

UNAMIR

G3 OPERATIONS/PLANS - STANDARD OPERATING
PROCEDURES (SOP)

3 SEP 1994 - 14 FEB 1995

PLEASE RETAIN
ORIGINAL ORDER

CONFIDENTIAL
RM/W6 JUNE 2009

UN ARCHIVES

| | |
|--------|------------------|
| SERIES | <u>51002</u> |
| BOX | <u>130</u> |
| FILE | <u>3</u> |
| ACC. | <u>1995/0285</u> |



95 FORCE LOGISTIC SUPPORT GROUP
KIGALI RWANDA

MEMORANDUM

FILE NO.: 8600-1(DCO) (1)
FROM: 95 FLSG DCO
TO: Distribution List

DATE: /4 February 95

SUBJECT: 95 FLSG SOPS

Ref: CO O'Gp 13 Feb 95

1. The requirement to produce Unit SOPs is self explanatory. Find enclosed the Table of Contents for the document. The intent is to produce a small, portable document that can be carried in the combat pants of all pers. To that end pers tasked to draft portions of the document are to ensure that only important, mission critical detail is included. Verbiage will be eliminated.

2. Pers identified below are tasked to produce articles as follows:

- a. DCO; 101,102,103,1106, Chap 1 Annex A
- b. Ops O; 104,201,202,203,204, Chapter 10
- c. Adj't; 1108, 1109, 1110, 1113
- d. Fin O; 1103, 1104, 1105
- e. GSM; Chapter 3, Chapter 4, 1112
- f. Sig Sgt; Chapter 6
- g. Tpt Pl Comd; 105, Chapter 5, Chapter 9
- h. Sup Pl Comd; 106, Chapter 7 (less 702, 710, Chap 7 Annex B)
- i. Maint Pl Comd; 107, Chapter 8
- j. CQ; 702, 710, Portion of 708 for Cdn items

(2) *COGARP*
your info
1702
14 Feb 95


k. Med WO; 1102

l. Post Sgt; 1101

3. There is an additional requirement for all personnel filling a non generic (i.e. - driver) position to produce a Terms of Reference for their position. An example with the required format is enclosed.

4. Draft terms of reference are due to the Adjt by 21 Feb 95.

5. Draft articles for the SOPs are due to the DCO by 24 Feb 95.



B.C. Striethorst
Maj
DCO
L9A

Encls: 2

DISTRIBUTION LIST

Action

Adjt
Ops O
GSM
Tpt Pl Comd
Sup Pl Comd
Maint Pl Comd
Med WO
Sigs Sgt
Post Sgt
CQ

Info

CCIR
CO

STANDARD OPERATING PROCEDURES
95 FORCE LOGISTIC SUPPORT GROUP
KIGALI, RWANDA

TABLE OF CONTENTS

CHAPTER 1 Role, Functions and Organization

- 101 Role of 95 FLSG
- 102 Functions of 95 FLSG
- 103 Organization of 95 FLSG
- 104 Function of Group HQ
- 105 Function of Tn Pl
- 106 Function of Sup Pl
- 107 Function of Maint Pl
- 108 Terms of Reference Key Personnel
- Annex A Organization 95 FLSG

Chapter 2 Command and Control

- 201 Group Headquarters
- 202 Logistics Operation Center
- 203 Orders Groups and Briefings
- 204 Logistics Briefings

Chapter 3 Layout of 95 FLSG

- 301 Layout of Trafipro
- 302 Layout of Old 3 CSG loc

Chapter 4 Defence

- 401 Threat
- 402 Local Defence
- 403 General Protective Measures
- 404 Command and Control
- 405 Defensive Communications
- 406 Rules of Engagement
- 407 Convoy Escorts
- 408 Sentry Duties
- 406 Action at Checkpoints

Chapter 5 Moves

- 501 Types and Methods of Moves
- 502 Planning and Documentation
- 503 Key appointments and responsibilities
- 504 Convoy organization
- 505 Communication
- 506 Move Data
- 507 Warning Orders
- 508 Advance Party
- 509 Completion of Moves
- 510 Defense on the Move

- Annex A Road Move Orders and Route Card Formats
- Annex B Staff Tables - Move and Deployment of 95 FLSG
- Annex C Maximum Load/Bridge Classification for Military Vehicles
- Annex D Key Personnel responsibilities in Road Moves

Chapter 6 Signals

- 601 Radio Procedures
- 602 Communications Security
- 603 Control of Cryptographic Material and Equipment
- 604 Destruction of Documents and Equipment
- 605 Loss of contact Drill
- 606 Contacting 95 FLSG

- Annex A Radio Net Diagrams

Chapter 7 The Replenishment system

- 701 The UN Replenishment system
- 702 Canadian unique item replenishment

- 703 Fresh rations
- 704 Hard rations
- 705 Water
- 706 POL
- 707 Defensive Stores
- 708 General and Technical stores
- 709 Building material stores
- 710 Laundry
- 711 Supply Demands

Annex A Un Supply Demands
 Annex B CQ Supply Demands

Chapter 8 Repair and Recovery

- 801 General
- 802 Repair Levels
- 803 Classification of the Condition of Equipment
- 804 Coordination of Maintenance Resources
- 805 Vehicle Repairs
- 806 Repair to Land Equipment Other than Vehicles
- 807 Repair and Recovery Requests
- 808 Recovery
- 809 Backloading

Annex A Repair and Recovery
 Request Formats

Chapter 9 Transportation

- 901 General
- 902 Level of responsibility
- 903 Composition of Administrative Transportation
- 904 Coordination of transportation Resources
- 905 Transportation Requests

Annex A Vehicle Allocation

Chapter 10 Reports and Returns

- 1001 General
- 1002 Cdn National reports and returns
- 1003 LSG reports and returns
- 1004 Administrative reports and returns

Annex A Canadian National Reports
 and Returns
 Annex B LSG Reports and Returns
 Annex C Administrative Reports and
 Returns

Chapter 11 Canadian Administration

- 1101 Postal Functions
- 1102 Medical Functions
- 1103 Public Funds
- 1104 Pay
- 1105 NPF
- 1106 Canteen and Kitshop Operations
- 1107 Food Services
- 1108 Leave Policy
- 1109 72 Hour Passes
- 1110 UN Leave
- 1111 LTA
- 1112 Discipline
- 1113 Powers of Arrest



95 FORCE LOGISTIC SUPPORT GROUP
KIGALI RWANDA

TERMS OF REFERENCE

POSITION: DCO
POSITION NUMBER: AA1020
RESPONSIBLE TO: CO
RESPONSIBLE FOR: ADJT, OPS O, ASST OPS O

STATEMENT OF DUTIES

1. Act as Second in Command of Unit.
2. Replace Commanding Officer when directed.
3. Supervising Officer for Adjut, Ops O, Assistant Ops O.
4. Supervising Officer for the 95 FLSG mess.
5. Supervising Officer for the NPF outlets.



File No 5000.7 (PLANS)

To: DISTRIBUTION LIST

From: G3 PLANS *[Signature]*

Date: 13 Feb 95

Subject: UNAMIR FORCE SOPs

1. Please find enclosed a copy of the UNAMIR SOP Part 6 - Communications.
2. Please ensure that amendments are made to your copy of the UNAMIR SOP.

Enclosure: 1

Distribution List: COPY No.

| | |
|-------------|----|
| MA TO FC | 1 |
| MA TO DFC | 5 |
| COS | 8 |
| G3 OPS | 10 |
| G4 | 18 |
| G1/CMPO | 15 |
| MILOB GP HQ | 31 |
| AUSMED | 84 |
| CAO | 99 |

Att
01/3

cc

Pse Include in SOP file

[Signature]
2/12

[Signature]
01/03

UN RESTRICTED

AMENDMENT RECORD SHEET

[illegible]

UN RESTRICTED

| | | | |
|---|---|--|----------------|
| 5 - ENGINEERING OPERATIONS | 1 - 2 - 3 - 4 - 5 - ANNEX A ANNEX B ANNEX C ANNEX D ANNEX E ANNEX F ANNEX G ANNEX H ANNEX I ANNEX J ANNEX K ANNEX L | ORGANIZATION MINE AWARENESS MINE RESPONSIBILITY PROCEDURES FOR CONTRACT ENGINEER SUPPORT REQUESTS AND REPORTS ENGINEER REQUEST ENGINEER TERRAIN REPORT ENGINEER ROAD REPORT LOCAL RESOURCES REPORT ENGINEER BRIDGE REPORT ENGINEER DEMOLITIONS REPORT ROUTINE MINE/UXO INCIDENT REPORT UNAMIR MINEFIELD/MUNITIONS DUMP RECCE REPORT UNAMIR MINEFIELD/MUNITIONS DUMP CLEARANCE REPORT ENGINEER CASUALTY REPORT EOD TASKING FORM ENGINEERING SITREP | G3 ENGR |
| 6 - COMMUNICATIONS | 1 - 2 - 3 - 4 - 5 - 6 - ANNEX A ANNEX B ANNEX C ANNEX D ANNEX E ANNEX F | ORGANIZATION RADIO COMMS TEL COMMS HARDCOPY MESSAGE COMMUNICATION SECURITY MISCELLANEOUS UNAMIR COMM LINKS FORCE COMMAND NET VOICE PROCEDURE UNAMIR TELEPHONE SYSTEM MESSAGE FORM MESSAGE HANDLING PROCEDURES | G6/FSO |
| 7 - MEDICAL | 1 - 2 - 3 - 4 - 5 - 6 - | COMMAND AND CONTROL RESPONSIBILITIES OF KEY PERS REPORTS AND RETURNS FUNCTIONING OF THE MED BR OP ROOM EVACUATION AND REPATRIATION HEALTH LOGISTICS | FMO |

UN RESTRICTED

UNAMIR SOPS

PART SIX

COMMUNICATION

| | |
|-------------|------------------------------|
| SECTION 1 - | ORGANIZATION |
| SECTION 2 - | RADIO COMMS |
| SECTION 3 - | TEL COMMS |
| SECTION 4 - | HARDCOPY MESSAGE |
| SECTION 5 - | COMMUNICATION SECURITY |
| SECTION 6 - | MISCELLANEOUS |
| ANNEX A - | UNAMIR COMMS LINKS |
| ANNEX B - | FORCE COMMAND NET |
| ANNEX C - | VOICE PROCEDURE AIDE-MEMOIRE |
| ANNEX D - | UNAMIR TELEPHONE SYSTEM |
| ANNEX E - | MESSAGE FORM |
| ANNEX F - | MESSAGE HANDLING PROCEDURES |

UN RESTRICTED

PART 6 - COMMUNICATION

SECTION 1 - ORGANIZATION

AIM

1. The aim of this SOP is to coordinate the economical employment of all UNAMIR communication assets and to familiarize all UNAMIR staff with existing comms facilities and operating procedures.

SCOPE

2. This SOP describes the communication support required for the different levels of Command and Control within UNAMIR. It also outlines the organizations, procedures and reports that are integral in maintaining effective communication.

ORGANIZATION AND RESPONSIBILITY

3. The comm support to UNAMIR is provided by UN FIELD SERVICES COMMS SECTION and UNAMIR FORCE SIGNAL UNIT. This support is coordinated by the CHIEF COMMUNICATIONS OFFICER (CCO) and the FORCE SIGNAL OFFICER (FSO).

4. Duties

a. Chief Communications Officer

(1) Develop and implement a communications plan for provision of a communication network relevant to the operational needs of 8000 military and civilian personnel deployed in different sectors of the country, utilizing 6 different communications systems.

(2) Supervise the following sub-units which are staffed by 32 specialist technical personnel and 14 local staff and provide communications, electricity and other types of support to the UNAMIR mission:

(a) Radio Workshop. Installation, maintenance and operation of equipment in support of 22 active VHF networks, 1000 GP 300, 75 Fixed Base Stations, and 35 Repeaters spread over the entire country.

(b) Satellite Communications. Installation, maintenance and operation of 11 INTELSAT, 8 VSAT satellite terminals, 25 INMARSAT terminals and 20 Rural telephone links; tower erection and antenna installation.

6-1-1

(c) Communication Centres. Staffed continuously on 24/365 rotating shifts.

(d) Special Equipment Unit. Installation and maintenance of fax and photocopy machines in UNAMIR offices

(e) Stores and Inventory Unit. Receiving and inspection; inventory control; stores management.

(3) Management and Administration. Office administration; liaison with local Government Authorities; procurement and property control; fiscal control.

b. Force Signal Officer

(1) Coordination of all military communication in UNAMIR.

(2) Ensuring that comm equipment of formed units are kept at acceptable levels.

(3) Provision of Signal Despatch Service within UNAMIR AOR.

(4) Manning all comm equipment in UNAMIR OPS Room and all Formed Units Rear Links to UNAMIR HQ.

LEVEL OF COMM

5. The four levels of comm are:

- a. UNAMIR HQ to Higher. Comms between UNAMIR HQ, UN HQ NY and other countries are provided by UN Field Services and are controlled by UNAMIR Comm Centre. All international comms are to be approved by the Force Commander or the Chief Administrative Officer. These comms are voice and data via satellite links.
- b. UNAMIR HQ TO SECTOR/UNIT HQ. Comms from Force HQ down to SECTOR HQ, MILOB GP HQ, CIVPOL HQ and under comd independent units are provided by UN Field Services and Force Signal Unit. These comms are voice and hard copy msg via radio and telephone links.
- c. Sector Comms. Sector comms are provided by UN Field Services and are controlled by the SECTOR HQ.

- d. Unit Comms. Unit comms are the responsibilities of the individual units, with the only exception being those units that the UN agreed to provide comms eqpt to.

GENERAL COMM LAYOUT

6. The following means of comm are to be provided to the various components of UNAMIR (Annex A):

- a. Radio. VHF nets are to be established for FORCE COMD, ADMIN and CO-ORD and SECTOR COMD. Other VHF nets can be established if the reqr is justified and assets are available.
- b. Telephone. Telephone services (voice & fax) are to be established at each SECTOR HQ, MILOB HQ, CIVPOL HQ and under comd indp unit. This service will be provided by a combination of satcom, VHF/UHF rural links and RwandaTel (local telephone system).
- c. Hardcopy Message. Hardcopy messaging system to be established between UNAMIR HQ and all the Sector HQ, Milob HQ, Civpol HQ and under comd indp units. This system to be provided via combination of fax, TTY and SDS.

SECTION 2 - RADIO COMMS

VHF

1. VHF comms at all levels except at unit level are to be provided by UN Field Services. Currently, the VHF system provided by UN Field services is based on Motorola VHF radios. Motorola VHF radios work in two modes simplex and duplex. In most cases duplex mode, which involves using a repeater, will be employed because of the large area of coverage required and the mountainous terrain of Rwanda.

VHF NETS

2. The VHF nets to be established are:

- a. Force Comd. The Force Comd net (Annex B) is a "directed net" that is to provide point to point links from UNAMIR HQ Ops centre to the Ops centre at all Sector HQ, Milob HQ, Civpol HQ and under comd indp units.
- b. Force Adm. The Force Adm net is a "directed net" that is to be set along the same guidelines as the Force Comd Net.
- c. Sector. Sector nets are established to provide a means of communication for all UNAMIR pers within a specific sector for operation and security requirements. These nets are not directed; however, control of the net is the responsibility of the sector HQ.
- d. Force Co-ord. The Force Co-ord net is established to provide a means for coordinating UNAMIR Force HQ within Sector 6. The net is not directed and is accessible to a limited number of call signs.

AIR TO GROUND RADIO LINKS.

3. Aircraft radios are to be programmed, where possible, to have access to UNAMIR command nets.

CHANNEL AND FREQUENCY ALLOCATION.

4. Channel Allocation. Frequencies for the Motorola radio systems are allotted to different channels. The pairing of frequencies to channel is done by UN Field Services. Changing of the frequencies for any channel can only be authorised by Force Operations after consultations with CCO and FSO.

5. Frequency Allocation. All frequencies which will be used by UNAMIR force including those used by contingents for rear links must be approved by RWANDATEL through UNAMIR HQ. This is necessary because of restrictions placed on the use of frequencies by governments and also to aid in management of the frequency spectrum.

CALL SIGNS

6. Force Nets. Only authorized call signs can be used on the Force Comd, Admin and Co-ord nets. The use any unauthorized call signs on these nets are strictly forbidden.

7. Sector Nets. Because of the unrestricted access to Sector Nets by all UNAMIR pers, it is important that call signs for all pers issued with Motorola radios be coordinated through the office of either the Force Signal officer or the Chief Communication Officer.

RADIO PROCEDURES

8. Voice Procedure. In order to ensure the effective and efficient use of available radio comms, a high standard of voice procedure should be adhere to. Attached as Annex C is an aide memoire on voice procedure.

9. Net Control. The control stations for all directed nets are responsible for maintaining net discipline and for ensuring the integrity of the net by the use of periodic radio checks. Sector HQ is responsible for enforcing net discipline on Sector nets.

SECTION 3 - TELEPHONE

1. Telephone service is to be provided to all UN facilities when feasible. The installation and commissioning of telephone service will be done by UN Field Services. Telephone services will be provided via a combination of VSat, Inmarsat, VHF/UHF Rural Links and RwandaTel Lines. Attached as annex D is the proposed telephone system for linking UNAMIR HQ to all Sector HQ, Milob HQ, Civpol HQ and under comd indp units.
2. A telephone directory and other telephone instructions are to be published by UN Field Services and will be circulated separately and updated periodically.
3. International Tel services are available through the UNAMIR telephone exchange. This service is accessible from any UNAMIR tel extension (VSat ext included); however, prior arrangements with the CCO must be made for payment of long distance charges.

SECTION 4 - HARDCOPY MESSAGE

1. Hardcopy messaging is to be established from UNAMIR HQ to all Sector HQ, Milob HQ, Civpol HQ and under comd indp units. This service will be provided via a combination of telephone fax, Inmarsat fax and SDS. Attached as Annex E is the message form for hard copy messages. Procedures and terminology for sending hardcopy messages are detailed in Annex F.

UN RESTRICTED

SECTION 5 - COMMUNICATION SECURITY

1. All UN comms equipment is non-secure, and must only handle UNCLASSIFIED information. Any secure communications of RESTRICTED and above must be handled through SDS.

SECTION 6 - MISCELLANEOUS

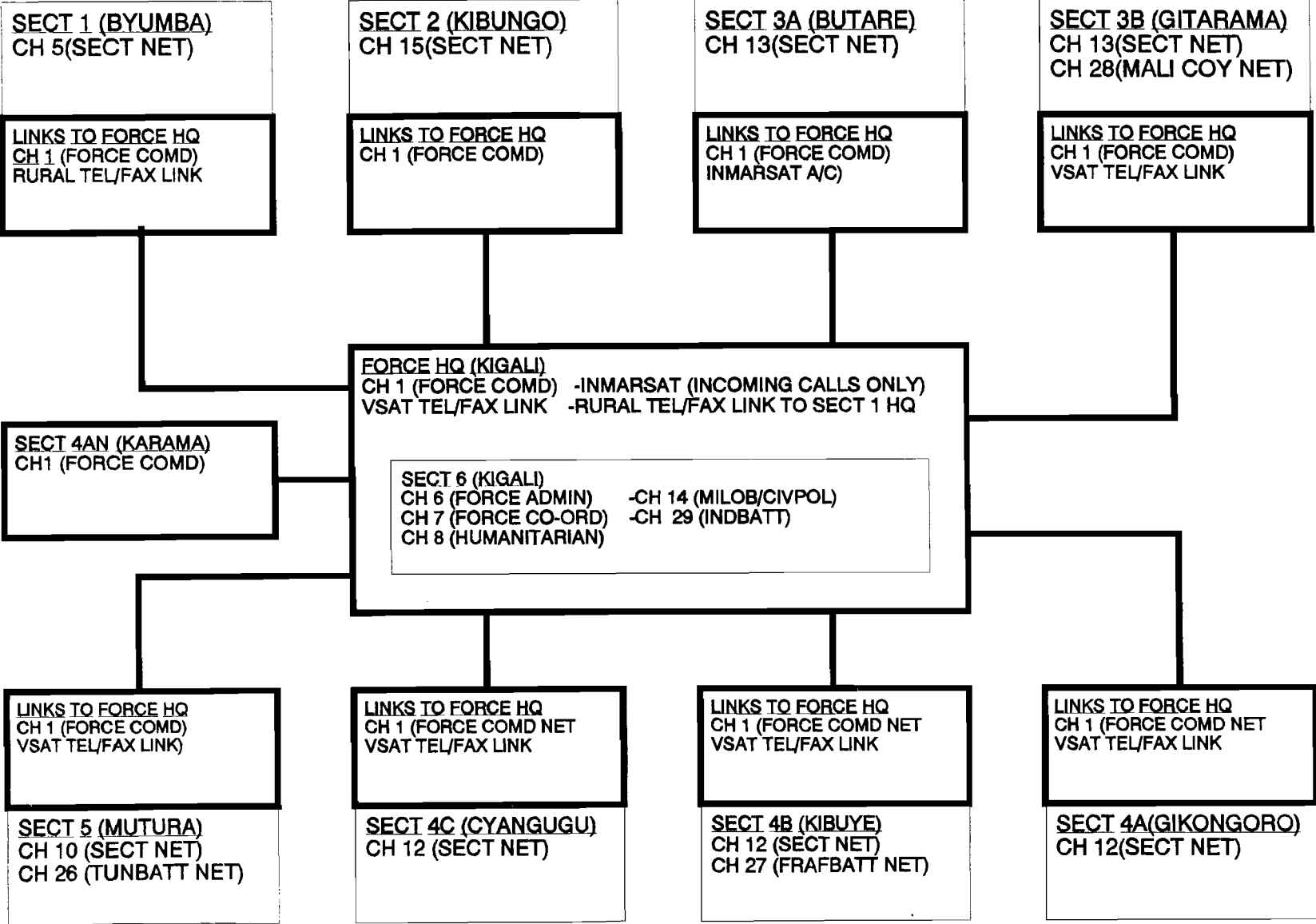
REQUEST FOR COMMS EQPT AND SERVICE

1. In order to avoid problems in demanding comms eqpt and service the following guidelines are to be implemented:
 - a. All military req for comms eqpt and services are to be forwarded to the Force Signal Officer. Justification of req is to be attached to req.
 - b. All req will be vetted with primary consideration given to operational requirements and the overall UNAMIR comms plan.
 - c. Approved req will be sent to Chief Communication Officer, who is responsible for the installation and repair of the eqpt.
 - d. Military comms req not sent by the FSO will not be handled by the Chief Communication Officer.

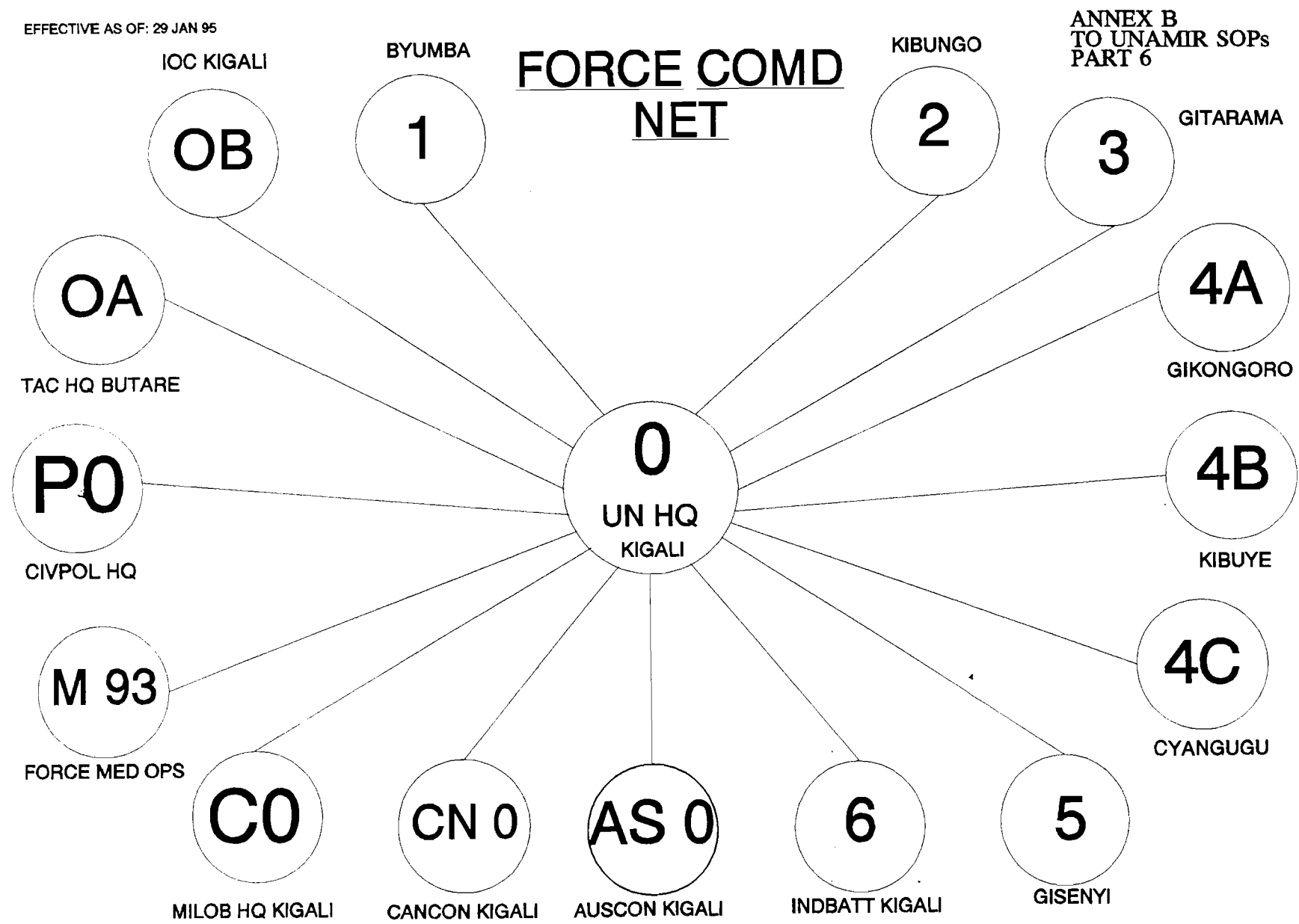
AS OF: 15 JAN 95

UNAMIR COMMS LINKS

ANNEX A
TO UNAMIR SOPs
PART 6



EFFECTIVE AS OF: 29 JAN 95



ANNEX B
TO UNAMIR SOPs
PART 6

VOICE PROCEDURE - AIDE MEMOIRE

PURPOSE

1. The purpose of this aide-memoire is to prescribe the basic radio-telephone procedure that shall be used on all UNAMIR radio nets.

GENERAL

2. Transmissions by radiotelephone will be as short and concise as possible. Since personnel other than trained operators frequently operate radio equipment, all personnel must be cautioned that transmissions by radio are subject to intercept and therefore have no security.

3. Adherence to prescribed procedure is mandatory. Unauthorized departures from or variations in prescribed procedure often create confusion, reduce reliability and speed, and are therefore prohibited. If the procedure prescribed herein does not cover a specific operating requirement, initiative and common sense should suffice.

4. The following basic rules are essential and should be strictly enforced:

a. No transmission shall be made which has not been authorized by proper authority.

b. The following practices are forbidden:

(1) unofficial conversation between operators.

(2) excessive time consumed in tuning, changing frequency or adjusting/testing equipment.

(3) profane, indecent or obscene language.

(4) transmitting at speeds beyond capabilities of receiving operator.

5. To utilize circuit time more efficiently, all messages or their substance should be written down prior to transmission. Those messages which must be delivered by the receiving operator to another person or which are preceded by proword MESSAGE shall be written down.

6. Transmissions by radiotelephone shall be as short and concise as practicable. The use of standard phraseology enhances brevity.

UN RESTRICTED

7. Transmissions over radiotelephone should be clear with natural emphasis on each word (except the prescribed pronunciation of a numeral), and should be spoken in natural phrases, not word by word.

8. To avoid interfering with other traffic, an operator shall listen to make certain that a circuit is clear before making any transmissions.

DISCIPLINE

9. Good discipline is essential to the efficient working of radio nets. Irrespective of rank, the CONTROL STATION is in charge of the net, and is responsible for its discipline. Radio discipline includes:

- a. correct use of procedures;
- b. opening and closing of nets or stations;
- c. keeping net or circuit on correct frequency;
and
- d. maintenance of radio watch by all stations.

ESTABLISHING COMMUNICATIONS

10. Before conducting regular traffic over radiotelephone circuits, it may be necessary to make contact with other stations involved to ascertain that communication is possible.

EXAMPLE A (Conditions good):

1. 2A transmits:
Two Three - THIS IS - Two Alfa - OVER.
2. 23 answers the initial call:
Two Three - OVER.
3. 2A having nothing for 23, transmits:
Two Alfa - ROGER - OUT.

EXAMPLE B (Conditions difficult):

1. 2A transmits:
Two Three - Two Three - THIS IS - Two Alfa -
Two Alfa - RADIO CHECK - OVER.
2. 23 transmits:
Two Alfa - Two Alfa - THIS IS - Two Three -
Two Three - WEAK - OVER.
3. 2A having nothing for 23, transmits:
Two Three - THIS IS - Two Alfa - ROGER -
OUT.

RADIO CHECKS, SIGNAL STRENGTH
AND READABILITY

11. A station is understood to have good signal strength and readability unless otherwise notified. Strength of signals and readability will be exchanged only when requested or when difficulty is experienced.

12. The prowords listed below are for use when initiating and answering queries concerning signal strength and readability.

a. General

RADIO CHECK What is my signal strength and readability, i.e. How do you hear me.

ROGER I have received your last transmission satisfactorily. (the omission of comment on signal strength and readability is understood to mean that reception is loud and clear. If reception is other than loud and clear it must be described with the prowords from paragraphs b and c below).

NOTHING HEARD To be used when no reply is received from a call station.

b. Report of signal strength

LOUD Your signal strength is very strong.

GOOD Your signal strength is good.

WEAK Your signal strength is weak.

VERY WEAK Your signal strength is very weak.

FADING At times your signal strength fades to such an extent that continuous reception cannot be relied upon.

c. Report of readability

CLEAR Excellent quality.

READABLE Quality is satisfactory.

UNREADABLE The quality of your transmission is so bad that i cannot read you.

DISTORTED Having trouble reading you because your signal is distorted.

WITH
INTERFERENCE Having trouble reading you due to interference.

NODUFF

13. NODUFF is used when an emergency occurs such as a helicopter MED EVAC. Upon hearing NODUFF all stations on the circuit shall stay off the air until the emergency is over.

PHONETIC ALPHABET

14. When necessary to identify any letter of the alphabet, the standard phonetic alphabet shall be used. This alphabet is listed below:

| <u>LETTER</u> | <u>PHONETIC</u> | <u>SPOKEN AS</u> |
|---------------|-----------------|---------------------------|
| A | ALFA | <u>AL</u> FAH |
| B | BRAVO | <u>BRAH</u> VOH |
| C | CHARLIE | <u>CHAR</u> LEE |
| D | DELTA | <u>DELL</u> TAH |
| E | ECHO | <u>ECK</u> OH |
| F | FOXTROT | <u>FOKS</u> TROT |
| G | GOLF | GOLF |
| H | HOTEL | HOH <u>TELL</u> |
| I | INDIA | <u>IN</u> DEE AH |
| J | JULIETT | <u>JEW</u> LEE <u>ETT</u> |
| K | KILO | <u>KEY</u> LOH |
| L | LIMA | <u>LEE</u> MAH |
| M | MIKE | MIKE |
| N | NOVEMBER | NO <u>VEM</u> BER |
| O | OSCAR | <u>OSS</u> CAH |
| P | PAPA | PAH <u>PAH</u> |
| Q | QUEBEC | KEH <u>BECK</u> |
| R | ROMEO | <u>ROW</u> ME OH |
| S | SIERRA | SEE <u>AIR</u> RAH |
| T | TANGO | <u>TANG</u> GO |
| U | UNIFORM | <u>YOU</u> NEE FORM |
| V | VICTOR | <u>VIK</u> TAH |
| W | WHISKEY | <u>WISS</u> KEY |
| X | XRAY | <u>ECKS</u> RAY |
| Y | YANKEE | <u>YANG</u> KEY |
| Z | ZULU | <u>ZOO</u> LOO |

NOTE: syllables underlined carry the accent.

14. Difficult words or groups within the text of plain-text messages may be spelled using the phonetic alphabet and preceded by the proword "I SPELL". If the operator can pronounce the word to be spelled, he will do so before and after the spelling to identify the word.

EXAMPLE: "Cantenary - I SPELL charlie alfa november tango echo november alfa romeo yankee - Cantenary".

"Rendez vous point is - I SPELL uniform november india mike alfa kilo".

PRONUNCIATION OF NUMERALS

15. To distinguish numerals from words similarly pronounced, the proword "FIGURES" may be used preceding such numbers.

16. When numerals are transmitted by radio, the following rules for their pronunciation will be observed:

| <u>NUMERAL</u> | <u>SPOKEN AS</u> | <u>NUMERAL</u> | <u>SPOKEN AS</u> |
|----------------|------------------|----------------|------------------|
| 0 | ZE-RO | 5 | FIFE |
| 1 | WUN | 6 | SIX |
| 2 | TOO | 7 | SEV-EN |
| 3 | TREE | 8 | AIT |
| 4 | FOW-ER | 9 | NIN-ER |

17. Numbers will be transmitted digit by digit, except that exact multiples of thousands may be spoken as such.

| <u>NUMERAL</u> | <u>SPOKEN AS</u> |
|----------------|-------------------------|
| 44 | FOW-ER FOW-ER |
| 136 | WUN TREE SIX |
| 90 | NIN-ER ZE-RO |
| 500 | FIFE ZE-RO ZE-RO |
| 7000 | SEV-EN TOU-SAND |
| 16000 | WUN SIX TOU-SAND |
| 812681 | AIT WUN TOO SIX AIT WUN |

18. The decimal point is to be spoken as "DAY-SEE-MAL".

EXAMPLE: 123.4 is to be spoken as "wun too tree DAY-SEE-MAL fow-er".

19. Dates shall be spoken digit by digit, with months in full.

20. Roman numerals shall be transmitted as the corresponding arabic numerals preceded by the word "ROMAN".

ABBREVIATION IN THE TEXT

21. Abbreviation in the text are transmitted as follows:

- a. Initials used alone or in conjunction with short titles shall be spoken phonetically.

EXAMPLE: "Para A" - shall be spoken as "Paragraph Alfa".

"APC" - shall be spoken as "Alfa Papa Charlie".

- b. Personal initials shall be spoken phonetically, prefixed by the word "INITIALS".

EXAMPLE: "G.M. Smith" - shall be spoken as "INITIALS Golf Mike Smith".

UN RESTRICTED

c. Abbreviations frequently used in normal speech may be used in the same manner when transmitted by voice.

EXAMPLE: "NATO" - may be spoken as "NATO".

d. Punctuation shall be spoken as follows:

| | |
|----------------------|---------------------------------|
| Comma (,) | COMMA |
| Period (.) | FULL STOP |
| Parentheses () | OPEN BRACKETS/CLOSE BRACKETS |
| Oblique stroke (/) | SLANT |
| Quotation marks(" ") | QUOTE/UNQUOTE |
| Hyphen (-) | HYPHEN |
| Colon (:) | COLON |
| Semicolon (;) | SEMICOLON |
| Dash (_) | DASH |

PROWORDS

22. Prowords are pronounceable words or phrases which have been assigned meanings for the purpose of expediting message handling on circuits where radiotelephone is employed. In no case shall a proword or a combination of prowords be substituted for the textual component of a message.

23. The following prowords are authorized for general use:

| <u>PROWORD</u> | <u>MEANING</u> |
|----------------|--|
| ACKNOWLEDGE | An instruction to the addressee that the msg must be acknowledged. |
| ALL AFTER | The portion of the msg to which I have reference is all that which follows. |
| ALL BEFORE | The portion of the msg to which I have reference is all that which precedes. |
| ALL STATIONS | Means all stations on a net including the control station. |
| ASSUME CONTROL | You will assume control of this net until further notice. |
| BREAK | I hereby indicate the separation of the text from other portions of the msg |
| CALL SIGN | The group that follows is a call sign |
| CLEAR | The quality of your transmission affords excellent readability |

C-6/9

UN RESTRICTED

UN RESTRICTED

| | |
|-----------------------|--|
| CORRECT | You are correct or what you have transmitted is correct |
| CORRECTION | An error has been made in this transmission. Transmission will continue with the last word correctly transmitted |
| DISREGARD THIS | This transmission is in error. |
| TRANSMISSION- OUT | Disregard it. |
| DISTORTED | Having trouble understanding your transmission because your signal is distorted |
| FADING | At times your signal strength fades to such an extent that continuous reception cannot be relied upon |
| FETCH | Used when indicating to whom the caller wishes to speak |
| FIGURES | Numerals or numbers follow |
| FLASH | Precedence FLASH |
| GOOD | Your signal strength is good |
| GRID | Portion following is a grid reference |
| I AM ASSUMING CONTROL | I am assuming control of this net until further notice |
| IMMEDIATE | Precedence IMMEDIATE |
| I READ BACK | The following is my response to your instructions to read back |
| I SAY AGAIN | I am repeating transmission or portion indicated |
| I SPELL | I shall spell the next word |
| LONG MESSAGE | The message about to be transmitted will take longer than twenty mins |
| LOUD | Your signal strength is very loud |
| MESSAGE | A message which requires recording is about to follow |
| MESSAGE PASSED | Used by the relaying station to advise the originating station that the message has been cleared |
| MORE TO FOLLOW | Transmitting station has additional traffic |

C-7/9

UN RESTRICTED

UN RESTRICTED

| | |
|-----------------|--|
| NOTHING HEARD | To be used when no reply is received from a called station |
| OUT | This is the end of my transmission to you |
| OVER | This is the end of my transmission to you and a response is necessary. Go ahead; transmit |
| PRIORITY | Precedence PRIORITY |
| RADIO CHECK | What is my signal strength and readability |
| READABLE | The quality of your signal permits satisfactory readability |
| READ BACK | Repeat the text of the transmission back to me exactly as received |
| RELAY (TO) | Transmit this message to |
| RELAY THROUGH | Relay your message through ... callsign |
| ROGER | I have received your last transmission satisfactorily |
| ROUTINE | Precedence ROUTINE |
| SAY AGAIN | Repeat all of your last transmission. |
| SEND | Ready to receive your message |
| SITREP | Situation report |
| SPEAKING | Used in conjunction with an appointment title to indicate who is speaking |
| SPEAK LOWER | Your transmission is too fast, reduce speed |
| SPELL | Spell word phonetically |
| THROUGH ME | Relay your message through me |
| UNKNOWN STATION | The identity of the station calling or with whom I am attempting to establish communication is unknown |
| UNREADABLE | The quality of your transmission is so bad that I cannot understand you |
| VERIFY | Verify entire message (or portion indicated) with the originator and send correct version |

C-8/9

UN RESTRICTED

UN RESTRICTED

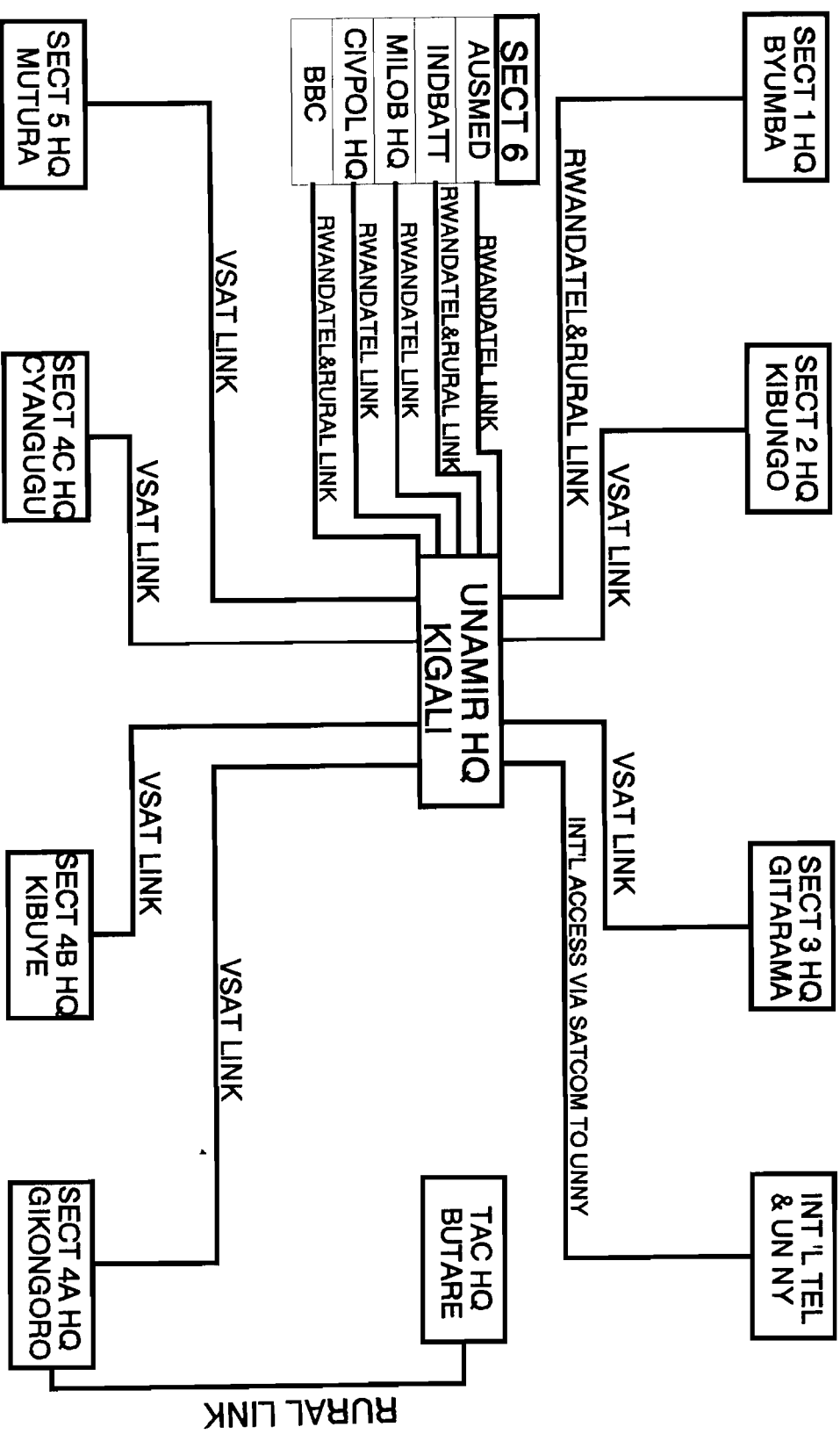
| | |
|-------------------|--|
| VERY WEAK | Your signal strength is very weak |
| WAIT | I must pause for a few seconds (no longer than 5 seconds) |
| WAIT OUT | I must pause longer than a few seconds |
| WEAK | Your signal strength is weak |
| WILCO | I have received your signal, understand it, and will comply. (To be used only by the addressee. ROGER and WILCO are never used together) |
| WITH INTERFERENCE | Having trouble understanding you your transmission due to interference |
| WORD AFTER | The word of the message to which I have reference is that which follows.... |
| WORD BEFORE | The word of the message to which I have reference is that which precedes... |
| WORDS TWICE | Communication is difficult. Transmit each phrase twice. |
| WRONG | Your last transmission was incorrect, the correct version is..... |

25. Radio Appointment Titles

| <u>SER</u> | <u>APPOINTMENT</u> | <u>TITLE</u> |
|------------|---------------------------------------|--------------|
| 1. | COMMANDER | SUNRAY |
| 2. | CHIEF OF STAFF | MOONBEAM |
| 3. | G OPS STAFF | SEAGULL |
| 4. | G INT STAFF | ACORN |
| 5. | ADMINISTRATIVE STAFF | MANHOLE |
| 6. | LOGISTICS STAFF/QUARTERMASTER | MOLAR |
| 7. | AIR TRAFFIC CONTROLLER | BASEBALL |
| 8. | AIR TRANSPORT SUPPORT OPERATIONS REP | ATOLL |
| 9. | LAND AIR REPRESENTATIVE | HAWKEYE |
| 10. | ENGINEER | HOLDFAST |
| 11. | INFANTRY REPRESENTATIVE | FOXHOUND |
| 12. | MEDICAL REPRESENTATIVE | STARLIGHT |
| 13. | METEOROLOGICAL REPRESENTATIVE | METEOR |
| 14. | MOVEMENTS STAFF | CONTRACTOR |
| 15. | PROVOST REPRESENTATIVE | WATCHDOG |
| 16. | ELECTRICAL/MECHANICAL ENGINEERING REP | BLUEBELL |
| 17. | SIGNALS REPRESENTATIVE | PRONTO |
| 18. | SUPPLY AND TRANSPORT REPRESENTATIVE | PLAYTIME |

**UNAMIR TELEPHONE LINKS
TO BE INSTALLED BY FEB 95**

ANNEX D
TO UNAMIR SOPs
PART 6



MESSAGE HANDLING PROCEDURES

1. Message Handling. All messages will be processed by the fastest means available. Messages will be completed in two copies using the UNAMIR message form attached as Annex E. Two copies of messages will be handed to the UNAMIR HQ Orderly Room who will register all outgoing and incoming message traffic. After messages have been transmitted, one copy will be placed on file and a second copy will be returned to the Originator as a confirmation copy. All HQs are to set up a similar system for handling hardcopy message traffic.
2. Message Precedence. All message traffic will be given a precedence as determined by the subject and the time factor involved. The precedence determines the order in which messages are to be handled. They indicate:
 - a. The urgency of the message; and
 - b. The relative order of processing and delivery of the message.
3. Message handling Time. The following are the handling times for message traffic:
 - a. Flash - as fast as possible but within 10 minutes;
 - b. Immediate - 2 hours;
 - c. Priority - 4 hours; and
 - d. Routine - 8 hours.
4. Date Time Group (DTG). All messages will be allotted a DTG by the Originator. The DTG is comprised of the date, time, zone suffix, month and year (eg. 260900B DEC 94). The zone suffix utilized in Rwanda is zone 2 and is indicated by the letter B. The zone for GMT is indicated by the letter Z.
5. Security Classification. All message traffic will be allotted a security classification in accordance with the security nature or information contained within. The following security classifications will be used for classified traffic:
 - a. Secret;
 - b. Confidential; and
 - c. Restricted.
6. Use of References. When references are used within the text of a message and all addressees have not received such references, the term NOTAL (not to all) will be inserted after the message reference to indicate that all addressees didn't receive copies.



3000.28 (OPS)


See Distribution

04 Mar 95

SUBJECT: AMENDMENT TO UNAMIR SOP PART III SECTION 20

1. Attached please find an amended version of Part III section 20 of UNAMIR SOP. The amendment covers para 5 a, b and c.

2. For your necessary action.


JK CHUMBU
Maj
SO2 OPS

Distribution:

LIST A (Less serials 8 and 9)
LIST B (Less serials 15,16,20,21,23,24 and 26)
LIST C (Less serials 32 and 42)

SRSG Office
CAO
UN HQ New York (DPKO)

UN RESTRICTED

SECTION 20 - INSTRUCTIONS ON USE OF RAPID REACTION FORCE

GENERAL

1. UNAMIR and NGO installations in KIGALI are vulnerable to trespass by unauthorized armed and unarmed locals. In response to the encroachments by locals into UNAMIR/NGO installations the Rapid Reaction Force (RRF) has been constituted to react quickly and decisively to protect threatened UNAMIR and NGO installations in KIGALI city.

AIM

2. To provide guidelines on the use of the RRF.

COMPOSITION

3. The RRF is a motorised platoon capable of responding to an immediate threat at section level while maintaining the capacity to deploy the whole platoon if necessary.

4. Sector 6 Commander is responsible for providing the RRF.

COORDINATING INSTRUCTIONS

5. The RRF will be at 10 minutes NTM and reinforcement of troops as follows:

- a. First reinforcement section at 30 min NTM.
- b. Reinforcement section 2 at 45 min NTM.
- c. Assy area - RRF location.

6. The use of force will be as per UNAMIR Rules of Engagement.

TASKS

7. THE rrf WILL NOT BE DEPLOYED FOR MORE THAN 12 HRS. The force may act as a stop gap and should be withdrawn as soon as the threat for which they were deployed no longer exists to free them for other RRF tasks. The RRF may be deployed to undertake the following at short notice:

- a. Provide sentries when unmanned UN property/NGO facilities are threatened by locals/bandits (see Annex L).
- b. escort unauthorized persons out of UN property and installations.

RESTRICTED

Australian Medical Support Force



MINUTE

613-2-2
AS MED SPT FORCE 80/95

SOP Distribution List

ISSUE OF REVISED SOP 109 - PROTECTION AND LOCAL DEFENCE

Find attached a revised SOP 109 - Protection and Local Defence. The revised SOP 109 is to be inserted into SOPs and is effective immediately.

D. Galbraith
D.B. GALBRAITH
MAJ
OPS OFFR/2IC

4 Feb 95

att
18/2

att
20/2

cc
Pse make another
copy of this for me
att
18/2

cc
Handled

RESTRICTED

SOP 109PROTECTION AND LOCAL DEFENCE109.1 Security Procedures for the Rifle Platoon at CHK109.1.1 Introduction

1. The sec of the Central Hospital Kigali (CHK) is an important task. Without the sec that is provided by the pl, the main role of providing level three med spt would not be able to be carried out efficiently. The purpose of this SOP is to detail the procedures and tasks that the rifle pl will have to carry out as the sec elm for CHK.

109.1.2 Layout of CHK

2. For the purposes of this SOP, the CHK is broken into two distinct areas. The Military Wing (ASC area) and the Non Government Organisations (NGO) areas. A map of CHK is shown at Annex A.

3. ASC Area. The map shows the ASC area consisting of the newer wing of the hospital, and includes the old X ray building and the eastern theatre complex. The confines of this area are generally fenced or bricked off. There are several thoroughfares and gates into the ASC area, although these can be blocked or guarded to maintain a control on access. The main access is through the front checkpoint as shown on the map.

4. Civilian/NGO area. This area is very large and consists of many buildings. They are occupied by Rwandan med staff as well as NGO med agencies. The Rifle Pl does not con access to this area but will ptl the environs to provide a presence when ASC staff are assisting in this area.

5. Use of the Map. The map at Annex A is not to scale but provides a useful representation of the layout and general orientation of CHK. The area is divided into sectors. For ease of reporting, soldiers are to describe their position by referring to the sector and then the building number.

109.1.3 Manning/Duties

6. The manning of the sec elm will generally be a full str rifle pl, however if manpower is tasked elsewhere the tasks can be conducted for a limited time with a HQ and two sects. The fol duties must be maintained 24 hrs a day:

- a. front gate,
- b. rear gate, and
- c. roving ptl.

These duties are explained in more detail in the following paragraphs.

109.1.4 Front Gate.

7. The front gate must be manned 24 hrs a day, with one soldier by day and two by night. This point controls access to the ASC area and faces the main RPA barracks. The

109.1.6 Rear Gate

12. The rear gate is vital as it controls access from the civ/NGO part of CHK. Most locals and Rwandan med staff will gain access for liaison with Med Coy through this point.

13. The tasks for this sect are similar to the front gate, noted in para 7. ASC staff working in the NGO wards are permitted to travel to these areas without wpns. If the staff are to move beyond these areas then they are to move with their personal wpn on 'load' and carry ptl order. The equip to be held at this checkpoint is identical to that listed in paras 8 and 9.

109.1.7 Escorts

14. All three protection duty areas may encounter situations where they will have to escort locals, NGOs or UNAMIR pers. When these tasks occur, the sec pl members are to be courteous at all times and be respectful of the persons rank or position. They are to escort the member to the area or person requested, and help them make contact with the appropriate person.

109.1.8 Quick Reaction Force (QRF)

15. One half sect sized group is to be allocated as QRF each day. They must be ready to react to any trouble spot within CHK. Their degree of notice to move is to be set by the PL HQ, but should not be greater than 10 minutes. This group is also on standby for resus and stretcher bearing tasks, as well as assisting with the fighting of fires within the Military Wing of CHK. The QRF is to carry the fol:

- a. Motorola,
- b. map of the area,
- c. personal wpn,
- d. two torches, and
- e. night vision goggles or ANPVS-4A.

109.1.9 Routine

16. The outline of the tasking indicates that up to six pers may be required to be working at any one time, throughout the day. It is imperative that an efficient rotation system is established, so a routine can be adopted with as much rest as possible. Reveille for all members is 0600 hr regardless of duty, to enable all morning routine tasks to be completed and administrative checks conducted with minimum disturbance to tasks.

109.1.10 Dress and Equip

17. The minimum dress for all members of the sec pl is DPCU with personal wpn. This dress is adequate for escort and administrative tasks within the ASC area. Wpns are only to be on 'load' condition if the member is physically conducting a sec task. When members are manning a strong point or conducting a roving ptl, ptl order is to be worn.

109.1.11 Summary

18. The sec of CHK is a good example of a Vital Asset Protection task as is practised

regularly at home in AS. The principles of this type of task are easily adapted from training and should pose no problems to pl members at all levels. The key difference on OP TAMAR is the language difficulties between the locals, the NGOs and ourselves. This highlights the need for commonsense, courtesy and discipline by all ranks of the pl.

109.2 Sec Procedures For Rifle Pl At The Barracks

109.2.1 General

19. The sec of the Barracks is an essential task as it provides a secure area for the HQ and logistic elements to work, and for the contingent to rest in. The purpose of this SOP is to outline the procedures and tasks to be carried out by the sec elm for the Barracks area.

109.2.2 Layout of The Barracks

20. The barracks area can be broken up into four distinct areas. These are the HQ building, single room accommodation block, high density accommodation block and the Indian building. Check points have also been indicated on the perimeter, and are shown at Annex C. The map at Annex C is to scale. Reporting location can be easily achieved by using building names or check points as reference points. For example: 'I am at the N end of the HQ building', or 'I am at check point G3'. This allows easy identification of any rally points or locstats for the roving piquet.

109.2.3 Manning and Duties

21. The sec force for the Barracks consists of one rifle pl. This sec pl is to have two sects and PHQ on sec tasks, and one sect on convoy protection/rest. The duties that must be manned 24 hrs a day are as fol:

- a. guard sect on the gate,
- b. roving patrols,
- c. QRF for short notice casevac tasks,
- d. vehicle and foot escorts within Kigali, and
- e. convoy protection.

109.2.4 Guard Sect

22. The guard is made up of one rifle sect and is responsible for the fol tasks:

- a. **QRF for the Protection of Short Notice Casevac.** The guard is to maintain a QRF. The QRF consists of a half sect and is to be on 15 minutes notice to move. The QRF is tasked with providing protection to ambulances that are called out on short notice casevac tasks. The QRF has a 6 X 6 and may be called out by the CO, OPSO, Duty Offr or the Pl Comd.
- b. **Vetting of all Veh and Foot Tfc In and Out of the Barracks.** The vetting of all veh and foot tfc in and out of the barracks is the responsibility of the guard. They are to maintain one sentry by day and a double staggered picket by night. These sentries are to record all movement and any other occurrences in the veh log book.

- c. **Veh and Foot Escorts Within Kigali.** All veh movement is covered in Annex C to SOP 208. All foot movement must be in pairs, carrying wpns in the 'load' condition and wearing webbing. Cut-down webbing may be worn during foot movement between HQ and CHK. Cut-down webbing is to consist of the fol minimum equip:
 - (1) pistol belt,
 - (2) steyr or minimi pouch,
 - (3) water bottle, and
 - (4) field dressing.
- d. **Assistance to the Duty Offr in Any Tasks.** After hrs there may be a requirement for the guard to assist the Duty Offr in his tasks, e.g. closing the messes on the weekend.
- 23. To carry out the tasks of the guard, the sect will require the following stores:
 - a. map of the barracks,
 - b. map of Kigali,
 - c. map of Rwanda,
 - d. squad radio,
 - e. tfc log book,
 - f. guard comds log book, and
 - g. flack jacket and helmet per man.
- 24. By night the following additional items are required:
 - a. one ANPVS-4A,
 - b. two NVG, and
 - c. torch .

25. The guard comd has many tasks and to keep a record of any relevant occurrences he has a guard comds log. This must be kept up to date at all times. Although the guard is under comd of the Pl Comd, it may be tasked by the CO, Ops Offr or the Duty Offr. If this occurs the guard comd must inform the Pl Comd ASAP.

109.2.5 Roving Ptl Sect

- 26. The roving ptl sect is tasked with providing perimeter sec for the barracks area. This is achieved with a two man roving ptl by day and a constant ptl by night.
- 27. This sect is also tasked with providing a QRF to respond to any sit in and around the CBD. This sect must be on 30 min NTM and may be called out by the Duty Offr. If the QRF is called out then the roving ptl will stop. The sect comd must be familiar with the general CBD area by both day and night.

28. The roving patrols sect requires the following stores:
- a. one Motorola,
 - b. two NVG,
 - c. one torch, and
 - d. 6x6 for the QRF task.

109.2.6 Convoy Protection/Rest Sect

29. The task of the convoy protection sect is to provide protection to convoys moving outside Kigali. These tasks should have at least a 6 hr lead time. However, the sect must have marching order packed and a rations and ammunition reserve must be maintained in the coy Q-store for future tasking.

30. If this sect is not tasked then the members are on rest or conducting admin during this time. When required the sect should be prepared for Pl Sgt or CSM work parties. All tasking to this sect must go through the Pl Comd. The outline of tasks above shows that pers are required 24 hrs a day. Therefore, it is important that an efficient rotation system is established at pl and sect level so a routine can be established with as much rest given as possible.

109.2.7 Dress and Equip

31. The requirement whilst on duty is pti order, at all other times whilst not on duty members are to be dressed in DPCU's with wpn slung. Members of the sec pl are to have their wpns at the load condition when conducting sec duties. At other times they are to be unloaded. They are only to change their degree of wpn readiness if ordered to by their comd or as the level of threat dictates as per ASC UNAMIR rules of engagement.

109.2.8 Comms

32. The sec pl has two types of comms within the barracks. These are:

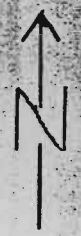
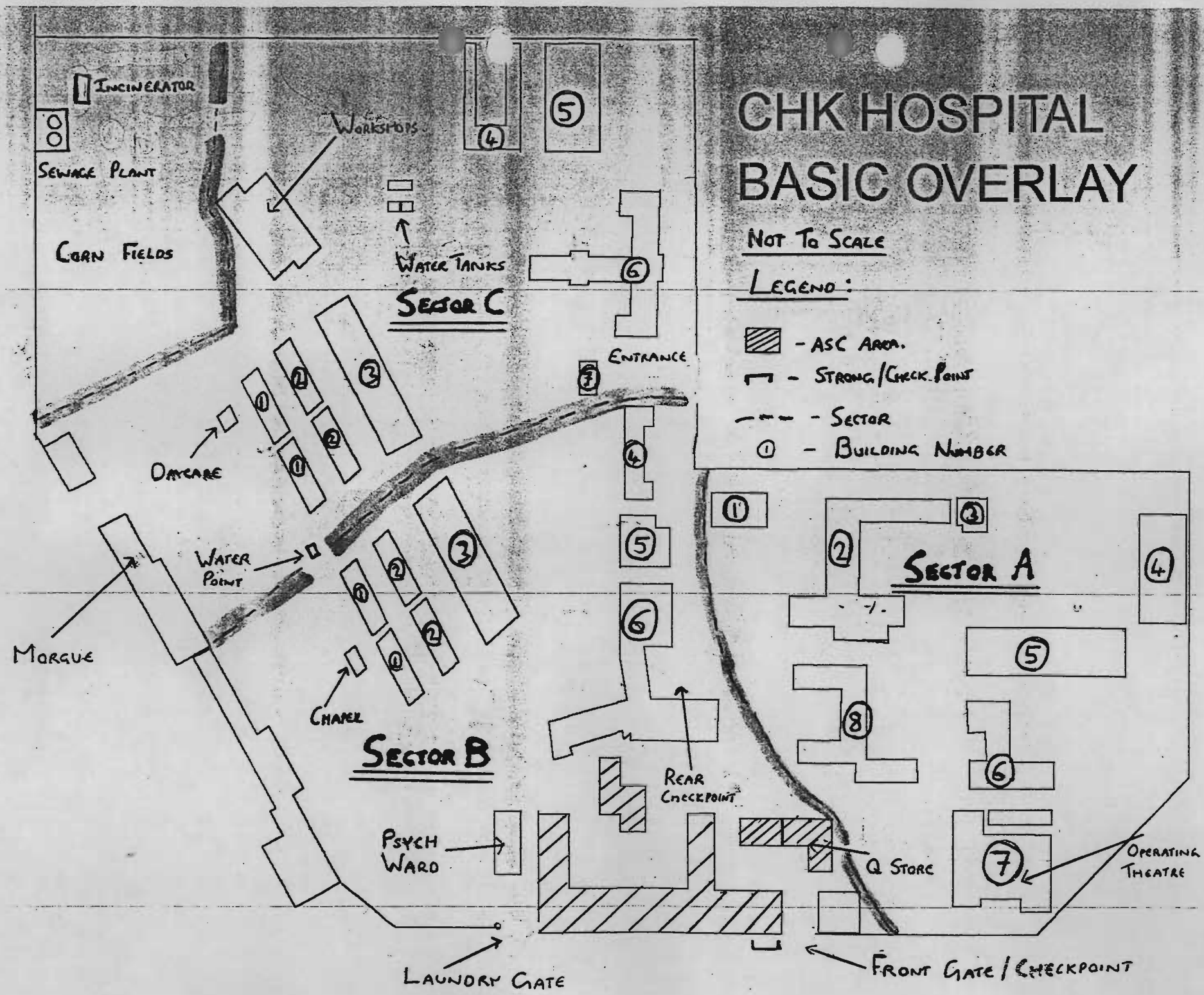
- a. squad radios, and
- b. K phones.

33. The Pl Comd, Pl Sig, each Sect Comd and the roving pti have a squad radio. These radios are on the defence channel (channel 5) and are used for comms within the pl, and to 10 and ASO. As a back up there is line between the guard room and the high density accn block. The extensive comms employed by the sec pl is essential to the pl achieving it's aim, because it will cut down reaction time to any sit.

109.2.9 Conclusion

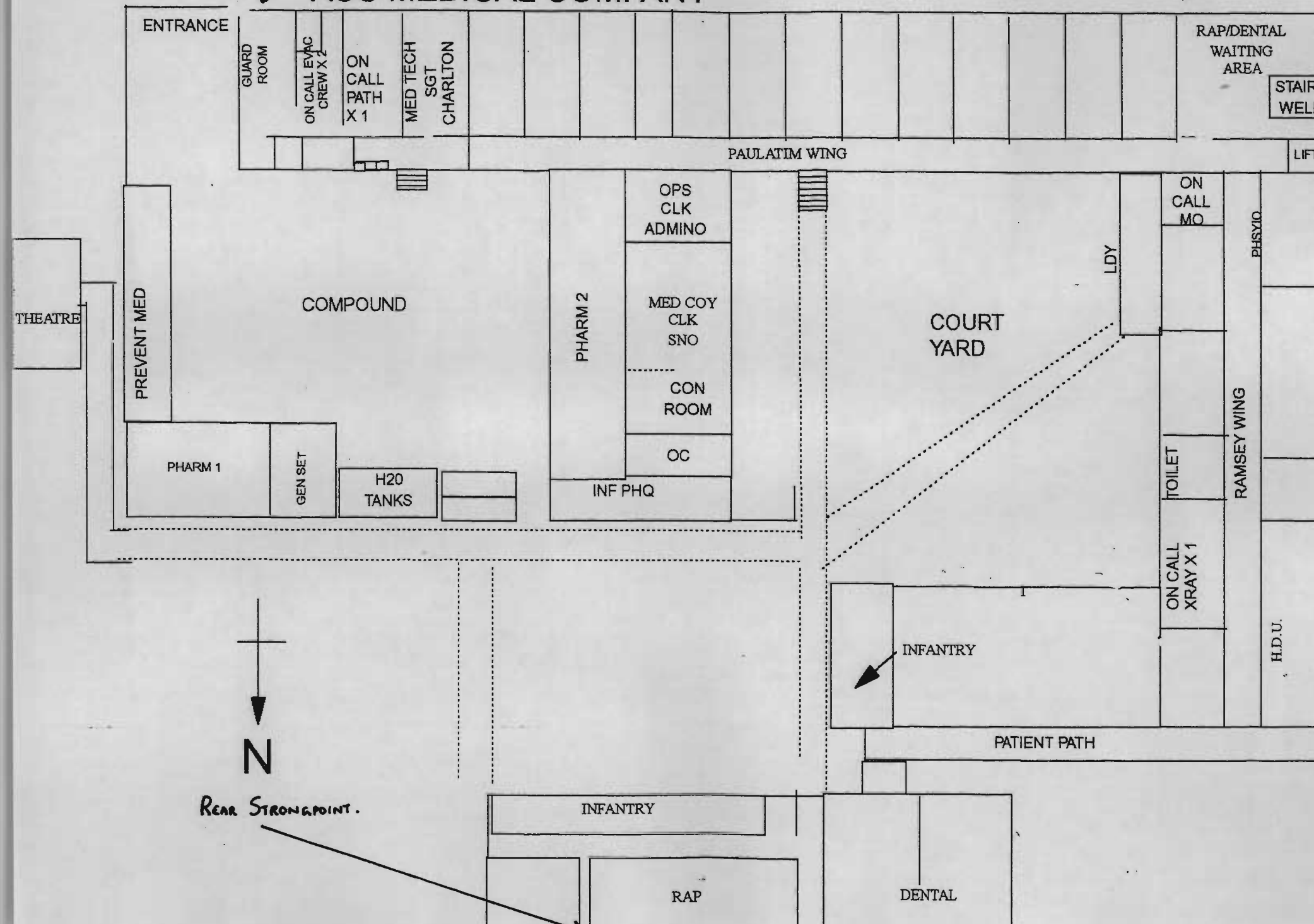
34. The task of sec to the Barracks is similar to that of key point defence in a low level environment and should be treated as such. The task runs 24 hrs a day and a routine must be established to allow the most effective use of man power whilst maximum rest is achieved. Tasks will arise at short notice and the comd must ensure a flexible plan is used to adapt to the constantly changing sit around him.

- Annexes:
- A. CHK Hospital Basic Overlay
 - B. ASC Med Coy
 - C. Map of The Barracks

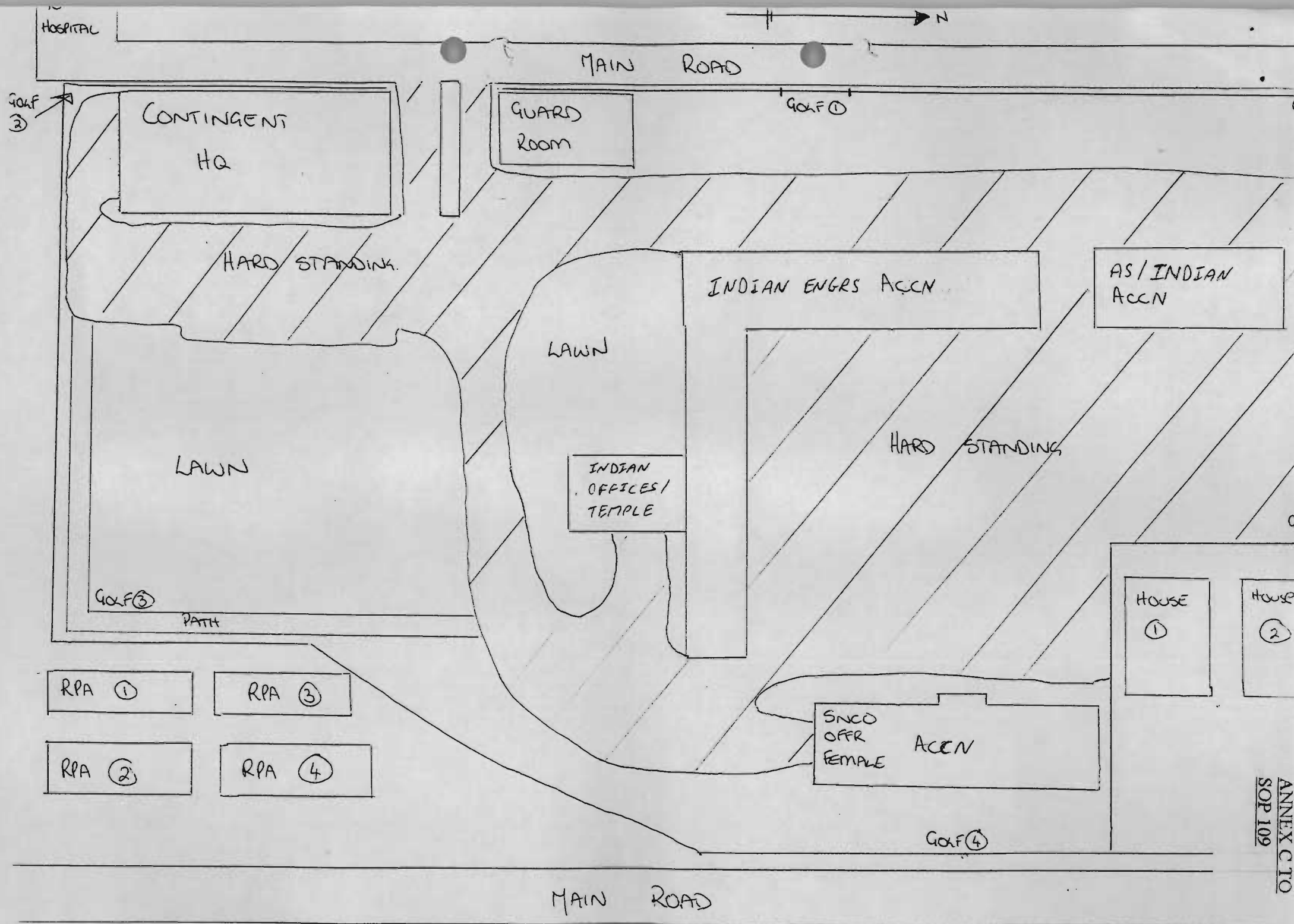


FRONT STRONGPOINT

ASC MEDICAL COMPANY



REAR STRONGPOINT.



Seem

C3

HA

11/2

FROM: C Y Φ (MILOB S)

TO: C Φ

SUBJECT: RWANDESE SEEKING PROTECTION FROM UNAMIR
ONE RWANDESE LOCAL, NDUNGUTSE EMANDEL, RESIDENT
COMMUNE GASEKE (GR 4904) SECTOR RWILE (GR 4200) SEEK
PROTECTION AT TUNBAT 2ND COY AT NYUNDO (GR 2411) AT
1000 HRS TODAY 10 FEB 95. THE PERSON SAYS THAT HIS
WIVES AND CHILDREN HAVE BEEN ARRESTED BY RPA AND
NOW THEY ARE THREATENING TO ARREST HIM. HE FEARS FOR
HIS LIFE.

TUNBAT HAS BEEN ADVISED TO FOLLOW INSTRUCTIONS AS
SET OUT IN FC'S DIRECTIVE ON THE LEGAL JURISDICTION
APPLICABLE TO UNAMIR AND RWANDESE AUTHORITY VERSION 2
DATED 31 JAN 95.

THE HUMAN RIGHTS HAVE ALSO BEEN INFORMED. WE
ARE MONITORING SITUATION.

RECEIVED BY VOICE AT
2003 ON 10 FEB 95
KANA

Thuyt
13/2

-INF. HRL 1/2 → ~~ATTN.~~ → (HR51)

HA
11/2

①

TO: CO TUNBATT
INFO: DCOS Ops
FROM: PM HQ UNAMIR

ACK YOUR REQUESTS FOR AN MP PATROL TO TRAVEL TO YOU TO RECEIVE A RWANDAN SEEKING PROTECTION FROM THE RPA. YOU SHOULD CONSULT FC'S DRECTIVE ON THE JURISDICTION APPLICABLE TO UNAMIR AND RWANDAN AUTHORITIES (VERSION II), 2000-1 DATED 31 JAN 95 - NOTING IN PARTICULAR, ANNEX D, PARA 3.

AN MP PATROL HAS BEEN DISPATCHED TO NYUNDO BUT IS NOT LIKELY TO BRING THE INDIVIDUAL TO KIGALI BECAUSE IF HE IS HANDED TO THE PROSECUTOR HERE, IT IS LIKELY THAT HE WILL BE PLACED IN KIGALI PRISON (WHICH IS ALREADY OVERCROWDED) WITH LITTLE PROSPECT OF HIS CASE BEING INVESTIGATED IN THE NEAR FUTURE. MOST LIKELY COURSE IS FOR INDIVIDUAL TO BE HANDED TO THE PROSECUTOR IN YOUR AREA - PROBABLY ON MONDAY, IF THIS CAN BE ARRANGED. PLEASE ASSIST MP TEAM WITH ACCOMMODATION, TRANSPORT AND LIAISON IN THE AREA, AS NECESSARY.

PLEASE KEEP US INFO OF ANY DEVELOPMENTS OR PROBLEMS.

REGARDS.

② G3 Ops
Pls monitor.

DCOS ops
11-2

Thurmont
13/2

Seen
A
11/2

Att
14/2

Distribution List

31 January 1995

FC DIRECTIVE ON THE LEGAL JURISDICTION APPLICABLE TO UNAMIR AND
RWANDAN AUTHORITIES - VERSION II

References:

- A. Section 9: Op Directive No 2 Rules of Engagement
- B. ~~FC Directive for the Handling of Detainees dated 28 Sep 94~~
- C. FC Directive on Conduct, Dress and Weapon Carriage Policy dated 7 Nov 94

Introduction

1. *This updated Directive is effective on receipt and cancels the earlier version which was issued on 3 November 1994. The primary reason for issuing Version II is to direct what UNAMIR troops are to do if a Rwandan national seeks protection from UNAMIR. Note that all amendments are in italics and deletions have been overstruck.*
2. *This Directive has the support of the SRSG's office, ICRC and UNHCRFOR.*

General

3. In the conduct of their duties, UNAMIR personnel may be required to hand over individuals to the Government of Rwanda. This hand over may occur as a result of Rwandan authorities seeking legal jurisdiction over foreign or Rwandan nationals.

Definitions.

4. The following definitions shall apply to this Directive:
 - a. "appropriate authority" at this stage, refers only to the Prosecutor's Office. Further changes to this definition will be notified in writing by the FC.
 - b. "Civilian component" consists of UN officials and of other persons assigned by the Secretary-General to assist the SRSG or made available by participating States to serve as apart of UNAMIR.

- c. "Detainee" is any person who is held for committing a hostile act or hostile intent against any of the categories of people referred to in paragraphs 8d or 8e below.
- c. "Hand over" is the formal procedure detailed in Annexes C and D.
- d. "Legal Jurisdiction" includes but is not limited to those situations where Rwandan authorities seek to take a foreign or Rwandan national into custody.
- e. "Military personnel of national contingents" includes military staff at UNAMIR HQ.
- f. "Official capacity" for UNAMIR troops is any time soldiers are in uniform or, by exception, in civilian clothes (see Reference C).
- g. *"UNHRFOR" is the United Nations Human Rights Field Operations in Rwanda.*
- h. "Visitors" includes, but is not limited to, journalists, tourists, dignitaries representing national governments, non-UNAMIR personnel permitted to enter UNAMIR premises *and contractors and sub-contractors employed by the UN.*

Aim

- 5. The aim of this Directive is to outline the procedures for handing over individuals or groups of people to the Rwandan authorities.

Foreign Nationals and Rwandan Jurisdiction.

- 6. Rwandan authorities may seek jurisdiction over the following categories of foreign nationals:
 - a. SRSG, Force Commander and the Police Commissioner of CIVPOL;
 - b. UN civilian officials assigned to the civilian component to serve with UNAMIR;
 - c. United Nations Military Observers (UNMOs), Civilian Police (CIVPOL) and civilian personnel from overseas who are employed by the UN specifically for this mission but who are not UNAMIR staff (eg consultants) (hereinafter referred to as "experts on mission");
 - d. military personnel of national contingents who are a part of UNAMIR;
 - e. personnel of UN specialised agencies;
 - f. personnel of NGOs; and
 - g. visitors.

7. The legal status of these categories of personnel and the hand over procedures for them are detailed at Annexes A and C respectively.

Rwandan Nationals and Rwandan Jurisdiction

8. Rwandan authorities may seek jurisdiction over the following categories of Rwandan nationals:

- a. Locally recruited personnel who are working for the UN;
- b. Displaced persons, refugees and civilians in sites or among populations under the protection of UNAMIR forces.
- c. *Rwandans who seek UNAMIR protection because they are, or they believe that they are, at risk.*
- d. Rwandans who are detained by UNAMIR personnel for committing or who are suspected of committing a hostile act or a hostile intent (as defined in Reference A) against:
 - (1) One's self and the personnel in one's unit,
 - (2) other UNAMIR military or civilian personnel,
 - (3) non-UNAMIR humanitarian aid personnel,
 - (4) displaced persons, refugees and civilians in sites or among populations under the protection of UNAMIR forces,
 - (5) other UN-authorized military or civilian personnel; and
- e. Rwandans who are detained for stealing and/or damaging property, or are suspected of stealing and/or damaging property belonging to, or in the care of, UNAMIR, UN humanitarian organisations or UN protected sites (see Reference A paragraphs 3.b and 8).

9. The legal status and hand over procedures for Rwandan nationals is at Annexes B and D respectively.

10. Any person in the care of UNAMIR troops are to be treated humanely, ensuring that they are provided with food, drinking water and that they are afforded safeguards in terms of health, hygiene and protection against the rigours of climate and the dangers of armed conflict.

11. Reference B is now cancelled. Annexes E and F will be issued when details are known.



G. C. Tousignant
Major-General
Force Commander

Annexes:

Annex A - Foreign Nationals and Rwandan Jurisdiction

Annex B - Rwandan Nationals and Rwandan Jurisdiction

Annex C - Procedures for Handing Over Foreign Nationals

Annex D - Procedures for Handing Over Rwandan Nationals

Annex E - Prosecutors Offices in Rwanda

Annex F - ICRC Representatives in Rwanda

Annex G - Hand Over Proforma

DISTRIBUTION LIST

Action

Lists B, C and D
HRL/UNHRFO
CSS
CCPO
STO
CSO
MCC
CTO
BMES
CCO

Information

Lists A and E

ANNEX A TO LEGAL
JURISDICTION
APPLICABLE TO UNAMIR
AND RWANDAN
AUTHORITIES
DATED 1995

FOREIGN NATIONALS AND THEIR LEGAL STATUS IN RWANDA

| CATEGORY | LEGAL IMMUNITY | AUTHORITY FOR HAND OVER |
|---|--|--|
| SRSG, FC, POLICE COMM OF CIV POL | ACCORDED DIPLOMATIC IMMUNITY AND PRIVILEGE UNDER INTERNATIONAL LAW | NOT TO BE HANDED OVER TO RWANDAN AUTHORITIES UNDER ANY CIRCUMSTANCES |
| UN CIVILIAN OFFICIALS ASSIGNED TO THE CIVILIAN COMPONENT TO SERVE WITH UNAMIR | IMMUNE FROM LEGAL PROCESS FOR ALL ACTS PERFORMED BY THEM IN THEIR OFFICIAL CAPACITY | ONLY TO BE HANDED OVER WITH THE CONCURRENCE OF THE SRSG |
| UNMO, CIVPOL AND CONSULTANTS | * IMMUNE FROM LEGAL PROCESS FOR ALL ACTS PERFORMED BY THEM IN THEIR OFFICIAL CAPACITY * IMMUNE FROM PERSONAL ARREST OR DETENTION AND SEIZURE OF THEIR PERSONNEL BAGGAGE | ONLY TO BE HANDED OVER WITH THE CONCURRENCE OF THE FC AND/OR THE SRSG |
| MILITARY PERS OF NATIONAL CONTINGENTS WHO ARE A PART OF UNAMIR | IMMUNITY FROM LEGAL PROCESS IN RESPECT OF ACTS PERFORMED BY THEM IN THEIR OFFICIAL CAPACITY | ONLY TO BE HANDED OVER WITH THE CONCURRENCE OF THE FC AND THE CONTINGENT COMMANDER |
| PERSONNEL OF UN SPECIALIST AGENCIES | IMMUNITY FROM LEGAL PROCESS IN RESPECT OF ACTS PERFORMED BY THEM IN THEIR OFFICIAL CAPACITY | ONLY TO BE HANDED OVER WITH THE CONCURRENCE OF THE HEAD OF THE AGENCY |
| PERSONNEL OF NGOs | NO IMMUNITY UNLESS THEY HAVE ENTERED INTO A BILATERAL ARRANGEMENT WITH THE RWANDAN GOVERNMENT | ONLY TO BE HANDED OVER WITH THE CONCURRENCE OF THE HEAD OF THE NGO |

| | | |
|---------|---|--|
| VISITOR | NO IMMUNITY UNLESS THEY HAVE ENTERED INTO A BILATERAL ARRANGEMENT WITH THE RWANDAN GOVERNMENT | ONLY TO BE HANDED OVER WITH THE CONCURRENCE OF THE FC AND/OR SRSG |
|---------|---|--|

ANNEX B TO LEGAL
JURISDICTION
APPLICABLE TO UNAMIR
AND RWANDAN
AUTHORITIES
DATED 1995

RWANDAN NATIONALS AND THEIR LEGAL STATUS IN RWANDA

| CATEGORY | LEGAL IMMUNITY | AUTHORITY FOR HAND OVER |
|--|---|---|
| LOCALLY RECRUITED PERS | IMMUNE FROM LEGAL PROCESS IN RESPECT OF ALL ACTS PERFORMED BY THEM IN THEIR OFFICIAL CAPACITY <u>NOTE:</u> THIS PROTECTION DOES NOT EXTEND TO ACTS COMMITTED BEFORE THEIR EMPLOYMENT WITH THE UN | ONLY TO BE HANDED OVER WITH THE CONCURRENCE OF THE SRSG |
| REFUGEES, DISPLACED PERSONS AND CIVILIANS IN SITES OR AMONG POPULATIONS UNDER THE PROTECTION OF UNAMIR | UNDER PROTECTION AS STATED IN ROE IN REFERENCE A | ONLY TO BE HANDED OVER AT AN OFFICE OF THE PROSECUTOR |
| <i>RWANDAN NATIONAL SEEKING PROTECTION BECAUSE AT RISK</i> | <i>UNDER PROTECTION AS STATED IN ROE IN REFERENCE A</i> | <i>ONLY TO BE HANDED OVER AT THE OFFICE OF THE PROSECUTOR</i> |
| RWANDAN NATIONAL DETAINED BY UNAMIR AUTHORITIES | TREAT HUMANELY | ONLY TO BE HANDED OVER AT AN OFFICE OF THE PROSECUTOR |

PROCEDURES FOR HANDING OVER FOREIGN NATIONALS

1. UN Civilian Assigned to the Civilian Component to Serve with UNAMIR.
 - a. As soon as a Rwandan authority seeks legal jurisdiction over a UN civilian assigned to the civilian component to serve with UNAMIR, the SRSG, or his representative, HQ UNAMIR and the International Committee of the Red Cross (ICRC) must be notified. HQ UNAMIR is to dispatch Military Police (MP). ~~or CIVPOL to the site.~~
 - b. UNAMIR soldiers are not to allow the Rwandan authority(s) to take custody of the UN civilian unless the SRSG has given permission for this to occur. UNAMIR troops are to allow MP ~~or CIVPOL~~ to liaise with the Rwandan authority(s).
 - c. If the Rwandan authority(s) uses force to attempt to take custody of the UN civilian, UNAMIR troops are authorised to use force in accordance with Reference A.
 - d. If authority is given for the hand over, the UN civilian must be taken to the appropriate Prosecutor's Office (details of these offices are at Annex E). The ICRC are to be notified as far as possible in advance and, if possible, are to be present during the hand over. The proforma at Annex G is to be completed and signed by the UNAMIR person conducting the hand over and the person in the Prosecutor's Office to whom the hand over is made.
 - e. A report detailing the following is to be submitted to UNAMIR HQ, attention G1 Pers, G2, G3 Ops and the Force Provost Marshall:
 - (1) name of person handed over,
 - (2) location where the Rwandan Government sought jurisdiction,
 - (3) crime person was accused of,
 - (4) name of the UNAMIR person(s) who was present when the Rwandan Government sought jurisdiction,
 - (5) date, time and place the person was handed to the Prosecutor's office, and

- (6) whether an ICRC representative was present during the hand over and if not, why not.

2. UNMOs, CIVPOL and Experts on Mission.

- a. As soon as a Rwandan authority seeks legal jurisdiction over an UNMO, CIVPOL or an expert on mission, the FC or his representative, the SRSG or his representative and the ICRC must be notified. HQ UNAMIR is to dispatch MP or CIVPOL to the site. The Rwandan authority is to be reminded that these members are, under Rwandan and international law, immune from arrest, detention or the seizure of their baggage.
- b. UNAMIR soldiers are not to allow the Rwandan authority(s) to take custody of an UNMO, CIVPOL or an expert on mission unless the FC and/or the SRSG has given permission for this to occur. UNAMIR troops are to allow MP or CIVPOL to liaise with the Rwandan authority(s).
- c. If the Rwandan authority(s) uses force to attempt to take custody of the UNMO, CIVPOL or expert on mission, UNAMIR troops are authorised to use force in accordance with Reference A.
- d. If authority is given for the hand over, the UNMO, CIVPOL or consultant must be taken to the appropriate Prosecutor's Office (details of these offices are at Annex E). The ICRC are to be notified as far as possible in advance and, if possible, are to be present during the hand over. The proforma at Annex G is to be completed and signed by the UNAMIR person conducting the hand over and the person in the Prosecutor's Office to whom the hand over is made.
- e. A report detailing the following is to be submitted to UNAMIR HQ, attention G1 Pers, G2, G3 Ops, and the Force Provost Marshall:
- (1) name of person handed over,
 - (2) location where the Rwandan Government sought jurisdiction,
 - (3) crime person accused of,
 - (4) name of the UNAMIR person(s) who was present when the Rwandan Government sought jurisdiction,
 - (5) date, time and place the person was handed to the Prosecutor's office, and
 - (6) whether an ICRC representative was present during the hand over and if not, why not.

3. Military Personnel of National Contingents Who are a Part of UNAMIR.

- a. As soon as a Rwandan authority seeks legal jurisdiction over military personnel of national contingents who are a part of UNAMIR, the FC or his representative, the appropriate contingent commander and the ICRC must be notified. HQ UNAMIR is to dispatch MP or CIVPOL to the site. The Rwandan authority should be reminded that military members of the military component of UNAMIR shall be subject to the exclusive jurisdiction of their respective participating states in respect of any criminal offences which may have been committed by them in Rwanda.
- b. UNAMIR soldiers are not to allow the Rwandan authority(s) to take custody of another UNAMIR soldier unless the FC and the appropriate contingent commander have given permission for this to occur. UNAMIR troops are to allow MP or CIVPOL to liaise with the Rwandan authority(s).
- c. If the Rwandan authority(s) uses force to attempt to take custody of the UNAMIR soldier, UNAMIR troops are authorised to use force in accordance with Reference A.
- d. If authority is given for the hand over, the UNAMIR soldier must be taken to the appropriate Prosecutor's Office (details of these offices are at Annex E). The ICRC are to be notified as far as possible in advance and, if possible, are to be present during the hand over. The proforma at Annex G is to be completed and signed by the UNAMIR person conducting the hand over and the person in the Prosecutor's Office to whom the hand over is made.
- e. A report detailing the following is to be submitted to UNAMIR HQ, attention G1 Pers, G2, G3 Ops, and the Force Provost Marshall:
 - (1) name of person handed over,
 - (2) location where the Rwandan Government sought jurisdiction,
 - (3) crime person accused of,
 - (4) name of the UNAMIR person(s) who was present when the Rwandan Government sought jurisdiction,
 - (5) date, time and place the person was handed to the Prosecutor's office, and
 - (6) whether an ICRC representative was present during the hand over and if not, why not.

4. Personnel of UN Specialised Agencies.

- a. As soon as a Rwandan authority seeks legal jurisdiction over a member of a UN specialised agency, the SRSG or his representative, the appropriate head of the agency and the ICRC must be notified. HQ UNAMIR is to dispatch MP ~~or CIVPOL~~ to the site.
- b. UNAMIR soldiers are not to allow the Rwandan authority(s) to take custody of a member of a UN specialised agency unless the SRSG and the appropriate head of the agency have given permission for this to occur. UNAMIR troops are to allow MP ~~or CIVPOL~~ to liaise with the Rwandan authority(s).
- c. If the Rwandan authority(s) uses force to attempt to take custody of a member of a UN specialised agency UNAMIR troops are authorised to use force in accordance with Reference A.
- d. If authority is given for the hand over, the person must be taken to the appropriate Prosecutor's Office (details of these offices are at Annex E). The ICRC are to be notified as far in possible in advance and, if possible, are to be present during the hand over. The proforma at Annex G is to be completed and signed by the UNAMIR person conducting the hand over and the person in the Prosecutor's Office to whom the hand over is made.
- e. A report detailing the following is to be submitted to UNAMIR HQ, attention G1 Pers, G2, G3 Ops, the Force Provost Marshall and the UN agency concerned:
 - (1) name of person handed over and the agency they work for,
 - (2) location where the Rwandan Government sought jurisdiction,
 - (3) crime person accused of,
 - (4) name of the UNAMIR person(s) who was present when the Rwandan Government sought jurisdiction,
 - (5) date, time and place the person was handed to the Prosecutor's office, and
 - (6) whether an ICRC representative was present during the hand over and if not, why not.

5. Personnel of NGOs.

- a. As soon as a Rwandan authority seeks legal jurisdiction over a member of an NGO, HQ UNAMIR, the appropriate head of the NGO agency and the ICRC must be notified. HQ UNAMIR is to dispatch MP ~~or CIVPOL~~ to the site.

- b. UNAMIR soldiers are not to allow the Rwandan authority(s) to take custody of a member of an NGO unless the appropriate head of the NGO has given permission for this to occur. UNAMIR troops are to allow MP ~~or CIVPOL~~ to liaise with the Rwandan authority(s).
- c. If the Rwandan authority(s) uses force to attempt to take custody of a member of an NGO, UNAMIR troops are authorised to use force in accordance with Reference A.
- d. If authority is given for the hand over, the person must be taken to the appropriate Prosecutor's Office (details of these offices are at Annex E). The ICRC are to be notified as far as possible in advance and, if possible, are to be present during the hand over. The proforma at Annex G is to be completed and signed by the UNAMIR person conducting the hand over and the person in the Prosecutor's office to whom the hand over is made.
- e. A report detailing the following is to be submitted to UNAMIR HQ, attention G1 Pers, G2, G3 Ops and the Force Provost Marshall:
 - (1) name of person handed over and the NGO they work for,
 - (2) location where the Rwandan Government sought jurisdiction,
 - (3) crime person accused of,
 - (4) name of the UNAMIR person(s) who was present when the Rwandan the Government sought jurisdiction,
 - (5) date, time and place the person was handed to the Prosecutor's office, and
 - (6) whether an ICRC representative was present during the hand over and if not, why not.

6. Visitors

- a. As soon as a Rwandan authority seeks legal jurisdiction over a visitor, HQ UNAMIR and the ICRC must be notified. HQ UNAMIR is to dispatch MP ~~or CIVPOL~~ to the site.
- b. UNAMIR soldiers are not to allow the Rwandan authority(s) to take custody of a visitor unless the FC or his representative and/or the SRSG or his representative has given permission for this to occur. UNAMIR troops are to allow MP ~~or CIVPOL~~ to liaise with the Rwandan authority(s).
- c. If the Rwandan authority(s) uses force to attempt to take custody of a visitor UNAMIR troops are authorised to use force in accordance with Reference A.

- d. If authority is given for the hand over, the person must be taken to the appropriate Prosecutor's Office (details of these offices are at Annex E). The ICRC are to be notified as far as possible in advance and, if possible, are to be present during the hand over. The proforma at Annex G is to be completed and signed by the UNAMIR person conducting the hand over and the person in the Prosecutor's office to whom the hand over is made.
- e. A report detailing the following is to be submitted to UNAMIR HQ, attention G1 Pers, G2, G3 Ops and the Force Provost Marshall:
- (1) name of person handed over and their affiliation or nationality,
 - (2) location where the Rwandan Government sought jurisdiction,
 - (3) crime person accused of,
 - (4) name of the UNAMIR person(s) who was present when the Rwandan the Government sought jurisdiction,
 - (5) date, time and place the person was handed to the Prosecutor's office, and
 - (6) whether an ICRC representative was present during the hand over and if not, why not.

PROCEDURES FOR HANDING OVER RWANDAN NATIONALS

1. Locally Recruited Personnel.

- a. As soon as a Rwandan authority seeks legal jurisdiction over any locally recruited personnel, the SRSG or his representative and the ICRC must be notified. HQ UNAMIR is to dispatch MP ~~or CIVPOL~~ to the site. *UNHRCFOR is to be notified immediately.*
- b. UNAMIR soldiers are not to allow any Rwandan authority(s) to take custody of locally recruited personnel unless the SRSG has given permission for this to occur. UNAMIR troops are to allow MP ~~or CIVPOL~~ to liaise with the Rwandan authority(s).
- c. If the Rwandan authority(s) uses force to attempt to take custody of locally recruited personnel, UNAMIR troops are authorised to use force in accordance with Reference A.
- d. *UNHRCFOR is to be permitted to speak to the locally recruited person.*
- e. If authority is given for the hand over, the person must be taken to the appropriate Prosecutor's Office (details of these offices are at Annex E). The ICRC are to be notified as far as possible in advance and, if possible, are to be present during the hand over. *UNHRCFOR is to be present during the hand over. NOTE: NO HAND OVER SHOULD BE DELAYED MORE THAN 24 HOURS WITHOUT UNAMIR HQ PERMISSION ON THE SOLE BASIS THAT THE ICRC AND/OR UNHRCFOR ARE NOT PRESENT.* The proforma at Annex G is to be completed and signed by the UNAMIR person conducting the hand over and the person in the Prosecutor's Office to whom the hand over is made.
- f. A report detailing the following is to be submitted to UNAMIR HQ, attention G1 Pers, G2, G3 Ops, and Force Provost Marshall:
 - (1) name of person handed over,
 - (2) location where the Rwandan Government sought jurisdiction,
 - (3) crime person accused of,

- (4) name of the UNAMIR person(s) who was present when the Rwandan Government sought jurisdiction,
- (5) date, time and place the person was handed to the Prosecutor's office, and
- (6) whether an ICRC *and/or* UNHRCFOR representative was present during the hand over and if not, why not.

2. Refugees, Displaced Persons and Civilians in sites or among populations under the protection of UNAMIR.

- a. As soon as a Rwandan authority seeks legal jurisdiction over refugees, displaced persons, and/or civilians in sites or among populations under the protection of UNAMIR, the FC or his representative and the ICRC must be notified. HQ UNAMIR is to dispatch MP or CIVPOL to the site. *UNHRCFOR is also to be notified immediately.*
- b. UNAMIR soldiers are not to allow any Rwandan authority(s) to take custody of refugees, displaced persons and/or civilians in sites or amongst populations under the protection of UNAMIR unless the FC has given permission for this to occur. UNAMIR troops are to allow MP or CIVPOL to liaise with the Rwandan authority(s).
- c. If the Rwandan authority(s) uses force to attempt to take custody of refugees, displaced persons and/or civilians in sites and or among populations under the protection of UNAMIR, UNAMIR troops are authorised to use force in accordance with Reference A.
- d. *UNHRCFOR is to be permitted to speak to the refugee, displaced person and/or civilian.*
- e. If authority is given for the hand over, the person must be taken to the appropriate Prosecutor's Office (details of these offices are at Annex E). The ICRC are to be notified as far as possible in advance and, if possible, are to be present during the hand over. *UNHRCFOR is to be present during the hand over. NOTE: NO HAND OVER SHOULD BE DELAYED MORE THAN 24 HOURS WITHOUT UNAMIR HQ PERMISSION ON THE SOLE BASIS THAT THE ICRC AND/OR UNHRCFOR ARE NOT PRESENT.* The proforma at Annex G is to be completed and signed by the UNAMIR person conducting the hand over and the person in the Prosecutor's Office to whom the hand over is made.
- f. A report detailing the following is to be submitted to UNAMIR HQ, attention G1 Pers, G2, G3 Ops and the Force Provost Marshall:
 - (1) name of person handed over,
 - (2) location where the Rwandan Government sought jurisdiction,

- (3) crime person accused of,
- (4) name of the UNAMIR person(s) who was present when the Rwandan Government sought jurisdiction,
- (5) date, time and place the person was handed to the Prosecutor's office, and
- (6) whether an ICRC and/or UNHRCFOR representative was present during the hand over and if not, why not.

3. Rwandans Seeking Protection From UNAMIR

- a. *Any person who seeks protection from UNAMIR troops is to be afforded that protection. UNAMIR HQ is to be notified immediately of the circumstances surrounding the protection. HQ UNAMIR is to dispatch MP to the site. UNAMIR troops are to allow the MP to liaise with the Rwandan authority(s). UNHRCFOR is also to be notified immediately.*
- b. *UNAMIR soldiers are not to allow any Rwandan authority(s) to take custody of the Rwandan seeking protection unless the IC has given permission for this to occur.*
- c. *If the Rwandan authority(s) use force to attempt to take custody of the Rwandan, UNAMIR troops are authorised to use force in accordance with Reference A.*
- d. *The Rwandan who has sought protection should be notified as soon as possible that he can only be protected by UNAMIR on a temporary basis. No UNAMIR member should undertake to protect the person indefinitely. UNAMIR may give protection for 24 hours. This period may only be extended with the permission of UNAMIR HQ. It must also be explained to the Rwandan that one condition of affording protection is that he is handed over to the nearest Office of the Prosecutor. The national is to be informed that he should explain his case to the Prosecutor.*
- e. *UNHRCFOR is to be permitted to speak to the individual seeking protection.*
- f. *If the person decides that he wants to be handed over to the nearest Office of the Prosecutor (details of these offices are Annex E). The ICRC are to be notified as far in advance as possible and, if possible, are to be present during the hand over. UNHRCFOR is to be present during the hand over. NOTE: NO HAND OVER SHOULD BE DELAYED MORE THAN 24 HOURS WITHOUT UNAMIR HQ PERMISSION ON THE SOLE BASIS THAT THE ICRC AND/OR UNHRCFOR ARE NOT PRESENT. The proforma at Annex G is to be completed and signed by the UNAMIR person conducting the hand over and the person in the Prosecutor's Office to whom the hand over is made.*
- g. *If the person seeking protection does not want to be handed over to the Office of the Prosecutor, UNAMIR is to allow the individual to leave the site that he has sought*

protection in. If the person refuses to leave he should be told that UNAMIR has no option but to take him to the Office of the Prosecutor.

h. If there is a Rwandan authority(s) seeking custody of the national, that authority should be notified that the person will be handed over as soon as possible to the nearest Office of the Prosecutor.

i. A report detailing the following is to be submitted to UNAMIR HQ, attention G1 Pers, G2, G3 Ops and the Force Provost Marshall:

(1) name of the seeking protection,

(2) location where person sought protection,

(3) crime person accused of,

(4) name of the UNAMIR person who provided the protection,

(5) circumstances reason why person sought protection,

(6) date, time and place the person seeking protection was handed to the Office of the Prosecutor, and

(7) whether an ICRC and or UNHRCFOR representative was present during the hand over and if not, why not.

4. Persons detained by UNAMIR troops

a. They are to be searched, disarmed and segregated. At all times they are to be treated in accordance with the principles of minimum force as detailed at Reference A. UNAMIR HQ is to be notified immediately of the circumstances surrounding the detention. HQ UNAMIR is to dispatch MP or CIVPOL to the site. UNAMIR troops are to allow the MP or CIVPOL to liaise with the Rwandan authority(s).

b. The detainee(s) is to be told the reason for his detention.

c. They are to be identified and their personal details recorded. The reason for the detention is also to be recorded.

d. A safe and secure place is to be arranged as a temporary place of custody. Detainees are to be kept in custody by UNAMIR troops for the minimum time necessary. A detainee is to be kept in custody for no more than 24 hours unless they have the permission of UNAMIR HQ. Detainees are to be provided with food, water, shelter and medical attention as required. ICRC is to be informed immediately and is to be allowed to have access to these detainees.

- f. Detainees and the property found in their possession are to be handed to the appropriate Prosecutor's Office (details of these offices are at Annex E). The detainee is to be allowed to keep all property essential for his/her comfort and survival (eg food and water).
- g. The ICRC *and the UNHRCFOR* are to be notified and, if possible, are to be present during the hand over. The proforma at Annex G is to be completed and signed by the UNAMIR person conducting the hand over and the person in the Prosecutor's Office to whom the hand over is made.
- h. Detainees are not to be handed to any other RPA authorities. A Prosecutor's Office is the only authorised Office for the processing and handing over of detainees in Rwanda.
- i. A report detailing the following is to be submitted to UNAMIR HQ, attention G1 Pers, G2 , G3 Ops and the Force Provost Marshall:
 - (1) name of the detainee,
 - (2) location where person was detained,
 - (3) crime person accused of,
 - (4) name of the UNAMIR person who detained the detainee,
 - (5) date, time and place the detainee was handed to the Office of the Prosecutor, and
 - (6) whether an ICRC *and/or UNHRCFOR* representative was present during the hand over and if not, why not.

ANNEX E TO LEGAL
JURISDICTION
APPLICABLE TO UNAMIR
AND RWANDAN
AUTHORITIES
DATED 1995

PROSECUTOR OFFICES IN RWANDA

| <u>TOWN</u> | <u>PROSECUTOR'S NAME</u> | <u>ADDRESS</u> |
|-------------|--------------------------|----------------|
| | | |
| KIBUNGO | MUSHUMBA, Jean Baptiste | |
| KIGALI | NSANZUWERA, Francois | |
| RWANAGANA | GATAMBIYE, Sylere | |
| KIBUYE | TUYISENGE, Cyprien | |
| GITARAMA | KAYIBANDA P. Celestin | |
| NYANZA | HARELIMANA, Simon | |
| BUTARE | GATSIMBANYI, Callixte | |
| GIKONGORO | HAVUGIYAREMYE, Aloys | |
| CYANGUGU | NYANDWI, Viateur | |
| GISENYI | HARERIMANA, Charles | |
| RUHengeri | UWIYINGOMA, David | |
| BYUMBA | MUSUHUKE, Francois | |
| | | |
| | | |

NOTE: IT IS THE DUTY OF ALL SECTOR COMMANDERS TO KNOW EXACTLY
WHERE THE ABOVE OFFICES ARE LOCATED.

ANNEX F TO LEGAL
JURISDICTION
APPLICABLE TO UNAMIR
AND RWANDAN
AUTHORITIES
DATED 1995

ICRC REPRESENTATIVES IN RWANDA

| <u>TOWN</u> | <u>ICRC REPRESENTATIVE'S NAME</u> | <u>ADDRESS</u> |
|-------------|---------------------------------------|----------------|
| KIBUNGO | FRANCOIS SENECHAUB | |
| KIGALI | LAURENT FELLAY | |
| RWANAGANA | FRANCOIS SENECHAUB | |
| KIBUYE | CHRISTOPHE LOSEY | |
| GITARAMA | LAURENT FELLAY | |
| NYANZA | FEREYDOUN AALAU | |
| BUTARE | AALAME FEREYDOUN | |
| GIKONGORO | FRANZ RAUSCHEN STEIN | |
| CYANGUGU | IRIS WITTNER | |
| GISENYI | JOHANNA GROMBASH | |
| RUHENGERI | JOHANNA GROMBASH | |
| BYUMBA | HUGO GISLER | |
| | | |
| | | |

NOTE: IT IS THE DUTY OF ALL SECTOR COMMANDERS TO KNOW EXACTLY
WHERE THE ABOVE OFFICES ARE LOCATED.

ANNEX G TO LEGAL
JURISDICTION
APPLICABLE TO UNAMIR
AND RWANDAN
AUTHORITIES
DATED 1995

HAND OVER PROFORMA

I,(1), A MILITARY MEMBER OF
UNAMIR/MINUAR HAVE HANDED OVER.....(2)
TO THE OFFICE OF THE PROSECUTOR OF(3)
AT.....(4)

SIGNED THIS DAY OF 19

.....
UNAMIR

.....
OFFICE OF THE PROSECUTOR

- (1) Insert here the name of the UNAMIR person conducting the hand over.
- (2) Insert here the name of the person being handed over.
- (3) Insert here the name of the Prosecutor's Office.
- (4) Insert here the time of hand over.

UNITED NATIONS

ASSISTANCE MISSION FOR RWANDA



NATIONS UNIES

MISSION POUR L'ASSISTANCE AU RWANDA

UNAMIR - MINUAR

TO: See Distribution
A:

DATE: Kigali, 26 January 1995

FROM: CIVPOL Commissioner
DE:

REF: CIVPOL/MEMO/53/95

SUBJECT: Instructions pertaining to the role of CIVPOL Liaison Officers to Force
OBJET: Headquarters

.... Please find attached a note on the instructions pertaining to the role of CIVPOL Liaison Officers to Force Headquarters (in French and English).

Distribution List:

FHQ ✓
Milobs GP HQ
All CIVPOL Division and Sections

② G3 Ops *Seen Ash*
CHO

Info
DCO Ops
27.1

③ *copy find*
CHO
JE
ce
29.1



**INSTRUCTIONS PERTAINING TO THE ROLE OF THE LIAISON OFFICERS
TO THE FORCE HEADQUARTERS (FHQ)**

1. The CIVPOL Liaison Officer to FHQs in charge of liaising between CIVPOL Headquarters and the Force Headquarters.
2. In this capacity, he cooperates closely with the FHQ operations room. He maintains a direct contact with the Chief Operations Officer and provides them with data about CIVPOL, finds out about the Force activities and receives the force HQ's requests.
3. The CIVPOL Liaison Officer to FHQ has an office at the Amahoro Hotel as well as radio and telephone communication facilities an additional means of contact on top of direct ones for more effective communication between CIVPOL HQ and all of the Kigali based Departments.
4. The Liaison Officer's office is CIVPOL's permanent branch at the Amahoro Hotel. This explains why the office meets with all visitors who wish to get in touch with CIVPOL and provides them with the necessary information.
5. The Chief of the Liaison team hold a registry of messages in which all relevant events are recorded.
6. The Liaison Office operates daily from 7:30 a.m. to 6 p.m. every morning upon arrival at 7:00 a.m., the Chief of the office takes care of the following:
 - He makes sure that the Sitrep draft is in conformity with the Sitrep sent from CIVPOL HQ on the previous day and makes the necessary adjustments or corrections;
 - He gets from the CPOO whatever must be added to the Sitrep. He collects CIVPOL's mail and does undertakes for mail to be forwarded urgently. This is done twice daily at midday and at the end of the day.
7. Every afternoon, he gets a copy of the Sitrep from CIVPOL HQ before leaving the office.
8. He keeps UNAMIR Sitreps which he analyses for the Commissioner and points out to him any relevant feature.
9. For his own information, he checks a situation map posted in the service room.
10. The Chief of the Liaison team is obligated to respect the present instruction.



**CONSIGNES RELATIVES AUX FONCTIONS D'OFFICIER DE LIAISON AU
PRES DU QUARTIER GENERAL DE LA FORCE (FHQ)**

1. Les Officiers de liaison de CIVPOL auprès du quartier général de la force sont chargés d'assurer la liaison entre le Quartier Général de CIVPOL et le quartier général de la force.
2. A ce titre il collabore étroitement avec la salle des opérations du Quartier Général de la force. Il maintient le contact direct avec le chef des officiers des opérations ou le chef des officiers de service du FHQ, en vue de donner tout renseignement concernant CIVPOL, de s'informer des activités du FHQ et de recevoir toute demande de la part de celui-ci.
3. Les officiers de liaison de CIVPOL auprès du quartier général de la force disposent à cet effet d'un bureau à l'hôtel Amahorro ainsi que de moyen de liaison radio et téléphoniques, qui en plus du contact direct leur permettent d'assurer les liaisons nécessaires entre le Quartier Général de CIVPOL et l'ensemble des services situés à Kigali.
4. Le Bureau des officiers de liaison constitue l'antenne permanente de CIVPOL à l'hôtel Amahorro. C'est pourquoi il reçoit tous les visiteurs désirant contacter CIVPOL et leur fournit les informations nécessaires.
5. Le Chef de l'équipe de liaison tient un registre de message dans lequel il enregistre tous les messages et événements survenus.
6. Le service de l'équipe de liaison se tient tous les jours de 7h30 à 18h00. A la reprise de service à 7h30, le chef de l'équipe de liaison prend les dispositions suivantes:
 - il s'assure que le projet de Sitrep est conforme au Sitrep adressé par CIVPOL la veille, et porte éventuellement les corrections et les rajouts;
 - il reçoit du CPOO les rajouts éventuels au Sitrep; Il retire le courrier destiné à CIVPOL, au niveau de la salle de courrier et prend les dispositions nécessaires pour son acheminement urgent. En mi-journée, comme en fin de journée il procède de même.
7. Tous les après-midis avant la descente, il reçoit une copie du Sitrep de CIVPOL.
8. Il conserve les copies du Sitrep de la MINUAR qu'il analyse pour le "Commissioner" en faisant toute observation nécessaire.

9. Pour sa propre documentation il renseigne une carte de situation affichée dans la salle de service.
10. A la reprise du service le matin et à la fin du service le soir il rend compte à l'officier de service de CIVPOL HQ.
11. Le Chef de l'Equipe de liaison est tenu au respect scrupuleux des présentes instructions.

Australian Medical Support Force



MINUTE

APM 4/95
AS MED SPT FORCE /95

SOP ADDRESSEES

AMENDMENT TO AUSMED SOP'S

1. Find attached Annex C to AUSMED SOP 208. This Annex is to be inserted into existing SOP'S and is to come into effect forthwith.

A.P. McIntyre
A.P. MCINTYRE
CAPT
SO3 OPS

9 JAN 95

ce

*Plse incl in SOP
folder*

*Thunt
SO2 OPS
12/1*

*[Signature]
12/1*

RESTRICTED

ANNEX C TO
AUSMED SOP 208
DATED 9 JAN 95

PROTECTION ON THE MOVE

Gen

1. This SOP outlines the protection procedure to be followed by AUSMED pers when deploying by vehicle within the AO.

Day Movt

2. Mov by day may consist of a single vehicle convoy only when:
 - a. the vehicle is travelling within city or town limits; and
 - b. the vehicle has communications (MOTOROLA is acceptable).
3. Mov by day requires a section of Inf protection when there is any vehicle mov outside the city or town limits. It is permissible for two vehicle convoys to travel without protection when they plan to use a route that does not deviate from the MSR. However, if the route requires mov from the MSR at any stage then protection is required. At the discretion of the OPSO it may be deemed that the Inf protection is not required when the composition of the convoy is adequately capable to provide their own security (e.g. two vehs containing ENGR sect with comms).

Night Movement

4. Single veh night mov may only occur when:
 - a. the veh is travelling in the city or town limits,
 - b. the veh has a min of two Inf pers in the veh if it is a 110 Landrover, and three if it is a Unimog as protection, and
 - c. the veh has comms.
5. Mov outside the city or town limits at night must be protected by an Inf sect.
6. All night veh mov is to be avoided unless absolutely necessary.
7. All night mov is to receive prior approval by the OPSO.

Copy No: 1...of: 22
 HQ NICOY
 UNAMIR
 BYUMBA CAMP
 BYUMBA

UNAMIR/NICOY/7408.9/G

② Ops Chief Clerk
 PLS PA on file
 Discussed
 30.11

See Distribution

NICOY SECURITY ALERT CONTINGENCY
 PLAN (OP PLAN NIKE)

28 Nov 94

Reference:

A. UNAMIR/NICOY/7408.9/G dated 19 Oct 94.

INTRODUCTION

1. Op Plan NIKE provides for the increase of NICOY security in the event of a deteriorating situation in Rwanda. It is designed to be flexible and responsive in a changing security environment, and to be applied locally as the threat dictates. It should be noted that UNAMIR Rules of Engagement (ROE), NICOY Standard Operational Procedure (SOP) and Ref 'A' levels of readiness/Alertness states are applicable either independently or in conjunction with Op Plan NIKE.

THREAT

2. It is assessed that RGF has a developing capability to establish an insurgency threat against the BBGNU. The scale of this potential will increase with time. Current assessment is that the threat is likely to be manifest as follows:

- a. Initially in sector 4 or 5.
- b. Concurrently in more than one border area.
- c. In Kigali.
- d. In any other place in the country but not until the re-establishment of a population base.

3. Threats to UNAMIR personnel is likely to be collateral caused by attacks on the BBGNU and RPA. Soft targets would be particularly vulnerable under this dispensation. Direct attack on UNAMIR personnel in order to achieve political ends is also possible. In view of the above, protection of NICOY personnel must be paramount. Under the current task, NICOY also has a duty to protect the following:

- a. MILOBS, UNREO, UNCIVPOL and other UN agency personnel within NICOY AOR.
- b. NGO personnel.
- c. Displaced persons, Refugees and Civilians insites or populations under the protection of UNAMIR Forces.

- d. Any other persons under UN protection.
- 4. It should be anticipated that in addition to NICOY task, the provision of security and humanitarian assistance to all those listed above may be problematic under an increased threat and limited resources.

AIM

- 5. The aim of this paper is to enumerate action to be taken as a contingency plan to any adverse situation that may arise in Rwanda.

SECURITY ALERT MEASURES

- 6. Command. The responsibility for adherence to Security Alert Measures (SAMs) involves all pl Commanders under HQ NICOY Command.
- 7. SAMs. NICOY SAMs under Op Plan NIKE will be as shown below. A detailed description of the action to be taken under each SAM is to be found in the Annexes shown:
 - a. GREEN. Low level threat. Normal Activities See Annex A.
 - b. YELLOW. Medium level threat. Increased security activities See Annex B. Deployment options are further sub-divided as follows:
 - (1) ALFA. Withdrawal to section positions.
 - (2) BRAVO. Withdrawal to platoon localities.
 - (3) CHARLIE. Withdrawal to COY Gp defended area.
 - c. RED. High level threat. Maximum security activity. Civil evacuation if necessary. NICOY evacuation plans in readiness for immediate execution See Annex C.
- 8. Activation. The activation of Op Plan NIKE will be sent by HQ NICOY using the fastest means possible, followed by a confirmatory order, at the earliest opportunity. An activation message will include the following information:
 - a. The Codeward - Op Plan NIKE.
 - b. The platoon to which the SAM applies.
 - c. The SAM to be adopted.
 - d. The time by which the SAM is to be activated.
 - e. The UNAMIR ROE, NICOY SOP or Ref A readiness/Alert status.
 - f. Brief description of the reason for Op Plan NIKE activation.
 - g. Confirmation details.

9. Example. An example of Op Plan NIKE activation message sent by radio is given below:

2B THIS IS ONE

- A. OP PLAN NIKE.
- B. 2 PL LOC.
- C. YELLOW ALFA.
- D. BY 241200B NOV 94.
- E. SIGHTINGS OF ARMED INSURGENTS IN RWANMAGANA AREA.
- F. CONFIRMATION TO FOLLOW IMM.

10. Reaction. On receipt of the Op Plan NIKE SAM message. The receiving pl is to:

- a. Follow the action outlined in the relevant Annex A - C to this instructions.
- b. Liaise with neighbouring pls or UNAMIR troops to inform them of location of sub-units or patrols.
- c. Prepare to carry out the action at the next SAM level.

11. Delegation. The authority to raise a SAM level is delegated to pl Gp Commanders if they consider that this is warranted by the threat. Pl Gp Commanders however do not have authority to lower a SAM level. In the event that a pl Gp Commander judges that a SAM level is to be raised, he must:

- a. Inform HQ NICOY by the fastest possible means, giving reasons for the increase in level.
- b. Liaise with neighbouring Pl Gp Comds or UNAMIR troops.
- c. Provide regular advise to HQ NICOY on his perception of the threat.

12. Reporting. Under NIKE YELLOW and RED, Platoons Comds are to make reports as follows:

- a. Any unusual activity related to the threat to be reported immediately.
- b. Specific reference to Op Plan NIKE activity is to be made as part of the SITREPS at 0600 and 1800 hrs.
- c. A weekly summary of Op Plan NIKE activities.

13. Status of MILOBS. MILOBS have special status under the UN convention. Since they are unarmed, early consideration for their security is very necessary. They are to be controlled as described in Annexes A - C.

14. Status of UNCIVPOL. UNCIVPOL authority can offer some advantages over military authority in certain circumstances. Pl Gp Comds are to liaise with UNCIVPOL in their locations to consider requesting their support to enhance their security arrangements particularly for the following:

- a. Crowd Control.
- b. Personal Search.
- c. Law and order enforcement.
- d. Guarding of points.
- e. Liaison with Gendarmerie.

FURTHER ACTION

15. Standby Section (SS). Pl Gp Comds are to develop and rehearse contingency plans which match Op Plan NIKE escalation as follows:

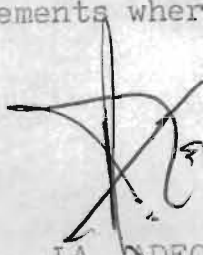
- a. NIKE GREEN. One section per Pl at 10 mins NTM.
- b. NIKE YELLOW. One section per Pl at 5 mins NTM.
- c. NIKE RED. One section per Pl at 5 mins NTM.

16. Protected Personnel. Pl Gp Comds are to estimate and submit numbers and deployment of protected personnel to HQ NICOY on or before 3 Dec 94.

17. Warning and Reporting Procedures. Ops offr to develop Op Plan NIKE warning and reporting procedures by 3 Dec 94.

18. Test Exercises. Ops offr to plan to exercise the pls on Op Plan NIKE measures on receipt of these instructions.

19. Review. Ops offr to conduct review of Op Plan NIKE, and coordinate the revision with supporting elements where and when necessary.


LA NDEOYE
Lt Col
Cont Comd

Annexes:

- | | | |
|----|---------------------|------------------------|
| A. | OP Plan NIKE GREEN | - Normal Activities. |
| B. | OP Plan NIKE YELLOW | - Medium Level Threat. |
| C. | OP Plan NIKE RED | - High Level Threat. |

Distribution:

External:

Copy No

Action:

C Ops 1

G 3 Plan 2

Information:

DHQ Ops 3

AHQ DAOPs 4

MA/FC 5

DFC/COS 6

Internal:

Action:

1 Mech Pl 7

2 Mech Pl 8

3 Mech Pl 9

Recce Pl 10

S & T Pl 11

Fd Engr Pl 12

Sig Pl 13

Information:

NICOY Wksp 14

NICOY Int 15

MIR 16

APRD 17

Chap/Imam 18

Comd's file 19

File 20

Spare 21 - 22

ANNEX A TO
UNAMIR/NICoy/7408.9/G
DATED: 28 NOV 94

OP PLAN NIKE GREEN - NORMAL ACTIVITIES

1. Tasks. Carry out normal tasks as described in current HQ NICoy OP Order.
2. Reconnaissance. Carry out reconnaissance of the following:
 - a. All locations identified for use under NIKE YELLOW and RED.
 - b. Routes to all locations including alternatives.
3. Protected Personnel. Establish the identity, numbers and locations of protected personnel within AOR and brief them on the procedure to be followed under NIKE YELLOW and RED. This must be done discretely in a manner which avoids alarmism.
4. MILOBS. Ensure all MILOBS personnel in your location are briefed on OP Plan NIKE contingencies.
5. UN CIVPOL. Consider how UNCIVPOL in your loc can be deployed to enhance military security arrangements.

OP PLAN NIKE YELLOW - MEDIUM LEVEL THREAT

1. Passage of SAMs. All troops are to be informed of change of OP plan NIKE SAM as soon as the change is effected.
2. Normal Operations. Operations must be continued unless ordered otherwise.
3. Reconnaissance. Carry out further Recce of the following:
 - a. All locations indentified for use under NIKE RED.
 - b. Routes to all locations including alternatives.
4. Protected Persons.
 - a. Establish identity, numbers and locations of UN and NGO personnel with in location.
 - b. Maintain a register of these details.
 - c. Inform those personnel of the reason for an increase in the threat and of need to remain vigilant.
 - d. Develop plans to move these personnel into UNAMIR safe Areas.
 - e. Inform these personnel of an action to be taken to withdraw them to UNAMIR safe Areas.
5. Withdrawal to Safe Areas. Under OP Plan NIKE withdrawal to safe Areas will be ordered as required. Safe Areas are designed to provide increased protection of protected persons, not to defend and from direct attack; although they must be capable of doing so. The occupation of safe Areas will be ordered as follows:
 - a. NIKE YELLOW ALFA. Foot patrols to withdraw to section positions.
 - b. NIKE YELLOW CHARLIE. Platoons to withdraw to NICOY GP HQ. Patrolling to be carried out at minimum of platoon level.
6. Withdrawal of Protected Persons to Safe Areas. During execution of NIKE YELLOW or RED, Protected Persons may by withdrawn to Safe Areas, on a voluntary basis. You are not in position to enforce withdrawal. Advice which can only be given as a professional recommendation.

Withdrawal of these personnel should occur under the following conditions:

- a. At the request of the personnel concerned.
- b. On Orders.

7. Reception. Platoon locations must have provision for the inclusion of protected persons within the relevant location. Arrangements should be made for the reception, accommodation, feeding and transportation of these personnel.

8. Vital Installations. Pl Comds are to increase the security of vital installations eg communication eqpt under NIKE YELLOW.

9. MILOBS Withdrawal. MILOBS are to adhere to OP Plan NIKE SAMs. Arrangements for the reception and administration of MILOBs are to be coordinated by Pl Comds. MILOBs may be given military tasks under NIKE YELLOW, provided that the following criteria are fulfilled:

- a. They are not sent to the site of a known or suspected threat.
- b. They travel as minimum party of six in two vehicles.
- c. They have guaranteed Communications.

10. Movement. Convoy movement is permitted under the following conditions:

- a. Minimum convoy is four vehicles.
- b. Minimum protection is one Section per convoy or packet.
- c. Movement off MSRs is minimised.
- d. All convoys or packets have guaranteed communication.
- e. Movement at night is minimised.

11. Administration. The following administrative actions are to be carried out:

- a. Combat Supplies. Seven days combat supplies are to be maintained as first line by all pls.
- b. Leave. Leave is restricted to compassionate cases only.
- c. Alcohol. No alcohol consumption when troops are placed on NIKE YELLOW OR RED.

ANNEX C TO
UNAMIR/NICBY/7408.9/G
DATED: 28 NOV 94

OP PLAN NIKE RED - HIGH LEVEL THREAT

1. Actions taken in Annex B are intensified with the following additions:

- a. Destruction Plans. Destruction plans are made in accordance with OP Plan HECTOR and JASON.
- b. Dress. All personnel are to wear ballistic protective equipment and headgear where issued.

UNAMIR/NICOY/7408.9/G

See Distribution

27 Nov 94

NICOY REINFORCEMENT CONTINGENCY PLAN
OP PLAN HECTORINTRODUCTION

1. OP PLAN HECTOR provides for the reinforcement of UNAMIR units and locations in the event of a deteriorating security situation in Rwanda. It is designed to be flexible and responsive in a changing security environment and to be applied within the Contingent location Sector 1 and other Sectors as the threat dictates.
2. It is not possible to anticipate specific scenarios, therefore OP PLAN HECTOR seeks to generate additional formed bodies of troops to enhance the security cover provided within Sector 1 and when the need arises, in order sectors within UNAMIR AO. It is expected that such reinforcement would be in a scenario in which an additional presence would improve the security situation or provide better protection for UNAMIR personnel or those who UNAMIR has a duty to protect.

AIM

3. The aim of the paper is to enumerate reinforcement measures to be adopted by NICOY in Sector 1 and other UNAMIR AO.

REINFORCEMENT MEASURES

4. The responsibility for implementation of Reinforcement Measures (RM) devolves to platoon comds under the order of Contingent Comd. The four key players are:
 - a. Reinforcing Platoon Comd. The pl comd from whose platoon formed bodies of troops will be deployed to reinforce another platoon location.
 - b. Gaining Platoon Comd. The pl comd receiving formed bodies of troops.
 - c. Gaining Sector Comd. The Sector Comd receiving reinforcement of formed bodies of troops from NICOY. The delegation of command under this situation will be coordinated by HQ UNAMIR and directive from DHQ Lagos.

- d. Reinforcement of NICOY. Under this situation, the Contingent, if distressed is to be reinforced under OP PLAN HECTOR by other Contingents within UNAMIR. The delegation of command under this situation will be coordinated by HQ UNAMIR subject to the national command restriction of contributing contingent(s).

REQUIREMENT FOR REINFORCEMENT

5. NICOY gp HQ will determine whether a platoon location is to be reinforced on the basis of the following:
- At the request of the platoon comd whose location is threatened.
 - On the evidence of a deteriorating security situation in the Sector and or platoon location concerned.
 - To preempt a threat which is expected to materialise.
 - In response to a changing political situation.

LEVEL OF REINFORCEMENT

6. Under OP PLAN HECTOR, reinforcement up to two platoons level can be ordered as required whenever any platoon location is threatened. Additional reinforcement can be called from UNAMIR HQ if NICOY gp cannot curtail the extent of the threat.

SEQUENCE OF ACTION

7. A detailed description of the action to be taken under each RM are as follows:
- Op Plan Hector Green.
 - Normal activities continues. These include reconnaissance to identify possible locations for use under HECTOR YELLOW AND RED by the platoons. Routes to all locations including alternative must be identified and memorised by all troops.
 - Administration of Reinforcing Troops: - Each platoon comd is to make contingency arrangement to administer up to two platoons consisting of the following:
 - 2 x 90 troops.
 - 7 A vehicles.
 - 4 B vehicles.
 - Reinforcement of Another Sect. The platoon comds should prepare their troops for reinforcement

of any threatened platoon location or another Sector at short notice. Reinforcing Platoon may be moved within 12 hrs.

b. Op Plan Hector Yellow.

(1) This stage indicates medium level threat. Normal tasks as described in current HQ NNAMIR Op Order to continue where possible. The threatened platoon will carry out detailed reconnaissance of locations earmarked for reinforcement including routes. In order to reinforce any threatened platoon location, or Sector, this stage is reduced as follow:

(2) Hector Yellow Alfa

- (i) Recce party - move immediately.
- (ii) Advance party - 6 hrs.
- (iii) Main body - 24 hrs.

(3) Hector Yellow Bravo

- (i) Advance party - move immediate.
- (ii) Main body - 12 hrs.

(4) Hector Yellow Charlie. Main body move within 6 hrs.

c. Op Plan Hector Red. This is a high level threat situation. Carry out tasks as described in current HQ UNAMIR Op Order where possible. Immediate deployment of reinforcement will be ordered.

RECEPTION ARRANGEMENTS

8. If reinforcement of Sector 1 is authorised due to deteriorating security situation. NICOY gp HQ will issue the following:

- a. Verbal order of arrival of the recce party of reinforcing contingent.
- b. Appoint an LO to coordinate reception arrangements.
- c. Provide guides, movement control and signing as required.
- d. Coordinate C2 including communications electronics instructions.
- e. Prepare accommodation for the reinforcing unit.
- f. Coordinate administrative support.
- g. Issue confirmatory orders.

ACTIVATION


9. The activation of a RM will be sent to Platoon locations by NICOY gp HQ using the fastest means possible, followed by a confirmatory hand copy at the earliest opportunity. An activation message will include the following information:

- a. The codeword Op Plan HECTOR.
- b. The reinforcing platoon(s).
- c. The gaining platoon(s).
- d. The level of reinforcement.
- e. The RM to be adopted.
- f. RV location for YELLOW ALFA.
- g. The time at which the NTM is to be achieved.
- h. The ROE readiness/alert status.
- i. Brief description of the reason of Op Plan HECTOR activation.
- j. Confirmatory details - k. See Annex A for an example of OP Plan HECTOR activation.

REACTION

10. On receipt of an Op Plan HECTOR message, addressees are to:

- a. Carry out action described in the foregoing.
- b. Liaise with neighbouring platoon comds to inform them of the location of subunits when RM are in place.
- c. Prepare to carry out the action at next RM level.


 Lt Col
 Cont Comd

Distribution:

External:
 Action:

C Ops
 G3 Plan

Information:

DHQ Ops
 AHQ DAOPs

Copy No

1 ✓

2

3

4

4

| | |
|---------|---|
| MA/FC | 5 |
| DFC/COS | 6 |

Internal:

Action:

| | |
|------------|----|
| 1 Mech Pl | 7 |
| 2 Mech Pl | 8 |
| 3 Mech Pl | 9 |
| Recce Pl | 10 |
| S & T Pl | 11 |
| Fd Engr Pl | 12 |
| Sig Pl | 13 |

Information:

| | |
|-------------|---------|
| NICOY Wksp | 14 |
| NICOY Int | 15 |
| MIR | 16 |
| APRD | 17 |
| Chap/Imam | 18 |
| Comd's file | 19 |
| File | 20 |
| Spare | 21 - 22 |

UN SECRET

ANNEX A TO
UNAMIR/NICOY/7408.9/G
DATED 27 NOV 94

HULLO ALL STATIONS THIS IS ZERO ALFA IMM MESSAGE OVER

THIS IS ONE SEND OVER
THIS IS TWO SEND OVER
THIS IS THREE SEND OVER
THIS IS FOUR SEND OVER

ALL STATIONS THIS IS ZERO ALFA

TEXT: OP PLAN HECTOR (.) ALFA (.) RECCE AND NO 2 MECH PLS CMM
REINFORCE NO 3 MECH PL (.) BRAVO (.) ALTERNES STATUS CMM YELLOW
ALFA (.) CHARLIE (.) RV AND TIME CMM HQ NICOY BY 261200B NOV 94
(.) DELTA (.) RM COMMENCES 262000B NOV 94 (.) ECHO (.) ROE CMM
GREEN (.) FOXTROX (.) AURGEMENT SY LOC CMM NYAGATARE (.) CFM ORDERS FOL
SOONEST (.) ACK ----- END OF MESSAGE OVER

| | | | | |
|------|----|-------|-------|------|
| THIS | IS | ONE | ROGER | OVER |
| " | " | TWO | " | " |
| " | " | THREE | " | " |
| " | " | FOUR | " | " |

ALL STATIONS THIS IS ZERO ALFA ROGER OUT

A - 1

UN SECRET

Copy No 1 of 22
HQ NICOY
UNAMIR
BYUMBA CAMP
BYUMBA

UNAMIR/NICOY/7408.9/G

See Distribution

28 Nov 94

NICOY WITHDRAWAL AND EVACUATION CONTINGENCY
PLAN OF PLAN JASON

GENERAL

1. This instruction covers NICOY Withdrawal and Evacuation Contingency Plan (WECP) to be adopted by all NICOY subunits in Sector 1 AO. It is code named OP Plan JASON. Those instructions that must be read in conjunction with Op Plan JASON are:
 - a. NICOY Security Alert Contingency Plan - Op Plan NIKE.
 - b. NICOY Reinforcement Contingency Plan - Op Plan HECTOR.
2. Op Plan JASON provides for withdrawal and evacuation of UNAMIR and associated personnel in the event of a seriously deteriorating security situation in Sector 1. It is designed to be flexible and responsive in a changing security environment and to be applied on national basis.
3. Under the current mandate UNAMIR and indeed NICOY has a duty to protect the following in its sector:
 - a. UNREO, UNHCR, UNCIVPOL and other UN agency personnel.
 - b. NGO personnel.
 - c. Displaced persons, Refugees, and civilians insites or populations under the protection of UNAMIR force.
 - d. Any other person under UN protection.
4. NICOY resources are limited. It is accepted that provision of security and humanitarian assistance, under UNAMIR Mission, may have to be limited by an increased threat. In these circumstance, the extention of protection to all those listed above may be problematic. Op Plan JASON gives guidance on the level of security to be achieved by NICOY under this condition.

AIM

5. The aim of this paper is to acquaint UNAMIR HQ of NICOY withdrawal evacuation contingency plan WECP) on Op Plan JASON.

PRINCIPLES OF EVACUATION

6. An Evacuation will be the last resort. Before it is ordered NICOY will seek to continue the mission, whilst retaining security by:
- Increasing Security Alert Measure (SAMs) Op Plan NIKE.
 - Reinforcing threatened Pls Op Plan HECTOR.
 - Withdrawing to Byumba Kigali, from where evacuated Pls can be reoccupied if there is a decrease in threat.
 - Evacuating Byumba at the end of withdrawal process.
7. NICOY will Present Strong and Coherent Resolve. An evacuation will only be ordered when there is no alternative. Even when non essential personnel have been withdrawn or evacuated, a high security core troops will provide a presence until evacuated.
8. Protected civilian will be Evacuated first. They will be offered early wdr to safe areas, escorted to Byumba and advised to leave when the security situation makes their presence no longer tenable.
9. Eqpt will not be Abandoned. Where possible only eqpt of lower value will be left in Byumba.
10. Evacuation to Kigali. Evacuation will be by Road. Byumba - Kigali high Avenue Approach Rd.
11. SEQUENCE OF EVENTS

| Serial (a) | Events (b) | Response (c) |
|---------------|--|--|
| 1. | Insurgents threat increase in Pl | Sy alert measure increase under OP NIKE |
| 2. | Greater presence required to ensure sy in the sect | Op Plan HECTOR invoke to threaten |
| 3. | Sit worsen in the threatened sect | Protected pers wdr to Byumba. |
| 4. | Increase in threat in other Pls | Non essential pers wdr to Byumba. Op Plan HECTOR invoked by troops avail |
| 5. | Threat increase in all sects | Op Plan JASON conc on Kigali |
| 6. | Byumba comes under threat | OP Plan JASON activated protected pers advised to leave. |

| (a) | (b) | (c) |
|-----|-----------------------------|---|
| 7. | Insurgency in Byumba worsen | Non essential personnel evac |
| 8. | Sit deteriorate | Destruction plans prepared some Op personnel evac |
| 19. | Govt loses control | Bulk of Op pers evac by air/road. Destruction plan invoked. |
| 10. | Order to evacuate of wdr | Remainder of avail pers leaves by air, Sy force leaves by road. |

12. Alternative Scenerio. A number of other scenerio could invoke Op Plan JASON. In the main, however, a progressive deterioration leading to a total collapse of security would be required before the full plan would be implemented.

13. Degree of Evacuation. Op Plan JASON may be only partially executed. A Stabilisation of the security situation would limit the degree of evacuation. Similarly, the process of evacuation could be reversed if the situation were to improve.

STAGES OF EVACUATION

14. JASON GREEN. During JASON GREEN, normal operation will continue. Preparation for further stages will be carried out. Major changes in security environment will include:

- a. OP Plan NIKE SAMs may be raised in the sector.
- b. OP Plan HECTOR RMs may be activated to increase presence in threatened Pl locations within the sector.

15. JASON YELLOW. Jason Yellow is the trigger for the NICOY WECP to commence. It stages the withdrawal and evacuation to process between JASON GREEN, the planning phase and JASON RED the final evacuation of Kigali/Rwanda.

16. JASON YELLOW. Jason Yellow is staged as follows:
- a. JASON YELLOW ALFA outlaying pl wdr to Byumba for subsequent withdrawal to Kigali.
 - b. JASON YELLOW BRAVO Evacuation of protected and non essential personnel.
 - c. JASON YELLOW CHARLIE Evacuation of bulk pl UNAMIR personnel.

JASON YELLOW ALFA

17. Looking at strategic locations of the pl locs in the sector. It will be nec for the pl to rather wdr to the ptl bases at Gatuna, Murambi and Nyagatare. While in their various base, pl should strive to dominate the routes to borders. That is No 1 pl at Gatuna to dominate the high avenue approach Rd Rukomo - Gatuna to enhance the chances of Headquarters elms wdr to Uganda through the Rd if the stages did not improve.

18. The pl in Nyagatare will dominate Nyagatare - Kagitumba Rd junction - Kagitumba border post. Alternatively the high venue approach of Rwanmagana - Kagitumba rd or the cross country route explained in our previous wdr plan. The presence of UNAMIR tps along these route provide an advantage for their use for clearing the route for safety of wdr UNAMIR Force. The - 3 pl posts in Murambi will be employed to monitor and ptl the high avenue approach Rd Rwanmagana - Kagitumba also for safety of UNAMIR use.

JASON YELLOW BRAVO

19. This stage of wdr provides for evacuation of protected and non essential personnels. As a result, the already secured routes dominated by the pls will be used to cross the personnels. This will inturns reduce the logistic load on Sect 6. The wdr of UNAMIR personnels by Rd will equally be saved since a force is already clearing the routes.

JASON YELLOW CHARLIE

20. Evacuation of bulk of UNAMIR PERS. Bulk of the UNAMIR Pers to be evacuated by Road to Uganda from the Sector will be moved to Gatuna border post. In the case of those in Kigali, Rwanmagana, Nyagatare and Murambi, they will be moved out of the country through Kagitumba border or the cross country road in Nyagatare.

21. However, it is important to note our wdr plan will not change much from the previous one presented in our Contingency plan for the NICOY GP.

22. The pl in Kibungo will endeavour to meet up its other pls in Kagitumba using the high avenue approach Rd Rwanmagama - Kagitumba. Where this is not possible, it will dominate Rd Kibungo - Rusomo on to the border post to provide sy to wdr UNAMIR troops.

LA ADEOYE
Lt Col
Cont Comd

Distribution:

External:
Action:

Copy No

C Ops

1 ✓

G 3 Plan

2

Information:

DHQ Ops

3

AHQ DAOPs

4

MA/FC

5

DFC/COS

6

Internal:

Action:

1 Mech Pl

7

2 Mech Pl

8

3 Mech Pl

9

Recce Pl

10

S & T Pl

11

Fd Engr Pl

12

Sig Pl

13

Information:

NICOY Wksp

14

NICOY Int

15

MIR

16

APRD

17

Chap/Imam

18

Comd's file

19

File

20

Spare

20 - 22

UN CONFIDENTIAL

FROM : G 3 Plans

5000.46 (Plans)

TO : DISTRIBUTION LIST

DATED : 26 DEC 94

CONTINGENCY PLANS : SOP FOR

UNAMIR MILITARY STAFF

cc
For the info
of all ops staff
27/12
S.8 ops

General

1. Reference security instructions on Plans NIKE, HECTOR and JASON.
2. In the event of deteriorating situation in Sector 6 security alert measures will be activated in Kigali. This instruction lays down the measures to be adopted under various conditions in order to ensure safety of military staff working at the HQ UNAMIR and HQ Mil Obs.
3. The Plans denote the following;
 - a. Op NIKE. Measures to counter the increased threat in the sectors. It enables increased presence in the sectors.
 - (i) NIKE GREEN. It indicates low level threat and normal activities will continue.
 - (ii) NIKE YELLOW ALFA, BRAVO and CHARLIE. Caters for medium level threat . normal ops will continue till the situation permits.
 - (iii) NIKE RED. Caters for high level threat. Ops will continue till the situation permits.
 - b. Op HECTOR. This plan encompasses reinforcement to the threatened sectors.
 - c. Op JASON. This plan entails the threatened sectors falling back to Kigali or being evac to neighbouring country in JASON GREEN and YELLOW ALFA stages. It also lays down instructions for the preliminary evac during JASON YELLOW BRAVO stage and the final evac of the Core Group and the left over security force in JASON RED.

Threat

3. The current situation in Rwanda is stabilised. However it is likely that the former RGF which is believed to be in the process of regrouping may in future embark insurgency ops. The threat in Sector 6 is likely to develop after the situation in the other sectors is deteriorated. The developing threat is

UN CONFIDENTIAL

likely to afford the desired reaction time to activate the alert measures in Sector 6 and thus Kigali.

4. The threat to UNAMIR in Kigali is likely to be ;
 - a. Insurgency threat aimed at BBGNU and the RPA
 - b. Attacks on UNAMIR personnel/ property.
5. The above mentioned threat is likely to develop as under ;
 - a. Infiltration into Sector 6 to asses the strength and capability of RPA.
 - b. Ambushing of UNAMIR vehicles and personnel.
 - c. Theft of vehicles, personal belongings, office and residential property
 - d. Extortion.
 - e. Sabotage of UN property.

OP plan NIKE

6. NIKE Green.
 - a. The presence of troops will be increased in Sector 6 by the Sector Cdr.
 - b. Normal ops will continue.
 - c. Mil Obs and the CIVPOL HQs will be kept updated of the situation by the Ops branch and the Cdr Sector 6.
 - d. Cdr Sector 6 to coordinate the deployment of CIVPOL to enhance the security in Kigali.
 - e. Prepare to meet the next level of threat.
7. NIKE Yellow (Medium level threat).
 - a. Yellow ALFA.
 - (i) Sector 6 troops consolidate on the platoons, coy and battalion positions progressively as per the existing plan.
 - (ii) Security of KPs to be enhanced.
 - (iii) Curfew imposed for all UN personnel from 10 pm to 6 am.
 - (iv) All movements to in groups of atleast two persons.
 - (v) Comm on Motorola when moving out.
 - (vi) Ops branch will ensure 24 hours comm with HQ

UN CONFIDENTIAL

3

Sector 6. It should be duplicated with telephone.

(vii) In case of emergency the duty officer in Ops branch should be approached on radio who will immediately get in touch with the HQ Sector 6 to rush in the RRF to the desired spot.

(viii) Cdr Sector 6 to enhance the security at Hotel Meridian and Belgian Village to one section each and ~~one~~ one platoon at the Amahoro Complex.

b. Yellow BRAVO and CHARLIE.

a. Plan HECTOR is likely to be ordered at this stage to beef up the troops strength in Sector 6. It is likely that one/two coys will reinforce Sector 6 to counter the increased threat. Cdr Sector 6 will remain the overall cdr.

b. No distinct gap between BRAVO and CHARLIE.

c. All movements restricted to that required to perform official duty only.

d. All members of staff fall back to the following safe areas;

(i) Amarocho Hotel.

(ii) Amarocho Stadium for the balance.

e. Security at Amarocho complex enhanced to one platoon.

f. Logistics branch to ensure the desired water and electricity supply in the Amarocho complex.

6. NIKE Red.

a. Falling back to Safe Areas if not done already.

b. Sector 6 Cdr to deploy one platoon RRF at the Amarocho complex in addition to the one platoon deployed in defence of the complex.

c. Movements kept to the minimum even during day time.

d. All personnel to use ballistic protective equipment.

e. This stage will also entail evac of civil non essential personnel from Kigali. only a small core group would be functioning after this stage.

f. All branches will prepare a list of non essential staff

UN CONFIDENTIAL

UN CONFIDENTIAL

4

members and prepare them for evac in the next stage.

Op JASON

7. This Plan entails evac from Rwanda. It may be only partially activated depending on the situation. The aim will be to remain in a position to redeploy in Rwanda when the situation improves. The Plan will be activated when the situation in the sectors deteriorates to the extent that the security of even military personnel is endangered. It may entail an evac of only the threatened sectors.

8. JASON Green. This part deals with the preparation for the evac. UN Agencies and NGO personnel may be evac in this stage. All branches will prepare the non essential staff members for evac. It corresponds to the affected sectors preparing to start the procedure of falling back to Kigali or evac to a neighbouring country.

9. JASON Yellow. This part involves with the evac process.

a. Yellow ALFA.

(i) Threatened sectors withdraw to Kigali after destroying their non essential stores. All important and vital stores will be brought back to Kigali.

(ii) Some contingent may be withdrawn to a neighbouring country along a planned land route.

(iii) All non essential military personnel including the staff will manifest themselves with the Mov Con.

(iv) Non essential stores of ONLY Sector 6 contingent to be destroyed.

b. Yellow BRAVO. It involves preliminary evac. It corresponds to the RED LEVEL security condition laid down by the HQ UNAMIR. It will be under taken when final evac is likely.

(i) All non essential UNAMIR civilians and military personnel evac.

(ii) All troops not required for the defence of Kigali evac by land and/or air.

(iii) Equipment of high value and those of units will be given priority.

(iv) Units will be preferably evac by road and other persons by air.

(v) Those moving out by air will have a luggage

UN CONFIDENTIAL

UN CONFIDENTIAL

5

weight limit of 15 kg per person.

(vi) All vehicles and equipment other than that required by the minimum presence will be evac by road and/ or air.

c. Yellow CHARLIE. It entails the main evac.

(i) All UNAMIR civil and military personnel evac who are not required for the minimum presence.

(ii) Troops not required for the defence of Kigali evac.

(iii) A core group will be formed which will continue functioning till the last evac. It will comprise of the following ;

A. Appropriate representative from HQ UNAMIR.

B. Force Cdr/ DFC/ COS.

C. Core Ops persons.

C. Engrs.

D. Air Ops staff.

E. Representative of Logistics branch.

(iv) Important and Essential stores evac.

(v) Non essential stores of units which withdrew from Kigali destroyed under arrangements of the Engrs.

8. JASON Red. It involves the final evac from Rwanda, of the minimum presence and the security force. The security force will be evac by road and the Core Group by air. Remaining stores will be destroyed by the Engrs.

Miscellaneous Aspects

9. Destination After Evac. It will be intimated to the concerned in due course of time.

10. Earmarking of Accn in the Safe Areas. It will be coordinated by the G 3 Plans and all the branches will be intimated accordingly.

11. Family Members. The SRSg has instructed vide circular on Security Plans dated 16 Dec that the responsibility for security and evac of family members is that of the concerned officers. They should be evac before UNAMIR evac process starts.

UN CONFIDENTIAL

UN CONFIDENTIAL

6

12. Non Local Domestic Help. Same as above.
13. Forms to be Filled. The following forms need to be filled at the earliest and forwarded to CMPO and Plans branches. Samples are attached as Annexure 1 and 2, as under;
- a. General Info. Copy attached as Annexure 1. Forward two copies per officer to CMPO by 30 Dec 94.
- b. Inventory for the Personal Effects. One copy to CMPO and one to this branch. Copy attached as Annexure 2.
14. Evac of office Equipment. CMPO will coordinate the evac of the essential equipment as part of the office stores. Forward a list of office equipment in your branches to the CMPO and a copy to Plans branch by 09 Jan 94 to enable him to screen the same into essential category.

Check List

15. Forms as mentioned in paragraph 13 above to be forwarded to CMPO and Plans branches by 30 Dec 94 if not already sent.
16. List of office equipment as mentioned in paragraph 14 to be forwarded to CMPO and Plans branches by 09 Jan 94.
17. All branches to prepare the list of non essential staff members and forward to the Plans branch by 09 Jan 94 as mentioned in paragraph 8 above, for evac in the JASON Yellow BRAVO/CHARLIE stage.
18. The list of the Core Group to be prepared by the Plans branch by 09 Jan 94.
19. All staff members to be in possession of the ballistic protection equipment.

Military Parallel States of Security to That Defined by the SRSG for the UNAMIR

20. The SRSG vide his letter dated 16 Dec has defined five security conditions for the UN personnel. This branch has already intimated the security states pertaining to the military persons vide the instructions on plans Op NIKE, HECTOR and JASON. Following are the parallel states applicable to the military personnel;

| <u>Phases</u> | <u>Defined by the SRSG</u> | <u>Applicable to mil persons</u> |
|---------------|---|----------------------------------|
| a. Phase-1 | Precautionary (Movements restricted) | Op NIKE GREEN, YELLOW and may |

UN CONFIDENTIAL

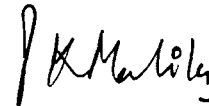
UN CONFIDENTIAL

7

to essential activities) be Op HECTOR

- | | | | |
|----|---------|---|---|
| b. | Phase-2 | Restricted Movements (All movements to be restricted) | NIKE RED |
| c. | Phase-3 | Relocation (Persons, to the extent property relocated to conc centres in anticipation of evac) | NIKE RED |
| d. | Phase-4 | Programme suspension (Regular ops can not continue, all non essential persons evac) | JASON GREEN, YELLOW ALFA and BRAVO. |
| e. | Phase-5 | Evac (All ops halted and all personnel evac) | JASON YELLOW CHARLIE and JASON RED. |

21. It is for info and neccessary action.


P K Malik
Maj
G 3 Plans 3

Distribution List :

| <u>Action :</u> | <u>Copy No</u> |
|-----------------|----------------|
| MA to FC | 1 |
| DFC | 2 |
| COS | 3 |
| DCOS(Ops) | 4 |
| DCOS(Sp) | 5 |
| C Mil Obs Force | 6 |
| HAC | 7 |
| C Civ Pol | 8 |
| G 1(FMO) | 9 |
| G 1(CMPO) | 10 |
| G 2(INFO) | 11 |
| G 3(Ops) | 12 |
| G 3 Plans | 13 |
| G 3 Engrs | 14 |
| G 3 liaison | 15 |
| Air Ops | 16 |
| G 4(logistics) | 17 |
| G 4(Mov Con) | 18 |
| G 6(Comm) | 19 |
| Camp Commandant | 20 |

UN CONFIDENTIAL

UN CONFIDENTIAL

8

HQ Mil Obs
Spare

21
22 and 23

Info

INDBATT

24

UN CONFIDENTIAL

ANNEX 1

INFORMATION / SECURITY PLAN LISTING

UNAMIR ID N° _____

NAME: _____
(Family name) (Other names)

NATIONALITY: _____

CITY/COUNTRY OF HOME LEAVE: _____

DATE OF ARRIVAL AT UNAMIR: _____

OFFICE NUMBER AND LOCATION: _____

TELEPHONE: _____

FUNCTION/TITLE: _____

RESIDENTIAL ADDRESS AT DUTY STATION: (state quarters, floor, entrance,
type of building; attach location sketch to main road and, most importantly, state grid reference)

HOME TELEPHONE: _____

UN LAISSEZ-PASSER N°.: _____ EXPIRY DATE: _____

NATIONAL PASSPORT N°.: _____ EXPIRY DATE: _____

PARENT ORGANIZATION: _____

LOCATION OF PARENT ORGANIZATION: _____

EXPIRATION DATE OF CONTRACT WITH PARENT ORGANIZATION: _____

* DEPENDENTS PRESENT AT DUTY STATION : YES _____ NO _____

* SPOUSE: _____

* It should be noted that the presence of these groups in the UNAMIR mission area runs contrary to UNAMIR administrative circular #13/94. If these individuals are present in the UNAMIR mission area, they are the sole responsibility of the staff member. Under no circumstances will UNAMIR be held liable for their security and safety.

CIVILIAN STAFF MEMBERS: SUBMIT TO CHIEF CIVILIAN PERSONNEL OFFICE

CIVPOL STAFF MEMBERS: SUBMIT TO CHIEF, CIVPOL PERSONNEL OFFICE

MILITARY STAFF MEMBERS: SUBMIT TO CHIEF MILITARY PERSONNEL OFFICE

ALL PERSONNEL OFFICES PLEASE FORWARD A COPY TO THE SECURITY AND SAFETY UNIT

ANNEX 2

INVENTORY OF PERSONAL EFFECTS **FURNITURE, HOUSEHOLD EFFECTS, AUTOMOBILES & VALUABLES**

Note: Please complete this form in the following order:

I. FURNITURE AND HOUSEHOLD EFFECTS IN:

- | | | |
|------------------|------------------|----------------|
| A. Living Room | E. Bedroom No. 3 | I. Laundry |
| B. Dining Room | F. Bedroom No. 4 | J. Balcony |
| C. Bedroom No. 1 | G. Office | K. Other rooms |
| D. Bedroom No. 2 | H. Kitchen | L. Garage |

II. AUTOMOBILE(S)

III. VALUABLES

IV. CLOTHING

Name: _____

Functional Title: _____ Grade/Rank: _____

Address: _____ Date of Inventory: _____

| DESCRIPTION OF ITEM | PLACE OF PURCHASE | DATE OF PURCHASE | PURCHASE COST** | | ESTIMATED REPLACEMENT COST |
|------------------------|----------------------|---------------------|--------------------|-------|----------------------------------|
| | | | LOCAL | US \$ | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

* IT IS THE STAFF MEMBER'S RESPONSIBILITY TO ADVISE THE DESIGNATED OFFICIAL OF ANY CHANGES IN THE INFORMATION GIVEN.

** STATE ONLY IN CURRENCY ACQUIRED.

ANNEX 2 (Cont'd)

Name _____ Page _____ of _____

[illegible]

* State only in currency acquired.

CIVILIAN STAFF MEMBERS: SUBMIT TO SECURITY AND SAFETY UNIT
CIVPOL STAFF MEMBERS: SUBMIT TO CIVPOL PERSONNEL OFFICE
MILITARY STAFF MEMBERS: SUBMIT TO CHIEF MILITARY PERSONNEL OFFICE
ALL PERSONNEL OFFICES PLEASE FORWARD A COPY TO THE SECURITY AND SAFETY UNIT



3000 3 (SP)

From: Col K P O'Kelly
DCOS (Sp)
HQ UNAMIR

①

Extn: 11109

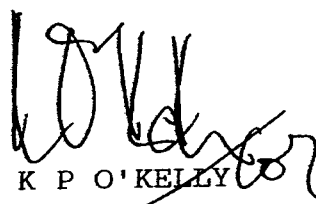
To: See Distribution

File Reference:

Date: 14 Dec 94

Subject: ACTIONS IN CASE OF DEATH OR SERIOUS INJURY TO A MEMBER
OF THE MILITARY COMPONENT OF UNAMIR

In the light of recent experience, I have prepared the attached aide memoire outlining the actions necessary in case of the death of, or serious injury to, a member of the UNAMIR military component.



K P O'KELLY
Col
DCOS (Sp)

Distribution:


Those listed at Annex A
FMO

② G3 Ops

1. Ensure DO /SDO are aware of contents especially paras 1 through 4 & 6.
2. Place in instr book.

See
Returned
17/12

Thunt
G3 OPS
19/12


DCOS Ops
15.12

AIDE MEMOIRE FOR DUTY OFFICERS AND G1 STAFFS

ACTION TO BE TAKEN IN CASE OF THE DEATH OF
OR SERIOUS INJURY TO A MILITARY MEMBER OF UNAMIR

IMMEDIATE ACTIONS

1. When information is received that a military member of UNAMIR has died or suffered serious injury, immediate actions are to be taken by:

- a. The Duty Officer outside normal working hours, until he is relieved of the task by CMPO or a member of his staff.
- b. CMPO and his staff during normal working hours.

2. It is however likely that the first information will be received by the Duty Officer and, whether in normal working hours or not, he is to handle the matter until it can be passed to CMPO or a member of his staff not below the rank of Major. Note, however, that the Ops staff retains responsibility for the preparation and submission of the Special Incident Report (See paragraph 6a.)

3. When acknowledging the initial information, advise the unit concerned of the need to provide, by the fastest available means, the information necessary to complete the NOTICAS (See below) - but note that casualty details should not be passed over insecure radio nets.

4. Although it is likely that much information that will be required in due course will not be available, immediately inform those listed at Annex A, giving all known relevant details.

5. In the case of death, advise the unit that they should advise their national headquarters of the incident and that the notification of next of kin will be the responsibility of that headquarters; they must report back when the next of kin have been informed. HQ UNAMIR must be advised when this has taken place as the name of the deceased will not be released in any public statement before this confirmation has been received. CMPO must, therefore, advise Public Affairs Office when it is confirmed that next of kin have been informed.

6. Start to prepare:

- a. Special Incident Report. This is the notification of the occurrence through the operational chain of command. It will be cleared and submitted to New York by DCOS (Ops).

b. Preliminary NOTICAS. There may be a conflict between the need to pass information to HQ UN as quickly as possible and the knowledge that the necessary information is not available. This dilemma is solved by the passage of the Preliminary NOTICAS message, which takes the same format as the NOTICAS message, except the heading. Those details which have been confirmed are to be included; the remainder is to be given as 'To follow'.

NOTIFICATION OF CASUALTY

7. CMPO is to prepare the formal Notification of Casualty (NOTICAS) in accordance with Annex B. The Serial No is to be the next number from a sequential list he is to maintain. When all the details are known and confirmed, it is to be passed to CAO for his action and transmission to HQ UN.

ADDITIONAL CONSIDERATIONS IN CASE OF DEATH

8. In the event of the death of a member of UNAMIR, there are clearly other matters which need to be addressed. While this aide memoire does not attempt to set out full procedures, its aim is to serve as a check list of points to be considered. Note that full particulars may be found in the UN Field Administration Manual, Chapter 9.

9. The remains are to be transported by the most appropriate and dignified means to the UN medical facility in Kigali (currently AUSMED) where they will be held until taken out of Rwanda. Note that Australian custom and practice precludes the use of Australian ambulances for this purpose; if an ambulance is required, it should be sought from another contingent.

10. An ad hoc committee is to be formed under the CAO's direction to review the situation; ensure that all relevant details have been passed to HQ UN; determine the disposal of the remains (including ensuring that full movement arrangements have been made to the home country and have been promulgated as necessary); consider ceremonial; and appoint an escort.

11. Autopsy. FMO is to be consulted as to the requirement for an autopsy.

12. Coffin and UN Flag. Obtained through C Log O, together with a 6'x 9' UN flag, with which the coffin shall be draped during ceremonial and movement. The flag is not to be interred or otherwise disposed of with the remains; it may be given to the next of kin after the funeral ceremonies or, if they do not wish to retain it, the escort is to return it to C Log O.

13. Funeral Director. UNAMIR has an open contract with a funeral director in Nairobi. This company will receive the remains from the aircraft at the airport, transport them to their own premises, carry out the necessary further preparations for the remainder of the journey and, finally, deliver the remains back to the airport for the outbound flight.

14. Travel Arrangements. Arrangements for the movement of the remains from Kigali to Nairobi should be made with Air Ops. Experience shows that if it is intended to perform some ceremonial at the airport, it will be preferable to choose a time fairly late in the day, after the day's main movements have taken place. Onward movement from Nairobi will be arranged by the UNAMIR Travel Office.

15. Escort. Note the following:

a. Must be an officer, preferably senior to the deceased (although this may not always be possible) and will be from the same contingent as the deceased.

b. Accompanies the remains on their journey (travelling on the same aeroplane) and is responsible for their safe custody and dignified handling throughout.

c. Represents the Force Commander at the funeral rites and ceremonies in the home country.

16. Documentation. Three documents are required for the movement of the remains from Kigali to Nairobi:

a. The passport of the deceased.

b. A death certificate, which must conform to certain requirements - FMO is aware of the requirements.

c. A certificate - obtained from the Rwandan Ministry of Health - declaring that the body is free from certain diseases.

17. Customs Clearance. With this documentation, there should be no difficulties clearing customs. It may be helpful, though, to make prior arrangements with the Customs authorities, with the assistance of Movement Control.

18. Ceremonial. In the past, the airport authorities have been helpful in allowing UNAMIR to conduct a short ceremony as the remains are placed into the aircraft which will fly them to Nairobi. Clearly the maximum notice and flexibility that can be shown on our part will allow the authorities to give us greater latitude in our activities; KIA is an international airport, we

have no right to unlimited free access airside and we must respect the authorities wish to maintain security; otherwise, we shall not be able to conduct the kind of event we would wish. An example format, which has been used successfully, is attached at Annex C but it may be necessary to adapt this to meet the sensitivities of the religious and national customs of the deceased.

19. United Nations Medal. If the deceased has not previously been awarded the United Nations Medal with UNAMIR ribbon, action should be taken to make an exceptional award, as allowed in the Regulations. The medal should be available for any ceremonial which may be arranged.

SUMMARY

20. When a member of UNAMIR dies, there will be much to be done and it will need to be done quickly. It is important that all concerned are aware of the part that they have to play. Accurate and timely notification of the necessary information is the key.

Annexes:

- A. Personnel to be Notified Immediately on Receipt of Notification of Death or Serious Injury.
- B. NOTICAS Format.
- C. Possible form of Ceremonial. (To follow)

ANNEX A
TO AIDE MEMOIRE

PERSONNEL TO BE INFORMED IMMEDIATELY
ON RECEIPT OF NOTIFICATION OF DEATH OR SERIOUS INJURY

1. MA to FC.
2. MA to DFC.
3. DCOS (Sp).
4. DCOS (Ops) &
5. CMPO.
6. Provost Marshal.
7. CAO.
8. Public Affairs Office.

ANNEX B
TO AIDE MEMOIRE

NOTICAS FORMAT

- A. NOTICAS NO
- B. UNAMIR
- C. Service Number:
- D. UN ID Card No:
- E. Rank
- F. LAST NAME (Given names)
- G. Sex
- H. Nationality
- I. Next of Kin (Name, address and relationship)
- J. Category (eg contingent member, MILOB etc)
- K. On duty at the time of the occurrence (Yes or No)
- L. Date of Occurrence
- M. Time (Local)
- N. Place
- O. Type of Casualty (Death, injury or illness)
- P. Cause of casualty

ANNEX C
TO AIDE MEMOIRE

CEREMONIAL PROCEDURE
FOR FUNERAL SERVICES
CONDUCTED FOR UNITED NATIONS PERSONNEL

1. In the event that a funeral service is conducted for United Nations Personnel, the ceremonial procedure to be followed is:

| Serial | Command | Given by | Action | Remarks |
|--------|--|------------|----------------|--|
| 1 | | | | Escort Party and Band form up in the assembly area under command of RSM AUSMED. |
| 2 | Escorts Attention | RSM AUSMED | National drill | Band complies with commands |
| 3 | Escorts Shoulder Arms | RSM AUSMED | National drill | |
| 4 | Band by the Centre, Escorts by the Left. Quick March | RSM AUSMED | | Band and Escorts step off together and march to pre-designated positions. Band and Escorts Mark time. |
| 5 | Band and Escorts - Halt | RSM AUSMED | National Drill | Pipes and Drums move to their position. |
| 6 | Band and Escorts will Advance - Right Turn | RSM AUSMED | National Drill | |
| 7 | Escorts - Order Arms | RSM AUSMED | National Drill | |
| 8 | Escorts - Stand at Ease. | RSM AUSMED | | 1. Parade Commander Takes Command 2. Band acts on Command 3. Bearer Party moves to start position. |

| | | | | |
|----|-------------------------------------|------------------|--|---|
| 9 | Escorts - Attention | PDE COMD | | <ol style="list-style-type: none"> 1. Band acts on Command 2. Pipes and Drums play Amazing Grace |
| 10 | Bearer Party - Slow March | OIC Bearer Party | | |
| 11 | Bearer Party - Halt | OIC Bearer Party | | <ol style="list-style-type: none"> 1. Given when rear of veh carrying the coffin is level with the bier. 2. Pipes and drum cease to play |
| 12 | Bearer Party - Inwards Turn | OIC Bearer Party | | |
| 13 | Bearer Party Remove Coffin | OIC Bearer Party | | <ol style="list-style-type: none"> 1. Depending on the Vehicle that is used to transport the coffin, the bearer party is to remove the coffin as smoothly as possible. 2. Once the coffin has been removed, the vehicle is to depart from the service area back to the assembly area. |
| 14 | Bearer Party Prepare to Lift - Lift | OIC Bearer Party | Lift the coffin evenly until it is just above the level of the shoulder, turn the body towards the feet end of the coffin and at the same time take the weight of the coffin on the inside shoulder. | |
| 15 | Coffin Right or Left | OIC Bearer Party | Using short steps in a forward and sideways motion rotate the coffin in the required direction until it is positioned feet foremost, towards the direction of subsequent movement. Bearers are to be halted on completion of this movement. | |
| 16 | Slow March | OIC Bearer Party | Bearers are to step off with the inside foot to avoid rocking of the coffin. Paces should be short and while the step is to be maintained, bearers must not attempt to carry out a ceremonial slow march. Heads must be held erect and bearers must not look down. | |

| | | | | |
|----|--|------------------|--|--|
| 17 | Bearer Party - Halt | OIC Bearer Party | | |
| 18 | Prepare to Lower | OIC Bearer Party | Bearers remove the inner hand from their opposite number 's shoulder and bring it close to their own shoulder at the same time. Turn Inwards and place the outside hand underneath the coffin. | |
| 19 | Lower | OIC Bearer Party | All bearers assist in lowering the coffin until it is supported at full arms length and then my small side paces the coffin is positioned centrally on the bier | |
| 20 | Bearer Party - Attention | OIC Bearer Party | Bearers return to the position of attention | |
| 21 | Bearers One Pace Step Back - March | OIC Bearer Party | | |
| 22 | Bearer Party Outwards Turn. | OIC Bearer Party | | |
| 23 | Escorts - General Salute - Present Arms | PDE COMD | National Drill | Pipes and drums play United Nations National Anthem |
| 24 | Escorts - Shoulder Arms | PDE COMD | National Drill | |
| 25 | | | Service is conducted | |
| 26 | Escorts - General Salute - Present Arms | PDE COMD | National Drill | 1. Buglers sound Last Post. 2. All military pers in uniform are to salute |
| 27 | Escorts - Shoulder Arms | PDE COMD | National Drill | Given on completion of Last Post |
| 28 | Bearer Party - Inwards Turn | OIC Bearer Party | Bearers about turn and face the coffin | |
| 29 | Bearer Party One pace Step Forward - March | OIC Bearer Party | | |
| 30 | Bearer Party Prepare to Lift - Lift | OIC Bearer Party | As for serial 14 | Bier is removed by officiating padre or attendant |
| 31 | Bearer Party - Slow March | OIC Bearer Party | Bearer Party marches the coffin to a position where it can be placed aboard the aircraft | |
| 32 | Bearer Party - Halt | OIC Bearer Party | | |
| 33 | Bearer Party - Prepare to lower | OIC Bearer Party | As for serial 18 | |

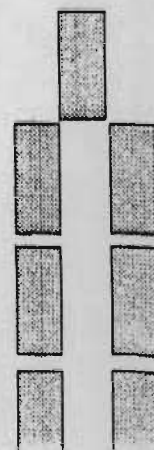
| | | | | |
|----|---|------------------|---|--|
| 34 | Bearer Party - Lower | OIC Bearer Party | <ol style="list-style-type: none"> 1. Bearer Party assists in lowering the coffin until it is supported in a position to be loaded onto the aircraft. 2. Using short side steps and the assistance of the air crew, the coffin is loaded onto the aircraft. | |
| 35 | Bearer Party - Attention | OIC Bearer Party | | |
| 36 | Bearer Party Move to the Right in File - Right Turn | OIC Bearer Party | | |
| 37 | Bearer Party - Quick March | OIC Bearer Party | Bearer Party marches to the Right Flank of the escort party. Halt and Left turn. | |
| 38 | Escort Party - Move to the Left in File - Left Turn | PDE COMD | | All Contingents act on command |
| 39 | Escort Party - Quick March | PDE COMD | | <ol style="list-style-type: none"> 1. All contingents march back to the assembly area. 2. Contingents are halted and fallen out to return to duty. |

ASSEMBLY POINT



VEHICLE PARK

ESCORT PARTY FORMED UP
READY TO MARCH ON



RPA CHECK POINT

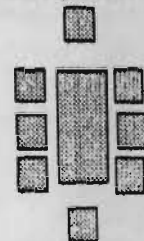
ESCORTS PARTY FORMED UP WAITING FOR ARRIVAL OF COFFIN



VEHICLE PARK

ESCORT PARTY FORMED UP
READY TO MARCH ON

BEARER PARTY



RPA CHECK POINT



mt
maj
30/11

G3 OPS
Thurmont
G3 OPS 2
30/11

UNAMIR

UNITED NATIONS ASSISTANCE MISSION FOR RWANDA

INTER-OFFICE MEMORANDUM

TO: DISTRIBUTION LIST

FROM: Maj J-G Plante *Plante*
Force Provost Marshal

DATE: 25 Nov 94

SUBJECT: UNAMIR MILITARY POLICE COMPANY
UNAMIR SOP, SECTION 15 (ATTACHED)
UNAMIR MILITARY POLICE REGULATIONS

Seen
6/12

1. With the UNAMIR Military Police Company in operation, I feel that everyone should be aware of Section 15 of the UNAMIR Standing Operation Procedures. That particular Section deals with the following aspects of our work and responsibilities:

- a. Functions;
- b. Powers of Arrest;
- c. Search and Seizure;
- d. Disposal of Seized Property;
- e. General Prohibition for MP Personnel;
- f. Contingent MP;
- g. Relations with Host Country Authorities;
- h. Cooperation with other UN Missions; and

- j. Types of MP Reports.
2. Please, give this Memo the widest distribution.

DISTRIBUTION LIST

Action

List: A, B, C, D, and E

Information

SRSG
FC
Ex Director
DFC
OIC Administration

UN RESTRICTED

SECTION 15 - UNAMIR MILITARY POLICE REGULATIONS

15.1. UNAMIR Military Police. A composite UNAMIR Military Police Unit is established to carry out normal police duties pertaining to the force. In this connection, it is recommended that, in addition to the personnel required for its primary task, each contingent include in its organization a section of about six English and/or French speaking military policemen, including at least one sergeant and the remainder corporals, who will be detached to the Military Police Unit. The Unit will be commanded by the Force Provost Marshall. All regulations concerning the powers, authority and functions of the military police (MP) are to be approved by the LA (Legal Adviser) in writing.

15.2. Authority, Org and Comd. Under the authority of the Force Commander, for the good order and discipline of the mission, UNAMIR MPs are the only competent police element in UNAMIR, particularly concerning matters specifically listed in para 15.9 below. Unless tasked, MPs do not have the authority to act on behalf of UNAMIR and are concerned with discipline of the mil pers. Their functions are listed in para 15.9. UNAMIR MP will contact sector comd and support unit comds when entering their areas of responsibility and will seek their cooperation.

15.3. UNAMIR pers are obliged to cooperate with the MP, to identify themselves with their ID cards, to respond to interviews, to permit searches and to follow directions.

15.4. The MPs have no authority to approach non-UN persons outside UN-occupied premises, UN-controlled areas or UN vehicles. Should it become necessary to approach such persons in exceptional circumstances, the MP is obliged not to give the impression that it has such authority. Normally, all such contact will be through local authorities.

15.5. When working in teams the team will be of mixed nationality. They wear an MP arm band and carry UNAMIR MP ID card.

15.6. The MP is responsible to the Force Commander through the CMPO and COS. He is supervised by the LA and the COS in all matters concerning his powers and by the LA and CMPO in his contact with host authorities.

15.7. Military Police. In addition to personnel for the Force Military Police Unit, each battalion should include its own police component for local supervision of its own UN military elements. All regulations concerning the powers, authority and functions of the military police (MP) are to be approved by the LA (Legal Adviser) in writing.

UN RESTRICTED

UN RESTRICTED

15.8. Matters requiring disciplinary action are referred to the national contingent comds.

15.9. Functions

15.9.1. Traffic Control.

- (1) Enforcement of traffic regulations on operations of UNAMIR vehicles.
- (2) Info of road conditions and traffic hazards.
- (3) Checking vehs, permits and trip tickets.
- (4) When necessary, to assist movcon at airports and harbors, borders, checkpoints and with tasks associated with movement of pers.
- (5) In necessary, searching vehs, cargo and luggage on UN flights.

15.9.2. Discipline.

- (1) Patrolling areas frequented by or out of bounds to UN pers.
- (2) Liaison with med staff and with air authorities on crime and vice problems.

15.9.3. Security. Internal security duties, investigations and checks as required and to the extent not covered by field service security pers.

15.9.4. Investigations.

- (1) Within the mission area as directed by Force Commander, DFC, COS and CMPO.
- (2) Into all serious matters including death, serious injury, loss or damage to property.
- (3) Into incidents involving UN pers, members of more than one contingent or likely to affect UNAMIR or its relations with local person.
- (4) Into possible serious breaches of discipline or crime, including loss of weapons or ammunition, smuggling/drug and currency offenses or black-marketing.

UN RESTRICTED

UN RESTRICTED

- (5) Into all traffic accidents involving UN vehs and privately owned UN vehs when requested by their UN drivers.

15.10. Powers of Arrest. The power of arrest within contingents is governed by the national law of the contingent concerned. The MP may however :

- 15.10.1. Arrest a mil member whenever he is found outside contingent lines who breaches discipline or conducts himself in a disorderly manner, or who has committed, is found committing or who is reasonably suspected of having committed an offence. Such a member will be transferred as soon as possible into the custody of his national contingent comd for further action. The national contingent comd is obliged to take custody and he alone is responsible for any further detention. Arrest or search of an officer should, where practicable, be made by an officer of equal or superior rank.
- 15.10.2. Arrest an international civ staff member whenever he/she is found, only when committing an offence which endangers the safety of persons or property.
- 15.10.3. Arresting local staff or non-UN pers only on UN premises when necessary to stop an offence or disturbance on those premises. Such persons should be delivered to and dealt with by the appropriate host country authority. The assistance of the local authorities in dealing with local people is always desirable.
- 15.10.4. Not keep anyone under detention for an extended period except for the purpose of transfer to his national contingent comd or the civil authorities or for the purpose of restraint.

15.11. UNAMIR Veh Drivers and Passengers. The MP may :

- 15.11.1. Direct drivers of UNAMIR vehs.
- 15.11.2. Stop UNAMIR veh.

UN RESTRICTED

UN RESTRICTED

- 15.11.3. Check the ID cards, driver's permit, trip tickets and work papers of drivers and passengers.
 - 15.11.4. Request drivers and passengers to get out of the veh.
 - 15.11.5. Search vehs and their contents.
 - 15.11.6. Take possession of the keys and the driver's permit, if the MP considers it dangerous or inadvisable for the driver to continue for any reason, including alcohol, drugs, fatigue or dangerous driving.
 - 15.11.7. Request the driver to take an alcohol breath analyzer test. However, the MP has no power to enforce such a test and must rely on testimony of witnesses who have observed the offender.
 - 15.11.8. Submit a report to the Force Commander which the Force Commander may refer to the CAO or national contingent cmd for disciplinary action.
- 15.12. Search and Seizure. The MP may:
- 15.12.1. Search UN premises and property on those premises.
 - 15.12.2. Search any UNAMIR veh, private veh entering or leaving UNAMIR premises or territory controlled by UNAMIR and any private veh owned by a member of UNAMIR when passing through Rwanda borders or border checkpoints.
 - 15.12.3. Search the baggage of all UNAMIR pers leaving or entering Rwanda.
 - 15.12.4. Search the person, or property of people they have arrested. Local persons may only be searched if reasonably suspected of carrying offensive weapons and only on UN premises. Any search for stolen property or other material will be conducted by the local authorities.
 - 15.12.5. Seize or secure UNAMIR pers property in 15.12.1 to 15.12.4 above when such property is considered to be in evidence.

UN RESTRICTED

UN RESTRICTED

15.12.6. The MPs have no right to enter any private house outside UN premises unless invited by the occupant.

15.12.7. The MP may not search any civ off UNAMIR premises nor conduct any search in a private house with or without permission. Receipts are to be given for property seized.

15.13. Disposal of Seized Property. When property of any kind is seized or recovered, full evidence will be entered in a special register. Articles which have been seized for the purpose of an investigation may be returned to the rightful owner when the investigation is concluded and any required proceedings terminated. All measures will be taken to protect the seized property against damage, loss, theft, etc. All efforts will be made to locate the rightful owner of recovered property. Property for which the rightful owner cannot be located will be disposed of as follows:

15.13.1. Mil stores will be handed over to the appropriate authorities.

15.13.2. Non-mil stores will be referred to the CAO for a decision as to disposal.

15.13.3. Personal property, e.g. contraband, will be referred to LA for advice or disposal.

15.14. General Prohibition for MP Pers. Members of MP shall not:

15.14.1. Investigate matters of a purely admin nature except with the authority of the CAO.

15.14.2. Become involved in financial disputes other than those found necessary to keep the peace.

15.14.3. Be employed as perimeter guards, permanent pers access control supervisors, on sentries except as ordered by Force Commander.

15.14.4. Serve as members of boards of inquiry, summary investigations, or any form of court martial.

15.14.5. Assist in the execution of any form of punishment or sentence imposed on an individual or group.

15.14.6. Serve on duty roster other than those internal to FPM.

UN RESTRICTED

UN RESTRICTED

15.15. Contingent MP. When appointed within the support units contingent MPs perform duties within their contingents and are responsible to contingent comd for police duties within their national law, order, discipline and investigation or minor incidents:

- 15.15.1. Members of the mission shall be subject to the exclusive criminal codes and jurisdiction of their respective national States. However, the UN has a duty to see that justice is done. Therefore, the results of disciplinary action taken by contingent or national authorities of members of the force should be notified to HQ UNAMIR.
- 15.15.2. Will act without delay in accidents and other incidents requiring investigation when UNAMIR MP is not available, or preserving evidence for the UNAMIR MP when they arrive.
- 15.15.3. Will assist in questioning persons in their mother tongue, it being the right of members of the mission to be questioned and to give statement in their mother tongue.
- 15.15.4. Will arrange for any med tests by contingent or national authorities on alcohol or drugs when necessary.
- 15.15.5. Will assist UNAMIR authorities in maintaining security of documents, pers and goods by providing escorts, advice on practical measures and surveys of security problems when requested.

15.16. Relations with Host Country Authorities.

- 15.16.1. The MP will liaise with local police and other local authorities but any extensive questions and any written contract or exchange of documents will be done through the LA with his authorization.
- 15.16.2. Local police may conduct investigations, e.g. into veh accidents. The MP should not interfere in their procedures. UNAMIR pers should cooperate with local police, producing their ID cards, ensuring the ID card is not

UN RESTRICTED

UN RESTRICTED

left with the police, and giving their name, rank, unit and unit location. However, they should only make and sign statements to the MP, unless and until authorized to give statement to the local police.

15.16.3. UN vehs should only be searched by UN pers. However, if local authorities insist on searching, the UN pers should submit under protest and report to the MP.

15.16.4. A member of UNAMIR should only be taken into custody or arrested by local authorities when committing a serious crime and when the MP is not able to effect the arrest. He should be transferred immediately to UNAMIR MP.

15.17. Cooperation with Other Missions. The MP may take action in incidents when a member of some other UN peace-keeping operation is involved within their territory. Any other action will be taken by request of the authorities of the other missions and in close cooperation with them.

15.18. Reports.

15.18.1. Initial reports should be made in writing or verbally as soon as possible to COS/CMPO/CAO. After duty hours the Ops duty officer will decide who should be informed, if the case is urgent.

15.18.2. Complete reports are to follow in writing as soon as possible.

15.18.3. MP reports are confidential docus and all necessary precautions will be taken to ensure their security. No MP reports or UN docus may be delivered to anyone outside UNAMIR.

15.18.4. Unless otherwise directed by the Force Commander, distribution will be in the format of a circular with a comment sheet on top, to FC/COS/LA/CAO/CMPO/CLAIMS. CAO and CMPO will send copies to section/unit heads concerned as required.

15.18.5. The following reports may be prepared as appropriated by the MP:

UN RESTRICTED

UN RESTRICTED

- (1) Occurrence Report. An occurrence report is to record, in outline form, the facts established in the investigation of any minor incident.
- (2) Offence Report. An offence report has eye-witness evidence of a witness who has observed or discovered the commission of a minor offence by UNAMIR pers.
- (3) Investigation Report. An investigation Report records the result of an investigation.
- (4) Med Reports and Death Certificates. UNAMIR MOs must provide MP with med reports and death certificates when they are required to document an inquiry.

UN RESTRICTED

UNITED NATIONS



NATIONS UNIES

ASSISTANCE MISSION FOR RWANDA

UNAMIR - MINUAR

MISSION POUR L'ASSISTANCE AU RWANDA

63 Ops

TO: Distribution List

FROM: DCOS Ops

DATE: 25 Nov 94

SUBJECT: MEMORANDUM OF UNDERSTANDING BETWEEN UNAMIR AND THE KENYAN POLICE 26

*treated
Bdel
cc OPS
27/11/94
CE
circulate to all
Branch Staff.
J. Arp 680PS2*

1. A memorandum of understanding (MOU) expressing the standard operating procedure (SOP) to be followed by the Kenyan Police authorities when arresting/detaining UNAMIR Military personnel in Kenya was entered into on 22 Nov 94. This document is attached to this memo.

2. It should be noted that the SOP does not cover the situation where a UNAMIR Military member is accused of committing a serious crime under the Kenyan Penal Code. If such a crime were to be committed the matter would be dealt with on a case by case basis.

3. The Deputy Police Commissioner of the Kenyan Police has suggested that all UNAMIR personnel staying in Kenya (whether on leave or duty) should carry their UN ID cards. This would allow the Kenyan authorities to immediately identify the person as belonging to UNAMIR.

J. Arp
Colonel
DCOS Ops

Enclosure: 1

Distribution List

List A
List B
List C
List D
List E

STANDARD OPERATING PROCEDURE

This Standing Operating Procedure is undertaken between the Police Force of Kenya and the United Nations Assistance Mission for Rwanda (UNAMIR) Force Commander, Rwanda.

ARREST AND CUSTODY

1. UNAMIR is principally located in the country of Rwanda. Military members of UNAMIR are subject to national contingent laws and regulations. Military members are also subject to the laws of the country in which they reside and countries in which they are transient.
2. Military members of UNAMIR arrested by civilian police authorities in Kenya and who have been transferred into the custody of the United Nations Military Police or a representative of their contingent will be processed in accordance with the laws of the contingent that the member belongs to.
3. Kenyan Police will notify the UNAMIR Provost Marshall within 24 hours of the arrest and custody of a UNAMIR military member. The UNAMIR Provost Marshal will dispatch a UNAMIR military police person with a receipt for the person in custody and assume custody of the arrested person. On release from Kenyan custody, the arrested person will be transferred to his/her national contingent for processing.

ADMINISTRATIVE PROCEDURE

4. The Kenyan arresting authority will contact the UNAMIR Military Police Provost Marshall at UNAMIR HQ, Kigali, Rwanda or the United Nations Senior Administrative Officer in Nairobi as soon as practicable but no later than 24 hours from the arrest of a UNAMIR military member. A receipt for personnel in custody will be provided by UNAMIR military police at the time of transfer. The Kenyan arresting officer will provide a report of the incident which resulted in the arrest complete with witness and accused statements.

UNAMIR FORCE PROVOST MARSHALL

5. The UNAMIR Force Provost Marshall's office is located at UNAMIR HQ, in Kigali, Rwanda. Kenyan Police authorities are requested to contact the Force Provost Marshall's office, Room 1050, Kigali, Rwanda, telephone: 001-250-84265, extension: 11108, or, the UN Senior Administrative Officer, Q Building, Room Q238, Gigiri, Nairobi, Kenya, telephone: 623140, with notification of the arrest of the UNAMIR military member, name and nationality of the member, location of the arrested person and a brief description of the reason for the arrest.
6. This Standard Operating Procedure will be reviewed from time to time and amended as necessary.

Dated this 22nd day of November, 1994.

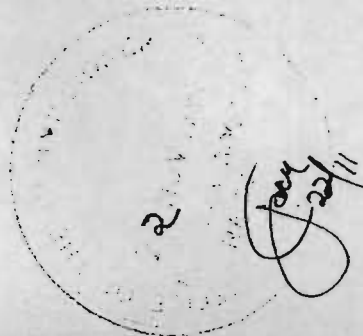
[Signature] Colonel DCOS OPS UNAMIR

REPRESENTATIVE OF THE FORCE COMMANDER OF UNAMIR

Received the document from Major Oswald of (UNAMIR) in Rwanda. The document does not supersede our own Police Reg.

KENYAN POLICE COMMISSIONER

[Signature] S/DCL
(J. K. Araf KASKEI)



CNR 671 P1/1

UNAMIR

194 NOV 24 08:04

NOV 23 10:00

OUTGOING CODE CABLE

TO: TOUSIGNANT, UNAMIR, KIGALI

FROM: ANNAN, UNATIONS, NEW YORK

DATE: 23 NOVEMBER 1994

NUMBER: 3872

SUBJECT: Investigation of Photo-taking Incident

1. Reference paragraph 4D(1) of your sitrep dated 23 November 1994.
2. The incident in question needs to be taken seriously. We also note with concern that another such incident had been reported in paragraph 4K(3) of your sitrep dated 5 November 1994. Please take the following into consideration:
 - a. Photography by United Nations personnel of troops, equipment or positions of opposing factions is not normally permitted. The existing SOPs are quite clear in this regard. We assume that all personnel have been advised accordingly. They should also be requested to abide by this rule.
 - b. Quick investigation and reporting of such incidents to Headquarters is essential.
3. In this particular case we expect that the matter will be taken up at a suitable level with the RPA authorities in an effort to contain further misunderstanding.
4. We would also appreciate receiving from you a brief report on the measures taken to ensure that such incidents are not repeated in the future.

Regards

Actioned
As reply sent
to NY
Thant G8 OPS
27/11

28 *Thunt*
Department of Defence
Actioned 630ps2

| | | | | |
|----------------------------------|-------------------|---|-------------------------------|----------------------|
| LINE 1 | | | | 22/11 |
| LINE 2 | | | | |
| LINE 3 | | | | MESSAGE INSTRUCTIONS |
| LINE 4 | | | | |
| LINE 5 | | | | |
| PRECEDENCE - ACTION IMMEDIATE | PRECEDENCE - INFO | DATE - TIME GROUP 221330 Z NOV94 | SIC/ORIG NO E3L140/OPS/840 | |
| ROUTING INDICATORS | | From: ASC UNAMIR (RWANDA) To: LHQ OPS (PASS TO SO1 OPS) INFO: HQ UNAMIR (FOR OPS AND FMEDO) | | |

SUBJ: INCIDENT REPORT

1. A THREE VEH CONVOY HAD VISITED KIBEHO CAMP AND THE OLD TSG SITE WHEN AN INCIDENT OCCURRED BETWEEN AUSMED TROOPS AND THE RPA AT APPROX 221345 B NOV 94.
2. COL WARFE WAS TAKING PHOTOS OF A WAR DAMAGED BUILDING IN BUTARE NEAR AN RPA ROAD BLOCK GR 708113 WHEN AN RPA SOLDIER APPROACHED HIM AND DEMANDED HIS CAMERA. COL WARFE REFUSED TO HAND OVER THE CAMERA AND THE RPA SOLDIER TRIED TO SEIZE IT FROM HIM. COL WARFE GOT BACK INTO HIS VEH AND UNDER DIRECTION OF THE INF PROTECTION PARTY AND BEGAN TO MOVE OFF.
3. AN RPA SOLDIER THEN FIRED TWO 7.62MM ROUNDS INTO THE VEH AT A RANGE OF APPROX FIVE METERS. ONE ROUND WENT INTO THE TAIL GATE OF THE VEH AND THE OTHER INTO THE RIGHT REAR TYRE-RIM. NO CASUALTIES WERE SUSTAINED AND THE VEH REMAINED IN A SERVICEABLE CONDITION.
4. THE DAMAGED VEH (A UN LANDCRUISER) STOPPED INITIALLY APPROX 300 METERS UP THE ROAD THEN PROCEEDED TO UN TAC HQ WHILE THE REMAINDER OF THE CONVOY WAITED AT THE CHECKPOINT FOR THE RPA LO TO ARRIVE.
5. WHEN THE RPA LO ARRIVED AT THE SCENE THE RPA SOLDIERS CLAIMED THE AUSMED TROOPS HAD FIRED FIRST. ALL THEN MOVED TO UN TAC HQ WHERE FURTHER QUESTIONING OF ALL PARTIES TOOK PLACE. THE SITUATION CURRENTLY REMAINS UNRESOLVED WITH THE RPA HOLDING TO THEIR VERSION OF THE STORY, HOWEVER, THE QUESTIONING HAS BEEN CONCLUDED.
6. COL WARFE IS BEING RETURNED TO KIGALI BY HELO CURRENTLY. REMAINDER OF PARTY WILL RETURN BY ROAD AS PLANNED.

| | | | | | | | | | | | |
|-------------------|---|---|------|--------|-----------------------|------------------------|-----------|----------------------------|----------------|----------|---------------------------------------|
| PAGE NO 1 | | DRAFTER'S NAME AND TITLE J.J. FREWEN SO3 OPS | | | | PHONE 0011-25010010 | | REF FILE NO 611 - 1 - 3 | | | |
| NO OF PAGES 2 | | RELEASER'S NAME AND TITLE S.C GOULD OPSO | | | BRANCH/UNIT AUSMED | | SIGNATURE | | DATE NOV 94 | | |
| FOR OPS USE | R | DATE | TIME | SYSTEM | OPERATOR | D | DATE | TIME | SYSTEM | OPERATOR | SECURITY CLASSIFICATION RESTRICTED |

7. THIS REPORT IS BASED ON RADIO TRANSMISSIONS BETWEEN HQ MSF AND ELMS OF CONVOY.
8. EXPECT FURTHER SITREP ON RTU OF PROTECTION PARTY COMD, NOT BEFORE 221900 B NOV 94.
9. ACK

| | | | | | | | | | |
|---------------------------------------|---|---|--|--------|--|------------------------|--|---------------------------------|--|
| PAGE NO 2 | | DRAFTER'S NAME AND TITLE J.J. FREWEN SO3 OPS | | | | PHONE 0011-25010010 | | REF FILE NO 611 - 1 - 3 | |
| NO OF PAGES 2 | | RELEASER'S NAME AND TITLE S.C GOULD OPSO | | | | BRANCH/UNIT AUSMED | | SIGNATURE <i>[Signature]</i> | |
| DATE | | TIME | | SYSTEM | | OPERATOR | | DATE 22 NOV 94 | |
| FOR OPS USE | R | DATE | | TIME | | SYSTEM | | OPERATOR | |
| SECURITY CLASSIFICATION RESTRICTED | | | | | | | | | |

DRAFT

MILITARY COORDINATION OFFICER TO HUMAN RIGHTS COMMISSION


1. The Human Rights Commission has identified the need for a military officer to assist them in certain areas of support to their operation. I have agreed to its request and enclose the Terms of Reference of the Military Coordination Officer(MCO):

The HRC MCO will work in support of the administration of the HRC to facilitate its personnel in the conduct of their duties. The overarching consideration in this appointment is that the HRC's independence is respected; the coordination function does not infer any military control. He will work under the direct authority of DCos Ops, keeping him informed of his activities. The MCO is to provide advice on the military security situation as it affects HRC operations. He is to coordinate HRC's requests for helicopters, the provision of military escorts when requested by HRC and to facilitate HRC's field operations e.g. providing training assistance in the use of map and compass, radios, off-road driving and emergency maintenance etc.

2. I see this appointment as extremely useful in providing start-up assistance to the fledging HRC, but intend the post to remain until such time as it is no longer required. I have appointed Maj Mubarrak as MCO.

G3 Ops

Pls incl TOR in
SOPs.


DCOS ops
2-11

Actoned


2/11

DCOS OPS

1. This draft has been seen by FC and DFC and approved
2. Suggest that the Terms of Reference be included in your SOP rewrite.

A aa 2/11



UNAMIR - MINUAR

File No 1000.7 (DFC/COS)

To: DISTR LIST

From: DFC/COS

Date: 07 Oct 94

H. Nduru

Subject: UNAMIR FORCE SOPs

Reference: A. HQUNAMIR 1000.7 (DFC/COS) 3 Sep 94

1. The Reference requested addressees to submit parts/sections of SOPs for which they are responsible to G3 Plans by 30 Sep 94.
2. To date no returns of substance have been received. You are reminded that sound SOPs are fundamental to the effective conduct of operations. Accordingly, staff input to their development is critical.
3. Your prompt attention to this matter is required. Returns are to be submitted by 12 Oct 94. Failure to meet this deadline should be explained in writing.

Distribution List

Action

CMO
FMO
MA TO DCF/COS
G1/CMPO
G3 Ops
G3 Engr
G3 Air
G4
G6/FSO

*Seen
H
H/w*

Info

DCOS OPS
DCOS SP
MA TO FC
G3 Plans
SRSG
CAO
UNCIVPOL

*3000.28(OPS)
R-8*