



**DEPARTMENT OF THE ARMY**  
REGIMENTAL SUPPORT SQUADRON  
2D ARMORED CAVALRY REGIMENT  
CAMP MULESKINNER, BAGHDAD, IRAQ (OIF)



AFZX-CS-S2

18 December 03

MEMORANDUM FOR CONCERNED PERSONNEL

Subject: RSS/RHA Special Instructions

1. As soldiers and Dragoons, we are expected to maintain our professional standards and individual discipline at all times. Every soldier should execute a high level of initiative, competence, pride and professional excellence in all that we do. Teamwork is the basic building block of RSS and it will take each individual doing a little extra to enable us to accomplish our mission in a professional manner.

2. At a minimum, the RHA guard force will read and review on a daily basis the follow list of special instructions thereby ensuring that they understand their duties as a guard at the RHA.

Basic Duties:

- a. Guards will perform their duties IAW FM 22-6 and established procedures.
- b. Treat all detainees with dignity and respect.
- c. Prisoners shall be separated according to Sex, Rank, Age, Criminal, and intelligence detainees. Detained Foreign Military Officers will be treated as appropriate to their rank.
- d. Handle all detainees with the minimum force necessary as required by the situation. No form of abuse, physical or mental (including the use of abusive language), will be directed at the detainees.
- e. All prisoners will be searched upon reception, every two days (if held beyond 72 hours), and upon transfer to another facility. Ensure that the detainee is not retaining any weapons, personal property, food, tobacco products, or hazardous items (i.e. belts, and shoelaces).
- f. RHA guard force will maintain a ratio of 5:1 between detainees and guards with a minimum of 2 guards present at all times. The RHA NCOIC will ensure that guard force is assigned areas of work to include interior, exterior guard, and RTO.
- g. Interior guards will conduct check all cells with detainees constantly. At least once every 30 minutes checks will be recorded on cell logs. Guards coming onto shift will ensure the presence of all detainees and their compliance of established guidelines as brief to them upon their reception at RHA.
- h. Exterior guards will perform roving patrol outside the RHA structure. Securing access to the RHA facility, inspecting the perimeter integrity, and providing presence to discourage escape.
- i. Prior to shift change the outgoing Shift NCOIC will conduct a full inspection of the RHA area and conduct a prisoner count with the incoming Shift NCOIC present. Only after inspections are complete and detainees are accounted for will the outgoing NCOIC and Guards be relieved of duty.
- j. If a detainee is unaccounted, at any time guards, will IMMEDIATELY report the absence to the Shift NCOIC who will in turn notify Camp Muleskinner FPC at DNV: 587-5027.

Health and Welfare:

- a. Ensure that detainees maintain the cleanliness of their respective holding cell.
- b. The guard force is responsible for the cleanliness of the common areas and police call around the RHA. Police call and trash removal will be conducted at the change of shifts.
- c. Daily inspections of cells will be conducted to ensure integrity, security, and cleanliness of the cells. Any attempts to weaken the cells will result in the detainee being restrained (zip-tied) and removed from the cell so that repairs / corrections can be made.

- d. Ensure that the detainees are provided meals (MREs) and water throughout their shift. Meals will be given out at 0800, 1200, and 1800 hours daily. Empty water bottles will be filled and given to each detainee upon request. Guards will ensure there is enough potable water on hand to re-fill the bottles as needed.
- e. If any medical issue is identified, the shift NCOIC will notify the chain of command and proper medical treatment will be given. Medic support will be requested for the RHA IOT determine what level of treatment the EPW requires. If determined that the detainee has to be transferred to the medical treatment facility, RSS, Transportation will be provided with guards to RSS. The medic will stay with the patient as needed to brief the on call PA of symptoms found.
- f. If adequate supplies are available, detainees will be permitted to conduct personal hygiene in the morning under the supervision of the RHA guards.

Guard Procedures and Policies:

- a. Maintain an "Amber" weapon status with magazine in well and the selector switch on safe. Upon shift change, the off going guards will move to the nearest clearing barrel and clear their weapon. Guards will maintain positive control of their weapons while on duty. At no time will the weapon be left unattended or under the control of another guard.
- b. Maintain and enforce the uniform policy. The uniform for inside the RHA is DCUs, but may be upgraded as the situation dictates. At no time will the guards remove their blouse while on duty.
- c. Guards will be permitted to leave the RHA to use the latrine, however, they are not permitted to go to the barracks/ sleeping areas to wake up the next shift or to return for anything personal.
- d. While not on stand-by, (i.e. on interior /exterior guard duty) guards will NOT eat, drink soft drinks, read, write letters, or conduct any other business that may distract them while on duty. Guards are not permitted to leave the RHA without ensuring that the detainee guard ration is maintained.
- e. Personal property / evidence will be inventoried, tagged, and stored by the RHA NCOIC upon receipt of detainee at the RHA. All weapons shall be transferred to the RSS weapons milvan for storage.

3. Point of contact for this policy memorandum is

Personal Info Redacted IAW Sec of Def Memo 01-CORR-101, did 9 Nov 01

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