

CHAPTER 506

DOD PRE-CLEARANCE PROGRAM CUSTOMS AND AGRICULTURE INSPECTIONS

A. GENERAL

To effectively and efficiently conduct redeployment operations for exercises, contingencies, or other special airlift/sealift operations, Regional Combatant CDRs may request CBP and/or USDA pre-clearance for redeployments of units, their equipment and sustaining supplies. Timelines for pre-clearance of redeployments will be established during the planning phase of the exercise or concurrently with the deployment phase during crisis action planning for a contingency. The Regional Combatant CDR and the Component Commands involved in the redeployment must ensure that there are facilities available for pre-clearance operations and work with the Services to identify military law enforcement personnel or other designated personnel in the pay grade of E-4/civilian equivalent and above to be trained as CBCAs. Costs incurred by implementing provisions of this section (e.g., transportation, per diem, overtime charges), will normally be borne or furnished in kind by the requesting Service or Agency. If the supported command determines that pre-clearance of redeploying cargo and passengers will enhance mission effectiveness, the request procedure contained in Para B must be followed.

B. PROCEDURES FOR REQUESTING COMBINED MILITARY CUSTOMS AND AGRICULTURE PRE-CLEARANCE PROGRAMS

1. CBP and USDA, in cooperation with the DOD, will permit pre-clearance of cargo and passengers returning to the CTUS. This pre-clearance program is available for redeployments from major exercises or contingencies. Pre-cleared cargo/passengers will require little or no CBP or USDA APHIS inspection in the US. Pre-clearance will be accomplished at the point of origin. Pre-clearance will lessen the contraband and pest risk and expedite the movement of personnel and equipment into the US. If the supported command determines that pre-clearance of redeploying cargo and passengers will enhance mission effectiveness, the following request procedure must be followed:
 - a. Requests for combined customs/agriculture military pre-clearance programs will be coordinated through USTRANSCOM TCJ-5/4-PT, USTCJ5J4-PT-CUSTOMS@ustranscom.mil. USTRANSCOM will coordinate these requests with CBP and USDA. Regional Combatant Command (COCOM) directives will prescribe procedures for processing such requests within the responsible COCOM.
 - b. For agriculture only portion of the pre-clearance program, the USDA APHIS maintains an offshore mitigation program that meets the DOD requirements of Chapter 505 and is performed with USDA oversight OCONUS. CBP requirements will still need to be met upon arrival in the US although the agriculture inspection piece will be minimal. Direct any questions or requests about such offshore mitigations directly to USDA APHIS PPQ Preclearance Staff at 4700 River Rd. Riverdale, MD 20737-5000, Telephone (301) 734-8295. See Para H of this chapter for details on the USDA Offshore Mitigation Program/US Military Agriculture Preclearance Program.
2. Requests must include, as a minimum:
 - a. The dates, times, and places of departure from the foreign country.

- b. Date, time, and proposed place of CTUS arrival.
 - c. The number and type of aircraft or ships.
 - d. The number of passengers, and amount and type of cargo, to include vehicles and other unit equipment.
 - e. Identification of all en route stops between the foreign departure point and the CTUS port of entry, and whether the border clearance integrity of the aircraft or ship will be maintained during those stops. If pre-clearance integrity cannot be maintained (i.e., if cargo or passengers are added or removed at any stop, any crew member is changed, aircraft remains overnight and crew and passengers are off loaded or if any breach in security of the aircraft occurs) then pre-clearance authority is lost.
 - f. Training requirements for personnel tasked to perform CBCA duties in support of the pre-clearance program will include total number of CBCAs requiring training, date(s) CBCAs will be available for training, and training location.
3. Requests will be electronically transmitted to the Regional COCOM as part of the initial planning of the redeployment, but not later than 75 days prior to the execution. The Regional Customs, Agriculture, and Border Clearance Staff Coordinator will forward the approved request to USTRANSCOM/J5/4-PT, Scott AFB, IL not less than 60 days prior to the first movement. USTRANSCOM/J5/4-PT will coordinate with the CBP and USDA APHIS for support.
 4. The Regional COCOM Customs, Agriculture, and Border Clearance Coordinator will review the requests. The review will include an assessment of the capability of the Regional COCOM to accommodate the request for pre-clearance. In those instances where the Regional COCOM determines contingency or exercise pre-clearance can not be accommodated or is not cost effective, the unit will be required to return to the CTUS through a predetermined CTUS port of entry where CBP clearance can be accomplished.
 5. Approval of pre-clearance requests under the provisions of this section does not negate any requirements for the carrier to ensure that entry is accomplished at an established CTUS port of entry. This port of entry may be a R-AOE or L-AOE, an international commercial airport or water port of entry, or any other airport or water port where a FIS capability exists or can be arranged for on an exception basis. (Refer to DOD 4500.54-G, DOD Foreign Clearance Guide, North and South America, for United States of America aircraft entry requirements (<https://www.fcg.pentagon.mil>.)
 6. If use of any CTUS port of entry other than those regularly staffed by FIS personnel is planned, the requesting organization or carrier operator is responsible for coordinating requirements with the Field Operations office or Port Directors of CBP.
 7. Agreements must be in place to support CBP (if CBP elects to provide an advisor) and USDA APHIS advisors conducting pre-clearance duties in conjunction with returning personnel and equipment from contingencies and training exercises. The agreement will include provisions for overtime fees, car rental, transportation to/from site, per diem, and lodging entitlements.

C. TRAINING AND CERTIFICATION OF CBCAS

1. The Regional COCOM and the Service Component will coordinate the request to the Service for sourcing of military law enforcement or other designated personnel to act as CBCAs for the duration of the redeployment. There is no grade requirement for military law enforcement personnel, however, all other personnel designated for CBCA duties will be E-4/civilian equivalent and above.
2. Training will be provided and approved by CBP and USDA.
3. Training may be accomplished in the CONUS or at an overseas location.
4. Upon successful completion of the training, CBP and USDA will provide certification for trainees.
5. Trained personnel will be appointed on orders as CBCAs by the sponsoring Service Component. Orders will include an effective termination date.
6. CBP and USDA will provide advisors, if necessary, to oversee actual pre-clearance operations.
7. In some cases, CBP may approve DOD personnel as certified trainers. When a “train the trainer” process is approved, CDRs will be required to:
 - a. Use a CBP and USDA approved CBCA training curriculum.
 - b. Provide program management as well as any Command specific training.

D. RESPONSIBILITIES OF CBCAS

1. CBCAs are responsible for:
 - a. Performing their duties IAW this regulation and US and/or foreign country border clearance requirements.
 - b. Inspecting and certifying that DOD-owned materiel, personal property, and passengers are acceptable for entry into the US. If contraband is discovered during the inspection process, the CBCA will notify legal authorities.
 - c. Representing the CDR in performance of inspections, and ensuring that the documentation accompanies all shipments or personnel.
 - d. Ensuring that customs/border clearance violations are expeditiously reported to the legal authority or military agency for disposition.
 - e. Conducting all inspections and examinations in a professional, expeditious, and courteous manner.
 - f. CBCAs will not, under any circumstances, collect or accept duty payments.

E. PRE-CLEARANCE REQUIREMENTS

1. CBCAs will inspect all crews, troops, passengers, and their accompanied baggage, professional equipment, issued weapons, cargo and aircraft prior to departure from overseas installations (airfields/ports) when the planned destination is the CTUS. CBP/APHIS personnel may, at the discretion of CBP/APHIS, deploy as advisors during pre-clearance activities.
2. Ships, aircraft, personnel, cargo (including ordnance) packing material, POVs, personal effects, and APO/FPO mail must be free of prohibited and restricted plants, animals, and plant/animal products when returned to the US. CBP officials must be notified prior to arrival if the mission has had the sterility compromised.
3. Agriculture inspections must be conducted in natural or well-lighted areas. Cleaning and disinfecting must be conducted in areas approved by USDA or designees. Commodities or equipment that has been approved for return to the US must be stored in such a manner as to prevent re-infestation by pests or contaminants. USDA officers or designees must approve these areas.
4. To expedite clearance upon redeployment to the CTUS:
 - a. Accompanied baggage and professional equipment excess to immediate personal needs will be inspected in the presence of the member by a CBCA and/or CBP team one or two days prior to unit redeployment. The baggage will then be secured and held in a sterile area from the time of the inspection until arrival at the US port of entry.
 - b. The CBCA and/or CBP team will inspect hand-carried baggage at the time passengers are processed into a sterile area for isolation until actual departure. If a sterile area is not available, the CBCA and/or CBP team will inspect the personnel and hand-carried baggage at the water or air terminal immediately prior to embarkation. If someone who has been inspected and is waiting in the sterile area finds it necessary to depart the area, that person must undergo a new inspection when they return to the sterile area.
 - c. The CBCA and/or CBP team will inspect unit equipment prior to its being loaded on the ship or aircraft to ensure the equipment meets CBP and USDA border clearance requirements. The redeploying unit will ensure that personal property, such as footlockers, is readily identified and retains its individual integrity distinct from military cargo during shipment.
 - d. Each passenger inspected/examined for pre-clearance must complete and sign a CBP Form 6059B, (See Figure 502-2) prior to boarding. The form must be presented to the CBCA at the time of inspection. The reverse copy of the CBP 6059B must be stamped and signed by a CBCA to certify the passenger is complying with US entry laws.
 - e. The CENTCOM CBCA Field Guide, [Table 506-1](#), provides an example of procedures for conducting inspections and can be adapted to other COCOM CBPA operations.
5. Immediately upon completion of the inspection/examination of DOD cargo, DD Form 2855, U.S. Military Preclearance Program, [Figure 506-1](#), will be properly executed, authenticated by official stamp and signature, and securely affixed to the outside of each container/vehicle/equipment inspected/examined. The CBCA or CBP/USDA inspector will accomplish the execution and attachment of the label. This form is to be used only for cargo that has been pre-inspected and certified by CBCA and/or CBP/USDA personnel at OCONUS locations as part of an exercise or

contingency operation IAW Chapter 505 and this Chapter of this regulation and meets CBP and USDA CONUS pre-clearance entry requirements.

6. Security Seals for Freight Containers. To insure sterility of pre-cleared freight container shipments, use of tamper proof container seals (i.e., ball lock protection) that cannot be resealed once broken is required. Record the security seal number in the Remarks Section of the DD Form 2855.
7. Packing Material. All WPM, dunnage, pallets and crating must be soil and bark free, free of infestation and have the approved stamp IAW Chapter 505, Para D.1.d.

F. PRE-CLEARANCE COORDINATION AND COMMUNICATION

1. Coordination with, and notification of affected organizations of actual pre-cleared passengers, baggage and cargo shipments is critical to the successful implementation of the pre-clearance program for exercises, contingencies, or other special airlift/sealift operations. At a minimum, the following communications must occur after pre-clearance operations have been approved.
 - a. Upon approval and agreement of the CBP and USDA to support pre-clearance operations, the theater command Customs, Agriculture, and Border Clearance Staff Coordinator will notify affected organizations using the message format shown in [Figure 506-2](#).
 - b. Airlift and sealift schedulers will keep the CBP notified of redeployment routing and schedules as soon as they are developed. USTRANSCOM information systems will be used to provide CBP access to AMC organic and chartered aircraft arrival schedules for CONUS bound international missions. CBP will provide pre-clearance instructions and procedures to field operations and port directors indicating precleared status of DOD passengers, baggage, cargo, and/or conveyance to expedite Port of Debarkation (POD) procedures.

G. PRECLEARANCE REPORTING PROCEDURES

1. Regional COCOMs that have requested and received approval to operate a combined Customs/Agriculture preclearance program will report CBCA activity on incidents of contraband interception, detection and trends for passenger and cargo movements. Reports are submitted to the DOD Executive Agent (USTRANSCOM) for consolidation and forwarding to CBP, APHIS, and the Service HQ. As a minimum, monthly reports are submitted unless CBP/APHIS requires more frequent as needed.
2. Reports of incidents of contraband interception and detection will include:
 - a. Number of passengers processed
 - b. Number of checked bags examined
 - c. Major types of military equipment processed
 - d. Major military units processed for redeployment
 - e. Destination(s) in CTUS
 - f. Identify type of contraband seized

- g. Contents found in amnesty box
- h. Significant agriculture pests encountered
- i. Description of dirty cargo presented for clearance
- j. Trends/problem areas.

H. USDA OFFSHORE MITIGATION/MILITARY AGRICULTURE PRECLEARANCE PROGRAMS

1. Some exercises and contingency operations may be pre-cleared for APHIS and not for CBP. In these circumstances, CBP clearance will be required upon arrival in the US. Agriculture inspection and integrity checks are still in effect in the US.
2. Agreements must be in place to support APHIS advisors conducting offshore mitigation pre-clearances duties in conjunction with returning equipment from training exercises and contingencies. The agreement will also include provisions for overtime fees, car rental, transportation to/from site, per diem, and lodging entitlements.
3. Similar offshore procedures are in effect in the United States European Command (USEUCOM). USEUCOM, with the cooperation of in-theater USDA representatives has established a pre-clearance program to enforce USDA requirements and have made agricultural pre-clearances mandatory. If exercise redeployments are originating in the USEUCOM AOR, the supporting unit will contact the USEUCOM Customs/Agriculture Executive Agent (HQ USAREUR/ECJ1-CEA) directly to coordinate for pre-clearance assistance. Their web site URL is: <http://www.hqusareur.army.mil/opm/customs.htm>. It is recommended that requests for pre-clearance assistance be coordinated at least 45 days in advance of the needed assistance.
4. DD Form 2855, [Figure 506-1](#), is authorized to be used for cargo that has been pre-inspected and certified by USDA trained CBCA personnel only at OCONUS locations as part of an exercise or contingency operation IAW Chapters 505 and 506 of this regulation and meets the USDA CONUS pre-clearance entry requirements. When the DD Form 2855 is used by an individual trained only by the USDA, the box on the form stating that the property meets USDA requirements will be marked.
5. Requests to establish Offshore Mitigation/Military Agriculture Preclearance Program will be submitted to HQ USDA, APHIS PPQ, Port Operations, 4700 River Rd., Riverdale, MD 20737-500, telephone number (301) 734-8295 (web site: <http://www.aphis.usda.gov/help/sitemap.shtml>) **(*) Non-DOD Website** with a copy to the DOD Executive Agent (USTRANSCOM).

I. AIRBORNE TROOPS

Procedures described above are applicable to airborne troop movements with an airdrop upon return to the CTUS so long as the airdrops have been coordinated with the CBP director in the district involved. The annotated customs declaration of these personnel must be provided to a member of the aircrew, preferably the aircraft CDR, prior to the airdrop. The CBCA/CBP team will advise the aircrew member that the declarations must be turned over to CBP inspectors at the port of entry for the aircraft.

U.S. MILITARY AGRICULTURE AND CUSTOMS PRECLEARANCE PROGRAM Authorized use only in accordance with DoD 4500.9-R, Part V Chapters 505 and 506.	
<input type="checkbox"/> The U.S. Government property to which this label has been affixed meets the entry requirements of the Bureau of Customs and Border Protection.	
<input type="checkbox"/> The U.S. Government property to which this label has been affixed meets the entry requirements of the U.S. Department of Agriculture.	
1. INSPECTOR'S RANK AND NAME	2. DATE (YYYYMMDD)
3. ORIGIN	4. DESTINATION
5. INSPECTOR'S STAMP	6. REMARKS

DD FORM 2855, SEP 2006 PREVIOUS EDITION IS OBSOLETE. Adobe Designer 7.0

Figure 506-1. DD Form 2855, U.S. Military Agriculture and Customs Preclearance Program

SAMPLE

FROM: (Theater Customs, Agriculture, and Border Clearance Coordinator)

TO: (Theater aerial ports)
(Theater sea ports)
(Theater component customs and agriculture clearance offices and/or activities)

INFO: CDR SDDC ALEXANDRIA VA//
HQ AMC TACC SCOTT AFB IL//XOC/XOO/XOP//
COMSC WASHINGTON DC//PM-5//
USTRANSCOM SCOTT AFB IL//DDOC/TCJ5/4-PT//
DA WASHINGTON DC//DALO-TSP//
HQ USAF WASHINGTON DC//ILGD//
CMC WASHINGTON DC//LFT/LPO//
CNO WASHINGTON DC//N41//

SUBJ: CBP/AGRICULTURE PRECLEARANCE FOR (NAME OF EXERCISE OR OPERATION)

1. CBP/AGRICULTURE PRECLEARANCE OPERATIONS HAVE BEEN COORDINATED AND APPROVED FOR (NAME OF EXERCISE OR OPERATION) IAW DTR 4500.9-R, DEFENSE TRANSPORTATION REGULATION, PART V.
2. POLICY AND PROCEDURES OUTLINED IN DTR 4500.9-R, PART V, CHAPTERS 505 AND 506 APPLY.
3. BUREAU OF CUSTOMS AND BORDER PROTECTION (CBP) AND ANIMAL AND PLANT HEALTH INSPECTION SERVICE (APHIS) ADVISORS WILL BE DEPLOYED TO (LOCATION) FROM (DATE) TO (DATE) TO SUPERVISE PRE-CLEARANCE ACTIVITIES.
4. AERIAL AND WATER PORTS WILL SET UP STERILE AREAS TO STORE PRE-CLEARED BAGGAGE AND CARGO PRIOR TO REDEPLOYMENT.
5. REQUEST AIRLIFT AND SEALIFT SCHEDULERS NOTIFY CBP AND USDA OF FLOW SCHEDULES AND ROUTINGS TO AVOID UNNECESSARY RE-INSPECTIONS IN CONUS.
6. ADDITIONAL INSTRUCTIONS.
7. POC IS (NAME, ORGANIZATION, TELEPHONE NUMBER, DSN & COMMERCIAL).

Figure 506-2. Sample CBP and Agriculture Pre-clearance Announcement Message

Table 506-1. CENTCOM CBCA Field Guide

<p align="center">PRIOR COORDINATION</p>	<p align="center">CUSTOMS BRIEF OUTLINE</p>
<ol style="list-style-type: none"> 1. 24-48 hours out from inspection: <ol style="list-style-type: none"> a. Verify inspection location b. Obtain number of personal bags and conex/equipment c. Notify unit that all personnel with bags must be present d. Notify unit that all containers will be unloaded and swept e. Remind POC that locked/taped boxes must be accessible for inspection f. Inquire whether any containers are still under original seal. Direct POC to leave the seals intact. Ensure that the seal number is annotated on the attached DD 2855. g. Verify that personnel have been briefed by the unit Commander on prohibited and restricted items. h. Verify that the chain of command has conducted a pre-inspection of all personnel baggage 2. Assemble supplies needed: <ol style="list-style-type: none"> a. Gather stamps, seals, envelopes, labels and forms b. Water, ice, MREs, rubber gloves, amnesty box c. Transportation and communication 	<ol style="list-style-type: none"> 1. Introduce CBCAs and purpose of examination 2. Describe examination process: <ol style="list-style-type: none"> a. Amnesty period and location b. Examination area (amnesty ends once examination starts) c. Sterile area (where cleared items and personnel are moved following examination) d. Prohibited/Restricted items 3. Answer any questions
<p align="center">THE DAY OF INSPECTION</p>	<p align="center">ACTIONS FOR VIOLATIONS</p>
<ol style="list-style-type: none"> 1. Conduct Customs Briefing prior to starting examinations/inspections 2. Inspect any containers not opened in theater, are sealed and have a DD 2855 <ol style="list-style-type: none"> a. Open a random sample (minimum 10%) to check for agricultural condition (i.e., windblown soil/dust) b. After verifying integrity and cleanliness, reseal (as needed) and affix a new DD 2855. Destroy the old DD 2855. 3. Inspect all empty containers for cleanliness 4. Examine 100% of all cargo in open containers prior to loading. 5. Only cargo passing examination will be loaded into containers. 6. Inspect all bracing material while unit loads cargo. 7. Lock, seal and affix DD Form 2855 to each container inside and out on the upper right hand side. 8. Annotate container and seal numbers on the DD Form 2855 9. Record container and seal numbers in logbook 10. Properly record contraband in logbook. Report significant finds. 11. Notify your unit that mission is complete. 	<p>Petty/Unintentional: Explain violation and Inquire whether individual inadvertently did not forfeit items during amnesty. Instruct individual to forfeit. If individual refuses, treat as intentional.</p> <p>Serious/Intentional: Order individual to remain in place and notify unit’s chain of command. If violation warrants, contact needed authorities, such as MP patrol, CID, or NCIS. CBCAs have no authority to apprehend the subject unless the CBCA is an MP.</p>
<p align="center">CONTRABAND PROCEDURES</p>	<p align="center">IMPORTANT TELEPHONE NO.</p>
<p>Amnesty Items (willfully forfeited):</p> <ol style="list-style-type: none"> 1. Collected by designate individual at a minimum of every 24 hours 2. Record items on DA Form 316 3. Properly handle, store and document transfer of custody to appropriate authority <p>Seized items (under CBCA authority):</p> <ol style="list-style-type: none"> 1. Always wear rubber gloves and seize with a witness being present. 2. Record items on DA Form 4137 3. Document transfer of custody of items to proper authority with completed DA 4137. 	<p>Program Manager: _____</p> <p>Local MP Office: _____</p> <p>CID: _____</p> <p>EOD: _____</p> <p>FIRE: _____</p> <p>MEDICAL: _____</p>

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