

reference

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*AR 1-4

ARMY REGULATION }
No. 1-4

HEADQUARTERS
DEPARTMENT OF THE ARMY
WASHINGTON, DC, 1 October 1979

ADMINISTRATION

EMPLOYMENT OF DEPARTMENT OF THE ARMY RESOURCES IN SUPPORT
OF THE UNITED STATES SECRET SERVICE

Effective 1 November 1979

This revision implements DOD Directive 3025.13 dated 10 August 1978. It reduces operational reporting requirements and establishes policy and procedures for accounting and reporting costs incurred in support of the US Secret Service.

Local supplementation of this regulation is prohibited except on approval of the Director of Military Support, Office of the Deputy Chief of Staff for Operations and Plans.

Interim changes to this regulation are not official unless they are authenticated by The Adjutant General. Users will destroy interim changes on their expiration dates unless sooner superseded or rescinded.

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1. Purpose. This regulation prescribes policy and procedures for providing Army resources in support of the US Secret Service in performing its statutory protective duties.

Service in the performance of its protective duties.

2. Applicability. The policies and procedures in this regulation apply to all Active Army, Army National Guard, and Army Reserve elements furnishing resources to assist the US Secret

3. Background and authority. The statutory basis for support of the US Secret Service is stated in section 3056 of title 18 United States Code; Public Law 90-331 dated 6 June 1968; and Public Law 94-524 dated 17 October 1976. In 1968, an Interdepartmental Agreement was

*This regulation supersedes AR 1-4, 61 August 1973.

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negotiated between the Department of Defense and the Department of the Treasury specifying procedures to follow and types of assistance to be provided. DOD Directive 3025.13 establishes DOD policy for executing the agreement and assigns responsibilities for furnishing support.

4. Persons authorized protection. Secret Service protection is authorized for these persons—

a. The President and members of his immediate family.

b. The President-elect.

c. The Vice President or other officer next in line to succeed the President.

d. The Vice-President-elect.

e. A former President during his lifetime and his wife.

f. The widow of a former President until her death or remarriage. Minor children of a former President until 16 years of age, unless protection is declined.

g. Major Presidential or Vice Presidential candidates as determined by the Secretary of the Treasury on advice of the Congressional Advisory Committee, unless protection is declined. On request of the candidate, the spouse of a designated Presidential or Vice Presidential candidate, beginning not more than 60 days before the general Presidential election.

h. The visiting head of a foreign government.

i. At the direction of the President, other distinguished visitors to the United States and official US representatives on special missions abroad.

5. Approving authority. The Special Assistant to the Secretary and the Deputy Secretary of Defense or an authorized representative must approve requests for US Secret Service support. (See exception in para 10c.)

6. Types of support. *a.* The Department of the Army will provide, consistent with Defense priorities, these resources—

(1) Medical service.

(2) Aircraft and crews.

(3) Explosives ordnance disposal (EOD).

(4) Criminal investigators.

(5) Counterintelligence personnel.

(6) Motor vehicles.

(7) Communications.

(8) Other support required to help the US Secret Service perform its protective functions.

b. Support may be temporary or permanent. Each request for temporary support must be made by an authorized official of the US Secret Service. Requests for permanent support, or support not directly related to the protective function, must be submitted in writing and signed by the Director or Deputy Director of the US Secret Service.

7. Command policy. Persons assigned to support the US Secret Service will be under the operational control of the Director, US Secret Service or an authorized representative for the length of their assignments.

8. Support responsibilities. Within the continental United States (CONUS), including Alaska, support will be provided by the appropriate military department. The commanders of unified commands will furnish support in areas within their geographic jurisdiction. In other areas of the world, support requirements will be assigned to a military department or unified command, based on which has the nearest available resources.

9. Routine requests (not time sensitive). *a.* The Military Assistant to the President (or the Director, US Secret Service) will submit requests for support (except EOD) to the Special Assistant to the Secretary and Deputy Secretary of Defense for approval. Approved requests are then forwarded in the form of requirements through the National Military Command Center (NMCC) to a military department or DOD agency in CONUS, or to a unified command overseas.

b. The Director of Military Support (DOMS), Office of the Deputy Chief of Staff for Operations and Plans, will task the appropriate major

command, HQDA agency, or other army element by telephone or electrical message to provide CONUS support requirements assigned to DA. DOMS will assign each requirement a DA identification number. At the earliest convenient time, the command, agency, or element charged with furnishing the support will contact the designated US Secret Service agent and confirm details of the requirement. Modification of a requirement to perform the mission more effectively is authorized if the US Secret Service agent agrees.

c. US Secret Service requests for EOD support in CONUS will be made direct to the Explosive Ordnance Disposal Control Center (EODCC) in whose area of responsibility the support is desired. (See also chap. 7, AR 75-15.) The EODCC will forward the request telephonically to the Army Operations Center (AOC) for referral to the approving authority. Should the request be disapproved or should supplementary guidance be issued, the AOC will send the disapproval or the guidance through command channels to the EODCC involved. Unless informed otherwise, approval will be assumed and the support will be provided as requested.

d. Routine requests (except EOD) made directly to Army units or commands will not be accepted. The requestor will be referred to the channels specified in *a* above.

e. The NMCC will assign oversea requirements (including EOD support) direct to the appropriate unified command. Army units and commands overseas will provide support to the US Secret Service according to procedures prescribed by the unified command.

10. Urgent requests (time sensitive). *a.* CONUS commanders receiving urgent requests direct from the US Secret Service will seek approval of the request if time and events permit. Requests for approval will be sent immediately by telephone through command channels to the AOC. All available information should be reported.

b. Army oversea commanders receiving urgent requests will seek approval through com-

mand channels from the proper unified command.

c. Commanders may respond to urgent requests without advance approval; however, approval of ongoing actions will be requested immediately.

11. Operational reporting. *a.* Command and agencies providing support requested by either routine or urgent procedures will report immediately through command channels by telephone any significant problems or deviations from the approved support request.

b. Serious incidents that evolve from US Secret Service support missions will be reported according to serious incident report procedures (AR 190-40).

c. Individuals, groups, or organizations communicating a threat against US Secret Service protectees will be reported as directed in AR 190-10.

12. Loans of Army property. *a.* A request from the US Secret Service for the loan of Army property will be processed according to AR 735-5. Request channels are given in paragraph 9*a*.

b. Accountability for Army property loaned to the US Secret Service will be maintained in accordance with AR 735-5.

13. Travel and transportation allowances and other expenses. Military and civilian personnel assigned to duty in support of the US Secret Service will be reimbursed in accordance with volumes I and II, Joint Travel Regulations (JTR). Ordinarily, persons on duty at or near their permanent duty stations are not entitled to per diem, except as stated in items 15 and 17, paragraph M4201, JTR. Commanders, therefore, should procure and contract for their transportation, meals, quarters, and other services required. Special allowances will be processed in accordance with paragraph 7-14, AR 75-15.

14. Accounting. The full cost of DA resources furnished under an approved US Secret Service request will be accumulated and recorded in the

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accounting records of the installation and major Army command (MACOM) furnishing the support. The term "full cost" as used in this regulation means both the direct and allocable indirect costs of support furnished the US Secret Service, whether the support is permanent or temporary. Each approved US Secret Service re-

quest will be costed separately and a copy (for retention by the command providing the support) will be annotated to identify the official receiving protection and the date, location, and Army resources involved. Costs will be computed as shown below.

Computation Table

<i>Resource</i>	<i>Cost Basis</i>
Military personnel	Hours worked times an hourly rate. The formula is: Hourly rate = (hourly composite military personnel rate + hourly permanent change of station rate) × (1 + acceleration factors). Use current hourly composite military personnel and PCS rates and acceleration factors in the computation. Acceleration factors are retirement, leave, and holiday pay and other personnel costs.
Civilian personnel	Hours worked times each employee's hourly rate of pay plus applicable current leave and Government contribution factors.
Subsistence (from appropriated-fund dining facilities)	Current meal rates. Include per diem surcharges to assure full cost for food preparation and service.
Quarters	Estimates derived from civil engineer or housing authority records. Cost should be net of any payments made by quartered Army personnel.
Travel, transportation, per diem, and other authorized personnel expenses	Entitlement amounts authorized in volumes I and II, JTR. Actual payment vouchers will be used when available.
Transportation of materiel	Actual or estimated amounts payable or amounts paid. Current transportation rates issued by the Military Traffic Management Command will be used.
Consumable materiel	Standard catalog prices.
Loaned plant equipment	Annual depreciation plus interest on investment. Interest is computed at 10 percent of the net book value of the plant or equipment—that is, the acquisition cost plus the cost of additions less accumulated depreciation.

- Contractual services .. Acquisition price of goods or services plus cost of any related contract administration.
- Fixed-wing and rotary-wing aircraft .. Prevailing Government rates. If not available, rates can be requested from Comptroller of the Army (HQDA (DACA-CAA), WASH DC 20310).
- Motor vehicle usage .. Current average rates per mile.

15. Reimbursement. *a.* Support furnished the US Secret Service under an approved request is reimbursable unless the support is temporary and is directly related to the protection of the President or Vice President (or, in the absence of a Vice President, the officer next in line to succeed the President). Reimbursable support will be limited to identifiable costs over and above the normal operational costs to the supporting command (that is, reimbursable costs will be limited to the incremental costs for the support).

b. The costs of reimbursable support furnished the US Secret Service will be aggregated and billed each fiscal quarter. Standard Form 1080 will be used for this purpose. A detailed break-out of costs by task will accompany the bill. Billing will be made no later than 45 days after the end of the quarter in which support was furnished. On submission of the SF 1080, an account receivable will be established. Bills will be sent through the MACOM to the Director, US Secret Service, US Treasury Department, 1800 G Street, NW, WASH DC 20223. When the total

value of reimbursable support during a quarter is less than \$100, reimbursement will be waived.

16. Report of Costs in Support of Secret Service for Protective Assistance (DD-Comp (SA)1466). *a.* The cost of Army resources expanded in support of the US Secret Service's protective mission will be accumulated by task. DA Form 4794-R in figure 1 will be used to report costs. Separate supporting schedules also will be prepared for each individual receiving protection. (See DA Form 4795-R in fig. 2.) DA Form 4794-R and DA Form 4795-R may be locally reproduced on 8" x 10" paper.

b. Reports will be prepared semiannually, for the periods ending 31 March and 30 September. They will be sent to arrive at the MACOM headquarters no later than the 15th calendar day following the end of the semiannual reporting periods. MACOMs then will consolidate reports and send them to the Commander, US Army Finance and Accounting Center, ATTN: Department 130, Indianapolis, IN 46249, to arrive by the 25th calendar day (or the next business day) following the reporting periods.

FOR OFFICIAL USE ONLY
(When filled in)

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DEPARTMENT OF DEFENSE REPORT OF COSTS IN SUPPORT OF SECRET SERVICE FOR PROTECTIVE ASSISTANCE <small>For use of this form, see AR 1-4; the proponent agency is DCSOPS.</small>				REQUIREMENT CONTROL SYMBOL <i>DD-Comp(SA)1466</i>
DEPARTMENT OR AGENCY				REPORT DATE
COST CATEGORIES	TOTAL COSTS INCURRED ^{1/}			REIMBURSABLE COSTS ^{2/}
		TEMPORARY SUPPORT TO PRESIDENT AND VICE PRESIDENT <i>(Not Reimbursable)</i>	ALL OTHER SUPPORT	
PERSONNEL SERVICES & BENEFITS	MILITARY			
	CIVILIAN			
SUBSISTENCE & QUARTERS	MILITARY			
	CIVILIAN			
TRAVEL & TRANSPORTATION OF PERSONS	MILITARY			
	CIVILIAN			
TRANSPORTATION OF THINGS				
RENT, COMMUNICATION & UTILITIES				
OTHER SERVICES, SUPPLIES & MATERIELS				
CAPITAL ASSETS				
OTHER <i>(Specify)</i>				
TOTAL				
REMARKS				
^{1/} All costs incurred for DOD Support to Secret Service for protective assistance under PL 94-524 computed in accordance with costing guidelines. ^{2/} Costs computed in accordance with reimbursement guidelines.				

DOD COMPONENT _____											REQUIREMENT CONTROL SYMBOL DD-Comp(SA)1466	
DETAILED INFORMATION AND COST OF DOD RESOURCES USED IN SECRET SERVICE PROTECTIVE ASSISTANCE FOR _____												
For use of this form, see AR 1-4; the proponent agency is DCSOPS.												
TRAVEL DATES	TRIP LOCATION	PERSONNEL SERVICES AND BENEFITS*		SUBSISTENCE AND QUARTERS		TRAVEL AND TRANSPORTATION OF PERSONS		TRANSPORT OF THINGS	RENT, COMM AND UTILITIES	OTHER SERVICES, SUPPLIES AND MATERIELS	CAPITAL ASSETS	OTHER (Specify)
		MILITARY	CIVILIAN	MILITARY	CIVILIAN	MILITARY	CIVILIAN					
TOTALS		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$

* Includes total compensation and benefits.

The proponent agency of this regulation is the Office of the Deputy Chief of Staff for Operations and Plans. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) direct to HQDA (DAMO-ODS) WASH DC 20310.

By Order of the Secretary of the Army:

Official:

J. C. PENNINGTON
Major General, United States Army
The Adjutant General

E. C. MEYER
General, United States Army
Chief of Staff

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