Army Regulation 190–12

Military Police

Military Working Dog Program

Headquarters
Department of the Army
Washington, DC
23 October 2019

UNCLASSIFIED

SUMMARY of CHANGE

AR 190–12
Military Working Dog Program

This administrative revision, dated 2 December 2019 --

- Corrects formatting and grammatical errors (paras 2–2*b*(2) and 5–4).

This major revision, dated 23 October 2019 --

- Updates the organizational structure (para 2–1).
- Updates the qualifications and responsibilities for military working dog program managers, kennel masters, plans noncommissioned officers, and military working dog handlers (para 2–2).
- Adds the Military Working Dog equipment sets (para 3–1).
- Adds the Law Enforcement Vehicle Allocation Methodology (para 3–3).
- Adds Military Working Dog budget requirements (para 4–5).
- Updates Military Working Dog authorizations and requisitions (para 4–6).
- Adds the Field Evaluation Questionnaire requirement (para 4–8)
- Updates the Military Working Dog adoption process (para 4–11)
- Updates the Military Working Dog safety procedures, which includes the use of the muzzle and bite reporting (para 4–12).
- Adds the passport requirement for all explosive detector dog handlers (para 4–13).
- Updates the movement of Military Working Dogs (para 4–14)
- Adds the standard operating procedures requirement (para 4–15)
- Adds the key control requirements (para 4–16)
- Updates the Military Working Dog sustainment training requirement (para 5–2).
- Authorizes the use of the Electronic Training Collar (para 5–4).
- Adds the standardization of the military working dog certification process (chap 6).
- Adds the requirement and defines the Certification Authority Mentorship Program (para 6–1).
- Updates the utilization of military working dogs (chap 7).
- Updates the veterinary information (chap 8).
- Updates the kennel security requirements (app B-1).

Headquarters
Department of the Army
Washington, DC
23 October 2019

*Army Regulation 190–12

Effective 23 November 2019

Military Police

Military Working Dog Program

By Order of the Secretary of the Army:

JAMES C. MCCONVILLE
General, United States Army
Chief of Staff

Official:

KATHLEEN S. MILLER
Administrative Assistant
to the Secretary of the Army

History. This publication is an administrative revision. The portions affected by this administrative revision are listed in the summary of change.

Summary. This regulation covers the management, operational utilization, training, and command and control of Army Military Working Dogs. This revision adds the standardization of the certification process, requirement for personnel to possess official passports, equipment sets and budget requirements.

Applicability. This regulation applies to the Regular Army, the Army National Guard/Army National Guard of the United States, and the U.S. Army Reserve, unless otherwise stated. It also applies to the Department of the Army Civilian Police and contracted personnel supporting domestic or overseas contingency operations in support of the United States Army - under Federal jurisdiction - with the exception of import requirements. Army Military Working Dogs are not subject to State or host nation law. It applies to all Army personnel who are involved in the care, training, and employment of Military Working Dogs. Portions of this regulation that prescribe specific conduct are punitive, and violations of these provisions may subject offenders to punitive action under the Uniform Code of Military Justice.

Proponent and exception authority. The proponent of this regulation is the Provost Marshal General. The proponent has the authority to approve exceptions or waivers to this regulation that are consistent with controlling law and regulations. The proponent may delegate this approval authority, in writing, to a division chief within the proponent agency or its direct reporting unit or field operating agency, in the grade of colonel or the civilian equivalent. Activities may request a waiver to this regulation by providing justification that includes a full analysis of the expected benefits and must include formal review by the activity's senior legal officer. All waiver requests will be endorsed by the commander or senior leader of the requesting activity and forwarded through their higher headquarters to the policy proponent. Refer to AR 25–30 for specific guidance.

Army internal control process. This regulation contains internal control provisions in accordance with AR 11–2 and identifies key internal controls that must be evaluated (see appendix C).

Supplementation. Supplementation of this regulation and establishment of command and local forms are prohibited without prior approval from the Provost Marshal General (DAPM–MPO), 2800 Army Pentagon, Washington, DC 20310–2800.

Suggested improvements. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to the Provost Marshal General (DAPM–MPO–LE), 2800 Army Pentagon, Washington, DC 20310–2800.

Distribution. This regulation is available in electronic media only and is intended for the Regular Army, the Army National Guard/Army National Guard of the United States, and the U.S. Army Reserve.

Contents (Listed by paragraph and page number)

Chapter 1
Introduction, *page 1*
Purpose • 1–1, *page 1*
References • 1–2, *page 1*
Explanation of abbreviations and terms • 1–3, *page 1*
Responsibilities • 1–4, *page 1*
Records management (recordkeeping) requirements • 1–5, *page 3*

Chapter 2
Military Police Detachments, *page 3*
Organizational structure • 2–1, *page 3*
Military working dog personnel qualifications and responsibilities • 2–2, *page 4*

*This regulation supersedes AR 190-12, dated 11 March 2013 and DA Pam 190-12, dated 30 September 1993.

UNCLASSIFIED

Contents—Continued

Chapter 3
Military Working Dog Equipment, *page 7*
Military working dog equipment sets • 3–1, *page 7*
Military working dog shipping crates • 3–2, *page 7*
Law enforcement vehicle allocation methodology • 3–3, *page 7*

Chapter 4
Management and Administrative, *page 8*
Inspections • 4–1, *page 8*
Monthly military working dog status report • 4–2, *page 8*
Working dog management system • 4–3, *page 8*
Military working dog training records / probable cause binders • 4–4, *page 9*
Budget • 4–5, *page 9*
Military working dog authorizations and requisitions • 4–6, *page 10*
Accountability of military working dogs • 4–7, *page 10*
Field evaluation questionnaire • 4–8, *page 11*
Military working dog dispositions • 4–9, *page 11*
Excess military working dogs • 4–10, *page 11*
Military working dog adoptions • 4–11, *page 11*
Military working dog safety procedures • 4–12, *page 12*
Passports • 4–13, *page 13*
Movement of military working dog • 4–14, *page 13*
Standard operating procedures • 4–15, *page 14*
Key control • 4–16, *page 14*

Chapter 5
Military Working Dog Training, *page 14*
Military working dog initial training and transition evaluation • 5–1, *page 14*
Military working dog sustainment training • 5–2, *page 15*
Military working dog gunfire training • 5–3, *page 16*
Electronic training collar • 5–4, *page 16*
Military working dog validations • 5–5, *page 16*
Training assistance teams • 5–6, *page 17*
Explosive training aids • 5–7, *page 17*
Drug training aids • 5–8, *page 19*

Chapter 6
Military Working Dog Certification Process, *page 19*
Military working dog certification authority • 6–1, *page 19*
Military working dog certification outline • 6–2, *page 20*
Patrol explosives detector dog/patrol drug detector dog/patrol explosives detector dog-enhanced/specialized search dog certification • 6–3, *page 20*
Military working dog decertification • 6–4, *page 21*

Chapter 7
Military Working Dog Utilization, *page 21*
Military working dog searches and utilization requirements • 7–1, *page 21*
Police operations • 7–2, *page 22*
Explosive detector dog support for agencies outside of the Department of Defense • 7–3, *page 22*
Overseas contingency operations • 7–4, *page 23*
Military working dog use of force • 7–5, *page 23*
Use of contract working dogs • 7–6, *page 24*

Chapter 8
Veterinary Services, *page 24*
Veterinarian responsibilities • 8–1, *page 24*

Military working dog conditioning program • 8–2, *page 25*
Diet and weight management • 8–3, *page 25*
Safety in veterinary facilities • 8–4, *page 26*
Deployment categories (category status) • 8–5, *page 26*

Chapter 9
Engineer Mine Detector Dog, *page 26*
Mine detector dog certification • 9–1, *page 26*
Use of a mine detector dog • 9–2, *page 28*
Mine detector dog training aids • 9–3, *page 28*

Appendixes

A. References, *page 30*

B. Kennel Facilities, *page 34*

C. Internal Control Evaluation, *page 37*

Glossary

Chapter 1
Introduction

1–1. Purpose
This regulation prescribes responsibilities, policies, and procedures for the direction, management, and control of the Army Military Working Dog (MWD) Program. It explains how MWD teams are used in garrison and combat support missions including area security; movement and mobility support operations; law and order; and force protection, including drug, human, landmine, firearm, ammunition, and explosive detection. This regulation is to be used with the Department of Defense Directive (DODD) 5200.31E, Air Force Instruction (AFI) 31–126/ Army Regulation (AR) 700–81/ Naval Operations Instruction (OPNAVINST) 5585.2C/ Marine Corps Order (MCO) 5585.6, and the Army Techniques Publication (ATP) 3–39.34.

1–2. References
See appendix A.

1–3. Explanation of abbreviations and terms
See the glossary.

1–4. Responsibilities
a. Assistant Secretary of the Army (Manpower and Reserve Affairs). The ASA (M&RA) will provide oversight responsibility for the PMG in the development of Armywide policies for the MWD Program.

b. Deputy Chief of Staff, G–1. The DCS, G–1 will-

(1) Develop assignment policy of Military Occupational Specialty (MOS) 31K personnel in accordance with AR 614–200.

(2) Develop policy, along with United States Army Military Police (MP) School (USAMPS), for career management of 31K personnel.

c. Commanding General, U.S. Army Corps of Engineers. On behalf of the Chief of Engineers, the CG, USACE will develop designs for MWD kennel facilities in coordination with the Office of the Provost Marshal General (OPMG), Maneuver Support Center of Excellence, USAMPS, U. S. Army Installation Management Command (IMCOM) and Medical Command.

d. The Surgeon General. The Surgeon General will-

(1) Assist in the development of design criteria for MWD kennel facilities in coordination with the OPMG, USAMPS, USACE, and IMCOM.

(2) Provide complete veterinary health care services for MWDs, including medical evaluation of MWDs' fitness for duty.

(3) Provide professional guidance to commanders and training to handlers for animal health husbandry, including care, first aid, chemical, biological, radiological, nuclear, and high yield explosives protective measures for animals, feeding, kennel design, and sanitation.

e. Provost Marshal General. The PMG will-

(1) Develop policies, standards, and procedures for the management, training, certification, inspections, employment, and care of MWDs.

(2) Manage the Army's MWD certification program.

(3) Validate the Schedule 75 submissions from the Army commands (ACOMs), Army service component commands (ASCCs), and direct reporting units (DRUs) during the Program Objective Memorandum (POM) Cycle.

(4) Manage the QLPR Management Decision Package (MDEP) for the MWD Program.

(5) Conduct Army Protection Program Assessment (APPA) of ACOM, ASCC, and DRU MWD Programs triennially to ensure:

(a) Proper managerial oversight and execution of the MWD Program.

(b) Provide policy for the logistical sustainment of the MWD Program.

(6) Staff action office to provide OPMG MWD oversight with the Headquarters, Department of the Army (HQDA) staff elements, in the development, modifications, and recommended changes in MWD force structure requirements and authorizations, through the Total Army Analysis (TAA) with the DCS, G–3/5/7.

(7) Review and approve HQDA MWD certification authorities.

(8) Serves as a voting member on the Department of Defense (DOD) MWD Executive Agent (EA) Joint Services MWD Committee.

(9) Coordinate and direct Army MWD support for U.S. Secret Service (USSS) and Office of the Secretary of Defense (SECDEF) in accordance with Section 3056, Title 18, United States Code (18 USC 3056) as requested by the Air Force Security Forces Center (AFSFC).

(10) Coordinate and direct Army MWD support for Department of State (DOS) and Defense Support to Civil Authorities (DSCA).

(11) Compile military standard requisitioning and issue procedures (MILSTRIP) data submitted by MWD Program Managers (PMs) and product managers.

(12) Validate and manage the Army MWD requisitions.

(13) Assign newly qualified MWDs to ACOMs, ASCCs, and/or DRUs in direct coordination with the 341st Training Readiness Squadron (TRS) Logistics Section, Joint Base San Antonio (JBSA) Lackland Air Force Base (AFB), TX.

(14) Provide assistance to the U.S. Army Human Resources Command (HRC) 31K Assignment Manager with senior 31K personnel (master sergeant/first sergeant population) talent management as it pertains to the MWD program state of readiness.

(15) Provide MWD Support to law enforcement agencies (LEA) in accordance with DODD 3025.18.

(16) Provide HQDA oversight for sourcing of MWD worldwide deployments.

(17) Serve as the Army central point of contact for any matter pertaining to MWDs, including coordination with or between HQDA and the DOD MWD EA (U.S. Air Force); other Military Services; federal, state, and local authorities concerning the training and utilization of MWD teams.

(18) Monitor development of training requirements and equipment for MWDs and their handlers, and ensure that training meets Army combat support, law and order, and force protection mission needs in coordination with the USAMPS, as well as assured mobility mission needs in coordination with the U.S. Army Engineer School (USAES).

(19) Review all MWD support contracts.

f. Commanding General, U.S. Army Training and Doctrine Command. The CG, TRADOC will—

(1) Assign a lead TRADOC school to formulate concepts, doctrine, organizational structure, materiel objectives, and requirements to employ Army MWDs. The responsible organization will serve as the TRADOC clearing house for the vetting of all of the following:

(a) Development of Army training standards and procedures for Army MWDs, handlers, and supervisory personnel conducted by the 341st TRS, the Air Education Training Command (AETC), and the Mine Detector Dog (MDD) Course conducted at Fort Leonard Wood, Missouri.

(b) Assignment of a sufficient number of instructors to meet annual Army Trained Dog Requirement (TDR) and Trained Personnel Requirement at JBSA-Lackland AFB, TX and the MDD Course.

(c) Development of MWD concepts and those actions necessary to implement concepts (doctrine, organization, training, materiel, leadership, personnel, facilities).

(d) Development of Army MWD employment doctrine for combat support and law enforcement (LE).

(e) Development of Army MWD training equipment requirements in coordination with the 341st TRS and AETC. USAES assists with the development for MDD equipment.

(2) Evaluate MWD information (directives, ideas, concepts, requests for assistance) that flow to HQ, TRADOC from many sources, including HQDA, other Services, other commands, and individuals.

g. Commanding General, Human Resource Command. The CG, HRC will—

(1) Administer and supervise all military personnel management aspects of the MWD program.

(2) Coordinate course training personnel requirements and assignment of MWD handlers to authorized positions.

(3) Develop policy, along with USAMPS, for career management of Army MWD handlers.

h. Commanders of Army commands, Army service component commands, and direct reporting units. Commanders of ACOMs, ASCCs, and DRUs will—

(1) Appoint a qualified noncommissioned Officer (NCO) or DA Civilian as the ACOM/ASCC/DRU MWD PM.

(2) Include requirements and authorizations for MWDs in applicable documents per AR 71–32.

(3) Budget for MWD operational requirements and MWD program support not provided by the DCS, G–4 and DCS, G–8.

(4) Supervise subordinate units, installations, or activities to ensure effective management of MWD programs and utilization of MWD team assets.

(5) Monitor the MWD certification program to ensure the proficiency of MWD teams.

(6) Notify the OPMG of all certification, recertification, or decertification actions by electronic message.

(7) Request appointment of MWD certification officials to the OPMG for approval.

(8) Compile data submitted from subordinate commands, prepare MWD reports, and maintain a current and up-to-date database on MWDs.

(9) Develop training assistance teams of appropriately trained and experienced MWD handlers, Kennel Masters (KM), MWD plans NCOs and/or MWD trainers to provide training assistance to commands whose requests for training assistance have been approved by the OPMG.

i. Commanders of military working dog detachments. Commanders of MWD Detachments or elements will, but not limited to—

(1) Establish MP/Engineer (EN) Detachment (MWD) Standard Operating Procedures (SOP) and risk assessments on all aspects of MWD kennel operations, kennel care, training, safety, and utilization.

(2) Approve 8-week out training schedules via the Army Digital Training Management System (DTMS).

(3) Retain administrative command, control, and communications of deployed soldiers supporting overseas contingency operations.

(4) Establish policies for the monitoring of MWDs left in vehicles or trailers.

(5) Conduct monthly kennel inspections.

(6) Review and sign MWD training records and MWD validation letters.

(7) Appoint a primary and alternate explosive training aid and drug training aid custodians.

1–5. Records management (recordkeeping) requirements

The records management requirement for all record numbers, associated forms and reports required by this regulation are addressed in the Army Records Retention Schedule-Army (RRS–A). Detailed information for all related record numbers, forms, and reports are located in ARIMS/RRS–A at https://www.arims.army.mil. If any record numbers, forms, and reports are not current, addressed, and/or published correctly in ARIMS/RRS–A, see DA Pam 25–403 for guidance.

Chapter 2
Military Police Detachments

2–1. Organizational structure

a. MWD structure task organized under Standard Requirements Code 19 MP, as sized detachments: Large, Medium, and Small. Each detachment is task organized against an approved MP Detachment (MWD) Table of Organization and Equipment (TOE) recapitulation.

(1) MP Detachment (MWD) (Large) TOE (19940K300).

(a) One KM Team consisting of a KM and a Plans NCO.

(b) Twenty Patrol Explosive Detector Dogs (PEDD) and four (4) PEDDs-Enhanced (PEDD–E).

(c) Six Patrol Drug Detector Dogs (PDDD).

(2) MP Detachment (MWD) (Medium) TOE (19940K200).

(a) One KM Team consisting of a KM and a Plans NCO.

(b) Ten PEDDs and two PEDD–E.

(c) Six PDDDs.

(3) MP Detachment (MWD) (Small) TOE (19940K100).

(a) One KM Team consisting of a KM and a Plans NCO.

(b) Five PEDDs and one PEDD–E.

(c) Three PDDDs.

b. The TOE requirements are determined through coordination with and approval from HQDA, Force Management and DCS, G–1 based on the Army force structure requirements established during the 5-year TAA process.

c. Installation MWD table of distribution and allowances (TDA) requirements remain the primary responsibility of HQ, IMCOM. Distribution of authorized and/or resourced requirements will be determined by Force Management and G–1 through coordination with the OPMG.

(1) HQ, IMCOM MWD organizational structure is referred to as a section and annotated on the installation TDA. Unless already established, the authorization for an IMCOM MWD section will be a minimum of two PEDDs and two PDDDs.

(2) The HQ IMCOM MWD PM will meet the requirements of paragraph 2–2*b*.

(3) The senior handler will be referred to as the KM and will meet the requirements of paragraph 2–2*c*.

2–2. Military working dog personnel qualifications and responsibilities

a. Initial training. All MOS 31K personnel will successfully complete the MWD (31K) Handler Course Phase 1 conducted by USAMPS, Fort Leonard Wood, MO and the MWD Handler Course Phase 2 conducted by the 341st TRS, JBSA-Lackland AFB, TX. Department of the Army Civilian Police (DACP) handlers will successfully complete the DACP Academy conducted by USAMPS, Fort Leonard Wood, MO and the MWD Handler Course Phase 2 conducted by the 341st TRS, JBSA-Lackland AFB, TX. Combat Engineer's must successfully complete the MDD Handler Course conducted by USAES, Fort Leonard Wood, MO. On-the-job training for the purpose of qualifying military or civilian personnel as MWD handlers are prohibited.

b. Military Working Dog Program Manager. A 31K NCO in the grade of Master Sergeant (MSG) or civilian General Schedule (GS)-12 or above who manages the assigned ACOM/ASCC/DRU MWD Program.

(1) *Qualifications.* MWD PM will possess the following qualifications:

(a) Perform duties as a KM with a minimum of a "Met Standard" rating for NCOs and a "Fully Successful" rating for civilians in all areas of their performance evaluations.

(b) A graduate of the MWD Trainer/KM Course conducted by the 341st TRS, JBSA-Lackland AFB, TX.

(2) *Duties.* MWD PMs will provide program management and oversight of the following:

(a) Certification of MWDs: MWD PM is appointed as an HQDA Certification Authority (CA) qualified to certify assigned MWDs within the Army, including: patrol and detection certifications for a PEDD, PEDD–E, PDDD, Specialized Search Dog (SSD), MDD (EN only) or any OPMG approved variation.

(b) Statistical reporting of MWDs – Monthly Status Report.

(c) MWD handler assignment requisitions that directly affect readiness. MWD PM will advise and assist the HRC 31K Assignment Manager with assignment of MWD handlers.

(d) ACOM/ASCC/DRU supplemental policy guidance to subordinate MP Detachments (MWD) and IMCOM MWD Sections.

(e) Schedule 75 requirements to the OPMG during the POM Cycle.

(f) QLPR MDEP for the MWD Program.

(g) Annual Kennel Inspection Assessment (AKIA) utilizing the HQDA approved AKIA Checklist.

(h) MWD support for USSS and SECDEF in accordance with 18 USC 3056, as requested by the AFSFC.

(i) Army MWD support for DOS and DSCA.

(j) CA Mentorship Program (CAMP) for all potential CAs within the major command.

(*k*) Major command MWD CA Quality Assurance (QA) Program.

(3) MWD PMs will--

(*a*) Serve as ACOM/ASCC/DRU Provost Marshals' advisor for the employment of MWDs in contingency operations, anti-terrorism/force protection (AT/FP) support, and homeland defense.

(b) Manage and coordinate MWD deployments.

(c) Conduct Operation Plans review.

(d) Compile MILSTRIP / MWD requisition data submitted by commands.

(e) Assign newly qualified MWDs to commands in direct coordination with the OPMG.

(f) Manage, coordinate, and recommend approval for all MWD disposition requests to the final approval authority.

c. Kennel master. The KM is a Sergeant First Class (SFC) or civilian GS–09 or above who exercises direct supervisory responsibility and accountability over the MP/EN Detachment (MWD) or IMCOM MWD Section. The key development assignment for a 31K SFC is a KM in an operational MP Detachment (MWD) for a period of 24 months.

(1) *Qualifications.* The KM will possess the following qualifications:

(a) A qualified handler having successfully completed the training prescribed by this regulation.

(b) A graduate of the MWD Trainer/ KM Course conducted by the 341st TRS, JBSA-Lackland AFB, TX.

(c) Be a 31K SFC or civilian GS–09 or above.

(2) *Duties.* KMs will carry out the following responsibilities:

(a) Establish a Battle Rhythm defining the daily, weekly, monthly, quarterly, semi-annual and annual requirements in accordance with this regulation, AR 350–1, and the Unit's Mission Essential Task List (METL).

(b) Establish MP/EN Detachment (MWD) SOPs and risk assessments on all aspects of MWD kennel operations, kennel care, training, safety, and utilization.

(c) Execute the MP/EN Detachment (MWD) METL.

(d) Prepare MWD Handlers for initial and annual MWD Certification.

(e) Track training, mission, utilization, requisition, and kennel management in the Working Dog Management System (WDMS).

(f) Ensure that all required Army training and MWD training (including MWD training areas) are forecasted 8 weeks out and annotated on the unit's training schedule utilizing the Army DTMS.

(g) Ensure the training schedule is signed by the Commander and tracked at the next higher echelon.

(h) Maintain logistical oversight of the MP/EN Detachment (MWD).

(i) Execute and track all NCOERs.

(j) Ensure subordinate Soldiers receive required pre-mission, initial, reception/integration, monthly, and quarterly counseling.

(k) Conduct MWD Validations on a monthly basis.

(l) Advise the commander, Chief of Police, installation AT/FP officers on the proper employment and utilization of MWD teams. Coordinate with the Chief of Police on the integration of MWD teams into the Patrol Distribution Plan, Special Reaction Team (SRT), and other LE functions.

(m) Ensure all certified MWD teams perform 24 hours per week of MWD utilization.

(n) Prepare MP/EN Detachments (MWD) or IMCOM MWD Sections for HQDA AKIA, commander, physical security, and veterinary inspections.

(o) Supervise the execution and tracking of the Individual Deployment Plans for all MWD teams.

(p) Retain administrative command, control, and communications of deployed Soldiers supporting overseas contingency operations.

(q) Ensure mission after action reports are completed within 30 days from a Soldier's return from overseas contingency operations or VIP missions and submitted thru chain of command to the ACOM/ASCC/DRU MWD PM.

(r) Forecast Fiscal Year (FY) operational budgets (spend plan) through the Chain of Command to the ACOM/ASCC/DRU MWD PM.

(s) Assist the MWD PM with the requisitioning of personnel and equipment.

(t) Ensure MWDs are properly cared for by coordinating with the servicing veterinarian to establish medical readiness, physical conditioning programs, and feeding guidelines. Monitors that all MWDs are receiving daily medications, which are annotated on an accountable form, and that veterinarian guidance is being followed.

(u) Manage the daily maintenance and upkeep of kennel facilities.

(v) Submit monthly asset report to ACOM/ASCC/DRU MWD PM by the 5th of each month.

(w) Manage the procurement and accounts for explosive and drug training aids.

(x) Provide training to MP/DACP personnel about the MWD team function and operational considerations and ensure the training is on file.

(y) Manage the MP/EN Detachment (MWD) or the IMCOM MWD Section's Government Travel Charge Card program as the Agency Program Coordinator.

(z) Ensure that emergency contact rosters for supporting veterinary personnel is posted in the kennel and that Soldiers are aware of procedures to follow in the event of an MWD medical emergency.

d. Military working dog plans noncommissioned officer. The MWD Plans NCO is part of the KM team and responsible for all aspects of the MP Detachment (MWD) MWD Training Program.

(1) *Qualifications.* The MWD Plans NCO will possess the following qualifications:

(a) A qualified handler having successfully completed the training prescribed by this regulation.

(b) A graduate of the MWD Trainer/ KM Course conducted by the 341st TRS, JBSA-Lackland AFB, TX.

(c) In accordance with DA Pam 600–25, a staff sergeant should successfully serve a minimum of 24 months as an MP Detachment (MWD) Squad Leader (Key Development) prior to assignment to a Plans NCO position (if a feasible option based on the assignment location).

(2) *Duties.* The MWD Plans NCO will carry out the following responsibilities:

(a) Schedule MWD training areas 8 weeks out and input data into the Army DTMS.

(b) Develop risk assessments for all MWD operations, which includes kennel care.

(c) Develop a MP Detachment (MWD) or the IMCOM MWD Section Training Plan.

(d) Develop individual Training Plans for all assigned MWD Teams.

(e) Supervise and ensure the execution of all required MWD training.

(f) Ensure MWD teams are prepared and ready for all MWD validations and certifications.

(g) Coordinate and ensure MWD teams are prepared for USSS missions and worldwide deployments that support various operational missions.

(h) Track the movement of MWD teams that are conducting missions or deployed.

(i) Conduct MWD Validations on a monthly basis and/or when an MWD team's performance reliability is in question.

(j) Assume KM duties and responsibilities during the incumbent's absence.

(k) Review all assigned MWD probable cause folder/records on a monthly basis.

(l) Prepare Soldiers that are pending deployment through the conduct of tough, realistic training events.

(m) Coordinate the MWD physical conditioning program in accordance with the local veterinarian guidance.

(n) Coordinate with the servicing veterinarian to ensure MWD teams receive at a minimum semi-annual medical care and emergency first aid training from qualified veterinary personnel.

(o) Coordinate with the veterinarian for the routine, semi-annual examination of all MWDs.

e. Team leader and/or squad leader. The Team Leader and Squad Leader are responsible for the health and welfare of the Soldiers and MWDs under their direct control.

(1) *Qualifications.* The Team Leader and Squad Leader will possess the following qualifications:

(a) Successful completion of the training prescribed by this regulation.

(b) A Squad Leader will be a graduate of the MWD Trainer/ KM Course conducted by the 341st TRS, JBSA-Lackland AFB, TX.

(2) *Duties.* The Team Leader and Squad Leader will, at the minimum, carry out the following responsibilities:

(a) Ensure the health and welfare of all MWDs; manage the daily maintenance and upkeep of kennel facilities. Ensure all MWDs are receiving daily medications and comply with veterinarian guidance.

(b) Supervise and ensure the proper execution of their team/squad's required MWD training.

(c) Prepare their MWD teams for validations and annual certifications.

(d) Prepare their MWD teams for USSS missions and worldwide deployments that support various operational missions.

(e) Review all assigned MWD probable cause binders/records on a weekly basis.

(f) Ensure Soldiers are counseled on a monthly basis and NCOs are counseled on a quarterly basis.

(g) Enforce standards in accordance with command SOPs and ARs.

(h) Enforce the MWD physical conditioning program in accordance with the local veterinary guidance.

(i) A squad leader will assume the role of Plans NCO during the incumbent's absence, as selected by the unit's KM.

(j) The team leader will assume duties and responsibilities of the Squad Leader during the incumbent's absence.

(k) Squad Leaders will assist the Plans NCO with the development of the Sergeant's Time Training schedule for MP Detachment (MWD) personnel.

f. Military working dog handler. A MWD handler is responsible for the daily care and maintenance of their assigned MWD.

(1) Categories:

(a) MOS 31K: MWD handlers assigned to a MP Detachment (MWD) (Small/Medium/Large).

(b) MOS 12 Series: Engineer handlers assigned to an Engineer Detachment.

(c) DACP: Assigned Civilian Police assigned against an IMCOM authorized civilian position.

(2) MWD Handler selection criteria:

(a) Military personnel will meet the enlistment criteria established by HRC.

(b) A DACP will meet a selection criteria established by IMCOM. DACP handler duties will be identified in the position description and will be a part of their performance evaluation. IMCOM manages and funds DACP handler positions through the TDA. Duty descriptions and civilian grades are based on the Office of Personnel Management Classification Standards, GS–083.

(3) MWD Handler Responsibilities:

(a) Provide food as directed by the veterinarian and ensure fresh water is available at all times for their assigned MWD.

(b) Conduct health/safety checks and groom assigned MWD daily. Notify veterinarian if an abnormality is found during the physical exam.

(c) Ensure that assigned MWD receives the prescribe medication in accordance with the veterinarian guidance, annotated on an accountable form, and notifies the KM of any discrepancies.

(d) Maintain MWD kennels daily.

(e) Maintain operational, training, utilization data in the WDMS.

(f) Perform additional kennel duties as assigned, which includes kennel care.

(g) Provide mission briefs to senior leadership highlighting the MWD's capabilities and limitations.

(h) Meet mandatory MWD training and utilization requirements as depicted in chapter 5 of this regulation.

(i) Maintain MWD probable cause binder/records on a daily basis as depicted in Chapter 4 of this regulation.

(j) Adhere to standards in accordance with command SOPs and ARs.

(k) Accompany MWD to all veterinary appointments and remain with MWD throughout hospitalization at installation and civilian veterinary clinics.

(l) Maintain proficiency in the basic medical care and emergency first aid training by coordinating with the attending veterinarian to receive proficiency training at a minimum of semi-annually.

Chapter 3
Military Working Dog Equipment

3–1. Military working dog equipment sets

a. MWD equipment sets will be provided to each Army MP Detachment (MWD) and the IMCOM MWD Section. Equipment sets will provide standardized equipment for supporting the training and maintenance of the MWD.

b. MWD equipment sets will be utilized to support contingency and LE operations. The following components comprise the equipment sets:

(1) Handlers Set – National Stock Number (NSN) 3770–01–613–5915 Line Item number (LIN) S05036.

(2) First Aid Set – NSN 3770–01–614–0683 LIN S05037.

(3) Obedience Set – NSN 3770–01–613–5936 LIN S05035.

(4) Facility Set – NSN 3770–01–613–5945 LIN S05034 – Small.

(5) Facility Set – NSN 3770–01–613–6169 LIN M05021 – Medium.

(6) Facility Set – NSN 3770–01–613–5295 LIN L05008 – Large.

c. While procurement of the MWD Handler First Aid Set is the responsibility of the owning unit, individual line item resupply is supported by the U.S. Army Veterinary Services (AVS) via the Defense Health Program (DHP) only with the supporting command's appropriated funding and approval. Potency and dated items should not be resupplied until actual deployment to prevent waste or unintended use of outdated items. Unauthorized use of DHP AVS appropriated funds include any owning unit derived variances to the designated MWD Handler First Aid Set, development of other MWD first aid kits, or MWD first aid training supplies. Any such variances are the responsibility of the owning unit to procure if so desired.

3–2. Military working dog shipping crates

a. All MWDs will be transported in large, extra-large, or giant airline approved shipping crates. The shipping crate and other equipment will be transferred with the MWD, when the MWD or the MWD team is reassigned. DA Form 3161 (Request for Issue or Turn-in) will be used to accomplish the lateral transfer of the crate between units.

b. Stencil all Army procured metal crates and/or vari-kennels with "U.S. Army" and a warning sign stating "DANGER MILITARY WORKING DOG–DO NOT TAMPER WITH ANIMAL". In addition, shipping crates must be labeled on the top and one or more sides with the words "LIVE ANIMAL".

c. MP/EN Detachments (MWD) and IMCOM MWD Sections are authorized one crate per authorized MWD. The Army metal shipping crates will be placed on the unit property book by NSN and serial number and hand-receipted to the KM per the provisions of DA Pam 710–2–1. Retain shipping crates of deceased MWDs for use with the replacement MWD so long as the crate remains serviceable.

3–3. Law enforcement vehicle allocation methodology

a. IMCOM, in coordination with the Army Material Command, Army Chief of Staff Installation Management, and General Services Administration (GSA) will support installations/garrisons by providing non-tactical vehicles based upon the installation approved Law Enforcement Vehicle Allocation Methodology. The Joint Service LE Vehicle Standardization (JSLEVS) Program is the basis for determining vehicle equipment for the transportation of MWDs in a garrison LE role. Army Sustainment Command will support fully equipped, class III, Sport Utility Vehicles (SUVs) and special service rated pickups to support garrison LE and MWD training requirements as outlined in this regulation. Beyond what is authorized through the JSLEVS program, installations/garrisons/detachments will not modify JSLEVS vehicles without prior authorization from GSA.

b. Asia MP Detachments (MWD) will coordinate vehicle support through their installation.

c. ACOM/ASCC/DRU organizations determining the requirements for additional vehicles may obtain additional leased GSA vehicles through command MDEP QLPR funding.

d. When not permanently marked, patrol vehicles will have removable warning signs stating "CAUTION–MILITARY WORKING DOGS" placed on the sides (and rear, when appropriate) of any vehicle used to transport MWDs. At least one of three SUVs will remain unmarked for USSS or local support missions.

e. MP/EN Detachments (MWD) and IMCOM MWD Sections are authorized to purchase MWD trailers to assist in transporting MWDs for training or mass evacuation situations.

f. All vehicles or trailers will be equipped with temperature sensors to monitor the MWD area and alarm when temperatures exceed 85F or the air conditioner fails. These sensors are designed to prevent heat related deaths in vehicles or trailers. Commanders, in coordination with the local veterinarian, will establish policies for the monitoring of MWDs left

in vehicles or trailers. g. Personnel approaching a vehicle or shipping crate used to transport a MWD should be able to see and read the warning signs under normal daylight conditions from a distance of 10 meters.

Chapter 4
Management and Administrative

4–1. Inspections

a. Department of the Army. The Army MWD PM will participate on a tri-annual basis in the Army G34 APPA on each ACOM/ASCC/DRU that has a MWD Program. The HQDA MWD PM will update the APPA checklist annually and provide it to each MWD Program one year prior to the assessment. Additionally, the HQDA MWD PM is responsible to maintain the HQDA approved AKIA checklist and review it annually.

b. Army command/Army service component command/direct reporting unit. The ACOM/ASCC/DRU MWD PM will conduct annual inspections of the installation MWD programs utilizing the HQDA approved AKIA. The MWD PM conducting the inspection will request to provide the Battalion Commander or Director of Emergency Service (DES)/Provost Marshal (IMCOM MWD Sections) an In-Brief the morning on Day-1 of the inspection and an Out-Brief at the conclusion of the inspection. The MWD PM will staff the final AKIA results thru all command echelons to ensure proper visibility on accolades or discrepancies. The inspected unit will maintain this inspection on file for a minimum of 2 years after the inspection date. Inspected units will annotate in memorandum format all corrective actions and forward it to the ACOM/ASCC/DRU MWD PM within 60 days upon receipt of AKIA results. ACOM/ASCC/DRU MWD PMs will submit any recommended AKIA changes to the HQDA MWD PM prior to the end of the 3rd Quarter of each FY.

c. Installation.

(1) Commanders, Chiefs of Police (IMCOM MWD Sections), or a designated representative will conduct monthly inspections of handlers, MWD training, team utilization, team proficiency, equipment, and kennel facilities. The commanders will ensure that inspections comply with this regulation. Commanders, Chiefs of Police (IMCOM MWD Sections), or a designated representative should utilize the AKIA and ATP 3–39.34 as a guide to inspect their respective kennels. Although the focus of the kennel inspection may vary from month to month, the inspection will cover all aspects of the MWD program quarterly. Commanders will prepare a signed written record of the monthly inspection with corrective actions identified. Subsequent inspections will ensure compliance with identified corrective actions. The inspected unit will maintain the written record of this inspection for at least one year after the date of the inspection.

(2) The attending Veterinary Corps Officer (VCO) will conduct a sanitary inspection of each MWD facility at least quarterly to ensure compliance with health and welfare requirements of AR 40–905 and other regulatory guidance. The VCO must provide a copy of the inspection report to the inspected unit and it must be maintained on file for a minimum of 2 years after the inspection date. The KM will forward inspection reports with major deficiencies to the accountable unit commanders and the ACOM/ASCC/DRU MWD PM.

4–2. Monthly military working dog status report

a. The HQDA MWD PM establishes the format of the Monthly MWD Status Report, determining the pertinent Army data collection required from subordinate programs on a monthly basis. This report will separate data collection by each ACOM/ASCC/DRU MWD Program.

b. The ACOM/ASCC/DRU MWD PMs provide the MWD Status Report format to subordinate MP/EN Detachments (MWD) and IMCOM MWD Sections. This report will separate data collection by each individual Detachment/Section. The ACOM/ASCC/DRU MWD PMs will compile subordinate command data and provide an HQDA MWD Status Report to the HQDA MWD PM no later than the 10th of each month.

c. The MP/EN Detachment (MWD) and IMCOM MWD Sections must track and record required data in accordance with the MWD Status Report format the ACOM/ASCC/DRU MWD PM provides. Each Detachment/Section will provide a monthly MWD Status Report to their respective ACOM/ASCC/DRU MWD PM no later than the 5th of each month.

d. The contracting officer representatives for the Contract Working Dogs (CWD) must track and record required data in accordance with the MWD Status Report and provide a copy of the report to the ACOM/ASCC/DRU MWD PM no later than the 5th of each month.

4–3. Working dog management system

a. In accordance with AFI 31–126, the DOD MWD EA mandates the use of WDMS as the system of record for maintaining all MWD team data.

b. Each ACOM/ASCC/DRU will utilize the WDMS. The system provides a critical function by enabling Army MWD PMs access to a comprehensive view of the operational readiness for all MWDs and the handlers across the Army's MWD program. Handlers, KMs, and PMs can perform data entry, reporting, and ad hoc querying.

c. Users access WDMS at https://wdms.lackland.af.mil/army/logon/logon.cfm/. Newly assigned personnel must complete and submit a DD Form 2875 (System Authorization Access Request) to the OPMG in order to (IOT) receive access to the system.

(1) The DA PM module is for the HQDA PM to access pertinent ACOM/ASCC/DRU MWD Program data IOT capture an operational readiness snapshot in real time. The HQDA PM will provide guidance and oversight on the management of MWD requisitions, personnel, training utilization, DSCA, facilities, and TOE structure and reports.

(2) The command module is for the unit Commander, Provost Marshal and the Sergeants Major to view the MWD dashboard depicting availability and proficiency fields that assist in the development of the Unit Status Report.

(3) The PM module is for the ACOM/ASCC/DRU PMs and focuses on senior level oversight of the individual kennels. The design ensures timely reporting of MWD requisitions, MWD, handler, team, detection, mission, and facility management along with TOE structure/assignments, training, and utilization reports.

(4) The KM module is for the KM and Plans NCO to input and retrieve data from the system. The module allows the KM team to add MWD requisitions, perform MWD, handler, team, detection, mission, and facility management along with TOE assignments/review reports.

(5) The handler module is for individual handlers to manage their MWD team(s). Once the KM creates an MWD team, handlers can record daily team training and utilization data, view mission assignments, and complete required reports.

(6) All Army-funded MWD programs (contract solution) will establish individual WDMS modules to track each non-traditional capability until the completion of the MWD disposition and adoption process.

4–4. Military working dog training records / probable cause binders

a. The 341st TRS initiates a permanent MWD training record for all newly-procured MWDs. The DOD Military Working Dog Veterinary Service will initiate a hard copy and/or electronic medical record for newly-procured MWDs. Together, the administrative record and the Veterinary Treatment Record (VTR) constitute the MWDs permanent record file.

b. The record file will accompany the MWD when permanently transferred to another duty station. Kennel personnel will keep the permanent record updated and on file. Kennel personnel will not remove permanent veterinary records from the veterinary clinic at the assigned installation. The responsible veterinary facility will make copies of these records and the handler will hand-carry them on all missions or deployments. The KM is responsible for maintaining and securing all permanent MWD training records at the installation's kennel facility for the entire assignment of the MWD. Soldiers will not remove permanent training records from the facility.

c. Each MWD team will create a probable cause binder. The contents of the probable cause binder must consist of, but is not limited to, a copy of the current month and the previous 90 days of patrol training on DA Form 2807 (Military Working Dog Training and Utilization Record), detector dog training on DA Form 3992 (Narcotics or Explosives Detector Dog Training and Utilization record), a copy of the MWD team certification, decertification, or recertification documents, a copy of the MWD service record on DD Form 1834 (Military Working Dog Service Record), the current MWD validation memorandum, and any items considered pertinent to the MWD team's capabilities for the purpose of establishing probable cause. Probable cause binders will accompany the MWD team on deployments, certifications, Very Important Person (VIP) missions, and any court hearing. At the end of each month, handlers will place a copy of the completed month's MWD training records in the MWD's permanent file.

d. DD Form 1834. The 341st TRS creates and issues each MWDs original DD Form 1834. Each new handler assigned to the MWD updates the corresponding DD Form 1834 with their name, rank, and date assigned as a team.

e. DA Form 2807. The Handler must record training on this form daily in WDMS (see app C, ATP 3–39.34 for instruction on completing this form).

f. DA Form 3992. The Handler must record training on this form daily in WDMS (see app C, ATP 3–39.34 for instruction on completing this form).

g. The accountable unit commander will review and sign MWD team training records on a monthly basis.

4–5. Budget

a. The OPMG will issue annual MDEP QLPR Schedule 75 Supplemental Guidance to the ACOM/ASCC/DRUs.

b. ACOM/ASCC/DRUs must submit accurate funding requirements back to the OPMG through schedule 75.

c. The OPMG validates all ACOM/ASCC/DRU funding requirements through schedule 75. Upon receipt of the HQDA FY funding letter, the OPMG will distribute funds to the ACOM/ASCC/DRUs.

d. The ACOM/ASCC/DRUs will distribute funds to subordinate commands at the MP Detachment (MWD) and IMCOM MWD Section levels.

e. The Commander (MP/EN Detachment) or Chief of Police (IMCOM MWD section) is responsible to authorize the procurement of MWD equipment items not currently in the Army supply system. There are occasions where Commercial Off-The-Shelf (COTS) items may be needed within a MP/EN Detachment (MWD) or IMCOM MWD section. Examples of possible COTS items include, but are not limited to, leashes, collars, muzzles, MWD trailers, or training equipment.

f. The MP/EN Detachment/IMCOM MWD Section KM will manage the kennel budget. When commands designate an alternate point of contact (POC) for budget management, the KM must coordinate with the budget manager to ensure proper funding for required kennel operations. KMs will submit Un-Financed Requirements through their chain of command to the ACOM/ASCC/DRU MWD PM for expenses not provided in their operating budget.

4–6. Military working dog authorizations and requisitions

a. Authorizations for MWD teams are based upon mission analysis from commanders that request MWD teams. Commanders must review and analyze the physical security and types of crimes experienced at the installation to determine requirements and justification for the use of MWD teams. Unit commanders should also review and analyze combat support missions and requirements that can be reasonably supported by employment of MWD teams (see ATP 3–39.34).

b. Requests for MWDs will be submitted to the respective ACOM/ASCC/DRU MWD PM per AR 71–32 using the HQDA MWD Requisition Checklist.

c. The ACOM/ASCC/DRU commander will review submissions from their subordinate organizations to ensure that requests are valid and justified and that personnel and facilities are available to support the request.

d. When the Army approves increase or reduction of MWD assets, appropriate changes to both personnel and equipment authorizations of TOE and/or TDA will be processed per AR 71–32.

e. The MWDs are obtained as a result of a logistical transaction.

f. A unit may requisition a new MWD based on the following conditions:

(1) Unfilled MWD authorizations based on approved force structure (TOE/TDA).

(2) Force structure growth of MWD authorizations.

(3) The MP/EN Detachment (MWD) or IMCOM MWD section receives an MWD Excess Letter declaring an MWD excess to the DOD.

(4) Sudden death or euthanasia of MWD and receives a DD Form 1743 (Death Certificate of a Military Animal).

g. Units must identify requisition requirements as early as possible. It is not necessary to wait until an MWD dies or becomes incapacitated to requisition a replacement.

h. MWDs initially trained for the Army are listed below—

(1) Patrol/Drug Detector Dog, NSN 8820–00–243–7542.

(2) PEDD, NSN 8820–00–188–3880.

(3) Drug Detector Dog/Large, NSN 8820–00–238–8577.

(4) EDD, NSN 8820–00–043–3526.

(5) Mine Detector Dog, NSN 8820–01–535–4047.

(6) Specialized Search Dog, NSN 8820–01–526–4588.

(7) Patrol Dog, NSN 8820–00–435–9005.

(8) PEDD–E, NSN 8820–01–677–3032.

(9) Untrained, NSN 8820–00–935–6677.

i. All commands will utilize the HQDA approved MWD Requisition Checklist when executing an MWD requisition and when receiving a new MWD.

j. If all authorized MWDs are not on hand in accordance with the MP Detachment (MWD) TOE or IMCOM MWD section TDA, units will submit an MWD requisition and retain the request on file.

4–7. Accountability of military working dogs

a. The OPMG, in coordination with the ACOM/ACSS/DRU PMs, will direct assignment of MWDs to Army MP Detachments (MWD) / IMCOM MWD sections. Upon arrival to the installation, units will place MWDs on the unit property book by NSN, name, whelp date, and tattoo number, and hand-receipted to the KM per provisions of DA Pam 710–2–1.

b. KMs will sub-hand receipt MWDs and equipment to individual handlers. If MWD teams transfer duty stations as a team, the handler orders will include NSN, name, and tattoo number of the MWD. Units will use DA Form 3161 (Request for Issue or Turn-In) or the lateral transfer of the MWD to the gaining command per DA Pam 710–2–1.

4–8. Field evaluation questionnaire

a. No later than day 60 upon receiving the newly qualified MWD from the 341st TRS, the KM Team will conduct a basic validation in accordance with the field evaluation questionnaire (FEQ) critical tasks and the Qualified MWD Field Transition and Evaluation Guideline.

b. By the 75th calendar day after arrival at the gaining command, the KM will complete the FEQ located in WDMS. The KM will document MWD performance as to whether the MWD meets the standard or if there are deficiencies in accordance with the "Qualified MWD Field Transition and Evaluation Guide". The KM will explain any annotated deficiencies in the comments section of the FEQ.

c. The KM will contact the ACOM/ASCC/DRU MWD PM and/or the 341st TRS when requiring additional assistance with the FEQ.

4–9. Military working dog dispositions

a. Disposition packets are the process used to determine further effectiveness during the MWD life cycle. Military or GS Veterinarians assigned to the DOD MWD Training Center, JBSA-Lackland AFB, evaluate all MWD dispositions and have final disposition authority. Units submit disposition packets for the following reasons:

(1) Medical Disposition- MWD diagnosed by a veterinarian as having a medical condition that is expected to result in:

(a) Death.

(b) Permanent disability.

(c) The inability to perform required patrol and/or detection tasks due to a medical condition.

(d) Classified as Category 4 - Non-Deployable.

(e) Determination that the MWD is overly aggressive due to recurring incidents.

(2) Training Disposition- Unit Commander determines that the MWD is:

(a) Unable to perform required patrol and detection tasks due to training issues.

(b) Unable to meet the Army MWD certification standard.

b. To initiate disposition of a MWD, the accountable unit commander (AUC) or Cheifs of Police (IMCOM MWD sections) and KMs should coordinate the package through the ACOM/ASCC/DRU MWD PM who submits it to the 341st TRS Adoption/Disposition coordinator utilizing the http://safe.arl.army.mil/ webpage. All pertinent documents involving the MWDs disposition are scanned and uploaded to this website for submission in accordance with AFI 31–126. A Bite Muzzle Video is recorded and submitted for all patrol trained, previously patrol trained, or any MWD that displays aggressive behaviors; and uploaded using Windows Media Player, unless a safety exemption by a local Veterinary staff is needed. When this occurs, the attending veterinarian must submit a letter explaining the safety reasons the MWD cannot safely perform the evaluation. Completed packages are submitted through the ACOM/ASCC/DRU MWD PM, with an information copy provided to the HQDA MWD PM. NOTE: An Adoption Suitability Assessment (DD form 810–3, and Bite Muzzle Video is not required for MWDs that will only be considered for transfer to law enforcement agencies (LEA). All commands will utilize the HQDA approved MWD Disposition Checklist when submitting an MWD Disposition Packet.

4–10. Excess military working dogs

a. The 341st TRS Commander will issue the MWD excess letter to the services.

b. The 341st TRS will not retrain excess dogs which have become ineffective.

c. The ACOM/ASCC/DRU MWD PM will provide the excess letter to the MP/EN Detachment (MP) or IMCOM MWD section.

d. Once the MP/EN Detachment (MP) or IMCOM MWD section receives documentation declaring the MWD as excess, the KM will provide the attending Veterinarian a copy of the excess letter, and the unit will remove the MWD from the property book.

e. The completion of final disposition for any MWD declared excess will not exceed 90 days upon receipt of the MWD excess letter.

f. The MP/EN Detachment (MP) or IMCOM MWD section will notify the ACOM/ASCC/DRU MWD PM once the final disposition occurs.

g. All commands will utilize the HQDA approved MWD Disposition Checklist when completing the final disposition of an excess MWD. Units can obtain the MWD Disposition Checklist from the WDMS library and the PMG Portal at https://army.deps.mil/army/sites/pmg/sitepages/pmghome.aspx.

4–11. Military working dog adoptions

a. Protocols for Adoptions of MWDs are Governed by Law.

b. 10 USC 2583 provides qualifying guidance in the adoption priority to the MWD handler in instances where the MWD and Soldier were injured as a direct result of combat action. In a combat action resulting in death of the Soldier, priority is given to the Soldier's immediate family to adopt the MWD.

c. Authorized Recipients- A military animal must be made available for adoption in order of recommended priority:

(1) By a former handler(s) of the animal.

(2) By other persons capable of humanely caring for the animal.

(3) By LEA.

d. AFI 31–126 provides DOD guidance on the adoption process, codifying the requirements of 10 USC 2583, National Defense Authorization Act 2016. Adoption by a former handler will have first preference when the responsible commander determines it is in the best interest of the MWD; second preference is other persons capable of humanely caring for the dog.

e. It is the former MWD handler's responsibility to make adoption requests known to the KM.

(1) Once a former MWD handler contacts the KM and identifies that they are interested in adopting the MWD, the KM will generate a memorandum for record (MFR) documenting the handler's information and the adoption ranking order based on the MWD's DD Form 1834. The KM will provide a copy of the MFR to the former handler and maintain the MFR for 5 years after the MWD adoption takes place. The KM will also annotate in the "loss remarks" box of the WDMS "MWD Management" Tab when a former handler identifies their request to adopt their MWD upon retirement.

(2) In the event of multiple former handlers desiring to adopt a retiring MWD, the Unit Commander (with the KM's recommendation) will determine the adopter in the best interest of the MWD and the KM will inform all former handlers of the decision. For IMCOM installations, the Directorate of Emergency Services (DES)/Provost Marshal will determine the adopter in the best interest of the DACP canine.

f. Nothing in this policy prohibits the adoption of MWDs by LEA before the end of the dog's service life.

g. When transferring to a LEA, accountable unit commanders must validate a letter of intent from the LEA prior to transferring the MWD to the organization.

h. All commands will utilize the HQDA approved MWD Adoption Checklist when completing the adoption of an excess MWD.

i. In the case of a MWD located OCONUS at the time of retirement that is suitable for adoption at that time, the Secretary of the Army shall undertake transportation of the dog to the CONUS (including transportation by contract at United States expense) for adoption under this section, unless the MWD is adopted OCONUS or transportation of the dog to the CONUS would not be in the best interests of the dog for medical reasons.

4–12. Military working dog safety procedures

a. Commanders and/or the Chiefs of Police (IMCOM MWD sections) will develop an SOP that encompasses all MWD related safety procedures. This includes, but is not limited to, handlers transporting MWDs in a vehicle or trailer (LE duties included), MWD teams in support of USSS missions (airplane, hotel, in-transit), use of muzzles, and so forth.

b. In all cases when traveling by airplane, the handler will check the assigned MWD as cargo at the airline ticket counter. The MWD will not accompany the handler in the passenger compartment unless there are special circumstances, such as an airline-imposed weather embargo or when the airline prohibits the MWD from traveling in the cargo compartment (smaller aircraft or regional airports). When outside of the transport crate, in and around airports, the MWD must remain muzzled and not within close proximity of the traveling public. In circumstances where an MWD cannot travel in the cargo compartment, handlers will take the following steps:

(1) The handler will ensure the MWD remains muzzled for the entire flight IOT ensure passenger safety.

(2) To all extents possible, coordinate with the airline to secure a bulkhead seating area and have the MWD remain at the handler's feet.

(3) If bulkhead seating is unavailable, place the MWD in an unoccupied window seat with the handler occupying the adjoining seat.

(4) In situations where airlines will not/cannot accommodate an MWD with a seat at no charge, commanders can authorize the purchase of a bulkhead or second seat for the MWD in accordance with the Joint Travel Regulation.

c. Handlers will never leave MWDs unattended in vehicles or MWD Trailers. The MWD will remain in full view of the handler at all times. In instances where the handler is required to be away for a short period of time, another handler or patrolman will maintain visual contact of the MWD inside the vehicle/trailer. When transporting a MWD in a vehicle, the handler will ensure a minimum of two rear windows are ventilated no less than 6 inches.

d. When transporting a MWD in a trailer, a handler will maintain visual contact at all times. Handlers will ensure outside temperature and climate control systems are operable to ensure the health and safety of all MWDs.

e. When staying at a hotel, handlers will not leave MWDs unattended longer than 2 hours. If left unattended, handlers will secure the MWD in a kennel crate and place a warning sign on the hotel door. The handler will leave an adequate

amount of water in the kennel crate. A stainless-steel water bowl is required for unattended MWDs due to the possibility of plastic water bowls becoming a potential choking hazard. When inside and outside of the hotel, handlers will muzzle the MWD and avoid being in close proximity of the traveling public.

f. If the MWD team (handler and MWD) is not actively performing in an official capacity, the MWD will remain muzzled and not within close proximity of the public. When the MWD team is working in an official capacity, the handler must use extreme caution and take the necessary safety precautions if employment occurs in a populated area. The necessary safety precautions when employed may include removing all personnel from the area, utilizing a short safety leash, and muzzling the MWD when moving from one populated area to another.

g. Commanders will ensure MWD handlers receive pre-mission counseling and training on the proper employment and all safety procedures for MWDs.

h. Commanders will ensure that all MWD teams have sufficient muzzles and identified safety equipment to support all MWD missions. The recommended muzzle for travel is a basket style/type.

i. In the event of an MWD bite, commands will submit a Commander's Critical Information Requirement through the chain of command to the OPMG within 24 hours of incident occurrence. This requirement does not include trained MWD personnel who are accidently bitten during a training event. NOTE: Units will report all MWD bites to the veterinarian within 24 hours, who will then place the MWD on a 10-day working quarantine as outlined in AR 40–905.

j. Hot weather requirements:

(1) When transporting dogs in shipping crates, use air–conditioned or well-ventilated vehicles. Provide the dogs adequate and frequent supplies of fresh, cool water. In the case of a vehicle breakdown, unload each dog from the vehicle and locate in a nearby shady, cool area.

(2) Load crates so that the dogs will get maximum ventilation. Never place baggage, other crates, or equipment on top of or around a crate. Never load dogs into crates that have been standing in the sun.

(3) Check dogs frequently to ensure they are not becoming overheated.

k. Unattended MWDs**.** Handlers should never leave MWDs unattended except when they are put in their permanent kennels. When special circumstances require handlers to leave a MWD unattended, the following rules apply:

(1) Use only the leather collar and a kennel chain (dual collar system) to stake out a dog. Do not use the choke chain and leash.

(2) Do not secure a dog to a vehicle or any object that can move, whether intentional or accidental.

(3) Do not stake out a dog in a location where it could injure itself or others.

(4) Ensure that the dog is located in a shady area during hot weather.

4–13. Passports

a. All explosive detector dog (EDD) handlers will have an official US Government passport (Brown) to support USSS/DOS and Combatant Command (COCOM) mission requirements.

b. Upon reporting to their first duty assignment, all MWD and DACP handlers will submit a DD Form 1056 (Authorization to APPLY for "No-Fee" Passport and/or Request for Visa) application to apply for a "no fee" passport through their MP/EN Detachment (MWD) or IMCOM MWD section leadership.

c. MP/EN Detachments (MWD) and the IMCOM MWD sections will review the DD Form 1056 and submit through the installation passport office.

d. The KM will submit the initial/renewal passport application within 60 days of the handler arriving to the MP/EN Detachment (MWD) or IMCOM MWD section.

e. Control of the official passports is the responsibility of the KM. Official passports are accountable as a controlled item. KMs will ensure the disposition of official passports and will follow the instructions from the DOS regarding the relinquishment of their official passport, upon termination of service or passport expiration.

4–14. Movement of military working dog

a. The Army may direct a handler to execute a permanent change of station (PCS) with an MWD enroute to the gaining command. If the handler is executing a temporary duty (TDY) enroute PCS, the losing unit can ship the MWD by itself or the gaining command or equivalent can coordinate to retrieve the MWD prior to the handler's PCS. It is the responsibility of the gaining command or equivalent to fund the transportation of the MWD shipment using MWD QLPR funds.

b. IMCOM DACP MWD installations: The PM, in coordination with the Provost Marshal/ DES/Chief of Police leadership, will be responsible for the actions required to move the MWD and make appropriate changes to their property books and WDMS.

c. Because traveling with a live animal is dependent upon factors such as weather, travel routes, packaging of the aircraft, and surface temperatures, order issuing authorities will authorize travel variations to ensure safe movement of the MWD. The DD Form 1610 (Request and Authorization for TDY Travel of DOD Personnel) or PCS orders will specifically

identify the MWD's name and tattoo. If traveling to locations without a military veterinarian, obtain approval for civilian veterinary care from the associated Public Health Command Activity through consultation with the U.S. AVS personnel or in accordance with current Medical Command (MEDCOM) policy.

d. The KM must inform the supporting veterinary activity immediately upon notification of a pending MWD team overseas assignment. This enables the veterinary activity to review the MWD's record for vaccination and infectious disease screening information to ensure the dog's compliance with the destination import requirements. The MWD should receive initial screening by the veterinarian 90–120 days prior to the PCS to ensure that the MWD can meet all of the import requirements based on the PCS location.

e. A MWD team will report to the local veterinarian for a health certificate request no more than 10 days from expected travel date. The MWD should receive their health certificate as close to the travel date as possible to ensure they are covered throughout the duration of the mission, which may include an unscheduled delay.

f. Veterinarians must examine arriving MWDs from a foreign nations deployment within 72 hours. When possible, maintain the MWD in isolation from resident MWDs for a minimum of 10 days to reduce the risk of infectious disease.

4–15. Standard operating procedures

a. The MP/EN Detachment (MWD) / DACP MWD section will establish SOPs and risk assessments on all aspects of MWD kennel operations, kennel care, training, safety, explosives training aids, and utilization. Recommended controls determined from the risk assessments will be incorporated into the MWD section SOP in accordance with ATP 5–19.

b. The DES/Provost Marshal, will establish a policy which details the specific criteria in contingency operations governing the use of MWD teams during civil disturbance situations.

c. The DES/Provost Marshal, will establish written guidelines governing the release of an MWD to apprehend a suspect.

d. The DES/Provost Marshal, will establish written guidelines outlining procedures for MWD support to civil authorities.

e. The Commander (MP/EN Detachments) or Chief of Police (IMCOM MWD sections), will establish written guidelines outlining an MWD emergency contingency plan in case of a mass MWD evacuation of the kennels due to unforeseen reasons. The unforeseen reasons include, but are not limited to, a natural disaster or MWD kennel facility damage.

4–16. Key control

a. Reference AR 190–11 for key control requirements.

b. The commander will:

(1) Appoint a primary and alternate key custodian in writing.

(2) List all personnel authorized to issue and receive the keys on an access roster.

(3) Ensure the key depository is permanently affixed to a wall in a room that is locked when not occupied.

c. The key custodian will:

(1) Control all keys on a key custodian register and inventoried on DA Form 5513 (Key Control Register and Inventory). The KM keeps the register in a locked container, which does not contain or store classified material, in an area with controlled access.

(2) Inventory all keys on a semi-annual basis. File and retain the last report in unit files for a minimum of two years.

(3) Inscribe all keys with a serial number.

d. MP/EN Detachment (MWD) or IMCOM MWD section personnel who are TDY for more than 30 days in length will turn-in all assigned keys prior to departure.

Chapter 5
Military Working Dog Training

5–1. Military working dog initial training and transition evaluation

a. MDDs receive initial training at Fort Leonard Wood, MO. All other MWDs receive initial training with the 341st TRS at JBSA-Lackland AFB, TX.

b. Upon arrival at the MWD's initial assignment, the gaining unit will conduct all of the recommended guidelines for the field transitions of qualified MWDs within the first 30 days in accordance with the "Qualified MWD Field Transition and Evaluation Guide" distributed by the 341st TRS. The purpose of this process is to determine if the MWD can successfully operate in the field environment and perform at the level as certified upon leaving the 341st TRS.

c. If the MWD has a medical disqualifier, obtain a statement from the attending veterinarian supporting that the MWD's physical condition has a bearing on the failure.

d. If the MWD has a skill performance issue, document the apparent deficiency. Record all MWD team familiarization, training, and qualification activity in WDMS. Execute all initial qualification evaluations on the MWD performance levels as described in the “Qualified MWD Field Transition and Evaluation Guide".

e. If an MWD successfully completes initial evaluation but displays performance issues during the gaining unit's subsequent advanced MWD (AMWD) training (that is new odor imprinting, buried aid detection, and so forth) and detection validation, the ACOM/ASCC/DRU MWD PM will contact the 341st TRS for assistance. After 120 calendar days in the field, the 341st TRS will not consider an MWD with performance issues for return/exchange unless previously notified of the situation by the ACOM/ASCC/DRU PM. MWDs returned prior to the 120 day deadline will not count as a qualified delivery on the Service's TDR and the Service will receive another MWD in accordance with AFI 31–126 (DOD MWD Program).

5–2. Military working dog sustainment training

a. Sustainment training is mandatory for all MWD teams in garrison and during deployments. The minimum sustainment training standards for all MWDs are:

(1) Uncertified MWD teams will execute three (3) iterations of the patrol and detection critical tasks on a monthly basis.

(2) Certified MWD teams will execute two (2) iterations of the patrol and detection critical tasks on a monthly basis.

(3) EDD teams will train on each of the authorized explosive odors in the Army Canine Explosive Scent Kit (CESK) at a minimum of two (2) times per month for certified teams and at a minimum of three (3) times per month for uncertified teams.

(4) Drug Detector Dog teams will train on each of the five authorized drug odors at a minimum of two (2) times per month for certified teams and at a minimum of three (3) times per month for uncertified teams.

(5) The “aid count” does not include odor recognition training or remedial training; however, these training sessions are still documented in addition to the minimum requirement.

(6) Patrol Critical Tasks.

(a) Gunfire.

(b) Controlled Aggression (All Phases).

1. Field Interview.
2. Field Interview into a bite.
3. Stand-off.
4. Search (execute the re-attack as needed).
5. Escort.

(c) Building Search.

(d) Scout.

(e) All MWD teams will perform obedience tasks daily.

(f) All MWD teams will perform the obedience course bi-weekly (minimum requirement).

(g) Handlers can terminate the bite by the verbal command of "OUT" or executing a "tactical release" from the decoy. A "tactical release" is a physical termination of the bite, paired with the verbal command of “OUT”. This action will not include vigorous choking or violent activity (striking, beating, kicking, and so forth).

(7) Detection Critical Tasks:

(a) Conduct a building search (Barracks, Theater, or Warehouse, or equivalent indoor facility).

(b) Conduct a vehicle search.

(c) Conduct a blank training problem.

(d) Conduct a route search or open area.

b. MDDs will conduct a minimum of 4 hours of detection training per week to achieve and maintain the 95% find rate, with an additional 2 hours focused on enhancing obedience skills.

c. Justifiable reasons for not meeting regulatory sustainment training requirements include authorized leave, pass, handler profile, MWD profile, NCO Professional Development System (NCOPDS) attendance, functional course attendance, any command approved course, Federal or training holidays, and LE certification. Any additional justifiable reasons require approval from the ACOM/ASCC/DRU MWD PM.

d. Handlers will annotate all justifiable reasons for not meeting regulatory sustainment training in the MWD’s training records.

e. MWDs require sustainment training during operational deployments. The theater specific or ASCC MWD PM determines and approves justifiable reasons for not meeting regulatory sustainment training during a deployment.

f. MWD demonstrations are a good forum to build community relations and demonstrate the program’s capabilities. Personnel participating in approved MWD demonstrations will not explain or discuss the MWD’s limitations and known weaknesses. Visits to MWD kennels or training sites without an official purpose require coordination with the MP/EN

Detachment (MWD) or IMCOM MWD section leadership. Document all MWD tasks executed during the demonstration as training in the appropriate section of the MWD team training records.

g. Abuse of a public animal is a punishable offense under Article 134, Uniform Code of Military Justice (UCMJ). The article defines a public animal as any animal owned or used by the United States; any animal owned or used by a local or state government in the United States, its territories or possessions; or any wild animal located on any public lands in the United States, its territories or possessions. If there is an allegation of animal abuse, the responsible commander must initiate a preliminary inquiry to ascertain the magnitude of the problem.

5–3. Military working dog gunfire training

a. DA Pam 350–38 contains MP Detachment (MWD) or IMCOM MWD section weapon and ammunition authorizations.

b. COTS weapons and ammunition are not authorized.

c. Handlers must utilize hearing protection at all times during gunfire training.

d. Gunfire training is critical to the success of MWD teams deployed in support of Overseas Contingency Operations (OCO).

e. ATP 3.39.34 provides additional gunfire training guidance.

5–4. Electronic training collar

a. Utilization. Army policy restricts use of the electronic training collar (e-collar) to only handlers that successfully completed the USAMPS PEDD–E course or the contractor provided AMWD handler course. KMs will not allow e-collar training for any MWD that does not have an e-collar qualified handler assigned. Handlers will not apply an e-collar on any PDDD. Handlers will not leave an e-collar on the MWD while unattended or not actively engaged in MWD training. Misuse of the e-collar not in accordance with this regulation or subsequent Army policy constitutes animal abuse. Abuse of a public animal is a punishable offense under UCMJ, Art. 134. The article defines public animal as any animal owned or used by the United States; and animal owned or used by a local or state government in the United States, its territories or possessions; or any wild animal located on any public lands in the United States, its territories or possessions. If there is an allegation of animal abuse, the commander will seek legal advice from the servicing legal office prior to initiating any inquiry or investigation..

b. Reassignment. The first priority for the reassignment of qualified PEDD–E handlers are to an unassigned PEDD–E. Graduates of the USAMPS PEDD–E course may introduce the e-collar to a PEDD if a PEDD–E is unavailable. The ACOM/ASCC/DRU MWD PM must identify (in writing) that a PEDD is a suitable candidate for transition to PEDD–E prior to introduction of the e-collar. The chain of command will identify PEDD–E handlers that need re-training on the principles and application of the e-collar. They will coordinate the next available course seat through their respective MWD PM. The KM teams will evaluate and monitor training to prepare newly assigned teams to validate and certify as a PEDD–E team. The PEDD–E reassignment requires the successful completion of an HQDA MWD certification event prior to employment.

c. Training. Handlers will use the e-collar as an adjunctive training tool to help shape positive behavior and eliminate negative behavior in off-leash training settings. Commanders, in coordination with the KM, are directly responsible for proper utilization of e-collars and will ensure that handlers utilize this equipment properly. KMs are responsible for ensuring handlers conduct PEDD–E sustainment training in accordance with the principles outlined in the USAMPS PEDD–E course.

5–5. Military working dog validations

a. A Unit level validation is a training tool for the Commander, KM, or Plans NCO to verify the quality, effectiveness, and reliability of an assigned MWD team. The intent of a validation is to identify any specific training deficiency that requires a corrective training action. Once identified, the KM or Plans NCO will develop an individual development plan with the handler that will focus on eliminating the identified deficiency. If the KM or Plans NCO does not identify specific training deficiencies, they will develop a training plan with the handler to advance the MWD team's proficiency level.

b. The KM or Plans NCO will conduct a validation monthly on two (2) detection critical tasks and two (2) patrol critical tasks to verify the patrol and detection accuracy rates recorded on DA Form 2807 (Military Working Dog Training and Utilization Record) or DA Form 3992 (Narcotics or Explosives Detector Dog Training and Utilization Record). The KM or Plans NCO will not validate the same critical tasks in 2 consecutive months. Validations will also be performed for MWDs deployed in support of contingency operations. A failed validation does not automatically constitute a decertification. The decertification of a MWD team will only be approved by the ACOM/ASCC/DRU MWD PM.

c. A validation can also be given to any MWD whose demonstrated performance appears to significantly differ from training performance records (DA Form 2807 or DA Form 3992).

d. A Validation will be conducted for each type of MWD:

(1) PEDD, SSD, PEDD–E, PDDD, or any MWD variation: The validation will be conducted in accordance with the HQDA MWD Certification Checklist and this regulation.

(2) MDD: MDD will conduct a minimum of seven trials and will be performed over a five to seven-day period.

e. Handlers will record and maintain the validation results in the MWD training records. The same commander that verified sustainment training for the MWD team will sign the written record. In the case of permanent change of station of the commander, the new commander may sign the training record.

f. All MWD teams will pass a pre-certification MWD validation, which includes all detection and patrol critical tasks, within 30 days of attending an HQDA MWD certification event. If an MWD team fails a validation, the Battalion Commander or DES/Provost Marshal (IMCOM MWD sections) may submit a waiver to the ACOM/ASCC/DRU MWD PM requesting authorization for the failed MWD team to attend an HQDA MWD certification event.

g. All MWD teams will complete in-country validations prior to utilization in a deployed environment. Validations will introduce the MWD to theater specific odors, expose the handler to current tactics, techniques, and procedures, and identify training weaknesses to allow the KM to develop a detailed training plan to correct training deficiencies. These validations are part of the MWD integration and NOT designed to remove certified MWD teams from theater. For training related issues, the process to remove a certified MWD team from theater will generate from the threater command, thru the Geographic COCOM (with respective ASCC endorsement), to Headquarters, Forces Command (HQ, FORSCOM) for final approval. This will ensure that HQ, FORSCOM identifies a replacement MWD team. If the theater command does not follow this procedure, HQ, FORSCOM may not provide a replacement MWD team. For medical related issues, the theater veterinarian command and the theater command determines the timeline for removal.

5–6. Training assistance teams

a. Commanders may request an MWD Mobile Training Team (MTT) or a Kennel Management MTT through the appropriate ACOM/ASCC/DRU. Requests must contain the following information:

(1) Describe the problem.

(2) Describe the measures taken to resolve the problem.

(3) A thorough justification of the need for MWD training assistance and/ kennel management assistance and verification that the requesting command will provide funding for the MTT.

(4) Once approved by the appropriate ACOM/ASCC/DRU, the respective MWD PM will determine the best course of action to resolve the issue.

b. If an internal MTT cannot resolve the training deficiency, then the ACOM/ASCC/DRU will request assistance from a 341st TRS, JBSA-Lackland AFB, TX (Evaluations) MWD training assistance team.

5–7. Explosive training aids

a. Authorizations.

(1) An installation authorized an EDD is authorized one CESK. MP Detachments (MWD) or IMCOM MWD sections that have 12 or more EDDs are authorized two CESKs, provided they have an adequate storage facility.

(2) Units will use the Total Ammunition Management Information System (TAMIS) to request the annual CESK operational authorizations. The ammunition manager will select the applicable explosive amounts using the stockage objective module next to each DOD Accounting Code. TAMIS will generate the DA Form 581 (Request for Issue and Turn-in of Ammunition) and select an issue / turn-in date. Units are responsible to annually replace all explosive odors used for MWD training due to possible contamination resulting from the frequent amount of handling.

(3) Units will locally procure chlorates used for explosive detection training and replace them every 90 days thereafter.

(4) The use of pseudo or simulated explosive substances is prohibited.

b. Storage.

(1) MP Commanders or Chiefs of Police (IMCOM MWD Sections) are responsible for storage, safety, and accountability of all MWD explosive training aids in accordance with AR 190–11.

(2) DOD Explosive Safety Board approved containers are the only authorized storage sites of the CESK.

(3) KMs will coordinate with the installation safety officer for an annual site license review. An MFR will document the results of the review and the unit will keep a copy on file. In accordance with DA Pam 385–64, the installation safety office will visually check lighting/grounding annually while testing Ohms/resistance every 2 years. The unit will maintain a written record on file.

(4) The KM will fully understand the testing requirements for the explosive storage Intrusion Detection System (IDS), ensure authorized personnel carry them out monthly, and ensure there is a record of the tests maintained on file.

(5) IOT reduce cross contamination of training aids, MWD handlers will thoroughly clean the aids, store aids in arson bags, wear gloves when personnel handle training aids, and change gloves after the handling of each aid (by odor). Refer to local installation Ammunition Supply Point or equivalent for explosive training aid cleaning guidance.

(6) In accordance with the Code of Federal Regulations (CFR) 49 Part 177.848, chlorates will not be loaded, transported, or stored together in the same transport vehicle.

c. Accountability.

(1) Commanders or Chiefs of Police (IMCOM MWD Sections) will appoint, in writing, a primary and alternate explosive training aid custodian. Selected custodians will complete DA Form 7281 (Command Oriented Arms, Ammunition, and Explosives (AA&E) Security Screening and Evaluation Record) in accordance with AR 190–11 and receive clearance via a favorable U.S. Army Crime Records Center name check prior to appointment as primary/alternate custodian. Custodians are responsible for the procurement, storage, security, accountability, and control of explosives training aids per this regulation.

(2) Commanders or Chiefs of Police (IMCOM MWD Sections) will designate, in writing, all personnel authorized to handle explosives training aids.

(3) A disinterested person in the rank of SFC or civilian GS–09 or above will check for the accountability of all explosives training aids monthly. The same person cannot conduct the inventory in 2 consecutive months. The KM will ensure that the explosive training aid custodians maintain a written record of the inventory results on file for a period of 2 years.

(4) All personnel associated with EDD training will receive formal annual training by Explosive Ordnance Disposal (EOD), Special Agent Bomb Technicians, or other safety personnel on the safe storage, transportation, and handling of each type of explosive used as a training aid.

(5) Commanders will ensure safety training covering the use of explosive training aids is available before seeking authorizations for EDDs and handlers.

d. Transportation.

(1) Only government vehicles certified as safe for explosives transportation by trained personnel will transport explosive training aids. Refer to DA Pam 385–64 for explosives safety requirements and 49 CFR for an applicable emergency response guide. Trained personnel must inspect the explosive transport vehicle daily and document the inspection on DD Form 626 (Motor Vehicle Inspection (Transporting Hazardous Materials)).

(2) Before each use, the driver will inspect the explosive transport vehicle IOT ensure it is in good mechanical condition and that all safety equipment is in working order. The driver completes this requirement by ensuring the following:

(a) The vehicle contains two approved, fully charged Class B and C (CO2 or dry chemical) fire extinguishers. One extinguisher mounted on the outside of the driver's side and the other on the inside of the vehicle's cab.

(b) All electrical wiring is in good condition and all connections properly attached.

(c) Fuel tanks and fuel lines are secure and free of leaks.

(d) Brakes, tires, steering, and other equipment are in proper working order. Check tire inflation pressure and adjust if necessary.

(e) Exhaust system is free of oil, grease, and fuel.

(f) Appropriate placarding, as specified in DA Pam 385–64, will be displayed on vehicles transporting explosives training aids.

(3) Transport each type of explosive in individual ammunition cans, inside a wooden crate. Mark each container to show the type of explosive contained within.

(4) Only transport explosives in the cargo compartment of the vehicle. Personnel and MWDs will not ride in or on the cargo area with explosives.

(5) Immobilize each explosives container so that it cannot shift during transit.

(6) Utilize wheel chocks after parking the vehicle to prevent it rolling from its stationary position.

(7) When transporting explosive training aids off post, the use of a DD Form 2890 (DOD Multimodal Dangerous Goods Declaration) and DD Form 2781 (Container Packing Certificate or Vehicle Packing Declaration) is mandatory. In addition, an armed guard must provide security.

(8) Explosive training aid custodians will only draw the amount of explosives needed for that day's training.

e. Training.

(1) The garrison commander or equivalent will approve an explosive detection training plan listing buildings and facilities authorized for training of EDD teams.

(2) MWD personnel using explosive training aids during explosive detection training will post warning signs around any area in use. The signs will read "Danger, Explosive training being conducted, stay back 100 feet". MWD personnel assigned to duties in foreign countries will utilize warning signs in both English and the primary language of the foreign country.

(3) MWD personnel conducting training will post the appropriate fire warning sign on the primary route in any training lane utilizing explosives.

(4) The accountable MWD handler will inventory all explosive training aids issued for training prior to departure from any training area.

5–8. Drug training aids

a. Drug training aid requirements. Reference the Drug Training Aid Accountability Guide (DTAAG) for all drug training aid requirements.

b. Security requirements. Apply strict physical security and control procedures to prevent the misuse or theft of controlled substances used as training aids obtained from any source. All installations or activities using controlled substance training aids will comply with the following minimum security and control requirements (21 CFR 1301.72).

c. Storage location. Store controlled substance training aids in a building and room which meet or exceed the minimum structural standards specified for secure storage structures in AR 190–51.

d. Storage containers.

(1) Secure controlled substance training aids in a Class 5, GSA –approved security container equipped with approved three position combination locks. If the security container weighs less than 750 pounds, bolt, chain, or cement to the floor or wall in such a way that person(s) cannot readily remove it.

(2) Order of storage: Five drawer safe (top to bottom)- marijuana, cocaine, heroin, and methylenedioxy-methamphetamine (MDMA). Four drawer safe (top to bottom)- marijuana, cocaine, heroin, and MDMA are together.

(3) IDS. Protect the security container with an approved IDS connected to a central monitoring station, with personnel on 24–hour duty who can provide an armed response to an alarm signal. Install IDS to protect the storage container as well as the doors and windows to the storage room for unauthorized entry.

(4) Access control. An absolute minimum number of specifically authorized personnel will have access to the controlled substances storage area (21 CFR 1301.72(d)).

(a) Limit access to the controlled substance storage room to the primary and alternate custodians, and a very limited number of other individuals who require access for official purposes. The commander or security officer will specifically identify in writing who requires access. Maintain copies of access authorizations on file in the storage area for 2 years, but do not post in the area or on the container.

(b) Use Standard Form (SF) 702 (Security Container Checklist) to record all openings and closings of the storage container. Post the SF 702 on the storage container. Retain the completed SF 702 for 30 days from the date of the last entry on the form and then destroy unless needed for an investigation. Conduct an end of day check using SF 701 (Activity Security Checklist).

(c) Always lock the doors to the storage area unless authorized personnel are physically present and have direct observation of the storage container.

(d) Unauthorized personnel will not enter the storage room at any time when open. Authorized personnel will only open the storage room to issue, inventory, repackage, or return controlled substance training aids, or to perform other necessary and authorized functions. Secure the storage container at all other times.

e. Handling requirements. While handling drug training aids, authorized personnel will reduce cross contamination of training aids through the wear of gloves. Personnel will change gloves after handling each type of aid. Refer to the DTAAG for any additional information.

Chapter 6
Military Working Dog Certification Process

6–1. Military working dog certification authority

a. An NCO (E–7 or E–8) or DA Civilian equivalent (GS–09 – GS–12) who is responsible for conducting HQDA MWD certifications per this regulation.

b. HQDA MWD CAMP:

(1) The ACOM/ASCC/DRU MWD PM conducts the CAMP.

(2) The MWD CA candidate will observe one (1) iteration of a “MWD PM led” HQDA MWD Certification event.

(3) The MWD CA candidate will perform two (2) MWD certification events under the direct observation of the MWD PM to ensure the candidate can execute the HQDA MWD Certification event in accordance with this regulation.

(4) The completion of the CAMP process is a requirement before consideration to become an HQDA MWD CA.

c. MWD CAs will possess the following basic qualifications:

(1) Recommendation from the ACOM/ASCC/DRU MWD PM.

(2) Be a current MWD PM or KM assigned in a current authorized 31K billet or IMCOM TDA position.

(3) A graduate of the MWD Trainer/KM Course.

(4) The OPMG reviews all requests submitted by the ACOM/ASCC/DRU recommending an individual for appointment as an HQDA CA and is the final approval authority.

d. Requesting the HQDA MWD CA appointment:

(1) Submit to the OPMG for approval.

(2) Upon receipt, the OPMG will adjudicate requests, providing approved applications to the ACOM/ASCC/DRU PMs.

(3) Annually, update and re-submit CA appointment applications to ensure selection and retention of the best qualified individuals.

(4) Submit requests using the HQDA approved MWD CA request memorandum.

e. HQDA MWD CA appointment requirements:

(1) Period of Appointment: MWD CA appointment is valid for a period of one year.

(2) The HQDA MWD PM may withdraw the MWD CA based on PCS, retirements, administrative actions, or failure to execute an HQDA MWD Certification event in accordance with the HQDA approved MWD Certification checklist.

f. HQDA MWD CAs carry out the following responsibilities:

(1) Conduct HQDA MWD Certification events utilizing only the HQDA approved MWD Certification Checklist that establishes the Tasks-Conditions-Standards.

(2) Will not certify dogs or handlers under their direct control or supervision. This restriction includes battalion and brigade level MWD personnel.

(3) Submit an HQDA approved MWD certification letter to the OPMG within 30 days of certification completion.

(4) If a MWD team failure occurs, must include a brief description on a separate MWD certification letter of why the team failed and recommended solutions that may assist the KM in sustainment training.

g. The MWD CA QA Program :

(1) The goal of the QA assistance visit is to employ quality control and assess if the HQDA approved MWD certification process meets the Army standard.

(2) The QA Program requires that all HQDA MWD Certification Authorities receive a quality control assessment biennially from their higher HQ.

(3) The year the CA completes the CAMP process does not require a QA assistance visit. Each HQDA/ACOM/ASCC/DRU MWD PM is responsible for their respective MWD CA QA Program.

6–2. Military working dog certification outline

a. All HQDA approved MWD CAs will utilize the following outline when planning and executing an Army MWD Certification.

(1) Day 1- Odor Recognition Test; All Patrol Tasks.

(2) Day 2- Detection.

(3) Day 3- Detection.

(4) Day 4- Detection; Reshoot any applicable Patrol or Detection Tasks.

(5) Day 5- If needed and based on the number of handlers attending the MWD Certification.

b. All MWD CAs will request to provide the Battalion Commander or DES/Provost Marshal (IMCOM MWD sections) an In-Brief the morning on Day-1 of the certification event and an Out-Brief at the conclusion of the certification event.

6–3. Patrol explosives detector dog/patrol drug detector dog/patrol explosives detector dog-enhanced/specialized search dog certification

a. MWD certification is the process the Army uses to formally evaluate MWD teams, establish basis for a lawful search, and ensure overall proficiency of all required critical tasks. Units will coordinate all MWD certifications through their ACOM/ASCC/DRU PM. All MWD team certifications are valid for one year after fulfilling certification standards and is an annual requirement thereafter. MWD teams deployed to a contingency operation are exempt from re-certification during the deployment timeframe. All MWD certifications will follow the HQDA approved MWD Certification Checklist and other procedures directed in this regulation.

b. MWD teams will conduct a minimum of 20 days of sustainment training prior to their initial certification.

c. All MWD teams must pass an MWD validation, which includes all critical tasks in detection and patrol training, within 30 days of attending an HQDA MWD certification event. If an MWD team fails a validation, the Battalion Commander or DES/Provost Marshal (IMCOM MWD sections) may submit a waiver request to the ACOM/ASCC/DRU MWD PM requesting that the failed MWD team participate in a scheduled HQDA MWD certification event.

d. All MWD teams will successfully pass an HQDA MWD Certification event conducted by an HQDA approved MWD CA prior to operational utilization.

e. MWD CAs will report all certification and decertification actions to the OPMG by electronic message no later than 30 days after completion of the certification event.

f. Commanders should consider handler reassignment to a new MWD for handlers that fail to certify on their assigned MWD for three consecutive attempts or within a 180-day period. If the handler continues to fail certification after re-teaming with a different MWD, the Commander or Chief of Police (IMCOM MWD sections) will make a determination on whether to pursue an MOS reclassification / or reassignment (IMCOM MWD sections).

g. The PEDD, PEDD–E, and the PDDD are the three authorized dual certification MWDs. Units may use PEDDs, PEDD–E, and PDDDs that are no longer capable of achieving dual certification as a single purpose asset until a MWD replacement is received.

6–4. Military working dog decertification

a. Decertification will be required under the following conditions:

(1) The MWD is assigned to another handler.

(2) The handler and MWD have been separated or have not conducted sustainment training for 35 or more consecutive days and then fails a validation conducted by the KM team.

(3) The PEDD, SSD, and MDD team that failed to maintain the minimum detection standard of 95 percent for explosives detection with no more than a 10 percent false response rate during an HQDA MWD Certification event.

(4) The PDDD team that failed to maintain the minimum detection standard of 90 percent for drug detection with no more than a 10 percent false response rate during an HQDA MWD Certification event.

(5) MWD Teams that fail a certification will conduct 20 days of remedial training before consideration for another attempt at certification. The Battalion Commander or DES/Provost Marshal (IMCOM MWD sections) in the chain of command with training readiness authority over MWD teams can submit a waiver requesting an MWD certification prior to completion of the 20 days of remedial training. The Battalion Commander or DES/Provost Marshal (IMCOM MWD section) must request the waiver to the ACOM/ASCC/DRU Provost Marshal highlighting the remedial training.

(6) When a certified MWD team's reliability is in question, the Battalion Commander or DES/Provost Marshal (IMCOM DES section) in the chain of command can submit a written request to the ACOM/ASCC/DRU Provost Marshal requesting decertification. An ACOM/ASCC/DRU PM or the HQDA MWD PM are the only personnel who can decertify MWD teams.

b. The Garrison Commander in coordination with the Senior MP Commander on the installation, may authorize in writing (not to exceed the duration of the threat) the use of uncertified MWD teams in response to an immediate force protection threat against the installation.

Chapter 7
Military Working Dog Utilization

7–1. Military working dog searches and utilization requirements

a. Commanders and LE personnel must understand the distinction between reasonable suspicion, probable cause, and the basis for lawful searches and seizures. For clarification, direct any questions or concerns to the servicing Staff Judge Advocate (SJA). Commanders and MWD personnel should coordinate with their servicing SJA periodically to receive training on current laws pertaining to establishing probable cause, lawful searches and seizures.

b. Utilization includes all missions performed when employing the handler and dog together as a team. Upon the successful completion of an HQDA MWD Certification event, MWDs will perform at least 24 hours of utilization per week. The utilization should occur during both day and night to maximize the detection and deterrence value of the MWD team.

c. Include certified MWD teams on the Provost Marshal Office/DES patrol distribution plan to maximize the broad capabilities of a certified MWD Team.

d. Justifiable reasons for not meeting regulatory utilization hours include authorized leave, pass, handler profile, MWD profile, NCOPDS attendance, functional course attendance, any command approved course, Federal or training holidays, and LE certification. Any additional justifiable reasons require approval by the ACOM/ASCC/DRU MWD PM.

e. MWD teams pending a deployment are exempt from the above utilization requirement 90 days prior to a deployment.

f. Commanders and the Chiefs of Police will be cognizant of the importance of MWD training to reinforce basic and advanced skills required to maintain team proficiency and certification. MWD can conduct training while performing policing operations only if the mission allows the opportunity. The LE mission is priority while the MWD team is performing policing operations.

g. A "trade-off" is the adjustment between training and the utilization hours necessary to reinforce training deficiencies or to meet mission requirements. MWD teams may require additional training to fix identified deficiencies. This increase

in training can result in an equivalent reduction in utilization time. A training trade-off will not occur merely to compensate for a lack of utilization.

h. Commanders will not assign additional duties to MWD handlers that interfere with their MWD handler responsibilities. This stipulation does not prohibit training activities or internal additional duties such as field training exercises, required unit training, or physical readiness training. This prohibition is to restrict those duties that detract from MWD training, proficiency, and MWD utilization which directly affect mission readiness.

i. Commanders or Chiefs of Police (IMCOM MWD sections) will maintain a minimum of one certified PEDD and one certified PDDD at each installation.

j. EDD team response to suspicious and/or unattended packages.

(1) The mission of EDD teams is to detect or locate possible explosives, not to confirm or determine what is in a suspicious package once found. At no time will a commander direct a MWD to directly search a suspicious package.

(2) EDD teams search for secondary devices in areas up to and beyond a reported suspicious package.

(3) If an EDD alerts during a search, the handler immediately ceases the search and notifies appropriate personnel.

(4) If a handler visually sees the suspicious package during the search, the handler will terminate the search and notify the appropriate personnel.

7–2. Police operations

a. MWDs can provide a broad range of support to commanders in support of policing operations through supporting LE, physical security, antiterrorism, and crime prevention efforts. Refer to ATP 3–39.34 for further detail on additional MWD employment considerations.

b. Certified MWD teams provide support that includes, but is not limited to the following:

(1) Police intelligence support.
(2) MP SRT support.
(3) Provost Marshal / DES support.
(4) Health and welfare inspections.
(5) Postal activities support.
(6) Crime prevention.
(7) Bomb threat response.
(8) Antiterrorism program support.
(9) Active Shooter support.
(10) Drug Abuse Resistance Education Program and DOD School support.
(11) MP Investigation Drug Suppression Team.
(12) High-risk personnel security missions.
(13) U.S. Customs and Border Protection support.

7–3. Explosive detector dog support for agencies outside of the Department of Defense

a. 18 USC 3056 directs DOD support to the USSS in protection of the President of the United States (POTUS)/Vice President of the United States (VPOTUS)/Foreign Dignitary. DOD officials, including local military commanders, may, in response to a request for assistance from a civil authority, provide EOD and EDD support to local civil authorities to save lives, prevent human suffering, and mitigate great property damage within the United States under imminently serious conditions in accordance with DODD 3025.18.

b. MP Detachments (MWD) and the IMCOM MWD sections are encouraged to develop integrated training/exercise affiliations, affecting mutual aid, LE integration, unity of effort, and continuity of effort between the civilian and military LE communities.

c. Commanders are encouraged to establish a memorandum of agreement (MOA) or memorandum of understanding (MOU) with local LEA for EDD support. The MOU/MOA would define MWD support to the installation if Army MWD assets are not available due to operational commitments.

d. An MOU/MOA will only authorize EDD team use for detection purposes only and only when accompanied by a representative from the requesting agency. MWDs will not pursue, track, attack, or hold for apprehension purposes, nor will MWD teams engage in the execution of a warrant, search, seizure, arrest, or any other activity when such actions would violate 18 USC 3056, also known as the Posse Comitatus Act of 1978.

e. The U.S. Air Force, which serves as the EA for the DOD MWD program, serves as the primary service POC for all VIP missions received from the USSS or DOS.

(1) The VIP coordination officer, under authority from the SECDEF, issues all mission taskings and must task and coordinate all missions performed by DOD EDD LE team personnel, regardless of service affiliation.

(2) The VIP coordination officer submits requests for Army MWD support through the OPMG. The HQDA MWD PM will coordinate with the appropriate ACOM, ASCC, DRU MWD PM. The appropriate MWD PM conducts internal mission analysis based on MWD availability and geographic proximity to the mission location.

(3) The most cost effective and operationally efficient method to determine MWD support to VIPs is through the use of the "closest available unit" concept.

(4) The length of each mission can vary from a few hours to several days.

(5) The USSS support missions require participating personnel to display a high degree of discretion in their personal appearance. AR 700–84 and DODI 1400.25–V591 authorize a civilian clothing allowance for all enlisted and civilian EDD handlers assigned to duty in support of USSS Protective Missions. The ACOM/ASCC/DRU level approves the civilian clothing allowance request. The unit level processes the approved civilian clothing allowance approval. The clothing may consist of the following:

(a) A number of conservative business suits (preferably dark in color).

(b) A number of situations, such as golfing events and other less formal functions, require casual clothing (collared, pull over type shirts, slacks). MWD handlers will not wear blue jeans and t-shirts while on official duty.

(6) The USSS and DOS personnel will issue identification, pins, and vehicle placards upon arrival at the mission site. MWD handlers are responsible for returning these items at the end of the mission.

f. National Special Security Event (NSSE).

(1) The Army will support all officially tasked NSSE missions.

(2) The HQDA MWD PM will coordinate MWD support for the NSSE mission with the ACOM/ASCC/DRU MWD PMs. The MWD PMs conduct an MWD availability analysis and subsequently task the subordinate command for MWD support.

g. EDD VIP Mission Funding (Presidential Protection Assistance Act 1976)

(1) The MP Detachment (MWD) will utilize the QLPR MWD funding for all USSS directed POTUS, VPOTUS missions, or any other locally directed EDD missions.

(2) The MWD EA will provide funding for all First Ladies of the United States, Former Presidents of the United States, Secretary of State, and NSSE missions.

7–4. Overseas contingency operations

a. MWDs can provide a broad range of support to maneuver commanders in support of OCO. ATP 3–39.34 provides additional information on employment considerations for MWD teams.

b. MWDs or contract working dogs (CWDs) will not guard detainees, U.S. military prisoners, or dislocated civilians. Units will not use MWD teams to harass, intimidate, threaten, or coerce detainees for interrogation purposes.

7–5. Military working dog use of force

a. Personnel engaged in security, LE, or policing duties follow the criteria for the use of deadly force found in AR 190–14. This requires that military personnel demonstrate a measured force response before using deadly force and they only use the minimum amount of force necessary to control a given situation.

b. MWDs represent a less-than-lethal response when used as an application of force. Weapons that are explicitly designed and primarily employed to incapacitate personnel or materiel while minimizing fatalities, permanent injury to personnel, and undesired damage to property and the environment are defined as non-lethal weapons (NLW) in DODD 3000.03E. NLW employ means other than gross physical destruction to prevent the target from functioning.

c. When required to demonstrate a measured response to the application of force, Soldiers performing specific security, LE, or policing duties typically use the following force options along a scalable continuum of available force:

(1) Verbal persuasion methods.

(2) Unarmed defense techniques.

(3) Chemical aerosol irritant projectors (subject to host nation or local restrictions).

(4) Launched electrode stun devise.

(5) MP batons.

(6) MWDs.

(7) Deadly force capability displays.

(8) Deadly force techniques.

d. Commanders and their supporting provost marshals will work together to establish clear policies for the release of MWDs as a deliberate application of force. If a situation requires the MWD handler to release the MWD as an incremental force option, observe the following general guidance:

(1) The MWD handler will identify the target before releasing the MWD to bite.

(2) The MWD handler will attempt to warn the fleeing individual to stop (in the primary language spoken) before releasing the MWD.

(3) The MWD handler will warn bystanders to cease all movement (recommend the use of acoustic devices to achieve maximum level of auditory awareness).

(4) If the suspect indicates surrender, stops movement, or if the MWD handler loses sight of the MWD, the handler should command the MWD off the pursuit and regain control of the MWD.

e. Unless the responsible commander determines that the level of force is necessary, the use of MWD teams for crowd control or direct confrontation with demonstrators is not recommended. In most circumstances, MWDs are kept on a short leash to the rear of any police civil disturbance control formation to minimize the danger to innocent persons and help apprehend any unlawful breaches of the formation by members of the disturbance.

f. Handlers will not release MWDs into crowds. Civil disturbance contingency plans must include specific criteria for the use of MWD teams that are consistent with applicable doctrine and regulations. (See AR 190–14 and ATP 3–39.34).

7–6. Use of contract working dogs

The use of a CWD service should only take place if no other means are available to accomplish the mission. Apply the following standards when contracting for working dog services:

a. The contract statement of work (SOW) will require certification of CWDs or CWD teams per the requirements of this regulation. The OPMG will review all MWD support contracts prior to approval at the ACOM/ASCC/DRU level.

b. Although contractor-provided working dogs must meet the standards of this regulation, they are not classified as or referred to as MWDs, unless purchased and tattooed with a DOD-provided number.

c. ATP 3–39.34 and AFI 31–126 provide additional information regarding the use of CWDs.

d. Prior to requesting contractor proposals for bid, coordinate with the supporting U.S. AVS unit or medical detachment commander to determine whether the mission authorizes DOD veterinary support and is available. If authorized and available, ensure the contract includes provisions for contractor reimbursements for all veterinary care. If DOD veterinary support is not authorized or available, the contract will stipulate all veterinary care and associated costs are the contractor's responsibility.

e. Dogs provided by contractor are not normally eligible for military veterinary services. There may be an exception for contractor animals supporting a contingency operation in a theater of operations where military veterinary assets are already available based on theater command policy.

f. Military veterinarians may provide emergency procedures to prevent undue suffering or to save the life, limb, or eyesight of CWDs. This is done on a reimbursable basis, as time and resources permit, before referral of such cases to a civilian practitioner for follow-up care.

g. If applicable and included in the provision of the contract, the government may provide non-emergency veterinary services to contracted animals in the theater of operations, on a reimbursable and space available basis, within the capabilities of the deployed veterinary unit.

h. The disposition and adoption of the DOD owned, Contract Supported Working Dogs is the responsibility of the Army in accordance with paragraph 4–9 of this regulation and AFI 31–126.

i. The disposition and adoption of CWDs that are not owned by the DOD will be included in the provisions of the SOW and will be the responsibility of the contractor.

j. All Army-funded MWD programs require establishment of individual modules within the DOD WDMS. These individual WDMS modules will track each non-traditional capability until the completion of the MWD disposition and adoption process.

k. Contract handlers must attend and graduate from a formal canine training program course. An HQDA MWD CA will certify all CWD teams (on the job training is not authorized). A USAES MDD CA, as approved by the OPMG, will certify all MDD contract handlers.

l. As outlined in paragraph 4–2 of this regulation, the contracting officer representatives for the CWD will provide monthly utilization reports to the MWD PM.

Chapter 8
Veterinary Services

8–1. Veterinarian responsibilities

a. The Army provides veterinary service for all MWDs as authorized by DOD Directive 6400.04E, AR 40–1, AR 40–3, and AR 40–905.

b. The Department of the Army will assign Veterinarians to support installation MP/EN Detachments (MWD) and IMCOM MWD sections.

c. The Installation Veterinarian.

(1) The veterinarian will train MP/EN MWD personnel on control and preventive measures to minimize disease transmission from dogs.

(2) A veterinarian will examine all assigned MWDs for their routine semi-annual exams in accordance with AR 40–905.

(3) The veterinarian inspects the kennel facility and area to ensure the maintenance of proper sanitary standards. The veterinarian ensures that insect and rodent control efforts are adequate, and that the handler properly maintains the general health of the MWDs judged from appearance, grooming, and feeding.

(4) If the veterinarian does not concur with the kennel standards/facility, the MP/EN Detachment (MWD) or IMCOM MWD section must implement a mitigating strategy until the kennel standards/facility meets the Army standards.

(5) Supporting U.S. AVS staff members will provide, at a minimum, the following:

(a) Quarterly training to all assigned MWD personnel.

(b) On a monthly basis to the KM and owning unit commander, the deployable status of all MWDs.

(6) MWDs may require emergency civilian medical care. The Regional Veterinary Clinical Consultant (AOC 64F) may authorize treatment by a civilian practitioner under emergency circumstances. The responsible U.S. AVS supporting the unit will ensure the establishment and communication of procedures for provision of civilian care in accordance with current MEDCOM policy, which provides funding for civilian veterinary care. The approval authority for civilian emergency veterinary care is the Veterinary Activity Commander who has the responsibility for the installation's assigned MWDs. The veterinarian will provide to the KM an after-duty emergency procedures memorandum detailing contact information, strip maps and authorization to use an off-post veterinary facility. The veterinarian will establish an MOA with the off-post veterinarians to ensure treatment of MWDs and to establish how to render payments in a manner that allows MWD treatment prior to payment. MEDCOM provides funding for civilian veterinary care as outlined in AR 40–3.

8–2. Military working dog conditioning program

a. As with human athletes, properly conditioned MWDs perform better, acclimate more rapidly, better endure more intense environmental and operational stressors, and better resist heat stress and other injuries than poorly conditioned MWDs.

b. Kenneled MWDs, with minimal physical work demands, can lose conditioning over a period as short as 2 to 3 weeks, and are the primary target group for additional conditioning.

c. KM teams will contact supporting veterinary personnel for the most updated MWD conditioning program training packet.

d. KM's will assign handlers to groom, exercise, and maintain proficiency training for all excess and/or unassigned MWDs on a daily basis. Handlers will abide by all medical or physical restrictions per the veterinary guidance.

e. Upon arrival to a new assignment or deployment to a new environment, commanders will afford at least four weeks of acclimation and training unless otherwise directed by the attending veterinarian.

8–3. Diet and weight management

a. Handlers will only feed MWDs dog food which conforms to the specifications regarding metabolizable energy, digestibility, nutritional characteristics, and formulation, as determined by the U.S. AVS and the Director, DOD Military Working Dog Veterinary Service.

b. Units should not keep more than a 30 to 60 day stock on hand at the kennel. MWD handlers will store food off of the floor, in a cool, dry location to protect against pests and spoilage. Upon receipt, if MWD personnel find the food packaging already opened, having an excessive amount of moisture, or if it emits a foul odor, the high probability of food contamination requires immediate disposal. MWD personnel will not feed contaminated food to MWDs. Instead, return the food to supply channels for disposal.

c. When the veterinarian determines the need for special prescription diets (dry and/or canned) other than the standard diet for individual MWDs, units are responsible for purchasing the food for these special diets.

d. The veterinarian determines the caloric intake (daily ration) for each MWD. Only the servicing veterinarian can adjust the daily caloric intake for a MWD.

e. The servicing Army Veterinary Corps Officer establishes an ideal weight range (5 pound range) for each MWD. MWD handlers will weigh MWDs monthly and accurately record the results for appropriate annotation in the MWDs medical record.

8–4. Safety in veterinary facilities

a. MWDs may behave unexpectedly at the Veterinary Treatment Facility due to exposure to unfamiliar surroundings and people. The handler will be prepared to physically control the MWDs during the administration of medical care. The handler should always be present and immediately available to the veterinarian whenever the MWDs are receiving medical treatment.

b. Handlers will muzzle MWDs before entering the veterinary clinic, attached them to a short leash, and carefully follow the instructions of the veterinarian and veterinary staff. Safety concerns prohibit the use of attack muzzles during a veterinary visit.

c. Before entering, the handler must give a verbal warning that a MWD is entering. In the treatment facility, the handler controls the MWD with the short leash. The handler can calm the dog by speaking in a soothing, reassuring voice to the MWD. When facilities permit, admit MWDs to the veterinary treatment facility through an entrance separate from that used by privately–owned animals.

8–5. Deployment categories (category status)

a. The attending VCO, in consultation with the KM, assigns MWDs a deployment category. This deployment categorization serves as a valuable management tool to define current medical readiness for each MWD. This status assists KMs, unit commanders and service MWD PMs to allocate MWD assets based upon medical readiness and fitness for duty. Only the attending VCO assigns the deployment category. VCOs will update the medical deployment categories of all MWDs at least monthly, at every routine exam or sick call, or any time a medical condition develops that warrants a change in the deployment category. VCOs will concurrently document this information in the VTR and provide it to the KM (who will update it in the WDMS database) and MWD unit commander on a monthly basis.

b. Deployment categories for MWDs are as follows:

(1) CATEGORY 1, Unrestricted Deployment.

(a) Medically fit for any contingency or exercise.

(b) No limiting or compromising factors (lack of stamina and so forth).

(c) No existing or recurring medical problems that limit performance. Chronic or minor medical problems may exist or be under treatment but do not limit performance. Medications or special diets are not considered limiting factors unless unavailable.

(2) CATEGORY 2, Restricted Deployment.

(a) Medically fit for regions or missions after consideration of known medical problems and consultation with KM.

(b) No significant limiting or compromising factors.

(c) Medical problems may exist which slightly limit performance but are controlled.

(d) Reason for restriction is recorded in the VTR and reported to the KM, MWD unit commander and service MWD PMs.

(3) CATEGORY 3, Temporarily Non-deployable.

(a) Medical condition exists that impedes daily duty performance and is under diagnosis, observation, or treatment.

(b) Reason for non-deployability is recorded in the VTR and reported to the KM, MWD unit commander and Service MWD PMs.

(c) An Estimated Release Date (ERD) is reported in the VTR and to the KM, MWD unit commander and service MWD PMs. A MWD in CATEGORY 3 requires periodic follow-up exams, further consultation with Veterinary Corps Clinical Specialists and consistent reevaluation of the diagnostic and therapeutic plan for return to duty.

(4) CATEGORY 4, Non-deployable.

(a) Unresolved medical or physical problems exist that frequently or regularly impede daily duty performance and ERD cannot be given.

(b) Medical or physical conditions warrant submission to the MWD Disposition Process with subsequent replacement within one year. CATEGORY 4 MWDs are specifically authorized for limited missions on their installation, within their medical condition and training proficiency capabilities at the discretion of the KM and MWD unit commander.

(c) Reason for non-deployability is reported in the VTR and reported to the KM, MWD unit commander and PMs.

Chapter 9
Engineer Mine Detector Dog

9–1. Mine detector dog certification

a. The MDD will conduct a formal certification process that consists of searching for both buried and surface laid landmines. An inspection of training records is part of the certification process. An HQDA approved CA will review the

last 90 days of records for accuracy. The unit Officer in Change will review and sign MDD training records. Failure of a MWD record evaluation will result in the handler failing certification. MDD teams have the opportunity to correct deficiencies within the required 90 day training period. MDD teams will adhere to the standards of detection certification in the following environments:

(1) Area search.

(2) Route search.

(3) Minefield extraction.

b. The minimum certification standard of detection for MDD is zero misses with no more than two false responses, within a one meter radius of the test items' exact location.

c. During the detection portion of certification, the MDD team must:

(1) Demonstrate the ability to detect the presence of a mine and indicate the presence of both old (buried at least 3 months) and freshly laid mines (buried 2 hours prior to certification by the certifying authority) on which it has been trained and give a positive response to the handler.

(2) Successfully search a minimum of 400 square meters within 1 hour using the echelon technique for area clearance, without showing signs of fatigue or loss in concentration.

(3) Clear a minimum of 400 linear meters within 1 hour using the route clearance methods and must also clear a one meter safe distance on the shoulders of the route without showing signs of fatigue or loss in concentration.

(4) Search a minimum of a one meter by 75–meter area within 45 minutes using the minefield extraction technique, without showing signs of fatigue or loss in concentration.

(5) Conduct one combat tactical scenario within 1 hour, based on the known threat area over the previous 6 months (for example, detecting the buried landmine in front of a culvert improvised explosive device placed to disable EOD or other response personnel).

d. During the obedience portion of certification, the MDD team must demonstrate the MDD's ability to react immediately to commands from the handler. On command from the handler, the MDD must execute the commands and movements required for a MDD. The team must be fully obedient to the following commands:

(1) HEEL.

(2) SIT.

(3) STAY.

(4) COME.

(5) LEAVE.

(6) SEEK.

(7) TOUCH.

(8) BACK.

(9) AWAY.

e. The MDD executes the commands HEEL, SIT, STAY while located at the handler's side and at a distance of 10 meters. Only one physical correction per four commands is allowed. The command STAY is critical; the commands SIT and HEEL are semi-critical.

f. The handler's performance will also be assessed during the certification process. The MDD CA will judge the handler's ability to interpret the MWDs performance in all of the above conditions. The MDD CA will check the handler for safe operating procedures in accordance with unit SOPs. These procedures include use of search pattern, utilization of wind direction, environmental conditions, and assessment of MDD behavior. The handler must maintain safe distances between elements and remain in safe areas at all times. The handler must remain in safe areas during breaks, reward the MDD in safe areas, alert to the MWD indication, and convey location to manual clearance personnel.

g. A team failing to pass a test will not re-test immediately, but will be given a 90–day retraining period before re-testing. Decertification standards will apply to the MDD team. If a handler and a MDD pass the certification process as a team, no other handler can handle the MDD under the same certification. Certification of a MDD and handler is valid for 1 year (12 months) and is immediately nullified when—

(1) The annual certification expires.

(2) Assignment of the MDD to a new handler.

(3) The handler and MDD have been separated or have not conducted training for 35 or more consecutive days for any reason.

(4) The MDD and handler team fail to maintain the detection standards listed above.

(5) The MDD fails to give a positive response consistently.

(6) The MDD does not work under control of the handler.

(7) After prolonged injury and/or sickness of the MDD or handler (35 or more consecutive days).

(8) Failure to maintain a 95 percent training proficiency during a 35 consecutive day period.

h. When a MDD team's proficiency training has been interrupted for 35 or more consecutive days for any reason, a full recertification of the team by a CA is required. If a team fails to pass the test, they will be retested after 90 days of retraining. If the team fails to pass the second test, the team will be retested the final time after an additional 90 days. If the team fails the third and final test, they cannot be expected to detect mines or explosive hazards consistently and should not be allowed to retest or deploy. After the third failure, the team will be re-evaluated for possible re-teaming of the MDD and the handler.

i. Upon completion of the certification process, the team is required to revalidate every 3 months, under supervision of the detachment Noncommissioned Officer in Charge (NCOIC) / KM.

j. Decertified MDD teams will not be used in any official capacity encompassing detection utilization. The team will be exempt from all duties that may interfere with the proficiency training requirements and will be authorized to be recertified only after retraining has been completed. A validation will be conducted prior to recertification.

k. Recertification may be required any time the Counter Explosive Hazard Center Director, Mine Detection Dog Course NCOIC, CA, or immediate commander has reason to doubt the team's reliability.

l. The MDD team will be required to complete an in-theater validation prior to beginning military operations. The in-theater validation team should consist of a NCOIC, an officer in charge, or a qualified MDD handler not affiliated with the unit. The MDD teams should have a minimum of four weeks of in-theater train-up that will also include a validation, to enable the teams to train on explosives and mines that are unique to that area of operations. This time also affords the teams the opportunity to adapt to environmental conditions. The in-theater training minefield requirement is a field that has been aged for a minimum of 3 months. The validation process provides the in-theater commanders with the reliability and confidence the MWD teams meet required operational detection standards.

9–2. Use of a mine detector dog

a. To fully maximize value from the services of trained MDD teams, it is essential to have a sound understanding of their capabilities, limitations, and conditions for employment. An MDD must be considered an additional, specialized detection tool and should only be used after an analysis of the situation, climatic conditions, and terrain. The value of the MDD lies in its enhanced sense of smell. The natural scenting capability of certain breeds, combined with the handler's ability to interpret the MDD's response when employed, provides the commander with a useful tool for detection of landmines, unexploded ordnance and other casualty producing devices.

b. MDD teams are comprised of a trained handler and a trained MDD. A handler attends a 20–week MDD course, located at Fort Leonard Wood, MO. Upon graduation, a handler is fully acquainted with the MDD's aptitudes, moods, and behaviors under a variety of environmental conditions, is able to advise commanders on how the MDD team can support the mission requirement, and how the MDD team can best be employed.

c. The primary mission of a MDD team is to support infantry, combat engineer, and Army units in tactical operations against hostile forces by detecting and warning of land mines, unexploded ordnance, and other casualty producing devices. MDD teams are a valuable asset that can be deployed worldwide in support of offensive, defensive, stability, and authorized civil support missions (such as, range clearance). MDD teams are capable of performing area clearance, delineation of minefield boundaries, route clearance, clearance verification (including the proofing of cleared areas behind manual or mechanical mine clearance), railway clearance, minefield extraction, creation of safe lanes for clearance start points, and search pockets of land that are unreachable by mechanical clearance devices.

d. The general capabilities of a trained MDD are outlined in ATP 3–39.34.

e. The natural scenting capability of certain breeds, combined with the handler's ability to interpret MDD responses, provides commanders with a useful tool for the detection of land mines by providing—

(1) Sight pictures of the emplacement of all types of mines.

(2) Delineation of minefields and their boundaries.

(3) Route clearance (culverts, roads, tracks, and railways).

(4) Casualty and vehicle extraction.

(5) Safe lanes for clearance start points.

(6) Assistance in the detection of mines missed by other mechanical mine detection devices and clearance assets and/or confirmation of their finds.

9–3. Mine detector dog training aids

a. Procurement of explosive training aids for the MDDs is the responsibility of the operational MDD unit commander. The USAES and the MDD course manager share responsibility for the procurement of the explosive training aids for the MDD training course.

b. As physical security plays a key role in the accountability of buried landmines, inventory of the mines and explosives will be the responsibility of the primary and alternate custodians and their assigned physical security manager. This in-

cludes emplaced and non-emplaced landmines and explosives. Inventory procedures will be in accordance with the installation policies, safety, and range control office policies and appropriate ARs. At a minimum, a monthly 100 percent inventory will be conducted on all mines and explosives not emplaced in the minefield. Ten percent of all buried mines in the minefield will be inventoried monthly by utilizing a mine detector, Global Positioning System locator, and a minefield emplacement diagram which verifies the exact location and the type of mine, or other installation approved means. A 100 percent inventory of all buried mines will be conducted once a year.

c. A 100 percent hands-on inventory will be conducted every time there is a change of primary custodian.

d. A disinterested person in the rank of SFC or GS–09 or above will check for the accountability of all explosives training aids monthly. The same person cannot conduct the inventory in 2 consecutive months. The KM will ensure that the explosive training aid custodians maintain a written record of the inventory results on file for a period of 2 years.

e. The following types of explosives are authorized for training MDD teams:

(1) Commercial dynamite.
(2) Gelatin.
(3) Ammonium nitrate (AN).
(4) Military Dynamite.
(5) Water Gel.
(6) Trinitrotoluene.
(7) Smokeless powder.
(8) Composition 4 plastic explosive.
(9) British plastic explosive number 4.
(10) Semtex H.
(11) AN mixed with sugar.
(12) Detonating Cord.
(13) Potassium chlorate.
(14) Sodium chlorate.

Appendix A

References

Section I

Required Publications

AFI 31–126/ Army Regulation 700–81/ OPNAVINST 5585.3B/ MCO 5585.6,
DOD Military Working Dog (MWD) Program (Cited in para 1–1.)

AR 40–1
Composition, Mission, and Functions of the Army Medical Department (Cited in para 8–1*a*.)

AR 71–32
Force Development and Documentation Consolidated Policies (Cited in para 1–4*h*(2).)

AR 190–5
Motor Vehicle Traffic Supervision {OPNAV 11200.5D; AFI 31–218; (I); MCO 5110.1D; DLAR 5720.1} (Cited in para B–2*c*.)

AR 190–14
Carrying of Firearms and Use of Force for Law Enforcement and Security Duties (Cited in para 7–5*a*.)

AR 350–1
Army Training and Leader Development (Cited in para 2–2*c*(2)(*a*).)

AR 614–200
Enlisted Assignments and Utilization Management (Cited in para 1–4*b*(1).)

AR 700–84
Issue and Sale of Personal Clothing (Cited in para 7–3*e*(5).)

ATP 3–39.34
Military Working Dogs (Cited in para 1–1.)

ATP 5–19
Risk Management (cited in para 4–15*a*.)

DA Pam 25–403
Guide to Recordkeeping in the Army (Cited in para 1–5.)

DA Pam 350–38
Standards in Weapons Training (Cited in para 5–3*a*.)

DA Pam 385–64
Ammunition and Explosives Safety Standards (Cited in para 5–7*b*(3).)

DA Pam 600–25
U.S. Army Noncommissioned Officer Professional Development Guide (Cited in para 2–2*d*(1)(*c*).)

Section II

Related Publications

A related publication is a source of additional information. The user does not have to read a related publication to understand this publication. Department of Defense directives and instructions are available at http://www.esd.whs.mil/.

AR 11–2
Managers' Internal Control Program

AR 25–30
Army Publishing Program

AR 40–3
Medical, Dental, and Veterinary Care

AR 40–501
Standards of Medical Fitness

AR 40–905/SECNAVINST 6401.1B/AFI 48–131
Veterinary Health Services

AR 190–11
Physical Security of Arms, Ammunition, and Explosives

AR 190–13
The Army Physical Security Program

AR 190–51
Security of Unclassified Army Property (Sensitive and Non-sensitive)

AR 195–5
Evidence Procedures

AR 525–13
Antiterrorism

DA Pam 190–51
Risk Analysis for Army Property

DA Pam 710–2–1
Using Unit Supply System (Manual Procedures)

DODD 3000.03E
DOD Executive Agent for Non-Lethal Weapons (NLW), and NLW Policy

DODD 3025.18
Defense Support of Civil Authorities (DSCA)

DODD 5200.31E
Military Working Dog (MWD) Program

DODD 6400.04E
DOD Veterinary Public and Animal Health Services

DODI 1400.25, Volume 591
DOD Civilian Personnel Management System: Uniform Allowance Rates for DOD Civilian Employees

DODM 5100.76
Physical Security of Sensitive Conventional Arms, Ammunition, and Explosives (AA&E)

DTR 4500.9–R–Part II
Cargo Movement (Available at https://www.ustranscom.mil/)
DOD Dictionary of Military and Associated Terms (Available at http://www.jcs.mil/doctrine)

MCM
Manual for Courts-Martial (2016) (Available at https://www.federalregister.gov/documents/search#)

UCMJ
Uniform Code of Military Justice (Available at https://www.federalregister.gov/documents/search#)

9 CFR 3.131
Sanitation

9 CFR 3.2
Indoor housing facilities

9 CFR 3.4
Outdoor housing facilities

21 CFR 1301.72
Physical security controls for non-practitioners; narcotic treatment programs and compounders for narcotic treatment programs; storage areas

21 CFR 1301.74
Other security controls for non-practitioners; narcotic treatment programs and compounders for narcotic treatment programs (Available at https://www.ecfr.gov)

21 CFR 1308.11
Schedule I (Available at https://www.ecfr.gov)

49 CFR
Transportation (Available at https://www.ecfr.gov)

49 CFR 177
Carriage by Public Highway (Available at https://www.ecfr.gov)

10 USC 275
Restriction on direct participation by military personnel (Available at http://uscode.house.gov/)

10 USC 2583
Military animals: transfer and adoption (Available at http://uscode.house.gov/)

18 USC 1385
Use of Army and Air Force as posse comitatus (Available at http://uscode.house.gov/)

18 USC 3056
Powers, authorities, and duties of United States Secret Service (Available at http://uscode.house.gov/)

21 USC 812
Schedules of controlled substances (Available at http://uscode.house.gov/)
Drug Training Aid Accountability Guide (DTAAG) (Available at https://wdms.cce.af.mil/wdms/index.cfm)
Qualified MWD Field Transition and Evaluation Guide (Available at https://wdms.cce.af.mil/wdms/index.cfm)

Section III

Prescribed Forms

Unless otherwise indicated below, the following DA Forms are available on the Army Publishing Directorate (APD) website (https://armypubs.army.mil/) and DD Forms are available on the Executive Services Directorate (ESD) website (https://www.esd.whs.mil/).

DA Form 2807
Military Working Dog Training and Utilization Record (Prescribed in para 4–4*c*.)

DA Form 3992
Narcotics or Explosives Detector Dog Training and Utilization Record (Prescribed in para 4–4*c*.)

DD Form 1834
Military Working Dog Service Record (Prescribed in para 4–4*c*.)

SF 701
Activity Security Checklist

SF 702
Security Container Checklist

Section IV

Referenced Forms

Except where otherwise indicated below, the following DA Forms are available on the APD website (https://armypubs.army.mil); DD Forms are available on the ESD website (https://www.esd.whs.mil/); SFs are available on the GSA website (https://www.gsa.gov/reference/forms) and DEA Forms are available on the DEA website: (https://www.dea.gov/).

DA Form 11–2
Internal Control Evaluation Certification

DA Form 581
Request for Issue and Turn-In of Ammunition

DA Form 2028
Recommended Changes to Publications and Blank Forms

DA Form 3161
Request for Issue or Turn-in

DA Form 4187
Personnel Action

DA Form 5513
Key Control Register and Inventory

DA Form 7281
Command Oriented Arms, Ammunition, and Explosives (AA&E) Security Screening and Evaluation Record

DD Form 626
Motor Vehicle Inspection (Transporting Hazardous Materials)

DD Form 1056
Authorization to APPLY for "No-Fee" Passport and/or Request for Visa

DD Form 1391
FY ____ Military Construction Project Data

DD Form 1610
Request and Authorization for TDY Travel of DOD Personnel

DD Form 1743
Death Certificate of Military Animal

DD Form 1829
Record of Military Dog Physical Examination

DD Form 2781
Container Packing Certificate or Vehicle Packing Declaration

DD Form 2875
System Authorization Access Request (SAAR)

DD Form 2890
DOD Multimodal Dangerous Goods Declaration

DEA Form 106
Report of Theft or Loss of Controlled Substances (and disposal receptacles)

DEA Form 222
DEA Official Order Forms for Schedule I and II Controlled Substances

DEA Form 223
Controlled Substances Registration Certificate

SF 600
Chronological Record of Medical Care

SF 701
Activity Security Checklist

SF 702
Security Container Checklist

Appendix B

Kennel Facilities

B–1. Minimum kennel security requirements

a. As a general rule, kennels should be manned both day and night. Full–time coverage provides:

(1) Immediate response to any attempted unauthorized intrusion.

(2) The capability to render immediate attention to a dog that is in physical distress.

(3) The ability to seek immediate veterinary medical assistance.

(4) A continuous ability to feed, water, and care for the dogs.

b. Despite these reasons, there may be situations when it is not possible or practical to provide full–time coverage of the facility. In this event, appropriate compensatory measures are necessary to protect the dogs, the equipment, and the facility.

c. An IDS and Closed Circuit Television (CCTV) is required to be installed in the kennel facility. A heating, ventilating, and air conditioning system will be integrated into the IDS in the event of failure.

(1) CCTV will allow the monitoring of MWDs to identify any problems and a visual check will occur every 2 hours. Commanders or Chiefs of Police (IMCOM MWD Sections), in coordination with the installation veterinarian, will ensure that personnel viewing MWDs on camera receive training on possible MWD medical emergencies.

(2) Physical checks of the MWDs will be made no less than every 4 hours to ensure that the dogs do not require medical attention.

(3) If facilities such as connexes or trailers are converted to kennel facilities (such as in some operational settings), physical checks will occur no less than every 30 minutes due to more frequent failures of air conditioning/ventilation systems.

(4) If an MWD requires hospitalization or monitoring as instructed by a veterinarian, the MWD will be physically observed for 24 hours a day until the MWD has been medically cleared. An ill or hospitalized MWD will not be left unattended.

d. Care must be exercised during these checks to not overly excite the dogs or the lack of rest may interfere with their performance. All other compensatory measures, as justified by risk analysis, should also be applied.

e. The lighting and fencing requirement, doors and locking hardware should be consistent with the structural security requirements for buildings in AR 190–13 and AR 190–51. Keys must be readily available in case of an emergency.

f. Fresh water must be provided at all times for dogs confined in their kennels.

g. Drug and/or explosives training aids will not be stored in unattended facilities unless:

(1) The storage room and container are protected by an IDS.

(2) The standards of AR 195–5 and AR 190–11 are met for narcotics or explosives.

B–2. New kennel construction

a. New construction will be coordinated with the Garrison Director of Public Works (DPW). The DPW will coordinate with the supporting veterinary activity, the physical security personnel, safety, and the KM .

b. If new kennel construction is required (base realignment and closures/relocation/expansion) based on the DPW's assessment, a DD Form 1391 (FY ____ Military Construction Project Data) must be completed and on file.

c. Standards for construction and operations of kennel facilities will be in accordance with AR 190–13, AR 190–5, ATP 3–39.34, the DOD approved Kennel Design Manual, or coordinated with the Chief of Engineers, as standards vary from region to region. Below are mandatory requirements when constructing new kennels:

(1) A Multi-Purpose room/food preparation room with sink, toilet, and shower will be provided.

(2) An adequate training area will be located near the kennel building.

(3) The fencing around the kennel facility, training area, and obedience course will be 8 feet high and the top guard will face inward (not barbed).

(4) The fencing will be secured close to the ground with no large gaps enabling an MWD to escape or other animals to enter the perimeter.

(5) Every kennel will have one kennel run for each authorized MWD.

(6) Acoustic baffles will be employed to absorb sound and reduce echo produced from hard walls, ceiling, and floors.

(7) An isolation kennel with its own ventilation system is required for all kennel facilities and located within the administration building. The isolation kennel will not be located within the main kennel building. The number of isolation runs will be based on the number of assigned MWDs and the veterinarian recommendations.

(8) A fire alarm and sprinkler system is required in all kennel facilities.

(9) Heating, Cooling, and Temperature. In accordance with the CFR, Title 9, Chapter I, section 3.2 and 3.4, housing facilities for dogs must be sufficiently heated and cooled when necessary to protect the dogs from temperature or humidity extremes and to provide for their health and well-being. When dogs are present, the ambient temperature in the facility must not fall below 50 °F (10 °C) for dogs not acclimated to lower temperatures. Dry bedding, solid resting boards, or other methods of conserving body heat must be provided when temperatures are below 50 °F (10 °C). The ambient temperature must not fall below 45 °F (7.2 °C) for more than 4 consecutive hours when dogs are present, and must not rise above 85 °F (29.5 °C) for more than 4 consecutive hours when dogs are present.

d. Kennel facilities will not be used to house or care for any animals other than DOD-procured MWDs.

e. During overseas contingency operations, permanent kennel facilities or veterinarian approved temporary kennel facilities for dogs will be completed within 1 year upon arrival of MWD teams. The ACOM/ASCC/DRU will provide guidance on temporary kennel requirements when permanent kennel facilities are not available during deployments.

B–3. Risk analysis

a. To provide the most realistic and cost-effective protection for the MWDs and kennel facility, commanders must appreciate the importance and analyze the significance of the threats to these assets due to theft, sabotage, or damage. A proper analysis of these risks will determine the minimum level of protection needed to adequately safeguard these resources.

b. A risk analysis will be accomplished every 2 years for the kennel, the drug training aid room, the explosive storage container, the surrounding area, and a copy of the findings will be maintained on file for at least 2 years.

c. A physical security inspection will be accomplished every 18 months and a copy of the findings will be maintained on file for at least 2 years.

d. The principles of risk analysis apply to the determination of measures which must be taken to protect the kennels and dogs from criminal activity (see DA Pam 190–51).

B–4. Warning signs

a. To gain the maximum psychological advantage of MWDs and to protect the innocent or unwary trespasser, signs identifying MWDs' presence will be installed at installation access control points and on primary access roads to installations where MWDs are used. Signs should contain the following words: "Caution- this area is patrolled by Military Working Dogs."

b. Warning signs will be posted on the exterior fencing and buildings of the MWD kennel and exercise area. Signs should contain the following words: "DANGER–OFF LIMITS–MILITARY WORKING DOG AREA."

c. Personnel approaching the installation or the kennel should be able to see and read the warning signs under normal daylight conditions from a distance of 50 meters.

d. MWD kennel facilities located in foreign countries will utilize warning signs in both English and the primary language of the foreign country.

B–5. Kennel safety measures and procedures

a. Personnel must not run or engage in acts of shenanigans in or near kenneled dogs. This activity agitates the dogs and could result in a dog mistaking the actions with actual hostility, thus causing an attack.

b. Personnel must make sure they secure all gates after use, avoid sudden movements when passing dogs, and not speak or move in any threatening way around the dogs.

c. Handlers must keep dogs on a short leash at all times in the kennel area. If a dog gets loose, the first person to notice the loose dog must warn everyone else. Everyone except the dog's handler ceases all movement until the handler regains physical control of the dog.

d. One-way traffic patterns must be set up throughout the kennel and training area to keep dogs from meeting head–on.

e. Handlers with dogs will give a verbal warning when entering or leaving the kennel area, or whenever their view is obstructed.

B–6. Care of military working dog at kennel facility (required sanitation)

a. The standards of sanitation will be in accordance with the CFR, Title 9, Chapter I, Section 3.131. The MP/EN Detachment (MWD) or IMCOM MWD section is responsible for the sanitation of each kennel facility.

b. Cleanliness is one of the most important factors for good health of the MWD. The KM will enforce sanitary measures in and around the kennel area.

c. Sanitation is one of the chief measures of disease prevention and control. The importance of disease control in a kennel facility cannot be overemphasized. The existence of a disease in one dog that might be passed on to other dogs must be the concern of every handler.

d. A disease that spreads through the kennels may seriously impair the effectiveness of the unit if a large number of animals become ill and have to be removed from duty. Disease control and sanitation cannot be separated. There are many ways to keep a good level of sanitation.

(1) The kitchen or food preparation area will be kept clean at all times. MWDs may acquire diseases from food prepared with dirty hands or dirty utensils. To prevent disease, clean and sanitize the food and water utensils daily. Clean utensils immediately after each food preparation period. If canned foods are being fed for a special diet, the can-opener must be cleaned after each use. Store food in rodent–proof areas so that neither the food nor cans are soiled by rodent urine or stools. The use of disinfectant procedures in the food preparation area may be required, but use must be approved by a veterinarian.

(2) Kennels must be sanitary, in a good state of repair, and thoroughly cleaned at least once a day. Kennels will be disinfected at least once every week using only those disinfecting products approved by the veterinarian. Kennels also will be disinfected whenever an animal is removed from a kennel so that the kennel will be ready to be occupied by another animal.

(3) Fecal matter is a common source of infection and must be removed from the runs as often as necessary. Before washing down concrete runs, remove the feces with a shovel to prevent them from splashing into adjacent runs, on the walls of the kennel, in the air, or on the dog. The method of disposing of feces depends on local conditions and the type of sewage system present. If feces must be carried from the area in cans, the cans must be cleaned and disinfected after each use.

(4) The entire kennel area must be free of refuse and garbage that could attract rats and insects. Mosquito control measures will be used in ditches and swampy areas in the vicinity of the kennels. Disinfectants and disinfectant procedures will be used only with the approval of the veterinarian.

(5) One of the causes of bacterial skin infections and bacterial ear infections in MWDs is the high humidity in the kennels. For this reason, it is important that handlers, when cleaning the kennels, remove the animals from the runs prior to washing the run. Then they should squeegee the run to dry it prior to putting the animal back in the run.

(6) Weeds, grass, and bushes must be controlled so as to facilitate cleaning of the premises and pest control.

Appendix C

Internal Control Evaluation

C–1. Function

The function covered by this evaluation is the Army MWD Program.

C–2. Purpose

The purpose of this evaluation is to assist assessable unit managers and internal control administrators in evaluating the key management controls outlined. It is not intended to cover all controls.

C–3. Instructions

These key internal controls must be formally evaluated at least once every 5 years or whenever the ICA changes. Certification that this evaluation has been conducted must be accomplished on DA Form 11–2 (Internal Control Evaluation Certification). Evaluation test questions are outlined in paragraph C–4, and are intended as a start point for each applicable level of internal control evaluation. Answers must be based on the actual testing of key internal controls (for example, document analysis, direct observation, sampling, simulation, or other). Answers that indicate deficiencies must be explained and corrective action indicated in supporting documentation.

C–4. Test questions

a. Does the Command compile and approve MWD dispositions from subordinate commands and submit to the 341st TRS MWD Adoption/Disposition Coordinator at JBSA-Lackland, TX?

b. Does the Command compile MWD requisitions from subordinate commands and submit to LE Division (MWD), OPMG?

c. Does the Command validate the subordinate Commands QLPR funding requirements and accurately submit those QLPR requirements to the OPMG through schedule 75?

d. Does the command provide supplemental guidance to subordinate units, installations, or activities to ensure effective management of MWD programs and utilization of MWD team assets?

e. Does the command publish an annual MWD certification schedule to monitor and assess the overall proficiency of MWD teams?

f. Does the command request the approval of MWD CA appointments to LE Division (MWD), OPMG?

g. Does the command compile subordinate command data and provide an HQDA MWD status report to the HQDA MWD PM no later than the 10th of each month?

h. Does the command notify LE Division (MWD), OPMG when an MWD undergoes euthanasia, dies, or is adopted?

i. Does the command publish an AKIA schedule to subordinate commands?

j. Does the command execute an AKIA on assigned MWD detachments (kennels) annually?

k. Are all MWDs employed at least 24 hours per week once they are certified as a team?

C–5. Supersession

This evaluation replaces the management control evaluation checklist previously published in AR 190–12, Military Working Dogs, 11 March 2013.

C–6. Comments

Help to make this a better tool for evaluating management controls. Submit comments to the PMG (DAPM–MPO–LE), 2800 Army Pentagon, Washington, DC 20310–2800.

Glossary

Section I

Abbreviations

AA&E
Arms, Ammunition, and Explosives

ACOM
Army Command

AETC
Air Education Training Command

AFB
Air Force Base

AFI
Air Force Instruction

AFSFC
Air Force Security Forces Center

AKIA
Annual Kennel Inspection Assessment

AMWD
Advanced Military Working Dog

APPA
Army Protection Program Assessment

AR
Army Regulation

ASCC
Army Service Component Command

AT/FP
Anti-terrorism/Force Protection

ATP
Army Techniques Publications

AVS
Army Veterinary Services

CA
Certification Authority

CAMP
Certification Authority Mentorship Program

CCTV
Closed Circuit Television

CFR
Code of Federal Regulations

CG
Commanding General

COCOM
Combatant Command

CONUS
Continental United States

COTS
Commercial Off-The-Shelf

CWD
Contract Working Dogs

DA
Department of the Army

DA Pam
Department of the Army Pamphlets

DACP
Department of the Army Civilian Police

DCS
Deputy Chief of Staff

DEA
Drug Enforcement Administration

DES
Directorate of Emergency Services

DHP
Defense Health Program

DOD
Department of Defense

DODD
Department of Defense Directive

DODM
Department of Defense Manual

DOS
Department of State

DPW
Director of Public Works

DRU
Direct Reporting Unit

DSCA
Defense Support to Civil Authorities

DTAAG
Drug Training Aid Accountability Guide

DTMS
Digital Training Management System

EA
Executive Agent

E–COLLAR
Electronic Training Collar

EDD
Explosive Detector Dog

EN
Engineer

EOD
Explosive Ordnance Disposal

ERD
Estimated Release Date

FEQ
Field Evaluation Questionnaire

FORSCOM
Forces Command

FY
Fiscal Year

GS
General Schedule

GSA
General Services Administration

HQ, FORSCOM
Headquarters, Forces Command

HQDA
Headquarters, Department of the Army

HRC
U.S. Army Human Resources Command

IDS
Intrusion Detection System

IMCOM
U.S. Army Installation Management Command

IOT
In Order To

JBSA
Joint Base San Antonio

JSLEVS
Joint Service Law Enforcement Vehicle Standardization

LE
Law Enforcement

LEA
Law Enforcement Agencies

LIN
Line Item Number

LTC
Lieutenant Colonel

MCO
Marine Corps Order

MDEP
Management Decision Package

MDMA
Methylenedioxy-methamphetamine

MEDCOM
Medical Command

METL
Mission Essential Task List

MFR
Memorandum for Record

MILSTRIP
Military Standard Requisitioning and Issue Procedures

MOA
Memorandum of Agreement

MOS
Military Occupational Specialty

MOU
Memorandum of Understanding

MP
Military Police

MTT
Mobile Training Team

MWD
Military Working Dog

NCO
Noncommissioned Officer

NCOER
Noncommissioned Officer Report

NCOIC
Noncommissioned Officer in Charge

NCOPDS
Noncommissioned Officer Professional Development System

NLW
Non-Lethal Weapons

NSN
National Stock Number

NSSE
National Special Security Event

OCO
Overseas Contingency Operations

OCONUS
Outside the Continental United States

OPMG
Office of the Provost Marshal General

OPNAVINST
Naval Operations Instruction

PCS
Permanent Change of Station

PM
Program Manager

PMG
Provost Marshal General

POC
Point of Contact

POM
Program Objective Memorandum

POTUS
President of the United States

QA
Quality Assurance

SECDEF
Secretary of Defense

SF
Standard Form

SFC
Sergeant First Class

SOP
Standard Operating Procedures

SOW
Statement of Work

SRT
Special Reaction Team

SSD
Specialized Search Dog

SUV
Sport Utility Vehicles

TAA
Total Army Analysis

TAMIS
Total Ammunition Management Information System

TDA
Tables of Distribution and Allowances

TDR
Trained Dog Requirement

TDY
Temporary Duty

TOE
Table of Organization and Equipment

TRADOC
U.S. Army Training and Doctrine Command

USACE
U.S. Army Corps of Engineering

USAES
U.S. Army Engineer School

USAMPS
U.S. Army Military Police School

USC
United States Code

USSS
U.S. Secret Service

VCO
Veterinary Corps Officer

VIP
Very Important Person

VPOTUS
Vice President of the United States

VTR
Veterinary Treatment Record

WDMS
Working Dog Management System

Section II

Terms

Access (when pertaining to a restricted area or controlled cryptographic item)
Personnel movement within a restricted area that allows the chance for visual observation of, or physical proximity to, either classified or protected materiel. It is also the ability and opportunity to obtain detailed knowledge of a controlled cryptographic item (CCI) through uncontrolled physical possession. External viewing or escorted proximity to CCI does not constitute access.

Ammunition
A device charged with explosives, propellants, pyrotechnics, initiating composition, riot control agents, chemical herbicides, and smoke and flame for use in connection with defense or offense, including demolition. Excluded from this definition are devices charged with chemical agents defined in DOD Dictionary of Military and Associated Terms and nuclear or biological materiel. Ammunition includes cartridges, projectiles, including missile rounds, grenades, mines, and pyrotechnics together with bullets, shot, and their necessary primers, propellants, fuses, and detonators individually or having a unit of issue, container, or package weight of 100 pounds or less. Blank, inert training ammunition and caliber .22 ammunition are excluded.

Anti–terrorism
Defensive measure used to reduce the vulnerability of individuals and property to terrorist acts, to include limited response and containment by military forces.

Arms
A weapon included in AR 190–11, appendix B that will or is designated to expel a projectile or flame by the action of the explosive, and the frame or receiver of any such weapon.

Asset
Any resource requiring protection.

Certification
MWD certification is the process the Army uses to formally evaluate MWD teams, establish legal credibility, and ensure overall proficiency of all required critical tasks.

Closed circuit television
Television that serves a number of different functions, one of which is physical security. As it pertains to the field of physical security, CCTV is used to augment, not replace, existing IDS or security patrols. It is not used as a primary sensor, but rather as a means of assessing alarms. CCTV also may be used as a surveillance means, but if used in this way, it will augment, not replace, existing IDS.

Controlled substance
A drug or other substance, or its immediate precursor, listed in current schedules of 21 USC 812 in medical facilities for the purpose of military treatment, therapy, or research. Categories listed in this section are narcotics, amphetamines, barbiturates, and hallucinogens.

Crime prevention
The anticipation, recognition, and appraisal of a crime risk, and initiation of some action to remove or reduce it. Crime prevention is a direct crime control method that applies to before-the-fact efforts to reduce criminal opportunity, protect potential human victims, and prevent property loss.

Exception
A case to which the policy may not apply based on prior coordination between the veterinarians and contractors in a theater of operation.

Explosives
Any chemical compound, mixture, or device, the primary or common purpose of which is to function by explosion. The term includes, but is not limited to, individual landmines, demolition charges, blocks of explosives (dynamite, trinitrotoluene, C–4, and other high yield explosives), and other explosives consisting of 10 pounds or more.

Force protection
Security program developed to protect Soldiers, civilian employees, family members, facilities and equipment, in all locations and situations. This is accomplished through the planned integration of combating terrorism, physical security, operations security, protective services and LE operations, all supported by foreign intelligence, counterintelligence, and other security programs.

Installations
Such real properties as reserve centers, depots, arsenals, ammunition plants (both contractor- and Government-operated), hospitals, terminals, and other special mission facilities, as well as those used primarily by troops (see also DOD Dictionary of Military and Associated Terms).

Intrusion detection system
The combination of electronic components, including sensors, control units, transmission lines, and monitoring units integrated to be capable of detecting one or more types of intrusion into the area protected by the system and reporting directly to an alarm monitoring station.

Locked container
A container or room of substantial construction secured with an approved locking device. For pharmacy operating stocks, lockable automated counting systems meet requirements for a locker container.

Military working dog
MWDs are required by the using DOD component for a specific purpose, mission, or combat capability. MWDs are trained to perform the following functions; patrol, patrol and drug, patrol and explosive, mine detection, and any other DOD recognized capability that is used to save lives.

Military Working Dog Program Manager
The name given to the senior manager of MWD teams within the HQ of each ACOM, ASCC, and DRU.

Military Working Dog Team
A team consisting of both the handler and the dog trained by the DOD/EA.

Physical security inspection
A formal, recorded assessment of physical procedures and measures implemented by a unit or activity to protect its assets.

Risk level
An indication of the degree of risk associated with an asset based on risk analysis. Risk levels may be Levels I, II, or III, which correspond to low, medium, and high.

Tactics
Describes the approach for countering how the threat operates during different steps of its operation/campaign.

Terrorism
The calculated use of violence or the threat of violence to inculcate fear; intended to coerce or to intimidate governments or societies in the pursuit of goals that are generally political, religious, or ideological.

Waiver
Temporary relief from specific standards imposed by this manual (regulation) pending actions accomplishment of actions that will conform to the standards required. Compensatory measures are required.

Section III

Special Abbreviations and Terms

AN
Ammonium Nitrate

CESK
Canine Explosive Scent Kit

KM
Kennel Master

MDD
Mine Detector Dog

PDDD
Patrol Drug Detector Dog

PEDD
Patrol Explosives Detector Dog

PEDD–E
Patrol Explosives Detector Dog - Enhanced

TRS
Training Readiness Squadron