

**BY ORDER OF THE COMMANDER
AIR EDUCATION AND TRAINING
COMMAND**

AF INSTRUCTION 31-201

**AIR EDUCATION AND TRAINING COMMAND
Supplement 1**

4 JUNE 2003

Security

SECURITY POLICE STANDARDS AND PROCEDURES

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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OPR: HQ AETC/SFPO
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Supersedes AFI 31-201/AETC Sup 1, 12 February 2001

Certified by: HQ AETC/SFP
(Major Dennis O'Grady)
Pages: 3
Distribution: F

AFI 31-201, 4 December 2001, is supplemented as follows:

This publication does not apply to the Air National Guard and Air Force Reserve Command units. It requires collecting and maintaining information protected by the Privacy Act of 1974 authorized by Title 10, United States Code, Section 8013. System of Records notice F031 AF SPE, *Security Forces Management Information System (SFMIS)*, applies. Maintain and dispose of records created as a result of prescribed processes in accordance with AFMAN 37-139, *Records Disposition Schedule*.

SUMMARY OF REVISIONS

This revision adds a new requirement on the AETC Security Forces Ride-Along Program (paragraphs 12.7 – 12.7.5). A ★ indicates revision from the previous edition.

4.1. Unit commanders will establish written guidance in local operating instructions outlining the units “Standardized Web Gear Wear Policy.”

4.2.1.1. Issue READY augmenters the security forces shield after completion of training, and before the first day of their rotation with the unit. Have them return the badge after their rotation, along with all other security forces equipment.

4.8. Investigators may request assistance from their local transportation function (LGT), or the Air Force Office of Special Investigations (AFOSI) when an unmarked vehicle is required for operations.

4.8.1.1. (Added) (AETC) Military working dog vehicle markings may be magnetic or permanent red reflective stencils. Apply to the rear (if equipped) side doors of the vehicle, using red letters on a reflective white background. Lettering is a minimum of three inches in height. Exact markings will be, “CAUTION: MILITARY WORKING DOG.” Center the word “CAUTION” above the blue stripe (if equipped), and place the stencil “MILITARY WORKING DOG” below the blue stripe.

4.11.1. Vehicle installed video surveillance systems are authorized.

6.1. Incorporate knowledge training about base and local jurisdiction in unit orientation training.

7.6. Commanders **will select and employ at least one** of the following intermediate force weapons for normal operations: standard police baton (not less than 16 inches, or greater than 26 inches in length), or oleoresin capsicum (OC) pepper spray (Z-305 CAP-STUN pepper spray). (**NOTE:** MWD handlers are not required to carry an additional intermediate force weapon when posted with their military working dog.) Conduct initial training on proper use of force during unit indoctrination. Training must include use of force philosophy, and practical and technical training on weapons employed by the unit. Conduct refresher training annually. Document training by recording the name of the individual trained, date of training, and the name and grade of the individual who provided the training. Evaluate training and knowledge during standardization evaluations. **NOTE:** Ensure the base staff judge advocate's office reviews all intermediate use of force training programs.

★**12.5.7. (Added)(AETC) AETC Security Forces Ride-Along Program.** The policy and procedures developed and implemented may vary from installation to installation dependent upon the results of assessments, and the degree of control the installation commander desires. (**NOTE:** If an installation commander desires not to have a program, a memorandum will be on file waiving the requirement.) As a minimum, policy will establish requirements and procedures in the following areas:

★**12.5.7.1. (Added)(AETC) Responsibilities.** The security forces squadron commander will assign an officer to monitor the Ride-Along Program. He/she is responsible for coordinating with personnel participating in the program. Ideally, the program will establish a better understanding of the security forces operations, and develop a better rapport between the security forces and the base population.

★**12.5.7.2. (Added)(AETC) Procedures.** No one under 12 years of age is allowed to participate in the Ride-Along Program. All personnel participating in the Ride-Along Program will complete an AETC Form 1021, **Project Ride-Along Application**, parts I and II. In the case of participants under the age of 18, a parent or guardian must endorse the form. Telephone verification or approval is acceptable, and is annotated in the remarks section of part IV. The participant should be identified as an observer, and wear an identification badge developed by the squadron on the outside garment. After completion of the ride, the participant and patrol person will complete AETC Form 1021, parts III and IV. Make a blotter entry identifying the participant and patrol person. The program monitor will maintain and dispose of all applications as Privacy Act records, in accordance with AFMAN 37-139. Develop procedures to ensure participants will not take part in any high-speed pursuits or Code 3 responses that could endanger them.

★**12.5.7.3. (Added)(AETC) Participants' Responsibility.** Participants are required to follow all instructions given by security forces personnel, and participate only as an observer. All participants must wear an appropriate military, ROTC, or tasteful, casual civilian attire (slacks or jeans; no shorts, T-shirts or polo shirts, and no halter, tank tops, or sleeveless shirts). Participants will not carry weapons, and will not be involved in any emergency situations, even if a patrol has to respond immediately. Participants should be familiar with radio procedures only in case of an emergency.

★**12.5.7.4. (Added)(AETC) Security Forces Responsibility.** The on-duty element leader or flight sergeant personally selects a security forces patrol as the representative for the guest to accompany. Assign female riders only to female patrol person, or to a two-person patrol. Riders under the age of 18 are prohibited from riding after midnight and/or during shifts that start after midnight. Riders will not be used as perpetrators for exercises, and will not be transported off the installation. The flight sergeant determines the length of the ride, normally no longer than one complete shift. Maturity and professionalism are key requirements for patrol persons selected as ride along escorts.

★**12.5.7.5. (Added)(AETC) Procedures for Other Interested Parties.** Commanders and senior enlisted personnel are encouraged to participate in the Ride-Along Program as a means of developing a better understanding of security forces roles and missions to include gaining a better understanding of the importance of force protection at our bases.

13.3. Submit lessons learned to HQ AETC/SFP, 1851 First Street East, Ste 2, Randolph AFB TX 78150-4316. HQ AETC/SFP will forward to HQ AFSPC/SFO.

14.16. AETC Form 800, **Liability Release.** Use AETC Form 800 to relieve the Air Force of liability for damages caused while assisting vehicle owners with lockouts. Vehicle owners must complete, sign, and return the form to the security forces before any attempt is made to gain entry to a vehicle.

14.17. (Added)(AETC) Form Adopted. AETC Form 1021, **Project Ride-Along Application.**

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Director of Security Forces