



U.S. ATOMIC ENERGY COMMISSION

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# REGULATORY GUIDE

DIRECTORATE OF REGULATORY STANDARDS

## REGULATORY GUIDE 6.20

### TRAINING, EQUIPPING, AND QUALIFYING OF GUARDS AND WATCHMEN

#### A. INTRODUCTION

Section 73.50 of 10 CFR Part 73, "Physical Protection of Plants and Materials," requires fuel reprocessing licensees and persons licensed to possess certain specified quantities of special nuclear material (SNM), respectively, to provide trained and equipped guards and watchmen to physically protect their facilities and to protect the SNM in their possession against theft. Further, §§ 73.30 through 73.36 of 10 CFR Part 73 require certain shipments of SNM to be accompanied by guards as escorts. This guide provides criteria acceptable to the Regulatory staff for a program for training, equipping, and qualifying guards and watchmen.

#### B. DISCUSSION

Guards and watchmen responsible for the protection of SNM onsite and in transit and for the protection of the facility against industrial sabotage should, like other components of the physical security system, meet minimum levels of performance and reliability. The licensee should assure that those responsible for security are capable, and qualified to execute the duties prescribed for them. Performance and reliability of the guard force can be assured by strict adherence to a program of:

1. Preemployment screening,
2. Training and qualification, and
3. Testing and requalification.

Preemployment screening provides a means to determine whether a prospective security employee is trustworthy and capable of performing the security tasks that will be assigned to him.

Training and qualification of guards and watchmen are necessary to assure knowledge of the facility licensee's or transport licensee's (transporter)<sup>1</sup> security plan and to assure a thorough understanding as to exactly what is and what is not expected of each guard and watchman. Further, the legal responsibilities and limitations involved in the execution of his duties should be made clear to every guard and watchman. Special emphasis should be given to the bearing and use of firearms.

Testing and requalification is needed to ensure the continued performance and reliability of guards and watchmen as components of the security system.

The licensee should provide all guards and watchmen training with regard to the details of the security plan they are expected to follow. The specific physical and training requirements of each guard and watchman will depend upon the duties charged to that guard or watchman.

The Commission's regulations make the following distinction between guards and watchmen: guards are armed and uniformed and have protection of SNM against theft and/or the protection of a plant against industrial sabotage as their primary duty; watchmen,

<sup>1</sup> For the purposes of this guide, a transport licensee, or transporter, is any person who is licensed pursuant to the regulations of 10 CFR Part 50 or 70 who imports, exports, transports, delivers to a carrier for transport, or takes delivery free on board at the point where it is delivered to a carrier, special nuclear material, and who is subject to the requirements for the physical protection of special nuclear material in transit of 10 CFR Part 73.

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who may or may not be armed and uniformed, protect the plant and the SNM therein in the course of other duties. For the purpose of this guide, the term watchman will refer to an individual who is never armed, and a third category, patrol watchman, will be considered as an arms qualified individual who may be issued arms during an emergency or threat situation and whose primary duty, at least during an emergency or threat situation, is the protection of the plant and the SNM therein.

For material shipments, armed escorts and armed monitors are considered guards, and unarmed escorts are considered patrol watchmen.

## C. REGULATORY POSITION

A program acceptable to the Regulatory staff for the preemployment screening, training, testing, equipping, and qualifying of licensee security personnel should include the following:

### 1. Preemployment Screening

#### a. Minimum Qualification

Preemployment screening should be designed to assess the suitability of an applicant for consideration as a member of the licensee's security organization. The following are minimum qualifications:

- (1) Minimum age of 21.
- (2) Minimum education high school diploma or equivalent.
- (3) No record of felony convictions.
- (4) General good health as determined by a physician prior to employment.

#### b. Employment Application

An employment application should be used to provide a basis for the screening process. The application should contain the following information:

- (1) Full name,
- (2) Date and place of birth,
- (3) Citizenship,
- (4) Current residence,
- (5) Prior residences (past 5 to 10 years),
- (6) Educational background (institutions, dates),
- (7) Previous employment history (full adult life) including supervisors, employment function, reason for termination,
- (8) Military service,
- (9) Record of criminal convictions.

#### c. Physical Capabilities

- (1) All security personnel should be capable of arduous physical exertion and be able to withstand exposure to unusual or inclement weather,<sup>2</sup>

(2) All security personnel should have vision correctible to 20/20 (Snellen) in each eye,

(3) All security personnel should have hearing loss not exceeding 30 dB in both ears, or 35 dB in the poorer ear, relative to normal hearing,

(4) All security personnel should be mentally alert and capable of understanding and performing the duties assigned.

### d. Contract Service

If the licensee chooses to use a contract guard service, he should accept only security personnel who have undergone preemployment screening and who meet the qualifications prescribed above.

## 2. Training

Prior to assignment of security duties, each guard, watchman, and patrol watchman, whether hired by the licensee or provided by a contract service, should successfully complete a training program consisting of the following:

a. General training as outlined in Appendix A of this guide,

b. Training specific to the facility or transport licensee's security plan for normal, emergency, and threat situations as outlined in Appendix B of this guide.

## 3. Testing and Requalification

Each guard, watchman, and patrol watchman should be tested and requalified according to the following schedule:

a. Facility or transport security plan: general duties and responsibilities of security personnel—annually,

b. Facility or transport security plan: specific duties and responsibilities as assigned—semiannually,

c. Communication equipment and security equipment as appropriate—semiannually,

d. Arms qualification for guards and patrol watchmen (Appendix C)—semiannually,

e. Medical examination—annually.<sup>3</sup>

## 4. Equipment

The facility licensee, transporter, or contract service should issue uniforms, firearms, communication devices, and other security equipment as appropriate. Inspections

<sup>2</sup> United States Army Regulation AR 40-501, "Standards of Medical Fitness," offers a guide to the determination of an individual's physical ability to perform the duties of a guard or patrol watchman.

<sup>3</sup> Prior to reassignment to duty, a physician should certify the general good health of any guard, watchman, or patrol watchman returning for service after a prolonged illness.

should be conducted and documented by the security supervisor of the facility or transporter or by another individual designated by the licensee at least quarterly to assure proper care and condition of said equipment.

a. As a general practice, uniforms issued to guards and uniformed watchmen and patrol watchmen should be markedly distinct from those of local law enforcement authorities.

b. On-duty guards should be armed with sidearms of not less than caliber .38. Weapons should be kept loaded at all times while being carried by guards.

c. Weapons such as shotguns, rifles, riot guns, tear gas, and mace should be available and issued to guards and patrol watchmen as necessary. Such weapons should be loaded only upon issue, and should remain loaded for as long as they are carried by the guards or patrol watchmen.

d. Guards and watchmen on patrol should carry radio communication devices. An intercom or other means should be used to provide communication in areas of the facility where direct radio communication is not possible.

e. Fixed-site security organizations should be provided with at least one dedicated vehicle, such as a jeep, equipped with two-way radio communication for the purpose of quick response to intrusion or to an alarm. If the patrol area is so large that only patrol by vehicle is practical, at least one other dedicated vehicle should be provided. In addition to radio communication, vehicles used for response to intrusion or for armed escort of SNM shipments should be equipped with a loaded shotgun or riot gun, extra rounds of ammunition, flares, spare batteries for communication devices, spotlights, a CO<sub>2</sub> or dry powder fire extinguisher, and a first aid kit.

## APPENDIX A

### GENERAL TRAINING PROGRAM

This appendix lists topics and suggested time allotments for a 10-day general training program for guards and watchmen. The program is divided into two sections: points of law and security skills. The section on points of law is not intended to be a course in all aspects of the law, but rather is intended to introduce the guards and watchmen to, and familiarize them with, some essential principles of law of which the guards and watchmen should have a basic understanding in order to assist and protect them in the proper performance of their duties. Hence, the topics listed in that section should be covered in sufficient depth to assure that each guard, watchman, and patrol watchman possesses an understanding of (1) the general limits of legal authority of a private security guard as provided by State statutes and the common law, (2) the differences between a felony and a misdemeanor insofar as that difference affects his authority, (3) the permissible legal extent of a search and seizure as affected by his suspicion of a crime and by his actual witness of a crime, (4) the evidence generally necessary to prove the commission of a crime and particularly the importance of the preservation of "real evidence," and (5) the use of force legally permissible in self defense or in prevention of a crime involving property. The section on security skills should be directed at enabling security personnel to (1) perform their security duties in an effective manner, (2) effectively cooperate with other security personnel (including Federal, State, or local law enforcement authorities) responding to a request for assistance, and (3) effectively defend themselves and others, if necessary.

The program need not be limited to the topics listed herein, and other subjects may be included.<sup>4</sup> Reasonable latitude is expected to enable the licensee to develop his training program to best suit his needs. When formulating and implementing his training program, the licensee should consult with and obtain the advice of State and local law enforcement authorities.

#### SCOPE

The general training program should be adequate to help assure that the licensee's guards and watchmen are capable of providing protection of the facility against

<sup>4</sup> The licensee is referred to the recommendations contained in the "Private Police Training Manual" prepared and published by the Ohio Peace Officers Training Council in conjunction with the Attorney General of the State of Ohio. The licensee should evaluate the peculiarities of his own operation and determine whether additional topics should be included in his training program.

sabotage or SNM from theft, either in transit or at a fixed site, until the arrival of assistance from law enforcement authorities. The following potential sources of threats should be considered in the training program:

- a. Lone individuals familiar with the construction and operation of the facility or the routing of vehicles transporting SNM.
- b. A group of several individuals, some of whom may be armed with weapons such as rifles, sidearms, and explosives.
- c. A group of unarmed individuals engaged in disorderly conduct or mob activities.

#### TOPICS

The following is a list of topics which should be presented, with suggested corresponding time allotments, in the 10-day training program. This list is not intended to be all inclusive nor is any recommendation made as to the order of presentation.

##### Points of Law

For this part of the training program to be successful, the legal concepts in this section of the program should be directly related to, and discussed in the narrow context of, the duties that guards, watchmen, and patrol watchmen are expected to perform. It is suggested that approximately three days (24 hours) of the 10-day program be devoted to discussion of the topics listed below:

##### Role of Law Enforcement ..... 1 hour

A brief history of the development of law enforcement, division of legal authority (e.g., Federal, State, and local), and law enforcement ethics.

##### Legal Phrases and Definitions ..... 2 hours

An explanation of the meanings and legal significance of the most commonly used legal phrases that a guard or watchman is likely to encounter.

##### Crimes and Elements ..... 3 hours

Common law and/or statutory elements necessary for establishing certain specific crimes (e.g., assault, assault and battery, burglary, breaking and entering, larceny, receiving stolen property, carrying a concealed weapon, robbery).

<b>Laws of Arrest (Criminal Laws)</b> .....	<b>4 hours</b>	<b>First Aid</b> .....	<b>8 hours</b>
A discussion of the legal authority to make arrests (without a warrant), probable cause, due process, rights of the accused, and other constitutional guarantees. Discussion should emphasize amount of force permissible when making arrest and situations where State law justifies use of "killing force."		Basic first aid techniques in emergency situations. American Red Cross Standard Course should be taught.	
<b>Rules of Evidence</b> .....	<b>4 hours</b>	<b>Response to Crimes in Progress</b> .....	<b>3 hours</b>
Brief instruction in the fundamental concepts and rules of evidence, generally what is admissible and what is inadmissible in court as evidence, and methods of preserving real evidence.		Descriptions of the proper action to be taken upon observing or being notified of a crime in progress.	
<b>Search and Seizure</b> .....	<b>4 hours</b>	<b>Patrol Procedures</b> .....	<b>4 hours</b>
An introduction to laws, rules, and methods of lawful search and seizure specifically as they pertain to private security guards and watchmen.		A discussion of functional patrol procedures and methods in private property patrol, both on foot and by vehicle.	
<b>Techniques and Mechanics of Arrest</b> .....	<b>4 hours</b>	<b>Crowd and Mob Control</b> .....	<b>4 hours</b>
Basic police techniques and methods used to make proper arrests and safe searches.		Crowd control problems frequently faced by special officers. State and Federal laws and court rulings as well as police handling and control.	
<b>Examination</b> .....	<b>2 hours</b>	<b>Firearms Training</b> .....	<b>16 hours</b>
An examination should be given at the completion of this section. A passing grade should be established as one of the requirements for satisfactory fulfillment of the course.		(for guards and patrol watchman)	
<b>Security Skills</b>		<b>Firearms training for those who are armed</b>	
Approximately seven days (56 hours) of the 10-day training program should be devoted to the following practiced security skills:		while on duty should be required in addition to the basic training course. Training should include weapons familiarization, weapons safety, and range firing of revolvers and shotguns.	
<b>Self Defense</b> .....	<b>16 hours</b>	<b>Firearms Training</b> .....	<b>3 hours</b>
(for guards and patrol watchman)		A brief training period discussing the methods of fire safety, fire prevention, and fire control.	
A discussion of defensive weapons and methods of defending oneself against attack. Up to six hours of physical training should be included.		<b>Examination</b> .....	<b>2 hours</b>
		An examination should be given at the completion of this section. A passing grade should be established as one of the requirements for satisfactory fulfillment of the course.	

APPENDIX B

FACILITY OR CARRIER TRAINING PROGRAM

This appendix lists topics and suggested time allotments for a 5-day (3-day for transporter guards) program of training specific to the duties and responsibilities of guards, watchmen, and patrol watchmen under the facility or carrier security plan.

SCOPE

Training with respect to the licensee's security plan should be adequate to ensure that the licensee's guards and watchmen are fully aware of the duties and responsibilities charged to them under normal operating conditions, emergency conditions, and threat situations. It should be emphasized and clearly understood by every member of the security organization that under threat situations the primary responsibility of the licensee's security organization is to provide protection until the arrival of assistance from local law enforcement authorities.

The training program should emphasize that guards and armed patrol watchmen are not to display or discharge their weapons, but are to keep their weapons in their holsters and are not to withdraw and discharge their weapons except in situations when such conduct would be permitted under the law of the State in which the facility is located or under the law of the State through which the vehicle transporting special nuclear material is traveling.

At no time should a guard or armed patrol watchman fire a "warning shot" into the air or ground. Warnings should be given verbally. Above all, it should be stressed to the guards the vital importance to the public health and safety and to the common defense and security of the United States that the unauthorized removal of special nuclear material from the facility or vehicle transporting the special nuclear material or the industrial sabotage to the facility be prevented.

TOPICS

Security Overview ..... 3 hours  
(2 hours for transporter escorts)

A discussion of the objectives of security plan, details of security organization structure, and command responsibility.

Records and Reports ... 3 hours  
(2 hours for transporter escorts)

Detailed description of licensee procedures for completing status, inspection, tour, and other appropriate routine and special reports.

Facility Alarm System ..... 8 hours  
(Fixed site guards and watchmen)

Discussion of intrusion alarms used at the facility, their operation, location, and testing procedures. Explanation of the alarm testing schedules. Field demonstrations of alarm equipment.

SNM Transport Vehicles ..... 1 hour  
(Transporter escorts)

A description of the vehicles used to transport SNM and of the methods of packaging SNM for shipment.

Communication Equipment ..... 1 hour

Operation and routine testing of communications devices used by the licensee.

Routine Procedures ..... 8 hours  
(Fixed site guards and watchmen)

A variety of topics should be covered; among them are: identification checks; badges and badging procedures; detection equipment used by licensee; vital areas, what they contain, why they are vital; escort procedures within protected area; personnel and package searching procedures; patrol and inspection procedures.

Emergency Procedures ..... 4 hours  
(Fixed site guards and watchmen)

Fire and criticality evacuation procedures, location of fire equipment, and security procedures under emergency conditions.

Emergency Procedures ..... 3 hours  
(Transporter escorts)

Security procedures following a vehicle accident.

Routine Procedures ..... 3 hours  
(Transporter escorts)

Discussion of check-in procedures, detour policy, and shift-change procedures (long hauls).

**Threat Situations ..... 3 hours**

Types of credible attack and expected response. Procedures for calling for assistance: who to call, when, what information is to be given.

**Use of Firearms ..... 2 hours**

Proper use of firearms during threat situations emphasizing permissible use of force in various situations.

**Radiological Safety ..... 5 hours**

Areas where SNM is found at the facility, type and form of the SNM stored,

processed, or transported, and identifying characteristics of SNM containers. Provisions of the Commission's regulations for the protection of personnel against exposure, health problems associated with exposure, precautions and procedures to minimize exposure, and proper handling procedures for SNM.

**Examination ..... 3 hours  
(2 hours for transporter escorts)**

**Supervision**

In addition to the above topics, training should include up to six weeks of on-the-job supervision.

**APPENDIX C**

**ARMS QUALIFICATION PROGRAM**

Guards, and other individuals who may be issued arms during a threat situation (e.g., patrol watchmen), should qualify semiannually on one of the following courses:

**SHORT COURSE**

Range	Type Fire	Time	No. Shots	No. Straps	Target	Maximum Points
25 yd	Slow	5 min	5	2	25 yd (SF)	100
25 yd	Timed	20 sec	5	2	25 yd (TF)	100
25 yd	Rapid	10 sec	5	2	Silhouette	100

**Target Specifications:\***

25 yd (SF)- 21 in. x 24 in. with No. 7, 8, 9, and 10 rings black and black area 5.50 in. diameter (B-16).

25 yd (TF)- 21 in. x 24 in. with No. 9 and 10 rings black and black area 5.54 in. diameter (B-8).

Silhouette -- B-27

Guards must achieve a minimum point total of 175.

\* As set forth by the National Rifle Association in its Official Rules and Regulations.

**NATIONAL POLICE COURSE**

**Firing Stages:**

- a. **Seven-Yard Course:** Twelve shots double action from the crouch position. Time starts with gun in holster and includes reloading for second six shots. Time allowed: 25 seconds.
- b. **Twenty-Five-Yard Course:** Six shots kneeling, double action; six shots standing, double action, left hand from behind barricade; six shots standing, double action, right hand from behind barricade. Time allowed: 90 seconds.
- c. **Fifty-Yard Course:** Six shots sitting, six shots prone, six shots left hand police standing from behind barricade, and six shots right hand from behind barricade single action. Time allowed: 2 minutes and 45 seconds.
- d. **Twenty-Five-Yard Course:** Six shots standing without support, single action. No barricade or other support is used. Time allowed: 12 seconds.

**Target Specifications:\*** B-27 Target

Guards must achieve a minimum percentage score of 70%.

In addition, guards and patrol watchmen should be instructed in the use of mace or tear gas if provided by the licensee or contract service.