

**REGIONAL RESTRICTION BARRACK (RRB) INSPECTION GUIDELINE**

**FACILITY DESIGN**

**RRB STAFF PERSONNEL ONBOARD DATE OF INSPECTION:**

Male: \_\_\_\_\_ Female: \_\_\_\_\_ Total: \_\_\_\_\_

**NUMBER OF BEDS AVAILABLE FOR RRB PERSONNEL:**

Male: \_\_\_\_\_ Female: \_\_\_\_\_ Total: \_\_\_\_\_

**CURRENT RESTRICTED ONBOARD:**

Male: \_\_\_\_\_ Female: \_\_\_\_\_ Total: \_\_\_\_\_

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**RRB-001.** The command has written authorization from PERS-00D and CNIC (N142) to operate as a Regional Restriction Barracks (RRB). Reference: OPNAVINST 1620.3, par. 1013.

Yes  No

**Note/Corrective Action(s):** \_\_\_\_\_  
\_\_\_\_\_

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**RRB-002.** The RRB has a published restriction barracks SOP. Reference: OPNAVINST 1620.3, par. 4010.1.

Yes  No

**Note/Corrective Action(s):** \_\_\_\_\_  
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**RRB-003.** The RRB has written policies addressing hazing, harassment, unauthorized exercises, unnecessary restrictions or deprivations, and demeaning treatment of restriction personnel. Reference: OPNAVINST 1620.3, par. 1004.2.

Yes  No

**Note/Corrective Action(s):** \_\_\_\_\_  
\_\_\_\_\_

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**RRB-004.** The RRB does not have separate rules and regulations for male and female restrictees. Reference: OPNAVINST 1620.3, par. 1010.1a.

Yes  No

**Note/Corrective Action(s):** \_\_\_\_\_  
\_\_\_\_\_

**RRB-005.** Sailors, assigned as restrictees, were awarded restriction and/or extra duties imposed at NJP, court-martial, or were ordered by their commanding officer as pretrial restraint to include conditions on liberty or Restriction in Lieu of Arrest (RILA). Reference: OPNAVINST 1620.3, par. 1002 and 4003.

Yes  No

**Note/Corrective Action(s):** \_\_\_\_\_

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**RRB-006.** The RRB ensures restrictees are awarded NJP or SCM restraint in accordance with Article 15 and Chapter XIII of the Manual for Courts-Martial (2016)? Reference: OPNAVINST 1620.3, par. 1007.1, 1007.2, and MCM (2016).

Yes  No

**Note/Corrective Action(s):** \_\_\_\_\_

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**RRB-007.** A copy of the NAVPERS 1626/7, Report and Disposition of Offense(s) form is filed in all restrictees' case folders/files and serves as the RRB's source document for ordering the service member into restriction. Reference: OPNAVINST 1620.3, par. 4025.1.

Yes  No

**Note/Corrective Action(s):** \_\_\_\_\_

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**RRB-008.** Restraint for restrictees starts and ends on the appropriate dates. Reference: OPNAVINST 1620.3, par. 1008, MCM (2016), and JAGMAN.

Yes  No

**Note/Corrective Action(s):** \_\_\_\_\_

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**RRB-009.** The RRB utilizes the NAVPERS 1620/2 Regional Restriction Barrack (RRB) Check-in Sheet when checking in restrictees. Reference: OPNAVINST 1620.3, par. 4004.2.

Yes  No

**Note/Corrective Action(s):** \_\_\_\_\_

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**RRB-010.** The RRB submits a Special RRB Population Report, via email or message, to Navy Region, PERS-00D, and CNIC (N141) when the restricted personnel population levels reach 90% of full capacity or when conditions are such that it is anticipated that full capacity at the RRB will occur. Reference: OPNAVINST 1620.3, par. 4008.3c.

Yes  No

**Note/Corrective Action(s):** \_\_\_\_\_

**RRB-011.** Restricttees' uniforms are not marked with unique features or marking which distinguish them from other transients. Reference: OPNAVINST 1620.3, par. 1003.4.

Yes  No

Note/Corrective Action(s): \_\_\_\_\_  
\_\_\_\_\_

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**RRB-012.** Restricttees' ID cards are not confiscated by the RRB. Reference: OPNAVINST 1620.3, par. 4003.5.

Yes  No

Note/Corrective Action(s): \_\_\_\_\_  
\_\_\_\_\_

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**RRB-013.** The restricttee arrival and departure list is provided by Central Processing and is checked/reviewed by all RRB/TPD departments daily. Reference: OPNAVINST 1620.3, par. 4004.2d.

Yes  No

Note/Corrective Action(s): \_\_\_\_\_  
\_\_\_\_\_

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**RRB-014.** The RRB does not assign additional liberty restrictions not specified in the NAVPERS 1626/7, Report and Disposition of Offense(s) form or OPNAVINST 1620.3. Reference: OPNAVINST 1620.3, par 1004.

Yes  No

Note/Corrective Action(s): \_\_\_\_\_  
\_\_\_\_\_

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**RRB-015.** The RRB prepares and maintains copies of written restriction orders/documents for each restricttee per OPNAVINST 1620.3. Reference: OPNAVINST 1620.3, par. 4003.1.

Yes  No

Note/Corrective Action(s): \_\_\_\_\_  
\_\_\_\_\_

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**RRB-016.** The RRB tracks all NJP and SCM appeals submitted by restricttees and ensures that their restriction punishment is adjusted accordingly. Reference: OPNAVINST 1620.3, par. 1008.

Yes  No

Note/Corrective Action(s): \_\_\_\_\_  
\_\_\_\_\_

**RRB-017.** RILA restrictees perform full military duties while on restriction.  
Reference: OPNAVINST 1620.3, par. 1006.2.

Yes  No

Note/Corrective Action(s): \_\_\_\_\_  
\_\_\_\_\_

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**RRB-018.** RILA restrictees are not pending administrative separation. Reference:  
OPNAVINST 1620.3, par. 4002.

Yes  No

Note/Corrective Action(s): \_\_\_\_\_  
\_\_\_\_\_

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**RRB-019.** Restricttees are assigned extra duties that cannot be constituted as a known  
safety or health hazard, cruel or unusual punishment, demeaning in grade or position,  
or which are not sanctioned by Naval customs. Reference: OPNAVINST 1620.3, par. 1006.3.

Yes  No

Note/Corrective Action(s): \_\_\_\_\_  
\_\_\_\_\_

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**RRB-020.** Restricttees are not required to work after normal work hours or on weekends.  
Reference: OPNAVINST 1620.3, par 4003.3.

Yes  No

Note/Corrective Action(s): \_\_\_\_\_  
\_\_\_\_\_

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**RRB-021.** Restricttees are not assigned work functions where they have access to  
information about the RRB staff or other restrictees. Reference: OPNAVINST 1620.3, par  
4008.1a.

Yes  No

Note/Corrective Action(s): \_\_\_\_\_  
\_\_\_\_\_

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**RRB-022.** Beside RILA personnel, restrictees are not escorted to appointments.  
Reference: OPNAVINST 1620.3, par 4003.4.

Yes  No

Note/Corrective Action(s): \_\_\_\_\_  
\_\_\_\_\_

**RRB-023.** Female restrictees are berth separately from male restrictees. Reference: OPNAVINST 1620.3, par 1010.1b.

Yes  No

Note/Corrective Action(s): \_\_\_\_\_  
\_\_\_\_\_

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**RRB-024.** Female restrictees are also supervised by female staff members. Reference: OPNAVINST 1620.3, par 1010.1d.

Yes  No

Note/Corrective Action(s): \_\_\_\_\_  
\_\_\_\_\_

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**RRB-025.** Pregnant restrictees are berthed at the RRB. Reference: OPNAVINST 1620.3, par 1010.2.

Yes  No

Note/Corrective Action(s): \_\_\_\_\_  
\_\_\_\_\_

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**RRB-026.** Restrictes are mustered at least three (3) times a day. Reference: OPNAVINST 1620.3, par 4005.

Yes  No

Note/Corrective Action(s): \_\_\_\_\_  
\_\_\_\_\_

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**RRB-027.** Restrictes are assigned "walking chits" when they are required to travel away from the RRB. Reference: OPNAVINST 1620.3, par 4027.

Yes  No

Note/Corrective Action(s): \_\_\_\_\_  
\_\_\_\_\_

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**RRB-028.** The RRB notifies the CO of restrictees when they have missed muster, their location cannot be determined, or when they are being reported as UA. Reference: OPNAVINST 1620.3, par 4005.

Yes  No

Note/Corrective Action(s): \_\_\_\_\_  
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**RRB-029.** The RRB inventories all personal property and return it to the parent command with documenting paperwork when restrictees are reported UA for more than 24 hours. Reference: OPNAVINST 1620.3, par 4016.3.

Yes  No

Note/Corrective Action(s): \_\_\_\_\_  
\_\_\_\_\_

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**RRB-030.** Restrictees' case folders/files are properly assembled and maintained, either electronically or in a locked filing cabinet, in the Administrative Section/Department. Reference: OPNAVINST 1620.3, par 4008.1 and 4012.1.

Yes  No

Note/Corrective Action(s): \_\_\_\_\_  
\_\_\_\_\_

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**RRB-031.** Restrictees' case folders/files are returned to the Administrative Section/Department and are secured when not being used. Reference: OPNAVINST 1620.3, par 4008.1b.

Yes  No

Note/Corrective Action(s): \_\_\_\_\_  
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**RRB-032.** The RRB maintains a restrictee visitor log. Reference: OPNAVINST 1620.3, par 4009.1c.

Yes  No

Note/Corrective Action(s): \_\_\_\_\_  
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**RRB-033.** Restrictree visitor logs are maintained for two (2) years after the last entry. Reference: OPNAVINST 1620.3, par 4009.2.

Yes  No

Note/Corrective Action(s): \_\_\_\_\_  
\_\_\_\_\_

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**RRB-034.** Visitation hours for restrictees are at least two (2) hours in length each visiting day. Reference: OPNAVINST 1620.3, par 4022.2b.

Yes  No

Note/Corrective Action(s): \_\_\_\_\_  
\_\_\_\_\_

**RRB-035.** Visitation Disapproval Letters are placed in the restrictee's case folder/file when their visitation privileges have been disapproved by the RRB or the command CO. Reference: OPNAVINST 1620.3, par 4022.2b.

Yes  No

**Note/Corrective Action(s):** \_\_\_\_\_

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**RRB-036.** Restricttees are not authorized annual leave. Reference: OPNAVINST 1620.3, par 4021.

Yes  No

**Note/Corrective Action(s):** \_\_\_\_\_

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**RRB-037.** The RRB provides an accessible locked collection box or an authorized postal mailbox that bears no indication that the senders of mail are restricttees. Reference: OPNAVINST 1620.3, par. 4022.1a.

Yes  No

**Note/Corrective Action(s):** \_\_\_\_\_

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**RRB-038.** Restricttees are afforded the opportunity to file a NAVPERS 1336/3, Special Request/Authorization and when submitted, the RRB has acted upon the request within three working days. Reference: OPNAVINST 1620.3, par. 4026.

Yes  No

**Note/Corrective Action(s):** \_\_\_\_\_

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**RRB-039.** Restricttees are returned to their parent command upon completion of restriction or upon receipt of written authority from the restricttees' CO's to do so. Reference: OPNAVINST 1620.3, par. 4029 and 4030.

Yes  No

**Note/Corrective Action(s):** \_\_\_\_\_

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**RRB-040.** Where restricttees were released prior to the completion of their awarded punishment, the RRB has received and maintained signed copies of the parent commands' early release letters/documents which indicated that the remaining portion of the restricttees' restriction and/or extra duty was set aside, remitted, or suspended. Reference: OPNAVINST 1620.3, par. 4029.

Yes  No

**Note/Corrective Action(s):** \_\_\_\_\_

**RRB-041.** Upon release from restriction or RILA, the RRB places the restrictees' case folders/files in an inactive file and then properly disposed of them per OPNAVINST 1620.3. Reference: OPNAVINST 1620.3, par. 4012.2.

**Yes**       **No**

**Note/Corrective Action(s):** \_\_\_\_\_

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