



DEPARTMENT OF THE NAVY

NAVY RECRUITING DISTRICT, PORTLAND
7028 N.E. 79TH COURT
PORTLAND, OREGON 97218-2813

NAVCRUITDISTPORTLANDINST 1626.2R

AO

3 Jul '13

NAVCRUITDIST PORTLAND INSTRUCTION 1626.2R

Subj: HANDLING AND DISPOSITION OF UNAUTHORIZED ABSENCE/
DESERTER PERSONNEL

Ref: (a) MILPERSMAN 1600-020
(b) MILPERSMAN 1600-030
(c) MILPERSMAN 1600-040
(d) MILPERSMAN 1600-050
(e) MILPERSMAN 1600-070
(f) COMNAVCRUITCOMINST 1600.1

1. Purpose. To promulgate procedures for the handling and disposition of Navy personnel who are unauthorized absentees (UA) or deserters who voluntarily surrender to military control or have been apprehended by civil authorities.

2. Cancellation. NAVCRUITDISTPORTLANDINST 1626.2Q.

3. Information. References (a) through (e) provide administrative guidance for returning absentees and deserters to military control. Navy recruiting personnel are not authorized to turn away or apprehend known absentees or deserters. As such, we must process these personnel as rapidly and efficiently as possible. If a known absentee or deserter comes to a recruiter's attention, the recruiter should advise the individual to surrender rather than face possible apprehension. Refusal of a service member to surrender will be referred via the chain of command to the Navy Absentee Collection and Information Center (NACIC-PERS 00DD).

NACIC coordinates the collection and return of deserters from a headquarters in Great Lakes, IL. NACIC will direct the command's action after the member has been verified as a deserter.

NRD personnel will not collect, transport, or facilitate the release of a Navy deserter from civil authorities, nor shall they accept deserters from civil authorities unless authorized by NACIC via the chain of command.

Navy recruiting stations shall report all individuals in a UA or deserter status to the chain of command immediately. Further guidance on notification procedures, handling, and transportation of absentees/deserters returning to military control will be provided by the Legal Officer or the Administrative Officer (AO). The AO or higher authority will coordinate notification procedures and disposition of absentees and deserters with NACIC and the appropriate Personnel Support Detachment (PSD) using guidelines as set forth in references (a) through (f).

4. Action. Prior to any questioning, an absentee or deserter who voluntarily surrenders to a field recruiting station must be informed of his/her rights per article 31b of the UCMJ, and will be handled as follows.

a. During working hours:

(1) Identification. Prior to taking any action, the individual must first be identified as being a U.S. Navy service member. Identification may be validated by Armed Forces Identification Card (DD 2N), leave papers, orders, or other appropriate official documentation. This identification must be validated by the recruiter or support staff personnel to whom the absentee/deserter reported. Obtain the following information from individuals who turn themselves in and forward it to the Legal Officer or the AO as soon as possible: full name, rate and SSN of the individual; name of member's command/unit; name and phone number of member's immediate supervisor; how long member has been UA or in a deserter status; and a contact phone number for the absentee or deserter.

(2) Recruiters or support staff personnel contacted by civil authorities regarding absentees or deserters in civil custody should obtain the following information and forward it to the Legal Officer or the AO as soon as possible: full name, rate and SSN of the individual; name of member's command/unit; name and phone number of member's immediate supervisor; reason for apprehension by civil authorities; name/location/phone number of civil authorities for future contact; and how long member has been UA or in a deserter status.

(3) The Legal Officer or AO will contact NACIC to determine if the member has been declared as a deserter by calling 1-800-423-7633. If the member is verified as a deserter, follow procedures outlined in reference (c).

(4) At the direction of NACIC, the Legal Officer or AO will coordinate with NACIC and PSD to arrange Technical Arrest Orders (TAO) and flight information. In accordance with reference (c), contact PSD and provide the point of contact with absentee's personal information (i.e., name, SSN, parent command, date when member went UA) and the recruiting station where member surrendered. PSD will prepare the TAO and Administrative Remarks (NAVPERS 1070/613) and will make transportation arrangements for the absentee. PSD will send these documents via fax/email to the recruiting station to attain absentee's signature. Once completed, the absentee and AO will be provided with a copy of the entire package.

(5) During the work week, the absentee or deserter will phone muster with the Legal Officer or AO by 0800.

b. After working hours, weekends (including processing), and holidays:

(1) Identification. Prior to taking any action, the individual must first be identified as being a U.S. Navy service member. Identification may be validated by Armed Forces Identification Card (DD 2N), leave papers, orders, or other appropriate official documentation. This identification must be validated by the recruiter or support staff personnel to whom the absentee/deserter reported. Obtain the following information and forward it to the Command Duty Officer (CDO) as soon as possible: full name, rate and SSN of the individual; name of member's command/unit; name and phone number of member's immediate supervisor; how long member has been UA or in a deserter status; and a contact phone number for the absentee or deserter. The CDO will immediately notify the Legal Officer or AO on the next work day.

(2) Recruiters or support staff personnel contacted by civil authorities regarding absentees or deserters in civil custody should obtain the following information and forward it to the CDO: full name, rate and SSN of the individual; name of

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member's command/unit; name and phone number of member's immediate supervisor; reason for apprehension by civil authorities; name/location/phone number of civil authorities for future contact; and how long member has been UA or in a deserter status. The CDO will immediately notify the Legal Officer or AO on the next work day.

(3) The CDO will contact the chain of command to inform them of the deserter. The CDO will contact NACIC to determine if the member has been declared as a deserter by calling 1-800-423-7633. Before calling, ensure the member's full name and SSN is handy. Immediately notify the Legal Officer or AO on the next work day.

(4) After working hours, weekends, and holidays the absentee or deserter will phone muster with the CDO at a time deemed appropriate.



T. D. BODE

Distribution:
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Lists A, B, C, and D