US Army AWOL Defense:

A Practice Guide and Formbook

by James M. Branum

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US Army AWOL Defense: A Practice Guide and Formbook

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This advance edition is intended for reviewers and others who want to read the book before its public release (towards the end of 2012). Readers/reviewers are encouraged to send comments directly to the author at girightslawyer@gmail.com, as I will be doing a final revision of the book before the public release. (Purchasers of the advance electronic edition are entitled to a complimentary copy of the first public electronic edition. Please contact the author for more information.)

Disclaimer: This book is not a substitute for individualized legal advice from an attorney. I have done my best to give you useful, accurate legal information, but that's not the same as personalized legal advice. If you are not an attorney and want help understanding how the law applies to your particular circumstances, you should consider seeing a qualified attorney.

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Introduction

"Soldiers who desert their units are ruining their lives. They normally wind up with years of jail time, and a dishonorable discharge. In fact they are getting off easy because desertion in time of war is punishable by death!" - Statement by an unnamed basic training drill sergeant

"If you want to go AWOL, go right ahead. If you don't want to be here, the Army doesn't want you. Just follow the train tracks off post. Just get the fuck out of here! Hell, we'll even mail you your discharge papers." - Statement by a different unnamed sergeant

These two statements are examples of the over-simplified rumors that members of the US Army hear on a regular basis. I've heard both of these statements (and variations on those statements) repeated by my clients, which added a great deal of confusion to an already difficult situation. I believe that it is better for soldiers to know the whole truth about how AWOL cases are handled in the Army. This book is intended to help to tell the real story.

This book is primarily written for civilian lawyers who want to help AWOL soldiers resolve their problems with minimal negative consequences. Portions of the book will also be relevant reading for volunteer paralegal counselors with the national GI Rights Hotline.¹

I realize that many soldiers (and their family members) may read this book too. The information contained here may be useful to you, but it is not designed as a pro se (aka "do it yourself without an attorney") legal guide. I strongly urge any soldiers reading this book to consult with a qualified GI Rights counselor² or attorney³ before acting up on the information contained herein.

Please also note that while some of the ideas discussed here would be applicable to other branches of the military, most of the procedures discussed below are unique to the Army. ⁴

The information in this book is based on DOD and US Army regulations as well as the experiences of myself and others engaged in this work. I have done my best to be as accurate and complete as possible, but please remember that the Army often changes its policies and

¹Throughout this book I will be referring to "G.I. Rights Counselors." This term refers to people who have been trained to provide information to servicemembers about military discharges and procedures. These paralegals most often work under a member group of the G.I. Rights Network. These individuals are knowledgeable and experienced (often more so knowledgeable than lawyers practicing military law), but are not lawyers and by law cannot render legal advice.

²See appendix 3 for a list of G.I. Rights counseling groups.

³See appendix 2 for a list of military law organizations.

⁴Information on the AWOL/UA (unauthorized absence) policies of other military branches can be found at www.girightshotline.org or at www.nlgmltf.org.

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practices with little or not -advance warning.⁵ Readers are also reminded that military regulations change on a periodic basis. The footnotes provide citations/links to relevant military regulations so that you the reader can confirm that the regulations in question have not been changed since this book was published.

⁵If you encounter information in this book that has changed, please contact the author at girightslawyer@gmail.com so the information can be updated in future editions.

Chapter 1 - Philosophy of AWOL Defense

I should begin this book by explaining a bit of my philosophy of AWOL defense, and how it differs from the philosophy used in other areas of criminal defense.

In most cases, a soldier goes AWOL because he or she feels they have no other choice but to go AWOL. The circumstances behind their decision are rarely simple or easy. Most clients will feel a mix of anger (at the system for forcing them to take the drastic step of going AWOL), fear (about not only incarceration, but also about stuck again in a situation they do not want to be part of), elation (being even temporarily free is a glorious thing, especially after having been in an oppressive situation), and guilt (over both leaving their comrades behind, but also of disappointing their family and friends). Understanding this mix of emotions is important, because clients are needing not only accurate legal information but also empathy and emotional support. Certainly our clients may seek our advice about issues of ethics and morality as well and this is a good thing. The Model Rules of Professional Conduct state that "In rendering advice, a lawyer may refer not only to law but to other considerations such as moral, economic, social and political factors, that may be relevant to the client's situation." At the same time, it is important that we seek to be non-judgmental in our advice-giving, if for no other reason than the fact that our clients are the ones who are dealing with the situation at hand and not us.

G.I. Rights counselors who are affiliated with a member group of the GI Rights Network have a slightly different ethical obligation, since the current quality of care of standards (for the G.I. Rights Network) require that counselors use non-directive counseling methods.⁷ This means that counselors are not to be givers of advice, but rather are to help clients to work through the issues at hand so that they can make up their own minds. By its nature, non-directive counseling requires an even deeper commitment to being non-judgmental.

Both lawyers and G.I. Rights counselors also must deal with the issue of potential cultural differences. Issues of race, ethnicity, gender, religion, social class, and sexual orientation/identity will play a role in our client's process of decision-making, as well as their ability to trust and work with us. Besides these obvious issues, however, there is another area of possible friction – the cultural differences between the military and civilian worlds. The military has its own language⁸ and its own set of values. For civilians working in this area, it

etc

http://www.americanbar.org/groups/professional_responsibility/publications/model_rules_of_professional_conduct_/rule_2_1_advisor.html

⁶Model Rules of Professional Conduct, Rule 2.1, online at

⁷A basic introduction to the non-directive counseling approach can be found at:

http://www.behavioradvisor.com/Counseling.html. Non-directive counseling is also sometimes referred to as

[&]quot;Rogerian" counseling, since the concept was first developed by American Psychologist Carl Rogers. See http://www.creative-personal-growth.com/carl-rogers2.html and https://en.wikipedia.org/wiki/Carl-Rogers

^{*}Examples of the different vocabulary – a restroom is a "latrine," a male uniform shirt is a "blouse," a hat is a "cover,"

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may be best to think of ourselves as foreign visitors to an alien culture. We will need to ask lots of questions and we will need to be humble enough to acknowledge that how much we do not know about this other world. Even veterans working in this area should be aware of the fact that military culture (like all culture) is a fluid and moving thing, and that the experiences of a soldier in one generation may be very different than the experience of soldiers today.

Finally, it is important to remember that AWOL defense clients often have different kinds of goals than what other criminal clients might have. These goals include of course avoiding a conviction and/or minimizing punishment if a conviction is reached, but also may include such things as being discharged from the military, getting a good characterization of discharge, or possibly being able to stay in the military, but under different terms (such being transferred to a different unit, being given a different MOS⁹, etc.), or even accomplishing political or personal goals. As an attorney it is important to ask clients to clarify early on what goals they have, so that we are not operating under false assumptions.

⁹MOS = Military Occupational Specialty, aka a soldier's "job" in the Army

Chapter 2 - The Ethics of AWOL Defense

One of the challenges in assisting AWOL soldiers is helping a soldier with his or her immediate situation without breaking the law oneself. (While I personally respect, admire and appreciate any person who chooses to defy unjust laws in obedience to the higher law of conscience, this book is addressed to people like myself who are compelled to comply with the letter of the law.) The key thing to remember is that it is not against the law to tell a soldier the consequences of different courses of action, so I recommend using this disclaimer when dealing with AWOL soldiers, "It is against the law to go AWOL or stay AWOL. I cannot advise you to go or stay AWOL, but I can tell you what the consequences of your illegal action would be. I can also help you to deal with the legal consequences of your decision."

If a soldier chooses to go AWOL after hearing this warning, he or she has acted with the knowledge that to do so is illegal. In fact, it is good standard practice to recite this disclaimer during the first conversation with any soldier who is AWOL or is considering going AWOL.

Where things get more sticky are those cases in which a soldier has decided to go AWOL but needs help in accomplishing his or her goal. It is not uncommon for soldiers to ask for advice on how to leave a post, etc. While the limited case law on the issue lacks clarity, it is probably a bad idea to tell a soldier who is not in actual danger of hurting him/herself or others, how to go AWOL (i.e. "catch a taxi from the PX to get off the base"). If, however, a soldier is suicidal or homicidal, I think one could make a good argument that the necessity defense that a person shouldn't be punished for a crime, if the harm that the criminal statute is intended to prevent is less harmful than the harm that would occur were the law followed) would excuse the soldier's action; since it is better to go AWOL than to commit suicide or homicide. In theory at least, the necessity defense would in turn protect a counselor or lawyer who "aided and abetted" a suicidal or homicidal AWOL soldier.

If a soldier is considering going AWOL, it is important to inform him or her of the worst case scenario. Certainly we hope to help our clients to avoid a negative outcome, but they deserve to know the worst that can happen to them before they chose to make a life-altering decision freighted with serious consequences. The types of punishment for AWOL-related offenses are found in the Manual for Courts-Martial (a set of regulations that interprets and fleshes out the Uniform Code of Military Justice, or UCMJ). The worst punishments possible for absence related offenses (based on the worst possible aggravating circumstances) are:

¹⁰George C. Christie, The Defense of Necessity Considered from the Legal and Moral Points of View, (1999) Vol. 48 Duke Law Journal, 975.

- **1. Desertion:** Dishonorable Discharge¹¹, forfeiture of all pay and allowances and confinement for 5 years.¹²
- **2. AWOL:** Dishonorable Discharge, forfeiture of all pay and allowances and confinement for 18 months.¹³
- **3. Missing movement:** Dishonorable Discharge, forfeiture of all pay and allowances and confinement for 2 years.¹⁴

However, to my knowledge, the longest absence-related sentence actually meted out during the post 9-11 era is 24 months; very few soldiers have received a sentence of more than 12 months.

There are other "worst case scenarios" aside from being incarcerated. An AWOL soldier could be forced to remain in the military by a command that refuses to court-martial him or her (which might force a soldier to chose to break other laws such as disobeying orders if the soldier refuses to cooperate with remaining in the military). Another negative outcome is that the friends and family of an AWOL soldier could in theory be prosecuted if they assisted their loved one in going or staying AWOL¹⁵, but, based on available information, there has not been a successful prosecution for aiding and abetting an AWOL since the Vietnam War era.

I should also mention that attorneys too often focus on only a legalistic view of legal ethics (focusing only on the law itself, rather than the broader issues of ethical conduct that might be at stake). I think this is a mistake and that we have a duty as human beings to support those

¹¹There are 5 standard characterizations of discharge in the military: Honorable (getting all benefits including possible GI Bill eligibility), General (getting most benefits, but normally no GI bill eligibility), OTH (Other than honorable – having almost no benefits, but does not count as a criminal conviction), BCD (Bad Conduct Discharge – counts as a federal misdemeanor conviction on one's record), and Dishonorable (counts as a federal felony conviction one's record, includes a lifetime ban on firearms ownership and in some states a ban on voting rights). The military also in rare cases grants an "uncharacterized" discharge to soldiers in entry level status who do not have enough of a record to merit either a positive or a negative discharge. Such discharges are rarely given in the Army in recent years.

A chart that describes the level of benefits available for each characterization of discharge can be found online at: http://www.knox.army.mil/sja/documents/Adlaw/VA Benefits Chart.pdf

¹² See Manual for Courts-Martial (2008 Edition) Part IV § 9 (e), online at

http://www.jag.navy.mil/documents/mcm2008.pdf. --- In theory, desertion in time of war is punished by "death or otherwise as the court-martial might direct," but current case law would seem to indicate that the Supreme Court would rule that the use of the death penalty in non-murder cases would constitute "cruel and unusual punishment." In practice, the Army has not executed a soldier for desertion since World War II.

¹³See Manual for Courts-Martial (2008 Edition) Part IV § 10 (e), online at http://www.jag.navy.mil/documents/mcm2008.pdf

¹⁴See Manual for Courts-Martial (2008 Edition) Part IV § 11 (e), online at http://www.jag.navy.mil/documents/mcm2008.pdf

¹⁵While it is arguably illegal for a family member or friend to help a soldier go or be AWOL, the law does not require a civilian to turn in an AWOL soldier. *See* "I ain't singing, Charlie," *Military Law Task Force of the National Laywers Guild* http://nlgmltf.org/i_aint_singing_charlie.html.

who act from a place of conscience. There are worse consequences than jail time and bad discharges. We owe it to our clients to discuss all of these issues.-

Chapter 3 - Determining PCF Status

The outcome of Army AWOL cases hinges on a very important question. Is the soldier eligible for a relatively easy out-processing at a PCF (Personnel Control Facility)¹⁶ at either Fort Sill¹⁷ or Fort Knox¹⁸¹⁹, or will they have to likely return to their original unit?

a. Eligibility and Exceptions

The "PCF process"²⁰ enables AWOL soldiers to be discharged in a reasonably expeditious fashion if they meet certain criteria. The PCF process was created to serve the Army's best interests and has the following practical functions:

- (1) to allow the Army to discharge AWOL soldiers who are unable or unlikely ever to be able to function well in the Army;
- (2) to enforce discipline in the ranks and discourage soldiers from going AWOL, since soldiers going through PCF are normally "punished" in most cases with an Other Than Honorable (OTH) discharge²¹;
- (3) enable the Army to discharge soldiers who went AWOL from Europe, Korea, Hawaii and other overseas non-active war zone areas without having to spend the money to fly the AWOL soldier back overseas to face punishment (as well as having to fly that same soldier back to their home after their eventual discharge); and
- (4) enable extreme cases of injustice to be corrected without considerable expense or command embarrassment.²²

http://en.wikipedia.org/wiki/Optional protocol on the involvement of children in armed conflict, also see

¹⁶ See AR 600-62, online at http://www.army.mil/usapa/epubs/pdf/r600_62.pdf.

¹⁷See http://sill-www.army.mil/USAG/HHD Garrison/pcf.html

¹⁸See http://www.knox.army.mil/garrison/des/spc.asp, also see http://www.ima.army.mil/sites/news/knoxawols.asp

¹⁹Rumor has it that the Army will be consolidating PCF services so that all PCF returnees are processed at Fort Sill. This rumor may actually come true as AR 600-62 § 2-1 states that new personnel control facilities can be opened and old personnel control facilities can be closed based on need.

²⁰See AR 600-62, online at http://www.army.mil/usapa/epubs/pdf/r600 62.pdf, also see AR 630-10, online at http://armypubs.army.mil/epubs/pdf/R630 10.pdf

²¹In practical terms, an OTH discharge will generally bar a veteran from reenlisting and receiving most veterans benefits. An OTH discharge will also be a bar to many jobs in law enforcement, but in most other ways an OTH has little if any negative impact in later civilian life. See footnote 11 for a more detailed discussion of the different kinds of discharges.

²²One example are soldiers who were allowed to enlist at age 17, but who later went AWOL. Such soldiers have been routinely given General discharges at PCF, instead of the more typical Other than honorable discharge. One must assume that this is because the US is arguably in violation of the "Optional Protocol on the Involvement of Children in Armed Conflict" to the Convention on the Rights of the Child (2002). See

It is important to understand these objectives because they help to explain why the PCF-eligibility rules are drawn the way they were drawn. The Army for the most part does not care what is best for the soldier involved, but rather is supremely concerned with what is best for it as an institution. But knowing the PCF process and its rationale in advance is a huge benefit as well for the AWOL soldier returning to the system.

A U.S. Army soldier is PCF eligible if he or she meets the following criteria:

- 1. The soldier is AWOL and has remained AWOL long enough to be dropped from the rolls (DFR'd);
- 2. The soldier fits into one of the following two categories:
 - a. The soldier has not graduated from AIT²³, OR
 - b. The soldier is OCONUS, i.e. permanently stationed outside the lower 48 Continental United States AND the soldier does not have orders to deploy to a war zone, or is stationed in a war zone.

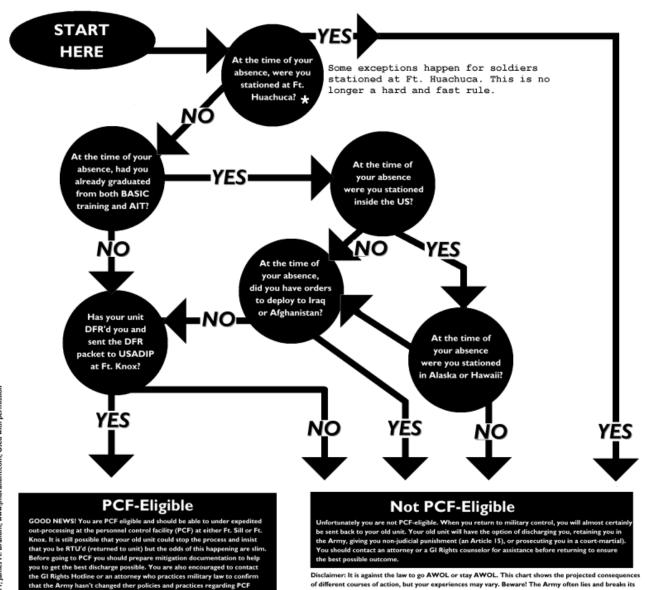
The following flow-chart illustrates how these rules function:

http://www2.ohchr.org/english/law/crc-conflict.htm.

²³AIT = Advanced Individual training. This is normally as second round of training after Basic training, in which a soldier learns their individual job skills for their future duties in the Army. --- For infantry soldiers, AIT is combined with Basic to form OSUT (One Station Unit Training).

Figure 1: Army AWOL PCF-eligibility Flow Chart

Army AWOL PCF-eligibility Flow Chart



of different courses of action, but your experiences may vary. Beware! The Army often lies and breaks its own rules, and a unit can always insist that even PCF-eligible soldiers be returned to their old unit to face

punishment. The chart is not a substitute for individualized legal advice.

Generally the PCF eligibility rules apply to activated members of the Army National Guard (ARNG) with one caveat: ARNG members are subject to state as well as federal law and could face state law sanctions as well as sanctions under the UCMJ.²⁴

The PCF eligibility rules also do not apply to soldiers who are part of the IRR (Individual Ready Reserve)²⁵ or the DEP/DTP programs²⁶.

One other key point is that the command of an AWOL soldier can intervene and stop a soldier from being processed out at PCF, even though the soldier is otherwise PCF-eligible. If this happens, PCF will transport the AWOL soldier to his or her prior duty station to face the music (normally by giving the AWOL soldier a ride to the airport and a plane ticket). At present (as of late 2012), the only post doing this on an occasional basis is Ft. Huachuca (a post that trains Army intelligence), which often instructs PCF to not discharge soldiers who are AWOL from AIT at their installation.

Other posts do this on rare occasions and could adopt similar policies and practices as the norm. Most often soldiers caught in this situation have some kind of unusual aggravating circumstance at play, such as pending charges at their old unit for misconduct of some kind.

b. How an AWOL soldier finds out if he or she is DFR'd

Under AR 630-10, a unit is supposed to go through a detailed process when a soldier goes AWOL. The process begins when the unit initially reports the soldier is AWOL. During the next 30 days, the unit often seeks to communicate with the AWOL soldier and his/her friends and family to seek to get the soldier to return to military control. The command may also issue what is mistakenly called a "misdemeanor" warrant to local law enforcement. In most cases, local police do not actively seek to apprehend AWOL soldiers at this point (and may not even hold an AWOL soldier if otherwise detained in a traffic stop), but in rare cases, local police have cooperated with military authorities in seeking to apprehend a soldier during this time.

c. The so-called "Deserter" Warrant

²⁴Inactive reservists who miss monthly drills are only AWOL for the duration of the drills. Normally frequent absentees from drills are discharged for "failure to participate." See AR 135-91 *online at* http://armypubs.army.mil/epubs/pdf/R135-91.pdf, also see http://girightshotline.org/discharges/awolreserves/army/index.shtml and http://girightshotline.org/en/military-knowledge-base/topic/absences-from-the-reserves

²⁵ Information on the IRR program and the consequences of failing to report to IRR callups can be found at http://couragetoresist.org/news/irr.html.

²⁶See USAREC 601-95 online at http://www.usarec.army.mil/im/formpub/REC_PUBS/r601_95.pdf, also see USAREC 601-56 online at http://www.usarec.army.mil/im/formpub/REC_PUBS/r601_56.pdf, also see http://girightshotline.org/en/military-knowledge-base/topic/delayed-entry-program-discharge-dep-discharge.

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After 30 days, the unit is supposed to send the absent soldier's packet (military records) to the US Army Deserter Information Point (USADIP) at Ft. Knox. At that point, the DIP is responsible for issuing a federal "deserter" warrant. This warrant is entered into the federal National Crime Information Center (NCIC) warrant database, which will almost certainly result in an arrest if the soldier is pulled over in a traffic stop, attempts to enter the US from a foreign country, or otherwise has to show a police officer his or her ID.

In actuality however, this time requirement is only sometimes followed. There are many reports of varying timetables for soldiers to actually be DFR'd. In my experience the average wait time is 30-60 days, typically longer for members of the National Guard and for OCONUS soldiers – often up to six months. There have even been cases at Fort Drum where the military authorities took more than 7 years to drop AWOL soldiers from the rolls.

d. Methods for discovering a soldier's DFR status

Before March 2008, soldiers could call the United States Army Deserter Information Point (USADIP) to find out if they had been DFR'd. Since that time, however, the USADIP has stopped routinely giving AWOL soldiers confirmation of whether their DFR packet had been received from the unit they left, which means that there is not a single consistently accurate source to confirm a completed DFR packet. Despite this, most soldiers are able to find out their DFR status through various less-than-perfect means..

The best methods to find out a soldier's PCF status include²⁸:

1. Calling an AWOL apprehension unit: A soldier or those helping them could call and ask an officer with an AWOL apprehension unit²⁹ to call USADIP to check on the status of the DFR Packet. Normally it works best to have a reason why a particular office was chosen (i.e. it is the post closest to where the soldier is currently at, or it is the soldier's old post). When calling, the AWOL apprehension officer will need the soldier's full legal name as it is on record with the Army, as well as the soldier's social security number. Telephone numbers for the various AWOL apprehension units can be found in Appendix 1 of this book.³⁰

²⁷The military uses the word "deserter" sloppily in this context, to refer to a soldier who has been AWOL for more than 30 days, while in fact the UCMJ says that a "deserter" is a soldier who is absent from his or her unit AND who either intended to remain away forever OR intended to shirk hazardous duty. This means that a "deserter" could in theory only be absent for a short period of time and still be a deserter if the intent element has been satisfied.

²⁸This information is besides my own experiences, the the reports of GI Rights counselors on the network's internal email listserve, and a memorandum written by Steve Woolford of the GI Rights Hotline Network.

²⁹AWOL apprehension units are normally a division of the Provost Marshall Office, the primary law enforcement agency of a US Army post. Such units are most often sometimes staffed by civilian police officers, but are also sometimes staffed by military police. On some posts the AWOL apprehension office consists of a single "Civil Liaison" who coordinates to pick up soldiers apprehended by civilian law enforcement in their area. At other posts, the AWOL apprehension division has multiple staff.

Most AWOL apprehension offices are open during standard business hours from Monday-Friday, but some are closed on Fridays. Offices staffed by only one officer will also often be closed when the officer is on a run to pick up an incarcerated AWOL soldier in their territory.

- **2. Contacting USADIP directly:** During the last few years, most callers to USADIP have been denied information about their DFR status, but on occasion USADIP has given callers this information. A caller will have the best chance of success by having the soldier's name and social security number ready for the officer who answers.
- **3. Waiting for the police to show up at the home of record:** Most soldiers find out that the PCF packet has been sent up when the local police show up at their parent's doorstep (or another address that the soldier listed as their home of record). Of course, the soldier will be arrested on sight if the soldier happens to be home when the police come knocking.

Others methods for finding out an AWOL soldiers PCF status have been tried as well, but these methods are less reliable. These methods include:

- 1. Asking a trusted military or civilian law enforcement officer to look up a soldier and see if they are listed as having a warrant: This can work, but is also risky. The problem is that most police will immediately arrest a person who they discover has an outstanding warrant. It is probably safest to have a family member or friend do the asking, rather than the AWOL soldier.
- **2.** Contacting Trial Defense Services (TDS): TDS are the public defenders of the Army JAG corps. In some cases they may be willing to contact USADIP to check on a soldier's DFR status (this most often works for soldiers who have been AWOL for extended periods of time), but in most cases they will refuse to check and instead just tell the soldier to return to their old unit.
- **3.** Contacting the soldier's old unit to see if they sent the DFR packet up: This method is inadvisable in most cases. The main problem here is that it is always possible that a unit has prepared the DFR packet, but that USADIP hasn't properly filed the packet. Also it is normally best for a PCF-eligible soldier to fly under the radar of their old unit, to avoid any chance of the old unit wanting them back.

³⁰ If the numbers are out-of-date, one can normally get the current number by searching a post's phone directory (which are often online in downloadable PDF format) or by calling the post operator during regular business hours. One can also call the MP's desk to ask for the number.

4. Contacting a congressional office to ask them to contact USADIP for information: This method has rarely worked, as most congressional staffers will not push reluctant military authorities to produce the needed information. If a soldier wants to try this method, it is normally best to ask to talk to the member of the congressional staff that works on military and veterans affairs.

When soldiers make the wrong guess about their DFR status and report to PCF prematurely, the result can be more time at the PCF while the staff requests the unit send the packet (more common with OCONUS cases) or "stragglers orders" to return to the base the soldier is absent from (usually a plane or bus ticket). Many in this latter category simply choose not to comply with the orders, cool off somewhere while a packet is sent, and then return to the PCF weeks or months later (or after confirming status by one of the above methods). Often the issuing of stragglers orders speeds up the unit's sending a packet on to USADIP. (While it is against the law for a soldier to disobey the straggler's orders, a soldier is unlikely to be prosecuted for their disobedience.)

Chapters 4-8 can be found in the full book which can be purchased at <u>www.militarylawpress.com</u>.

Please continue reading this preview to see 3 of the Forms included in the book as well as portions of the Appendices.

Introduction to Forms

The following documents are a set of sample legal forms, which may be useful in defending AWOL soldiers, however, you will likely need to revise/rewrite the forms to fit the individual circumstances of your client's situation.

Please also note that I have used masculine pronouns to refer to returnees in most of these forms (given the high percentage of men in the military), so you will need to change the gender of pronouns when using this form for clients of a different gender.

Form 1 - Packet for PCF returnees

NOTE: This packet can be used for PCF-eligible returnees (see chapter 5). The packet includes three documents: (1) a letter to the PCF commander, (2) a memorandum that summarizes the key mitigating points, and (3) a letter to the TDS office on post.

LETTERHEAD OF ATTORNEY GOES HERE Commander, Personnel Control Facility Fort Sill, OK cc: Office of Trial Defense Services, Fort Sill, OK October 1, 2012 COMMANDER: I represent PVT John Doe (SSN: _____, SSN:) in seeking a positive resolution to his alleged deserter status and in providing legal counsel on any potential charges related to his absence from military control. I realize your time is valuable so I will keep this short. PVT Doe will be returning to military control later today at the Fort Sill PCF with the hopes that he would be processed for a chapter 10 discharge in lieu of court-martial at this time. PVT Doe understands that he may receive an Other Than Honorable Discharge through the chapter 10 process (and is willing to accept this as the consequence of his taking responsibility for his actions), but I would ask that you consider recommending him for a uncharacterized discharge. This can be done under the provisions of AR 635-200 § 10-8-(c): "When characterization of service under other than honorable conditions is not warranted for a Soldier in entry level status, service will be uncharacterized."

I have attached a short memorandum which makes the arguments of why PVT Doe should be considered for an uncharacterized separation. I would appreciate you taking a look at it and also including in the packet for PVT Doe.

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I appreciate you taking the time to read this letter and if there is anything I can do to further facilitate this process, please contact me and I will do what I can.

Respectfully, ATTORNEY NAME

Enclosures:

- 1. Memorandum for Separation Authority
- 2. Letter for Fort Sill TDS Office

MEMORANDUM for Separation Authority

SUBJECT: Discharge characterization for pending chapter 10 on PVT John Doe

- 1. INTRODUCTION: This memorandum will explain why PVT Doe should receive an uncharacterized separation under the provisions of AR 635-200 § 10-8-(c), based upon the key relevant mitigating factors in this case.
- 2. Pursuant to the provisions of Military Rule of Evidence 410, this memorandum is submitted "solely for the purpose of requesting disposition under an authorized procedure for administrative action in lieu of trial by court-martial."
- 3. PVT Doe completed the full basic training course at Ft. Knox. He left his unit on a 32 hour pass for transit to this AIT training location but failed to return.
- 4. PVT Doe failed to return due to his concerns about the mental and physical health situation of his elderly grandmother, which declined seriously while he was gone during training.
- 5. During the nine months, prior to enlistment, PVT Doe was the primary caretaker of his elderly grandmother, who is suffering from dementia, Parkinson's disease and diabetes. (PVT Doe did this because his grandmother had raised him)
- 6. PVT Doe enlisted in good faith believing that his grandmother would be cared for by other family members, but while he was gone he learned that his grandmother was being neglected by the family members he counted on to step up in his absence.
- 7. PVT Doe made the decision to return voluntarily to military control. He has traveled at his own expense to Fort Sill PCF, which has saved the Army considerable money: if he had instead been apprehended he would have been have likely sat in a county jail in Oregon for several weeks before given straggler's orders (and a plane ticket) to Fort Sill.
- 7. PVT Doe has made serious mistakes. He is willing to accept responsibility for those mistakes by taking a chapter 10 discharge in lieu of court-martial.

8. Conclusion: PVT Doe should be given an uncharacterized separation because: (1) he left his unit because of his concerns over his fiance's health issues, (2) he saved the Army considerable funds by returning voluntarily, and (3) he is accepting responsibility for his wrongful actions. Based upon these reasons, PVT Doe should be given an uncharacterized entry-level separation.

Very Respectfully,

ATTORNEY NAME
CIVILIAN DEFENSE COUNSEL

Trial Defense Services Fort Sill, OK

October 1, 2012

To whom it may concern:

My client PVT John Doe is currently at the personnel control facility. I have been retained to help him with mitigation, to assist him if any problems arise during his time at PCF, and to help him prepare a potential discharge upgrade when he is released.

I understand that PVT Doe will be sent to your office to speak to your staff sometime this week as part of the normal PCF process. During this meeting, you have my authorization to speak to my client and provide him legal counsel, but would ask that I be kept in the communications loop on any contemplated actions.

If you have any questions or concerns, please do not hesitate to contact me.

Respectfully,
ATTORNEY NAME

Forms 2-15 can be found in the full book which can be purchased at <u>www.militarylawpress.com</u>.

Please continue reading this preview to see samples of the Forms and appendices.

Form 16 - A packet for a PCF-eligible returnee (used when the client is not being escorted personally by an attorney)

ATTORNEY LETTEREAD GOES HERE

Commander, Personnel Control Facility		
Fort Knox, KY		
cc: Fort Knox Trial Defense Services		
January 3, 2011		
COMMANDER:		
I represent PVT John Doe (SSN:seeking a military discharge and in providi related to his absence from AIT at Fort Some	ng legal counsel on any poten	

PVT Doe is willing to accept an Other than Honorable discharge in lieu of courtmartial and will not be raising any defenses, however, I believe that **his issues of conscience**, **his faithful care of his family**, **and his voluntary return to Fort Knox after being released from custody in Lovely County**, **AR** should be seen as mitigation that would justify PVT Franks being given either an Entry level separation or a General Discharge.

PVT Doe' History

Prior to his enlistment in August 2007, PVT Doe was struggling financially. He was working several jobs but could not make ends meet and wound up being homeless. In the midst of this life turmoil, he was drawn in by the promises of his recruiter who told him he would better himself and also receive a hefty sign-on bonus by joining.

In his early days at Fort Somewhere PVT Doe struggled with the gravity of what he had signed up for. Like many soldiers, he turned to the Bible to try find guidance in his situation, which led him to a deeper commitment to his Christian faith. The

challenge was that, as he grew in his faith as a Christian, he also began to experience serious doubts about whether his conscience would allow him to kill the enemy in battle.

PVT Doe spoke to several of his sergeants about his concerns but they told him that he was "weak" and that he had no options. (this was of course not true, as AR 600-43 provides a clear process that soldiers can use to seek a discharge on the grounds of conscientious objection). PVT Doe should of course had sought out other help (from his chaplain ideally, or used the Open Door policy to speak to his commander about his concerns), but he was scared by the way he saw other recruits with similar concerns be treated when they tried to get help.

PVT Doe hoped in time that his feelings of revulsion at the idea of killing would change and that he could honor his contract. He very much wanted to do the right thing, but it was unclear what the right thing was. He knew that continuing to serve in the Army would have likely led him to the battlefield and a crisis of conscience, yet leaving his unit would entail him breaking the law and his enlistment contract. (PVT Doe unfortunately did not know he could have followed the law by following the process of AR 600-43) This crisis of conscience continued through Basic Training (which he graduated from on November 3, 2007) and into AIT.

When PVT Doe returned home for Christmas leave, he was still torn. He did not know what was the right thing to do. Over the holidays he thought and prayed but no clear answers came. He was still unsure what to do on his scheduled day to return, January 3, 2008, so he stayed behind.

PVT Doe of course knew he would have to go back. He planned to return to face the music very soon after not returning to AIT, however, when he found out his wife was pregnant with his first son, he felt he had to delay his return. (He since has had another son which further delayed his return). During his absence, PVT Doe focused on working and providing the support that his young family needed. He of course knew that he would have to go back to the Army but put off returning until he could get financially ahead so that he would not have to worry about those he was leaving behind.

Unfortunately, PVT Doe was arrested by the local police in Lovely County, Arkansas on the warrant stemming from his absence this past weekend. He has since learned that he will likely be released on the morning of January 4, 2011 on the condition that

he travel by bus to Fort Knox. I have prepared this letter for him to carry with him as he returns to custody.

Conclusion

PVT Doe made a serious mistake under the law when he failed to return to AIT. And he also erred by not returning sooner to military control. However, his actions were done with good intentions: he wanted to do what was moral according to his faith and he wanted to take care of his family.

I also would ask you to consider the fact that he complied with the orders given to him to return to Fort Knox. It would have been very easy for him to stay on the lam after his release from jail, but instead he did as he was ordered and returned to Fort Knox.

PVT Doe will accept an OTH discharge to be able to go home as quickly as possible, but it frankly would make more sense to for him to receive either an ELS or a general discharge. PVT Doe is a good man who has struggled to do the right thing. He does not deserve to bear the lifelong stigma of an other than honorable discharge.

I appreciate your time in considering this case. And if there is anything I can do to further facilitate this process, please contact me and I will do what I can.

Very respectfully,

ATTORNEYNAMEGOESHERE

ATTORNEY LETTEREAD GOES HERE

Trial Defense Services
Fort Knox, KY
January 3, 2011
To whom it may concern:
I represent PVT John Doe (SSN:DOB:), a soldier who until recently was absent from the US Army. He is currently in the Lovely County jail in Arkansas but I understand he will be released soon with a bus ticket and orders to report to Fort Knox, KY to be processed out at PCF.
I have prepared the attached letter summarizing the mitigating factors in this case, and will continue to be retained by my client if he has questions or concerns during his time at PCF.
I do, however, authorize Trial Defense Services to provide legal counsel to assist PVT Doe in seeking a military discharge and in providing legal counsel on any potential charges related to his absence from military control.
If you have any questions or concerns, please do not hesitate to contact me.
Very respectfully,
ATTORNEYNAMEGOESHERE
Attorney at Law

Form 18 - Letter requesting a congressional inquiry with privacy waiver

The Honorable Congressman John Somebody
ATTN: Military Affairs Staff
10 Main St.
Austin, TX 78704
FAXED TO:
July 28, 2011
Congressman Jim Somebody:
I am writing on behalf of my client (and a constituent of yours in Austin), PVT John Doe (SSN:).

PVT Martin is currently absent from the US Army at Fort Somewhere due to serious mental health issues. His family hired me in November 2010 to assist him in returning to military control, however, this has been impossible due to PV2 Doe's deteriorating mental health situation.

Since his absence, PVT Doe has been hospitalized on four occasions at the VA hospital in Dallas (in two of the occasions, it was after a failed suicide attempt). Our hope has always been to get PVT Doe stabilized enough so that he could return to military control to get his issues resolved with the military, however on PVT Doe's most recent stay at the VA hospital he was informed that the VA shows that he is already discharged from the military and is hence ineligible for further medical care. I have since placed phone calls to the legal office at Fort Somewhere (where PVT Doe was last stationed) and they have no record of PVT Doe being discharged.

We need your office's help in resolving this matter. If PVT Doe is in fact still in the military, we need to know this so that we can work to resolve the issue of PVT Doe's absence. And if PVT Doe is in fact discharged from the military, we need to know this so that PVT Doe can relax and not suffer from additional anxiety over being AWOL (and of course seek to find alternative means of paying for continued mental health care).

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I have attached a privacy waiver to this email signed by my client, authorizing you to talk to the Army about his case, as well as myself and his father (John Doe, Sr.).

Any assistance in determining his discharge status would be greatly appreciated.

Respectfully,

ATTORNEY NAME

Attorney at Law

PRIVACY WAIVER

Congressman John Somebody:

I hereby authorize you and/or your staff to request any information from any Federal Agency or Department in reference to my inquiry. This authorization includes written correspondence, telephonic or any other means of communications. The Federal Agency or Department is authorized to furnish you copies of any documents, correspondence, or information related to my inquiry.

I also authorize you and/or your staff to speak to my civilian attorney (ATTORNEYNAMEGOESHERE) and my father (John Doe, Sr.) regarding my situation.

I agree to the above statement and I understand that without this consent, my casework request cannot be processed.

PVT John Doe

Appendix 1 - Contact information for US Army Posts

Global DSN Directory:

http://www.disa.mil/Services/Network-Services/Voice/SBU-Voice/Directory/Global

Fort Belvoir, VA

AWOL Apprehension: (703) 806-4024, (703) 806-3104

Post Directory: http://www.belvoir.army.mil/telephonedirectory.asp

Post Operator: (703) 545-6700

Fort Benning, GA

AWOL Apprehension: (706) 545-2638

Post Operator: (706) 545-2011

Fort Bliss, TX

AWOL Apprehension: (915) 568-3309

Post Directory: https://www.bliss.army.mil/blissdirectory/index.asp

Post Operator: (915) 568-2121

Fort Bragg, NC

AWOL Apprehension: (910) 396-7504

Post Directory: http://www.bragg.army.mil/ContactUs/Documents/Sprint.doc

Post Operator: (910) 396-0011

Fort Buchanan, Puerto Rico

Post Directory: http://www.buchanan.army.mil/sites/phone/

Post Operator: (787(707-4500

Military Police Desk: (787) 707-3337

Fort Campbell, KY

AWOL Apprehension: (270) 798-5402

Post Directory: http://www.campbell.army.mil/tools/Documents/Ft Campbell TD 2010.pdf

Post Operator: (270) 798-2151

Fort Carson, CO

AWOL Apprehension: (719) 526-0648

Post Directory: http://carspublic.carson.army.mil/fcpd/front.aspx

Post Operator: (719) 526-5811

Fort Drum, NY

AWOL Apprehension: (315) 772-5954 or (315) 772-2599

Post Directory: http://www.drum.army.mil/Lists/Phone%20Numbers/PhoneDirectory.aspx

Post Operator: (315) 772-6011

Joint Base Langley-Eustis, VA

AWOL Apprehension: (757) 878-4555, (757) 536-4551

Post Directory: http://www.jble.af.mil/phonedirectory.asp

Post Operator: (757) 764-1110

Fort Gordon, GA

AWOL Apprehension: (706) 791-3023

Post Directory:

http://www.gordon.army.mil/documents/Fort Gordon Post Guide and Telephone Directory.

<u>pdf</u>

Post Operator: (706) 791-0110

Fort Greely, AK

Military Police Desk: (907) 873-9134

Post Directory: http://www.greely.army.mil/about/phone.aspx

Post Operator: (907) 873-1110

Fort Hood, TX

AWOL Apprehension: (254) 287-1077

Post Directory: http://www.hood.army.mil/files/PhoneBook.pdf

Post Operator: (254) 287-1110

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Fort Huachuca, AZ

AWOL Apprehension: (520) 533-8827

Post Operator: (520) 533-7111

Fort Jackson, SC

AWOL Apprehension: (803) 751-1481

Post Directory: http://www.jackson.army.mil/sites/garrison/docs/760

Post Operator: (803) 751-7511

Fort Knox, KY

AWOL Apprehension: (502) 624-4720

Post Directory: http://www.mybaseguide.com/digital-magazine/917/FT%20KNOX

Post Operator: (502) 624-1000

USADIP: (502) 626-3711/3712/3713

PCF: (502) 624-1558

Fort Lee, VA

AWOL Apprehension: (804) 734-6293 or (804) 734-7400

Post Directory: http://www.ftleetraveller.com/community-life/fort-lee-directory/

Post Operator: (804) 765-3000

Fort Leonard Wood, MO

AWOL Apprehension: (573) 596-1098

Post Directory:

http://www.wood.army.mil/newweb/documents/Ft LeonardWood Guide TD only2012.pdf

Post Operator: (573) 596-0131

Joint Base Lewis-McCord, WA

AWOL Apprehension: (253) 966-9442

Post Directory: http://ebooks.agppublishing.com/publications/g31/Joint%20Base%20Lewis-

McChord%20Post%20Guide/

Post Operator: (253) 967-1110

Fort McCoy, WI

AWOL Apprehension: (608) 388-2864 or (608) 388-2000

Post Directory:

http://www.mccoy.army.mil/ReadingRoom/Newspaper/AreaGuide/telephone_directory.htm

Post Operator: (608) 388-2222

Fort Polk, LA

AWOL Apprehension: (337) 531-6812

Post Directory: http://www.jrtc-

polk.army.mil/Main_Page_Docs/2012_PHONE_DIRECTORY.pdf

Post Operator: (337) 531-1110

Fort Riley, KS

AWOL Apprehension: (785) 239-2226

Post Directory: http://riley.army.mil/OurPost/staff.aspx

Post Operator: (785) 239-3911

Fort Rucker, AL

AWOL Apprehension: (334) 255-0381

Post Operator: (334) 255-1110

Fort Sam Houston, TX

AWOL Apprehension: (210) 221-2004

Post Directory:

http://www.samhouston.army.mil/documents/TELEPHONE DIR UPDTE FSH 11-02-

2011.pdf

Post Operator: (210) 221-1211

Fort Sill, OK

AWOL Apprehension: (580) 442-6802

Post Directory: http://sill-www.army.mil/htdocs/NEC/apps/redBook/searchPhoneDir.php

Post Operator: (580) 442-8111 PCF: (580) 442-4900 or 6421

PCF Fax: (580) 442-7323

TDS Fax: (580) 442-7136

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Fort Stewart, GA

AWOL Apprehension: (912) 767-8057

Post Directory: http://www.stewart.army.mil/about/phoneinfo.asp

Post Operator: (912) 767-1411

Fort Wainwright, AK

Military Police Desk: (907) 353-7889

Post Directory: http://shade.keeptrees.com/publications/g31/The%20Army%20in%20Alaska

%20-%20Ft%20Wainwright%20and%20Ft%20Greely/#page0

Post Operator: 907 353-1110

Presidio of Monterey, CA

Post Directory: http://www.monterey.army.mil/About/inc/STAFF_DIRECTORY.pdf

Military Police Desk: (831) 242-7851

US Army Garrison Hawaii

Directory: http://www.garrison.hawaii.army.mil/contact/default.htm

US Forces, Okinawa, Japan

Post Directory: http://www.kadena.af.mil/shared/media/document/AFD-100407-057.pdf

Appendix 2- Military Law Organizations

Military Law Task Force of the National Lawyers Guild

An organization of attorneys, legal workers and other people engaged in military law work from an anti-imperialist perspective. The MLTF's website includes a military law library and the quarterly publication On Watch. The MLTF also provides the names of MLTF member attorneys to soldiers looking for civilian legal counsel.

(619) 463-2369

nlgmltf.org

Servicemembers Legal Defense Network

SLDN is "a non-partisan, non-profit, legal services, watchdog and policy organization dedicated to bringing about full LGBT equality to America's military and ending all forms of discrimination and harassment of military personnel on the basis of sexual orientation and gender identity. SLDN provides free and direct legal assistance to service members and veterans affected by the repealed "Don't Ask, Don't Tell" law and the prior regulatory ban on open service, as well as those currently serving who may experience harassment or discrimination."

1-800-538-7418

sldn.org

Service Womens Action Network

SWAN "supports, defends, and empowers today's servicewomen and women veterans of all eras, through groundbreaking advocacy initiatives and innovative, healing community programs."

1-888-729-2089

helpline@servicewomen.org

www.servicewomen.org

National Institute for Military Justice

A non-profit organization that publishes <u>caaflog.com</u> as well as a variety of other military law resources.

nimj.org

Appendix 3 - GI Rights Counseling Organizations

These groups conduct paralegal G.I. Rights Counseling as part of their work.

Nationwide/Worldwide

The G.I. Rights Network 1-877-447-4487 girights@girightshotline.org girightshotline.org

Fort Bragg, NC

Quaker House 223 Hillside Dr, Fayetteville, NC 28301 (919) 663-7122 quakerhouse.org

Fort Riley, KS

Flint Hills GI Rights Hotline (785) 246- 5435 flinthillsgirights.com

Washington, DC Area Posts

Center on Conscience and War 1830 Connecticut Ave. NW, Washington, DC 20009 (202) 483-2220 centeronconscience.org

Military Counseling Network Germany

+49-(0) 6223-47506 mcn@dmfk.de

Appendix 4 - GI Coffeehouses/Outreach Centers

These groups run "G.I. Coffeehouses," safe places off-base for local soldiers to connect with support services from the Peace community. These groups also provide G.I. Rights counseling.

Fort Hood, TX

Under the Hood Cafe/GI Outreach Center 17 College St, Killeen, TX 76541 (254) 449-8811 underthehoodcafe.org

Joint Base Lewis-McCord, WA

Coffee Strong 15109 Union Ave, Ste. B, Lakewood, WA 98498 (253) 581-1565 coffeestrong.org

Kaiserslautern, Germany

The Clearing Barrel Cafe
Richard-Wagner-Straße 48, D-67655 Kaiserslautern, Germany
0151-567-284-74
theclearingbarrel.blogspot.com

Appendix 5 - Peace organizations in or near Army communities

Fort Carson, CO

Pikes Peak Justice & Peace Commission

ppjpc.org

Fort Drum, NY

Citizen Soldier

citizen-soldier.org

Fort Greely, AK

Alaska Peace Center

alaskapeace.org

Fort Huachuca, AZ

Tucson Peace Center

tucsonpeacecenter.org

Fort Jackson, SC

Carolina Peace Center

carolinapeace.org

Fort Knox, KY

Louisville Peace Action Community

louisvillepeace.org

Fort Lee, VA

Richmond Peace Education Center

rpec.org

Fort Leonard Wood, MO

Ozark Peace Network:

ozarkpeace.net

Fort Sill, OK and Oklahoma National Guard units

Oklahoma Center for Conscience and Peace Research centerforconscience.org

Presidio of Monterey, CA

Peace Resource Center

peacecentral.wordpress.com

Appendix 6 - Resources

Iraq Veterans Against the War – www.ivaw.org

Courage to Resist – <u>www.couragetoresist.org</u>

War Resisters Support Campaign – <u>www.resisters.ca</u>

March Forward - http://www.answercoalition.org/march-forward/

About the Author

James M. Branum is a solo attorney in Oklahoma. He also serves as the Minister of Peace & Justice of Joy Mennonite Church in Oklahoma City and as the advising attorney of the Oklahoma Center for Conscience and Peace Research.

He is a past chair of the Military Law Task Force of the National Lawyers Guild and a past board member of the GI Rights Network. He has represented hundreds of AWOL soldiers before military authorities and has spoken on military law topics in continuing legal education seminars in several states. He was the named one of the 2010 "Legal Rebels" by the American Bar Journal.

His website can be found at www.jmbranum.com.

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