



DEPARTMENT OF THE NAVY
COMMANDER MILITARY SEALIFT COMMAND
914 CHARLES MORRIS CT SE
WASHINGTON NAVY YARD DC 20398-5540

Canc frp: APR 99

REFER TO:

COMSCNOTE 5530
N3/5
12 February 1999

COMSC NOTICE 5530

Subj: MSC ANTI-TERRORISM/FORCE PROTECTION POLICY AND PROCEDURES

Ref: (a) DoD 2000.12H
(b) SECNAVINST 3300.3
(c) DoD 4500.54-G
(d) COMSC WASHINGTON DC 240355Z Jun 97
(e) DEPSECDEF memo of Jan 28, 1998 (NOTAL)
(f) OPNAVINST 3500.39
(g) COMSCINST 5530.3B

Encl: (1) MSC Deployment Checkoff List

1. Purpose. To establish Anti-Terrorism/Force Protection (AT/FP) policy, procedures and responsibilities for complying with DoD Force Protection directives and instructions within Military Sealift Command (MSC).

2. MSC AT/FP Principles. The three principles upon which the MSC Force Protection program is based are as follows:

- a. Ensuring that each MSC ship has the ability to call for help as required by the threat.
- b. The timely dissemination to all MSC assets of threat indications and warnings in the form of meaningful intelligence data.
- c. The development, implementation and maintenance of a training program which will provide our mariners with the tools to protect themselves.

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3. Background

a. Reference (a) is the DoD standard for Protection of DoD Personnel and Activities Against Acts of Terrorism and Political Turbulence. Reference (b) is the Secretary of the Navy/DoD instruction for AT/FP Program Standards. Reference (c) is the DoD Foreign Clearance Guide. Reference (d) is guidance on reporting AT/FP monthly status. Reference (e) is the Deputy Secretary of Defense interim policy for DoD contractors. Reference (f) is OPNAV instruction of Operation Risk Management (ORM).

b. MSC has established an AT/FP training awareness program in accordance with references (a) through (c) and other implementing communications from the Chief of Naval Operations (CNO) and U. S. Transportation Command (USTRANSCOM).

4. Policy. Force Protection is MSC's number one priority and it is the responsibility of everyone who works for MSC to effectively implement AT/FP programs as mission-fundamental policy to protect MSC personnel and assets from potential terrorist acts.

5. Scope. This notice applies to all USNS, RRF and chartered (6 months minimum) ships under the control of MSC.

6. Action. In order to meet these policy requirements, the following responsibilities are assigned:

a. Deputy Commander (N01) is responsible to the Commander, Military Sealift Command (COMSC) for ensuring Program Managers implement MSC Force Protection policies and procedures.

b. Assistant Deputy Commander for Business Operations (N03) is responsible for ensuring MSC adequately budgets for Force Protection each fiscal year to ensure MSC has sufficient funding to carry out Force Protection mandated requirements of DoD, Navy, USTRANSCOM and the geographic commanders.

c. Maritime Forces and Manpower Management Director (N1) is responsible for:

(1) Developing, implementing and conducting a training program to ensure MSC headquarters personnel; military, civilian, contractor and family member have received required AT/FP Level I training in accordance with reference (b) prior to traveling overseas.

(2) Managing MSC Force Protection Officer training program as required by reference (b).

(3) Distributing AT/FP literature and video training materials to assist MSC commands and ships to conduct Level I training/refresher-training.

(4) Assigning a representative to the MSC Force Protection Threat Working Group (FP TWG). A primary and alternate representative shall be appointed by N1, in writing, with a copy of the appointment letter provided to the Operations and Plans Director (N3/5).

d. Counsel (N2) is responsible for providing legal advice regarding implementation of AT/FP polices and procedures.

e. Operations and Plans Director (N3/5) is assigned overall responsibility for coordinating MSC's Force Protection programs and policies. Specifically, the Director shall designate a command Force Protection Officer (FPO) who shall be responsible for:

(1) Developing and promulgating MSC's Force Protection policy, including issuance of specific guidance to all Program Managers/Functional Directors/Special Assistants/Area Commanders to ensure DoD Force Protection policy is consistently applied in accordance with references (a) through (c) and other related directives.

(2) Establishing the FP TWG which the FPO will chair and which shall meet at least weekly to review MSC Force Protection issues relating to current and near term ship operations. FP TWG chairperson is empowered to make appropriate recommendations to ensure MSC ships comply with current DoD Force Protection directives and regulations in accordance with COMSC direction and guidance.

(3) Coordinating quarterly Force Protection Roundtables to review programs, policies, direction, program initiatives and issues. Providing detailed minutes of the Roundtables to the TWG representatives.

(4) Coordinating with the Naval Criminal Investigate Service (NCIS) and N1 to establish Force Protection training programs for MSC personnel.

(5) Coordinating and scheduling CNO Integrated Vulnerability Assessments (CNOIVA).

(6) Reviewing and analyzing Force Protection status and training information provided by Program Managers and Area Commanders on a monthly basis.

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(7) Developing and submitting items to the USTRANSCOM and MSC CINCs Liaison Officers (LNOs) for further submission to the JCS Combating Terrorism Readiness Initiative Fund (RIF). Coordinating with Program Managers, Functional Directors, Special Assistants and Area Commanders on Combating Terrorism RIF submissions, execution and after funds approval.

(8) Coordinating with Reserve Readiness Commands to ensure MSC SELRES receive required AT/FP training.

(9) Coordinating, managing and scheduling with NCIS/Program Managers Force Protection Shipboard Security Engagement Tactics (SSET) training for MSC ships.

(10) Reviewing FP budget submission for concurrence.

(11) Providing a quarterly (or as required) report to the Commander's Force Protection Roundtable, Program Managers, Functional Directors, Special Assistants and Area Commanders on status of MSC AT/FP training achievements for all MSC military, civilians, family members and MSC contractors/subcontractors worldwide.

f. Logistics Director (N4) is responsible for management and control of inventory for AT/FP government-furnished equipment onboard MSC ships.

g. Command, Control, Communication & Computer Systems Director (N6) is responsible for:

(1) Developing and implementing ship communication testing program to be conducted by Area Commanders. Coordinating with the appropriate Program Manager during implementation. The program shall be approved by N3/5 and the appropriate Funds Administrator prior to implementation.

(2) Assignment of a representative to the MSC FP TWG. A primary and alternate representative shall be appointed by N6, in writing, with a copy of the appointment letter provided to N3/5.

h. Engineering Director (N7) is responsible for technical reviews as required to assist in AT/FP initiatives.

i. Comptroller (N8) and Plans, Policy, Program & Congressional Affairs Director (N9) are responsible for ensuring that Navy POM and other budget submissions that support MSC operations cover Program Managers, Functional Directors, Special Assistants and Area Commanders MSC Force Protection requirements. Force Protection budget submissions shall be reviewed by N3/5 for concurrence prior to final submission.

j. Contracts and Business Management Director (N10) is responsible for coordinating

with Program Managers to ensure MSC contracts and long term charter parties support and comply with DoD AT/FP requirements, policies and procedures. For short term time charters and voyage charters, N10 shall ensure that the charter parties comply to the maximum extent practicable with the DoD AT/FP requirements.

k. Director, Afloat Personnel Management Center (APMC) is responsible for:

(1) Ensuring that civil service mariners receive required AT/FP training in accordance with reference (b). Chief Mates on USNS ships shall be designated as ship's AT/FP Officer and receive AT/FP Level II training prior to assignment. All other mariners shall receive AT/FP Level I training in accordance with reference (b) and the Navy's Force Protection Prescriptive Standards, prior to deployment OCONUS or traveling to join a ship overseas.

(2) Ensuring that theater and country clearance requests are submitted in accordance with reference (c) prior to civil service mariner's travel overseas. COMSC N1 shall be info addressee on outgoing message requests. Personnel shall not be authorized travel until clearance(s) are received and approved. Theater clearance is required and shall identify traveler(s) to the geographic CINC for Force Protection.

l. Program Managers are responsible for:

(1) Implementing, within their program, aggressive and viable AT/FP procedures which support the MSC Force Protection policy.

(2) Assigning a Force Protection representative to the FP TWG. A representative and alternate shall be appointed by the Program Manager, in writing, with a copy of the appointment letter provided to N3/5.

(3) Ensuring ships operating within their program comply with the MSC Force Protection policy.

(4) Ensuring theater and country clearance requests in accordance with reference (c), as updated by reference (e), for military, civilian and contractors traveling overseas are submitted. Contractors are required to submit theater and country clearance requests in accordance with reference (c) and inform the Program Managers on all requests. Personnel shall not be authorized travel until clearance(s) is (are) received and approved. Theater clearance is required and shall identify traveler(s) to the geographic CINC for Force Protection.

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(5) Maintaining records of AT/FP training status on each ship assigned to the Program Manager and provide status to N3/5 monthly or as requested.

(6) Coordinating with N3/5 to ensure vulnerability assessments are completed for all deploying ships.

(7) Ensuring Area Commanders conduct inspections of the AT/FP security posture for all assigned ships in accordance with reference (g). For communications, N6 will provide amplifying guidance.

(8) Ensuring an AT/FP Officer is assigned, in writing, to each ship within the program. AT/FP Officers shall attend the MSC AT/FP Level II training course qualifying crewmembers to be an Anti-Terrorism Training Officer (ATTO) and the ship AT/FP Officer responsible to the Master. Assignment of AT/FP Officer for civil service manned ships shall be coordinated with the APMC.

m. MSC Area Commanders are responsible for:

(1) Developing, implementing and conducting a training program to ensure Area Command personnel have received required AT/FP training, in accordance with reference (b), prior to traveling overseas.

(2) Endorsing all Area Command civilian and military travel orders confirming that AT/FP Level I training is completed prior to travel.

(3) Submitting theater and country clearance requests in accordance with reference (c) for military, civilian and contractors traveling overseas. Personnel shall not be authorized travel until clearance(s) is (are) received and approved. Theater clearance is required and will identify traveler(s) to the geographic CINC for Force Protection.

(4) Taking appropriate action to coordinate and work with geographic/fleet CINC Force Protection representatives on issues/action relating to MSC ships and offices.

(5) Providing each MSC ship, proceeding to a country with a DIA Threat Level of medium or greater, a tailored AT/FP threat assessment message within 7 working days prior to arrival. This message will advise a ship of the current DIA Threat Level, current Geographic CINC's Threat Condition of the port area, a detailed threat assessment of the port/country, and threat condition measures that must be complied with prior to entering port.

(6) Coordinating with the appropriate Program Managers and conducting Force Protection visits and/or inspections of MSC ships operating within the assigned AOR.

(7) Directing MSC ship's Master to implement MSC THREATCON measures in

accordance with reference (g).

(8) Conducting Force Protection communication drills, in accordance with N6 guidance, and security drills in accordance with reference (g), on MSC ships in their respective AORs.

(9) Designating a staff AT/FP Officer, in writing, to COMSC (N3/5).

(10) Submitting monthly AT/FP reports in accordance with reference (d).

(11) Providing AT/FP Level I training to MSC ships' crews transiting or operating in the AOR if requested by the ship's Program Manager in order to meet reference (b).

(12) Coordinating annually with host activity to ensure MSC offices and buildings within their AOR comply with reference (a).

n. Commanding Officers/Directors, MSC Offices and Detachments are responsible for:

(1) Assigning and training of an AT/FP Officer if his (her) office is located in a DIA medium to critical threat country.

(2) Ensuring that at least one member of the staff is qualified as an ATTO.

(3) Providing NCIS Port Assessment Reports and local threat level conditions to Master of ships entering area.

o. MSC Liaison Officers are responsible for:

(1) Taking appropriate action to work with CINC/CINC's Component Force Protection Officers in matters relating to the AT/FP of MSC ships, crews and ashore staffs in the CINC's AOR. Apprising COMSC (N3/5) of current AT/FP issues that will impact MSC.

(2) Acting as MSC representative on the CINC's Force Protection/Anti-Terrorism Working Group and providing the group with briefings on MSC ship activities, capabilities and items of interest. Providing COMSC (N3/5) reports on working group meetings as required.

(3) Submitting Combating Terrorism CINC RIF requirements to the CINC on behalf of COMSC. Submissions shall be coordinated with COMSC (N3/5).

p. Masters of USNS, RRF and Time Chartered ships shall:

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- (1) Comply with reference (g).
 - (2) Submit monthly AT/FP reports in accordance with reference (d).
 - (3) Ensure that onboard AT/FP Officers provide all crewmembers Level I training. Newly reporting crewmembers shall receive training within 7 days after reporting onboard ship. Level I training is required only when overseas deployment is planned within the next 6 months. Ships operating within the territorial waters of the United States and its territories do not require Level I training prior to departure from United States ports. All ships under MSC guidance will maintain the capability to provide Level I training to the crew if the ship is directed to proceed overseas.
 - (4) Maintain a logbook or permanent record of crewmembers that have received AT/FP Level I training with appropriate information (e.g., name, date).
 - (5) Conduct redeployment assessment of ship prior to departure from CONUS using enclosure (1) as a guide. Provide a copy of the completed deployment checkoff list to MSC Program Manager Force Protection representatives.
 - (6) While in port, where THREATCON is BRAVO or higher, maintain a minimum of two persons who are small arms qualified remain onboard at all times.
- q. Shipboard ATTO will be responsible for giving Level I AT/FP training to each crewmember in accordance with reference (b).
- r. Shipboard AT/FP Officers will be responsible to the Master for:
- (1) Matters relating to combating terrorism and compliance with reference (b).
 - (2) Preparing monthly AT/FP reports in accordance with reference (d).
 - (3) Assuming duties as the ATTO.
- s. Representatives of the COMSC FP TWG are responsible for:
- (1) Identifying deploying assets that require focused Force Protection planning and vulnerability assessments.

(2) Tracking monthly AT/FP ship reports and submission of consolidated data for stoplight/trend charts to the MSC FPO. Updating the FP TWG Deployment matrix on a weekly basis prior to the scheduled FP TWG meeting.

(3) Attending FP TWG meetings when scheduled.

(4) Maintaining MSC deployment matrix in accordance with FP TWG chairman's instructions.

(5) Facilitating the equipage and training of ships within their program to meet MSC and geographic CINCs AOR AT/FP requirements.

(6) Briefing Program Managers on AT/FP initiatives.

(7) Facilitating coordination between Program Manager/FPO on Force Protection matters.

t. All MSC Program Managers/Functional Directors/Special Assistants/Area Commanders will be responsible for:

(1) Developing and budgeting sufficient funds for all elements of Physical Security, Security and Investigative Matters, Counterintelligence and Counterterrorism activities. All resources, both manpower and financial with the specific intent to combat terrorism, are to be budgeted and reported.

(2) Including AT/FP planning considerations and requirements in all operations, exercises and related contracting.

(3) Applying the principles of Operational Risk Management in planning operations and training in accordance with reference (f).

(4) Endorsement of all MSC headquarters military and civilian overseas travel (TDY) orders confirming that AT/FP Level I training has been completed.

(5) Ensuring that theater and country clearance requests are submitted for all MSC headquarters personnel; military, civilian and contractors traveling overseas in accordance with reference (c) and as updated by reference (e). Personnel shall not be authorized for international travel until clearance is received and approved.

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(6) In coordination with APMC or contractor operator, as appropriate, establishing and/or maintaining personnel databases that (1) record Force Protection training (Level I, II, III and IV) for all MSC military, civilian and contract personnel and (2) provide location information for all MSC military, civilian and contractor personnel outside CONUS.

7. Cancellation Contingency. This notice will remain in effect until reference (g) is revised.

/S/

JOHN J. BEPKO III
Deputy Commander

Distribution:

COMSCINST 5000.19

List I (Case A, B, C)

SNDL 41B (MSC Area Commanders)
41C (NFAF East/West)
41D (MSC Offices)
41E (MSC APMC)
41G (MSC Det Surge)
41L (COMPSRONs)
41M (MSC TAGOS Project Office & Det)
T-100 (Masters, civil service manned ships)
T-102 (Masters and Operators, contract-operated FSS)
T-103 (Masters and Operators, contract-operated TAGOS)
T-104 (Masters and Operators, contract-operated MPS)
T-105 (Masters and Operators, contract-operated LMSRs)

All MSC Chartered ships

USTC – TC-FP

USTC – TC-J2-C

All MSC Reserve Units

MSC DEPLOYMENT CHECKOFF LIST

ITEM	YES	NO
Is COMSCINST 5530.3B aboard and readily available?.....	<input type="checkbox"/>	<input type="checkbox"/>
Has the Master appointed a ship's officer as Security/Anti-Terrorism/Force Protection (AT/FP) Officer in writing?.....	<input type="checkbox"/>	<input type="checkbox"/>
Does the appointed Security AT/FP Officer perform duties as required by COMSCINST 5530.3B?.....	<input type="checkbox"/>	<input type="checkbox"/>
Has a Physical Security Plan been published?.....	<input type="checkbox"/>	<input type="checkbox"/>
Is the Plan pertinent to the ship?.....	<input type="checkbox"/>	<input type="checkbox"/>
Is the Plan current?	<input type="checkbox"/>	<input type="checkbox"/>
Does the Plan include Emergency Annexes for:		
Threat Conditions?.....	<input type="checkbox"/>	<input type="checkbox"/>
Bombs and Bomb threats?.....	<input type="checkbox"/>	<input type="checkbox"/>
Picket Boat operations?.....	<input type="checkbox"/>	<input type="checkbox"/>
Non-Combat Evacuation Operations (NEO)?	<input type="checkbox"/>	<input type="checkbox"/>
Anti-Swimmer/Sneak Attacks?	<input type="checkbox"/>	<input type="checkbox"/>
Anti-Helicopter/Ultra-Light/Glider Attack?.....	<input type="checkbox"/>	<input type="checkbox"/>
Captor/Hostage/Barricaded Dissident plan?	<input type="checkbox"/>	<input type="checkbox"/>
Crowd Control/Repelling Boarders?	<input type="checkbox"/>	<input type="checkbox"/>
Does the Plan include general loss prevention Annexes for:		
Loss prevention planning?	<input type="checkbox"/>	<input type="checkbox"/>
Visitor Control and General Visiting?	<input type="checkbox"/>	<input type="checkbox"/>
Restricted Areas?.....	<input type="checkbox"/>	<input type="checkbox"/>
Pier Security?	<input type="checkbox"/>	<input type="checkbox"/>
Is the Plan designated "FOR OFFICIAL USE ONLY"?	<input type="checkbox"/>	<input type="checkbox"/>
Are persons who may be required to bear arms:		
Qualified in accordance with OPNAVINST 3591.1C?.....	<input type="checkbox"/>	<input type="checkbox"/>
Briefed in accordance with SECNAVINST 5500.29B?.....	<input type="checkbox"/>	<input type="checkbox"/>
Screened for compliance with the Gun Control Act of 1968 as amended by the Lautenberg Amendment?	<input type="checkbox"/>	<input type="checkbox"/>
Are the following THREATCON NORMAL (IAW COMSCINST 5530.3B) measures in effect?		
A 24-hour Deck Watch Officer aboard at all times?.....	<input type="checkbox"/>	<input type="checkbox"/>
Topside watches equipped with hand-held radios and whistles?	<input type="checkbox"/>	<input type="checkbox"/>
Access to the ship tightly controlled?.....	<input type="checkbox"/>	<input type="checkbox"/>
All accesses to the ship watched?.....	<input type="checkbox"/>	<input type="checkbox"/>
Hawspipe and chock covers used, where necessary?	<input type="checkbox"/>	<input type="checkbox"/>
Rat guards used on lines, cables, etc.?.....	<input type="checkbox"/>	<input type="checkbox"/>
Supplies/equipment checked before striking below?.....	<input type="checkbox"/>	<input type="checkbox"/>
Emergency telephone numbers kept current at the QD?.....	<input type="checkbox"/>	<input type="checkbox"/>
Brows/ladders, etc. manned at all times?	<input type="checkbox"/>	<input type="checkbox"/>
Ladders, ramps, sideports, etc. secured when not in use?	<input type="checkbox"/>	<input type="checkbox"/>
Unauthorized craft kept from the side of the ship?.....	<input type="checkbox"/>	<input type="checkbox"/>

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ITEM	YES	NO
Is a Physical Security Survey completed at least annually? Or:	<input type="checkbox"/>	<input type="checkbox"/>
On change of Security Officers?.....	<input type="checkbox"/>	<input type="checkbox"/>
Change of Masters?.....	<input type="checkbox"/>	<input type="checkbox"/>
Are local port Threat Assessments received from the servicing NCIS Office, or other appropriate agency?	<input type="checkbox"/>	<input type="checkbox"/>
Is a vigorous Loss Prevention Program in place?	<input type="checkbox"/>	<input type="checkbox"/>
Is the crew provided general security education?	<input type="checkbox"/>	<input type="checkbox"/>
Responsibilities for Loss Prevention?.....	<input type="checkbox"/>	<input type="checkbox"/>
Responsibilities for care and protection of government property?.....	<input type="checkbox"/>	<input type="checkbox"/>
Encouragement to report security violations?	<input type="checkbox"/>	<input type="checkbox"/>
Familiarity with the ship's Physical Security Plan?	<input type="checkbox"/>	<input type="checkbox"/>
Caution regarding discussion of classified material?.....	<input type="checkbox"/>	<input type="checkbox"/>
Penalties for espionage, sabotage and theft?	<input type="checkbox"/>	<input type="checkbox"/>
Reporting of suspicious contacts?.....	<input type="checkbox"/>	<input type="checkbox"/>
Access controls, visitors, etc.?.....	<input type="checkbox"/>	<input type="checkbox"/>
Has the appropriate pre-deployment AT/FP training been provided to all crewmembers?.....	<input type="checkbox"/>	<input type="checkbox"/>
Are MLSR Reports submitted, as appropriate?	<input type="checkbox"/>	<input type="checkbox"/>
Are Level II and III Restricted Areas designated and posted?.....	<input type="checkbox"/>	<input type="checkbox"/>
Is access to Level II Restricted Areas:		
Controlled by Access List?.....	<input type="checkbox"/>	<input type="checkbox"/>
Controlled by use of a Visitor Log and Badges?.....	<input type="checkbox"/>	<input type="checkbox"/>
Ingress/egress controlled?.....	<input type="checkbox"/>	<input type="checkbox"/>
Monitored by IDS, security patrols or suitable locks?.....	<input type="checkbox"/>	<input type="checkbox"/>
Is access to Level III Restricted Areas:		
Ingress/egress controlled?.....	<input type="checkbox"/>	<input type="checkbox"/>
Monitored by IDS, security patrols or suitable locks?.....	<input type="checkbox"/>	<input type="checkbox"/>
Has a suitable Key and Lock control program been implemented?	<input type="checkbox"/>	<input type="checkbox"/>
Are departmental standard operating procedures in effect?.....	<input type="checkbox"/>	<input type="checkbox"/>
Are Key Logs used?	<input type="checkbox"/>	<input type="checkbox"/>
Are departmental keys inventoried:		
Upon change of that department head?.....	<input type="checkbox"/>	<input type="checkbox"/>
Change of Master?	<input type="checkbox"/>	<input type="checkbox"/>
In any event, at least annually?.....	<input type="checkbox"/>	<input type="checkbox"/>
Are ship's keys numbered to identify that key?	<input type="checkbox"/>	<input type="checkbox"/>
Are key lockers:		
Constructed of at least 20-gauge steel?	<input type="checkbox"/>	<input type="checkbox"/>
Firmly attached to the bulkhead?	<input type="checkbox"/>	<input type="checkbox"/>

ITEM	YES	NO
Have after-hours security checks been implemented?	<input type="checkbox"/>	<input type="checkbox"/>
Is parking of privately owned and commercial vehicles on the pier stringently controlled?	<input type="checkbox"/>	<input type="checkbox"/>
Is pilferable equipment properly secured and controlled?	<input type="checkbox"/>	<input type="checkbox"/>
Are government TVs, VCRs, etc. secured to deter theft?.....	<input type="checkbox"/>	<input type="checkbox"/>
Are Quarterdeck Administrative Inspections routinely conducted?	<input type="checkbox"/>	<input type="checkbox"/>
Are color-coded Visitor Badges used?	<input type="checkbox"/>	<input type="checkbox"/>
Are these badges addressed in the Physical Security Plan?	<input type="checkbox"/>	<input type="checkbox"/>
Are badges inventoried:	<input type="checkbox"/>	<input type="checkbox"/>
Upon relief of the watch?	<input type="checkbox"/>	<input type="checkbox"/>
30 minutes after securing from general visiting?.....	<input type="checkbox"/>	<input type="checkbox"/>
One minute after midnight?.....	<input type="checkbox"/>	<input type="checkbox"/>
Are inventory log entries made?	<input type="checkbox"/>	<input type="checkbox"/>
Are appropriately worded signs posted at each brow?	<input type="checkbox"/>	<input type="checkbox"/>
Do Visitor Log entries include:		
Date of the Visit?.....	<input type="checkbox"/>	<input type="checkbox"/>
Badge number?	<input type="checkbox"/>	<input type="checkbox"/>
Name of the Visitor?	<input type="checkbox"/>	<input type="checkbox"/>
Firm of the Visitor (if appropriate)?.....	<input type="checkbox"/>	<input type="checkbox"/>
Sponsor?.....	<input type="checkbox"/>	<input type="checkbox"/>
Time in/out?.....	<input type="checkbox"/>	<input type="checkbox"/>
Is protective lighting used?	<input type="checkbox"/>	<input type="checkbox"/>
Are topside accesses lighted?.....	<input type="checkbox"/>	<input type="checkbox"/>
Is freeboard and waterline lighting provided?	<input type="checkbox"/>	<input type="checkbox"/>
Are brows, open sideports, etc. lighted?	<input type="checkbox"/>	<input type="checkbox"/>
Is protective lighting checked daily?	<input type="checkbox"/>	<input type="checkbox"/>
Are inoperative lights reported to the chief engineer?	<input type="checkbox"/>	<input type="checkbox"/>
Is a shipwide security alarm system available?.....	<input type="checkbox"/>	<input type="checkbox"/>
Does the Ship's AT/FP Officer maintain a journal?.....	<input type="checkbox"/>	<input type="checkbox"/>
Does the journal include:		
Names of reaction force team members?.....	<input type="checkbox"/>	<input type="checkbox"/>
Names of personnel aboard who are small arms qualified and dates of qualification?	<input type="checkbox"/>	<input type="checkbox"/>
Names and dates of persons receiving deadly force training?.....	<input type="checkbox"/>	<input type="checkbox"/>
Dates and specifics of drills?.....	<input type="checkbox"/>	<input type="checkbox"/>
Breaches of security and/or incidents?.....	<input type="checkbox"/>	<input type="checkbox"/>
Surveys and inspections?.....	<input type="checkbox"/>	<input type="checkbox"/>
Changes in security posture and reasons for such change?.....	<input type="checkbox"/>	<input type="checkbox"/>

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ITEM	YES	NO
Are physical security training periods and drills reported in the Training and Drills Report (MSC 12410/5)?	<input type="checkbox"/>	<input type="checkbox"/>
Are only government owned weapons and ammunition allowed to be carried?.....	<input type="checkbox"/>	<input type="checkbox"/>
Are weapons stored in GSA approved security containers when not required for duty?	<input type="checkbox"/>	<input type="checkbox"/>
Do weapons storage facilities and containers meet the requirements of OPNAVINST 5530.13B?	<input type="checkbox"/>	<input type="checkbox"/>
Are at least two systems of communications available to watchstanders?	<input type="checkbox"/>	<input type="checkbox"/>
Is there a system of radio communications netting on all on-ship and off-ship watchstanders?.....	<input type="checkbox"/>	<input type="checkbox"/>
Are roving watches equipped with hand-held radios?	<input type="checkbox"/>	<input type="checkbox"/>
Does communications equipment have sufficient batteries and chargers?	<input type="checkbox"/>	<input type="checkbox"/>
Is communications equipment tested daily?.....	<input type="checkbox"/>	<input type="checkbox"/>
Has a response force been trained?	<input type="checkbox"/>	<input type="checkbox"/>
Does response force training include SSET?	<input type="checkbox"/>	<input type="checkbox"/>
Are security drills conducted at least quarterly?	<input type="checkbox"/>	<input type="checkbox"/>
Are records of drills maintained?	<input type="checkbox"/>	<input type="checkbox"/>
Do records of drills include:		
Date/time of drill?	<input type="checkbox"/>	<input type="checkbox"/>
Scenario?	<input type="checkbox"/>	<input type="checkbox"/>
Target?.....	<input type="checkbox"/>	<input type="checkbox"/>
Scenario passed (brow watch, roving patrol, etc.)?.....	<input type="checkbox"/>	<input type="checkbox"/>
Time response force arrived at scene?	<input type="checkbox"/>	<input type="checkbox"/>
Summary of action taken by response force?	<input type="checkbox"/>	<input type="checkbox"/>
Strengths/weaknesses of response force?	<input type="checkbox"/>	<input type="checkbox"/>
If the ship provides pier watches:		
Are watchstanders trained in their duties?.....	<input type="checkbox"/>	<input type="checkbox"/>
Are watchstanders properly equipped?	<input type="checkbox"/>	<input type="checkbox"/>
Whistle?	<input type="checkbox"/>	<input type="checkbox"/>
Duress light and/or siren?.....	<input type="checkbox"/>	<input type="checkbox"/>
Pier telephone and/or radio communications?	<input type="checkbox"/>	<input type="checkbox"/>