objective.
- b. An assigned objective cannot be met.
- c. Special information regarding a situation.
- d. Need for more resources to accomplish an objective.
- e. Acknowledgment of a radio transmission.

4. Execution of Plan:

a. General:

- (1) Radios are the primary means of communication.
- (2) The telephone system and runners are the back-up means of communication.

b. Control will:

- (1) Assume initial Net Control.
- (2) Enforce radio discipline.
- (3) Log radio messages transmitted and received.
- (4) Announce when the EOC is active.
- (5) Monitor Guard Force Radio Traffic.
- (6) Relay any Radio traffic as needed to the EOC.

c. EOC will:

(1) Announce on each USDB frequency when it assumes Net Control.

(2) Enforce radio discipline.

(3) Log radio messages transmitted and received.

d. Central Control will:

(1) Ensure all on-hand radios remain charged.

(2) Deliver all on-hand radios to Arms Room.

(3) Compile and maintain roster for all radios not maintained in Central Control (i.e. details, staff areas, etc.).

(4) Deliver additional radios, as they become available.

e. Staff will:

(1) Not transmit sensitive information by radio unless justified by circumstances.

(2) Maintain portable radio volume at lowest audible level.

5. Frequencies:

a. Primary Frequency - TAC 1

b. Alternate Frequencies - TAC 2 or 3

c. Guard Force Operations - TAC 3

d. BN contingency - TAC 4

e. EOC - TAC 5

f. CERT/HNT - TAC 6

g. OC/OPFER/ENGINEERS - TAC 7

6. Radio Call Signs:

a. Guard Force - SOP

b. Augmenting Forces:

FREQ	ELEMENT	CALL SIGN
TAC 5	Emergency Operations Center	EOC
TAC 5	Commandant	Keeper Six
TAC 5	Deputy Commandant	Keeper Five
TAC 5	Director, Operations, Plans and Security	Keeper Three
TAC 1	DDOPS	Keeper Three Alpha
TAC 5	USDB CSM	Keeper Seven
TAC 4	705th MP BN Commander	Vigilance Six
TAC 4	705th MP BN XO	Vigilance Five
TAC 4	705th MP BN S3	Vigilance Three
TAC 4	705th MP BN Assistant S3	Vigilance Three Alpha
TAC 4	705 th MP BN CSM	Vigilance Seven
TAC 4	A Company Commander	Warrior Six
TAC 4	A Company First Sergeant	Warrior Seven
TAC 4	1 st PSG	Warrior One
TAC 4	2 nd PSG	Warrior Two
TAC 4	3 rd PSG	Warrior Three
TAC 4	B Company Commander	Mad Dog Six
TAC 4	B Company First Sergeant	Mad Dog Seven
TAC 4	1 st PSG	Mad Dog One
TAC 4	2 nd PSG	Mad Dog Two
TAC 4	3 rd PSG	Mad Dog Three
FREQ	ELEMENT	CALL SIGN
TAC 4	C Company Commander	Guardian Six
TAC 4	C Company First Sergeant	Guardian Seven
TAC 4	1 st PSG	Guardian One
TAC 4	2 nd PSG	Guardian Two
TAC 4	3 rd PSG	Guardian Three
TAC 4	HHC Company Commander	Defender Six
TAC 4	HHC Company First Sergeant	Defender Seven
TAC 4	1 st PSG	Defender One
TAC 4	2 nd PSG	Defender Two
TAC 4	3 rd PSG	Defender Three
TAC 6	CERT OIC	Sierra Six
TAC 6	CERT NCOIC	Sierra One
TAC 6	CERT A Team Leader	Sierra Alpha One
TAC 6	CERT A Team Members	Sierra Alpha Two thru Five
TAC 6	Marksman/Observer Team A	Whiskey Alpha One
TAC 6	Marksman/Observer Team B	Whiskey Bravo One
TAC 6	Hostage Negotiation Team Leader	November One
TAC 6	Chemical Team Leader	Echo One
TAC 6	Apprehension Team Leader	Lima One
TAC 6	Assault Force Team Leader(s)	NOT REQUIRED

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TAC 4	Mobile Patrols	Mike Papa One thru Four
TAC 4	Static Installations	Tango Papa One thru Four
TAC 7	Repair/Utility Service Team NCOIC	X-Ray One
TAC 7	Observer Controllers	Oscar Charlie One thru Four
TAC 7	Opposition Forces	India One thru Five
	Installation IOC (bldg 77)	IOC 1
	Alt Installation IOC (bldg320)	IOC 2

ELEMENT	PHONE #	FAX
EOC	758 - 3624	758 - 3623
ALOC	758-5822/5823	
IOC		

CELL PHONE NUMBERS

ELEMENT	PHONE NUMBER
COMMANDANT	(913) 683-3853
BN CDR	(913) 683-3568
CONTROL	(913) 683-4768
WEST GATE	(913) 683-3642
DOPS	(913) 683-3416
IMO	(913) 683-3682

SERVICE AND SUPPORT

1. Service Support:

a. 705th MP BN will procure, maintain, and distribute Class II listed Para 1d for installation staff.

b. DPS will provide support as required.

c. DOPS, will procure, maintain and issue portable radios.

d. Material and Services:

(1) Class I - NA

(2) Class II.

(a) Uniform. Duty uniform to include pistol belt, canteen, whistle, protective mask and appropriate wet weather gear for military personnel.

(1) Flexi-cuffs (1445).

(2) Flashlights - Issue as needed

(3) Portable radios - See Communications Annex

(4) Body armor - (400)

(5) Riot Helmets - (400)

(6) Riot Batons - (300)

(7) Protective Shields - (200)

(8) Pinning Shields - (6)

(9) Binoculars - (2)

(10) Rifle Scopes - (2)

(11) Emergency flood lights, gas operated - (2)

(12) Bolt Cutters - (2)

(13) Portable Generators - (2)

(14) Bull Horns - (5)

(15) Graphite Saw - (1)

- (16) Sledge Hammers - (2)
- (17) Indian Pack Fire Extinguishers - (10)
- (18) Axes - (2)
- (19) Picks - (2)
- (20) Crow Bars - (2)
- (21) Pipe Wrenches, 24 inch - (2)
- (22) Crescent Wrenches - (2)
- (23) Lanterns - (2)
- (24) Long handled shovels - (3)
- (25) Jacks, 3 ton - (3)
- (26) Jack, 5 ton - (1)
- (27) Pepper Foggers - (2)
- (28) Pepper Spray, hand held - (35)
- (29) Riot Master - (2)
- (30) Polaroid/digital Cameras - (2)
- (31) Video Cassette Recorder - (2)
- (32) Drager Smoke Hoods - (6)
- (33) Smoke Ejectors w/ducts - (6)
- (34) Door Bar - (2)
- (3) Class III - as needed to run generators, power saws,
etc.
- (4) Class IV. NA.

- (5) Class V.
 - (a) Ammunition - .095 millimeter. SOP
 - (b) Ammunition, shotgun. shot size=9 shot.
 - (c) Ammunition, .308 caliber (40 rounds)
 - (d) Ammunition, 5.56mm, blank (100 rounds)
 - (e) CS gas, 40mm (20 rounds)
- (6) Class VI - NA.
- (7) Class VII - NA.
- (8) Class VIII.
 - (a) Fracture packs
 - (b) Wound packs
 - (c) Small medical kit
 - (d) Large medical kit
 - (e) Litters
- (9) Class IX - NA
- (10) Class X - NA

2. Transportation.

a. DOPS is responsible to provide the TFC with vehicles from Trusty Unit, West Gate and the USMC Detachment. . DOPS will ensure that DPS has coordinated for two buses from DIS within 30 minutes of notification of a missing inmate.

3. Services. Inmate provided services are terminated. Medical Evacuation and Hospitalization, IAW USDB SOPs.

4. Labor. Civilian overtime pay.

5. Maintenance. Emergency repairs only.

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CORRECTIONAL EMERGENCY RESPONSE TEAM

1. General:

a. The Commander, 705th Military Police Battalion, is responsible for maintaining a Correctional Emergency Response Team (CERT) specially manned, trained and equipped to maintain control during special threats. The CERT is one of the Commandants' principal response forces in the event of a major disruption or special threat and as such, is an integral part in the security of the USDB.

b. The CERT is a specially trained and equipped force that can deploy NLT N+2 at the discretion of the Commandant to contain, control and neutralize special threats at the USDB.

c. The Battalion S3 will provide staff guidance for training and manning CERT. It will also provide the primary supervision of the OIC for the CERT.

d. The Battalion S4 will provide assistance and guidelines in procuring equipment for the CERT.

e. Company Commanders are responsible for providing qualified soldiers as required to man the CERT.

f. The CERT OIC is responsible to organize, maintain and train CERT IAW the guidelines established in the CERT SOP.

2. Employment Capabilities:

- a. Tactical Entry/Rescue
- b. Marksman/Observer Operations
- c. Hostage /Rescue
- d. High Risk Inmate Escort
- e. Escaped Inmate Tracking

3. Commands and Control:

a. Once a special threat situation has occurred at the USDB and the need for the CERT has been established, the CERT will deploy at the direction of the Commandant or TFC.

b. The CERT OIC will report to the Battalion Operations Officer to receive the warning/operations order and will be responsible to the TFC during the conduct of the operation. The TFC will have operational control of all supporting elements of CERT throughout the incident.

c. Actual employment in Installation level tactical operations will be directed only by the installation commander or designated representative through the Commandant or designated representative.

4. Chain of Command:

- Commandant
- Deputy Commandant
- Commander, 705th MP BN
- Executive Officer, 705th MP BN
- CERT OIC
- CERT NCOIC
- Succession of Team Leaders

5. Request for the use of Chemical Agents/Deadly Force will be directed through the Commandant to the Commanding General, Fort Leavenworth.

CERT Deployment Requirements:

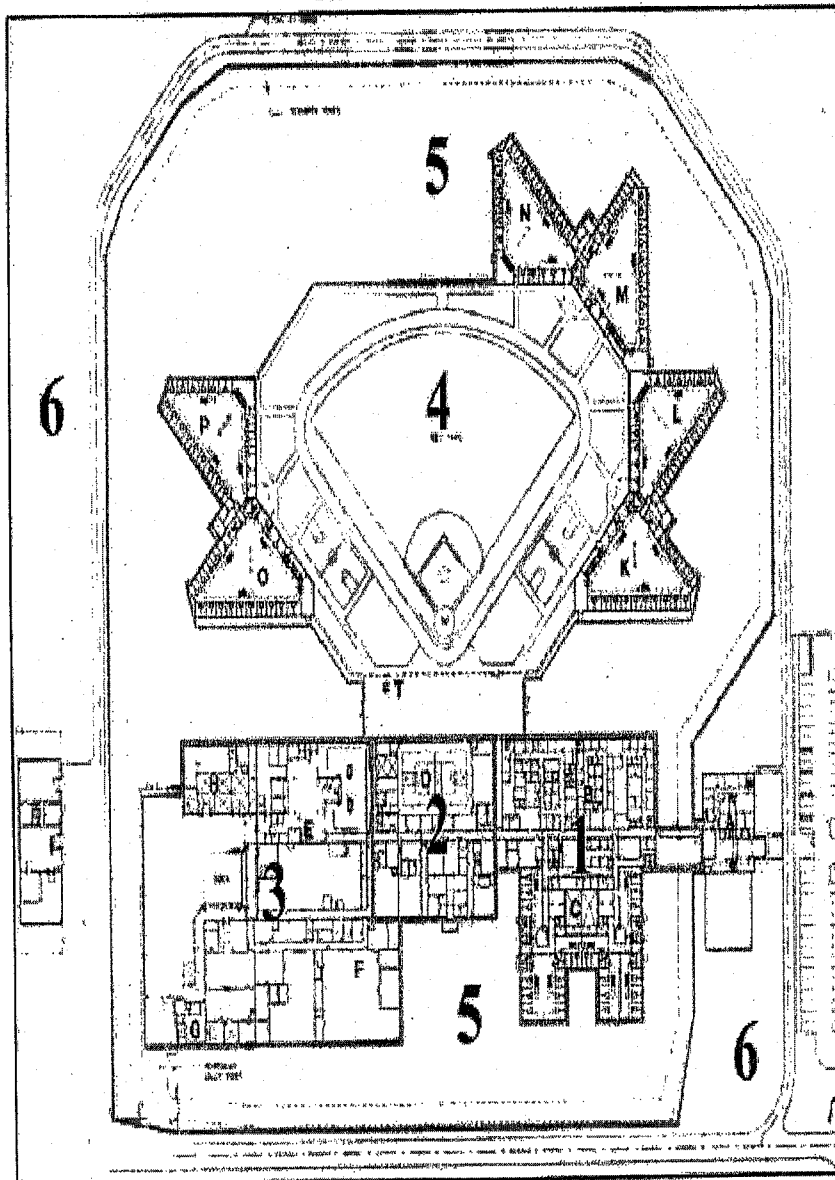
	ICON 2-HOUR RECALL	ICON STANDBY	ICON RECALLED
DISTURBANCE	N+2	N+. 30	PRE-POSITIONED
DISASTER	N+2	N+. 30	PRE-POSITIONED
MISSING INMATE	N+2	N+. 30	PRE-POSITIONED
HOSTAGE SITUATION	N+2	N+. 30	PRE-POSITIONED
EXTERNAL THREAT	N+2	N+. 30	PRE-POSITIONED

7. CERT Tactical Employment Matrix:

EMERGENCY/ CONTINGENCY OPERATIONS	TACTICAL ENTRY RESCUE	MARKSMAN OBSERVER OPERATIONS	HIGH RISK ESCORT	ESCAPED INMATE TRACKING
DISTURBANCE	X	X		
DISASTER			X	
MISSING INMATE				X
HOSTAGE SITUATION	X	X		
EXTERNAL THREAT	X	X		

Annex A: Search Teams

USDB SEARCH ZONES



ZONE-1: Includes all of Buildings B and C and the visitation room.

ZONE-2: Includes all of Building D, north and south of the main hallway.

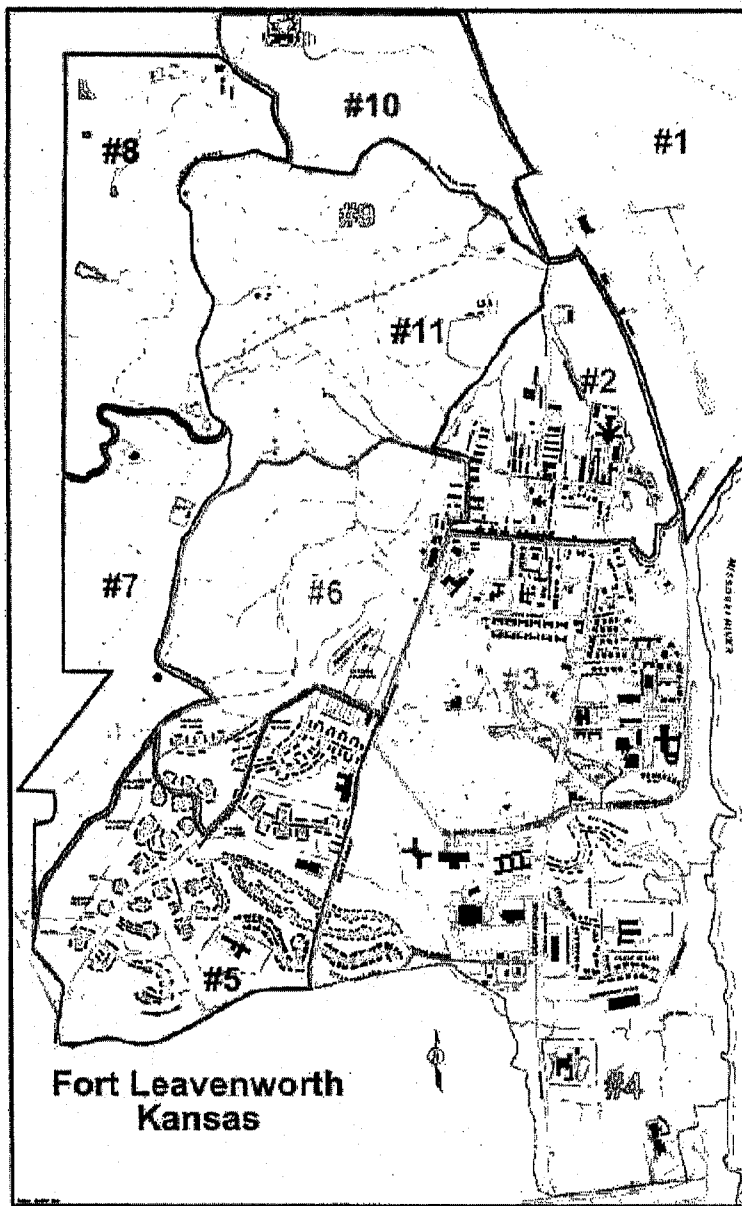
ZONE-3: Includes all areas of Buildings E, F, G and H. (DPS Areas, West Gate and the loading dock area).

ZONE-4: Includes all pods and the entire outside recreation area within the inner fence line.

ZONE-5: Includes all grounds within the facility boundaries that lie between the inner fence line and the external perimeter fence line. This includes the area between the two outer fences.

ZONE-6: Includes all areas outside the facility's boundaries that are still USDB proper. (Buildings A and I, the parking lot and the access road).

SEARCH ZONES



Annex B: PMO RESPONSIBILITIES

1. PMO will:

a. General:

- (1) Notify CID.
- (2) Respond to external threats and cordon roadways as requested.
- (3) Provide unarmed working military dogs teams on request.
- (4) Notify all external agencies IAW the Signal 500 plan.

b. Specific- Escaped Inmate:

- (1) Installation "prisoner escaped" signs at each gate.
- (2) Warn residents, by use of vehicle public address systems of escape.
- (3) Warn on-installation schools, if open by telephone. Warn child development center, if open by telephone.
- (4) Installation two MPs at the following locations: Main Gate on Grant Ave, back gate on Hancock Ave, the USDB Farm Gate on Kickapoo Ave.
- (5) Disseminate copies of the inmates picture and profile to all patrols.
- (6) Upon activation of the installation EOC become the TFC for all exterior search teams.

ANNEX C: GLOSSARY OF TERMS

<i>ACP</i>	<i>Access Control Point</i>
<i>AFC</i>	<i>Assault Force Commander</i>
<i>ALOC</i>	<i>Administrative Logistics Operations Center</i>
<i>CERT</i>	<i>Correctional Emergency Response Team</i>
<i>CMC</i>	<i>Crisis Management Center</i>
<i>CS</i>	<i>Chemical Smoke</i>
<i>DOPS</i>	<i>Director of Operations</i>
<i>EOC</i>	<i>Emergency Operation Center</i>
<i>FCMT</i>	<i>Forced Cell Move Team</i>
<i>ICON</i>	<i>Incident Condition</i>
<i>OC</i>	<i>Oleoresin Capsicum</i>
<i>OSC</i>	<i>On Scene Commander</i>
<i>RFC</i>	<i>Rescue Force Commander</i>

ANNEX D: MASTER TELEPHONE ROSTER

Federal Jurisdiction

Federal Bureau of Investigations (FBI), Kansas City, MO - 816-221-6100

U.S. Penitentiary, Leavenworth, KS - 682-8700

Kansas City International Airport, Federal Aviation Authorities - 816-243-2700

U.S. Coast Guard, Leavenworth, KS - 682-8448

U.S. Marshal's Office, Kansas City, MO - 816-426-3521

State Jurisdiction

Kansas Highway Patrol Main Office, Topeka, KS - 785-296-6800

Kansas Highway Patrol Troop A, Olathe, KS - 913-782-8100

Kansas Bureau of Investigation Main Office, Topeka, KS - 785-296-8200

Kansas Bureau of Investigation, Kansas City Office - 913-384-0331

Lansing Correctional Facility, Lansing, KS - 727-2675

Missouri Highway Patrol, Troop A, Lee's Summit, MO - 816-524-1407

Missouri Highway Patrol, Troop H, St Joseph, MO - 816-387-2345

County Jurisdiction

Atchinson County, Atchinson, KS - 913-367-0216

Douglass County, Lawrence, KS - 913-841-0007

Jefferson County, Okaloosa, KS - 913-863-2351

Johnson County, Olathe, KS - 913-782-0720

Leavenworth County, Leavenworth, KS - 682-5724

Wyandotte County - Kansas City, KS - 913-573-2861

Jackson County, Independence, MO - 816-524-4302

Platte County, Platte City, MO - 816-858-3456

Buchanan County, St Joseph, MO - 816-271-5588

City Jurisdiction

Lansing City Police, KS - 727-3000

Leavenworth City Police, KS - 651-2260

Kansas City Police, MO - 816-234-5000

Atchinson City Police, KS - 913-367-5525

Kansas City International Airport Security, MO - 816-243-5215

St Joseph City Police, MO - 816-271-4777

Platte City Police, MO - 816-858-5150

Tonganoxie Police, Ks 913-854-2620

Correctional Corporation of America (CCA) 913-727-3246

LVN office of Emergency 913 684-0455