

Absence Without Leave, Desertion
Point Paper on AWOLs
Extracted From AR 630-10

- The unit commander will—
 - (1) Report absent personnel concurrently to the personnel office, the installation's provost marshal office, deserter control officer, and the military pay office within 48 hours of the commander's inquiry that establishes there is no legitimate reason for the Soldier's absence.
 - (2) Send a certified copy of DA Form 4187 (Personnel Action), DD Form 458 (Charge Sheet), and DD Form 553 (Deserter/Absentee Wanted by the Armed Forces) to the chief, USADIP within 48 hours after a Soldier has been dropped from the rolls of a unit.
 - (3) Prepare the DFR packet at the installation not more than 30 days after the DFR date.
 - (4) Return deserters to military control using DD Form 616 (Report of Return of Absentee).
 - (5) Monitor military detainees on personnel in civilian medical facilities or confined to civilian correctional facilities.
 - (6) Arrange return to military control when release of the Soldier by civilian authorities is imminent.
 - (7) Inform civilian authorities when the Soldier's military status changes.
 - (8) *Approve requests to reclassify AWOL to an authorized absence or to excuse unauthorized absence as unavoidable when the absence did not exceed 15 days. The commander must consider that the absence was not caused by the Soldier's own misconduct and that the Soldier and Army representatives acted as prudently and responsibly as could be expected to avoid the absence.*

2-2. Unit of assignment

The unit—

- a. Reports the Soldier absent and takes actions below and per DA Pam 600-8.
- b. Conducts an immediate inquiry to determine the Soldier's location and possible reasons for absence.
- c. Notifies the Provost Marshal within 24 hours of the Soldier's absence.
- d. Records the results of the inquiry on DA Form 4187.
- e. Notifies the NOK of the Soldier by letter mailed on the 10th day of AWOL or when the absentee has sought political asylum or is voluntarily residing in a foreign country (see fig 2-1 for sample letter).
- f. Follows the procedures in paragraph 3-3 of this regulation for special category absentees.
- g. Ensures timely coordination with the installation deserter control officer.

2-5. Civilian custody and court order

- a. A full report of the absentee's status is provided by the first receiving military authority to the installation commander. The provost marshal or law enforcement staff officer is also informed of the absentee's status.

- b.* The unit of assignment reports the Soldier returned to military control in civilian confinement effective the date of confinement or restriction. When the absentee is released from civilian custody, the individual is returned to the unit of assignment or personnel control facility (PCF), if appropriate.
- c.* If the absentee is restricted by court order from leaving the geographic area due to civilian court proceedings, the installation commander publishes orders attaching the Soldier to a unit in the geographic area. The commander of the Soldier's permanent unit of assignment is notified of the attachment. When the restriction is lifted, the absentee is relieved from temporary attachment and returned to his or her assigned unit.
- d.* Absent Soldiers serving sentences in civilian confinement, committed, or restricted by court order for 6 months or longer, may be reassigned to a PCF in the geographic area and immediately dropped from strength (DFS). Reassignment to a PCF is made only after the Soldier's permanent unit commander completes action per AR 635-200 or AR 600-8-24.

3-1. Dropped from rolls procedures

a. The unit commander—

- (1) Completes DA Form 4187, reporting the Soldier's change of duty status from AWOL to DFR and notifies the military pay office within 48 hours of the Soldier's change in duty status from AWOL to DFR.
- (2) Completes DD Form 553. The suspected reasons for the absence and information on pending investigations, Article 15, or Uniform Code of Military Justice (UCMJ) action at the time of the Soldier's absence is recorded in item 19. If additional supporting documents are required, the phrase "see attached sheet" is also entered in item 19.
- (3) Sends the completed DD Form 553 to the supporting provost marshal per AR 190-45.
- (4) Files court-martial charges on DD Form 458. These charges should be brought in addition to charges for other offenses, as appropriate. The sworn charges are forwarded to the summary court-martial convening authority who enters the hour and date of receipt on page 2 of the charge sheet.
- (5) Forwards the original copy of the deserter packet through the supporting PSC to the Commander, Fort Knox Personnel Control Center, ATTN: ATZK-PMF-DIP, Fort Knox, Kentucky 40121. The USADIP is located at that address.
- (6) Completes timely and accurate coordination with the installation deserter control officer.

b. An absentee will not be DFR—

- (1) While under military control.
- (2) While confined by civilian authorities. However, personnel can be DFR on eMILPO if confined for 6 months or longer.
- (3) While receiving treatment in a civilian medical facility.
- (4) If the absentee dies before the desertion report is prepared.