

# Summary of Changes

USMEPCOM Regulation 27-1, 17 September 2004

Legal Services

Military Justice and Legal Services

This revision has administrative and policy changes. Specifically, this revision—

- Clarifies existing command policy regarding categories of offenders and/or offenses over which the Commander, USMEPCOM, has exercised authority under Rule for Courts-Martial (RCM) 306(a) to reserve authority to act. This revision also assimilates and revises the special offense reporting requirements and general military justice policy guidance formerly contained in USMEPCOM Policy Memos 11-1 and 11-3, respectively (pars. 1-4b and 1-5d).
- Revises the provisions concerning court-martial convening authority within United States Military Entrance Processing Command (USMEPCOM). The Secretary of Defense designated the Commander, USMEPCOM, as a joint general court-martial convening authority (GCMCA) on May 15, 2002 and granted joint special court-martial convening authority (SPCMCA) to the Eastern and Western Sector Commanders on 23 July 2002. Pursuant to the direction of the Secretary of Defense, the USMEPCOM and sector commanders are also authorized to convene joint courts-martial below their level of convening authority (pars. 1-5b and 1-5c).
- Reflects that nonjudicial punishment (NJP) appeals submitted by Air Force and Navy personnel are now processed solely within USMEPCOM command channels. The July 1, 2002 revision of Air Force Instruction 51-202 removed the “jointness test” for determining who could impose NJP on Air Force personnel and granted commanders of multiservice units (such as USMEPCOM and its subordinate commands) both NJP punishment and appellate authority over all assigned Air Force personnel. As approved by the Office of the Judge Advocate General, US Navy in a 2003 opinion interpreting Manual of the Judge Advocate General (Judge Advocate General Instruction 5800.7) (JAGMAN) Sections 0106d and 0177c, the Commander, USMEPCOM, is the NJP appellate authority for all USMEPCOM Navy personnel (par. 2-2d(1)).
- Adds NJP tables (app. B).

DEPARTMENT OF DEFENSE  
HEADQUARTERS, UNITED STATES MILITARY ENTRANCE PROCESSING COMMAND  
2834 GREEN BAY ROAD, NORTH CHICAGO, ILLINOIS 60064-3094

USMEPCOM Regulation  
No. 27-1

17 September 2004

**Effective: 18 October 2004**

**Legal Services**  
**MILITARY JUSTICE AND LEGAL SERVICES**

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**Summary.** This regulation prescribes policy, procedures, and responsibilities for exercising criminal jurisdiction and for obtaining legal service support.

**Applicability.** This regulation applies to United States Military Entrance Processing Command (USMEPCOM) personnel.

**Supplementation.** Supplementation of this regulation is prohibited without prior approval from Headquarters, United States Military Entrance Processing Command (HQ USMEPCOM), ATTN: Office of the Staff Judge Advocate, 2834 Green Bay Road, North Chicago, IL 60064-3094.

**Suggested improvements.** The proponent agency of this regulation is HQ USMEPCOM. Users may send comments and suggested improvements on Department of the Army (DA) Form 2028 (Recommended Changes to Publications and Blank Forms) directly to HQ USMEPCOM, ATTN: Office of the Staff Judge Advocate, 2834 Green Bay Road, North Chicago, IL 60064-3094.

**Management control process.** This regulation does not contain management control provisions.

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\*This regulation supersedes USMEPCOM Reg 27-1, 20 August 2001 and USMEPCOM Policy Memorandums 11-1 and 11-3.

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## **Chapter 1**

### **Introduction**

#### **1-1. Purpose**

This regulation prescribes policy, procedures, and responsibilities for exercising criminal jurisdiction and for obtaining legal services support.

#### **1-2. References**

References are listed in appendix A.

#### **1-3. Explanation of abbreviations and terms**

Abbreviations and terms used in this regulation are explained in the glossary.

#### **1-4. Responsibilities**

Commanders will—

a. Discharge the duties contained within this regulation fairly and expeditiously. Each case of alleged misconduct will be handled on an individual basis, taking into consideration all relevant factors including the seriousness of the offense, the alleged offenders prior disciplinary record and duty performance, and adverse impact of the offense on unit morale and discipline.

b. Notify the Office of the Staff Judge Advocate (OSJA) and their respective sector commanders within 24 hours of the incident whenever they learn that an officer or an enlisted member in the pay grade of E-8 or above may have engaged in misconduct for which disciplinary action could be warranted. This requirement exists independent of any requirement contained in other directives to report misconduct committed by United States Military Entrance Processing Command (USMEPCOM) members through command and headquarters channels.

#### **1-5. Authority**

a. USMEPCOM is a Department of Defense (DOD) command with its own general court-martial convening authority (GCMCA). It has a resource relationship with the U.S. Army Accessions Command (AAC) as the detailed Executive Agent for USMEPCOM, but neither that command nor its parent command, U.S. Army Training and Doctrine Command, has any role in processing USMEPCOM legal actions. The military entrance processing stations (MEPS) do not have legal staffs and receive their legal support from USMEPCOM or their respective sector headquarters.

b. Pursuant to Rules for Courts-Martial (RCM) 201(e)(2)(B), Manual for Courts-Martial, United States, the Secretary of Defense may authorize the exercise of court-martial jurisdiction by one armed service over the personnel of another Service in a joint command. The Secretary of Defense has authorized such exercise of jurisdiction by the Commander, USMEPCOM, as a joint GCMCA and has provided joint special court-martial convening authority (SPCMCA) to the sector commanders. The Secretary of Defense has also authorized each of the commanders above to convene joint courts-martial below their level of convening authority.

c. Summary Court-Martial Convening Authority is withheld from MEPS Commanders, regardless of their rank or the Service of the accused.

d. The authority to take disciplinary action, either punitive under the Uniform Code of Military Justice (UCMJ) or administrative, in any case of misconduct involving an officer or enlisted person in the rank of E-8 or above is reserved to the Commander, USMEPCOM. Commanders wishing to dispose of such offenses at their level may request authority to act in specific cases by coordinating with the Staff Judge Advocate to obtain approval to act from the Commander, USMEPCOM.

## **Chapter 2 Legal Services**

### **2-1. General**

a. Commanders and their staffs obtain legal support by contacting the legal staff at sector headquarters or the OSJA at HQ USMEPCOM. That office will either provide direct assistance or, in cases where it may be necessary to do so, coordinate assistance from a supporting installation.

b. Legal service support for individual servicemembers (e.g., legal assistance, claims) is generally provided by the nearest military installation pursuant to Service regulations and Inter-Service Support Agreements. Reserve judge advocates may also be available to assist.

### **2-2. Criminal law and administrative disciplinary actions**

**a. Court-martial jurisdiction for USMEPCOM military personnel.** Active duty servicemembers are subject to the UCMJ at all times and in all places and may be punished under the UCMJ for offenses they commit whether on or off-duty. Servicemembers also are subject to the law of the state, county, and other jurisdiction in which they reside or commit a criminal offense. Commanders will not take a UCMJ action against a servicemember if civilian authorities have already prosecuted or intend to prosecute the individual for the same misconduct without coordination with the OSJA.

**b. Initiation of court-martial charges.** Any person subject to the UCMJ may prefer charges against any other servicemember for UCMJ offenses. The formal accuser (i.e., the servicemember who signs Department of Defense (DD) Form 458 (Charge Sheet)) need not be a member of the same Service as the accused. Any charges preferred against any USMEPCOM servicemember must be promptly forwarded to the immediate commander of the accused for disposition in accordance with RCM 401.

**c. Imposition of nonjudicial punishment (NJP).** NJP (Article 15, UCMJ) may be administered by a MEPS commander on any member of their command regardless of the branch of Service of the subordinate. When conducting NJP proceedings, MEPS commanders must follow the regulations of the disciplined member's armed Service (for soldiers, Army Regulation (AR) 27-10 (Military Justice), chapter 3; for airmen, Air Force Instruction (AFI) 51-202 (Nonjudicial Punishment); for sailors and marines, Judge Advocate General Instruction (Navy and Marine Corps) (JAGINST) 5800.7C (Manual of the Judge Advocate General (JAGMAN), chapter 1; for the coastguardsmen, United States Coast Guard Commandant Instruction (USCG COMDTINST) M5810.1D (Military Justice Manual)). Tables for NJP punishment limits for all Services are at appendix B. Commanders will consult with the legal staff at their respective sector headquarters and the OSJA prior to initiating NJP to ensure proper compliance with Service-specific rules and procedures.

**d. Superior authority who acts on appeals of NJP.** The next superior commander in the USMEPCOM chain of command authorized to act on appeals of NJP is determined by the branch of Service of the member.

(1) For Army, Navy, Air Force, and Coast Guard (CG) personnel, the appeal is to the next superior commanding officer (CO) in the USMEPCOM chain of command, regardless of the commander's branch of Service.

(2) For Marine Corps personnel, the appeal will be to the geographically closest U.S. Marine Corps general officer in command, regardless of the commander's branch of Service.

**e. NJP authority over officers and certain senior enlisted personnel (E-8 and E-9).** Authority to take any disciplinary action against officers and certain senior enlisted personnel (E-8 and E-9), including

NJP or adverse administrative action, is reserved to the Commander, USMEPCOM. Subordinate commanders desiring to take NJP action at their level against an officer or certain senior enlisted personnel (E-8 and E-9) must follow the request procedures outlined in paragraph 1-5d, above.

**f. Administrative actions.** Except for the limitation regarding officers and certain enlisted personnel in paragraph 2-2e, above, commanders in USMEPCOM have a wide range of options of administrative actions they may take against members of their command pursuant to RCM 306(c)(2). These include, but are not limited to reprimands, admonitions, and censures (oral or written), extra military training, administrative withholding of privileges, or any combination of the foregoing. These actions may be taken without regard to the branch of Service of the imposing commander or the person being disciplined; however, the regulatory requirements of the branch of Service of the disciplined servicemember must be followed. For example, the filing of adverse documents in personnel records is governed by the regulations of the disciplined member's armed Service.

### **2-3. Legal assistance**

Legal assistance is available to all USMEPCOM military personnel and their family members at any military installation of any armed service that has a legal assistance office. If no military installation is nearby, USMEPCOM military personnel may contact reserve judge advocates in the area for assistance.

### **2-4. Claims**

**a. Claims filed by non-DOD personnel.** Claims against the United States submitted by non-DOD personnel will be made using Standard Form (SF) 95 (Claim for Damage, Injury, or Death) and forwarded to the U.S. Army Claims Service, Fort Meade, MD for processing, regardless of the armed Service of the member of the Command whose actions prompted the claim. For example, if a Navy yeoman drives a MEPS van into a civilian automobile, the civilian still submits the claim to the U.S. Army Claims Service.

**b. Claims filed by members of USMEPCOM.** Claims against the United States by USMEPCOM servicemembers must be submitted to a claims office of the armed Service to which the claimant belongs. Such personnel claims (e.g., loss or damage to household goods) are paid from funds appropriated for each military department for its own personnel.

### **2-5. Litigation**

**a. Actions against the government.** Legal actions filed against any USMEPCOM member (i.e., military, civilian, or contracted employee) arising out of their official activities will be referred to the USMEPCOM OSJA. The MEPS commander should notify the USMEPCOM OSJA within 24 hours of notice of litigation and immediately send a copy of the documents in the case to the USMEPCOM OSJA.

**b. Private litigation.** Military members of the USMEPCOM involved in legal actions concerning their private activities may seek initial advice from the nearest legal assistance office.

**c. Civilian jury duty.** Active duty servicemembers fulfill their civic responsibility by serving on State and local juries, so long as doing so does not interfere with military duties. In accordance with 10 United States Code (U.S.C.) Section 982 (10 U.S.C. 982), active duty personnel may be exempted from serving on juries if their service would unreasonably interfere with the performance of their military duties or adversely affect the readiness of the member's unit, command, or activity. As commanders exercising SPCMCA, USMEPCOM Sector Commanders have final authority to determine if a servicemember who has been summoned for jury duty is exempt from serving on a state or local jury. Members who receive a summons for jury duty should promptly inform their unit commander, who will forward a copy of the summons to their sector commander. If the sector commander determines that the member is exempt, they will notify the summoning state or local officials in writing, citing 10 U.S.C. 982 as authority. If the sector commander determines that the member is not exempt, the unit will provide the member with permissive temporary duty orders for the period of their jury service.

## **Appendix A**

### **References**

Except where otherwise indicated below, the following publications and forms are available on their service or agency Web sites:

Department of Defense (<http://www.defenselink.mil/pubs>)

Army (<http://www.usapa.army.mil>)

Marine Corps (<http://www.usmc.mil/marinelink/ind.nsf/publications>)

Navy (<http://neds.nebt.daps.mil/>)

Air Force (<http://www.e-publishing.af.mil>)

Coast Guard (<http://www.uscg.mil/hq/g-wk/g-wkh/g-wkh-1/pubs/pubs.direct.htm>)

USMEPCOM (MEPNET (<https://mepnet.mepcom.army.mil>) or Web (<http://www.mepcom.army.mil>))

GSA and Standard Forms

(<http://www.gsa.gov/Portal/gsa/ep/formsWelcome.do?pageTypeId=8199&channelPage=/ep/channel/gsaOverview.jsp&channelId=-13253>)

**Section I** (The publications needed to comply with this regulation.)

#### ***Required Publications***

##### **AFI 51-202**

Nonjudicial Punishment. Cited in paragraph 2-2c.

##### **AR 27-10**

Military Justice. Cited in paragraph 2-2c.

##### **JAGINST 5800.7C** ([http://neds.nebt.daps.mil/jag/5800\\_7c.pdf](http://neds.nebt.daps.mil/jag/5800_7c.pdf))

Manual of the Judge Advocate General (JAGMAN). Cited in paragraph 2-2c.

**Manual for Courts-Martial, United States.** Cited in paragraph 1-5d.

**Uniform Code of Military Justice.** Cited in paragraph 1-5d.

**United States Code.** Cited in paragraph 2-5c.

##### **USCG COMDTINST M5810.1D**

Military Justice Manual. Cited in paragraph 2-2c.

**Section II** (These publications are a source of additional information. Users may read them to better understand the subject, but do not have to read them to comply with this regulation.)

#### ***Related Publications***

##### **AR 5-9**

Area Support Responsibilities

##### **AR 27-20**

Claims.

##### **AR 27-40**

Litigation.

##### **AR 601-270/AFR 33-7/MCO P1100.75A**

Military Entrance Processing Station (MEPS).

**DA PAM 27-50-354 (July 2002)** (<http://www.jagcnet.army.mil>)  
The Army Lawyer

***Section III*** (Publications prescribed by this regulation.)  
***Prescribed Publications***

None

***Section IV*** (The forms needed to comply with this regulation.)  
***Required Forms***

**AF Form 3070**  
Record of Nonjudicial Punishment Proceedings. Cited in paragraph B-3.

**CG-4910**  
Report of Offense and Disposition. Cited in paragraph B-4.

**DA Form 2627**  
Record of Proceedings Under Article 15, UCMJ. Cited in paragraph B-1.

**DD Form 458**  
Charge Sheet. Cited in paragraph 2-2b.

**NAVPERS 1626/7** (<http://buperscd.technology.navy.mil/bpforms.htm>)  
Report and Disposition of Offenses. Cited in paragraph B-2.

**SF 95**  
Claim for Damage, Injury, or Death. Cited in paragraph 2-4a.

***Section V*** (The forms prescribed by this regulation.)  
***Prescribed Forms***

None

***Section VI*** (The file numbers this regulation prescribes for the user to file specific documents.)  
***Prescribed File Numbers***

None

## Appendix B Nonjudicial Punishment Limits

### B-1. Army nonjudicial punishment limits

Army NJP Limits Table	Summarized	On Officers by		On Enlisted Personnel By	
		CO who is NOT a General Officer or GCMCA	CO who is a General Officer or GCMCA	CO who is 0-3 or below (or any OIC)	CO who is 0-4 or above
Admonition/Reprimand <i>plus</i> one or more of the following	Oral	Written	Written	Oral or Written	Oral or Written
Confinement on Bread & Water if attached to or embarked in a vessel (1)				3 days	3 days
Correctional Custody				7 days	30 days
Arrest in quarters (3)			30 days		
Restriction to limits with or without suspension of duty	14 days	30 days	60 days	14 days	60 days
Extra Duties (4)	14 days			14 days	45 days
Forfeiture (5)			1/2 per 2 month	7 days pay (6)	1/2 per 2 month
Reduction in grade (7)				one grade (8)	To the lowest enlisted grade (8,9)
Right to Counsel?	None	Yes	Yes	Yes	Yes
Record of NJP	DA Form 2727-1	DA Form 2627			
Filing of NJP Record	Local file (2yr max)	OMPF Performance or restricted			
<b>NOTES:</b>					
1 - Impossible only on E-3 and below. (AR 27-10, para. 3-19b(2)) Cannot be combined with correctional custody, extra duty or restriction.					
2 - Not available for E-4 and above unless unsuspended reduction to below E-4 is imposed. (AR 27-10 para. 3-19b(1)) Cannot combine with Extra Duty or restriction.					
3 - Arrest in Quarters cannot be combined with restriction.					
4 - Restriction and Extra Duty may be combined to run concurrently (not to exceed maximum allowed for Extra Duty).					
5 - Forfeiture applies to the grade to which reduced even if reduction is suspended.					
6 - Must be within one month (i.e. no forfeiture for 3 days for 2 months).					
7 - Promotions to E-7, E-8, E-9 are done at DA level, therefore, no commander has reduction authority. (AR 600-8-19, para. 1-9(c), 3-1(b) and 4-1(a) respectively)					
8 - If within the promotion authority of the officer imposing the reduction. For example 0-4 commanders (not serving in a 0-5 billet) do not have the authority to promote to E-5 or E-6 under AR 600-8-19, therefore cannot reduce from those ranks.					
9 - Grades E-5 and above may not be reduced more than one grade. May be increased to two grades by the "Secretary" concerned in time of war or national emergency. (MCM pt. V, para. 5b(2)(B)(iv))					
10 - See MCM, Part V, paragraph 5d for further limitations on combinations of punishments.					

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**B-2. Navy and Marine Corps nonjudicial punishment limits**

Navy NJP Limits Table	Summarized	On Officers by			On Enlisted Personnel By	
		CO who is 0-3 or below	CO who is 0-4 or above	CO who is a General or Flag Rank	CO who is 0-3 or below (or any OIC)	CO who is 0-4 or above
Admonition/Reprimand (1) <i>plus</i> one or more of the following	N/A	Written	Written	Written	Oral or Written	Oral or Written
Confinement on Bread & Water if attached to or embarked in a vessel (2)	N/A				3 days	3 days
Correctional Custody (3)	N/A				7 days	30 days
Arrest in Quarters	N/A			30 days		
Restriction to limits with or without suspension of duty	N/A	15 days (4)	30 days	60 days	14 days	60 days
Extra Duties (5)	N/A				14 days	45 days
Forfeiture (6)	N/A			1/2 per 2 month	7 days pay	1/2 per 2 month
Reduction in rate (7)	N/A				one grade	one grade
Right to Counsel? (8)	N/A	Limited	Limited	Limited	Limited	Limited
Record of NJP	N/A	JAGMAN Appendix A-1-d (NAVPERS 1626/7, UPB 5812)				
Filing of NJP Record	N/A	Service-record entries on Page 13 (Navy or Page 12 (Marine Corps) (9)				
<b>NOTES:</b>						
1 - JAGMAN 0114c.						
2 - Only for E-3 and below (includes unsuspended reduction to below E-4). (JAGMAN 0111b)						
3 - Only for E-3 and below (unless unsuspended reduction to below E-4 is imposed). (JAGMAN 0111b)						
4 - JAGMAN 0111a						
5 - "Normally" limited to 2 hours per day; Shall not be performed on Sunday; "Guard duty shall not be assigned as punishment." (JAGMAN 0111d)						
6 - Forfeiture applies to the grade to which reduced even if reduction is suspended.						
7 - No reduction from pay grade E-7 or above in the Navy. No reduction from pay grade E-6 or above in the Marine Corps. (JAGMAN 0111e)						
8 - See JAGMAN 109a and 109d(2). Together these sections provide the following: "There is no right for and accused to consult with counsel prior to nonjudicial punishment;" however, if an accused is given the opportunity, such advice is limited to an explanation of the legal ramifications involved in the right to refuse [NJP].						
9 - Only if JAGMAN Appendix A-1-d is used or SM was represented by a lawyer at the hearing. (JAGMAN 0109E)						
10 - See MCM, Part V, paragraph 5d for further limitations on combinations of punishments.						

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**B-3. Air Force nonjudicial punishment limits**

Air Force NJP Limits Table	Summarized	On Officers by			On Enlisted Personnel By		
		CO who is Lt Col or below	CO who is Col	General Officer or GCMCA	CO who is Capt or below (1)	CO who is Major (1)	CO who is Lt Col or above
Admonition/Reprimand <i>plus</i> one or more of the following	N/A	None	Written	Written	Written	Written	Written
Confinement on Bread & Water if attached to or embarked in a vessel	N/A				Not Authorized	Not Authorized	Not Authorized
Correctional Custody	N/A				7 days	30 days	30 days
Arrest in Quarters	N/A			30 days			
Restriction to limits with or without suspension of duty	N/A	None	30 days	60 days	14 days	60 days	60 days
Extra Duties (2)	N/A				14 days	45 days	45 days
Forfeiture (3, 4)	N/A			1/2 per 2 month	7 days pay	1/2 per 2 month	1/2 per 2 month
Reduction in grade	N/A				one grade (5)	See Notes (4,7)	See Notes (7,8 & 9)
Right to Counsel? (8)	N/A	N/A	Yes	Yes	Yes	Yes	Yes
Record of NJP	N/A	Air Force Form 3070					
Filing of NJP Record	N/A	Filing in Selection Record is possible (officer or Senior NCO) (10)					
<b>NOTES:</b>							
1 - May not impose NJP on CMSgt or SMSgt.							
2 - Restriction and Extra Duty may be combined to run concurrently (not to exceed maximum allowed for Extra Duty).							
3 - "Commanders should impose an unsuspended reduction in grade, along with forfeiture of pay, only when the maximum exercise of Article 15 authority is warranted. (e.g. repeat offender, most serious offenses, past rehabilitative efforts have failed, or recalcitrant offender)." (AFI 51-202, para5.4.2)							
4 - Forfeiture applies to the grade to which reduced even if reduction is suspended.							
5 - SSgt and below.							
6 - TSgt, SSgt - one grade. SrA and below - to lowest enlisted grade.							
7 - Grades E-5 and above may not be reduced more than one grade. (May be increased to two grades by the "Secretary concerned" in time of war or national emergency." (MCM pt. V, para. 5b(2)(B)(iv))							
8 - MSgt, TSgt, SSgt - one grade. SrA and below - to lowest enlisted grade.							
9 - CMSgt, SMSgt - one grade if imposing officer is MAJCOM commander, combatant, or commander to whom promotion authority has been delegated.							
10 - Must serve offender with a notification of intent letter when imposing punishment. (IAW AFI 36-2608, Military Personnel Records System) (AFI 51-202 para. 4.8)							
11 - See MCM, Part V, paragraph 5d for further limitations on combinations of punishments.							

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**B-4. Coast Guard nonjudicial punishment limits**

Coast Guard NJP Limits Table	Summarized	On Officers by			On Enlisted Personnel By	
		CO who is LT (0-3) or below	CO who is LCDR or above	Flag Officer	CO who is LT (0-3) or Below	CO who is LCDR (0-4) or above
Admonition/Reprimand <i>plus</i> one or more of the following	N/A	Written or Oral	Written or Oral	Written or Oral	Written	Written
Confinement on Bread & Water if attached to or embarked in a vessel	N/A				Not Authorized	Not Authorized
Correctional Custody (2 & 5)	N/A				7 days	30 days
Arrest in Quarters (1)	N/A			30 days		
Restriction to limits with or without suspension of duty (3 & 5)	N/A	15 days	30 days	60 days	14 days	60 days (3)
Extra Duties (2)	N/A				14 days	45 days
Forfeiture	N/A			1/2 per 2 month	7 days pay	1/2 per 2 month
Reduction in grade	N/A				one grade (7)	one grade (7)
Right to Counsel? (8)	N/A	Yes	Yes	Yes	Yes	Yes
Record of NJP	N/A	CG-4910				
Filing of NJP Record	N/A	Filed in records using Court Memorandum Form CG-3304				
<b>NOTES:</b>						
1 - Arrest in quarters may not be imposed in combination with restriction.						
2 - Correctional custody may not be imposed in combination with restriction or extra duty. It shall not be imposed upon E-4 and above, unless an unsuspended reduction to E-3 is imposed.						
3 - Restriction and extra duties may be combined to run concurrently or consecutively but cannot exceed the maximum that may be imposed for extra duties.						
4 - Extra duties may only be imposed on E-6 and below.						
5 - Arrest in quarters, Correctional Custody, and Restriction may not be imposed on a reservist at NJP awarded during inactive duty training or involuntary active duty.						
6 - The following are not authorized punishments: Detention of Pay and Confinement on bread and water.						
7 - Only one grade authorized for E-6 and below.						
8 - See MCM, Part V, paragraph 5d for further limitations on combinations of punishments.						

**Glossary**

***Section I***  
***Abbreviations***

**AFI**

Air Force Instruction

**AR**

Army regulation

**CG**

Coast Guard

**CO**

commanding officer

**DA**

Department of the Army

**DA PAM**

Department of the Army Pamphlet

**DD**

Department of Defense

**DOD**

Department of Defense

**GCMCA**

general court-martial convening authority

**HQ USMEPCOM**

Headquarters, United States Military Entrance Processing Command

**JAGINST**

Judge Advocate General Instruction (Navy and Marine Corps)

**JAGMAN**

Manual of the Judge Advocate General (Judge Advocate General Instruction 5800.7)

**MCM**

Manual for Courts-Martial

**MEPS**

Military Entrance Processing Station

**NCO**

noncommissioned officer

**NJP**

nonjudicial punishment

**OIC**

officer in charge

**OMPF**

official military personnel file

**OSJA**

Office of the Staff Judge Advocate

**RCM**

Rules for Courts-Martial

**SPCMCA**

special court-martial convening authority

**UCMJ**

Uniform Code of Military Justice

**USCG COMDTINST**

United States Coast Guard Commandant Instruction

**USMEPCOM**

United States Military Entrance Processing Command

***Section II***

***Term***

**prefer**

To initiate or swear criminal charges against a person subject to the Uniform Code of Military Justice.