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OF THE AIR FORCE**



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**ARMING AND USE OF FORCE  
BY AIR FORCE PERSONNEL**

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This instruction implements Air Force Policy Directive (AFPD) 31-1, *Integrated Defense*. It establishes war and peacetime requirements for arming USAF personnel and the use of deadly force. It applies to all active duty members and to members of the Air Force Reserve (AFR), and Air National Guard (ANG); and civilians, contract personnel, and personnel from other military departments assigned or attached to Air Force units. This instruction frequently refers to "officer or sentry" who is defined as: any officer, noncommissioned officer, Airman, civilian or contract employee performing security, law enforcement, military police, or guard duties under Air Force control. This instruction sets forth guidance regarding arming and use of force by Air Force civilian and military personnel, including the Air Force Reserve and Air National Guard. Failure to observe the provisions and prohibitions of this directive by military personnel is a violation of Article 92, *Uniform Code of Military Justice* (UCMJ). Sections 2.6.3, 2.13, 2.13.14, 2.15. of this publication are affected. Violations may result in administrative disciplinary action without regard to otherwise applicable criminal or civil sanctions for violations of related laws. Field

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**(PACAF) AFI 31-117, *Arming and Use of Force by Air Force Personnel*, is supplemented as follows:** This publication does not apply to Air National Guard or US Air Force Reserve units. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using AF Form 847, *Recommendation for Change of Publication*; route AF Forms 847 from the field through the appropriate functional chain of command to PACAF/A7S. This publication may be supplemented at any level, but all direct Supplements must be routed to the OPR of this publication for coordination prior to certification and approval. Ensure all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of in accordance with the Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS).

### **SUMMARY OF CHANGES**

**This document is substantially revised and must be completely reviewed.** This revision corrects administrative and typographical errors throughout the text. It clarifies the Lautenberg Amendment and adds Attachment 5, Lautenberg example. The guidance clarifies the Commander's responsibility to make a determination to temporarily withdraw the authority to bear firearms. Verbal notification to the individual and the servicing armory can be made by the commander, designated representative, or duty roster authentication official. Documentation for temporary withdrawal, permanent withdrawal and reinstatement of authority to bear firearms can be filed in an electronic records management system or personal information file (PIF). Digital CAC signatures are authorized to be used in lieu of the written signature for authorization to carry firearms and for the AF Form 629. Specifies requirements for initial, annual, and permanent change of station non-lethal weapons training and adds training mishaps to non-lethal reporting requirements. Adds DoDD 3000.3, Policy for Non-lethal Weapons and DoDI 5525.14, *DoD Law Enforcement Officers (LEOs) Flying Armed*, as additional references for Non-Lethal Weapons (NLWs) and LEO's Flying Armed. Redefines reasonable officer response(s); removes reference to Use of Force Model. Provides guidance on how to respond to actual incidents with weapons based upon the officer's risk perception. Clarifies the prohibition of carrying concealed

weapons off-duty under the provisions of House Resolution (HR) 218, Public Law 108-227, and the Law Enforcement Officers Safety Improvements Act of 2010, Public Law 110-212.

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## Chapter 1

### PROGRAM POLICY

**1.1. Overview.** This instruction establishes USAF Standing Rule for the Use of Force (SRUF) guidance and procedures consistent with CJCSI 3121.01B, *Standing Rule of Engagement/Standing Rules for the Use of Force for US Forces*, and DoDD 5210.56, *Use of Deadly Force and the Carrying of Firearms by DoD Personnel Engaged in Law Enforcement and Security Details*. This instruction governs actions taken by all personnel subject to this Air Force Instruction (AFI) performing civil support missions (e.g., defense support of civil authorities defense support of civilian law enforcement agencies), routine Service functions (including anti-terrorism and force protection duties), homeland defense missions occurring within US territory, and law enforcement and security duties at all DoD installations and off installation while conducting security functions. The guidance contained in paragraph 1.4. provides amplifying guidance applicable primarily to personnel performing law enforcement or security duties. The program management guidance in Chapter 2 applies to all personnel subject to this AFI regardless of duty assignment or location.

1.1.1. The guidance in this instruction, Host Nation laws, and international agreements may limit the means available for accomplishing law enforcement or security duties.

1.1.2. Commanders at all levels must educate and train their personnel on how and when to use appropriate force in self-defense.

1.1.3. Personnel subject to this AFI personnel detailed to other US Government Lead Federal Agencies (LFA) (e.g., support to US Border Patrol) will operate under common mission-specific Rules for the Use of Force (RUF) approved by the Secretary of Defense (SECDEF) and the LFA. DoD forces always retain the right of self-defense, in accordance with (IAW) Standing RUF.

1.1.4. USAF forces, under DoD control (and using DoD SRUF and applicable mission-specific RUF), but operating in coordination with other LFA security forces, will coordinate with on scene LFA personnel to ensure common understanding of DoD and Air Force RUF.

**1.2. USAF Use of Force Policy.** Personnel subject to this AFI, to include military, civilian, and contractor personnel, will use only that force which is objectively reasonable to accomplish their duties in conformity with the Constitution of the United States, federal statutes, and DoD policy.

1.2.1. Objectively Reasonable force may be used by personnel subject to this AFI while conducting authorized missions or official duties to gain control of an individual or individuals to meet lawful objectives or mission requirements. These lawful objectives include, but are not limited to searches, seizures, and apprehensions; defense of assets vital to national security or inherently dangerous; preventing a person from self-injury; conducting protective detail operations; preventing prisoner escapes; dissolving riots and other forms of civil unrest when directed by proper authority; maintaining good order and discipline; and overcoming resistance to lawful orders.

1.2.2. Unit commanders always retain the inherent right and obligation to exercise unit self defense in response to a hostile act or demonstrated hostile intent. Unit self-defense includes the defense of other DoD forces in the vicinity.

1.2.3. Personnel subject to this AFI may exercise self-defense in response to a hostile act or hostile intent, unless lawfully directed otherwise by their unit commander.

1.2.4. The Use of Force does not apply solely to firearms and deadly force confrontations but all applications of force.

**1.3. Objective Reasonableness and Totality of Circumstances.** The force used should be objectively reasonable as defined in 1.3.1. of this publication. When feasible and circumstances permit, a threatening force should be warned and given the opportunity to withdraw or cease threatening actions, as appropriate and consistent with the lawful objectives or mission requirements of the officer/sentry. Law enforcement or security personnel may have an obligation to apprehend rather than permit an individual to withdraw. In some circumstances, force, including deadly force, may be the only option available to respond to a hostile act or hostile intent. The use of force must be objectively reasonable in intensity, duration, and magnitude based upon the totality of the circumstances to counter the threat.

1.3.1. In *Graham v. Connor*, 490 U.S. 386 (1989), the US Supreme Court established the Fourth Amendment standard of “objective reasonableness” as the appropriate standard for assessing the use of force in the context of making an arrest or other seizure of a person. The Court explained its application in these terms: “The reasonableness of a particular use of force must be judged from the perspective of a reasonable officer on the scene, rather than with the 20/20 vision of hindsight. ... [T]he “reasonableness” inquiry...is an objective one: the question is whether the officers actions are “objectively reasonable” in light of the facts and circumstances confronting them.

1.3.2. The Supreme Court recognized in *Graham v. Connor* that law enforcement and security personnel have to make “split-second judgments” concerning the use of force under “circumstances that are tense, uncertain, and rapidly evolving...” The U.S. Supreme Court has held that reasonableness under the Fourth Amendment does not require the least intrusive force alternative be applied, only a reasonable one. In effecting a seizure, individuals performing law enforcement or security duties draw from a reservoir of options, ranging from simple displays of authority, to the application of various levels of less-lethal force, to the use of deadly force itself. Facts dictate the appropriate response, and those facts, as well as the choice of response, are subject to close scrutiny.

1.3.3. In search, seizure, or apprehension situations, an officer/sentry must look at the totality of the circumstances when determining the reasonable amount of force necessary. In *Graham v. Connor*, the Supreme Court emphasized four factors affecting the use of force in a particular situation. These four factors are the severity of the crime, whether the person poses an immediate threat to the safety of the officer or others, whether the person is actively resisting, or whether the person is attempting to evade apprehension by flight. Additional factors courts use in applying the standard of *Graham v. Connor* include the number of subjects involved, size, age, and condition of the subject versus the officer/sentry, duration of the subject’s actions, whether or not the force applied resulted in injury, previous known violent history of the subject, use of alcohol or drugs by the subject, subject’s known mental or psychiatric history, the presence of innocent bystanders who could be harmed if force is not used, and the availability of appropriate non-lethal weapons.

**1.4. Using Force.** The decision by an officer/sentry to employ objectively reasonable force is based upon the officer/sentry’s perception of the subject’s actions and the totality of

circumstances. This guidance is applicable to personnel conducting Law and Order Operations, to include military police, security, or guard duties under Air Force control.

1.4.1. Officer Perception. The Fourth Amendment standard of “reasonableness” does not lend itself to a precise definition or application; however, the principle of objective reasonableness can be simplified to establish the basis of reasonableness in use of force. Reasonableness applies to all uses of force and not just those where the officer or sentry is in jeopardy. The officer or sentry must perceive the person proposing the action or threat is capable of performing the action. The subject must be in a position to carry out the act or threat. The mental state of the subject(s) initiating an overt act either by words or deeds shows the intent in the furtherance of a threat, action, or crime.

1.4.2. Subject Action. The officer/sentry’s perception of the subject indicates what degree of force is required, if any, by the officer/sentry to achieve their objective.

1.4.3. Officer Response. In perceiving the subject’s actions, the officer/sentry goal is to obtain subject compliance and achieve their objective in accordance with the standards of objective reasonableness and totality of circumstances. The officer/sentry response may employ tactics which include verbal or physical controls, non-lethal weapons and techniques, deadly force, or all of the above. “Reasonableness” does not require officers to select the least intrusive or minimum force available, only a reasonable one.

**1.5. Use of Deadly Force.** The use of deadly force must meet the “objective reasonableness” standard. It must be noted that when deadly force is used, the officer/sentry must be able to articulate objective reasonableness based upon their perception of the threat and the totality of the circumstances. Deadly force is authorized under the following circumstances as set forth in CJCSI 3121.01B, Enclosure L.

1.5.1. Inherent Right of Self-Defense. Applies when an individual reasonably believes they are in immediate danger of death or serious bodily harm. Deadly force is also authorized when individuals reasonably believe that a person poses an immediate threat of death or serious bodily harm to DoD forces. Unit self-defense includes the defense of other DoD forces in the vicinity.

1.5.2. Defense of Others. When an officer/sentry reasonably believes others are in immediate danger of death or serious bodily harm, deadly force is authorized in defense of non-DoD persons in the vicinity, when directly related to the assigned mission.

1.5.3. Assets Vital to National Security. Deadly force is authorized when it appears to be necessary to prevent the actual theft or sabotage of assets vital to national security. The DoD designates its assets as "vital to national security" only when their loss, damage, or compromise would seriously jeopardize the fulfillment of a national defense mission. Installation commanders must identify these resources specifically designated as assets vital to national security, and the procedures they will use to inform armed personnel of such specifically designated property in their installation security instruction. **NOTE:** Refer to DoD S-5210.41-M\_Air Force Manual 31-108, Nuclear Weapon Security Manual: *The Air Force Nuclear Weapon Security Manual*, for additional guidance on the use of force in defense of assets vital to national security.

1.5.4. Inherently Dangerous Property. Deadly force is authorized when it appears to be necessary to prevent the actual theft or sabotage of inherently dangerous property. Property is

considered inherently dangerous if its theft or sabotage would present a substantial danger of death or serious bodily harm to others. This includes weapons, ammunition, missiles, rockets, explosives, chemical agents, and special nuclear material. Installation commanders must identify resources specifically designated as inherently dangerous to others and procedures they will use to inform armed personnel of such specifically designated property in their integrated defense plan.

1.5.5. National Critical Infrastructure. Deadly force is authorized when it appears to be necessary to prevent the sabotage of national critical infrastructure. This includes the destruction of public utilities or similar critical infrastructure vital to public health or safety, the damage of which would create an immediate danger of death or serious bodily harm.

1.5.6. Serious Offenses Against Persons. Deadly force is authorized when it appears to be necessary to prevent the commission of a serious offense that involves immediate threat of death or serious bodily harm (for example, setting fire to an inhabited dwelling or encountering a sniper), including the defense of other persons, where deadly force is directed against the person threatening to commit the offense. Examples include murder, armed robbery, and aggravated assault.

1.5.7. Escape. Deadly force is authorized when it appears to be necessary to prevent the escape of a prisoner, provided there is probable cause to believe such person(s) have committed or attempted to commit a serious offense, that is, one that involves immediate threat of death or serious bodily harm, and would pose an immediate threat of death or serious bodily harm to DoD forces or others in the vicinity.

1.5.8. Arrest or Apprehension. Deadly force is authorized when it appears necessary to arrest or apprehend a person who, there is probable cause to believe, has committed a serious offense (as indicated in paragraphs 1.5.1., 1.5.2., 1.5.3., 1.5.4., 1.5.5., 1.5.6., and 1.5.7.).

**1.6. Special Considerations for the Use of Firearms and Deadly Force.** When feasible, an order to “HALT” will be given before discharging a firearm. Use due regard for the safety of innocent bystanders when using deadly force. Shots will not be fired as a warning to suspects unless specifically authorized in overseas theater directives such as Status of Forces Agreement (SOFA), when complying with Host Nation Laws and Rules of Engagement (ROE) as directed by Combatant Commanders (CCDR).

1.6.1. Chemical, Biological, Radiological, Nuclear, or High-Yield Explosive (CBRNE) Operations. During protection and recovery operations involving nuclear weapons or lethal chemical agents, the presence of innocent bystanders or hostages must not deter individuals or commanders from stopping the attack through all means necessary.

1.6.2. Local, Host Nation, and SOFA Laws. Commanders may impose further restrictions on the use of deadly force to comply with local or host-nation laws and SOFA. Such restrictions must not unduly compromise United States national security interests, and must be published in local installation instructions.

**1.7. Use of Less-Lethal Force.** IAW DoD 5210.56, DoDD 3000.3, *Policy for Non-lethal Weapons*, establishes DoD policy for the development and employment of non-lethal weapon (NLW). For the purpose of this AFI, and in the context of use of force, the term “Non-lethal force” is not used; however, there is no guarantee that NLWs will not cause severe injury or

death. Less lethal force is subject to the same standards of objective reasonableness and totality of circumstances as deadly force.

## Chapter 2

### PROGRAM MANAGEMENT

**2.1. Overview.** Firearms are an instrument of deadly force. Commanders will only issue firearms to support missions and contingencies in which deadly force may be authorized. Personnel subject to this AFI eligible to bear firearms must belong to one of the two arming groups below. Additionally, authorizations may be issued to bear firearms openly, concealed, and in overseas locations. Authority to bear firearms will be based upon consideration of duty assignment (paragraph 2.2.), suitability rules (paragraph 2.3.), possible consequences of accidental or indiscriminate use of firearms, and confirmation that training requirements in paragraph 2.4. have been met. Personnel subject to this AFI may not bear privately owned firearms while performing official military duty, except as authorized in paragraph 2.6.4.2. A failure to obey the guidance in this paragraph is a violation of Article 92 of the UCMJ.

2.1.1. Arming Groups. Personnel subject to this AFI eligible to bear firearms belong to one of the following two arming groups. Air Force Career Field Managers (AFCFM) may mandate further requirements based upon specific Air Force Specialty Codes (AFSC). If further requirements are needed, AFCFMs will coordinate with Air Force Security Forces Center/Security Forces Combat Arms (AFSFC/SFXW) for approval of personnel in their AFSCs that have specific arming group changes.

2.1.1.1. Group A consists of military personnel subject to this AFI, civilian, and contract personnel performing law enforcement, security, or force protection duties or personnel serving in an AFSC that specifies qualification to bear firearms as a mandatory requirement IAW AFI 36-2226, *Combat Arms Program*, or as identified in the Air Force Officer Classification Directory (AFOCD) or Air Force Enlisted Classification Directory (AFECD). Group A also consists of military personnel subject to this AFI, civilian, and contract personnel from any AFSC who are required to be armed as part of their official in-garrison or peace-time duties.

2.1.1.2. Group B consists of members other than those in Group A who are required to be armed as designated by deployment orders to meet Air Force War and Mobilization Plan or Air Expeditionary Force Unit Type Code (UTC) deployment requirements and have no in-garrison or peacetime arming requirement.

2.1.2. Bearing and Using Firearms Openly. The following individuals may authorize assigned personnel to openly bear and use firearms.

2.1.2.1. Major Command (MAJCOM), Numbered Air Force (NAF), or wing commanders.

2.1.2.2. Installation, center, squadron, numbered flight commanders, and directors, including geographically separated unit (GSU) commanders.

2.1.2.3. Principal appointees of squadron, installation, GSU, wing, NAF, MAJCOM, division, and center commanders/directors when specifically authorized in their respective MAJCOM supplements to this instruction.

2.1.2.4. Air Force Office of Special Investigations (AFOSI) commanders and special agents in charge (SAC) according to AFPD 71-1, *Criminal Investigations and Counterintelligence*.

2.1.2.5. Vice or deputy commanders or directors may be delegated the authority to authorize assigned personnel to openly bear and use firearms.

2.1.3. Bearing and Using Concealed Firearms. The following individuals may authorize assigned personnel to bear and use concealed firearms:

2.1.3.1. Installation commanders (or equivalents), a higher authority, or their designated representatives.

2.1.3.2. AFOSI commanders and SACs, according to AFPD 71-1.

2.1.3.3. Assigned commanders of aircrews armed specifically for preventing hijacks.

2.1.3.4. Defense Force Commanders (DFC) may authorize Security Forces personnel to bear concealed firearms to meet certain mission requirements such as support of AFOSI operations, SF investigations, protection of distinguished visitors, etc.

2.1.3.5. Vice or deputy commanders or directors may be delegated the authority to authorize assigned personnel to openly bear and use concealed firearms.

2.1.4. Bearing and Using Firearms in Overseas Locations. Only Air Force MAJCOM, combatant commanders, their deputies, vice or deputy commanders can be delegated this approval authority authorizing personnel to bear firearms in any foreign country for other than routine law enforcement and security duties. Commanders may impose restrictions not contained in this instruction based upon host-nation laws and SOFAs. MAJCOMs list any additional restrictions in supplements to this instruction or in a foreign clearance guide (FCG) when a supplement is not feasible. In some overseas locations, authorization to bear firearms must be stated in the FCG or specifically approved by the U.S. Embassy.

**2.2. Duty Assignment.** All Airmen with a valid arming requirement, as deemed by their authorizing official, are authorized to bear and use firearms.

2.2.1. All categories of Airmen identified by the USAF Combat Arms Program Manager in the USAF Arming Group A Functions/Agencies Memorandum are specifically authorized to bear and use firearms. The following categories of personnel are also specifically authorized to bear and use firearms:

2.2.2. Military command post and operations center controllers.

2.2.3. Military missile combat crews.

2.2.4. Military munitions maintenance personnel.

2.2.5. Security Forces augmentees as designated by Defense Force Commanders (DFC).

2.2.6. Personnel assigned to Terminal Attack Control (TAC) team, Tactical Air Control Party (TACP), Air Support Operations Center (ASOC), and Air Mobility Liaison Officer (AMLO) type code in support of field training exercises and operational deployments.

2.2.7. Aircrew members may be armed in peacetime for protection of Air Force assets and personal defense (PD). Examples are aircrews armed for air operations security

(antihijacking) and primary nuclear airlift flights. Aircrew members may be armed for PD in a combat area during wartime, in designated hostile force areas not during wartime, or during training exercises to prepare for such missions.

#### 2.2.8. Aircrew Flight Equipment Personnel.

**2.3. Suitability to Bear Firearms.** Commanders must continually monitor suitability of personnel for armed duty and withdraw the authority to bear firearms when necessary.

2.3.1. Behavioral Signs of Unsuitability. Everyone has a special responsibility to stay alert for behavioral signs that an individual should not be armed. If you have information or evidence of impairment of a member's mental or physical ability to bear firearms, notify that person's commander immediately.

2.3.1.1. Commanders must evaluate available information and if necessary take immediate action to temporarily withdraw the affected person's authority to bear a firearm. If warranted, commanders must also deny the person access to any government-owned or privately owned firearm and associated ammunition stored in a government firearm storage facility. Commanders must follow the procedures in AFI 44-109, *Mental Health, Confidentiality, and Military Law*, in referring individuals for a mental health evaluation.

2.3.1.2. Commanders must not deny assignments, promotions, and reenlistment solely because of the temporary withdrawal of the person's authorization to bear a firearm.

2.3.2. Gun Control Act. Commanders are responsible for ensuring compliance with the Gun Control Act of 1968, Public Law 104-208, (18 U.S.C. § 922(d)(9) and (g)(9)/Lautenberg Amendment). The Gun Control Act prohibits military personnel, civilians, and contractors with a qualifying conviction of a misdemeanor crime of domestic violence from shipping or transporting in interstate or foreign commerce, or possessing in or affecting commerce, any firearm or ammunition; or receiving any firearm or ammunition which has been shipped or transported in interstate or foreign commerce. Furthermore, it is a felony for any person to sell or otherwise dispose of firearms or ammunition to any person whom he or she knows or has reasonable cause to believe has been convicted of a misdemeanor crime of domestic violence.

2.3.2.1. This law applies to qualifying convictions of domestic violence. A qualifying conviction includes a conviction for a crime of domestic violence tried by general or special courts-martial that otherwise meets the definition of a misdemeanor crime of domestic violence. Conviction for an offense meeting the definition of a felony crime of domestic violence adjudged on or after the date the law was enacted is also considered a qualifying conviction. **NOTE:** A qualifying conviction does not include summary courts-martial convictions, non-judicial punishment imposed under Article 15 of the UCMJ, or deferred prosecutions or similar alternative dispositions in civilian courts.

2.3.2.2. Commanders are responsible for briefing personnel on the Gun Control Act, Lautenberg Amendment, and its consequences, annually. Further, commanders will take appropriate measures to ensure government-owned firearms or ammunition are not issued to anyone they have reasonable cause to believe has a qualifying conviction under this law. Additionally, commanders will initiate an appropriate investigation to confirm suspected convictions of domestic violence. Commanders are also responsible for

providing constructive notice about the Lautenberg Amendment by posting information at all weapons/ammunition issue points in all facilities in which government firearms, ammunition, and ground defense munitions are stored, issued, received, transported, or disposed (see Attachment 5).

2.3.2.2.1. Munitions Storage Areas (MSAs): Lautenberg Amendment information (see Attachment 5) must be posted at all vehicle and personnel entrances and any munitions issue points within the MSA that meets the requirement of constructive notice about the Lautenberg Amendment.

2.3.2.2.2. Commanders must also ensure personnel complete a DD Form 2760, *Qualification to Possess Firearms or Ammunition*, annually if they regularly handle firearms or ammunition, upon permanent change of duty station (PCS), permanent change of duty assignment (PCA), or when temporary duty (TDY) assignments will require use of firearms or ammunition. For personnel who do not regularly handle firearms and ammunition, the DD Form 2760 must be re-accomplished every time the military member or civilian employee is assigned to duties requiring the use of a firearm, destructive device, or ammunition. File this form in the unit's personnel file management system (i.e., an electronic records management system or personnel identification file [PIF]).

2.3.2.2.3. The Lautenberg Act applies to all firearms, small arms ammunition, and ground defense ammunition including but not limited to: .50 cal, 40MM grenades, and 7.62MM belted ammunition. The Lautenberg act does not apply to 'crew served' weapons and munitions; for the purposes of the US Air Force, this includes weapons larger than .50 cal and used solely from an aerial platform (e.g., missiles and air-munitions).

2.3.2.3. For personnel found to have a qualifying conviction, the commander will immediately retrieve all issued firearms and ammunition, permanently withdraw their authority to possess firearms or ammunition, and advise them to legally dispose of any privately-owned firearms and ammunition they possess. Military members with AFSC requiring qualification to bear arms will have their AFSC withdrawn IAW AFI 36-2101, *Classifying Military Personnel (Officer and Enlisted)*, para. 4.1.6. If a qualifying AFSC is withdrawn and the military member is not administratively separated, the member will be reassigned/retrained into another AFSC. Members with qualifying convictions will be awarded a "T" assignment limitation code (ALC). "T" ALC states member is not qualified to ship, transport, possess, receive firearms, and/or ammunition.

2.3.3. Temporary Withdrawal. Commanders may temporarily withdraw authority to bear firearms for less than 72 hours by verbal notification. The verbal notification can be made by the commander, designated representative, or duty roster authentication official to the servicing armory and the affected person. Notice to the affected individual will also include their inability to carry a concealed firearm under the Law Enforcement Officers Safety Act of 2004 (amended 2010). Servicing armories will take appropriate action to ensure a weapon is not issued to a person whose authority has been withdrawn.

2.3.3.1. Within one calendar day of the determination to withdraw authority to bear arms, an updated Do-Not-Arm (DNA) roster/memorandum informing the servicing armory(s) of the withdrawal will be accomplished.

2.3.3.2. Commanders, or their designated representative or duty roster authentication official, who previously withdrew or withdraws an individual's authority to bear firearms for more than 72 hours, must notify the individual in writing and provide a brief synopsis of circumstances that form the basis for withdrawal. The written notification will also include notice of the affected individual's inability to carry a concealed firearm under the Law Enforcement Officers Safety Act of 2004 (amended 2010). Individuals must acknowledge withdrawal action by endorsement on the notification letter, and be given a copy of the withdrawal action.

2.3.3.3. An updated DNA roster/memorandum will be provided to the servicing armory within one calendar day of the determination to withdraw authority to bear arms. Commanders in consultation with the proper authorities, as applicable, must review the temporary status every 180-calendar days to either reaffirm that status or take other appropriate action.

2.3.3.4. Commanders may file extensions on a case-by-case basis and normally only when their investigation is incomplete, or the member is undergoing medical treatment.

2.3.3.5. File all correspondence dealing with temporary withdrawal in the unit's personnel file management system (i.e., an electronic records management system or PIF). These records are to be maintained IAW the AF records disposition schedule in RDS.

2.3.3.6. Commanders will temporarily withdraw authority to bear firearms from personnel for the following reasons:

2.3.3.6.1. Identified substance abusers.

2.3.3.6.2. Emotionally unstable or behavior suggests they are incapable of using firearms with care (See Attachment 2).

2.3.3.6.3. Determined by medical authority to be suffering from alcohol abuse or dependence.

2.3.3.6.4. Taking prescription medication that impairs their ability to use firearms. Use of prescription medication does not always disqualify individuals from bearing firearms. However, commanders must consult with the responsible physician when medication that impairs the ability to handle firearms is prescribed. If commanders, in consultation with servicing physicians, determine individuals should not have access to firearms, document this IAW AFI 48-123, *Medical Examinations and Standards, Volume I – General Provisions*.

2.3.3.6.5. Relieved of duty for disciplinary reasons.

2.3.4. Permanent Withdrawal. If unit commanders or equivalent authority believe it is appropriate to permanently withdraw a member's authorization to bear firearms, they must first review the person's duty performance and medical and disciplinary records to ensure this decision is warranted. They should also consult their chief of personnel, staff judge advocate, proper medical authorities, and Defense Force Commander (DFC) before taking this action. Commanders must then document permanent withdrawal or reinstatement via AF Form 590, *Withdrawal/Reinstatement of Authority to Bear Firearms*, IAW AFI 36-2608, *Military Personnel Records System*. Acknowledgement by the affected individual of the loss of

authority to bear arms, via AF Form 590, will also include notice of their inability to carry a concealed firearm under the Law Enforcement Officers Safety Act of 2004 (amended 2010).

2.3.4.1. When the person's AFSC description in AFOCD or AFECD requires qualification to bear firearms, commanders must take appropriate action according to AFI 36-2101.

2.3.4.2. When issuing the permanent withdrawal of authority to bear firearms to a military member, commanders submit a copy of the written withdrawal action to the military personnel flight along with those documents withdrawing the affected person's AFSC.

2.3.4.3. File all correspondence dealing with permanent withdrawal in the unit's personnel file management system (i.e., an electronic records management system). These records are to be maintained IAW the AF records disposition schedule RDS.

2.3.4.4. The decision to withdraw a person's authority to bear firearms does not necessarily mandate administrative separation. However, the affected person may need to undergo retraining if he or she no longer meets the AFSC requirements outlined in AFOCD or AFECD.

2.3.4.5. Commanders should review the basis for the withdrawal to determine whether to take disciplinary or administrative action may be appropriate.

2.3.5. Reinstatement of Authority to Bear Firearms. Unit commanders may reinstate a person's authority to handle or bear arms upon receiving a favorable report of a completed investigation, corrective action, or medical evaluation.

2.3.5.1. The individual will be notified in writing of the reinstatement and an updated DNA roster/memorandum will be provided to the servicing armory no later than 24 hours after reinstatement.

2.3.5.2. Servicing armories **must** receive written reinstatement notification or an updated DNA roster prior to arming reinstated personnel.

2.3.5.3. File all reinstatement correspondence or documentation in dealing with reinstatement in the unit's personnel file management system (i.e., an electronic records management system). These records are to be maintained IAW the AF RDS.

2.3.5.4. The administrative process to document and notify the military personnel flight of the reinstatement is the same as to execute the withdrawal (see paragraph 2.3.4.2.).

2.3.5.5. Personnel whose authority to bear firearms has been permanently withdrawn may bear firearms in wartime or situations requiring immediate action to protect life or property. Commanders must weigh the benefits against possible adverse effects of arming such personnel.

**2.4. Weapons Training Requirements.** AFI 36-2226, *Combat Arms Program*, contains specific training requirements for each arming group, personnel selected for overseas assignments, and personnel assigned to fill a unit type code (UTC) where qualification with duty weapons must be met prior to authorizing personnel to bear firearms. AFCFMs may impose additional firearms proficiency or sustainment training policies once personnel are weapons qualified in accordance with AFI 36-2226. Only personnel task-certified through combat arms

sections are authorized to conduct live-fire proficiency/sustainment training; refer to AFI 36-2226 for proficiency training requirements. Unit commanders must ensure the following training is completed.

2.4.1. Qualification Training Frequencies. Generally, Group A personnel with an arming requirement must complete weapons qualification annually and Group B personnel tasked to deploy complete weapons qualification during pre-deployment Just-in-Time training. Specific weapons qualification training requirements and frequencies are directed by AFI 36-2226.

2.4.2. Overseas Assignments. Before being stationed overseas, personnel identified by personnel processing code (PPC) must receive small arms weapons training IAW AFI 36-2226 and use of force training IAW section 2.5. of this instruction.

2.4.3. Mobility Forces. All personnel assigned to fill a UTC receive small arms and use of force training as prescribed for their respective qualification group.

2.4.4. All Air Force personnel trained and qualified on their assigned weapons IAW AFI 36-2226 and AFMAN 36-2227 V1, *Combat Arms Training Programs Individual Use Weapons*, and AFMAN 36-2227 V2, *Combat Arms Training Programs Crew Served Weapons*, will not arm or carry their weapons loaded either in training or operationally in any configuration other than those prescribed by AFMAN 31-229, *USAF Weapons Handling Manual*. **NOTE:** Failure to carry weapons in the trained configuration can be potentially dangerous to Air Force personnel.

**2.5. Use of Force Training Requirement.** This section identifies the use of force training requirements for arming Groups A and B. A failure to obey the guidance in this paragraph is a violation of Article 92 UCMJ.

2.5.1. Arming Group A personnel will be trained annually (not to exceed 12 months) on Use of Force. Commanders will ensure Arming Group B personnel are provided use of force training prior to authorizing them to be armed and then annually thereafter as long as continued arming is required. Training for all groups will be IAW Air Force Manual (AFMAN) 31-222, *Air Force Use of Force Manual*. The approved use of force training is available at the Security Forces Center of Training Excellence <https://sf-cte.csd.disa.mil>. Use of Force training for deployment is good for 12 months or the entire length of the deployment, regardless of duration.

2.5.1.1. Use of Force training is specifically designed as an additional training event.

2.5.1.2. Annual use of force training for Group A will include performance based practical training incorporating decision-making scenarios.

2.5.1.3. Annual use of force training for Group A personnel should include USAF approved simulated firearms systems. The use of dye and man-marking cartridge systems is preferred and strongly encouraged. USAF approved virtual training simulators and integrated laser based weapons training devices are acceptable.

2.5.1.4. Each unit will be responsible for conducting Use of Force training for assigned personnel. It is recommended this training be specifically geared to the missions Airmen will likely perform or scenarios they will likely encounter. **NOTE:** Familiarization Use of Force and ROE training conducted by combat arms (CA) does not meet this requirement.

2.5.1.5. Annual use of force training for Security Forces, both classroom and practical, will address deadly and non-lethal force options.

**2.6. Documenting Authorization to Bear Firearms.** The authorizing official must provide written authorization for assigned personnel to carry firearms. Digital CAC signatures are authorized in lieu of the written signature. If written authorization for assigned personnel to carry firearms is more than one page in length, each page must reflect commander's signature. **NOTE:** Authorizing officials must ensure weapons qualification, use of force training, sustainment training, and the DD Form 2760 has been successfully completed prior to authorizing an individual to bear firearms to ensure that the individual is fit IAW Chapter 2 of this instruction.

2.6.1. Uniformed Personnel. Written authorizations can be issued as single multiple-listing memorandums, computerized rosters, aircrew orders, or other group document. Authorizations must identify the individual by name, last four digits of the social security number or DoD Electronic Data Interchange Personal Identifier (EDIPI), firearm type, and qualification expiration date for the weapon(s) carried. The original written authorization will be provided to the organization's servicing arms room or armory. For individuals other than Security Forces, the armorer must verify the arming authorization of each person requesting a firearm through review of a signed written authorization prior to issuing firearms. Security forces units may use the following procedures in lieu of the requirement for the armorer to review written authorization from the authorizing official.

2.6.1.1. DFC may develop local policy permitting the signature (digital CAC signature or ink) of an "authentication official" on AF Form 629, *Small Arms Hand Receipt*, to serve as verification of authority to bear firearms. Local written policies must clearly state: the source document authorizing officials to sign; where the source documents are maintained; procedures for updating source documents (must meet requirements in paragraph 2.5.1.), and identify the authentication officials authorized to sign AF Form 629.

2.6.1.2. Authenticating official's name must be clearly printed or typed on the AF Form 629 and the armory must maintain a document showing who is authorized to sign the AF Form 629. By signing the AF Form 629, the "authentication official" certifies the individual being armed meets the requirements for arming (i.e., weapons qualifications, use of force training, DD Form 2760).

2.6.1.3. If these procedures are implemented, authentication officials verify authority to bear firearms prior to issuing AF Form 629. The armorer must confirm each individual's authorization to bear firearms through review of daily duty rosters and ensure personnel being armed possess a valid AF Form 629 prior to issuing firearms. Additionally, the armorer must ensure the member is not currently listed on the "Do Not Arm List."

2.6.2. Personnel Not in Uniform. Besides having written authorization as stated in paragraph 2.6.1., personnel who openly bear firearms not in uniform while performing official military duties must comply with the following:

2.6.2.1. Obtain an AF Form 523, *USAF Authorization To Bear Firearms*. Form can be ordered from the AF publishing website at <http://www.e-publishing.af.mil>.

2.6.2.2. Carry AF Form 523 when armed.

2.6.2.3. Surrender the form to authorizing officials when duties requiring firearms are complete.

2.6.3. Carrying Concealed Firearms. The Air Force prohibits all military, civilian, and contract employees from carrying concealed firearms on duty except when specifically authorized in writing by an authorizing official, and only while performing an official military duty. Military members who violate this provision are subject to administrative or disciplinary proceedings under Article 92 UCMJ. Civilian employees who violate this provision are subject to administrative or disciplinary action without regard to otherwise applicable criminal or civil sanctions for violations of related laws. Personnel carrying concealed weapons must comply with the following. **EXCEPTION:** AFOSI special agents follow the guidance set forth by their functional managers.

2.6.3.1. Official aircrew orders or Contingency, Exercise, Deployment (CED) orders, specifying that the USAF member(s) are authorized to carry a concealed firearm, satisfies the written authorization requirement.

2.6.3.2. Except when circumstances compromise the mission, always carry an AF Form 523 while bearing concealed firearms. In those cases where a mission could be compromised, the authorizing official retains the form.

2.6.3.2.1. AF Form 523 Requirements. All AF Forms 523 will use standardized AF Form 523 permit numbers. For example, 6SFS 12-0012 refers to the 12th permit issued by the 6th Security Forces Squadron at MacDill AFB, Florida, in 2012. The permit number on an AF Form 523 includes the heading "CONCEALED" preceding the permit number. AF Form 523 issued for off-base operations require full face photographs. All others contain the statement "VALID ON (INSTALLATION NAME) ONLY."

2.6.3.2.2. MAJCOMs, including Air National Guard, may authorize personnel to retain an AF Form 523 when missions require those members to bear a concealed firearm on a regular basis.

2.6.3.2.2. (PACAF) The DFC may authorize personnel to retain an AF Form 523 when missions require those to bear a concealed firearm on a regular basis.

2.6.3.3. Authorized armed drivers for designated senior Air Force leaders must meet all qualification and training requirements established by AFOSI, Arming Group A, and comply with all provisions of this instruction. All drivers will inform the installation Security Forces, AFOSI detachment, and appropriate local civil authorities of their arming authorization. AFOSI is the single point of contact for all Air Force protective service operations, protecting senior US, DoD, Air Force, and Allied officials.

2.6.3.3.1. Authorizations for armed drivers must be IAW DoD Instruction 2000.22, *Designation and Physical Protection of DoD High Risk Personnel*.

2.6.3.4. Carrying Weapons off Duty. Notwithstanding the provisions of the Law Enforcement Officers Safety Act of 2004, 18 U.S.C. §§ 926B, 926C (2004), *as amended by Act of Oct. 12, 2010, 18 U.S.C. §§ 926B, 926C; and IAW DoDI 5525.12, Implementation of the Law Enforcement Officers Safety Act of 2004, Security Forces,*

military, and civilian personnel are not authorized, in their official capacity, to carry concealed government-issued weapons, including firearms, off-duty.

2.6.4. Exceptions. Written authorization to bear firearms is not required in the following situations and circumstances.

2.6.4.1. Uniformed military members performing an operational mission in a combat or hostile-fire zone or in situations requiring immediate action to protect life or property.

2.6.4.2. Civilian contract guards may bear privately-owned firearms meeting the USAF Statement of Work specifications according to their USAF contract. Contract requirements must ensure weapons model and munitions comply with DoD/AF and local guidelines.

2.6.4.3. Personnel performing honor guard duties who use firearms for ceremonial purposes (i.e., no live ammunition) need only comply with paragraphs 2.9. and 2.10. of this instruction and with handling instructions for their weapon found in AFMAN 31-229.

2.6.4.4. An AFOSI special agent's badge and credentials serve as authority to carry firearms openly or concealed in lieu of written authorization and an AF Form 523.

**2.7. Arming Plans.** Commanders must develop plans that specifically identify who may bear firearms and under what circumstances they will be armed. Installation commanders must incorporate these plans into existing programs for integrated defense, addressing personnel arming requirements during defense readiness condition (DEFCON) changes, force protection condition (FPCON) changes, and other military contingencies. Commanders must take into consideration Non-Lethal Weapons when developing an arming plan.

**2.7. (PACAF)Arming Plans.** Incorporate Arming Plans into the Installation Defense Plan (IDP).

2.7.1. Normal Operations. Commanders develop plans for arming personnel consistent with the requirements of this instruction. Additionally, installation arming plans must include local laws for carrying firearms and use of deadly force by contract Security Forces if appropriate.

2.7.2. Mobility Forces. Commanders may arm deployable forces to support contingency, wartime, or training operations. A command contingency plan or tasking message provides the arming requirements for deploying personnel.

2.7.2.1. The contingency plan or tasking message describes the type of firearms required, the arming mission, the anticipated tasks armed members will perform, and the command and control elements.

2.7.2.2. Supported commands develop guidance and procedures on selectively arming and using these personnel.

**2.8. Arming Senior Military and Civilian Officials.** MAJCOM and Combatant Commander, or their designees, may authorize senior military and civilian officials to carry firearms for personal protection in high-threat overseas areas where US government or other legitimate intelligence analysis identifies a credible threat against US personnel. MAJCOM and Combatant Commanders issue this authorization on a case-by-case basis for a specified assignment and must

ensure compliance with host-nation law and applicable SOFAs. This responsibility may be delegated to vice or deputy commanders. **NOTE:** Senior military and civilian officials may not bear government-owned firearms for personal protection within the United States without written approval of either the Secretary or Deputy Secretary of Defense. Information regarding handguns issued to Air Force general officers is contained in the *Air Force General Officer Handbook*.

2.8.1. Considerations. Before issuing authorizations to carry firearms for personal protection, commanders must consider the following.

2.8.1.1. The likelihood of the threat in a particular location.

2.8.1.2. The adequacies of DoD protective personnel support.

2.8.1.3. The adequacy of host-nation protection.

2.8.1.4. The effectiveness of other means to avoid personal attacks.

2.8.1.5. The Department of State Threat Criminal levels.

2.8.1.6. The Defense Intelligence Agency (DIA) Intelligence, Political, and Terrorism threat levels.

2.8.1.7. DoD Defense Threat Assessments (DTA).

2.8.1.8. Local Threat Assessment (LTA).

2.8.2. Firearms Qualification. Individuals authorized to carry a weapon for personal protection must complete weapons qualification and use of force training before carrying their firearm.

**2.9. Transporting Firearms.** Individuals may transport their assigned weapons in their privately-owned vehicle in the furtherance of their official duties to and from ports of commercial and military transportation and to on or off-base firing ranges, consistent with DoDIs, AFIs, local laws, and Host-Nation law and SFOAs governing transportation and carrying of weapons. All firearms must be secured IAW DoD 5100.76-M, *Physical Security of Sensitive Conventional Arms, Ammunitions, and Explosives* and AFI 31-101, *Integrated Defense*.

**2.10. Carrying Firearms as a Passenger aboard Aircraft.** Personnel subject to this AFI, military, civilian and contract personnel may bear government firearms aboard military or commercial aircraft while performing official military duties if the mission requires the member to carry a firearm during the flight. **NOTE:** See DoDD 5210.56 and DoDI 5525.14, *DoD Law Enforcement Officers (LEOs) Flying Armed*, for additional requirements.

2.10.1. Requirements. Personnel carrying firearms aboard commercial aircraft will comply with Transportation Security Administration (TSA) guidelines and requirements. Additionally, personnel carrying firearms aboard military aircraft will notify the aircraft commander prior to flight.

2.10.2. Authorization. Personnel carrying firearms aboard an aircraft must possess written authorization to carry firearms (e.g., CED orders, a memorandum of authorization, credentials, etc). **NOTE:** Official aircrew orders, along with a current AF Form 523, will suffice to meet the written authorization requirements for aircrew personnel aboard military aircraft. When flying on commercial aircraft, check with your airline or travel agent to see if firearms and ammunition are permitted, and ask about limitations and fees, if any, that apply.

2.10.3. Training. Complete the Transportation Security Authority (TSA) Federal Law Enforcement Officer Flying Armed (FLEOFA) training course (including being knowledgeable of all applicable sections of 49 CFR and all subsequent updates), which is taught by an AF instructor or qualified agent of an authorized agency, such as the Federal Air Marshals.

**2.11. Carrying Firearms in a US Air Force Medical Facility.** Only personnel performing official military duties requiring them to be armed (e.g., on-duty Security Forces personnel, AFOSI special agents, etc) may bear a firearm in an Air Force medical treatment facility.

**2.12. Firearms Qualification Extensions.** Individual weapons qualification is required at pre-determined periodic times. Occasionally, situations such as health issues or TDY (outside of that stated in paragraph 2.12.4.) may arise in which an individual may not be able to meet the established qualification requirements.

2.12.1. Squadron Commander Extensions. The authorizing official for the unit may grant onetime qualification extensions of up to 120 calendar days. Unit training sections ensure qualification extensions are posted on the individual's AF Form 522, *USAF Ground Weapons Training Data*, and provide installation DFC with a courtesy copy of the extension letter.

2.12.2. Installation Level Extensions. Installation commanders, Defense Force commanders (DFC), and senior-level US Air Force Reserve (USAFR) and Air National Guard (ANG) commanders may grant one-time qualification extensions of up to 12 continuous months for their affected Airmen. The granting authority informs each unit of the types of firearms, courses of training, duration of extensions, and authorizing documents. Each unit training section ensures qualification extensions are posted on the individual's AF IMT 522. The items below should be considered before granting lengthy extensions. **NOTE:** Squadron commander and installation level extensions may not exceed a total of 12 continuous months when combined.

2.12.2.1. Impact on the force protection mission.

2.12.2.2. The number of individuals requiring extension, the extension effects, and what their specific arming requirements are (e.g., peacetime or contingency arming).

2.12.2.3. The reason for the extension, corrective action, compensatory measures, and get well date.

2.12.3. MAJCOM Extensions. MAJCOM authorizing officials may approve qualification extensions of more than 12 continuous months. Document these extensions in memorandum format, ensuring the type(s) of firearm(s), courses of training, and duration of extension are listed in the memorandum. MAJCOM's will specify an approving authority for their commands. **NOTE:** Extensions of more than 12 months should only be approved in dire circumstances where no other option is available and the total length of qualification, including all extensions, cannot exceed 24 months from the date of qualification training under any circumstances.

2.12.3. (**PACAF**) Units requiring weapons qualification extensions beyond 12 continuous months will submit the required documentation to PACAF/A7S for approval. The required

documentation will include all information required by the basic instruction plus an explanation for the extension request.

2.12.4. Contingency Operation Extensions. Weapons qualifications do not expire during contingency operations; therefore, no extensions are needed. A failure to obey the guidance in this paragraph is a violation of Article 92 of the UCMJ. **NOTE:** Theater specifics and pre-deployment messages may have more stringent requirements.

2.12.5. Firearms qualification extensions do not change the requirement for annual use of force training in non-deployed circumstances.

**2.13. Firearms Safety.** Firearms will only be drawn in the performance of official duties; as a signaling device as authorized in paragraph 2.14.; or during weapons clearing/turn-in. Military members who violate this prohibition are subject to administrative or disciplinary proceedings under Article 92 UCMJ. Civilian employees who violate this provision are subject to administrative or disciplinary action without regard to otherwise applicable criminal or civil sanctions for violations of related laws. **EXCEPTION:** AFOSI special agents follow the guidance set forth by their functional managers. A failure to obey the guidance in this paragraph is a violation of Article 92 UCMJ.

2.13.1. Responding to Incidents. Personnel responding to an actual incident, who can expect to meet an adversary armed with a deadly weapon, respond with firearms “ready” according to Attachment 3. Any decision to chamber a round of ammunition in a firearm that is not normally carried with a round chambered, or draw a pistol from the holster, will be based upon the circumstances encountered and the threat presented. **EXCEPTION:** AFOSI special agents follow the guidance set forth by their functional managers.

2.13.2. Tactical Exercises. Personnel participating in tactical exercises or force-on-force training using marking cartridges (e.g., Dye Marking Cartridge), integrated laser based weapons training devices, or blank ammunition do not have to be qualified on the firearm they are armed with and are exempt from the provisions of paragraph 2.4. However, they must be familiar with all safety requirements, have a working knowledge of the weapon they are using, and be able to distinguish between live and training ammunition.

2.13.2.1. Unit commanders must develop and implement written guidance for firearms safety tailored specifically to force-on-force training and exercises IAW AFMAN 31-229.

2.13.3. Storing Firearms. All government issued firearms will be stored IAW DoD 5100.76-M and AFI 31-101. Firearms will not be stored loaded. Individuals authorized to store government-issued firearms at a residence or non-government location will use a firearms locking device. In such cases, the agency that issues the firearm(s) will provide the individual(s) with safety locks and instructions for proper use.

2.13.3.1. Aircrew members performing anti-hijack missions, maintenance personnel at Air Force Global Strike Command (AFGSC) missile launch facilities, and military personnel involved in actual combat may store loaded firearms.

2.13.4. Use of Alcohol and Drugs. Personnel will not consume any form of alcohol or use over the counter drugs or prescription medications that could impair ability to handle a firearm while on duty, or within 8 hours before duty or firearms training. Failure to comply

with this provision may lead to punishment under Article 92 of the UCMJ. Civilian employees who violate this provision are subject to administrative or disciplinary action without regard to otherwise applicable criminal or civil sanctions for violations of related laws.

2.13.5. Weapons Handling Procedures. Personnel will use standardized weapons handling procedures IAW AFMAN 31-229 and this publication, when armed with a USAF-owned weapon.

2.13.6. Weapons Clearing Procedures. Weapons will be cleared IAW procedures outlined in AFMAN 31-229. Firearms may only be cleared under the supervision of a trained clearing barrel attendant at an authorized clearing area with a clearing barrel. Clearing barrel attendants, documented on the AF Form 797, *Job Qualification Standard Continuation/Command JQS*, must know clearing procedures for all firearms loaded and unloaded at the clearing area. **EXCEPTIONS:** This requirement does not apply to personnel engaged in combat, weapons qualification training, training exercises simulating combat, and AFOSI personnel who follow guidelines in AFOSI Manual 71-113, *Firearms, Use of Force, and Apprehension Tactics*. **NOTE:** HQ AFSFC/SFXW must approve any deviations to these procedures before MAJCOMs or units implement them.

**2.14. Firearms as Signaling Devices.** Firearms may be used as an emergency signaling device only as a last resort in life-threatening situations. This is only authorized when all other means of communication have failed or no other means of communication are available to sound the alarm. Firearms signaling should be conducted by firing three shots in rapid succession, in a safe direction, away from resources and populated areas. A failure to obey the guidance in this paragraph is a violation of Article 92 UCMJ.

**2.15. Peacetime Firearms Discharges.** Commanders must investigate all peacetime or in garrison deliberate and negligent firearm discharges. Personnel must immediately report peacetime discharges to their commander, the commander of the person who discharged the firearm (if different), and the security forces. Failing to report these incidents is a violation of Article 92 UCMJ. Civilian employees who violate this provision are subject to administrative or disciplinary action without regard to otherwise applicable criminal or civil sanctions for violations of related laws.

2.15.1. Commander Responsibilities. The commander of the person who discharged a firearm will accomplish the following:

2.15.1.1. Begin an investigation of the incident immediately or contact the Security Forces for investigative assistance.

2.15.1.2. Temporarily withdraw the person's authorization to bear a firearm immediately until completion of the investigation and, if necessary, until the person completes a remedial firearms training course (mechanical portion only).

2.15.1.3. Immediately notify public affairs, even if unauthorized firearm discharge did not involve injury, death, or property damage.

2.15.1.4. Take immediate corrective action, including applicable administrative or disciplinary actions, if investigation reveals the person used the firearm negligently or has a training deficiency.

2.15.1.5. Return the affected person to duty immediately if results of the investigation or other conclusive evidence show the person discharged the firearm according to established policy.

2.15.2. Reporting Requirements. If a US military member, contract employee, or a civilian employee of the US military discharges a government owned or affiliated firearm, during any non-combat related incident, other than authorized training events (e.g., qualifications and live fire exercises) the installation commander will ensure the following actions are taken. **NOTE:** This does apply to unintentional/negligent discharges of weapons during authorized training events including non-lethal weapons.

2.15.2.1. When unauthorized firearm discharges do not involve an injury, fatality, or possible publicity, report the incidents according to MAJCOM or Field Operating Agency (FOA) instructions. Additionally send informational copies to HQ AFSFC/SFXW.

2.15.2.1. (PACAF) When unauthorized firearms discharges do not involve injury, fatality, or possible publicity, report the incidents to PACAF/A7S within 12 hours via telephone. A follow up report following the format provided in attachment 4 will be accomplished within 30 days and sent to [pacaf.a7sworkflow@us.af.mil](mailto:pacaf.a7sworkflow@us.af.mil)

2.15.3. When unauthorized firearm discharges involve an injury, fatality, or possible publicity, report the incidents as follows:

2.15.3.1. Report incidents using OPREP-3/BEELINE message format attachment 4.

2.15.3.2. Send messages to AF/A7S (SF) and AFSFC/SFO (Operations Division) within 24 hours of the incident using Report Control Symbol AF/A30 (Operations). Messages may be sent via e-mail to: [hqafsfc.opsctr@us.af.mil](mailto:hqafsfc.opsctr@us.af.mil). Designate reports priority, emergency status code C1, and continue reporting during emergency conditions and ensure the reports are concise and to the point. AFSFC will notify all MAJCOM A7S of all incidents related to SF.

2.15.3.3. Send information copies to HQ AFSFC/SFXW, HQ USAF or FOA headquarters functional manager and to intermediate Security Forces headquarters (FOA, MAJCOM, or Numbered Air Force) staff and functional manager of the unit involved.

2.15.3.4. Send a written follow-up report in After Action Report (AAR) format to the AFSFC/SPC (Strategic Planning Cell) within 30 calendar days following all in garrison deliberate and unauthorized firearm discharges. Criminal investigations by Security Forces investigations or AFOSI into the discharge do not alleviate the need for an AAR. **NOTE:** Reports may be sent via e-mail to: SF Lessons Learned [afsfc.sfp@us.af.mil](mailto:afsfc.sfp@us.af.mil) or [afsfc.sfp@us.af.smil.mil](mailto:afsfc.sfp@us.af.smil.mil).

## 2.16. USE OF FORCE REVIEW BOARD

2.16.1. **Introduction:** Similar to mishap safety investigations, Use of Force Review Boards (UFRBs) are important tools used to gather the facts, circumstances, and lessons learned concerning the use of force involving AF members. UFRBs and criminal investigations are two separate and distinct processes. As a general rule, UFRB gathered information and testimony should not be used in any related criminal investigation. UFRB witnesses, who are not suspected of a punishable offense, will be asked to voluntarily testify and will not be

advised of their rights under Article 31, UCMJ (military), or the Fifth Amendment to the United States Constitution (civilian). If suspicion that a witness may have committed a punishable offense arises after the interview begins, the interview shall be stopped, the UFRB legal advisor consulted, and if deemed appropriate, the individual will be advised of his or her rights and may elect to continue to testify.

**2.16.2. When to Convene a Board and Its Purpose.** A UFRB will be convened for most use of force events where an injury results or where there is potential for publicity. A UFRB will be convened for all shooting incidents (except for inadvertent clearing barrel incidents) or any use of force event resulting in death. AF/A7S will appoint a disinterested SF member in the grade of O-6 or GS-15 as the board president. The MAJCOM director responsible for the individuals involved in the shooting cannot serve as the board president. The president may elect to have board members convene at the location of the shooting or as close as possible or may elect to assign tasks without physically convening members. Ideally, the board should convene within 14-30 days of the incident.

2.16.2.1. The board's purpose is to provide an all-encompassing evaluation that includes the results of the investigation or inquiry and:

2.16.2.1.1. Determine if events and facts surrounding the incident were accurately investigated and completely reported;

2.16.2.1.2. Determine if the AF member(s) acted within the scope of their authority, current policy and current procedure; and

2.16.2.1.3. Recommend changes, if needed, in AF use of force and AFSC specific tactics, policies, procedures, or training.

**2.16.3. Board Members and Their Responsibilities.** The board will be comprised of, at a minimum:

2.16.3.1. The Board President. The Board President shall:

2.16.3.1.1. Establish the board and determine its final composition;

2.16.3.1.2. Preside over the board and make a final determination on the issues presented; and

2.16.3.1.3. Will serve as the investigative focal point and conduct a comprehensive review of the incident focusing on administrative rules and procedures as well as criminal procedures

2.16.3.2. HQ Air Force Security Forces Center (AFSFC) Representative. The HQ AFSFC representative will conduct the UFRB investigation, per the direction of the UFRB president for Security Forces. The HQ AFSFC representative will have the same access to the participant, witness and the crime scene as local investigators. All information gathered by investigative bodies must be made available to the HQ AFSFC representative.

2.16.3.2.1. Other Directorates will provide guidance on who will conduct UFRBs.

2.16.3.3. Psychologist. An AF psychologist will be assigned to the board and will:

2.16.3.3.1. Provide psychological expertise and insights to the board; and

2.16.3.3.2. Evaluate the involved SF members and make referrals to qualified counselors when needed.

2.16.3.4. AF/JA. A judge advocate or civilian attorney will:

2.16.3.4.1. Serve as the legal advisor to the board, AF/A7S, HQ AFSEFC, and other directorates' UFRB representatives, but not to the involved AF members; and

2.16.3.4.2. Offer advice to the local staff judge advocate (SJA), if requested, and conduct liaison with higher legal staffs.

2.16.3.5. HQ AFOSI Representative. The HQ AFOSI representative will provide investigative expertise, as required.

2.16.3.6. A first-line security forces supervisor from a different installation. This member will provide a practical perspective on daily security forces operations.

2.16.3.7. Other Members. The UFRB president will determine other members of the UFRB (additional advisors, administrator, etc).

2.16.3.7.1. The investigators who conducted the investigation will not be included as UFRB members. The UFRB president should have the investigators appear before the board to brief the facts of the investigation and answer any questions. The investigators will not, however, be involved in making determinations or recommendations such as those outlined in paragraphs 2.16.2.1.1. through 2.16.2.1.3.

2.16.3.8. Legal Considerations for a Shooting Incident. Historically, local law enforcement agencies have investigative responsibility for shootings within their territorial jurisdictions. That responsibility does not change simply because one of the participants is an AF law enforcement officer. Accordingly, an AF law enforcement officer involved in an off-base shooting incident, or where there is concurrent jurisdiction, should anticipate an investigation by local authorities in addition to a review by the UFRB. Consult the local SJA regarding applicable contract provisions, if any, scope of employment, local or state law enforcement investigation policies and procedures, and any potential local or state prosecution concerns.

2.16.3.9. The Use of Force Review Board Report. The UFRB report will contain, at a minimum, the following information and any additional information as needed. Distribution of the final report will be determined by AF/A7S.

2.16.3.9.1. A summary of the facts and circumstances surrounding the shooting incident and attach all documents reviewed. A security forces firearms discharge report must be completed by the unit involved and included as part of the report as well as;

2.16.3.9.2. A summary of all interviews conducted by the UFRB;

2.16.3.9.3. Findings of the UFRB, including misconduct or commendation;

2.16.3.9.4. Dissenting opinions;

2.16.3.9.5. Any identified training issues;

2.16.3.9.6. Any identified policy issues; and

2.16.3.9.7. Recommendations of the UFRB.

**2.17. Non-Lethal Weapons.** DoDD 3000.3 states non-lethal weapons are weapons that are explicitly designed and primarily employed to incapacitate personnel or materiel, while minimizing fatalities, permanent injury, and undesired damage to property and the environment. Non-lethal weapons employ means other than gross physical destruction to prevent the target from functioning. Non-lethal weapons are intended to have one, or both, of the following characteristics: They have relatively reversible effects on personnel or materiel. They affect objects differently within their area of influence. Unit Standard Operating Procedures (SOPs) and Tactics, Techniques, and Procedures (TTPs) may require adjustment to enable employment of non-lethal weapons and new equipment for the success of specific missions.

**2.18. Non-Lethal Weapons and Techniques Training.** Career Field Managers will specify what NLW and techniques training, if any, will be received by their respective AFSC.

2.18.1. Personnel will not employ non-lethal weapons or techniques prior to being trained IAW AFMAN 31-222 or AFSC specific guidance as directed by CFMs.

2.18.1.1. Each unit is responsible for providing instructors to train individuals on performing non-lethal techniques and (if appropriate) using non-lethal weapons. Instructors must be a graduate of one of the following: Air University (AU) Online Instructor Methodology Course (Course Number 03S00W), Basic Instructor Course (BIC), or Principles of Instruction (POI) and currently certified on the NLW. Alternatively be a graduate of the Inter-service Non-lethal Individual Weapons Instructor Course (INIWIC), Federal Law Enforcement Training Center (FLETC), or other instructor certification course such as Safari Land Basic Instructor Course. Instructors must currently be certified on the non-lethal weapon or technique before being authorized to teach the course. Instructors must follow the guidance set forth in AFMAN 31-222 or AFSC specific guidance as directed by CFMs.

2.18.1.2. Commanders will ensure personnel receive practical, performance based and scenario-driven use of force training annually, IAW section 2.5. of this publication, before authorizing individuals to employ non-lethal weapons.

2.18.1.3. Personnel must complete qualification training IAW AFI 36-2226 on the service weapon used to deploy non-lethal munitions, to include the non-lethal orders of fire. This training only qualifies the individual on the weapon/munitions and does not meet non-lethal employment training requirements. Instructor requirements for non-lethal employment training are outlined in 2.17.1.1. of this publication.

2.18.2. Non-Lethal Weapons Reporting Requirements. Use the following format to report non-lethal weapons incidents if a US military member, contract employee, or a civilian employee of the US military employs/discharges a non-lethal weapon, while on duty or in the performance of official duties (to include training mishaps).

2.18.2.1. When unauthorized employment does not involve an injury, fatality, or possible adverse publicity, report the incidents according to MAJCOM or Field Operating Agency (FOA) instructions.

2.18.2.1. (PACAF) When unauthorized employment does not involve injury, fatality, or possible publicity, report the incidents to PACAF/A7S within 12 hours via telephone. A

follow up report following the format provided in attachment 4 will be accomplished within 30 days and sent to [pacaf.a7soworkflow@us.af.mil](mailto:pacaf.a7soworkflow@us.af.mil)

2.18.2.2. Report incidents using OPREP-3/BEELINE message format. **NOTE:** The OPREP-3/BEELINE report format will be used even if the event does not meet the reporting guidelines in AFI 10-206, *Operational Reporting*.

2.18.2.3. Send messages to HQ USAF/A7S (SF) and HQ AFSFC/SFO (Operations Division) within 24 hours of the incident using Report Control Symbol AF/A30 (Operations). Messages may be sent via e-mail to: [hqafsfc.opsctr@us.af.mil](mailto:hqafsfc.opsctr@us.af.mil). Designate report's priority, emergency status code C1, and continue reporting during emergency conditions and MINIMIZE.

2.18.2.4. Send information copies to HQ USAF or FOA headquarters functional manager and to intermediate Security Forces headquarters (FOA, MAJCOM, or Numbered Air Force) staff and functional manager of the unit involved.

2.18.2.5. Send a written follow-up report in a lessons learned format (Attachment 4) within 60 calendar days of the employment/discharge to all original addressees and HQ AFSFC/SFOP (Police Services Branch) via e-mail at [all.afsfc.sfop@us.af.mil](mailto:all.afsfc.sfop@us.af.mil). Criminal investigations by Security Forces Investigations or AFOSI do not alleviate the need for a lessons learned report.

JUDITH A. FEDDER, Lt General, USAF  
DCS/Logistics, Installations and Mission Support

**(PACAF)**

KENNETH J. D'ALFONSO, Colonel, USAF  
Chief, Security Forces Division

**Attachment 1****GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

Air Force General Officer Handbook

18 USC 922, *Unlawful Acts*, 3 January 2007

(CJCSI) 3121.01B, *Standing Rules of Engagement/Standing Rules for the Use of Force for US Forces*, 15 January 2009

DoDD 3000.3, *Policy for Non Lethal Weapons*, 9 July 1996

DoD 5100.76-M, *Physical Security of Sensitive Conventional Arms, Ammunition, and Explosives*, 12 August 2000

DoD S-5210.41-M\_Air Force Manual 31-108, *Nuclear Weapon Security Manual: The Air Force Nuclear Weapon Security Manual*, 1 Feb 2010

DoD Directive 5210.56, *Carrying of Firearms and the Use of Force by DoD Personnel Engaged in Law Enforcement and Security Duties*, 1 April 2011

DoDI 2000.22, *Designation and Physical Protection of DoD High Risk Personnel (HRP)*, "January 22, 2008, Change 1, July 22, 2008

DoDI 5525.12, *Implementation of the Law Enforcement Officers Safety Act of 2004*

DoDI 5525.14, *DoD Law Enforcement Officers (LEOs) Flying Armed*, 22 March 2011

DoD Civil Disturbance Plan "Garden Plot" (unnumbered), 15 February 1991

AFPD 31-1, *Integrated Defense*, 20 September 2010

AFPD 71-1, *Criminal Investigations and Counterintelligence*, 6 January 2010

AFI 10-206, *Operational Reporting*, 6 September 2011

AFI 31-101, *Integrated Defense*, 8 October 2009

AFI 36-704, *Discipline and Adverse Actions*, 22 July 1994

AFI 36-2101, *Classifying Military Personnel (Officer and Enlisted)*, 7 March 2006

AFI 36-2226, *Combat Arms Program*, 24 February 2009

AFI 36-2608, *Military Personnel Records System*, 30 August 2006

AFI 44-109, *Mental Health, Confidentiality, and Military Law*, 1 March 2000

AFI 48-123 Volume 1, *Medical Examinations and Standards, Volume 1 – General Provisions*, 5 June 2006

AFMAN 31-222, *Air Force Use of Force Manual*, 18 February 2009

AFMAN 31-229, *USAF Weapons Handling Manual*, 12 May 2004

AFMAN 33-363, *Management of Records*, 1 March 2008

AFMAN 36-2227 V1, *Combat Arms Training Programs Individual Use Weapons*, 21 May 2004

AFMAN 36-2227 V2, *Combat Arms Training Programs Crew Served Weapons*, 1 January 2004  
AFOSI Manual 71-113, *Firearms, Use of Force, and Apprehension Tactics*, 15 January 2009  
PL 108-277, *Amend title 18, United States Code, to exempt qualified current and former law enforcement officers from State laws prohibiting the carrying of concealed handguns*, 22 July 2004

### **Prescribed Forms**

AF Form 523, *USAF Authorization To Bear Firearms*  
AF Form 629, *Small Arms Hand Receipt*  
AF Form 590, *Withdraw/Reinstatement of Authority to Bear Firearms*

### **Adopted Forms**

AF Form 522, *USAF Ground Weapons Training Data*  
AF Form 797, *Job Qualification Standard Continuation/Command JQS*  
AF Form 847, *Recommendation for Change of Publication*  
DD Form 2760, *Qualification to Possess Firearms or Ammunition*

### **Abbreviations and Acronyms**

**AFI**—Air Force Instruction  
**AFCFM**—Air Force Career Field Managers  
**AFECD**—Air Force Enlisted Classification Directory  
**AFGSC**—Air Force Global Strike Command  
**AFMAN**—Air Force Manual  
**AFOCD**—Air Force Officer Classification Directory  
**AFOSI**—Air Force Office of Special Investigations  
**AFPD**—Air Force Policy Directive  
**AFRIMS**—Air Force Records Information Management System  
**AFSC**—Air Force Specialty Code  
**ALC**—Assignment Limitation Code  
**AMLO**—Air Mobility Liaison Officer  
**ANG**—Air National Guard  
**ASOC**—Air Support Operations Center  
**AU**—Air University  
**BIC**—Basic Instructor Course  
**CA**—Combat Arms  
**CAC**—Common Access Card

**CBRNE**—Chemical, Biological, Radiological, Nuclear, and High Yield Explosives

**CCDR**—Combatant Commander

**CED**—Contingency, Exercise, Deployment

**DAF**—Department of the Air Force

**DEFCON**—Defense Readiness Condition

**DFC**—Defense Force Commander

**DIA**—Defense Intelligence Agency

**DNA**—Do Not Arm

**DoD**—Department of Defense

**DoDD**—Department of Defense Directive

**DTA**—Department of Defense Threat Assessment

**EDIPI**—Electronic Data Interchange Personal Identifier

**FCG**—Foreign Clearance Guide

**FLEOFA**—Federal Law Enforcement Officer Flying Armed

**FLETC**—Federal Law Enforcement Training Center

**FOA**—Field Operating Agency

**FPCON**—Force Protection Condition

**GSU**—Geographically Separated Unit

**HQ AFSFC**—Headquarters Air Force Security Forces Center

**HR**—House Resolution

**IAW**—In Accordance With

**INIWIC**—Inter-Service Non-lethal Individual Weapons Instructor Course

**LFA**—Lead Federal Agency

**LTA**—Local Threat Assessment

**MAJCOM**—Major Command

**MSA**—Munitions Storage Area

**NAF**—Numbered Air Force

**NLW**—Non-lethal Weapon

**OPR**—Office of Primary Responsibility

**PA**—Privacy Act

**PCS**—Permanent Change of Station

**PD**—Personnel Defense

**POI**—Period of Instruction  
**PPC**—Personnel Processing Code  
**RDS**—Records Disposition Schedule  
**ROE**—Rules of Engagement  
**RUF**—Rules for the Use of Force  
**SAC**—Special Agent in Charge  
**SECDEF**—Secretary of Defense  
**SOFA**—Status of Forces Agreement  
**SOP**—Standard Operating Procedures  
**SRUF**—Standing Rules for the Use of Force  
**TAC**—Terminal Attack Control team  
**TACP**—Tactical Air Control Party  
**TDY**—Temporary Duty  
**TSA**—Transportation Security Administration  
**TTP**—Tactical Training Procedure  
**UCMJ**—Uniform Code of Military Justice  
**UFRB**—Use of Force Review Board  
**USAF**—United States Air Force  
**USAFR**—United States Air Force Reserves  
**UTC**—Unit Training Code

### *Terms*

**Aggravated Assault**—An unlawful intentional, or attempt, to do bodily harm to another person, using a dangerous weapon or other means or force likely to produce grievous bodily harm, or the intentional infliction of grievous bodily harm, with or without a weapon.

**Armed**—Equipped with a loaded firearm.

**Armed Robbery**— Wrongfully taking certain property from a person or from a person's possession while in the person's presence, by means of force or violence or fear of immediate or future injury to that person, a relative, or member of their family or any one accompanying that person at the time.

**Concealed Weapon**— A firearm that is carried by a person and intentionally covered or kept from sight (for instance, a hand gun not clearly visible on the outermost garment worn).

**Deadly Force**— Force that which when applied, a reasonable Airman would know would cause death or serious bodily harm.

**Deadly Weapon**— Any implement whose purpose is to cause death or that when used as an instrument of offense is capable of causing death or serious bodily harm. This includes not only

firearms and knives, but also blunt instruments like clubs, baseball bats, pipe wrenches, or automobiles.

**Firearm**—Any weapon designed to expel a projectile through a barrel by the action of a propellant or one that you can readily convert to this purpose. The frame or receiver group of any such weapon, any firearm muffler or silencer, and starter guns are firearms.

**Firearm Locking Device**—A device that when installed on a firearm and secured by means of a key or mechanically, electronically, or electro-mechanically operated combination lock prevents the firearm from being discharged without first deactivating or removing the device by means of a key or mechanically, electronically, or electro-mechanically operated combination lock; **or** a mechanical, electrical, or electro-mechanical locking mechanism incorporated into the design of the firearm that prevents discharge of the weapon by anyone not having access to the key or other device designed to unlock and allow discharge of the firearm.

**Functional Manager**—The office of primary responsibility for a particular Air Force specialty. Examples: HQ USAF/A7S, for security forces; HQ USAF/A7C for civil engineers; AF/A1 for personnel, and education and training specialists.

**Hostile Act**— An attack or other use of force by any civilian, paramilitary, or military force or terrorist(s) (with or without national designation) against the United States, US forces, and in certain circumstances, US nationals, their property, US commercial assets, or other designated non-US forces, foreign nationals, and their property. Force used directly to preclude or impede the mission and/or duties of US forces, including the recovery of US personnel and vital US Government property. When a hostile act is in progress the right exists to use proportional force, including armed force, in self-defense by all necessary means available to deter or neutralize the potential attacker or, if necessary, to destroy the threat.

**Hostile Intent**—The threat of imminent use of force by a foreign force, terrorist(s), or organization against the United States and US national interests, US forces, and in certain circumstances, US nationals, their property, US commercial assets, and other designated non-US forces, foreign nationals, and their property. When hostile intent is present, the right exists to use proportional force, including armed force, in self-defense by all necessary means available to deter or neutralize the potential attacker or, if necessary, to destroy the threat. A determination that hostile intent exists and requires the use of proportional force in self-defense must be based upon evidence that an attack is imminent. Evidence necessary to determine hostile intent will vary depending upon the state of international and regional political tension, military preparations, intelligence, and indications and warning information.

**Immediate Threat**—The determination of whether the danger of death or serious bodily harm is immediate will be based upon an assessment of all facts and totality of circumstances known to DoD forces (military, civilian, or contractor) at the time and may be made at any level. Individuals with the capability to inflict death or serious bodily harm and who demonstrate intent to do so may be considered an immediate threat.

**Installation Commander**—The individual responsible for all operations performed by an installation.

**Objective Reasonableness**—Fourth Amendment standard established by Supreme Court in determining if individuals involved in law enforcement or security duties employed appropriate level of force in dealing with all persons. The Supreme Court defined police use of force as a

“seizure” under the Fourth Amendment to the US Constitution. The “reasonableness” of a particular use of force must be judged from the perspective of a reasonable Airman with like training on the scene, rather than with the 20/20 vision of hindsight.

**Officer/Sentry**— Any officer, noncommissioned officer, Airman, civilian or contract employee performing security, law enforcement, military police, or guard duties under Air Force control.

**Subject Action(s)**—The officer/sentry’s perception of the subject’s capability, opportunity, and intent indicate what degree of force is required, if any, by the officer/sentry to achieve his/her objective. As in the elements of reasonableness, subject actions cannot be defined mechanically, but can be structured into behavioral categories to promote understanding of the concept.

**Probable Cause (Reasonable Grounds)**— Determination required by Fourth Amendment of the Constitution and UCMJ in the general context of apprehension, search, or seizure that reasonable grounds exist to believe that a specific offense has occurred, that a certain person has committed a specific offense or is engaged in committing an offense, or that a person, property, or evidence sought is located in a particular place or on a particular person.

**Reasonable Suspicion**—Function: *noun*: an objectively justifiable suspicion that is based upon specific facts or circumstances and that justifies stopping and sometimes searching (as by frisking) a person thought to be involved in criminal activity at the time. The Supreme Court case Terry v Ohio (1968) held that police may briefly detain a person who they reasonably suspect is involved in criminal activity. *NOTE: A police officer stopping a person must be able to point to specific facts or circumstances even though the level of suspicion need not rise to that of the belief that is supported by probable cause. A reasonable suspicion is more than a hunch.*

**Rules of Engagement**—Directives issued by competent military authority that delineate the circumstances and limitations under which US forces will initiate or continue combat engagement with other forces.

**Grievous Bodily Harm /Serious Bodily Harm**—Includes fractured or dislocated bones, deep cuts, torn members of the body, serious damage to the internal organs, and life threatening injuries but does not include minor injuries solely such as a black eye or bloody nose.

**Unauthorized Firearms Discharge**—Intentionally or accidentally discharging a firearm without authorization.

**Unit Commander**—An officer who commands a designated unit assigned, attached, or tenant to an installation and whom administrative orders identify as a "commander.”

## Attachment 2

### PERSONALITY AND BEHAVIOR FACTORS THAT MAY AFFECT SUITABILITY TO BEAR FIREARMS

**A2.1.** The personality and behavioral factors below are presented in categories so they may be more easily recognized. There is no magic number of these factors that suggests a personality or behavioral disorder. Rather it is the extent to which the noted factor(s) change that is different from what is considered "normal" that makes a factor important. Finally, it is the **duration** (how long the factor has been present/how long it lasts), **frequency** (how often it happens), and **intensity** (strength) of the factor that suggest the severity of the personality or behavioral trait.

#### **A2.2. Factors Relating to Thinking and Attitude.**

A2.2.1. Suspiciousness. Individual seems unable to trust others, is jealous, complains of plots against him or her, and sees hidden meanings in personal slights.

A2.2.2. Arrogance. Individual assumes or presumes the possession of superior or unique ideas or abilities.

A2.2.3. Lack of Humor. Especially the inability to laugh at one's self, at one's mistakes, or one's weaknesses.

A2.2.4. Inflexibility. Especially in accepting new ideas originating among others.

A2.2.5. Preoccupation. Sticking to one idea to the exclusion of almost all other thoughts so those relationships with others are strained and ranges of interests are severely narrowed.

A2.2.6. Sensitivity. Particularly concerning status, where the individual is overly concerned with being left out, ignored, ridiculed, or talked about.

A2.2.7. Arguing. When accompanied by the development of a personal logic to support unusual or unrealistic ideas.

#### **A2.3. Factors Related to Behavior or Activity.**

A2.3.1. Impulsiveness. Acts without considering the consequences, is easily distracted, seeks enjoyment of the moment to the exclusion of long-range goals, craves excitement, and may talk about disasters, violence, or destruction.

A2.3.2. Destructiveness. May involve impulsive damage to military equipment.

A2.3.3. Temper Tantrums. Childish outbursts of anger, sulking, or pouting over minor disappointments.

A2.3.4. Agitation. Excessive restlessness due to emotional tension.

A2.3.5. Excessive Talking. Particularly when no logical thought is communicated to the listener.

A2.3.6. Decreased Talking. Usually accompanied by boredom, listlessness, and apparent disinterest.

A2.3.7. Accident Prone. May show apparent disregard for safety procedures.

#### **A2.4. Factors Related to Awareness or Level of Consciousness.**

A2.4.1. Alcohol and Drug Intoxication. May cause loss of inhibitions, poor judgment, or physical impairment.

A2.4.2. Fainting Spells. May have both physical and emotional causes.

A2.4.3. Sleep Attacks (Narcolepsy). Uncontrollable episodes of sleeping that may interfere with functional reliability.

A2.4.4. Seizures (Epilepsy). May have convulsions, with or without complete loss of consciousness; trance-like states; attacks of inappropriate rage; or repetitive, stereotyped behavior.

A2.4.5. Sleepwalking. Individuals may injure themselves or damage property while apparently asleep.

A2.4.6. Daydreaming. Individual preoccupied with internal thoughts and fantasies with lack of attention to current tasks.

A2.4.7. Amnesia. Loss of memory due to brain disease and injury or emotional conflicts.

### **A2.5. Factors Related to Mood and Feeling.**

A2.5.1. Unusual Happiness. Particularly when no apparent reason for elation exists. May be accompanied by excessive physical activity, lack of sleep, excitement, and excessive talking.

A2.5.2. Unusual Sadness. May indicate significant depression, particularly when accompanied by hopelessness, self condemnation, dejection, feelings of guilt, pessimism, poor sleep, fatigue, loss of appetite, slow physical activity, or loss of interest in job and family.

A2.5.3. Attempted Suicide. Particularly significant when attempted through the deliberate use of a firearm. Factors predictive of suicide include a history of previous suicide attempts, suicidal threats, depression, serious physical illness, alcoholism, loss of a loved one through death or divorce, financial or job reversals with loss of self-esteem, and apparent preparations for death, such as an unusual interest in wills and life insurance.

A2.5.4. Suicide Gestures. May represent significant emotional disorder and require medical evaluation.

A2.5.5. Hypochondria. Imagined illness. Disagreements with doctors who are pictured as not understanding.

A2.5.6. Complaints of headaches, back pain, or abdominal pains without evidence of physical illness or medical evaluation.

A2.5.7. Hostility. Particularly expressions of hostility towards one's country.

A2.5.8. Legal Controversies. Threats of lawsuit and other reprisals over minor or nonexistent wrongs.

**A2.6. Stress Reactions.** The stress reactions below are presented in categories so they may be more easily recognized and understood. There is no magic number of these symptoms that suggests difficulty in coping. Rather it is the extent to which the noted reaction is a change that is different from a person's normal condition that makes a reaction potentially important. It is the combined presence of symptoms that determines potency of the problem. Indicators may be

isolated reactions or combinations among the three categories listed below. Finally, it is their duration (how long symptoms have been present/how long they last), frequency of such incidents (how often they happen), and **intensity** (strength) with which they are present that suggest severity of the difficulty of coping.

### **A2.7. Emotional Indicators**

#### A2.7.1. Apathy:

A2.7.1.1. The "blahs"/sad

A2.7.1.2. Recreation no longer pleasurable

#### A2.7.2. Anxiety:

A2.7.2.1. Restless/agitated

A2.7.2.2. Insecure/ feelings of worthlessness

#### A2.7.3. Irritability:

A2.7.3.1. Overly sensitive/defensive

A2.7.3.2. Arrogant/argumentative

A2.7.3.3. Insubordinate/hostile

#### A2.7.4. Mental Fatigue:

A2.7.4.1. Preoccupied/inflexible

A2.7.4.2. Difficulty concentrating

#### A2.7.5. Overcompensation (Denial):

A2.7.5.1. Exaggerate/grandiose

A2.7.5.2. Overworks to exhaustion

A2.7.5.3. Denies problems/symptoms

A2.7.5.4. Suspicious/paranoid

### **A2.8. Behavioral Indicators**

#### A2.8.1. Withdrawal (Avoidance)

A2.8.1.1. Social isolation

A2.8.1.2. Work-related withdrawal

A2.8.1.3. Reluctance to accept responsibilities

A2.8.1.4. Neglecting responsibilities

#### A2.8.2. Acting out:

A2.8.2.1. Alcohol abuse; promiscuity

A2.8.2.2. Gambling/spending spree

#### A2.8.3. Desperate acting out (getting attention):

A2.8.3.1. Cry for help

A2.8.3.2. Administrative infractions such as tardy for work, poor appearance, poor personal hygiene, accident prone, etc.

A2.8.3.3. Legal infractions such as traffic tickets, indebtedness, shoplifting, etc.

A2.8.3.4. Fights and/or Child/spouse abuse

## **A2.9. Physical Indicators**

A2.9.1. Preoccupation with illness (intolerant of/dwelling on minor ailments)

A2.9.2. Frequent illness (actually sick)

A2.9.3. Use of self-medication

A2.9.4. Somatic indicators:

A2.9.4.1. Headaches

A2.9.4.2. Insomnia

A2.9.4.3. Change in appetite

A2.9.4.4. Weight gain/weight loss

A2.9.4.5. Digestion problems

A2.9.4.6. Nausea/vomiting

A2.9.4.7. Diarrhea/constipation

A2.9.4.8. Sexual difficulties

### Attachment 3

#### EMERGENCY RESPONSES WITH FIREARMS

**A3.1.** During routine/normal operations, all personnel are required to arm/carry all USAF small arms IAW AFMAN 31-229. However, when responding to an *actual* incident where you can *reasonably* expect to meet an adversary armed with a deadly weapon, respond with firearms ready as follows. You must base any decision to chamber a round of ammunition in a firearm that is not normally carried with a round chambered, or draw a pistol from the holster, on the circumstances you are facing and the threat present. **NOTE:** AFOSI special agents will follow guidance set forth in AFOSI Manual, *Firearms, Use of Force, and Apprehension Tactics*.

A3.1.1. When armed with an M16 series rifle, an M4 carbine, or the GAU-5A, GAU-5A/A, or GUU-5P; the weapon may be carried with a round in the chamber, safety selector on "SAFE," and the finger *not* in the trigger guard either at the high ready or low ready positions based upon the officer's risk perception.

A3.1.2. When armed with a shotgun, the weapon may be carried with a round in the chamber, safety selector on "SAFE," and the finger *not* in the trigger guard either at the high ready or low ready positions based upon the officer's risk perception.

A3.1.3. When armed with the M9 (9mm); the weapon may be drawn from the holster and carried with the finger outside of the trigger guard, either at the high ready or low ready positions based upon the officer's risk perception.

A3.1.4. When armed with the M203 grenade launcher attached to a M16/M4 carbine, follow the instructions for the M16/M4 (A3.1.1.). You will chamber a 40mm round only when use is deemed necessary.

A3.1.5. When armed with the M240B machine gun; carry it, "half load" or "full load" depending upon MAJCOM directives, safety lever on "SAFE," and finger *not* in the trigger guard.

A3.1.6. When armed with other firearms (UZI submachine gun, H&K MP5 submachine gun, etc) follow the guidance set forth by the Air Staff functional manager or MAJCOM (see AFMAN 31-229, attachments 15 and 16).

A3.1.7. When armed with the M249 automatic rifle, carry it at "half load" or "full load" depending on MAJCOM directive, selector lever on "Safe", and finger not in the trigger guard.

A3.1.8. When armed with an M24 sniper rifle, the weapon may be carried either at the high ready or low ready positions based on the officer's risk perception. You will chamber a round only when use is deemed necessary.

**Attachment 4****PEACETIME GOVERNMENT FIREARMS DISCHARGE REPORT**

**A4.1.** Installation commanders must use this report when providing the follow-up firearms discharge report specified by section 2.15. and 2.1.17.5.4. of this publication to include NLW.

**BACKGROUND INFORMATION ON SUBJECT**

1. FULL NAME AND GRADE
2. SOCIAL SECURITY ACCOUNT NUMBER (EMPLOYEE NUMBER WHEN SUBJECT DOES NOT HAVE A SOCIAL SECURITY ACCOUNT NUMBER)
3. DATE AND PLACE OF BIRTH
4. MAJCOM/SOA/FOA OF ASSIGNMENT
5. UNIT AND INSTALLATION OF ASSIGNMENT
6. DATE ASSIGNED PRESENT UNIT
7. PRIMARY AFSC

**INCIDENT SUMMARY**

1. DATE AND TIME OF INCIDENT
2. TYPE AND SERIAL NUMBER OF FIREARM
3. TYPE OF INJURY OR PROPERTY DAMAGE
4. PUBLICITY RECEIVED
5. BRIEF SUMMARY OF INCIDENT

**LESSONS LEARNED**

**1. Submitted by:** The DFC or squadron commander of the individual who discharged the firearm will normally initiate the report.

**2. Operation/Event Name:** The formal name of the military operation or a brief description of the event; for example, RESTORE HOPE in Somalia from August to December 1993, or Use of

Deadly Force, Andrews AFB, MD, 1990.

**3. Keywords:** Critical terms specific enough to facilitate a subject matter automated search. Example: Law enforcement, use of deadly force.

**4. Title:** Name of the incident. Example: Murder of an SF Member/Robbery.

**5. Observation:** A precise, factual description of the entire incident in narrative format. This section should include background information on the subject.

**6. Discussion:** A critical review of the procedures used and actions accomplished during the incident. The intent is to highlight potential problem areas so readers can prevent similar mistakes or to prompt a review of appropriate policy or procedures.

**7. Lessons Learned:** A synopsis of a “better way” or a “best business practice” that may be more effective in the future.

**8. Recommended Action:** Use this section to outline suggested review actions by higher headquarters.

**9. OPR Comments:** This is an open area designed for the OPR to add any additional appropriate comments.

## Attachment 5

**DOMESTIC VIOLENCE AMENDMENT / LAUTENBERG NOTICE EXAMPLE**

**A5.1.** The listed Domestic Violence Amendment/Lautenberg Notice may be used to comply with unit posting requirements.

**Domestic Violence Amendment/Lautenberg Notice**

**The duties, activities, or responsibilities performed in this area or facility require employees and/or military members to store, issue, dispose of, or transport firearms or ammunition. Using firearms or ammunition; selling or disposing of firearms or ammunition; receiving, possessing, shipping or transporting firearms or ammunition; or other duties, activities or responsibilities involving firearms or ammunition are covered by the Gun Control Act (Title 18, U.S.C., § 922). Any person who has been convicted of a crime of domestic violence is not eligible to perform these duties. Employees and military members have an affirmative, continuing obligation to inform their supervisors if they have, or later obtain, a qualifying conviction. Candidates selected to fill these positions will be required to certify they have not been convicted of a crime of domestic violence prior to assuming the duties of the position. False or fraudulent information provided by candidates is criminally punishable by fine or imprisonment (Title 18, U.S.C., § 1001) and may result in referral to commanders for appropriate action.**