

***Physical Security Officer
(PSOC) and Crime Prevention
(CPO) Course***



Course Objectives

- To provide unit Physical Security Officers (PSOs) and associated personnel with an understanding of physical security regulations, policies, procedures, and planning.
- To identify security requirements necessary to develop a unit organizational Physical Security Program.



Agenda

- What is Physical Security, and why do we need it?
- Physical Security Program Review
- Mission Essential Vulnerable Areas (MEVAs)
- Physical Security Plan
- Restricted Areas
- Arms, Ammunition, and Explosives (AA&E)
- Physical Security Requirements During Deployment
- Keys, Locks, Locking Devices, and Protective Seals
- Risk Analysis
- Crime Prevention
- Questions



References

- **ATTP 3-39.32, Physical Security, 8 March 2022**
- **DoD 5200.08R, Physical Security Program, 9 April 2007, Change 1, 27 May 2009**
- **AR 190-11, Physical Security of Arms, Ammunition, and Explosives, 17 January 2019**
- **AR 190-13, The Army Physical Security Program, 27 June 2019**
- **AR 190-51, Security of Unclassified Army Property (Sensitive and Nonsensitive), 27 June 2019**
- **AR 710-4, Property Accountability, 26 January 2024**
- **DA PAM 190-51, Risk Analysis for Army Property, 27 June 2019**
- **FB Reg. 190-13-1, Fort Bragg Physical Security Program, 14 February 2025**





What is Physical Security and Why Do You Need It?



Physical Security

- Physical security is defined as that part of security concerned with physical measures designed to safeguard personnel; to prevent unauthorized access to equipment, installations, material, and documents; and to safeguard against espionage, sabotage, damage, and theft. ATTP 3-39.32
- Physical security is that part of the Army security system, based on threat analysis, concerned with procedures and physical measures designed to safeguard personnel, property, and operations; to prevent unauthorized access to equipment, facilities, materiel, and information; and to protect against espionage, terrorism, sabotage, damage, misuse, and theft. Army Tactics, Techniques, and Procedures (ATTP) 3-39.32, pg. vii)



Physical Security



**Personnel
Security**

**Information
Security**

Physical Security



Physical Security Element Cycle



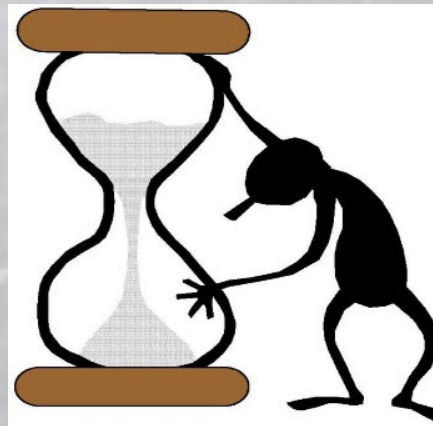
Deter

Aggressor perceives risk of getting caught.

Provides the element of response in order to contain aggressor.



Defeat



Delay

Provides barriers in order to slow down aggressor in a timely manner.

Detect



Detection senses an act of aggression, assesses the validity, and communicates the appropriate information to response force.



Why Do You Need Physical Security



- To prevent catastrophic failure (i.e. loss of critical mission essential equipment, personnel, facilities, and negative media).
- To prevent negative impact on operational budget.
- To protect sensitive items/Army property.
- To effectively support the Army's Force Protection Program.



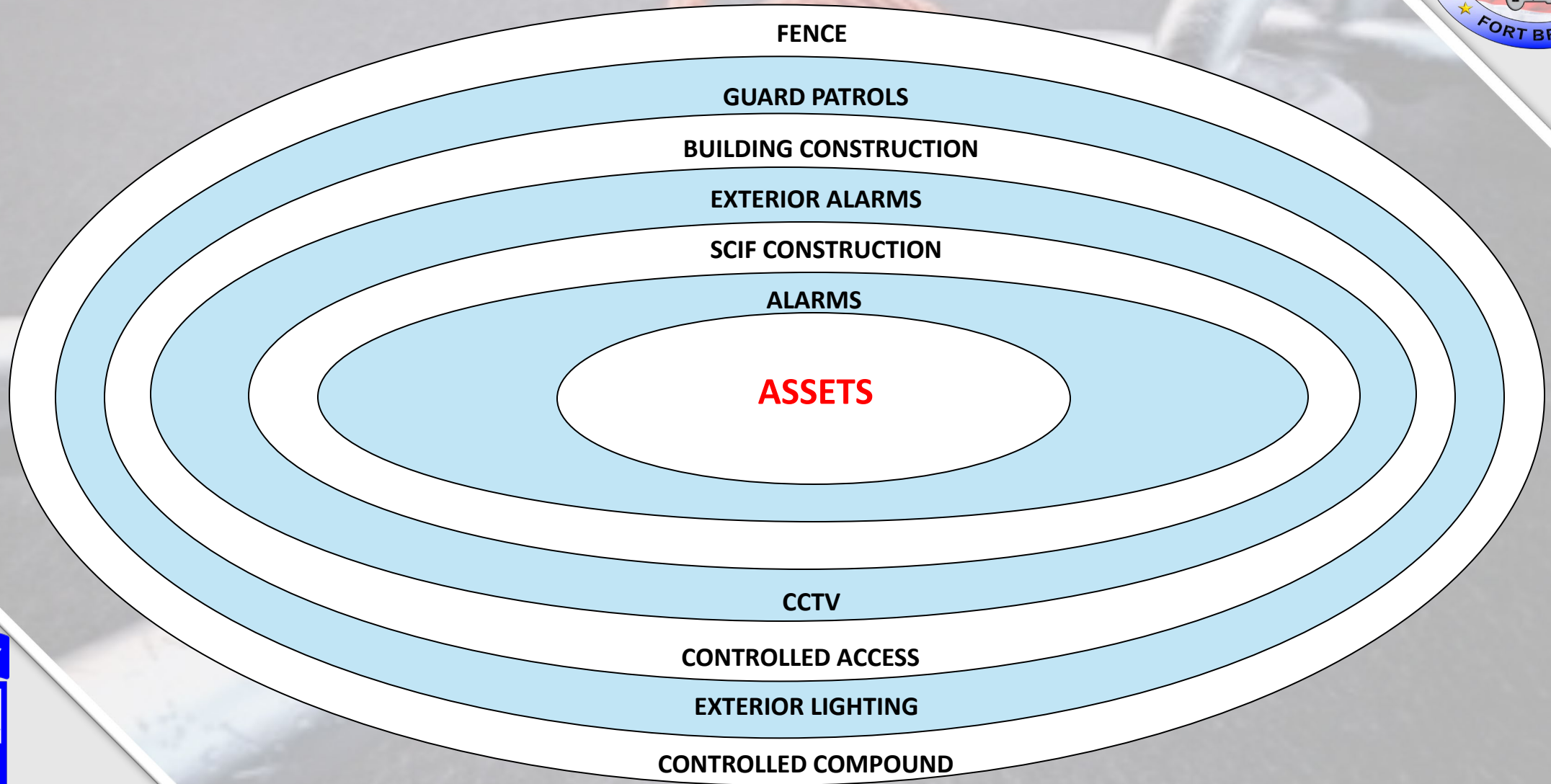
Physical Security Planning

Enhancement Capabilities

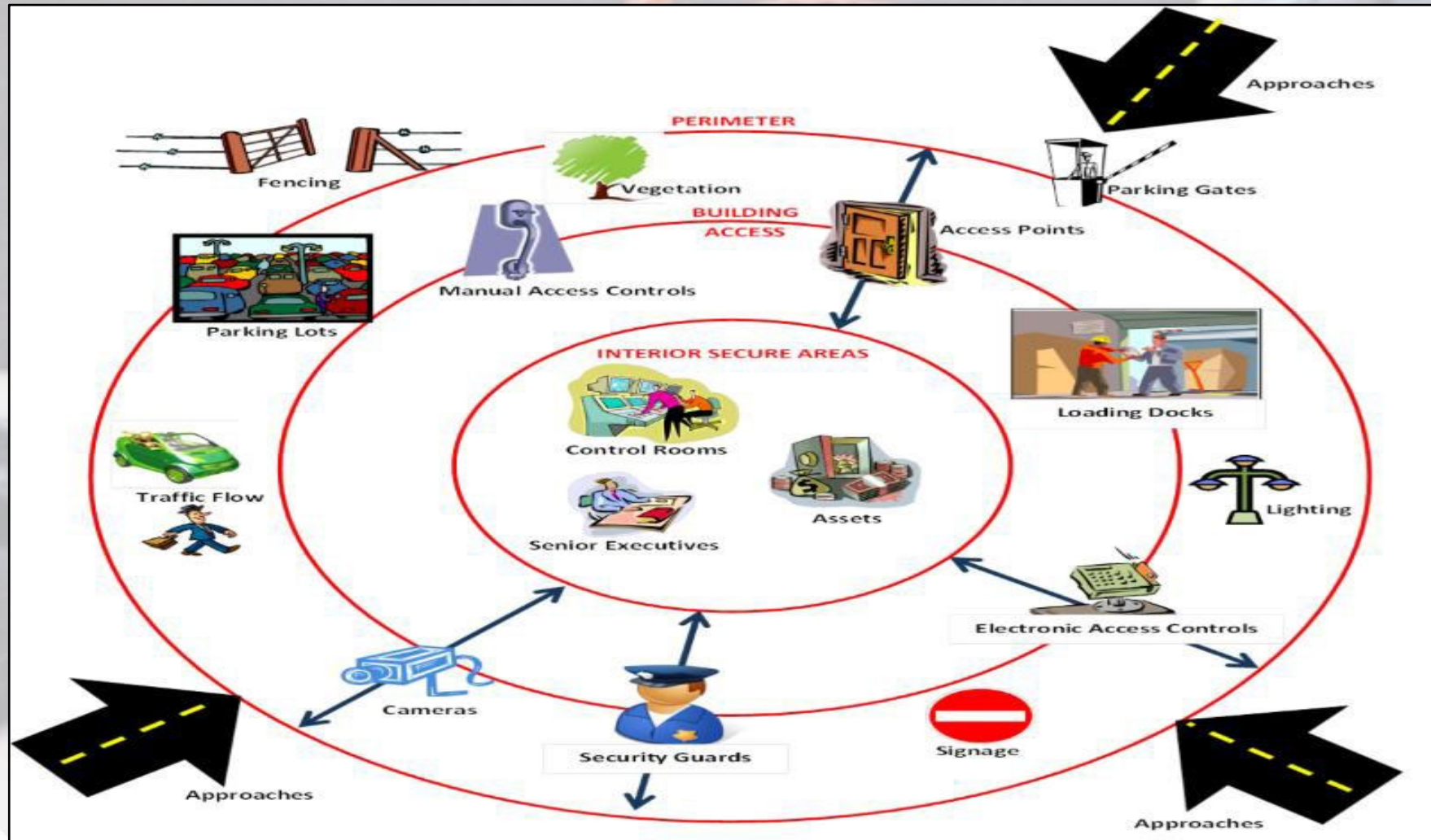
- Perimeter barriers
- Security lighting
- Communication systems
- Key and lock controls
- Stringent construction standards
- Personnel and vehicular entry control
- Security training program
- Intrusion Detection System (IDS including CCTV)
- Military working dogs
- Security guard personnel



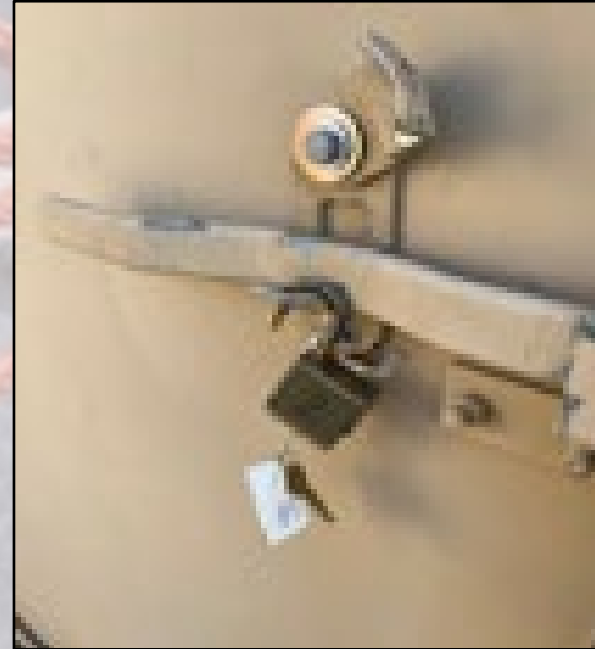
Security In-Depth



Security In-Depth



What's Wrong With This Picture



[Home](#) > [Military News](#)

Army Couple Accused of Stealing \$2 Million of Gear, Including a Sword and Weapons Parts



Sign at Fort Bragg for the 3rd Special Forces Group. (U.S. Army photo by Sgt. Steven Lewis)

8 Jun 2022

Military.com | By Steve Beynon



PUBLIC SAFETY

Army couple arrested at Ft. Bragg, accused of stealing millions in military equipment

BY CHARLES DUNCAN | FORT BRAGG
PUBLISHED 3:53 PM ET JUN. 08, 2022



A married couple, both active duty with the U.S. Army at Fort Bragg, are accused of stealing millions of dollars worth of military equipment over more than three years.

A federal indictment accuses Chief Warrant Officer Christopher Hammond and his wife Major Heather Hammond of stealing various weapon parts, along with an electric guitar, bayonets, swords, welding equipment and all-terrain vehicles.

Christopher Hammond opened a bank account in December 2020 and by January 2022 he had received more than \$1.8 million in wire transfers, according to the indictment.

The indictment says the Hammonds made more than \$2 million from the scheme. Christopher Hammond allegedly stole the military equipment by requesting it for his unit with the 3rd Special Forces Group. His role in the unit was to oversee small arms repair.

Christopher Hammond faces five counts, and Heather Hammond faces one count in the indictment, recently unsealed in federal court.



How Does Physical Security Impact Your Unit



Physical security impacts your unit through adequate security procedures and physical protective measures necessary to safeguard property, elements such as equipping, mobilizing, deploying and sustaining are adversely affected. Physical Security is integrated through various aspects of equipping, mobilizing, deploying and sustaining Army units.





Physical Security Program Review



Installation Commander / PSO Responsibilities



- **Must appoint an Installation PSO in writing.**
- **Conduct physical security surveys of the installation and tenant activities.**
- **Designate Mission Essential Vulnerable Area (MEVAs) in writing.**
- **Designate and approve restricted areas.**
- **Execute installation access control operations.**
- **Install, operate, and maintain IDS and other PSE.**
- **Issue necessary regulations to protect and secure personnel and property.**



Installation Commander / PSO Responsibilities



- **Coordinate physical security plans with the HQ.**
- **Forward a copy of physical security plans to the Installation Commander for inclusion as an annex in the Installation Physical Security Plan.**
- **Reimburse Installation Commander, as required, to install, operate, and maintain Intrusion Detection System (IDS) and other Physical Security Equipment (PSE).**
- **Request physical security requirements or enhancements beyond their mean from the Installation Commander.**
- **Inform the Installation Commander of all physical security measures in effect.**



Physical Security Officer



- Appointed in writing @ BN and higher per AR 190-13
- Must complete the below listed eLearning courses located at <http://www.cdse.edu/catalog/physical-security.html>
 - Introduction to Physical Security (PY001.16)
 - Lock and Key Systems (PY104.16)
 - Physical Security Measures (PY103.16)
 - Physical Security Planning and Implementation (PY106.16)



Physical Security Officer



- Establish end-of-day security checks using SF 701 (Activity Security Checklist).
- BDE/BN develop security SOPs, appropriately disseminate, and exercise security plans outlining responsibilities and procedures for the proper control and accountability of assets.
- Ensure assets are secured by approved locking devices (locks, chains, seals, etc.) as outlined in AR 190-51, app D.
- Implement security measures associated with conducting risk analysis IAW AR 190-13 and DA Pam 190-51.
- Inform the Installation CDR (Attn: Physical Security Division) of all physical security measures in effect.



Physical Security Officer



- Responsible to the Unit CDR for implementation and compliance of the unit's physical security regulations.
- Monitors the status of work orders relating to physical security and request command support to prioritize or accomplish work orders when necessary.
- Requests assistance from higher headquarters as required.
- Ensures corrective action is taken on all physical security inspection deficiencies.
- Informs and advises the Facility/Unit/Detachment CDR on physical security matters.
- Establishes and maintains a unit physical security plan/SOP.



Physical Security Officer



- **Develop Physical Security Plan (issue copy to tenant units).**
- **Develop Physical Security SOP (required for each unit).**
- **Intrusion Detection System (IDS)**
 - **Ensure emergency notification rosters are provided to ICIDS administrator.**
 - **Ensure monthly IDS tests are conducted and documented on alarmed areas.**
- **Physical Security Corrective Action Reports (ensure corrective action taken and reply by endorsement by suspense).**



Physical Security Officer



- **Command Oriented Screening**
 - Unaccompanied access to AA&E/AA&E Keys
 - DA Form 7708 Background Check
 - FB Form 975 Request for Personal Identification Code (PIC)
- **Assistance Visits**
 - Subordinate units (SAV/OIP)
 - Document visits



Check on Learning



- What are the Physical Security Element Cycle four D's?
 - Deter, Detect, Delay, Defeat
- Name three Security Enhancement Systems?
 - Barriers, Lighting, Communication Systems, Key and Lock, Construction Standards, Entry Control, Training Program, IDS, CCTV, Working Dogs, Guards
- What Army Regulation covers Physical Security?
 - AR 190-13





Mission Essential Vulnerable Area (MEVA)



MEVA



- **Mission Essential / Vulnerable Areas (MEVAs) are facilities or activities or resources on or off the installation or SAF that, by virtue of their function, are evaluated by the commander / director as vital to the successful accomplishment of the installation's, State National Guard, major U.S. Army Reserve command or USACE mission. The intent of the MEVA designation is to help the commander / director focus attention and resources. This includes areas nonessential to the installation's / facility's operational mission but which, by the nature of the activity, are considered vulnerable to theft, trespass, damage, terrorism or other criminal activity.**
- **Tenant commanders will provide their lists of MEVAs to the host commander for inclusion in the host MEVA master list and verified annually. The MEVA will be prioritized to aid the decision-making process for the allocation of resources and deployment of forces in the event of an increased security posture.**
- **Risk analysis will be conducted IAW AR 190-51 and DA PAM 190-51.**



MEVA



- **Identifying Criteria:**
 - **Criticality to national defense, Army mission, and organization's mission.**
 - **Local criminal and terrorist assessments.**
 - **Nature and arrangement of the activity.**
 - **Number of personnel.**
 - **Strategic, tactical, or monetary value of assets.**
 - **Classification level.**
 - **Other factors such as natural or human-made hazards.**



MEVA



Following assets at a minimum are designated as MEVAs IAW AR 190-51:

- Airfields, aircraft parking, and maintenance areas for tactical aircraft.
- On-post public and privatized (primary and alternate) electric power supply transmission and generation facilities; utility distribution systems to include tank farms, supply points, and distribution hubs; and water source and treatment facilities.
- Arms, ammunition, and explosives storage areas, nuclear reactors, special nuclear materials, chemical agents, and biological select agents and toxins.
- Critical communications facilities.
- Motor pools and maintenance facilities assessed at Risk Level III.
- Medical treatment facilities with controlled drug vaults or storage areas and radioactive materials storage areas.
- USACE civil works and like projects with Risk Level III resources.
- **Commander/directors may add MEVAs they feel are critical or vulnerable to the above minimum requirements provided they can justify same to host commander.**





Physical Security Plan



Physical Security Plan

A comprehensive written plan providing proper and economical use of personnel, land, and equipment to prevent or minimize loss or damage from theft, misuse, espionage, sabotage, and other criminal or disruptive activities.



Physical Security Plan

Annexes to the plan will include, as a minimum:

- Installation threat statement
- Terrorism counteraction plan
- Bomb threat plan
- Installation closure plan
- Natural disaster plan
- Civil Disturbance plan
- Resource plan
- Communications plan
- List of restricted areas / MEAVs





Restricted Areas



Restricted Areas

(Levels of Security)



An “Exclusion area” **(Highest)** is a type of restricted area that contains a security interest or other material of such vital importance that proximity resulting from entry into the area constitutes access to such security interest or material. Therefore, entry into an exclusion area is more restrictive than into a limited area. An exclusion area is usually located within a limited area. In addition to conditions required for entry into the limited area, further entry into an exclusion area is disqualified from everyone unless they are identified through an entry control roster, electronic access control system, or exchange badge system for the exclusion area and can meet two conditions: (1) The person must be a current member of the Personnel Reliability Program, and (2) the person is a participant in a two-person access requirement within the area. Movement within an exclusion area is controlled by the two-person rule. All other individuals allowed entry into an exclusion area must be escorted by person who can satisfy the previous two conditions. Persons under escort cannot satisfy the two-person requirement and are not considered to have access to the security interest.



Restricted Areas

(Levels of Security)

Limited area **(Medium)** is a type of restricted area that is more restrictive than a controlled area because in addition to the need for access and proof of positive identification, entry is limited to only those individuals whose names have been previously placed on an entry control roster signed by the controlling authority (installation/activity commander) or who have been enrolled in an electronic access control system or are part of an approved exchange badge system. Entry is granted to those limited individuals listed on the entry control roster, enrolled in the electronic access control system, or members of an exchange badge system after verification at the entry control facility. Movement within a limited area is not controlled for those authorized unescorted entry. A limited area is normally a buffer zone for an exclusion zone because access to the security interest contained within the exclusion area remains prohibited. Commanders may require escorts for un-cleared personnel with a need for entry into the limited area.



Restricted Areas

(Levels of Security)

Controlled area (**Lowest**) is a type of restricted area in which access to the general public is denied unless certain entry controls are met. This type of area has the least restrictive conditions. Usually, the required controls for entry include a military identification card or proof of identification by another Federal or state government document, and a need for access. Once authorized to enter, movement within the area is not controlled. An example of a controlled area is an Army installation or facility where entry is granted at the IACP. A controlled area may also be a building that is not accessible by the general public because entry is controlled by proof of identification that the individual is an active or retired member of the military (for example, commissary, post exchange).





Arms, Ammunition and Explosives (AA&E)



AA&E Unit Responsibilities



- Ensure safeguard measures of AA&E at all times.
- Provide instructions on individual responsibility for AA&E during field training, care and maintenance, and when stored or mounted on vehicles and aircraft.
- Ensure timely submission of serious incident reports (SIR) IAW AR 190-45 (Law Enforcement Reporting).
- **Report all losses (actual or suspected) or recoveries within 2 hours to proper law enforcement agencies.**
- Publicize AA&E security and loss prevention through command information and unit training programs.
- **Ensure AA&E storage facilities are inspected at least every 18 months.**



AA&E Unit Responsibilities



| REPORT OF MISSING/RECOVERED FIREARMS, AMMUNITION AND EXPLOSIVES For use of this form, see ARMY DIR 2023-07 ; the proponent agency is PMG. | | REQUIREMENT CONTROL SYMBOL JUST-1010 | |
|--|---|---|--|
| TO: Office of the Provost Marshal General ATTN: Physical Security Division USARMY Pentagon HQDA DCS G-3/5/7 Email: usarmy.pentagon.hqda-dcs-g-3-5-7.mbx.opmg-security-mailbox@army.mil | | FROM: (Complete identification and address, including ZIP Code) A Company 2/801st PIR ATTN: CPT Jason Bourne Fort Liberty, NC 28310-5000 Office: (910) 555-5555 Email: jason.bourne.mil@army.mil | |
| 1. COMPONENT (Check one) ACTIVE ARMY <input checked="" type="checkbox"/> 1 ARNG <input type="checkbox"/> 2 USAR <input type="checkbox"/> 3 ROTC <input type="checkbox"/> 4 DCM <input type="checkbox"/> 5 | | | |
| 2. UNIT NAME AND LOCATION (Abbreviate 20 spaces) A Company 2/801st PIR | | 3. DATE OF INCIDENT (Enter numbers) YEAR <input type="text" value="2"/> <input type="text" value="3"/> MO <input type="text" value="1"/> <input type="text" value="0"/> DAY <input type="text" value="1"/> <input type="text" value="9"/> | |
| 4. TYPE OF ACTION (Check one) LOSS <input checked="" type="checkbox"/> 1 RECOVERY <input type="checkbox"/> 2 INVENTORY SHORTAGE <input type="checkbox"/> 3 INVENTORY OVERAGE <input type="checkbox"/> 4 | | 5. SIR REPORT NUMBER (AR 190-45) IF APPROPRIATE FL CCIR 23-0135 / | |
| 6. FIREARMS, AMMUNITION OR EXPLOSIVE IDENTIFICATION | | | |
| QUANTITY | TYPE | CALIBER | MODEL |
| 500 | Cartridge, JHP | 9mm | Unknown |
| SERIAL/LOT NUMBER WMA13C033-001 | | | |
| 7. WHERE DID LOSS OCCUR? (Check appropriate box) | | | |
| <input type="checkbox"/> a. TRAINING/FIELD EXERCISE | | <input type="checkbox"/> f. MUSEUM | |
| <input type="checkbox"/> b. IN-TRANSIT | | <input checked="" type="checkbox"/> g. ARMS ROOM | |
| <input type="checkbox"/> c. CLEANING/MAINTENANCE | | <input type="checkbox"/> h. DEPOT/WAREHOUSE | |
| <input type="checkbox"/> d. RESIDENCE OR POV | | <input type="checkbox"/> i. AMMUNITION HOLDING AREA | |
| <input type="checkbox"/> e. GUARD DUTY | | <input type="checkbox"/> j. OTHER: | |
| 8. HOW DID LOSS OCCUR? (Check appropriate box) | | | |
| <input type="checkbox"/> a. ROBBERY | | <input type="checkbox"/> c. NEGLIGENCE | |
| <input type="checkbox"/> b. BREAKING AND ENTERING | | <input checked="" type="checkbox"/> d. INVENTORY | |
| 9. REMARKS Investigation disclosed that between 26 September 2023 and 19 October 2023, person(s) unknown by unknown means gained access to the ammunition locker within the arms room and removed 500 rounds (10 boxes) of ammunition. Ammunition was discovered missing during October sensitive items inventory, ammunition was re-inventoried confirmed the missing ammunition. All persons with access to the arms room were interview and denied removing the ammunition. A MPR was initiated (MPR# 0453-2023-MPI023). Investigation continued by MPI. | | | |
| 9. NCIC NIC NUMBER | | 10. DATE OF NCIC ENTRY (Enter numbers) YEAR <input type="text" value="2"/> <input type="text" value="3"/> MO <input type="text" value="1"/> <input type="text" value="0"/> DAY <input type="text" value="1"/> <input type="text" value="9"/> | |
| 11. DA REPORT SEQ NO. | 12. NAME AND TITLE OF REPORTING OFFICER Jason Bourne, Commander A Company 2/801st PIR | | 13. SIGNATURE OF REPORTING OFFICER |

ARMY DIR 2023-07

AR 190-11 Chp 2 and 8

(Covers 3056 Procedures)

Submit Completed Form to Below Emails

- usarmy.pentagon.hqda-dcs-g-3-5-7.mbx.opmg-security-mailbox@army.mil
(This email will come back as non-deliverable)
- scott.t.petrowski.civ@army.mil
- mickey.d.mcquain.civ@army.mil
- joseph.m.collier.civ@army.mil



AA&E Unit Responsibilities



- Physical security inspections will be conducted for new AA&E storage facilities, upon significant change to a facility, after an attempted or actual forced entry, actual loss of AA&E, or the loss of AA&E Keys.
- Routine inspections conducted every 18 months; re-inspection is required within 6 months for units receiving a “not adequate”.
- Physical security inspections of AA&E deployed in the field are also required.
- Inventory, accountability, issue and turn-in procedures should be included in all inspections.
- When custody is transferred between authorized persons, a physical count of weapons & ammunition is required.
- Construction statements are to be recertified every 5 years
 - POC: Mr. Claytus Lewis (910-908-4500 / 910-676-1292)
- Fabricated cabinets must be GSA or TACOM certified before use.



AA&E Unit Responsibilities



- **Category II – Light Automatic Weapons (M4/M16).**
- **Category IV – Includes Handguns.**
- **Must contain an approved IDS or armed guards.**
- **Small quantities can be stored in Class 5 security container which does not contain classified material.**
- **If ammunition is stored in a security container with weapons, the ammunition must be stored in another container (ammunition can) which is locked with an approved lock (5200 series).**





Physical Security Requirements During Deployment



Physical Security Requirements

(Pre-Deployment)

- Conduct arms room closure procedures.
- Sign weapons and arms rooms to Rear Det CDRs/LBE.
- Identify Rear Det Armorer (s), ensure armorer (s) are appointed in writing, complete a background check and a signed Commanders request to issue a PIC.
- Leave copies of the units last two (2) years of monthly sensitive item inventories with Rear Det CDR.



Physical Security Requirements

(During Deployment)

- Continue to conduct monthly sensitive item inventories (develop measures to maintain accountability of weapons and sensitive items).
- Maintain documentation of loss, damaged, or turned in weapons.



Physical Security Requirements

(Re-Deployment)



- **Conduct arms room re-opening procedures (pre-occupancy inspection).**
- **Conduct 100% sensitive items inventories once AA&E returns to home station.**
- **Identify armorers and request PIC codes (Appointment Orders, DA Form 7708, and FB 975)**
- **Ensure that the primary armorer is hand receipted for all equipment in arms room.**
- **Request inspection from installation Physical Security.**



Check on Learning



- **What does MEVA stand for?**
 - **Mission Essential Vulnerable Area**
- **Name three Annexes to Physical Security Plan?**
 - **Threat Statement, Terrorism Counteraction, Bomb Threat, Installation Closure, Natural Disaster, Civil Disturbance, Resource, Communication, Restricted/MEVA List**
- **How often must you recertify the DA Form 4604-R Construction Statement?**
 - **Every five years**





Keys, Locks, Locking Devices and Protective Seals



Keys, Locks, Locking Devices, and Protective Seals



- Only approved locks and locking devices will be used.
- No keys or locks will be placed in a security container that stores classified material.
- A key custodian and alternate will be appointed in writing.
- Key custodian must maintain a Key Control Register (DA Form 5513-R) to ensure continuous accountability (kept in a locked container that does not store classified).
- A lockable key depository, safe, or filing cabinet will be used to secure keys when not in use.



Keys, Locks, Locking Devices, and Protective Seals



- Keys should be checked at the end of the duty day.
- Padlocks and their keys will be inventoried semi-annually or upon change of custodian by serial number.
- An inquiry will be conducted when a key is missing, and the padlock replaced immediately.
- A key and lock inventory will be maintained which includes serial numbers of all keys and locks, the location of locks, and the number of keys for each lock.
- Padlocks and keys without serial numbers will be inscribed with one.



Security Container / Door Locks



Change combinations anytime when:

- A combination lock is first installed or used.
- A combination is believed to have been compromised and or change/loss of personnel (PCS/ETS or removed from responsibility).
- Annually per AR 190-51.



Key Custodian



- Maintains Key Control Register and Inventory, DA Form 5513-R (applies to AA&E or administrative keys) for a minimum of 1 year.
- Ensures proper handling of keys.
- Issues/receives keys to and from authorized individuals and conducts semi-annual inventories.
- Maintains an accurate, up to date DA Form 7708 (background check). (AA&E Only)
- Key control custodians for AA&E keys CANNOT be armorer or personnel on unaccompanied access roster.



Key Control Custodian Types

- **Administrative (AR 190-51)**
- **AA&E (AR 190-11)**



Key Control Custodian Appointment Orders



- **All key control custodians are required to be on appointment orders specific to the types of keys they are responsible for:**
 - AA&E
 - Administrative
- **Appointment order must include:**
 - Current date (must coincide with CDR assuming command)
 - Standard Name Line --- (last 4 SSN only)
 - Authority:
 - AR 190-11 (for AA&E custodians)
 - AR 190-51 (for administrative custodians)
 - Commander's signature



AA&E Key / Lock Control



- All key custodians must be appointed in writing.
- AA&E key custodians cannot have unaccompanied access to arms room.
- Command oriented security screening conducted on all personnel authorized to issue or control AA&E keys.
- Unit must have a current roster of personnel authorized to receive AA&E keys.
- Key control register must be maintained at unit level.
- Keys will be signed out on the key control register.
- AA&E keys will not be removed from the installation.
- All keys will receive a 100% inventory semi-annually (at a minimum).
- Inventory records must be retained for 1 year.



Key Control Depositories

NON-AA&E

- Lockable container (safe, filing cabinet or key depository made of at least 26-gauge steel, equipped with a tumbler-type locking device and permanently affixed to a wall.
- Depository will be in a room where it is kept under 24-hour surveillance or in a room that is locked when unoccupied.
- Will not contain AA&E keys.
- Accessible by Key Control Custodian and/or Commander only.

AA&E

- 20-gauge steel container (with approved key & lock OR 3 position combination).
- Containers weighing less than 500 lbs. must be:
 - chained (5/16" link) and
 - secured to building structure.
 - or chained to other containers to equal or exceed 500lbs.
- Cannot be stored with classified material.
- No other keys may be stored w/AA&E keys.
- Accessible to only AA&E Key Control Custodian and commander.



Key / Locks

NON-AA&E

- Administrative (desks, supply lockers, office doors, etc).
- Multiple keys authorized (except series 300 and 5200 locks).
- Maintained in a key depository under control of appointed Key Control Custodian.
- DA Form 5513-R will be maintained and kept on file for 90 days (min.) once form is filled out.
- Keys will be given a serial number # if one does not exist on the key.

AA&E

- 5200 series or like compatible locks only 2 keys per lock.
- Must be “key retention” type (key cannot be removed when lock is opened).
- Master key or multiple keys are prohibited.
- Replacement locks and keys will NOT be stored in the arms room.



Key Control Register and Inventory



Will reflect:

- Unit/activity/arms room
- Period covered
- Key control serial number
- Key issue/turn in
- Inventories (joint and semi-annually (minimum))



DA Form 5513 Key Control Register



Unit Information

Address:

Key / Lock Location
Key Serial Number
Total Number of Keys

| KEY CONTROL REGISTER AND INVENTORY For use of this form see AR 190-11; the proponent agency is PMG. | | | |
|--|-----|----------------|------|
| UNIT/ACTIVITY | | PERIOD COVERED | |
| A Company 3/457 PIR BN, Fort Bragg, NC | | FROM: 2 Jan 24 | TO: |
| KEY CONTROL NUMBER(S) (Insert serial number or other identifying number from the key) | | | |
| 1. Front Door C-88652 (5) | 27. | 53. | 79. |
| 2. Rear Door H-3577 (2) | 28. | 54. | 80. |
| 3. CDR's Office C-86791 (2) | 29. | 55. | 81. |
| 4. ISG Office C-89233 (2) | 30. | 56. | 82. |
| 5. Training Office 176325 (2) | 31. | 57. | 83. |
| 6. Conference Room H-1902 (2) | 32. | 58. | 84. |
| 7. | 33. | 59. | 85. |
| 8. | 34. | 60. | 86. |
| 9. | 35. | 61. | 87. |
| 10. | 36. | 62. | 88. |
| 11. | 37. | 63. | 89. |
| 12. | 38. | 64. | 90. |
| 13. | 39. | 65. | 91. |
| 14. | 40. | 66. | 92. |
| 15. | 41. | 67. | 93. |
| 16. | 42. | 68. | 94. |
| 17. | 43. | 69. | 95. |
| 18. | 44. | 70. | 96. |
| 19. | 45. | 71. | 97. |
| 20. | 46. | 72. | 98. |
| 21. | 47. | 73. | 99. |
| 22. | 48. | 74. | 100. |
| 23. | 49. | 75. | 101. |
| 24. | 50. | 76. | 102. |
| 25. | 51. | 77. | 103. |
| 26. | 52. | 78. | 104. |

DA FORM 5513, JAN 2016

PREVIOUS EDITION IS OBSOLETE

Page 1 of 3
APO LC v1.02

TO: date is not
filled in until
form is complete

FROM Date: should
be the same date
as the TO: date
recorded on
the last closed out
register.



**NOTE: Both PRINT
and SIGNATURE
required by BOTH
issuer and receiver**

Date/Time when keys were turned in.

[illegible]

**Printed Name AND
Signature of Key
Control Custodian**

[illegible]

Semi-Annual 100% Inventory
AR Requirement.
Highly recommended that
during unit Deployment
Readiness Briefing, Key Control
Custodians recall all keys issued.
Re-issue as needed upon return.



Course Objectives



KEY CONTROL REGISTER AND INVENTORY

For use of this form see AR 190-11; the proponent agency is PMG

Note-All entries on the form will be typed or made in black ink. Erasable ink and correction fluid is prohibited.

UNIT/ACTIVITY

50TH SIG BDE (Arms Room)

PERIOD COVERED

FROM: 2 Jan 24 TO:

- Enter the unit/activity that is establishing key control.
- The key custodian must maintain a separate key control register(s) for arms room keys.
- Key custodians will not be unit armorers or other persons responsible for AA&E storage facilities.
- FROM: Enter the date the Key Control Register **begins - it** will be the same date as the "TO" date on the previous key control register or first issue.
- TO: Enter a date in the block when the Key Control Register is closed out.



Course Objectives



KEY CONTROL REGISTER AND INVENTORY

For use of this form see AR 190-11; the proponent agency is PMG

Lock Number/ Administrative Numbers

| KEY CONTROL NUMBER(S) | | | |
|--|-----|-----|-----|
| Insert serial number or other identifying number from the key) | | | |
| 1. Rack #6 2562H (2) | 11. | 21. | 31. |
| 2. HS Door XM24821 (3) | 12. | 22. | 32. |
| 3. Rack #3 56021 (2) | 13. | 23. | 33. |
| 4. Spare H4832 (2) | 14. | 24. | 34. |
| 5. | 15. | 25. | 35. |
| 10. | 20. | 30. | 40. |

Lock Location

Serial Number

Total Number of Keys



Course Objectives



KEY CONTROL REGISTER AND INVENTORY

For use of this form see AR 190-11; the proponent agency is PMG

KEY ISSUE AND TURN IN

| KEY NUMBER | ISSUE DATE/TIME | ISSUE BY Printed Name/Signature | ISSUE TO Printed Name/Signature | TURNED IN DATE/TIME | RECEIVED BY Printed Name/Signature |
|---------------|--------------------|------------------------------------|------------------------------------|---------------------------|---------------------------------------|
| 1 THRU 4 | 3 Dec 10 1030 | Jack Ryan | Jon Snow | | Jack Ryan |
| | | SIGNATURE | SIGNATURE | | SIGNATURE |
| Locked Box | 3 Dec 10 1030 | Jack Ryan | Tony Stark | | |
| | | SIGNATURE | SIGNATURE | | |
| 1 THRU 4 | 3 Dec 10 1030 | Jack Ryan | Peter Parker | | |
| | | SIGNATURE | SIGNATURE | | |

Key number - Enter the administrative/lock number of keys being issued -not the serial number. Locked box/sealed envelop will be issued to the S-2.



Course Objectives



KEY CONTROL REGISTER AND INVENTORY

For use of this form see AR 190-11; the proponent agency is PMG

INVENTORIES (JOINT/SEMIANNUAL)

| DATE | Printed Name/Signature | DATE | Printed Name/Signature |
|----------|-------------------------|------|------------------------|
| 2 Jan 24 | Jack Ryan (100% Joint) | | |
| | SIGNATURE | | |
| 2 Jul 24 | Jack Ryan (Semi-Annual) | | |
| | SIGNATURE | | |
| | | | |
| | | | |

Inventories of arms room facility keys will be conducted semiannually and kept on file for a minimum of 1 year.



Course Objectives



KEY CONTROL REGISTER AND INVENTORY

For use of this form see AR 190-11; the proponent agency is PMG

KEY CONTROL NUMBER(S)

(Insert serial number or other identifying number from the key)

| | | | |
|--------------------------|-----|-----|-----|
| 1. Lock Box 25835 (2) | 11. | 21. | 31. |
| 2. | 12. | 22. | 32. |
| 3. | 13. | 23. | 33. |
| 4. | 14. | 24. | 34. |

KEY ISSUE AND TURN IN

| KEY NUMBER | ISSUE DATE/TIME | ISSUE BY Printed Name/Signature | ISSUE TO Printed Name/Signature | TURNU IN DATE/TIME | RECEIVED BY Printed Name/Signature |
|---------------|--------------------|------------------------------------|------------------------------------|--------------------------|---------------------------------------|
| 1/A | 4 Feb 24 0930 | Jack Ryan | Jon Snow | 4 Feb 24 1715 | Jack Ryan |
| | | SIGNATURE | SIGNATURE | | SIGNATURE |
| | | | | | |
| | | | | | |



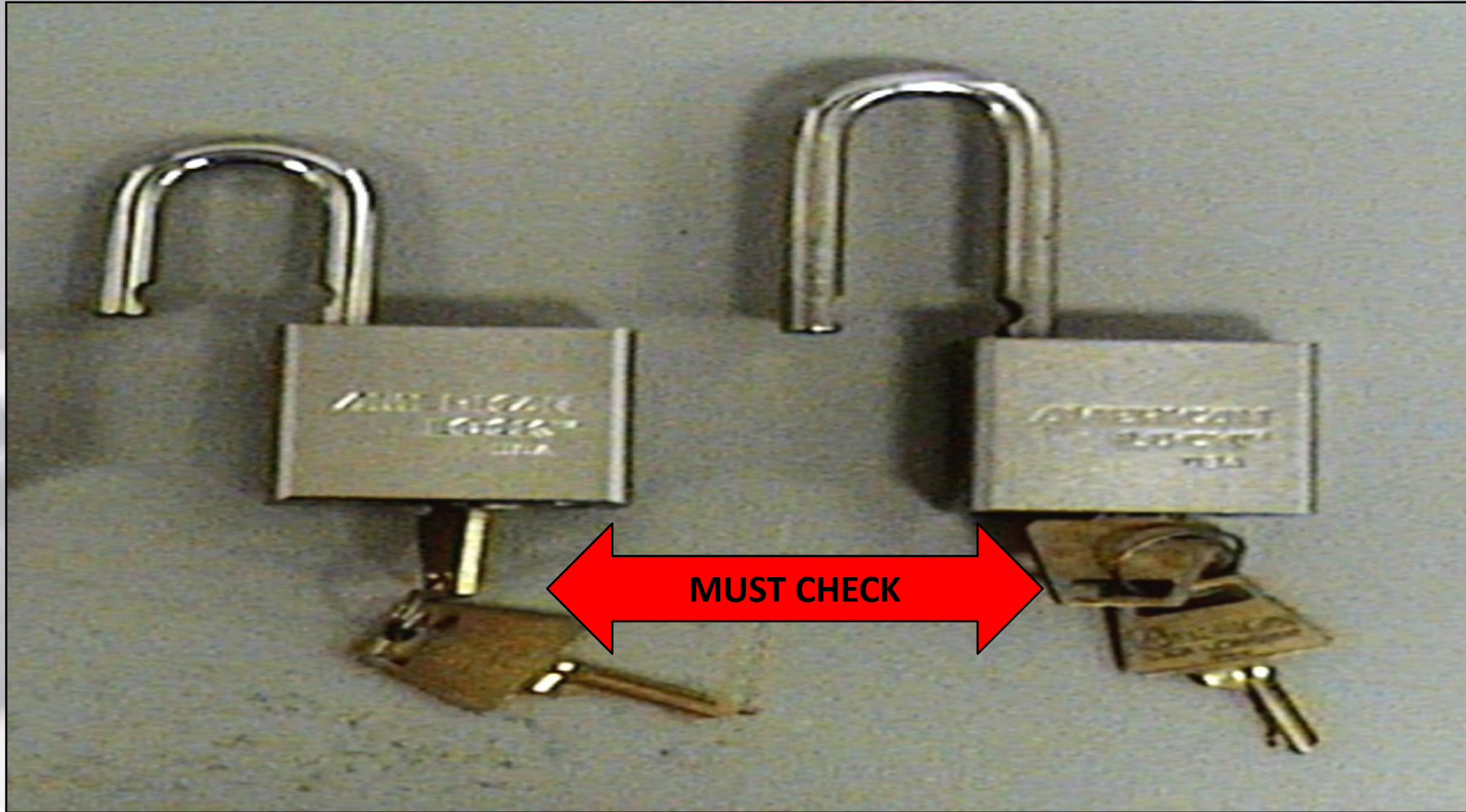
High Security Padlock



High Security Padlock Shroud



5200 Series Padlock



Approved Like Compatible



Check for "U.S." stamp not "SET"





Risk Analysis



Risk Analysis



- **Required by AR 190-51.**
- **Procedures contained in DA Pam 190-51.**
- **Objective of a risk analysis is to provide a tool from which to design a physical security system based on local needs.**
- **Allows CDRs the flexibility to adapt physical security measures to local risk conditions.**
- **Conducted at least every three years, for all MEVAs containing one or more categories of US Army property.**



Risk Analysis



- **WHY:**
 - To ensure facility is rated to the appropriate level of security for equipment maintained.
 - Item of inspection during any physical security inspection.
- **Performed:**
 - When a unit/activity is activated.
 - When a unit permanently relocates to a new site or facility.
 - When no formal record exists of a prior risk analysis.
 - At least every 3 years or more frequently at the discretion of the unit or activity CDR.
 - During the planning stages of new facilities, additions to facilities, and facility renovations.
- Maintain a copy with the facility/unit and copy filed with the unit PSO.
- DA PAM 190-51 (NOT AR 190-51) is used to qualify each section of the Risk Analysis form. Cannot expect the PSO to have detailed information of all facilities and need assistance by the NCOIC/OIC in order to accurately portray security requirements. Requires both PSO and Facility NCOIC/OIC to complete the form.



Physical Security Standards by Category



- Common types of property are classified into categories for quick reference (examples: “aircraft and vehicles with classified onboard equipment or components” and “mission-critical and high-risk personnel” but **does not include “sensitive information”**).
- Physical protective requirements, security procedures, and terrorism counteraction measures are outlined for each category and risk level.
- Risk Level I (low threat) security requirements are the minimum.
- Additional requirements at Risk Levels II and III (medium and high threat levels).



Storage Structure Security



- Secure storage structural standards are provided for each risk level.
- Standards for doors, windows, walls, floors, and ceilings.
- Fully effective protection against forced entry requires a delay time at least equal to the alarm response time.
- IDS should detect aggressors before they breach the surface of the secure storage structure.



Check on Learning



- What is the DA Form 5513?
 - Key Control Register and Inventory
- How often is key and lock control inventoried?
 - Semi Annual
- What regulation covers procedures for Risk Analysis?
 - DA Pam 190-51
- What information must be listed on DA Form 5513?
 - Key Serial Number, Lock Location, Total Number of Keys
- Do all Key Custodians require a DA Form 7708 background check?
 - No, only AA&E





QUESTIONS





Crime Prevention



Course Objective

To provide unit Crime Prevention Officers (CPOs) and associated personnel with an understanding of crime prevention, governing regulations, policies, procedures, and planning that will assist in the development and/or sustainment of the unit crime prevention program.



References

- AR 190-13, The Army Physical Security Program, 27 June 2019
- AR 190-32, Army Crime Prevention Program, 2 January 2025
- AR 190-45, Law Enforcement Reporting, 30 March 2007
- AR 190-51, Security of Unclassified Army Property (Sensitive and Non-sensitive), 27 June 2019
- AR 710-2, Supply Policy Below the National Level, 28 March 2008
- AR 710-4, Property Accountability, 26 January 2024
- DA PAM 190-51, Risk Analysis for Army Property, 27 June 2019
- FB Reg. 190-13-1, Fort Bragg Physical Security Program, 14 February 2025



Forms

[illegible]

| ACTIVITY SECURITY CHECKLIST | | DIVISION/BRANCH/OFFICE | | ROOM NUMBER | | MONTH AND YEAR | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|--|------------------------|---|-------------|---|-------------------------|---|---|---|---|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|
| DES / Physical Security (Plans Office) | | Signature | | Date | | Time | | | | | | | | | | | | | | | | | | | | | | | | | | |
| I have conducted a security inspection of this work area and checked all the items listed below. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| TO (if required) | | FROM (if required) | | | | THROUGHTS (if required) | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1. Security containers have been locked and checked. | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 |
| 2. Doors, vestibules and other closures and receptacles are free of classified material. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3. Windows and doors have been closed (where appropriate). | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4. Toner/ribbons and RIP devices (e.g., daisy wheels) containing classified material have been removed and properly stored. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5. Security alarms and equipment have been activated (where appropriate). | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Ensure all printers and copiers are cleared @ end of day. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Ensure all appliances are turned off @ end of day. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Ensure space heater is turned off @ end of day (if used). | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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Crime Prevention

- **What is Crime Prevention?**
- **A crime control method that applies to efforts to reduce criminal opportunity, protect potential human victims, and prevent property loss by anticipating, recognizing, and appraising crime risk and initiating actions to remove or reduce it.**



Why Do We Need Crime Prevention

- To prevent catastrophic failure (i.e. loss of critical mission essential equipment, personnel, facilities, and negative media).
- To protect potential victims or property from criminal acts by anticipating crime possibilities and eliminating or reducing opportunities for the acts to occur.
- To discourage potential offenders from committing criminal acts.
- To stimulate appropriate crime prevention procedures, attitudes, and behavior.
- To save time and money.



Unit CP Responsibilities

- CDR
- Crime Prevention Officer (CPO)
- Soldiers
- **Everyone!!!**



Commander Responsibilities



- Commanders are responsible for their own Crime Prevention Program IAW AR 190-13.
- **Appoint a Crime Prevention Officer / NCO per FL Reg 190-13-1**
 - **BDE/GRP/SQDN** **MAJ / MSG**
 - **DIRECTORATE** **GS-9 or Above**
 - **BN** **CPT / SFC**
 - **CO** **LT / SSG**
- Promptly report to the Provost Marshal or equivalent organization, investigate, and resolve incidents involving loss, theft, misuse, or damage of Army property.
- Ensure crime prevention policies, plans, and procedures are established and appropriately disseminated.
- Ensure DA Form 4986 Personal Property Record are prepared and maintained on file for all barracks personnel.



Officer / NCO Responsibilities



- Appointed in writing by unit CDR; responsible for development, implementation, and review of unit's crime prevention program.
 - Develop crime prevention SOP and disseminate.
 - Ensure newly assigned personnel receive and acknowledge unit crime prevention brief within 10 working days of arrival.
 - Conduct and document semi annual crime prevention training.
 - Establish end of day security checks using SF 701.
- Conduct formal quarterly unit crime prevention inspections and maintain results on file.
- Monitor, track, and trend all reported incidents of criminal activity to CDR and Military Police, as needed.
- Submit and track all work orders relating to crime prevention needs and/or requirements.
- Ensure corrective action is taken on all crime prevention inspection deficiencies.



Soldier Responsibilities



- Secure personal and government property always i.e...
 - Do not leave valuables/money in unsecure locations i.e. pillowcases, mattresses, nightstands, desks, or lockers.
- Report all suspicious activity or observed criminal acts to their CDR and Military Police.
- Maintain wall and foot lockers in serviceable condition.
- Request new/replacement lock through supply if lock is compromised or if key is lost/stolen.
- Mark all property IAW AR 190-51, Appendix C.
- Ensure DA Form 4986 is completed and updated when new high dollar items are purchased.
 - Refrain from carrying large sums of money on person.



Everyone's Responsibilities

- To ensure proper security and accountability of personal and government property and equipment.
- To report improper physical security procedures to the first line supervisor, platoon leader, section leader, First Sergeant, CDR, etc..



Areas Of Emphasis

- **Asset Protection.**
- **Health and Welfare Inspections.**
- **POV Parking Area (Garrison and Deployment).**
- **TA 50 Storage Area.**
- **Unit Motor Pools.**
- **Marking of Government Equipment and Personal Property.**
- **Visitor Procedures.**
- **Barracks / Dayrooms.**



Asset Protection



- **Double Barrier Protection IAW AR 190-51.**
- **Secure Doors After duty Hours.**
- **Proper Key and Lock Control IAW AR 190-51.**
- **After Duty Hours Security Checks.**
- **Proper Documented Property Issue.**



Health and Welfare Inspections



- CDRs must consult the SJA office prior to conducting inspection.
- CDRs will notify Fort Liberty MP Office of prohibited/suspected items found.
- Confiscated items will be maintained by CoC until disposition to Military Police.
- Coordinate for Military Working Dog support in advance with the 550th MWD DET.
- During inspection on the spot corrections should be made in reference to unsecure valuables, personal and government property.



POV Parking

- Secure POVs when unattended.
- Remove valuable items from vehicles.
- Permanently mount DVD, CD players, CB radios etc in vehicles, if applicable.
- Do not store or leave TA 50 in vehicles on or off post IAW FB Reg 190-13-1.
- Vegetation Control (Create Clear Zones).
- Security Lighting.
- Establish POV Storage Area for POVs during deployment.



TA 50 Storage

- **Double Barrier Protection IAW AR 190-51.**
- **Control Access To Area.**
- **Proper Key and Lock Control IAW AR 190-51.**
- **Security Lighting.**
- **Utilize SF 701 and Maintain on file for 90 days.**



Motor Pool

- Post guards during duty hours.
- Post Proper Restricted Area Signs IAW AR 190-13.
- After hours checks by Staff Duty.
- No POVs in inside fence line.
- Proper Key and Lock Control IAW 190-51.
- Monitor fence line for holes and submit work order to repair when found.
- Ensure vegetation is removed from fence line.
- Vehicle Security.



Motor Pool



RESTRICTED AREA WARNING

THIS ACTIVITY HAS BEEN DECLARED A RESTRICTED AREA BY AUTHORITY OF THE COMMANDER IN ACCORDANCE WITH THE PROVISIONS OF THE DIRECTIVE ISSUED BY THE SECRETARY OF DEFENSE ON 20 AUGUST 1954, PURSUANT TO THE PROVISIONS OF SECTION 21, INTERNAL SECURITY ACT OF 1950

UNAUTHORIZED ENTRY IS PROHIBITED

ALL PERSONS AND VEHICLES ENTERING HEREIN ARE LIABLE TO SEARCH. THE INTRODUCTION OF WEAPONS, AMMUNITION, EXPLOSIVES OR OTHER PROHIBITED ITEMS; PHOTOGRAPHY AND MAPPING OF THE FACILITIES IS PROHIBITED WITHOUT SPECIFIC AUTHORIZATION FROM THE COMMANDER AND SUBJECT TO CONFISCATION.

**WARNING
RESTRICTED AREA
KEEP OUT
AUTHORIZED
PERSONNEL
ONLY**

**NO PRIVATELY OWNED
VEHICLES ALLOWED**



Marking Property

- Mark property IAW AR 190-51, Appendix C and FB Reg 190-13-1, Chapter 14.
- Mark pilferage / high dollar items (Military and Commercial).
- Ensure serial numbers are recorded.



Visitor Procedures



- **Post proper signs to direct visitors to Staff Duty.**
- **Staff Duty Responsibilities.**
 - **Maintain DA Form 1594 (Staff Duty Journal).**
 - **Utilize sign in log for all visitors .**
 - **Conduct checks of barracks, parking lots, and day room areas.**
 - **Record and report any found physical security deficiencies.**
- **Control Access to unit area and barracks to include prohibited personnel.**
 - **Minor juveniles 17 years old and younger; unless accompanied by parent or guardian.**
 - **Personnel identified by the CoC.**
 - **Vendors/Solicitors unless they have prior approval from CoC.**



Barracks / Dayroom



- Secure all doors except main entrance after duty hours.
- Ensure all barracks room doors have the ability to be adequately secured.
- Post Off Limits Establishments/Areas list on unit bulletin board.
- Ensure dayroom property (i.e. Television, DVD player, etc) is properly marked and either on unit property book or hand receipted.
- Ensure dayroom property is properly secured to stands or fixed objects.
- Ensure dayroom property is inventoried daily by Staff Duty and monthly by command appointed representative.



Reporting Procedures



- Report all incidents IAW AR 190-45.
- Reportable Serious Incidents.
- Category **1(Reported by Telephone Immediately / Written Report within 12 hours).**
 - Riots, War Crimes, Terrorist Activities, Sabotage.
- Category 2 **(Written Report within 24 hours).**
 - Theft, Suspected Theft, Wrongful Appropriation, or willful destruction of Government Property valued at more that \$100,00.
 - Loss, Theft, Wrongful Disposition, Willful Destruction, or Mismanagement of Sensitive Items other than AA&E.
 - Theft, Loss, Suspected Theft, Unaccounted For or Recovered AA&E.



Daily Security Checks, Monthly Inventories, Semi Annual



- Security Checks of Controlled Areas (i.e. Supply, NBC, Communication Storage, and Motor Pool.
- Security Checks of unit area to include barracks and dayroom.
- Complete SF Form 701 or 702 and maintain on file for 90 days.
- Conduct Monthly Sensitive Item Inventories and maintain on file.
- Conduct Semi Annual Inventories on Key Control and maintain on file.



Check on Learning



- **What regulations cover Crime Prevention?**
 - **AR 190-32 and FB Reg 190-13-1**
- **Name two areas of Emphasis within Crime Prevention?**
 - **Asset Protections, Health and Welfare, POV Parking, TA50 Security, Motor Pools, GOV Equipment Marking, Visitor Procedures, Barracks/Dayroom**
- **How often is Crime Prevention training required?**
 - **Semi Annual**
- **What is the DA Form 4986?**
 - **Personal Property Record**





QUESTIONS





**DIRECTORATE
OF
EMERGENCY SERVICES**
Certificate of Training



**This is to certify that
CPT WEB, DAVID
has successfully completed
The Arms Room Operations Course (AROC)
4 DEC 2024**

Mr. MATT DRIGGERS
Instructor Installation Physical Security Division

Mr. MICKEY MCQUAIN
Installation Physical Security Officer

THIS CERTIFICATE IS FOR ATTENDANCE PURPOSES ONLY AND NOT WORTH ANY PROMOTION POINTS

