



REPLY TO  
ATTENTION OF

ATSS-CD

**DEPARTMENT OF THE ARMY**  
UNITED STATES ARMY SERGEANTS MAJOR ACADEMY  
11291 SGT E. CHURCHILL STREET  
FORT BLISS, TEXAS 79918

23 January 2012

MEMORANDUM FOR ALL ASSIGNED/ATTACHED PERSONNEL, US ARMY SERGEANTS MAJOR ACADEMY, FORT BLISS, TX 79918

SUBJECT: Policy Memorandum # 06, **Inmate Monitor Program**

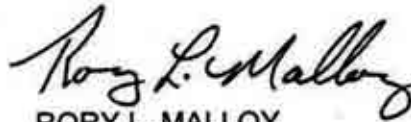
1. Reference: Federal Bureau of Prisons, Federal Satellite Low La Tuna, Sharing Accountability and Monitoring Responsibilities of Inmates, Fort Bliss/Biggs Army Air Field Detail Monitoring Team.
2. Purpose: To outline the Commandant's inmate monitoring policy.
3. All inmate monitors will be required to complete training held by the Federal Bureau of Prisons prior to monitoring any inmate. The primary inmate monitor (Facility Manager) will schedule all training through the Fort Bliss inmate liaison office. Plans & Operations will maintain roster of trained monitors and ensure all regulatory training is completed.
4. The only authorized inmate break areas are under the breeze-way awning between the auditorium and the LRC, in front of the North and South wings or the maintenance tool shed.
5. Inmates will be returned to the detention facility for not using the authorized break area, not following the Federal Prison Bureau rules and regulations, or not following the inmate monitor's instructions.
6. The Facility Manager will ensure all inmate monitor rules and regulations are enforced and inspect inmate work and break areas on a weekly basis.
7. USASMA Facility Manager will serve as primary inmate monitor, select the inmate monitor for temporary duty, oversee and brief monitors on special instructions, inspect inmate work and break areas daily, and coordinate inmate monitor training.
8. Inmate Monitor will ensure inmates carry out assigned tasks, enforce rules contained in Federal Bureau of Prisons Pamphlet, enforce Fort Bliss inmate monitor policies, return any inmate who does not follow Federal Bureau of Prisons regulations and Fort Bliss inmate monitor policies, provide daily status to primary monitor, train incoming inmate monitor through on-the-job training and call in a census check of each inmate upon their arrival at the Academy at 0800 and once again at 1230 hours.
9. Inmate Monitor is also responsible for inmates' safety and will ensure inmates are not exposed to safety hazards, ensure inmates are wearing steel-toe shoes while working on post details, ensure inmates are not permitted to operate any equipment that hasn't been approved by the Post Safety Officer, and ensure inmates are trained and licensed to safely operate equipment.

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10. Inmate Monitor is responsible for avoiding comprising situations by ensuring inmates do not enter establishments that serve or store alcoholic beverages, are not performing any type of personal service such as washing or repairing of personal cars, providing advice (personal or business), working in gardens, and ensuring inmates are not assigned tasks involving the storage, maintenance or retrieval of sensitive information such as personnel files medical records, and other such personal records.

**"Ultima Strong!"**



RORY L. MALLOY  
CSM, USA  
Commandant