

12 FAM 160 COURIER TRANSPORTATION

12 FAM 161 GENERAL POLICY

(TL:DS-39; 8-15-94)

a. Posts are responsible, to the extent possible, for providing mechanically safe and secure vehicles for transporting couriers and their accompanying pouches to and from air and rail terminals.

b. Transportation must be provided sufficiently in advance to meet normal courier requirements, and, to the extent possible, the vehicle designated to meet couriers should not be used to transport other embassy employees, Foreign Service nationals or any other personnel to and from airports or to locations en route to or from airports except under the following circumstances:

(1) The transportation of other personnel to the airport must not delay the arrival of the courier at the airport in time to complete processing (occasionally as much as two hours is required);

(2) The courier and his or her pouches and personal effects must have first priority for transportation to and from the airport if space in the vehicle is insufficient for all passengers and their luggage;

(3) The transportation of other passengers must not cause the courier and his or her pouches to travel into areas that are not considered to be secure; and

(4) If at any time the other personnel in the vehicle would pose a security risk to the diplomatic pouches, other passengers should not be accepted.

12 FAM 162 VARYING ROUTES

(TL:DS-39; 8-15-94)

Posts shall ensure drivers vary, to the extent possible, the routes employed to transport couriers between the airport and post. Routes must be varied in all cases where the RSO determines the security of the courier and/or pouches would otherwise be at risk.

12 FAM 163 VEHICLES

12 FAM 163.1 General

(TL:DS-39; 8-15-94)

a. Good security standards and good mechanical condition of vehicles must be maintained to avoid breakdowns and/or accidents while couriers are in possession of classified material. Open, flat-bedded trucks are not acceptable to transport courier-accompanied pouches. Doors, locks, and windows must function properly.

b. Couriers are authorized to use taxis only in case of emergency, when official transportation is not available.

c. The EAC may recommend the use of an armored vehicle available at post to transport couriers. (See 12 FAM 384 .)

12 FAM 163.2 Diplomatic or Consular License Plates

(TL:DS-39; 8-15-94)

a. Classified pouches should be transported to and from airports in vehicles bearing diplomatic or consular license plates.

b. When a post determines that the use of a vehicle with diplomatic or consular license plates is not safe due to local conditions, post may designate a vehicle bearing another type of license plate to transport couriers. This decision does not require Department approval, but posts should inform the Department (DS/CIS/DC) of such situations.

12 FAM 163.3 Radios

(TL:DS-39; 8-15-94)

a. Posts should equip any vehicle used to transport classified material to and from airports with a two-way radio capable of contacting the post's base station. When lacking such a vehicle, personnel escorting classified material must carry hand-held radios which should be regularly tested for transmission and reception over all possible routes.

b. For many reasons, not all posts can meet this requirement. Only those posts where radios are authorized are expected to comply.

12 FAM 164 GUARDS

(TL:DS-39; 8-15-94)

At posts where guards are assigned to protect U.S. Government personnel traveling between the airport and post, posts shall extend such guard coverage to couriers.

12 FAM 165 REPORTING AND CORRECTING DISCREPANCIES

(TL:DS-39; 8-15-94)

a. Couriers will report vehicles that are unsafe, not secure, and/or without radio communications. They also must report violations of 12 FAM 161 policy to post and regional security officers and to the regional diplomatic courier division.

b. Upon notification that a courier-designated vehicle has been reported as unsafe or not secure, the RSO or PSO must appropriately and promptly act to ensure post provides a safe, alternate vehicle to transport couriers. Post and regional security officers should also ensure that courier-designated vehicles have working radio equipment.

12 FAM 166 THROUGH 169 UNASSIGNED

