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Special Investigations

PROTECTIVE SERVICE MATTERS



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This Instruction implements AFD 71-1, *Criminal Investigations and Counterintelligence*; DoD Instruction O-2000.22, *Designation and Physical Protection of DoD High Risk Personnel (HRP)*; This publication applies to Air Force Reserve (AFR) Units, the Air National Guard (ANG), and the Civil Air Patrol (CAP) performing an Air Force assigned mission. The authorities to waive wing/unit level requirements in this publication are identified with a Tier (“T-0, T-1, T-2, T-3”) number following the compliance statement. See AFI 33-360, *Publications and Forms Management*, Table 1.1 for a description of the authorities associated with the Tier numbers. Submit requests for waivers through the chain of command to the appropriate Tier waiver approval authority, or alternately, to the Publication OPR for non-tiered compliance items. This publication may be supplemented at any level, but all direct supplements must be routed to SAF/IGX for coordination prior to certification and approval. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, *Recommendation for Change of Publication*; route AF Forms 847 from the field through appropriate chain of command. Ensure that 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 Disposition Schedule (RDS) located in the Air Force Records Information Management System (AFRIMS).

SUMMARY OF CHANGES

The rewrite removes the reference to rescinded DoDI 5030.34. Additionally, it identifies tiered waiver authorities for unit level compliance items, This revision removes instructions to report information to the United States Secret Service.

Chapter 1

PROTECTIVE SERVICE PROCEDURES

1.1. Protective Services. AFOSI will provide protective services, including long-term protective service operations (PSOs), when the requester and AFOSI jointly determine such protection is needed. (See Attachment 2 for PSO considerations.) **(T-1)**

1.1.1. The Secretary of the Air Force, Inspector General (SAF/IG) will resolve all disputes that cannot be resolved between AFOSI and requesters.

1.2. Responsibilities:

1.2.1. Air Force installation commanders are responsible for the safety and security of all assigned and visiting personnel. **(T-1)**

1.2.2. AFOSI is the lead agency within the Air Force authorized to provide specialized protective services.

1.2.3. AFOSI units will:

1.2.3.1. Investigate threats against Air Force or DoD officials made by Air Force members. **(T-2)**

1.2.3.2. Refer information about similar threats by civilians to the United States Secret Service (USSS) and the Federal Bureau of Investigation (FBI). **(T-2)**

1.2.3.3. Monitor any resulting investigations affecting the Air Force. **(T-2)**

1.2.3.4. Train defense forces on protective support functions. **(T-2)**

1.2.4. The AFOSI detail leader, through the AFOSI field unit, can request the assistance of the Installation Defense Force Commander to obtain the following on-base support for PSOs:

1.2.4.1. Traffic control.

1.2.4.2. Installation perimeter security and entry and exit control.

1.2.4.3. Checkpoints, crowd control, and surveillance security posts.

1.2.4.4. Security for principal's aircraft.

1.2.4.5. Perimeter security for principal's on-base residence.

1.2.4.6. Other support which the AFOSI detail leader and the installation Defense Force Commander agree upon.

1.3. Protection of Senior Air Force Officials. AFOSI will provide a protective service detail (PSD) to coordinate protective services and other protective assistance for the Secretary of the Air Force, the Chief of Staff of the Air Force and other designated High Risk Personnel (HRP) IAW DoDI O-2000.22. **(T-0)**

1.3.1. Installation commanders will not independently request protective services for these officials from their servicing AFOSI office. **(T-1)**

1.3.2. AFOSI will conduct a Protective Threat Assessment (PTA) for each stop on the itinerary to determine if these officials require protection. **(T-1)**

1.3.3. Local commanders will not initiate protective measures for these officials without the prior approval of the AFOSI Personal Security Advisor (PSA). **(T-1)**

1.3.4. AFOSI will complete a Personal Security Vulnerability Assessment (PSVA) for each person who is nominated for HRP IAW DoDI O-2000.22. **(T-0)** PSVAs need to be initiated and completed within 90 days of an individual's assignment to an HRP position. The PSVA are submitted to the Component Head with a copy to the HQ AFOSI/XRC PSO Program Manager (PM) within 120 days of an officials' assignment to the position (See DoDI O-2000.22 Enclosure 3). PSVAs are revalidated annually and updated if the threat, vulnerabilities, or terrorism threat level changes. PSVAs should conform to the formats as identified in DoDI O-2000.2.

1.4. Services Provided to Senior Air Force Officials: AFOSI will provide a PSD as listed above in 1.3. The Protective Security Advisor (PSA) will coordinate protective services and other protective assistance as needed for the respective HRP. **(T-1)**

1.4.1. The appropriate AFOSI Field Investigations Region (FIR), AFOSI 7th Field Investigative Squadron (FIS), Joint Base Andrews, MD, or Investigations Collection Operations Nexus (ICON), Quantico, VA, will coordinate PTAs with the appropriate AFOSI units, DoD protective service organizations, federal, state, local, and foreign law enforcement and/or security agencies for all travel where the HRP will be off-base or overseas. **(T-1)**

1.4.2. The AFOSI PSA will coordinate protective measures for the traveling official at his or her travel destinations, where such protection is deemed appropriate. **(T-1)**

1.4.3. The AFOSI PSA will document (via memo for record) all instances where protection is offered and declined. **(T-1)**

1.4.4. The AFOSI PSA or designated Region or FIS representative will provide monthly inputs to HQ AFOSI/XR, HQ AFOSI/XRC, and PSO PM regarding location and security arrangements for each assigned HRP. **(T-1)**

1.4.5. AFOSI may provide annual antiterrorism briefings; specifically addressing personal and family security, travel security, driving security, and hostage survival to designated HRPs.

1.5. Travel:

1.5.1. Based upon results of the PTA, AFOSI and the HRP or his/her designated representative jointly determine the level of security required and submit a request to USD(P) for HRP designation IAW DoDI O-2000.22.

1.5.2. For travel, protective services range from supplying the HRP's staff with a point of contact list for the area to be visited, to a full PSD depending upon the event, location and threat and approval by the Secretary or the Deputy Secretary of Defense IAW DoDI O-2000.22.

1.6. Other Services:

1.6.1. AFOSI establishes training standards and ensures training is accomplished for personnel assigned as drivers for USAF senior leaders.

1.6.2. AFOSI coordinates driver participation in the Threat Response Driving Seminar (TRDS).

1.6.3. Security Advisors will document all instances where drivers assigned to senior USAF leaders declined attendance in the TRDS. (T-1)

1.7. Protective Services for Foreign Guests of the DoD and HQ USAF:

1.7.1. Office of the Secretary of Defense (OSD) Foreign Liaison will notify the appropriate AFOSI FIR or the AFOSI 7 FIS and HQ AFOSI/XRC, and PSO PM of pending visits by foreign guests of OSD which require PSO coverage. The appropriate AFOSI FIR or the AFOSI 7 FIS coordinate a PTA as required for all such visits.

1.7.2. The Office of the Assistant Vice Chief of Staff of the Air Force, International Affairs Division (AF/CVAI), will notify HQ AFOSI/XRC, and the appropriate AFOSI FIR or the AFOSI 7 FIS of pending visits by foreign guests of HQ USAF, which may require PSO coverage. The appropriate AFOSI FIR or 7 FIS coordinate a PTA as required for all such visits.

1.7.3. Based upon the results of the PTA, AFOSI and the tasking office (OSD or AF/CVAI) will jointly determine the scope and size of the PSD that is in the best interest of the Air Force and DoD. AFOSI 7 FIS will coordinate with HQ AFOSI/XRC PSO PM, and any other affected AFOSI offices, concerning the security requirements for the visiting dignitary. (T-1)

1.8. Protective Assistance to Other DoD Agencies:

1.8.1. The Under Secretary of Defense for Policy determines the level of protection afforded to the Secretary of Defense (SECDEF) and Deputy SECDEF, and all HRP's outside the United States and may task military departments for necessary assistance in providing this protection. The Assistant Secretary of Defense for Homeland Defense and Americas' Security Affairs (ASD/HD&ASA) determines the level of protection afforded to all HRP's inside the United States.

1.8.2. Air Force personnel who learn of a specific threat against any HRP will immediately notify the local AFOSI unit who will notify the AFOSI Watch. (T-1) Air Force personnel who learn of a specific threat against the CJCS will immediately notify the local AFOSI unit. (T-1) The AFOSI Watch will notify the respective PSA for the affected HRP Executive Assistant to the CJCS. (T-1)

1.8.3. AFOSI maintains liaison with the other DoD protective service organizations and, when resources permit, provide assistance to them when their principals visit US Air Force bases or areas where AFOSI has primary jurisdiction.

1.9. Protection of Other Officials or Dignitaries. When necessary, and when resources permit, AFOSI works with other federal, state, and local agencies to protect officials or dignitaries visiting a US Air Force installation or attending a US Air Force event.

1.10. Protection of Victims and Witnesses:

1.10.1. AFOSI refers to AFI 51-201, *Administration of Military Justice*, concerning their responsibility for the protection of victims and witnesses.

1.10.2. Commanders may request an AFOSI PSO for victims and witnesses only in extraordinary cases where specialized protective measures are required, and when there are specific threats against those individuals.

Chapter 2

ARMORED VEHICLE PROGRAM

2.1. Responsibilities:

2.1.1. SAF/IG will:

2.1.1.1. Exercise oversight responsibility for all special vehicle acquisitions needed to combat the terrorist threat via SAF/IGX.

2.1.1.2. Review and approve command supplements to this Instruction via SAF/IGX.

2.1.2. Major commands (MAJCOM) and field operating agencies (FOA) will:

2.1.2.1. Establish a focal point for command-assigned AVs.

2.1.2.2. Submit special vehicle requests in response to terrorist threats to SAF/IGX for validation before being sent to the Materiel Support Division, Directorate of Logistics (AF/A4LR).

2.1.2.3. Fund transportation costs incurred as a result of command initiated transfers, reallocations, or deployments of AVs.

2.1.2.4. Fund maintenance and repair of AVs.

2.1.3. HQ AFOSI/LG will:

2.1.3.1. Manage the AFOSI heavy armored vehicle (HAV) fleet to obtain the greatest flexibility in protecting all high-risk personnel.

2.1.3.2. Allocate AFOSI HAVs subject to the concurrence of the regional unified commanders or their designated security elements.

2.1.3.3. Coordinate tactical deployments of AVs with supported commands.

2.1.3.4. Determine when to use an AV to protect high-risk personnel by considering the factors in Attachment 4, paragraph A4.3. and the possibility of using a light armored vehicle (LAV) instead of an HAV.

2.1.3.5. Establish agreements with the supported commands to ensure continuity of support.

2.1.3.6. Evaluate AVs and protective systems.

2.1.3.7. Provide or certify specialized antiterrorism defensive and evasive driver courses (e.g. the Senior Officer Security Seminar, TRDS, AFOSI PSO course, or other training provided by a certified driving instructor). NOTE: Driving of HAVs is restricted to authorized individuals trained in defensive and evasive driving techniques. Authorized individuals include, but are not limited to: military member or person occupying high-risk billets (does not include any dependents), Security Forces, AFOSI special agents, Logistics Readiness Squadron personnel, and foreign nationals assigned as drivers for individuals in high-risk billets. Other individuals may be authorized (in writing) on a case-by-case basis depending on specific circumstances surrounding the use of the HAV

in their respective area of responsibility. All drivers must have successfully completed specialized antiterrorism defensive and evasive driver training.

2.1.3.8. Prepare current threat assessments to accompany installation commanders' requests for vehicle requirements resulting from terrorist threats.

2.1.3.9. Provide hands-on orientation to drivers and maintenance personnel on the operation and special care required for AVs.

2.1.3.10. Establish a focal point for command assigned AVs.

2.2. AV Logistics and Alternate Considerations:

2.2.1. Procurement of HAVs will be handled according to DoD Directive C-4500.51, *DoD Commercially Procured and Leased Armored Vehicle Policy* and AFI 24-302, *Vehicle Management*.

2.2.2. When warranted by the local threat, achieve transportation security objectives through selective use of LAVs, unarmored indigenous vehicles, vehicle painting and marking exemptions, and domicile-to-duty transportation. Refer to AFI 24-301, *Vehicle Operations*.

2.2.3. HAV drivers will not exceed the armoring firm's recommended top speed, as armoring adds significantly to a vehicle's weight and required stopping distance. **(T-3)**

2.2.4. Due to the sensitivity of nontactical AV transparent armor to interior heat build-up, direct sunlight, and ultraviolet light, garage AVs whenever practical. As a minimum, place them under cover, such as a carport, to prevent long-term damage. Prolonged exposure causes delamination and loss of the rated ballistic defeat capabilities of the transparent armor.

2.2.5. Once a vehicle is determined to be excess or unserviceable by the host vehicle maintenance activity, AFOSI/LG will:

2.2.5.1. Attempt to reallocate any serviceable excess AV in accordance with AFI 24-302.

2.2.5.2. Identify AVs which are determined to be excess to the command or unserviceable to AFELM/VEMSO for disposition processing and instructions.

GREGORY A.BISCONE, Lieutenant General, USAF
The Inspector General

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

AFI 24-302, *Vehicle Management*, 26 June 2012

AFI 24-301, *Vehicle Operations*, 1 November 2008, incorporating change 2, 11 May 2012

AFI 33-360, *Publications and Forms Management*, 25 September 2014

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

AFI 44-109, *Mental Health, Confidentiality, and Military Law*, 1 March 2000, incorporating AFGM 2014-01, 17 July 2014

AFI 10-245, *Antiterrorism (AT)*, 21 September 2012

AFI 51-201, *Administration of Military Justice*, 6 June 2013, incorporating AFGM 2014-01, 25 September 2014

AFPD 71-1, *Criminal Investigations and Counterintelligence*, 6 January 2010, incorporating change 2, 30 September 2011

DoDI C-4500.51, *DoD Commercially Procured and Leased Armored Vehicle Policy*, July 25 2007

DoDI O-2000.22, *Designation and Physical Protection of DoD High Risk Personnel (HRP)*, June 19 2014

DoDI 2000.16, *DoD Antiterrorism (AT) Standards*, October 2 2006

Title 18, United States Code, Section 3056

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*

Terms

Detail Leader—A special agent, Air Force Office of Special Investigations (AFOSI), assigned overall responsibility for the personal safety and security of a principal during a protective service operation (PSO). The detail leader is authorized to make decisions on all matters concerning the immediate personal safety and security of the principal.

Distinguished Visitor (DV)—A guest of the US Air Force or DoD who, by virtue of rank or position, receives honors or protocol.

Fully Armored Vehicles—These vehicles are referred to as nontactical heavy armored vehicles (HAV). HAVs are commercially designed and manufactured, fully armored configured, motor vehicles procured especially to provide security protection to certain key DoD officials or visiting dignitaries.

High-Risk DoD Personnel—US personnel and their family members whose grade, assignment, travel itinerary, or symbolic value may make them an especially attractive or accessible terrorist target.

Partially Armored Vehicles—These motor vehicles are referred to as nontactical light armored vehicles (LAV). MAJCOMs obtain standard vehicles through normal procurement channels to fulfill valid transportation requirements and later alter them by affixing armoring materials to the windows and body areas.

Personnel Security Advisor— An individual assigned to an HRP's staff to evaluate and recommend improvements to the HRP's security posture, particularly in planning foreign travel, as required. When the HRP travels, the PSA collects threat data, recommends security measures, and requests additional PSD support as appropriate.

Personal Security Vulnerability Assessment—An assessment to determine the vulnerability of a particular individual to an attack. Identifies specific areas of improvement to withstand, mitigate, or deter acts of violence or terrorism against the individual.

Primary Agency—A law enforcement, security, or investigative agency with overall responsibility (as established by law or directive) for providing protective services for a principal.

Principal—Another name for the High Risk Personnel of a protective service operation. A principal may or may not be a distinguished visitor (DV).

Protective Service—A specialized activity, which increases the personal safety and security of a distinguished visitor or other principal. The activity may be limited to a protective threat assessment or may extend to a major PSO involving considerable manpower and resources.

Protective Service Operation (PSO)—The use of specialized techniques and procedures by trained personnel to ensure a principal's personal safety and security during a specific event, while traveling, or over an extended period of time.

PSO-Long Term—Any PSO which lasts longer than 30 days and does not have a known termination date. Usually, AFOSI conducts such operations to protect against a specific threat or vulnerability when the principal cannot be relocated.

Protective Threat Assessment (PTA)—Collecting and analyzing information to identify direct and potential threats to harm, seize, interfere with, or embarrass a specific principal, as well as to determine the existing and anticipated security environment. A PTA is always the initial phase of a PSO.

Terrorist Threat Levels—Terrorist threat levels are derived as a result of analyzing the operational capability, intent, activity and operating environment of terrorist groups or individuals.

-- High—Anti-U.S. terrorist group is operationally active and uses large casualty producing attacks as their preferred method of operation. There is a substantial DoD presence and the operating environment favors the terrorist.

-- Significant—Anti-U.S. terrorist is operationally active and attack personnel as their preferred method of operation or a group uses large casualty producing attacks as their preferred method and has limited operational activity. The operating environment is neutral.

-- Moderate—Terrorist groups are present but there is no indication of anti-U.S. activity. The operating environment favors the Host Nation/U.S.

-- Low—No terrorist group is detected or the group activity is non-threatening.

Attachment 2

PSO CONSIDERATIONS

A2.1. Responsibilities. The Air Force may protect its leaders and official guests from acts which jeopardize their safety and security or impede their mission.

A2.1.1. The US Government holds host foreign governments responsible for the safety of US citizens overseas. The US Air Force may provide protective services off base in overseas areas only under circumstances that conform to local Status of Forces Agreements (SOFA), treaties, agreements, or laws.

A2.1.2. AFOSI is the focal point within the USAF for all liaison activity with the USSS, the Department of State Office of Security (DOS/SY), and all other federal, state, and local agencies regarding protective service missions.

A2.2. Protecting Others:

A2.2.1. AFOSI may provide protection to family members of a HRP when authorized by the Secretary or the Deputy Secretary of Defense or USD(P).

A2.2.2. AFOSI may not provide support or services for non-Air Force or non-DoD related principals in an off-base environment without specific approval from Secretary or the Deputy Secretary of Defense or USD(P).

A2.3. Requesting Protective Services. Request AFOSI protective services only in the following situations:

A2.3.1. There is a clear and direct threat to a specific individual.

A2.3.2. An Air Force leader or official guest must perform a mission in an environment which places that person at significant and abnormal risk, in other than a wartime situation.

A2.3.3. When in support of a long term PSO conducted for HRP protectee, AFOSI PSOs are initiated only for noncombatant senior Air Force officials required to be there temporarily for fact-finding or other essential reasons. Other senior military officials will be protected only if specifically requested or directed by the Theater Commander.

A2.4. Advisors. AFOSI and installation Defense Force Commanders serve as key advisors to commanders in determining reasonable protective measures.

A2.5. Authority. Final authority rests with the AFOSI PSO/PSA/Detail Leader to make all decisions affecting the safety and security of the principal and AFOSI protective service personnel.