



REPLY TO
ATTENTION OF

**DEPARTMENT OF DEFENSE
UNITED STATES SOUTHERN COMMAND
OFFICE OF THE COMMANDER IN CHIEF
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MIAMI, FL 33172-1217**

SCCS

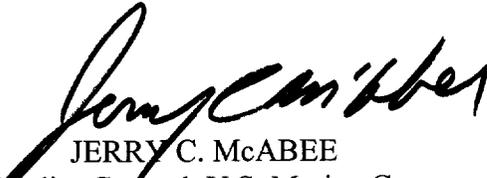
POLICY MEMORANDUM NO. 1-01

From: Commander in Chief
To: Distribution

SUBJECT: Policy Governing Service Member Leave, Liberty and Civilian Employee Off-Duty Time for Security Assistance Offices (SAOs) Within USSOUTHCOM AOR

1. This memorandum prescribes the policy governing service member leave, liberty and civilian employee off-duty time. It is applicable to military and civilian personnel assigned or attached to Commanders/Chiefs of SAOs within the U.S. Southern Command area of responsibility.
2. Responsible force protection (FP) practices that keep our service members and civilian employees out of harm's way remain paramount. FP is inseparably linked to mission accomplishment and is our priority. Accordingly, establishing reasonable measures to safeguard our personnel is the intent of this policy.
3. Leave and liberty are essential in maintaining morale and in providing needed rest, but must always be practiced intelligently, responsibly, and from a well-informed vantage. Since U.S. Government employees are exceptionally vulnerable to surveillance, acts of crime, and terrorism, Commanders must provide proactive FP leadership. Establishing written guidelines consistent with prudent force protection practices commensurate with the local threat levels is part of a commander's leadership responsibility. Therefore, brief all personnel assigned either permanently or temporarily, immediately upon entry into country, on your policies and restrictions in conjunction with Command FP measures and country specific threats.
4. At a minimum, written policies should address curfews imposed, buddy-system usage, off-limits areas, range limitations, check-in/out procedures, and restricted means and routes of travel.
5. To ensure current and consistent policies, coordinate with the local Regional Security Officer (RSO), other local and forward deployed Commanders, SCJ1, SCJ2, and SCJ337 (Force Protection).

FOR THE COMMANDER IN CHIEF:


JERRY C. McABEE
Brigadier General, U.S. Marine Corps
Chief of Staff, U.S. Southern Command

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