



**“HOLDOVER”**

***“The basic publication has changed; impact on supplemental information is under review by the OPR. Users should follow supplemental information that remains unaffected.”***

**Security**

**CORRECTIONS PROGRAM**

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Supersedes AFI 31-205/MAFBS1, 24 Apr 98  
OPR: 42 SFS/SFOJ (SSgt Reginald Ellis)

Approved by: 42 SFS/CC (Maj Rex E. Ogle)  
Pages: 3/Distribution: F)

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AFI 31-205, 21 Jun 99, is supplemented as follows. A star (★) indicates changes since previous edition. This supplement establishes guidance and procedures for the Air Force Corrections Program (AFCP) on Maxwell AFB. It applies to all units assigned or attached to Maxwell AFB, except US Air Reserve, Air National Guard, or the Federal Prison Camp located on Maxwell AFB. Failure to observe the prohibitions and mandatory provisions of this supplement may result in administrative actions or other disciplinary measures.

2.3. The 42 ABW/CC has authorized the use of the Montgomery County Jail when the confinement facility at Maxwell AFB is filled to capacity.

2.3.1. A Memorandum of Agreement (MOA) is current and on file in Confinement (42 SFS/SFOJ) and Plans and Programs (42 SFS/SFOX) offices authorizing the use of the Montgomery County Jail as an overflow facility.

2.8. The Confinement Facility at Maxwell AFB is designated as a Local Confinement Facility.

★3.10. Parent unit commanders or designees (E-7 or above) are responsible for confined personnel, regardless of location, until formal transfer of the confined person is complete. This responsibility includes but is not limited to providing escorts, assisting confined member's family, visiting confined members at least monthly and obtaining transfer orders. The commander or designee attends in processing and out-processing of said personnel. The commander or designee also provides escorts (after being given an escort briefing) for all routine matters; for example, dental/medical appointments, base details etc.

3.13.3. The Training section (42 SFS/SFTT), in conjunction with 42 SFS/SFOJ, is responsible for developing and maintaining local training on use of force procedures, use of weapons and special restraint devices unique to the confinement facility.

4. The Operations Flight Commander (42 SFS/SFO) is appointed as the confinement officer. The 42 SFS/SFOJ is appointed as the confinement NCO.

6.1. The 42 SFS/SFOJ has developed and conducts training in accordance with the 42 SFS Confinement Guide for security forces personnel who regularly supervise prisoners.

8. Any complaining witness, as a result of threat, battery or fear of bodily harm from an adjudged, pre-trial or sentenced inmate should contact the Staff Judge Advocate (SJA) or corrections officer for action and guidance on this matter. The correction officer and the SJA coordinate efforts to provide the complaining witness protection under the Victim and Witness Rights Program.

19. The confinement facility maintains the 42 ABW/CC's copy of DD Form 506.

19.1. (Added) (MAFB) A Memorandum of Agreement has been coordinated with the Montgomery County Jail to house both male and female overflow inmates due to lack of bed space at this facility. Temporary billeting arrangements for inmates whose offense is a non-violent offense and does not warrant more than one escort should be provided by the parent unit if arrangements for overflow cannot be met at the county jail. Funds for payment to the 42d Services Squadron should be coordinated with the Installation Operation and Maintenance Funds Custodian.

19.2. (Added) (MAFB) The parent unit supplies personnel to support the needs of the inmate to include, but not limited to transportation, health and comfort items and family support if needed. Parent unit personnel report to the 42 SFS Confinement Section for specific instructions, rules and procedures concerning escort responsibilities.

24.1. (Added) (MAFB) If the person is being confined as a result of trial, the trial counsel, assistant trial counsel or the confinee's commander may sign the DD Form 2707, **Confinement Order**, authorizing confinement. The Trial Counsel notifies the security forces desk sergeant, who dispatches two patrolmen who have been trained and who are familiar with confinement procedures. The patrolmen take the inmate into custody, and pick up a completed copy of the AF Form 1359, **Report of Result of Trial**, and a DD Form 2707.

24.2. (Added) (MAFB) If the confinement is ordered for reasons other than as a result of trail such as pre-trial confinement, the commander of the member being confined signs the confinement order. In their absence the installation commander or designated representative. Promptly upon pre-trial confinement, the person is advised by AF Form 444 as to why they are confined, as required by Rule for Courts-Martial 305(e), Manual for Courts-Martial, 1995, by the Briefing Official (the person ordering confinement) and is witnessed by confinement staff personnel or representative. Once read, the form must be signed by the inmate, briefing official and witness.

24.3. (Added) (MAFB) Each commander having personnel confined at the 42 SFS Local Confinement Facility submits a letter identifying each designated representative in the grade of E-7 or higher designated by Article 9(b) of the UCMJ, MCM, RCM 304 and 1101, to the corrections officer or NCOIC of Confinement.

25.4. A base psychiatrist evaluates each prisoner upon initial confinement. The psychiatrist provides evaluation (DD Form 2710-1, **Inmate Sentence Information**) to the corrections officer. The evaluation consists of presenting complaint, diagnosis, and evaluation of suicidal and homicidal risk and plan for follow-ups.

30. Unit commanders ensure members in a pay status receive health and comfort supplies no later than the end of the next duty day after a member of their organization is placed into confinement.

30.1. Organizations with members in confinement on a non-pay status use installation Operation and Maintenance funds or squadron-appropriated funds to acquire health and comfort supplies.

★33. Inmates visiting hours are Sunday and federal holidays from 1200 until 1600. Unless previously approved by the corrections officer or NCOIC of Corrections, visitations during the week are not authorized.

★35. Pre-trial and post-trial prisoners confined in CONUS confinement facilities wear the BDU or distinctive prisoner uniform as directed by the Installation Chief of Security Forces (ICSF). The ICSF may prescribe color variations of the distinctive uniform to reflect custody levels. Markings affixed to distinctive prisoner uniforms may include the designation of confinement facility and a nametape spelling the last name of the prisoner over the right pocket of the shirt. Markings are not degrading or otherwise subject the prisoner to ridicule. Funding for distinctive uniforms should come from installation O&M funds. Distinctive prisoner uniforms have been designated for wear by the installation ICSF for Maxwell AFB.

39. The 42 SFS/CC has determined a vehicle operator can serve as an escort when on the installation.

53. The 42 SFS/CC directs the use of the security forces gym, located in Bldg 929, as the designated facility for inmate workouts.

REX E. OGLE, JR., Maj, USAF  
Commander, 42 Security Forces Squadron