



DEPARTMENT OF THE NAVY
BUREAU OF NAVAL PERSONNEL
5720 INTEGRITY DRIVE
MILLINGTON, TN 38055-0000

BUPERSINST 1600.6C
PERS-00D
2 Nov 10

BUPERS INSTRUCTION 1600.6C

From: Chief of Naval Personnel

Subj: NAVY DESERTER APPREHENSION PROGRAM

Ref: (a) NAVPERS 15560D, Naval Military Personnel Manual
(MILPERSMAN)
(b) NAVSO P-6034, Joint Federal Travel Regulations (JFTR)
(c) SECNAVINST 5820.7C
(d) SECNAVINST 5500.29C
(e) SECNAVINST 1730.7D
(f) SECNAVINST 1730.9
(g) SECNAVINST 5211.5E
(h) BUPERSINST 1640.20
(i) Uniform Code of Military Justice (UCMJ)

Encl: (1) Regional Chaplains, Navy Installation Commands
Directory

1. Purpose. To issue policies, procedures and responsibilities per references (a) through (i) for Navy Deserter Apprehension Program (NDAP).

2. Cancellation. BUPERSINST 1600.6B.

3. Policy. Every practical effort shall be made to cause surrender or apprehension of deserters as expeditiously as possible. To achieve this end, vigorous efforts shall be made at unit and other appropriate levels to investigate facts and circumstances surrounding absences, initiate apprehension actions, and expedite appropriate notification procedures.

4. Definitions. As used in this instruction, the following definitions apply:

a. Navy Deserter Apprehension Program (NDAP). Navy's program for apprehension of Service members officially declared deserters.

b. Navy Deserter Information Point (NDIP). Navy's central focal point for control, accounting, and dissemination of information concerning Service members administratively classified as deserters.

c. Absentee. Any member of the Armed Forces not classified administratively as deserters who are absent without authority from their appointed place of duty.

d. Deserter. A Service member who has been administratively classified as a deserter per reference (a), 1600-010.

e. Detainee. Deserter/absentee in the custody of a law enforcement agency or NDAP escort.

f. Apprehension. Physical arrest or detention of another person.

g. Custody. Legal restraint by a civil or military law enforcement agency or military organization of an individual apprehended for desertion from the Armed Forces.

5. Responsibilities

a. Commanding officers (COs)/officers in charge (OICs). Develop procedures at their command to ensure strict adherence to the requirements of NDAP as provided in this instruction and reference (a), 1600-040 through 1600-070. Enclosure (1) provides addresses and phone numbers of Regional Chaplains for inclusion in letters to notify members' next of kin (NOK) of their unauthorized absence and return to military control.

b. Navy Personnel Command (NAVPERSCOM), Corrections and Programs Office (PERS-00D). Develop policies, procedures and directives as needed for apprehension of deserters and their return to military control. Provide oversight of Commander, Navy Personnel Command Detachment, Navy Absentee Collection and Information Center (NAVABSCOLLINFOCEN).

c. NAVABSCOLLINFOCEN. Responsible for administering the centralized deserter information services and provide tracking, monitoring, and collection services of all Navy personnel who are administratively declared deserters. NAVABSCOLLINFOCEN serves as

operational arm of the NDAP; operates a 24-hour NDIP; investigates and causes the apprehension and return (via escort or use of technical arrest orders) of military personnel administratively declared deserters; maintains central repository for deserter records and case files; makes entries into National Crime Information Center (NCIC) data base; places deserters/returned deserters in appropriate accounting codes in Navy's enlisted master file system; coordinates appropriate accounting codes for officer deserters/returned deserters through NAVPERSCOM, Records/Data Maintenance Quality Division (PERS-33); assists local commands and outside agencies with coordination of transportation for Navy absentees/deserters, parole violators/supervised mandatory release violators, and prisoners; reports deserter's criminal history data to the Federal Bureau of Investigation (FBI), Criminal Justice Information Services division for inclusion in the NCIC criminal history data base per Brady Bill laws; and ensures unit functions are executed per references (a) through (h) and other directives issued by higher authority.

d. Commander, Navy Reserve Forces Command (COMNAVRESFORCOM). Ensure assistance and counsel is provided to an absentee's NOK per reference (a), 1600-040.

e. Escorts. Per reference (b), safety of absentee/deserter and escort is of primary concern. NAVABSCOLLINFOCEN is responsible for escorting deserters apprehended by civilian law enforcement agencies. Commands can request approval from NAVPERSCOM (PERS-00D) for NAVABSCOLLINFOCEN to escort deserters already in custody of military authorities or absentees if unusual circumstances warrant their expertise. NAVPERSCOM (PERS-00D) will fund cost of escort travel. Cost associated with an absentee's or deserter's transportation will be charged to the pay account of the individual member.

6. Requirements

a. Escorts

(1) Escort Ethics. COMNAVPERSCOM DET NAVABSCOLLINFOCEN escorts shall not use their badges, credentials, or official status for private gain and shall refrain from use of alcoholic beverages while performing escort duties.

(2) Detainee Advisement of Rights. Because detainees are not generally interrogated by escorts concerning charges they are suspected of committing, it is not necessary to advise detainees of their rights under Uniform Code of Military Justice reference (i), article 31. Escorts will advise detainees they are suspected of desertion or being absent without authority in violation of reference (i), article 85 or article 86. Additionally, escorts will warn detainees of the seriousness of an attempted escape in violation of reference (i), article 95. If at any time during the mission, detainees begin a spontaneous/unsolicited comment/ statement about the circumstances surrounding charges against them, escorts may listen to the disclosures, but may not comment on or encourage the disclosures in any way without advising detainees of their rights under reference (i), article 31b.

(3) Search and Inspection of Detainees. Purpose of search/inspection is to ensure detainee does not have any weapons or contraband, is not infested with body insects, and has no obvious injuries. Manual for Courts-Martial, Military Rules of Evidence, paragraph 314.g.1, provides authority for searches incident to a lawful apprehension. All precautions should be taken to avoid risk of physical or legal jeopardy to the escort.

(4) Detainee's Personal Gear and Medication. Only personal items that will fit in the overhead compartment on aircraft will be taken with the detainee and shall be inventoried, accounted for, and secured during transport. When there are items beyond that capacity, the detainee will be given reasonable opportunity to make arrangements for transport of the items at their own expense (i.e., contacting a relative, mailing the items, etc.). If there is still excessive personal gear, the OIC, assistant OIC, or staff duty officer of NAVABSCOLLINFOCEN will be contacted for guidance.

(5) Movement of Detainees. Escorts will take all necessary precautions to ensure safety of detainee, escorts, and general public.

(6) Escape. Escape of detainees shall be considered serious and reported immediately to higher authority and law

enforcement officials; however, action will not be taken that could reasonably be expected to endanger the life or well being of the escort or innocent bystanders.

(7) Posse Comitatus. Per reference (c), personnel assigned to NAVABSCOLLINFOCEN, when acting as escorts or in any other capacity, have no authority to initiate or participate in civilian law enforcement activities.

(8) Armed Escorts. Escorts will not normally be armed. If required, NAVPERSCOM (PERS-00D) will authorize and coordinate armed escorts per reference (h).

(9) Use of Force/Deadly Force. Use of force/deadly force will be applied strictly per reference (d).

(10) Transportation of Females. Female deserters/absentees will normally not be transported with male deserters/absentees and will be accompanied by at least one female escort. Exceptions to this rule shall be requested from NAVPERSCOM (PERS-00D).

(11) Human Immunodeficiency Virus (HIV) Antibody Positive Deserter/Absentee. HIV antibody positive detainees will be processed on a case-by-case basis. Special considerations include determination of HIV status via detainee's medical record or notification via DD 553 Deserter/Absentee Wanted by the Armed Forces and appropriate disposition regarding treatment. HIV status of any deserter/absentee is considered confidential will not be released to anyone without a demonstrated need to know, strict compliance with provisions per reference (g).

(12) Escort Training. Training for escorts will consist of both pre-service and in-service training. At no time will trainee staff be permitted to perform any task without qualified supervision. Should NAVABSCOLLINFOCEN be tasked with a detainee move or other procedure for which there are not sufficient staff, NAVPERSCOM (PERS-00D) shall be contacted for assistance.

b. NAVABSCOLLINFOCEN Equipment Accountability. Designated equipment within NDAP program will be accounted for on a NAVSUP 306 Controlled-Equipage Custody Record. OIC, NAVABSCOLLINFOCEN

will personally conduct an annual sight inventory of each piece of equipment and record results on NAVSUP 306. Additionally, OIC, NAVABSCOLLINFOCEN will be responsible for:

(1) Vehicles assigned to the unit;

(2) Ensuring unit vehicles are properly maintained, operated in a safe manner, and not used for unauthorized purposes; and

(3) Ensuring vehicle credit cards are controlled.

c. Oversight/Inspections. NAVABSCOLLINFOCEN will be inspected annually by NAVPERSCOM (PERS-00D). Results of the inspection will be provided to OIC, NAVABSCOLLINFOCEN along with a time frame for correction of noted discrepancies. Technical assistance visits will also be provided by NAVPERSCOM (PERS-00D) when requested or determined necessary.

d. Chaplain Assistance. Per reference (f), Navy chaplains can offer Sailors and family members the opportunity to discuss personal matters in complete privacy. This encourages full and complete disclosure by those who seek chaplain assistance under the protection of confidential communications. Such communication can benefit both the individual and the institution. Assistance to NOK of deserters/absentees shall be provided as follows:

(1) COs/OICs will provide a copy of the NOK notification letter required by reference (a), 1600-040, to the Regional Chaplain of the appropriate Navy Region per enclosure (1). Additionally, COs/OICs will promptly notify the Regional Chaplain of an absentee's return to military control.

(2) Upon receiving the NOK notification letter, the Regional Chaplain (in consultation with CNRFC (N01G) as needed) will notify the Active or Reserve Component chaplain closest to the NOK of the Sailor's absence or return from absence. The Regional Chaplain (or CNRFC (N01G) as appropriate) shall provide proper training on this program to chaplains and Religious Program Specialists. Additionally, the Regional Chaplain shall provide necessary administrative support (such as reimbursement for postage and official telephone calls) and shall retain records of contact with NOK as necessary.

(3) If asked to contact the NOK or Sailor, the designated Active or Reserve component chaplain will provide appropriate care and advice per references (e) and (f). Reserve Component chaplains will receive appropriate participation credit per established procedures.

e. COMNAVPERSCOM DET NAVABSCOLLINFOCEN will make every effort to pick-up apprehended deserters within 7 days after notification from civil authorities that the deserter is ready for release.

7. Records Management. Records created as a result of this instruction, regardless of media and format, shall be managed per SECNAV M-5210.1 of November 2007.

8. Forms. The following forms will be utilized when directed to escort or receive an apprehended deserter or absentee.

a. The following forms are available at <https://navalforms.daps.dla.mil/>

(1) NAVCOMPT 2277 (AUG 88) Voucher for Disbursement and/or Collection.

(2) OPNAV 5527/1 (JUN 98) Incident Report.

(3) OPNAV 5527/1A (FEB 83) Department of the Navy Traffic Accident Report.

(4) OPNAV 5527/2 (12-82) Department of the Navy Voluntary Statement.

(5) OPNAV 5527/3 (12-82) Department of the Navy Military Suspect's Acknowledgement and Waiver of Rights.

(6) OPNAV 5527/6, (12-82) Department of the Navy Investigative Notes.

(7) OPNAV 5580/22 (6-00) Evidence/Property Custody Receipt.

b. The following forms are available at <http://www.dtic.mil/whs/directives/infomgt/forms/formsprogram.htm>.

- (1) DD 553 (MAY 2004) Deserter/Absentee Wanted by the Armed Forces.
- (2) DD 1351-2 (MAR 2008) Travel Voucher or Sub-voucher
- (3) DD 2718 (NOV 99) Inmates's Release Order.
- (4) DD 2708 (NOV 99) Receipt for Inmate or Detained Person.
- (5) DD 1970 (NOV 99) Motor Equipment Utilization Record.

c. The following forms can be ordered through your local GSA office or downloaded at <http://www.gsa.gov/portal/gsa/ep/formslibrary.do?formType=Sf>

- (1) SF 91 (FEB 2004) Motor Vehicle Accident Report.
- (2) SF 1164 (NOV 77) Claim for Reimbursement for Expenditures on Official Business.

d. The following forms can be obtained through Federal Bureau of Investigation (FBI) Identification Division, Washington, D.C. 20537-9700:

- (1) FD 249 FBI Fingerprint Card.
- (2) R-84 FBI Final Disposition Report

e. The following form can be obtained at <http://www.usa-federal-forms.com/usa-fedforms-dod-navsup/dod-navsup-306-nonfillable.pdf>. NAVSUP 306 (01-83) Controlled-Equipage Custody Record.



D. P. QUINN
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Deputy Chief of Naval Personnel

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<http://www.npc.navy.mil/>

**REGIONAL CHAPLAINS, NAVY INSTALLATION COMMANDS
DIRECTORY**

MID-ATLANTIC (Norfolk)
Regional Chaplain
Navy Region Mid-Atlantic (OOG)
1510 Gilbert St. (Bldg N-21)
Norfolk, VA 23511-2737
COM: (757) 322-2939/2771/DSN 262
FAX: (757) 445-9384/DSN 262

SOUTHEAST (Jacksonville)
Regional Chaplain
Program Manager for Religious Ministries
CNRSE Jacksonville Box 102 (Code N00R)
Jacksonville, FL 32212-5000
COM: (904) 542-6016/1542/DSN 942
FAX: (904) 542-4009/DSN 942

MIDWEST (Great Lakes)
Regional Chaplain
CNRMW Great Lakes (N00R)
2601-A Paul Jones Street
Great Lakes, IL 60088-2845
COM: (847) 688-5610/DSN 792
FAX: (847) 688-4416/DSN 792

SOUTHWEST (San Diego)
Regional Chaplain
Navy Region Southwest (N00R)
937 North Harbor Drive Box 71
San Diego, CA 92132-0058
COM: (619) 532-1508/3898/DSN 522
FAX: (619) 532-3058/DSN 522

NORTHWEST (Silverdale)
Regional Chaplain
Navy Region Northwest (N00R)
1100 Hunley Road Suite 206
Silverdale, WA 98315-5000
COM: (360) 315-5240/DSN 322
FAX: (360) 315-3592/DSN 322