

**BY ORDER OF THE SECRETARY
OF THE AIR FORCE**

**AIR FORCE INSTRUCTION 71-101,
VOLUME 2**

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Special Investigations

PROTECTIVE SERVICE MATTERS



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This Instruction implements AFPD 71-1, *Criminal Investigations and Counterintelligence*, and DoD Instruction O-2000.22, *Designation and Physical Protection of DoD High Risk Personnel (HRP)*. This publication applies to all uniformed members and civilian employees in the Regular Air Force, Air Force Reserve and the Air National Guard, as well as in the Civil Air Patrol when performing an Air Force assigned mission.

Failure to observe the prohibitions and mandatory provisions of this instruction by military personnel is a violation of Article 92, *Failure to Obey Order or Regulation*, Uniform Code of Military Justice. Similarly, failure to observe the prohibitions and mandatory provisions of this instruction by civilian employees may result in administrative disciplinary action under applicable civilian personnel instructions without regard to otherwise applicable criminal or civil sanctions for violations of related laws. 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*, for a description of the authorities associated with the Tier numbers. Submit requests for waivers through the functional chain of command to the appropriate Tier waiver approval authority, or alternately, to the requestor's commander for non-tiered compliance items. This publication may be supplemented at any level, but all 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 functional 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

This publication has been revised. This rewrite of AFI 71-101, Volume 2, updates tiered waiver authorities for unit level compliance items.

Chapter 1

ROLES AND RESPONSIBILITIES

1.1. Protective Services. The Air Force Office of Special Investigations (AFOSI) is the lead agency within the AF authorized to provide specialized protective services, including long-term protective service operations (PSOs), when the requester and AFOSI jointly determine such protection is needed. **Attachment 2** outlines PSO considerations. The Secretary of the Air Force, Inspector General (SAF/IG) will settle disputes that cannot be resolved between AFOSI and requesters.

1.2. Responsibilities.

1.2.1. SAF/IG will:

1.2.1.1. Exercise oversight responsibility for all special vehicle acquisitions for combatting the terrorist threat via SAF/IGX.

1.2.1.2. Review and approve command supplements to this instruction via SAF/IGX.

1.2.2. Major commands (MAJCOMs) will:

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

1.2.2.2. Fund transportation costs resulting from command initiated transfers, reallocations, or deployments of armored vehicles.

1.2.2.3. Fund maintenance and repair of armored vehicles.

1.2.3. HQ AFOSI will:

1.2.3.1. Manage the AFOSI commercially armored vehicle (CAV) fleet to obtain the greatest flexibility in protecting all high-risk personnel. **(T-2)**.

1.2.3.2. Allocate AFOSI CAVs subject to the concurrence of the regional unified commanders or their designated security elements. **(T-2)**.

1.2.3.3. Determine when to use an armored vehicle to protect high-risk personnel. **(T-2)**.

1.2.3.4. Coordinate tactical deployments of armored vehicles with supported commands. **(T-2)**.

1.2.3.5. Establish agreements with supported commands to ensure continuity of support. **(T-2)**.

1.2.3.6. Provide hands-on orientation to drivers of armored vehicles on operational and special care requirements. **(T-2)**.

1.2.3.7. Prepare current threat assessments to accompany installation commanders' requests for vehicle requirements resulting from terrorist threats. **(T-2)**.

1.2.3.8. Provide or certify specialized antiterrorism defensive and evasive driver courses (e.g., the Senior Officer Security Seminar, AFOSI PSO course, or other training provided by a certified driving instructor). **NOTE:** Restrict CAV driving to those individuals with training in defensive and evasive driving techniques. Authorized individuals include, but are not limited to, a 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. AFOSI may authorize (in writing) other individuals on a case-by-case basis depending on specific circumstances surrounding the use of the CAV in their respective area of responsibility. All drivers must successfully complete specialized antiterrorism defensive and evasive driver training. **(T-2)**.

1.2.3.9. Evaluate armored vehicles and protective systems. **(T-2)**.

1.2.4. AFOSI units will:

1.2.4.1. Investigate threats against AF or DoD officials made by AF members. **(T-2)**.

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

1.2.4.3. Monitor any resulting investigations affecting the AF. **(T-2)**.

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

1.2.5. 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:

1.2.5.1. Traffic control.

1.2.5.2. Installation perimeter security and entry and exit control.

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

1.2.5.4. Security for principal's aircraft.

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

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

1.2.6. AF installation commanders are responsible for the safety and security of all assigned and visiting personnel.

1.2.7. AF personnel who learn of a specific threat against any HRP will immediately notify the local AFOSI unit. **(T-1)**. Upon receipt of provided threat information the AFOSI Investigations, Collections, Operations Nexus (ICON) Center will notify the responsible PSA for the HRP of concern. **(T-1)**.

Chapter 2

PROTECTIVE SERVICES

2.1. Protecting Designated High Risk Personnel (HRP). DoDI O-2000.22 authorizes the type and extent of protection for specific senior military positions. AFOSI will provide a protective service detail (PSD) to coordinate protective service operations and other protective assistance for the Secretary of the Air Force, the Chief of Staff of the Air Force, Combatant Commanders, and other HRP the instruction directs. **(T-0).**

2.1.1. Permanent HRP positions and their designated HRP levels are listed in Enclosure 4 of DoDI O-2000.22.

2.1.2. Enclosure 2, Table 2, of DoDI O-2000.22 sets permanent PSD size ranges and authorizes deviations per HRP level.

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

2.1.4. AFOSI will appoint a Personal Security Advisor (PSA) to coordinate protective services and other protective assistance for the HRP. **(T-1).**

2.1.5. Local commanders will not initiate protective measures for HRP without prior approval of the AFOSI PSA. **(T-1).**

2.1.6. AFOSI will complete a Personal Security Vulnerability Assessment (PSVA) for each person's nomination for HRP status in accordance with DoDI O-2000.22. **(T-0).** Initiate and complete PSVAs within 90 days of an individual's assignment to an HRP position. Submit the PSVA to the Component Head, with a copy to the AFOSI ICON Center, within 120 days of an official's assignment to the position in accordance with DoDI O-2000.22. Revalidate PSVAs annually and update if the threat, vulnerabilities, or terrorism threat level changes. PSVAs should conform to the formats in DoDI O-2000.22.

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

2.1.8. Enclosure 4 of DoDI O-2000.22 defines the procedures for temporary physical protection and personal security of victims and witnesses under the Threatened Airmen Program. Authorizing a PSD for these airmen requires approval by the Under Secretary of Defense for Policy (USD(P)) for outside the U.S., or the Secretary of Defense (SecDef) or the Deputy SecDef (DepSecDef) for missions within the U.S. Send requests through AFOSI to SAF/IGX for coordination with the Office of the Secretary of Defense (OSD).

2.1.9. The AFOSI PSA or other designated representative will provide monthly inputs to the AFOSI ICON Center regarding the location of, and security arrangements for, each assigned HRP. **(T-1).**

2.2. Travel by Designated HRP:

2.2.1. AFOSI will conduct a Protective Threat Assessment (PTA) for each stop on a designated HRP's official travel itinerary to determine the level of protection at each location. **(T-1).**

2.2.2. The AFOSI ICON Center will coordinate PTAs with appropriate AFOSI units, other DoD protection providing organizations (PPO), 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)**.

2.2.3. Pursuant to the results of the PTA, AFOSI and the HRP or his/her designated representative jointly determine the level of security required. If there is a requirement to obtain DoD approval, submit a request to USD(P) for HRP designation in accordance with DoDI O-2000.22. AFOSI sends its requests to SAF/IGX for processing.

2.2.4. Protective services during travel range from supplying the HRP's staff with a point of contact list for the area of the visit, to a full PSD depending upon the event, location, threat, and approval by the SecDef or DepSecDef in accordance with DoDI O-2000.22.

2.2.5. The AFOSI PSA will coordinate protective measures for the HRP at travel destinations where such protection is appropriate. **(T-1)**.

2.2.6. The AFOSI PSA will document (via memo for record) all declinations of offers for protection. **(T-1)**.

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

2.3.1. The OSD Foreign Liaison Office notifies the AFOSI ICON Center of pending visits by foreign guests of OSD which require PSO coverage. The OSD Foreign Liaison Office will coordinate a PTA as required for all such visits.

2.3.2. The Headquarters Air Force Director of Staff's Office (HAF/DS) will notify the AFOSI ICON Center of pending visits by foreign guests of HQ USAF. If such visits require PSO coverage, the AFOSI ICON Center will coordinate a PTA as required for all such visits. **(T-2)**.

2.3.3. Based upon the results of the PTA and consistent with DoDI O-2000.22, AFOSI and the tasking office (OSD or HAF/DS) will jointly determine the scope and size of the PSD. **(T-1)**. The AFOSI ICON Center will coordinate with any impacted AFOSI offices concerning the security requirements for the visiting dignitary. **(T-1)**.

2.4. Protective Assistance to Other DoD Agencies:

2.4.1. In accordance with DoDI O-2000.22, Geographic Combatant Commanders determine the level of protection afforded to the SecDef, DepSecDef, and all HRPs outside the U.S. 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 HRPs inside the U.S.

2.4.2. AFOSI maintains liaison with the other DoD PPOs and, when resources permit, provides assistance to them when their principals visit AF installations or areas where AFOSI has primary jurisdiction.

2.5. 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 an AF installation or attending an AF event.

2.6. Other Services:

2.6.1. AFOSI establishes training standards and ensures training accomplishment for personnel with assignments as drivers for AF senior leaders.

2.6.2. AFOSI coordinates driver participation in advanced driving courses.

2.6.3. PSAs will document all instances where a driver with an assignment to a senior AF leader declines advanced driving course attendance. **(T-1)**.

2.7. Armored Vehicle Logistics and Alternate Considerations:

2.7.1. AFOSI in conjunction with AFELM/VSCOS will handle the procurement of CAVs in accordance with DoDI 4500.36, *Acquisition, Management, and Use of Non-Tactical Vehicles*, and AFI 24-302, *Vehicle Management*. **(T-0)**.

2.7.2. As the local threat necessitates, the servicing PSA will achieve transportation security objectives through selective use of partially armored vehicles, unarmored indigenous vehicles, vehicle painting and marking exemptions, and domicile-to-duty transportation. Refer to AFI 24-301, *Ground Transportation*.

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

2.7.4. Due to the sensitivity of non-tactical transparent armor to interior heat build-up, direct sunlight, and ultraviolet light, garage armored vehicles to the greatest extent practicable. 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.

2.7.5. When AFOSI determines an armored vehicle is to be excess or unserviceable by the host vehicle maintenance activity, AFOSI will:

2.7.5.1. Attempt to reallocate any serviceable surplus armored vehicles in accordance with AFI 24-302.

2.7.5.2. Determine which armored vehicles are surplus to the command or unserviceable to AFELM/VSCOS for disposition processing and instructions. **(T-2)**.

SAMI D. SAID, 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, *Ground Transportation*, 1 November 2018

AFI 33-360, *Publications and Forms Management*, 1 December 2015

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

AFPD 71-1, *Criminal Investigations and Counterintelligence*, 13 November 2015

DoDI 4500.36, *Acquisition, Management, and Use of Non-Tactical Vehicles*, 7 July 2015

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

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*

Abbreviations and Acronyms

AF—Air Force

AFI—Air Force Instruction

AFMAN—Air Force Manual

AFOSI—Air Force Office of Special Investigations

AFPD—Air Force Policy Directive

AFRIMS—Air Force Records Information Management System

CAV—Commercially Armored Vehicle

DepSecDef—Deputy Secretary of Defense

DoDI—Department of Defense Instruction

HRP—High Risk Personnel

ICON—Investigations, Collections, Operations Nexus

MAJCOM—Major Command

OPR—Office of Primary Responsibility

OSD—Office of the Secretary of Defense

PPO—Protection Providing Organization

PSA—Personal Security Advisor

PSD—Protective Security Detail

PSO—Protective Service Operation

PSVA—Personal Security Vulnerability Assessment

PTA—Protective Threat Assessment

RDS—Air Force Records Disposition Schedule

SecDef—Secretary of Defense

SOFA—Status of Forces Agreement

USD(P)—Under Secretary of Defense for Policy

USSS—United States Secret Service

Terms

Commercially Armored Vehicle (CAV)—These vehicles are often referred to as non-tactical or heavy armored vehicles (HAV). CAVs are commercially designed and manufactured motor vehicles, with a fully armored configuration, procured especially to provide security protection to certain key DoD officials or visiting dignitaries.

Detail Leader—An AFOSI special agent with overall responsibility for the personal safety and security of a principal during a PSO. The detail leader has the authorization to make decisions on all matters concerning the immediate personal safety and security of the principal.

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

High-Risk Personnel (HRP)—U.S. 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 Vehicle—These motor vehicles are often referred to as non-tactical 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.

Personal Security Advisor—An individual whose assignment on an HRP's staff is 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.

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 range from a protective threat assessment 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 unable to relocate the principal.

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—Threat levels resulting from the analysis of 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 AF protects its leaders and official guests from acts which jeopardize their safety and security, or impede their mission.

A2.1.1. The U.S. Government holds host foreign governments responsible for the safety of U.S. citizens overseas. The AF 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 AF for all liaison activity with the USSS, the Department of State Bureau of Diplomatic Security, and all other federal, state, and local agencies regarding protective service missions.

A2.2. Protecting Others:

A2.2.1. SecDef, DepSecDef, or USD(P) may authorize AFOSI to provide protection to family members of a HRP.

A2.2.2. AFOSI must receive specific approval from SecDef, DepSecDef, or USD(P) to provide support or services for non-AF or non-DoD related principals in an off-base environment. **(T-0)**.

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 AF leader or official guest has been ordered to 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, initiate AFOSI PSOs only for noncombatant senior AF officials with a requirement to be there temporarily for fact-finding or other essential reasons. Protect other senior military officials only upon a specific request or direction of 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 to make all decisions affecting the safety and security of the principal and AFOSI protective service personnel rests with the AFOSI PSA or detail leader.