

SDAMAN

APPENDIX H

MSG Applicant Interview Guide

1. This guide is provided to assist commanders in determining the suitability of the applicant for assignment with the Department of State's foreign service establishments overseas.

2. The characteristics listed below should be considered when conducting the interview:

- a. Maturity.
- b. Self-confidence, good judgment, and integrity.
- c. Manner, appearance, and bearing.
- d. Ability to handle stress, reliability, and alertness.
- e. Ability to communicate well both orally and in writing.
- f. Professional knowledge.
- g. Adaptability to different cultures.
- h. Ability to perform duties in the absence of guidance or supervision.

3. The interviewer should bear in mind the applicant, if successful, will be assigned a tour of duty in a foreign country at an embassy or consulate of the United States. MSGs live and work in full view of many foreign nationals and ranking officials of our Government. They are under the immediate command of the Marine Detachment Commander, protecting classified material and American lives and property vital to the security of our Nation. In many cases, MSGs serve in areas where political, economic, and social conditions restrict off-duty activities to the small American community. The Marine is a representative, not only of the Marine Corps, but of the United States of America.

4. Information on the MSG program and nature of the duty:

a. The MSG program was authorized in 1948 to assist the Department of State in fulfilling its security requirements at diplomatic missions abroad. Currently there are over 1,000 Marines assigned to 123 diplomatic missions located in over 100 foreign countries.

b. Each security guard detachment is commanded by a Marine Detachment Commander, who is under the direct supervision and operational control of a Department of State Security Officer.

SDAMAN

c. Marine Company Commanders at seven locations act as intermediate commanders between MSG Battalion and the individual MSG detachment.

d. Detachments range in size from 6 to 30 Marines. Approximately one-third of the detachments are comprised of six Marines. The average detachment consists of nine Marines: The detachment commander and eight sergeants and below.

e. The MSG is assigned to the embassy to safeguard classified material, enforce security regulations, and protect American lives and property. When the embassy's daily business is completed, the Marine on duty continues the workday. MSG's check unoccupied offices for classified material left adrift, look for open doors and windows, and check the general security of the building. Safes and files are inspected to ensure they are properly secured. MSGs often escort a cleaning force of foreign employees and work closely with the embassy duty officer after working hours. MSGs must be capable of maintaining their composure in the event of riots, mob action or terrorist activity. They must be able to think clearly and follow detailed instructions at all times. MSGs work closely with their fellow Marines and in some cases with members of the United States Army, Navy, Coast Guard, and Air Force. They have daily contact with American and foreign employees of the embassy.

f. The embassy Marine represents the United States and the Marine Corps. Therefore, they must present a neat military appearance, be adept at self expression, and perform their duties in a firm, courteous and tactful manner. The MSG could be placed in situations of possible compromise which require sound judgment, a high degree of moral integrity, honesty, loyalty, and unquestionable devotion to duty.

g. Marines are not sent to embassies for social duties. The majority of their time is spent standing a lonely watch and performing required military duties. However, there will naturally be an involvement, to a limited degree, in social activities with the American community and in some countries, with foreign nationals. The MSG should be able to socialize with various people.

h. MSGs live together in fully furnished quarters provided by the Department of State. In most countries they live in a house, with each Marine assigned an individual bedroom. At those detachments where women Marines are assigned, appropriate bedroom, bath, and toilet accommodations will be provided for the women. This house is located in the civilian community of the city or on the embassy compound. The detachment members, under the direction of the detachment commander, are responsible for the operation of their quarters.

i. Marines may be assigned to a number of collateral duties including Assistant Detachment Commander, Detachment Mess Fund Manager, Bar Fund Manager, React NCO, Supply NCO, and Training NCO.

SDAMAN

The Assistant Detachment Commander is the senior NCO aboard, and he is responsible for providing supervision at the Marine BEQ, assisting the Detachment Commander with administrative matters, and running the detachment in the Detachment Commander's absence. The Mess Fund Manager supervises the mess to include local national employees and purchasing of food. He will assess, collect, and manage the funds provided for the operation of the mess. The Marine may assist the cook in the preparation of the menu and ensures the cleanliness of the kitchen. The Bar Fund Manager is responsible for stocking the bar in each BEQ and becomes a bookkeeper and auditor by managing the bar fund currency, both U.S. and local. He also provides leadership in organizing detachment social events. The React NCO is responsible for the care of the react equipment and for maintenance of the react binders. The Supply NCO is responsible for acquiring items from the embassy or from the Battalion headquarters. The Training NCO duties include assisting in the development of the training schedule, maintaining the training records, and assisting the Marines in getting MCIs and tuition assistance.

j. Physical fitness programs are in effect at all security guard detachments. Many detachments are involved in competition with each other to determine physical fitness excellence. Most embassies have recreational programs, calling on the attached United States agencies to provide teams. In almost every case, the embassy looks to the Marines to organize and lead the athletic program. Softball, volleyball, basketball, tennis, and golf are some of the most common sports. However, some detachments, because of various limitations, are restricted to small-area events, such as horseshoes, badminton, cribbage, chess, cards, and pool tournaments. Marine detachments have always taken pride in their athletic pursuits. The embassy Marine must be industrious, have an interest in competition, and set an example of "fair play" and sportsmanlike conduct.

k. The embassy Marine must possess and maintain sound judgment, maturity, and high moral standards. An immature Marine is a liability to the program. There is a low relief for cause rate on the program, but of those that are relieved the four most common reasons are early marriage, drug or alcohol abuse, violations of lawful orders, and financial irresponsibility.

l. MSGs are authorized to take annual leave in CONUS and most foreign countries. Generally, up to 14 days will be granted to a Marine transferring from the first to second post pending approval of the new commanding officer. Approval for emergency leave may be granted upon verification by the American Red Cross. Transportation for emergency leave from overseas to the United States or its possessions is authorized at Government expense. When it is determined that Military Airlift Command transportation is not reasonably available, Government-procured commercial air transportation will be authorized.

SDAMAN

APPENDIX G

Post Locations of Marine Security Guard Detachments

| <u>COUNTRY</u> | <u>CITIES</u> | <u>COUNTRY</u> | <u>CITIES</u> |
|------------------------------|----------------|----------------|----------------|
| Albania | Tirana | Ghana | Accra |
| Algeria | Algiers | Greece | Athens |
| Argentina | Buenos Aires | Guatemala | Guatemala City |
| Australia | Canberra | Guinea | Conakry |
| Austria | Vienna | Haiti | Port au Prince |
| Bahamas | Nassau | Honduras | Tegucigalpa |
| Bahrain | Manama | Hungary | Budapest |
| Bangladesh | Dhaka | India | New Delhi |
| Barbados | Bridgetown | Indonesia | Jakarta |
| Belarus | Minsk | Ireland | Dublin |
| Belgium | Brussels | Israel | Tel Aviv |
| Bolivia | La Paz | Italy | Rome |
| Bosnia-Herzegovina | Sarajevo | Ivory Coast | Abidjan |
| Botswana | Gaborone | Jamaica | Kingston |
| Brazil | Brasilia | Japan | Tokyo |
| | Rio de Janeiro | Jerusalem | Jerusalem |
| | Sao Paulo | Jordan | Amman |
| Bulgaria | Sofia | Kazakhstan | Almaty |
| Burma | Rangoon | Kenya | Nairobi |
| Burundi | Bujumbura | Kuwait | Kuwait |
| Cameroon | Younde | Kyrgyzstan | Bishkek |
| Canada | Ottawa | Latvia | Riga |
| Chad | N'djamena | Liberia | Monrovia |
| China | Beijing | Malaysia | Kuala Lumpur |
| | Hong Kong | Mali | Bamako |
| | Shanghai | Malta | Valletta |
| Chile | Santiago | Mozambique | Maputo |
| Colombia | Bogota | Mexico | Mexico City |
| Costa Rica | San Jose | Morocco | Rabat |
| Croatia | Zagreb | Nepal | Kathmandu |
| Cuba | Havana | Netherlands | The Hague |
| Cyprus | Nicosia | Nicaragua | Managua |
| Czechoslovakia | Prague | Niger | Niamey |
| Democratic Republic of Congo | Kinshasa | Nigeria | Lagos |
| Denmark | Copenhagen | Norway | Oslo |
| Dominican Republic | Santo Domingo | Oman | Muscat |
| Ecuador | Quito | Pakistan | Islamabad |
| Egypt | Cairo | | Karachi |
| El Salvador | San Salvador | Panama | Panama City |
| Ethiopia | Addis Ababa | Paraguay | Asuncion |
| Finland | Helsinki | Peru | Lima |
| France | Paris | Poland | Warsaw |
| Germany | Berlin | Portugal | Lisbon |
| | Bonn | Philippines | Manila |
| | Frankfurt | Romania | Bucharest |

SDAMAN

| <u>COUNTRY</u> | <u>CITIES</u> | <u>COUNTRY</u> | <u>CITIES</u> |
|-----------------|----------------|----------------|---------------|
| Russia | Moscow | Thailand | Bangkok |
| | St. Petersburg | Togo | Lome |
| | Vladivostok | Trinidad and | Port-of-Spain |
| Saudi Arabia | Jeddah | Tobago | |
| | Riyadh | Tunisia | Tunis |
| Senegal | Dakar | Turkey | Ankara |
| Serbia | Belgrade | | Istanbul |
| Singapore | Singapore | Uganda | Kampala |
| Slovak Republic | Bratislava | Ukraine | Kiev |
| Slovenia | Ljublana | United Arab | Abu Dhabi |
| South Africa | Cape Town | Emirates | |
| | Pretoria | United Kingdom | London |
| South Korea | Seoul | Uruguay | Montevideo |
| Spain | Madrid | Venezuela | Caracas |
| Sri Lanka | Colombo | Vietnam | Hanoi |
| Sweden | Stockholm | Yemen | Sanaa |
| Switzerland | Bern | Zambia | Lusaka |
| | Geneva | Zimbabwe | Harare |
| Syria | Damascus | | |
| Tanzania | Dar Es Salaam | | |