

**BY ORDER OF THE COMMANDER
AIR FORCE SPACE COMMAND**

**AIR FORCE SPACE COMMAND
INSPECTION CHECKLIST 31-16**

1 NOVEMBER 1999



Security

CORRECTIONAL CUSTODY (WING)

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This Checklist reflects Command requirements for the Correctional Custody Program to prepare for and conduct internal reviews.

SUMMARY OF REVISIONS

This checklist has been revised to update references and add commander and supervisor responsibilities.

- 1.** References have been provided for each item. Critical items have been kept to a minimum and are required by public law, executive orders, DoD directives, or safety guidelines; which if not complied with, could result in significant legal liabilities, penalties, or mission impact. The IG will inspect all critical items on AFSPC checklist. In addition, the IG will work with the functional staff prior to a major inspection to identify non-critical items that should be inspected at a particular unit.
- 2.** This publication establishes a baseline checklist. The checklist will also be used by the Command IG during applicable assessments. Use the checklist **Attachment 1** as a guide only. Add to or modify each area as needed, to ensure an effective and thorough review of the Correctional Custody Program.

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Director of Security Forces

Attachment 1

CORRECTIONAL CUSTODY (WING)

Table A1.1. Checklist.

MISSION STATEMENT: To provide the Security Force's units with requirements and procedures to manage the Correctional Custody (CC) Program. <i>NOTE:</i> All references are from AFI 31-208, unless otherwise stated			
SECTION 1: CORRECTIONAL CUSTODY WING (CRITICAL ITEMS)	YES	NO	N/A
1.1. Do CC supervisors and staff carry weapons or use any forms of personal restraint such as handcuffs? <i>PROHIBITED.</i> (Para 10.)			
1.2. NON-CRITICAL ITEMS:			
	YES	NO	N/A
1.2.1. Is the CC program reevaluated annually to ensure need? (Para 3.)			
1.2.2. If quarters for unaccompanied personnel are used to house CC personnel, is the CC area clearly defined and made off limits to people not involved in the program? (Para 4.)			
1.2.3. Are corrections staff assigned duties associated with CC? <i>PROHIBITED.</i> (Para 4.1)			
1.2.4. Is the CC program completely separate from the Air Force Corrections Program? (Para 4.1)			
1.2.5. Are detention cells collocated with the law enforcement desk? <i>PROHIBITED.</i> (Para 4.1.)			
1.2.6. Has the CC OPR developed a local plan for governing the operation of CC? (Para 6.)			
1.2.7. Does the plan include requirements outlined in AFI 31-208, paragraph 6.1? (Para 6.1.)			
1.2.8. Is the CC Supervisor a noncommissioned officer with a special identifier 99702? (Para 8.)			
1.2.9. Does the CC Supervisor report directly to the installation commander or designated representative? (Para 8.)			
1.2.10. Are offenders under constant supervision while in the CC area? (Para 10.)			