



Department of Defense INSTRUCTION

NUMBER 2310.4

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ASD(ISA)

SUBJECT: Repatriation of Prisoners of War (POW), Hostages, Peacetime
Government Detainees and Other Missing or Isolated Personnel

- References:
- (a) [DoD Directive 2310.2](#), "Personnel Recovery," December 22, 2000
 - (b) Sections 1501-1513 of title 10, United States Code, "Missing Persons Act," February 10, 1996
 - (c) Joint Pub 3-50.3, "Joint Doctrine for Evasion and Recovery," September 6, 1996
 - (d) [DoD Directive 5110.10](#), "Defense Prisoner of War/Missing in Action Office (DPMO)," July 16, 1993
 - (e) Executive Order 9397, "Numbering System for Federal Accounts Relating to Individual Persons," November 30, 1943

1. PURPOSE

This Instruction implements policy, assigns responsibilities, and prescribes procedures for repatriating U.S. military personnel, DoD civilian employees, and DoD contractor employees who have been Prisoners of War (POW), held hostage by terrorists (inside or outside the continental United States (CONUS), detained in peacetime by a hostile foreign government, evading enemy capture, or were otherwise missing under hostile conditions.

2. APPLICABILITY AND SCOPE

This Instruction applies to the Office of the Secretary of Defense, the Military Departments, the Chairman of the Joint Chiefs of Staff, the Combatant Commands, the Office of the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities and all organizational entities within the Department of

Defense (hereafter referred to collectively as "the DoD Components"). The term "Military Services," as used herein, refers to the Army, the Navy, the Air Force, and the Marine Corps.

3. DEFINITIONS

3.1. Returned U.S. Personnel. U.S. military personnel, DoD civilian employees and DoD contractor employees who:

3.1.1. Have been POWs;

3.1.2. Have been held hostage by terrorists;

3.1.3. Have been detained in peacetime by a hostile foreign government;

3.1.4. Have been evading enemy capture (whether assisted or unassisted), or were otherwise missing, and;

3.1.5. Returned to U.S. Government control by escape, release, repatriation, rescue, or other means.

3.2. YELLOW RIBBON. Department of Defense plans and actions related to processing returned U.S. personnel.

4. POLICY

It is DoD policy under references (a) and (b) that:

4.1. Preserving the life and well being of U.S. military personnel, DoD civilian employees and DoD contractor employees placed in danger of isolation, beleaguerment, detention, or capture while participating in a U.S.-sponsored activity or mission is one of the highest priorities of the United States Government and the Department of Defense. Accordingly, personnel recovery is a critical element in the DoD ability to fulfill its moral obligation to protect its personnel, prevent exploitation of U.S. personnel by adversaries, and reduce the potential of captured personnel being used as leverage against the United States.

4.2. The Department of Defense has primary responsibility for military recovery and repatriation of U.S. personnel identified in paragraph 4.1. who are deployed outside the United States and its territories. Personnel recovery can occur through

military or diplomatic means; through efforts of International Organizations (IOs), Non-Governmental Organizations (NGOs) or persons; or through a combination of these means. DoD Components must be prepared to execute the intent of this Instruction regardless of the means of recovery in order to ensure the well being of repatriated personnel.

4.3. The Commander in Chief of United States Joint Forces Command (USJFCOM) is the executive agent for personnel recovery, which includes repatriation. The Joint Personnel Recovery Agency (JPRA) is designated as the USJFCOM office of primary responsibility (OPR) for repatriation guidance and procedures.

4.4. The well being and legal rights of the individual returnee shall be the overriding factors when planning and executing repatriation operations. Except in extreme circumstance of military necessity, they must take priority over all political, military, or other considerations.

5. RESPONSIBILITIES

5.1. The Assistant Secretary of Defense for International Security Affairs (ASD(ISA)), under the Under Secretary of Defense for Policy, shall serve as the principal staff assistant and civilian advisor to the Secretary of Defense and to the Under Secretary of Defense for Policy on personnel recovery. The ASD(ISA) has designated the Defense Prisoner of War/Missing Personnel Office (DPMO) as the OPR for repatriation. DPMO, on behalf of the ASD(ISA) shall:

5.1.1. Provide policy oversight for all repatriation activities in the Department of Defense.

5.1.2. Establish and maintain liaison with the DoD Components, Military Services, and other Government Agencies during implementation of all YELLOW RIBBON plans.

5.1.3. Provide policy direction to the DoD Components and Military Services, and remain cognizant of attempts to return DoD personnel by IOs, NGOs or their representatives.

5.2. The Assistant Secretary of Defense for Public Affairs (ASD(PA)) is responsible for all information aspects of the POW/Missing Personnel issue. The ASD(PA) shall:

5.2.1. Be responsible, in coordination with the respective Military Services' Public Affairs (PA) offices, Combatant Command PA offices, and JPRA, for all statements, interviews, releases, and contacts with the news media and the public concerning POW and missing personnel matters.

5.2.2. Disseminate suitable materials to help apprise returnees of world and Military Service events.

5.2.3. In conjunction with the Combatant Command or Military Service PA Offices, assist returnees and their families deal with the media.

5.3. The Department of State will coordinate with the Department of Defense to:

5.3.1. Arrange for civil authorities to provide necessary security and other required support if personnel are returned to CONUS civilian facilities.

5.3.2. Assign Foreign Service Officers on orders to act as escorts and debriefers for returned DoD contractor employees.

5.3.3. Coordinate all returnee debriefings with JPRA.

5.3.4. Arrange billeting for the Next of Kin (NOK) of returned DoD contractor employees in accordance with paragraph E1.2.1. of this Instruction.

5.4. The Secretaries of Military Departments shall:

5.4.1. Designate an OPR in each Military Service staff to coordinate all repatriation activities of the respective Military Service.

5.4.2. Coordinate all preparations for processing returned DoD personnel with USJFCOM, the DoD executive agent for personnel recovery (of which repatriation is a subset), and USJFCOM shall inform DPMO of the same. Coordination shall be in accordance with the provisions of this Instruction.

5.4.3. Ensure that adequate debriefing facilities and logistical support are available in CONUS and that they meet minimum requirements USJFCOM identifies.

5.4.4. Ensure supporting plans and directives are prepared and issued before the repatriation of personnel. Since history indicates that each repatriation scenario is unique, coordinate requirements of each repatriation event with USJFCOM in advance to ensure a successful repatriation and debriefing outcome.

5.4.5. Designate specific CONUS installations as potential processing locations and task the commanders of designated installations to develop YELLOW RIBBON contingency plans. The Military Services shall:

5.4.5.1. Appoint, on orders, a YELLOW RIBBON Processing Team Chief (O-6) at each military installation in CONUS designated as a potential processing location.

5.4.5.1.1. The Processing Team Chief shall be the central coordinator and point of contact for all processing preparations and activities at that installation.

5.4.5.1.2. The Processing Team Chief shall not be encumbered with other specific responsibilities such as medical treatment, debriefing responsibilities, or normal duties when YELLOW RIBBON contingency plans are implemented.

5.4.5.1.3. The Processing Team Chief shall assist the installation commander to develop plans to prevent unauthorized access to the returnee and family members during the repatriation process. Installation commanders must control access to the installation to prevent unauthorized individuals from interfering with the processing schedule and the privacy of the returnee and family members. Many well-intentioned and curious individuals of all ranks and offices will desire access to the returnee. The returnee's command authority, in coordination with JPRA, and when indicated, key medical staff, shall control access to the returnee, paying special attention to arrival, the hospital stay, debriefing, and time spent at personnel processing facilities.

5.4.5.1.4. The Processing Team Chief should develop and provide access rosters to installation commanders, as required, to ensure only authorized personnel have access to processing areas.

5.4.5.1.5. In the event a single (i.e., only one) military returnee is processed at a civilian facility, an O-6 from the military member's Military Service, ideally from the member's home station, shall be appointed as Processing Team Chief.

If more than one military returnee is processed at a civilian facility, the Processing Team Chief shall be appointed from the Military Service of the senior military person being processed.

5.4.5.1.6. Like their military counterparts, returned DoD civilians and DoD contractor employees shall come under the purview of the Processing Team Chief.

5.4.5.2. Maintain current names, ranks, duty telephone numbers, and home telephone numbers of YELLOW RIBBON Processing Team Chiefs.

5.4.5.3. Provide additional support, as directed, to facilitate orderly, expeditious, and considerate processing of returned DoD personnel and ensure efficient operation of all related activities.

5.4.5.4. Plan PA assistance for the returnee and his or her family consistent with the Principles of Information while respecting individual privacy.

5.4.5.5. Arrange prompt dispatch of each returnee's military or civilian record to the correct CONUS processing location when required.

5.4.5.6. Augment and support YELLOW RIBBON processing centers to accomplish required personnel actions.

5.4.5.7. In coordination with the respective Military Service Surgeon General Offices, ensure applicable medical arrangements associated with returnee processing are in place before repatriation. For these matters, the Military Service Surgeon General Offices shall, consistent with applicable law and regulations:

5.4.5.7.1. Provide overall guidance and instructions on medical aspects of the repatriation process.

5.4.5.7.2. Augment the medical facilities at designated installations, as required, to support the repatriation process.

5.4.5.7.3. Identify and train Survival, Evasion, Resistance, and Escape (SERE) psychologists with applicable specialties to support psychological and mental health portions of debriefings.

5.4.5.8. Consistent with applicable law and regulations, ensure sufficient legal personnel are available to advise returned personnel and their families of their

legal rights and benefits, and to serve as focal point on matters pertaining to their personal legal challenges.

5.4.5.9. Consistent with applicable law and regulations, ensure sufficient Chaplains and supporting religious personnel are available at the CONUS and outside the continental United States (OCONUS) processing locations to meet the spiritual needs of returned personnel and their families. For these matters, the Military Service Chaplain Offices, in coordination with the respective Military Service Casualty Offices, will normally:

5.4.5.9.1. Develop and maintain awareness of the YELLOW RIBBON Plan among Chaplains; the sensitivities of issues surrounding POWs, hostages, peacetime governmental detainees, evaders and other missing personnel; as well as rehabilitation and readjustment challenges that returned personnel and their families may experience.

5.4.5.9.2. Ensure Chaplains are available and prepared to assist in conveying potentially personally distressing news to returned personnel and their families, as well as the families of POWs, hostages, peacetime governmental detainees, evaders and other missing personnel who do not return.

5.4.5.9.3. Augment, as necessary, CONUS Chaplain staffs so returned personnel and family members, regardless of faith, have the opportunity for religious ministrations and personal counseling of their choice.

5.4.5.10. Military Service OPRs shall maintain a list of designated installations, processing team chiefs, and contact information with copies provided to the Chairman of the Joint Chiefs of Staff, DPMO, and JPRA.

5.4.6. Be responsible for all contacts with and assistance to returnee's NOK (use NOK definition found in Title 10 U.S.C., paragraph 1513(4), reference (b)), and for military or civilian matters applicable to processing their returned personnel. The Military Service Personnel Offices will normally authorize their respective Casualty Offices to task and accomplish the following:

5.4.6.1. Establish procedures to notify NOK promptly when personnel are released from captivity or otherwise recovered, and to keep the families of POWs, hostages, peacetime governmental detainees, evaders, and other missing personnel not released from captivity or recovered from isolation advised of processing activities and releasable information on status determination.

5.4.6.2. Provide applicable advisories to NOK including information on anticipated YELLOW RIBBON procedures, the arrival of returned personnel, and processing schedules.

5.4.6.3. Consistent with applicable law and regulations, transport authorized family members to CONUS or OCONUS processing locations according to this Instruction.

5.4.7. Develop procedures to support the return of U.S. personnel who have been released by their captors to IO or NGO representatives.

5.4.8. Ensure the respective Military Service PA Offices coordinate their efforts through the office of the Assistant Secretary of Defense for Public Affairs.

5.4.9. To the extent allowed by applicable law and regulations, fund costs associated with repatriating individual Military Service returnees, to include active duty military personnel, DoD civilians, and DoD contractor employees (e.g., the Army pays costs associated with repatriating soldiers and Department of the Army civilians and contractors; the Navy pays costs associated with repatriating sailors and Department of the Navy civilians and contractors). For DoD civilians and contractors, these costs include billeting, transportation, security, medical treatment determined to be necessary, and other Military Service-directed activities associated with the repatriation process, to the extent allowed by applicable law and regulations.

5.5. The Secretary of the Air Force shall, to the extent allowed by law and applicable regulations, ensure returnees are provided transportation, to include aeromedical evacuation if necessary, from OCONUS and in CONUS, and ensure expeditious transport of returnee's NOK to the respective processing facility.

5.6. The Chairman of the Joint Chiefs of Staff shall ensure the Commanders of the Combatant Commands in locations where U.S. personnel are returned exercise initial control over the returnee, and coordinate handling and debriefing procedures with JPRA pending placement into the YELLOW RIBBON program.

5.7. The Commanders of the Combatant Commands shall:

5.7.1. Be responsible for the returnee's initial processing.

5.7.2. Develop applicable command plans in coordination with JPRA to support this Instruction.

5.7.3. Review the supporting plans and preparations of the Component commanders and subordinate units to ensure they conform with the spirit and intent of this Instruction, including medical and spiritual care, initial debriefing, and administration of the comfort and welfare of the returnee.

5.7.4. Designate OCONUS installations with treatment and processing facilities for initial returnee medical evaluation, stabilization, and debriefing.

5.7.5. Coordinate with the United States Air Force for returnee aeromedical evacuation.

5.7.6. Ensure procedures exist to notify promptly the Military Service OPRs, DPMO, JPRA, the Military Service Casualty Offices, and the Chief of Chaplains Offices of the initial release and of subsequent information, including medical information, on returned U.S. personnel.

5.7.7. Ensure Component commanders provide required collateral support to assist in returning U.S. personnel.

5.7.8. Develop plans and procedures to take custody of returned personnel from IO or NGO representatives as soon as possible after release.

5.8. The Commander in Chief of the United States Joint Forces Command is the executive agent for personnel recovery, which includes repatriation. JPRA is designated as the USJFCOM OPR for repatriation guidance and procedures. In that capacity, JPRA shall:

5.8.1. Coordinate, manage, facilitate, and assist Commanders of the Combatant Commands and Military Services to implement this Instruction.

5.8.2. Establish notification and communication procedures for implementing and executing this Instruction.

5.8.3. Develop, periodically update, and disseminate the DoD Debriefing Guide.

5.8.4. Oversee all returnee-debriefing activities. Provide technical direction and advice to standardize the Military Services' returnee debriefing programs.

5.8.5. Advise and coordinate with applicable authorities at military and civilian facilities receiving and processing returned personnel to ensure security requirements are in place, as applicable.

5.8.6. Monitor arrangements at OCONUS processing locations to ensure all DoD returnee debriefings are properly accomplished in accordance with Joint Pub 3-50.3 (reference (c)) and that acquired information is expeditiously forwarded to USJFCOM (JPRA) for further analysis and exploitation.

5.8.7. Establish procedures, as required, to protect and coordinate intelligence data with the Military Services.

5.8.8. Ensure returnee debriefing information is correctly and expeditiously disseminated to the proper Agencies.

5.8.9. Ensure the Military Services maintain sufficient qualified personnel available to debrief all returnees. Military Service personnel who debrief returnees shall coordinate with JPRA prior to debriefing returned U.S. personnel.

5.8.10. Provide a primary and alternate Debriefing Team Chief at each CONUS processing location. The Debriefing Team Chief shall:

5.8.10.1. Ensure all debriefings are conducted in an expeditious and professional manner, and are properly protected as described in enclosure 1.

5.8.10.2. Coordinate all debriefing activities with the YELLOW RIBBON Processing Team Chief and applicable medical personnel.

5.8.11. Ensure debriefings are accomplished according to Joint Publication 3-50.3 (reference (c)) and other applicable directives and established procedures. The JPRA Debriefing Team Chief shall coordinate with the Military Service(s) in advance of executing repatriation operations to outline requirements to ensure a successful debriefing outcome.

5.8.12. Protect the returnee's legal rights and give priority to their medical requirements and personal welfare during debriefings.

5.8.13. Establish procedures for escorting returnees on aircraft from OCONUS to CONUS in coordination with the Military Service OPR and the United States Transportation Command.

5.8.14. Establish procedures to analyze, disseminate, and store information gained from returnee debriefings.

5.8.15. Develop and disseminate studies and reports on lessons learned from returned personnel debriefings.

5.8.16. Forward copies of debriefing analyses, lessons learned, and associated documents to DPMO so it can maintain applicable records of debriefings in accordance with DoD Directive 5110.10 (reference (d)). Upon the request of the Deputy Assistant Secretary of Defense (DASD) (POW/Missing Personnel Affairs), JPRA shall make available original documents for personal review by the DASD (POW/Missing Personnel Affairs), as required.

5.8.17. Forward copies of medical debriefings to The Robert E. Mitchell Center for Prisoner of War Studies, Naval Air Station Pensacola, Florida.

5.8.18. Issue security and non-disclosure guidance to all personnel, entities, offices, and organizations that have any direct or indirect contact with the returnee to protect classified information and operational capabilities.

5.8.19. Ensure JPRA personnel are trained in proper debriefing skills, and train Military Service debriefers as requested by the Military Services.

5.8.20. Facilitate, coordinate, and assist in training Military Service SERE Psychologists and an applicable number of other mental health professionals as determined by the Military Services in the requisite skills and experience to orchestrate repatriation activities and debriefings.

5.8.21. In the event an IO, NGO, or other private person(s) attempts to secure or secures the release of personnel, be prepared to:

5.8.21.1. Provide an overview of the repatriation process to them prior to their attempting to secure or securing release of personnel.

5.8.21.2. Provide information to them on the possible psychological and physical problems that the returnee may suffer and suggest remedies for the period of transfer to U.S. control.

6. PROCEDURES

6.1. Prior to implementing the repatriation process, all Agencies shall consider the following assumptions and general guidance:

6.1.1. The majority of captive or missing personnel will be returned to U.S. military control in an OCONUS area as part of a negotiated settlement.

6.1.2. During an armed conflict, some personnel may be returned to U.S. control before a negotiated settlement or termination of hostilities. This would generally be a result of early release or repatriation for medical reasons, as a result of prisoner exchange, or return of retained medical or religious personnel whose services are no longer needed to care for other prisoners. It is U.S. policy that uniformed military members may not accept release upon parole from a detaining power.

6.1.3. Some personnel may be returned to U.S. military control through other countries, repatriated directly to CONUS by groups not officially representing the U.S. Government, escape during captivity, or be recovered by Combat Recovery forces.

6.1.4. Returned personnel require varying degrees of medical attention and reassurance of their personal welfare. The physiological and psychological condition of most returned personnel should permit their expeditious aeromedical evacuation to CONUS. However, immediate aeromedical evacuation to CONUS may not be necessary or helpful.

6.1.5. Returned personnel may possess significant information that requires immediate attention with regard to the status of POWs, hostages, or peacetime governmental detainees not released, evaders, isolated personnel, or personnel otherwise missing but not yet recovered.

6.1.6. The OCONUS command gaining initial control of the returned person shall initiate medical processing of returnee. More detailed processing will be accomplished when the personnel arrive in CONUS. Any OCONUS command gaining initial control of a returnee shall ensure that a command escort is assigned, and that security and non-disclosure statements are issued until the designated Debriefing Team assumes control of the returnee.

6.1.7. The return of personnel will generate a high degree of press, public interest, and request to visit the returnee. Access to the returnee will be coordinated by JPRA, the returnee's command authority and, when indicated, key medical staff.

6.1.8. Reuniting the returnee with family members and other loved ones is an important and delicate matter. Take care to ensure these reunions involve minimal additional stress for the returnee and family members. These reunions are typically best accomplished after discussion with the returnee and in CONUS.

6.1.9. The medical and psychological health of the returnee should influence handling and processing activities. The goal of any repatriation activity is to return the individual(s) to his or her unit in the most expeditious and healthiest (physical and psychological) manner possible. Therefore, orchestration of the events surrounding the repatriation process must be based on the needs of the returnee.

6.2. Flexibility in applying this Instruction is necessary due to the many variables associated with the return of U.S. personnel (e.g., exact numbers, medical and psychological condition, method of release, and point of return to U.S. military control).

6.2.1. When more than one person is returned, to the greatest extent possible, all returnees should be moved to the same OCONUS and CONUS debriefing locations to facilitate their psychological adjustment. Historical repatriation experiences consistently indicate that the returnees benefit greatly from the opportunity to achieve closure with one another, thus improving their ability eventually to move beyond the captivity experience and continue with their lives.

6.2.2. The returnee debriefings shall be obtained under an expressed written promise of confidentiality. Debriefings shall be treated as privileged information under the provisions of 10 U.S.C. 1506(d)(1) (reference (b)), are property of the Department of Defense, and shall not be released to the public. Use the DD Form 2810, "Promise of Confidentiality," found in attachment E1.A1. of this Instruction to inform the returnee that debriefings will remain confidential to the extent authorized by law.

6.3. Return released personnel to military or civilian occupations commensurate with individual needs and desires.

6.4. While personnel may be released to U.S. control incrementally, this Instruction provides for the en masse release of all captives. Planners must consider the possibility that many who have been carried in a missing status may also be released. Contingency planning is also necessary for those instances when the enemy

may release U.S. personnel without warning or in locations other than those assumed by this Instruction.

6.5. Processing personnel who escape captivity, are rescued, or returned is normally accomplished in the three phases described in enclosure 1 of this Instruction.

6.6. Personnel Processing File

6.6.1. The respective Military Service or Agency shall prepare a Personnel Processing File (PPF) (enclosure 2) in coordination with the respective Military Service Casualty Office when notified that an individual is isolated, missing, or captured. The same procedure will apply in the case of DoD civilians and shall be accomplished by their parent Military Service or Agency.

6.6.2. In the case of DoD contractor employees, the contractor's company, working in conjunction with the Department of State and the Department of Defense, will provide the required information to JPRA to prepare the PPF. These files will be pre-positioned OCONUS and will be used as an aid to initial processing.

7. EFFECTIVE DATE

This Instruction is effective immediately.



Walter B. Slocombe
Under Secretary of Defense For Policy

Enclosures - 2

1. Repatriation Procedures
2. Personnel Processing File Mainimum Requirements

E1. ENCLOSURE 1

YELLOW RIBBON REPATRIATION PROCEDURES

E1.1. THE THREE PHASES OF REPATRIATION

A successful repatriation process hinges on proper preparation. Logistic, medical, and debriefing support planning should begin when a person is captured or taken hostage. Repatriate personnel in accordance with this Instruction and supplementary instructions approved by DPMO and published by JPRA. JPRA shall determine if a SERE psychologist or other trained mental health professional is required to remain with the returnee through all phases of handling and debriefing.

E1.1.1. PHASE I begins when the returnee first comes under U.S. military control.

E1.1.1.1. Transport released personnel to the Combatant Command's designated theater treatment and processing facility. This facility will normally be located in the theater where the personnel were held. Personnel who were imprisoned together should not be separated during the repatriation process.

E1.1.1.2. While en route to the theater treatment and processing facility, medical personnel, to include a SERE Psychologist (or other appropriate mental health professional if a SERE psychologist is not available) shall be on hand. The SERE Psychologist or other mental health professional will begin a psychological assessment of the returnee that will continue through the entire repatriation process. Medical personnel shall conduct a cursory medical review of the returnee and administer medical treatment that cannot wait until the returnee is admitted to a full-service hospital.

E1.1.1.3. Advise returned DoD contractor employees upon initial repatriation that they may choose to be processed through all phases of YELLOW RIBBON, including PHASE III hospitalization in CONUS. Inform them that if they elect to leave the military processing sequence, they will not be allowed to reenter. When a returned DoD contractor employee elects to be processed through the DoD system, the Department of Defense will coordinate with the Department of State (American Citizens Services and Crisis Management Branch) to ensure that all available personal, medical, dental, and family data is provided to YELLOW RIBBON Processing Centers.

E1.1.2. PHASE II begins upon arrival at the theater treatment and processing facility. Initiate more in-depth medical treatment, initial debriefings, and personnel actions at this point in the repatriation process. Immediate medical care and mental health treatment will be addressed first.

E1.1.2.1. Prior to starting the debriefing process, the returnee shall be given an opportunity to sign a DD Form 2810, "Promise of Confidentiality," found in attachment E1.A1. of this Instruction. This statement promises confidentiality, to the extent authorized by law, in return for total disclosure regarding the returnee's captivity experience.

E1.1.2.2. Medical treatment shall include the services of a SERE psychologist or other SERE-trained mental health professional (if a SERE psychologist is not available) who will be available to address any returnee concerns or problems. Immediate medical care or mental health treatment shall be addressed first.

E1.1.2.3. Intelligence personnel shall be on hand to conduct a tactical debriefing. This debriefing will be limited strictly to perishable tactical information the returnee may possess and time-sensitive information on U.S. personnel last seen alive in a POW camp system, but who are still unaccounted for. If the returnee possesses such information, intelligence personnel shall conduct a basic, narrowly focused debriefing once cleared by the returnee's physician. In the event this type of debriefing is required, the debriefing will last only as long as the returnee is able to hold up physically and mentally. If the returnee is a Military Service member and reveals information implicating himself or herself in a potential violation of the Uniform Code of Military Justice or other U.S. criminal law and the debriefer is a military member or a DoD employee, the debriefer shall stop debriefing and inform the returnee of his or her rights under Article 31(b), UCMJ. If the returnee requests counsel or does not desire to continue the debriefing, the debriefing will cease until counsel is obtained. If the returnee does not request counsel and agrees to continue with the debriefing, the debriefing may continue. If the returnee is a DoD civilian or DoD contractor employee and the reveals information implicating himself or herself in a potential criminal offense under U.S. criminal law, the debriefer will cease questioning and consult with a judge advocate or an attorney assigned to the U.S. Attorney's Office before continuing.

E1.1.2.4. Returned personnel shall meet with their designated Military Service representative, normally a Military Service Casualty Officer, following the intelligence debriefings. At this point during PHASE II processing returnees shall be

allowed to telephone home. Prior to any phone call, the Military Service representative, in coordination with applicable professionals such as doctors, chaplains, family support personnel, etc., shall brief the returnee on any family issues that may have occurred during the returnee's absence (e.g., divorce, death in the family, etc.). The Military Services shall also begin working with the returnee to ensure a smooth transition back to personal, professional, and family life.

E1.1.2.5. Working in coordination with the Military Service Casualty Officers or their representatives, PA shall ensure any public statements the returnee makes are coordinated through the PA office and JPRA. PA shall also provide security guidance on what aspects of the returnee's captivity may and may not be discussed publicly.

E1.1.3. PHASE III begins when the returnee is transported to a CONUS facility.

E1.1.3.1. When more than one person is returned, all returnees should remain at the same location, if feasible, until the debriefing process is complete.

E1.1.3.2. An escort officer shall accompany each returnee to the PHASE III processing center. The SERE Psychologist or other trained mental health professional shall remain with the returnee, as determined necessary in consultation with JPRA, throughout all phases of handling and debriefing.

E1.1.3.2.1. Personal escorts may include representatives from any Military Service; however, when all returnees are from the same Military Service, escorts should be from that Military Service. The primary consideration is for returnees to have someone from their Military Service immediately available to respond to questions or provide assistance.

E1.1.3.2.2. If a flight originates OCONUS, the personal escort will accompany the returnee to the final processing location. Escorts will support returnee needs and security as required, but will not interfere with Military Service medical personnel and their duties.

E1.1.3.2.3. Military Services and Combatant Commands will assign personal escorts based on returnee needs, aircraft resources, and escort availability.

E1.1.3.2.3.1. A one-to-one returnee-to-escort ratio is ideal, however, do not delay returnee evacuation due to lack of escorts or the need for additional aircraft space solely to accommodate escorts.

E1.1.3.2.3.2. From OCONUS to CONUS, provide at least one Military Service escort for every five returnees of that Military Service. In CONUS provide at least one Military Service escort for each point where the DoD aircraft discharges returnees.

E1.1.3.2.4. Due to expected high interest by the press, a DoD PA officer should accompany a returnee on CONUS flights. PA officers should consult with the returnee before coordinating media events and activities. PA officers should ensure that events coincide with the desires of the returnee, who is attempting to regain control over his or her life.

E1.1.3.2.5. In addition to personal escorts, a physician, chaplain, SERE Psychologist, and DoD PA Officer will normally accompany each flight transporting returnees to CONUS.

E1.1.3.2.6. The OCONUS command shall package and label non-medical records the personal escorts carry (these records may contain classified information). Military Service medical personnel shall handle medical records.

E1.1.3.3. Address long-term issues involving medical, intelligence, and personnel issues during this phase.

E1.1.3.4. During PHASE III, returnees shall receive all required medical and psychological treatment. Returned military personnel shall remain under the care of a physician until the member is pronounced fit for duty, discharged, or retired.

E1.1.3.5. Qualified and trained Military Service SERE and intelligence specialists and debriefers shall debrief each returnee in-depth under JPRA supervision. This debriefing will include questions regarding their knowledge of wartime incidents involving personnel declared Killed In Action/Body Not Recovered in an effort to account more fully for those individuals. If the returnee was not given an opportunity to sign a DD Form 2810 during PHASE I, provide the returnee an opportunity to do so now. These debriefings will last as long as necessary, but will not be conducted in a manner that is physically or mentally stressful to a returnee.

E1.1.3.6. Military Service representatives, normally the Military Service Personnel and Casualty Officers, shall work together to explain career options fully to the returnee. They shall address all family issues that have the potential to affect a returnee's well being or career, and resolve them to the extent possible to the satisfaction of the returnee.

E1.1.3.7. For military personnel, PHASE III will conclude only when required SERE and intelligence debriefings are concluded, and the returnee is declared fit for duty, discharged, or retired. There is no set time limit for PHASE III processing. Military Service personnel will not return to duty until all medical (including psychological care), intelligence, personnel, and casualty issues are addressed.

E1.2. ESCORT PROCEDURES TO SUPPORT NEXT OF KIN OF DoD CONTRACTOR PERSONNEL

The Military Services, normally the Military Service Casualty Offices, shall, to the extent allowed by law and regulations:

E1.2.1. Extend to NOK of returned DoD contractor employees being processed on military installations all the courtesies and privileges authorized for DoD personnel. The Department of Defense and the Department of State will coordinate funding for DoD contractor employee NOK lodging expenses.

E1.2.2. Assign an escort officer to assist family members visiting returned DoD contractor employees being processed on military installations.

E1.3. YELLOW RIBBON PROCESSING TEAM CHIEF PROCEDURES

E1.3.1. The YELLOW RIBBON Processing Team Chief at each DoD installation designated as a CONUS processing location shall:

E1.3.1.1. Be completely familiar with all aspects of this Instruction and with installation plans applicable to processing returned DoD personnel at the installation.

E1.3.1.2. Establish necessary recall and notification rosters to ensure prompt implementation of YELLOW RIBBON at the installation.

E1.3.1.3. Arrange required staff and administrative assistance to accomplish these responsibilities.

E1.3.1.4. In advance of and in concert with the JPRA Release Handling Team, establish liaison and coordination arrangements with primary processing activities at the installation (e.g., medical, dental, finance, chaplain, personnel, debriefing, PA, and legal) to ensure adequate plans, facilities, and installation support.

E1.3.1.4.1. The JPRA Release Handling Team shall consist of personnel designated by the JPRA Commander.

E1.3.1.4.2. The JPRA Release Handling Team shall establish the initial liaison between the Theater CINC, Joint Staff, Military Services, and other Government and non-government agencies as required.

E1.3.1.4.3. The JPRA Release Handling Team shall transfer all actions to the respective Military Service YELLOW RIBBON Team Chiefs when the Military Service YELLOW RIBBON Teams have been fully activated.

E1.3.1.5. Maintain close liaison with each returned DoD contractor employee's Department of State escort and debriefer.

E1.3.1.6. Serve as overall coordinator for YELLOW RIBBON processing activities at the installation. In that capacity, the Processing Team Chief shall:

E1.3.1.6.1. Conform to the spirit and intent of this Instruction.

E1.3.1.6.2. Ensure coordinated, harmonious, and efficient accomplishment of all processing activities and support functions.

E1.3.1.6.3. Identify and resolve in a timely manner situations and problem areas that could adversely affect processing activities and the welfare of the returnees and their family members.

E1.3.1.7. Review installation YELLOW RIBBON plans and checklists to ensure they are adequate and complete. Ensure all primary-processing agencies and support functions are tasked correctly.

E1.3.1.8. Monitor all advance preparation and identify installation facilities and resources needed to support the installation YELLOW RIBBON plan effectively.

E1.3.1.9. Ensure suitable accommodations and transportation are available for personnel assigned to temporary duty with the processing team.

E1.3.1.10. Monitor advanced planning and on-scene management of arrangements for NOK visiting the installation, including transportation arrangements, housing, facilities, escort assignment, and timely resolution of problems to preclude hardship and public criticism.

E1.A1. ATTACHMENT 1 TO ENCLOSURE 1

DD Form 2810, "PROMISE OF CONFIDENTIALITY"--SAMPLE

PROMISE OF CONFIDENTIALITY <i>(10 United States Code Section 1506(d))</i>		
<p>It is in the interest of the United States that missing persons who are returned to the control of the United States provide the fullest possible disclosure of information during their absence.</p> <p>To ensure this fullest possible disclosure, the Secretary of the armed service to which you belong or for whom you are employed promises to withhold from disclosure your debriefing report or any part thereof as privileged information.</p> <p>If your debriefing report contains non-derogatory information about the status and whereabouts of someone else who remains a missing person (either named or unnamed), then you should know that the Secretary of your armed force will prepare an extract of that non-derogatory information. You will have an opportunity to review the extract. Thereafter, the extract will be placed in the file of each missing person whom you name in your debriefing report. However, the extract will protect your identity. The information in the extract will be made reasonably accessible to the missing persons' primary next of kin, members of the immediate family, and any person previously designated by the missing person to receive information about his or her whereabouts and status. The reason we do this is to provide as much information as possible to those who are trying to locate and recover missing persons and to let the missing persons' loved ones know as much as we can lawfully tell them.</p>		
PRIVACY ACT STATEMENT		
<p>AUTHORITY: Chapter 76, Title 10 U.S.C., and E.O. 9397.</p> <p>PRINCIPAL PURPOSE(S): To aid in personnel recovery, SERE (survival, evasion, resistance, and escape) training, operational planning, verification of Geneva Conventions by captors, and re-integration of returning personnel.</p> <p>ROUTINE USE(S): Information may be provided to the Central Intelligence Agency, the State Department, and the National Security Council to facilitate interagency cooperation on personnel recovery issues.</p> <p>DISCLOSURE: Voluntary; however, failure to furnish requested information may impede DoD efforts to assist you in the re-integration process.</p>		
RETURNEE		
<p>1. SIGNATURE</p> <p style="text-align: center;">/SIGNED/</p>		
<p>2. NAME <i>(Last, First, Middle Initial)</i></p> <p>DOE, JOHN E.</p>		
<p>3. SOCIAL SECURITY NUMBER</p> <p style="text-align: center;">123-45-6789</p>	<p>4. RANK/GRADE</p> <p style="text-align: center;">1LT/O-2</p>	<p>5. SERVICE</p> <p style="text-align: center;">U.S. ARMY</p>
<p>6. ORGANIZATION OR UNIT</p> <p>Operational Detachment A-21, 15th Special Forces Group (Airborne)</p>		
<p>7. LOCATION OF DEBRIEFING</p> <p>Fort Hooah, Texas</p>		

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E2. ENCLOSURE 2

PERSONNEL PROCESSING FILE MINIMUM REQUIREMENTS

E2.1.1. Handle this file in accordance with the Privacy Act. This Instruction authorizes collecting the information listed below. The primary purpose of this information is to aid in identifying repatriated individuals and to prepare for the repatriation process. Routine uses of this information are disclosure to authorized U.S. Government personnel involved in the repatriation process. Executive Order 9397 (reference (e)) authorizes the collection of Social Security numbers. Disclosure of this information is voluntary, but failure to do so may impede the repatriation process.

E2.1.2. A Personnel Processing File (PPF) shall be constructed on all returnees (Active Duty, DoD civilians, and DoD contractors) in accordance with this Instruction. The respective Military Service or Agency shall prepare this file as early as possible after being notified that an individual is isolated, missing, or captured. For military and DoD civilian personnel, this file shall be constructed with information normally provided by the respective Military Service Casualty Office. In the case of DoD contractor employees, the contractor's respective company working in conjunction with the Department of Defense and the Department of State will forward all information required for the PPF to JPRA, who shall then prepare the file.

E2.1.3. These files will be pre-positioned overseas when feasible and will be used as an aid to initial processing. The PPF shall be stored at the medical facility where the returnee shall be examined before his or her return stateside.

E2.1.4. A PPF shall consist, as a minimum, of the following:

E2.1.4.1. A copy of the board report that placed the member into a missing status.

E2.1.4.2. One photograph, preferably a portrait view, of the individual (if available).

E2.1.4.3. Service Number.

E2.1.4.4. One set of fingerprints.

E2.1.4.5. Any data on distinguishing marks (e.g., scars, birthmarks, etc.).

E2.1.4.6. Unit of assignment.

E2.1.4.7. Date of isolating event or capture.

E2.1.4.8. Marital status.

E2.1.4.9. Total number of family members, regardless of marital status. List the names and relationship to the returnee of family members (parents, siblings, spouse, children, other (loco parentis)) and other pertinent information that may be of use to personnel dealing with the returnee's personal situation.

E2.1.4.10. Security Clearance.

E2.1.4.11. Home of record.

E2.1.4.12. Possible problem area(s). This section should address pre-existing medical and psychological conditions that may have been exacerbated by captivity. This will require a competent medical authority to pre-screen the returnee's medical record. Other possible problems for the returnee may include death in the family, divorce, or any issue that could pose a problem to the returnee's recovery from captivity stress.

E2.1.4.13. Data on the returnee from other Government Agencies (e.g., intelligence reporting, news accounts, reference to news video footage, etc.).

E2.1.4.14. Military or civilian specialty.

E2.1.4.15. Military education and schools.

E2.1.4.16. Civilian education level.

E2.1.4.17. Religious preference.

E2.1.5. Upon completing the initial debriefing by JPRA and DoD personnel, the PPF shall be hand carried or mailed via registered mail to JPRA for permanent storage.

E2.1.5.1. Information may be copied from the PPF if strategic or follow-up debriefings are required. However, the original PPF shall be forwarded to JPRA following the initial in-theater debriefing.

E2.1.5.2. If a returnee dies during any phase of repatriation or it becomes evident that a Military Service member who had been carried in a POW or missing in action status is deceased, the PPF shall be hand carried or mailed back to JPRA for permanent storage.