



DEPARTMENT OF THE NAVY
COMMANDER MILITARY SEALIFT COMMAND
914 CHARLES MORRIS CT SE
WASHINGTON NAVY YARD DC 20398-5540

REFER TO:

COMSCINST 4650.2D
N3/5
17 December 2003

COMSC INSTRUCTION 4650.2D

Subj: PASSENGERS, INCLUDING NONCOMBATANT OPERATION EVACUEES,
ONBOARD MILITARY SEALIFT COMMAND CONTROLLED SHIPS

Ref: (a) DOD Directive 3025.14 of 5 Nov 1990
(b) Appendix 10 to Annex C to USTRANSCOM Omnibus OPLAN (Classified)
(c) OPNAVINST 5720.2L
(d) COMSCINST 3121.9A
(e) COMSCINST 3120.2D
(f) COMSCINST 7600.3J
(g) COMSCINST 3120.19

1. Purpose. To set forth policy and procedures for the transportation of passengers onboard Military Sealift Command (MSC) controlled ships. This instruction is a complete revision and should be read in its entirety.

2. Cancellation. COMSC Instruction 4650.2C.

3. Applicability. This instruction applies to the ocean movement of military and civilian passengers, including security teams, supercargoes, observers, and guests sponsored by the U.S. Department of Defense (DOD) onboard MSC controlled ships. This instruction also applies to the transportation aboard MSC controlled ships of non-DOD sponsored passengers during Noncombatant Evacuation Operations (NEO) and during other emergency evacuation situations. Reference (a) specifies policies, responsibilities, and procedures for the protection and evacuation of U.S. citizens and designated foreign nationals in danger areas abroad, and assigns responsibilities for NEO planning and implementation. Reference (b) provides additional guidance in that regard. Reference (c) specifies Navy policy and procedures for embarkation in U.S. naval ships. References (d) through (g) provide additional MSC specific policies and procedures and should be read in conjunction with this instruction.

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4. Background. MSC's involvement with passenger movement via sea is minimal. MSC could be called upon to participate in the evacuation of noncombatant U.S. and friendly/allied nations' citizens from places threatened by conflict. Supervisors of cargo, called "supercargoes," representing the customer are also embarked aboard MSC controlled ships to accompany special interest cargo. MSC may also be asked to embark on its vessels observers and guests, including dependents of military or civilian crew.

5. Policy

a. Except as otherwise provided herein, Commander, Military Sealift Command (COMSC), must authorize embarkation of civilians, noncombatant evacuees, guests, and observers on MSC controlled ships.

b. The responsibility to arrange ocean transportation for passengers onboard MSC controlled ships rests solely with MSC.

(1) Prior to accepting any passenger, including a DOD member and/or DOD dependent(s), observers, or guests, onboard an MSC controlled ship, the ship's Master will be consulted to ascertain that adequate facilities exist aboard to accommodate the number of passengers to be embarked.

(2) COMSC, or, when specifically designated by COMSC, an MSC Area Commander, may authorize transportation of passengers in conjunction with an NEO of U.S. and friendly/allied nations' citizens when requested by the U.S. Department of State and/or a cognizant U.S. Joint Task Force (JTF) or Theater Commander.

d. Except in an emergency, the number of passengers embarked shall not exceed that allowed by the ship's certificate of inspection.

e. Nothing in the foregoing policy is intended to prevent or restrict the transportation of passengers onboard MSC controlled ships in an emergency. MSC controlled ships may be diverted and passengers may be embarked and transported without prior approval by COMSC when the cognizant U.S. Ambassador/Consul declares an emergency and requests evacuation assistance from DOD and the cognizant U.S. Joint Task Force (JTF) or Theater Commander, or other appropriate military authority determines that the nature of the emergency overrides considerations of the consequences of inadequate medical facilities, potential expense to the government such as the invalidation of insurance coverage and/or the hazards of passenger travel onboard cargo ships not equipped or

modified to safeguard passengers at sea. Every effort must be made to obtain COMSC approval upon first report of an emergency. If an emergency precludes obtaining advance COMSC approval, COMSC must be notified of that decision at the earliest practicable time. In all cases, the ship's Master will be consulted prior to embarkation of passengers.

f. Except as specifically provided herein, MSC controlled ships will neither be delayed nor diverted for embarkation or debarkation of passengers.

6. Procedures for Transportation of Passengers Onboard MSC Controlled Ships

a. Supercargoes. Supervisors of cargo, or supercargoes, including security teams, are military or civilian personnel assigned to accompany high interest cargo being shipped on MSC controlled ships. Embarkation of supercargoes is arranged by the appropriate MSC activity. Copies of orders must be presented for record purposes to the MSC activity making the arrangements. Billing will be accomplished by COMSC with rates in accordance with reference (f). Reference (g) addresses the Master's responsibilities and relationships with embarked military personnel, allocation of living space, shipboard safety requirements, behavior and discipline, weapons security and other subjects related to supercargo personnel. Except in an emergency, the number of supercargoes shall not exceed the ship's certificate of inspection.

b. NEO and Other Emergency Evacuation Passengers. Requests for transportation of NEO and other emergency passengers should be made to COMSC through the designated MSC Area Commander as far in advance as practicable.

(1) If at all possible, the cognizant U.S. JTF or Theater Commander, in conjunction with U.S. State Department/American Embassy/Consular personnel, will provide a passenger manifest (including all medical evacuees) to COMSC through the designated MSC Area Commander prior to embarkation.

(2) MSC will advise the requesting Commander on the availability of shipping, including data regarding available vessel capability (capacity), speed, draft, life saving support and safety equipment, etc.

(3) Any decision to embark passengers in excess of those allowed by a ship's certificate of inspection shall be made by COMSC in conjunction with the ship's Master. If an emergency precludes obtaining advance COMSC approval, the ship's Master shall make that determination.

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(4) On NEO missions, if the ship lacks life saving and safety equipment to handle the excess passengers, then provisions will be made by the cognizant U.S. JTF or Theater Commander to adequately stock the ship from U.S./Allied Governments and commercial sources. All actions to stock NEO ships will be made in conjunction with the ship's Master and on-site MSC and Military Traffic Management Command Commanders.

(5) If requested and necessary to accommodate an NEO, COMSC Headquarters will award charters in accordance with standard MSC business practices and billing rates.

c. Observers and Guests. Reference (c) and paragraph 2-6-8 of reference (e) authorize MSC commanders to grant military department personnel the privilege of having members of their families aboard during intra-harbor shifts of ships. References (c) and (d) should be consulted for detailed policies and procedures for embarkation of observers and guests on MSC vessels.

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D. A. LOEWER
Vice Commander

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