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Personnel

**CIVILIAN MISCONDUCT ADVISORY PANEL
(CMAP)**

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This instruction implements BAFBPD 36-1, the Civilian Misconduct Advisory Panel, that authorizes the creation of the Civilian Misconduct Advisory Panel (CMAP). The Policy Directive delegates the authority to head the CMAP proceedings to the Support Group Commander (11 SPTG/CC). This instruction establishes the basic guidelines for the treatment and disposition of civilian dependents (including juvenile cases) and guests concerning misconduct committed on this installation.

SUMMARY OF REVISIONS

The name of this instruction changed from the Base Correction Board to the Civilian Misconduct Advisory Panel. It was revised to include guidelines for the treatment and disposition of misconduct cases committed by civilian dependents and guests of military members, to include juvenile cases, as well as instructions regarding the operation of the panel.

1. Civilian Misconduct Advisory Panel:

1.1. Creation of the Panel: This instruction creates a Civilian Misconduct Advisory Panel (CMAP) as a standing committee of Bolling AFB. The Panel convenes at the discretion of the Chairperson, HQ 11 SPTG/CD, to review cases of civilian dependent and guest misconduct and to recommend action by HQ 11 SPTG/CC or HQ 11 WG/CC.

1.2. Composition of the Panel: The Panel will have the following permanently assigned members or their representatives: HQ 11 SPTG/CD (Chairperson, a voting member), HQ 11 WG/JA (a voting member), and HQ 11 SPTG/CCA (a voting member).

1.2.1. Other, non-voting, persons are invited by HQ 11 SPTG/CD to address the Panel on a case-by-case basis. These invitees from other base or off-base agencies will attend scheduled board proceedings as board members or special consultants to enhance CMAP's understanding of

a situation. Some examples of additional base agency CMAP panel members include, but are not limited to:

- 1.2.1.1. HQ 11 SFS (Security Forces) representative
- 1.2.1.2. HQ 11 SVS (Services) representative
- 1.2.1.3. HQ 11 MDG/SOGFH (Mental Health) representative
- 1.2.1.4. HQ 11 WG/HC (Chaplain) representative

1.3. Referral Process: Cases are referred to the Panel by its members or through any official channels. The Chairperson shall determine which cases will be reviewed by the Panel. Every incident involving misconduct need not be brought before the Panel. Only those cases of a serious nature, those which reflect a pattern of anti-social or delinquent behavior (e.g., repetitious misconduct), or those which warrant HQ 11 SPTG/CD's interest should be considered by the Panel. There is no entitlement to a panel hearing before HQ 11 SPTG/CC or HQ 11 WG/CC takes action.

1.3.1. An invitation to attend a CMAP meeting is issued by HQ 11 SPTG/CD to the sponsor and dependent or civilian respondent. Although an appearance before CMAP is not mandatory, a failure to appear could result in the imposition of severe base restrictions or barment by HQ 11 WG/CC.

1.4. Automatic Referrals. Any incident report received by 11 SFS/SFAR (Reports and Analysis Section) that involves any of the following misconduct by civilian dependents and guests on Bolling AFB will be automatically referred to the Panel: Use, sale, or possession of controlled substances; underage consumption of alcoholic beverages; larceny of government or personal property; willful destruction of government or personal property; sexual offenses (not to include rape); shoplifting; and aggravated assault or recurring cases of simple assault.

1.5. Procedural Rules: The Panel shall set its own internal procedural rules. However, strict rules of evidence will not be followed. Any relevant, non-cumulative material will be considered.

1.5.1. Panel proceedings are not adversarial.

1.5.1.1. A majority vote by the CMAP panel, held out of the sponsor's and respondent's presence, will form the basis for CMAP's recommendation(s) to HQ 11 SPTG/CC or HQ 11 WG/CC.

1.5.1.2. HQ 11 SPTG/CD will inform the sponsor and respondent of CMAP's finding and recommendations.

1.5.1.3. Legal representation is neither required nor authorized.

1.5.2. Written statements of witnesses or third parties, made on behalf of the respondent, may be submitted to CMAP by the sponsor or respondent.

1.5.3. A summary of CMAP's recommendations will be conveyed by HQ 11 SPTG/CD to HQ 11 SPTG/CC or HQ 11 WG/CC for approval and action. No independent system of records will be generated or maintained by the Panel. Sponsor and subject have no right to receive a copy of any written reports of the Panel.

1.5.4. Because the recommendations made by the Panel are not binding, there is no appeal from the Panel's recommendation.

1.6. Panel Recommendations. Recommendations are intended to be primarily corrective in nature, to preserve the good order and discipline on Bolling AFB, and to ensure the safety of the Bolling AFB community. Possible recommendations include, but are not limited to:

- 1.6.1. No action.
- 1.6.2. Oral or written reprimand of the respondent and/or sponsor.
- 1.6.3. Recommend the respondent and/or family to the appropriate agency for counseling and/or treatment.
- 1.6.4. Place specific base areas "Off Limits" to the respondent.
- 1.6.5. Impose a curfew for juvenile respondents.
- 1.6.6. Suspend or revoke certain base privileges of respondent for a specific length of time.
- 1.6.7. Recommend that the juvenile respondent provide some form of community service, with the sponsor acting as supervisor.
- 1.6.8. Recommend that the respondent provide restitution for loss of government/personal property.
- 1.6.9. Bar the respondent from base.
- 1.6.10. Terminate the sponsor's government housing.
- 1.6.11. Any other action within HQ 11 WG/CC's authority.

1.7. Autonomy of Immediate Command. This instruction recognizes the necessity that decisions of the immediate command to be independent. No recommendation by the Panel is intended to be binding on, or to affect the independent decision of, the immediate command. The sponsor's immediate commander shall take any action he or she deems appropriate.

1.8. Reopening a Matter. If the CMAP Chairman learns that a respondent/sponsor who agreed to comply with CMAP's recommendations does not fulfill a condition, accordingly he or she can re-open the matter and hold another CMAP meeting about the initial offense, as well as the reported noncompliance.

2. Responsibilities:

2.1. Sponsor Responsibilities.

2.1.1. Ensure guests, civilian dependents, and guests of civilian dependents maintain proper social behavior and comply with this instruction and all applicable District of Columbia laws, federal laws, Air Force Instructions, and Bolling AFB Instructions.

2.1.2. Sponsor and respondent may appear at scheduled panel meetings.

2.2. CMAP Chairman Responsibilities.

2.2.1. Invite sponsor(s) and respondent(s) to attend a particular CMAP meeting, specifying date, time, and place of meeting.

2.2.2. Distribute CMAP packages (before the panel meeting meets) to all Panel members, which include a table of contents, synopsis of the incident (along with any previous incidents involving the subject).

3. Definitions:

- 3.1. Sponsor. A military member or DoD civilian employee with dependents.
- 3.2. Host. A person with a military ID Card who authorizes another person to enter Bolling AFB.
- 3.3. Guest. A person who is on Bolling AFB because of a person with a military ID card.
- 3.4. Juvenile. A person 17 years of age or younger.
- 3.5. Respondent. A person alleged to have committed misconduct.
- 3.6. Misconduct. Action or behavior that base authority deems inappropriate in response to a situation.

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