



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
2ND BRIGADE, 1ST ARMORED DIVISION
APO AE 09034

AETV-THO-Z (100)

2 October 2001

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Command Policy Letter 17, Security of Weapons and Sensitive Items

1. References.

- a. AR 190-11, Physical Security of Arms, Ammunition, and Explosives, 30 September 1993, with Change 1, 12 February 1998.
- b. AR 190-51, Security of Unclassified Army Property (Sensitive and Non-), 30 September 1993.
- c. AR 735-5, Policies and Procedures for Property Accountability, 31 January 1998.
- d. AR 380-5, Department of the Army Information Security Program, 25 February 1988.
- e. AR 380-40, Policy for Safeguarding and Controlling Communications Security (COMSEC) Material, 1 September 1994.
- f. AR 710-2, Inventory Management Supply Policy Below the Wholesale Level, 31 October 1997.
- g. DA Pamphlet 710-2-1, Using Unit Supply System (Manual Procedures), 31 December 1997.
- h. V Corps Policy Memorandum Number 16, Security of Night Vision Devices and Global Positioning Devices, 18 May 2001.
- i. 1AD Policy 7-1, Security / Accountability of AA & E, Sensitive Items, and Classified Material, 7 March 01.

2. PURPOSE. To establish policies concerning the Security of Weapons and Sensitive Items within the 2nd Brigade, 1st Armored Division.

3. APPLICABILITY. All soldiers assigned to 2nd Brigade Combat Team, 1st Armored Division.

4. POLICY. All commanders are responsible for the security and accountability of sensitive items.

- a. Sensitive Items will be afforded the same security measures as weapons with the following procedural measures and physical barriers.

(1) Garrison:

(a) Weapons and sensitive items will be centrally controlled by a designated individual. Hand receipts will be utilized for events where weapons or sensitive items are needed and are signed out to the individual soldier (weapons card is acceptable for less than 24 hours).

(b) Monthly serial number inventories of all sensitive items will be conducted by a Commissioned Officer, Warrant Officer, or Noncommissioned Officer (E-7 or above).

(c) Sensitive items will be stored in unit arms rooms or a unit COMSEC storage facility and will be secured in accordance with AR 190-11 Chapter 4-2 or IAW AR 380-40 (COMSEC).

(2) Field Training Exercises:

(a) Weapons and sensitive items used during exercises will be hand receipted to the user level to fix responsibility. NVDs and ANCDs will be affixed with a "dummy cord" to the LBE or worn around the neck when soldiers dismount from their vehicles. Pluggers and items carried in the rucksack will be tied to the frame.

(b) Weapons and sensitive items not being physically used will be maintained under guard, stored in an authorized storage area or within arms length.

(c) Sensitive items will be physically inventoried by serial number and reported twice daily. The inventory will ensure accountability and operability. Reports are submitted through the chain of command twice daily, at 0600 and 1800 or as directed during current operations.

(d) Inventories will be conducted within two hours prior to a tactical displacement or site closure, to include redeployments to home station. A 100% inventory of sensitive items will be conducted upon redeployment of a company before the commander releases the unit. Closure / Sensitive item reports for the return of platoon, or smaller elements, must be reported to the Battalion, but do not need to be sent to Brigade unless there is a discrepancy.

b. Lost, stolen, or misplaced sensitive items require commanders to take the following immediate actions:

(1) Halt all activities, regardless of the training involved. Secure the area where the sensitive item was discovered missing. Establish positive control of all vehicles and personnel going into and out of the area in question. Inspect all personnel and equipment in the area.

(2) Lock down the unit. Only the Division Commander or higher can release the unit.

(3) Immediately report incidents, using the Commander's Incident Report, to the Brigade EOC (Commander and Executive Officer will be notified) and the local MPs. The BDE EOC will forward the report to the Division Operation Center (DOC). Update the Brigade EOC every two hours. The BDE EOC will forward the updates to the DOC.

(4) Initiate a search of the area and conduct a 100% inventory of the items in question. Units must coordinate with the Staff Judge Advocate for all searches off-post (the Baumholder SJA cell phone number will be kept at the BDE EOC). Searches beyond an installation's border will be coordinated with host nation authorities by the BSB Provost Marshal Office.

(5) Authority to grant amnesty or immunity for return of the sensitive item, to involved personnel, must come from the Commander, 1AD, or higher.

(6) Units losing a Controlled Cryptologic Item (CCI) will go through an internal re-certification process. The element or unit that lost control of the item, will stand-down and conduct retraining on security and accountability of CCI items. The unit's leadership then re-certifies that the unit/element is trained and certified in the security and accountability of CCI before resumption of training. Security procedures for COMSEC and CCIs are directed by the S6. Loss of Keyed COMSEC equipment is a "COMSEC Incident" and will also be reported through S6, at which time the unit must confirm or deny that the COMSEC device was keyed at the time of loss.

(7) All units in the BCT will conduct a 100% inventory of the missing item (i.e. 100% serial number inventory of pluggers if a pluggers is missing) and physical inspection of arms rooms. The intent of the inventory and inspection is to determine if the missing item was mistakenly turned in to the wrong arms room.

c. Sensitive Items (specified by a Controlled Inventory Item Code (CIIC) IAW AR 710-2) are listed below (NVDs, COMSEC equipment, etc...). The list is not all-inclusive and must be reviewed against the Property Book and Army Master Data File (AMDF).

NSN	ITEM	SCIC	CIIC
5855-00-629-5334	AN/PVS-4	1	4
5810-01-247-8870	RCA 2CM Security Phone	2	Y
1005-01-085-4758	M240 C	2	2
1240-01-411-1265	Sight Reflex Collimator	3	N
5810-01-307-5414	KY-99 MINTERN	4	9
5820-01-374-6643	AN/PSN-11 Pluggers	4	Y
5810-01-324-8754	ATT N10 Secure Phone	4	Y
5280-01-410-8981	RT-1523P SINCGARS	4	9
5855-01-361-1362	AN/PAQ-4B	5	Y
5855-01-312-5160	AN/PAQ-4A	5	Y
5855-01-105-7793	AN/VVS-2	5	4
1005-01-412-3129	M240B 7.62MM MG	5	2
1055-00-021-3909	M202 Rocket Launcher	5	3
5855-01-228-0937	AN/PVS-7B	6	4
5855-01-422-5413	AN/PVS-7D	6	2
5860-01-135-0851	AN/PVS-6	6	4
5810-01-393-1973	AN/CYZ-10	6	9
5855-01-422-5413	AN/PVS-7D	6	2
1005-01-128-9936	M16A2, RIFLE	6	2
1005-01-383-2872	M16A4, RIFLE	6	2
1005-01-231-0973	M4, RIFLE	6	2
1005-01-118-2640	M9, PISTOL	6	4
1010-01-126-9063	MK-19	6	2
1005-00-322-9715	M2 .50 CAL MG	6	2
1010-00-179-6447	M203	6	3
1005-01-081-4582	M231 PORT FIRING WPN.	6	2

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d. CCI Devices that are mounted in vehicles must be secured with case hardened chain or an approved locking device and a series 200 lock.

e. Violators of this Policy may be subject to punishment under the UCMJ or adverse administrative action under applicable USAREUR, Army, or DOD Regulations.

5. The POC for this memorandum is CPT Preister, 2nd BDE Assistant S2, DSN 485-6702.

A handwritten signature in black ink, appearing to read "John D. Johnson". The signature is fluid and cursive, with a long horizontal stroke at the end.

JOHN D. JOHNSON
COL, IN
Commanding

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