

CHAPTER 14. INFORMATION AND REPORTS

It is necessary that patrol leaders and all patrol members be trained in observing and reporting their observations accurately. The leader of a patrol should have all members of the patrol immediately signal or report any information obtained. These reports should not be restricted to information about the enemy, but should also include information about the terrain, such as newly discovered roads, trails, swamps, and streams. The leader includes all information in the report to the officer dispatching the patrol. (Refer to MCRP 2-15.3, *Reconnaissance Reports Guide*, for detailed report formats.)

14001. REPORTING

The officer dispatching the patrol instructs the patrol leader on whether and when messages are to be sent back during the patrol and what communication means to use. Messages may be oral or written. They must be accurate, clear, and complete. Every message should answer the question what, where, and when. For a detailed discussion on reporting, see paragraph 6002.

Verbal Messages

A patrol leader sending a verbal message should make it simple, brief, and avoid using numbers and names. The messenger should accurately repeat the message back to the patrol leader before leaving.

Written Messages

In preparing written messages, the patrol leader must distinguish between fact and opinion. Information about the enemy should include: strength; armament and equipment; actions; location and direction of movement; unit destination, if known; time enemy was observed; and the patrol's location when the observation was made. Use of an overlay or sketch may often simplify the message.

Messengers

A messenger team is given exact instructions as to where to deliver the message and the route to take. Any information obtained along the route should be reported at the time the message is delivered. Messengers must be given all practical assistance. If in danger of capture, the messenger immediately destroys the message.

Radio and Signals

If the patrol is provided with a radio, a definite radio schedule for checking in must be arranged before departure of the patrol. The patrol leader takes every precaution to ensure that codes and copies of messages are not captured by the enemy. If a close reconnaissance of enemy lines is required, the radio should be left in a concealed location at a safe distance from the enemy. Once a report is sent by radio, the patrol should immediately leave the area to avoid the possibility of detection by enemy locating devices. Pyrotechnics (flares, colored smoke, grenades) and air-ground panels may also be used by patrols for reporting information by a prearranged signal.

SALUTE Report

Information must be reported as quickly, accurately, and as completely as possible. An established method to remember how and what to report about the enemy is to use the acronym SALUTE:

Size
Activity
Location
Unit
Time
Equipment

An example of such a report is: "Seven enemy soldiers, unit unknown, traveling SW, crossed road junction on BLACK RIDGE at 211300 August carrying one machine gun and one rocket launcher."

14002. CAPTURED ITEMS

Every patrol should make a practice of searching enemy casualties, prisoners, and installations first for

booby traps, then for equipment, papers, maps, messages, orders, diaries, and codes. Search techniques should be practiced often in order to reduce the time exposed to potentially dangerous situations. Items found are collected by the patrol leader and turned in with the patrol report. The items found are marked as to time and place of capture. When possible, captured items should be linked to a specific prisoner who possessed the items or to the place where the items were found. When this is done, the enemy prisoner of war tag and item tag are marked accordingly. The patrol leader must impress upon the members of the patrol the importance of turning in all documents and equipment. Furthermore, the patrol leader must ensure all information gathered by the patrol is quickly disseminated.

14003. PRISONERS

A patrol normally does not capture prisoners unless required by the mission. If prisoners are taken, the “5S and T” rule applies. This memory aid stands for: search, segregate, silence, speed, safeguard, and tag.

Search. Prisoners are body-searched thoroughly for weapons and documents as soon as they have been captured. This search must include the helmet, body armor, and gas mask. These items are left with the prisoner for protection until the patrol is completed. Weapons, equipment, and documents are tagged and immediately sent to the patrol leader.

Segregate. Prisoners are segregated into isolated groups: officers, noncommissioned officers (NCOs), privates, deserters, and civilians. By segregating prisoners, it makes it more difficult for leaders to organize escapes and issue orders to subordinates.

Silence. Silence is essential. Do not allow prisoners to talk to each other.

Speed. Speed is required in getting prisoners to the commander who dispatched the patrol. Timely information secured from prisoners is essential.

Safeguard. Prisoners are safeguarded as they are moved. They are restrained, but not abused. If the patrol will soon reach friendly positions, prisoners are not given cigarettes, food or water until they have been questioned by interrogators. If the patrol will not

return to a friendly position for a lengthy time, the prisoners are given food, water and medical aid.

Tag. Equipment and personal effects recovered from prisoners are tagged so that they may later be matched back to specific individuals.

14004. PATROL REPORT

Every patrol leader makes a report when the patrol returns. Unless otherwise directed, the report is made to the person ordering the patrol. If the situation permits, the report is written and supported by overlays and/or sketches. The patrol leader's report should be a complete account of everything of military importance observed or encountered by the patrol while on the assigned mission. It should include the following information:

- | Size and composition of patrol.
- | Tasks and purpose (mission).
- | Time of departure.
- | Time of return.
- | Routes, out and back (show by sketch, azimuth, trace on map).
- | Terrain (general description to include any man-made or natural obstacles and critical terrain features which, if occupied by either enemy or friendly forces, would allow them to control the surrounding area).
- | Enemy (size, activity, location, unit, time, equipment).
- | Any map corrections (show on map).
- | Miscellaneous information not covered elsewhere in report.
- | Results of enemy encounters.
- | Condition of patrol, including disposition of any dead or wounded.
- | Conclusion and recommendations.

14005. PATROL CRITIQUE

After the patrol has rested and eaten, the patrol leader should hold a critique. Constructive criticism is made. It is an excellent time to prepare for future patrols by going over lessons learned as a result of the patrol.