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Office of Security



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SECURITY ESCORT MANUAL
FOR
THE CENTRAL INTELLIGENCE AGENCY

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The performance of our Security Escorts constitutes a vital element in our overall Physical Security Program. The confidence we have developed in the quality of this performance must be a daily motivation factor for those assigned to the Escort Program. It is imperative that we maintain a posture of alertness in every phase of this activity. The continued effectiveness of the program is totally dependent upon your understanding of the job at hand, your diligence, and professional approach to your duties. In carrying out your daily responsibilities you are representatives of the Office of Security and the Agency. We will ensure that you are given the guidance and information required to perform in the desired manner. We look forward to the continuing success of the Security Escort Program based on conscientious performance and good communication.

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Director of Security

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SECURITY ESCORT MANUAL

I. Introduction

This manual identifies the fundamental responsibilities of a security escort and explains basic procedures for carrying out day-to-day assignments. It is important that all escorts familiarize themselves with the contents of the manual, not only upon initial assignment to the escort corps, but also periodically during the tenure of their employment. The manual is also designed to assist in the handling of common situations arising in the course of escort assignments. It necessarily will be supplemented by on-the-job supervisory guidance.

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