



Islamic Republic of Afghanistan

Ministry of Interior Affairs

Afghan Public Protection Force and Security
Enterprise

Convoy Mobile Security Team Procedure
Afghan Public Protection Force and Security
Enterprise

KABUL – AFGHANISTAN

By the Name of Allah

APPF Mobile Security Team (Escort) Procedure

Order

This procedure has been prepared in order to implement PD *62* dated *1389/5/26* regarding the disbanding of PSCs, regulating the activities of APPF and replacing them with PSCs and providing security services dedicated for organizations, international organizations with diplomatic immunity, foreign Politics delegation inside the country, economic institutions, private domestic/foreign banks, mines and development projects, and providing security for national and international clients during the performance of mission in order to regulate and improve the affairs related to mobile security force (escort) of APPF.

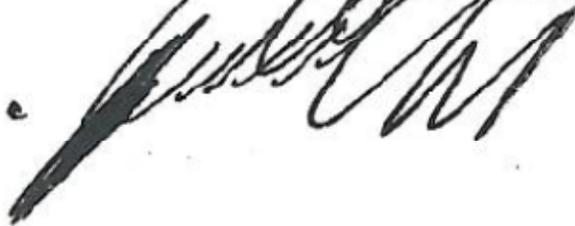
I approve the APPF Mobile security team (escort) procedure which is included in *4* chapters and *16* articles.

General Besmellah Mohammadi

Minister of Interior Affairs and High Council Chairman

وزیر امور داخله

و رئیس شورای عالی تصدی امنیتی



Chapter one

Based:

Article one:

This procedure has been prepared based on the PD *62* dated *1389/5/26* and second article provision of APPF charter by observance of rule and regulation of the country.

Goal

Article Two:

Regulating the activities of APPF, replacing them with PSCs, and providing security services dedicated for organizations, international organizations with diplomatic immunity, foreign Politics delegation inside the country, economic institutions, private domestic/foreign banks, mines and development projects.

APPF is the only legal reference to provide dedicated security services in the country and tries to create a mobile security team(escort) in order to protect and escort (APPF clients) high ranking staffs, experts, national and international advisors, and those people that are according to the APPF charter and related documents. As result of, it will improve the mines, economic institutions, and other development projects affairs that will improve the country economic. Mobile security team guard's number, patrol areas enroll and direction will be specifying when contract gets sign between the parties.

Article three:

The following expressions shall provide the following concepts:

Mobile Security Team (escort): is the security guards, officers, NCOs of APPF that will used to protect and escort the high ranking staffs, experts, national and international advisors, and those people that are according to the APPF charter and related documents and specifically on behalf of the clients in the area of activity which is mentioned in the contract has the responsibility of providing security and escort (based on the APPF security contract).

Mobile Security: is type of convoys that are used by the embassies, diplomatic organizations, Police Trainers, international colleagues and implementer organization and contains mobile movements for the staffs.

Mobile Security: is the security to ensure the passing of equipments and personnel without any threats in the specified areas.

Mobile Security Includes:

- Accompany and escort personnel and equipments of client by the armed guards from a safe spot to another safe spot.
- Accompany and provide security for vehicles in order to transfer of vehicles to pre-determined destination.
- Establishing check points for safely passing of vehicles that the responsibility has been given to the guards on behalf of the customer.
- Establish security belts to cover the vehicle that is broken as a result of technical complications.
- Presence of guards in the Airplane (in order to assess the dangerous areas security during the emergency landing).
- Surrounding the areas for emergency clearing the mines and identifying the obstacles and clearing the eventual ambush areas in order to defend from their self.

And other issues that will be stipulate in the contract according to the agreement of parties.

Chapter two

Clients (Applicants) Responsibilities and Obligations:

Article Four:

1. Customer or Applicant is obligated to request from APPF for mobile security team (escort) services throughout written letter with signature or stamp.
2. Customer is obligated to use security guards, officers; NCOs of security team legally in there are official sites, in case of misuse guards the customer security service contract will be terminated and their case will be move to the justice for prosecution.
3. Type of the mobile security team activities will be specified in the security contract between the APPF and customer and the performance will be conducted according to the contract.
4. Customer cannot escort the commercial property, construction equipments, working equipments and other goods by the mobile security team that is only responsibility for the escorting specific people that is mentioned in the contract.
5. Customer is obligated to report 24 hours prior the moving towards the specific direction that is included in contract of APPF regarding their personnel information, number and type of weapons, vehicle and other equipments.

6. Customer and protection or escort unit commanders are obligated to notify the Local police during their mission in their area that have a license from the APPF in order to provide more security.
7. Customer and protection or escort unit commanders are obligated to find more information from the APPF and local police in consideration of the threats level of the area and their distinction and must pay attention and use the direction of them. APPF mobile security commander in consideration of threats level needs to find out more security information from the APPF Command and Control Center and local police and must pay attention and use their directions.
8. Assessment on the situation of the area and destination that the escort team will do their activity in order provide more security for the customer, security personnel, weapons and other equipments during their duties is the responsibility and duty of the units in charge and customer in coordination with APPF.
9. In case of any accident that caused by non-performance the customer and mobile security team commander will be prosecuted.
10. Customer is obligated to pay attention for the professional advice and instruction of the mobile security team commander during their mission.
11. Customer is obligated to provide all the services and security requirements for the related mobile security team during the mission.
12. Customer does not have the authority to give personnel ideas out of the contract, changing the mission destination or using the security guards on those missions which are not mentioned in the contract.
13. Customer is obligated to implement the provision of this contract and procedure and the mobile security team must conduct their duties according to the situation of this contract.

Chapter Three

APPF Obligations:

Article Five:

1. APPF and relevant offices are obligated to address the customer written request letter on time based on the contract.
2. Signature pattern and stamps that are using in the request letters needs to be send to the Police headquarters for identification and next process.

3. Commanders and police staffs are obligated to send the signature patterns and stamp to the local police (districts, checkpoints units).

Business Directorate Obligations:

Article Six:

1. Business directorate will legally process this issue for one week or *10* days of work according to the security contract provisions and procedure and officially by signing business and finance general directorate after the completing of contracting process, need assessment, pay delivery, and obtain the tashkil for security services will be submitted to the operational directorate and relevant finance and supply offices.
2. Contracting department of business directorate is obligated to work on the mobile security team tashkil in coordination with general directorate of operation. Working on the tashkil of those customers who has more sites in the provinces will be conducted according to the general directorate of operation contract.

General Directorate of Operation Obligations:

Article Seven:

1. General directorate of operation is obligated to review the customer security services contract and if the customer does not have enough static guards that cannot provide security for their escort, according the situation the general directorate of operation needs to add more security guards to their tashkil based on the rule and regulation of the MOI and APPF tashkil.
2. General directorate of operation is obligated to assign the security guards, officers and NCOs of mobile security team based on the threat level (local threats).
3. General directorate of operation is obligated to include the mobile security guards in capital training centers, zones, and provinces in coordination between the general commander of the education and training of the units and mobile security team.
4. After the recruitment of the commanders and mobile security team it is required that the mentioned staffs must be send to the short period courses on behalf of the general directorate of operation and then they should get assigned.
5. General directorate of operation is obligated to provide mobile security team security services for customer with complete supply for the performance of duty between 3 days until a week in accordance with the tashkil and contract text.
6. Finance and business directorate is obligated to provide the finance, supply, equipments, weaponry, techniques (escort equipments such as binoculars, GPS, Map), communication

equipments and other required facilities according to the contract situation and give to the general directorate of operation.

7. General Directorate of Operations is obligated to take all precautions through general department of Personnel for having the necessary reserve forces with consideration of their working characteristics.
8. Continuous control on performances and activities of the Escorting Units and Detachments commanders and take care of their livelihood condition and security facilities also address customer's complaints in timely manner through General Directorate of Operations and relevant entities.

Responsibilities of Directorate of Finance and Administrative

Article Eight:

1. Directorate of Finance and Administrative is obligated until 24 hours after the guidance of Chairman of General Business and Finance is subjected to the Directorate of Business for the necessary normative-legal steps.
2. Department of Finance is obligated to prepare the customer's invoice sheet.
3. Directorate of Finance and Administrative is obligated to stabilize and set the contract financial affair for Security Mobile Team (escort) necessity based on Tashkil and need assessment table on timely manner.

Chapter Three

Article Nine:

Tasks and Responsibilities of APPF and SE Security Mobile Team (Escort):

1. Securing the customer security in cases of implementation of the duties based on the provisions of the procedures, security professional methods and terms of Contract.
2. Taking security measures in compliance with the existing threats and operative status in work area.
3. Provision understanding with local police authorities in regard with implementation of regional security duties and attract the cooperation when needed.
4. Assigned personnel, weapons, vehicles, vehicles in accordance with principles of professional security in compliance with the area security situation in motion and stop moods.

5. Providing sustainable communication while performing of duty with APPF Command and Control and police communication zones centers and provinces.
6. Having awareness and preparedness about the previous duty, site, security threats and taking of effective measures.
7. Prevent and refuse any type of illegal activity and non-functional.
8. Refuse to perform security duties are against the moral of contract and work area that is registered in the contract and avoids performing duties within the non-functional sites.
9. Observing the Governing Law including the law of police, guidance of military doctrine and MOI official orders in regards with the procedures of tasks implementation.
10. Systematic and lawful use of weapons, equipment and keep the relevant vehicles active and sustainable.
11. Raising the level of awareness and professional security information's (escort).
12. Specified and determine duty of every guard, officer, NCO and perform the skills (activity) while the mobile individuals escort.
13. Unit Commander is responsible of APPF for the performance of the guard's security mobile team and law can investigate his personnel based on law and in case of duty violation.
14. Without legal authorization and documentation of APPF and SE, guard's mobile security teams have not the right to armed surf.
15. Mobile security team (escort) guards are obligated to provide their work report to the APPF and SE.

Number of Mobile Security Team Guards:

Article Ten:

1. The security services contract that is signed between the parties, number of security guards, officers and NCOs must be specified and full identification information of the mobile security team guards should be attached to the security contract.
2. The number of mobile security team guards (escort) should be proportional to the security requirements and operational status of work scope in accordance with contract terms.

3. The number of mobile security team guards must be identified and verified by the security professionals' team of general Directorate of Operations.
4. Tashkil of detachment or mobile security team must be organized in accordance with contracting procedures and should be implemented.

Escort Area

Article Eleventh:

The location where the customer is escorted by mobile security team must be specified in security services contract and the escorting area must be included in APPF & SE security services.

1. The escorting area must be previously identified and registered in the contract.
2. The escorting area must not be wider or outside the area specified in the contract.
3. In case of necessary if the customer wants the escorting area to be expanded, the customer is required to request such expansion in written and APPF & SE approval is mandatory.
4. If any reduction occurs in area of operations APPF will be notified on time in written by customer.

Chapter Four

Mobile Security Team Trainings and Skills

Article Twelve:

Mobile security team guards, officers and NCOs must have previously acquired required training at APPF & SE training centers if not they should be scheduled for training at APPF & SE training center based on timetable.

Article Thirteen:

Mobile training team payments and other privileges must be set up based on policy, rules and APPF & SE eternal SOPs. Mobile training team guards are entitled to regional pays, martyrdom and burial expenses until APPF & SE signs contract with one of national insurance companies, in that case mobile teams like other guards will be entitled to the privileges of martyrdom and injury.

Article Fourteen:

The concerning police Headquarters of provinces and districts are assigned to identify mobile security teams' violations and should report such violations through their relevant organizations to APPF & SE in order to prevent future violations.

Article Fifteen:

Monitoring of the implementation process of this procedure is the responsibility of the relevant organizations of MoI and APPF.

Article Sixteen:

With the approval of this procedure, the previous procedure in this regard is considered canceled.

The APPF Mobile Security Team procedures that includes *4* chapter, *16* article is presented for approval to the High Council authority of Enterprise.

Sincerely
وزیر امور داخله
و رئیس شورای عالی تصدی
APPF Deputy Minister

The APPF & SE Mobile Security Team procedures that includes *4* chapter *16* article is approved.

وزیر انرژی و
عضو
Water and Energy
Minister Member

وزیر امور
عضو
Public Affairs Minister
Member

Mines Minister
Member
وزیر معادن

MOI & APPF /SE Minister

Independent Directorate of
Local government chairman

Abdul Ghafar Batoor
Legal Director (member)

Zulgee Khan
Reg Director (member)

Based on APPF and SE guidance the need assessment form for customer based on paragraph (8), article (25) security enterprise charter is prepared and adjusted by the assigned commission member of this deputy

Abdul Ghafar Batoor
Legal Director (member)

Zulgee Khan
Reg Director (member)

Ghulam Ali Qurashe
Finance & Budget
Director (member)

Ahmad Salim Sahah
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