

12 FAM 160 COURIER TRANSPORTATION

*(CT:DS-113; 07-11-2005)
(Office of Origin: DS/C/DC)*

12 FAM 161 GENERAL POLICY

(CT:DS-113; 07-11-2005)

- a. Posts must exercise sound security practice and maintain mechanically safe vehicles for transporting couriers to and from air or rail terminals in time to meet processing requirements with their pouches.
- b. The vehicles designated to transport couriers may be used to transport embassy employees, foreign service nationals (FSN), or other personnel to and from airports only when it would not:
 - (1) Keep couriers waiting at the airport after their arrivals or prevent them from timely completing departure processing (this may take as long as two hours);
 - (2) Affect priority of couriers and their pouches or personal effects if space in the vehicle is insufficient for all passengers and their luggage; and
 - (3) Impose a security risk to couriers and their pouches by causing them to travel into areas that are not considered secure.

12 FAM 162 VARYING ROUTES

(CT:DS-113; 07-11-2005)

Drivers should try to vary use of all routes that are available to transport couriers between the air or rail terminals and post. Routes must be varied when the regional security officer (RSO) determines the security of the courier or pouches would otherwise be at risk.

12 FAM 163 VEHICLES

12 FAM 163.1 General

(CT:DS-113; 07-11-2005)

- a. Strict security standards and sound mechanical condition of vehicles must be maintained to avoid breakdowns 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 emergencies and when official transportation is not available.
- c. The Emergency Action Committee may recommend the use of an armored vehicle available at certain posts to transport couriers (see 12 FAM 384).

12 FAM 163.2 Diplomatic or Consular License Plates

(CT:DS-113; 07-11-2005)

- a. Classified pouches should ordinarily be transported to and from airports in vehicles bearing diplomatic or consular license plates.
- b. Posts may designate vehicles bearing other types of license plates to transport couriers if the use of a vehicle with diplomatic or consular license plates is not safe due to local conditions. This decision does not require Department approval, but posts should inform the Department (DS/C/DC) of such situations.

12 FAM 163.3 Two-Way Radios

(CT:DS-113; 07-11-2005)

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 at posts where two-way radios are authorized must carry hand-held radios. The hand-held radios should be regularly tested for transmission and reception over all possible routes.

12 FAM 164 GUARDS

(CT:DS-113; 07-11-2005)

Some posts provide guards to protect U.S. government personnel traveling to and from the airport. Those posts must extend that guard coverage to couriers as well.

12 FAM 165 REPORTING AND CORRECTING DISCREPANCIES

(CT:DS-113; 07-11-2005)

- a. Couriers must report vehicles that do not comply with the established standards to the RSO and the regional diplomatic courier division.
- b. RSO's are responsible for remedying the deficiencies or providing suitable alternatives.

12 FAM 166 THROUGH 169 UNASSIGNED