

## DEVELOPMENTAL COUNSELING FORM

For use of this form, see FM 6-22; the proponent agency is TRADOC.

### DATA REQUIRED BY THE PRIVACY ACT OF 1974

**AUTHORITY:** 5 USC 301, Departmental Regulations; 10 USC 3013, Secretary of the Army and E.O. 9397 (SSN)  
**PRINCIPAL PURPOSE:** To assist leaders in conducting and recording counseling data pertaining to subordinates.  
**ROUTINE USES:** For subordinate leader development IAW FM 6-22. Leaders should use this form as necessary.  
**DISCLOSURE:** Disclosure is voluntary.

### PART I - ADMINISTRATIVE DATA

|                               |            |                             |                    |
|-------------------------------|------------|-----------------------------|--------------------|
| Name <i>(Last, First, MI)</i> | Rank/Grade | Social Security No.         | Date of Counseling |
| Organization                  |            | Name and Title of Counselor |                    |

### PART II - BACKGROUND INFORMATION

**Purpose of Counseling:** *(Leader states the reason for the counseling, e.g. Performance/Professional or Event-Oriented counseling, and includes the leader's facts and observations prior to the counseling.)*

### PART III - SUMMARY OF COUNSELING

**Complete this section during or immediately subsequent to counseling.**

**Key Points of Discussion:**

Purchasing or attempting to import products made from many kinds of wildlife is illegal. Wildlife products include all items made from wild animals or parts of wild animals. This includes, but is not limited to: fur coats, hats, blankets, and rugs; pelts, skins, hides, and leathered items; taxidermy or stuffed wildlife; antlers, horns, shells, ivory, bone, feathers, claws, or teeth; meat products or medicines derived from wildlife, and any other animal product trophy items. In Afghanistan these items, especially furs, are widely available for purchase as no management mechanisms exist to control the trade of threatened and endangered species. Once you purchase the item the damage is done, more animals will be killed to meet demand and the money may end up in the hands of those you are fighting against. Trade in illegal wildlife parts has been associated with trade in illegal arms and drugs. Increasing evidence suggests the profits of illegal wildlife trade support insurgencies and fuel corruption. Do not support the enemy!

**Laws:**

1. The Conservation on International Trade in Endangered Species of Wild Fauna and Flora (CITES-pronounced like cities but with a long 'i' sound): Regulates informational trade in animals and plants. As of 2009, 175 countries have ratified this including the United States and Afghanistan.
2. U.S. Endangered Species Act: Forbids federal agencies from carrying out actions that 'jeopardize the continued existence of' threatened and endangered species, including species not found in the U.S.
3. Lacey Act: States all U.S. citizens must abide by all wildlife laws of the country they are in as well as U.S. laws when they are out of the country.

Military personnel are NOT exempt from these laws and can face stiff penalties (up to \$250,000 and 20 years in prison) for violating these laws.

Furthermore - Soldiers may be subject to the Uniform Code of Military Justice for violating the following DoD rules:

General Order 1-B: 2. Prohibited Activities, j. Adopting as pets or mascots, caring for, or feeding any type of domestic or wild animal. Defense Travel Regulation 4500.9-R: 3. Agricultural Restrictions and Prohibitions; a(1) Animal and Poultry Products. United States Department of Agricultural Animal and Plant Health Inspection Service (USDA APHIS) restricts entry of animals, poultry, birds' eggs, wild bird feathers, poultry products and byproducts, and animal products and byproducts, to include meat extracts, secretions (including milk and cheese), untanned hides, untanned skins, wool, hair, bone, and horns. (There are no USDA APHIS restrictions on animal trophies that are full-finished for display. There are, however, US Fish and Wildlife Service restrictions and prohibitions on the importation of mounted birds and animals, including elephant ivory, elephant parts, and products thereof.) USCENTCOM REG 600-10: Appendix E; USCENTCOM PERMITTED AND PROHIBITED ITEMS LIST Prohibits the possession or shipment of Animals: Live, Dead or Parts. It also enforces restrictions inflicted by USDA, APHIS, and CITES

### OTHER INSTRUCTIONS

This form will be destroyed upon: reassignment *(other than rehabilitative transfers)*, separation at ETS, or upon retirement. For separation requirements and notification of loss of benefits/consequences see local directives and AR 635-200.

**Plan of Action** *(Outlines actions that the subordinate will do after the counseling session to reach the agreed upon goal(s). The actions must be specific enough to modify or maintain the subordinate's behavior and include a specified time line for implementation and assessment (Part IV below)*

Many alternative items exist that can serve as souvenirs for your family. Jewelry, woven rugs, shawls, and other handcrafted items are part of the local culture and are safe to bring into the United States.

We recommend avoiding all products containing wildlife products because vendors in the local markets are not monitored and proper identification of wildlife parts is difficult. As a result, you might be inadvertently purchase threatened or endangered wildlife and put yourself at risk of having the item confiscated at customs, given a fine of up to \$250,000, and potentially prison time of up to 20 years. In addition, you may be subject to Uniform Code of Military Justice for breaking U.S. laws.

Live by the motto "Leave Wildlife in the Wild" when you're shopping overseas.

Once up and running you can recommend that Soldiers review the materials at [www.wcswildlifetrade.org/military](http://www.wcswildlifetrade.org/military).

(Obviously needs to be edited to modify specific behaviors if you encountered them!)

**Session Closing:** *(The leader summarizes the key points of the session and checks if the subordinate understands the plan of action. The subordinate agrees/disagrees and provides remarks if appropriate.)*

Individual counseled:  I agree  disagree with the information above.

Individual counseled remarks:

Signature of Individual Counseled: \_\_\_\_\_ Date: \_\_\_\_\_

**Leader Responsibilities:** *(Leader's responsibilities in implementing the plan of action.)*

If you see vendors on-base or in local markets selling wildlife items be sure to advise Soldiers to take care and avoid purchasing items from that vendor.

If on-base, inform Military Police of the situation and they can work with the vendor to remove the offending items.

Please tell other Officers about this issue so that the word spreads (hopefully the website will be up and running relatively soon and training materials will be available on-line at [www.wcswildlifetrade.org/military](http://www.wcswildlifetrade.org/military).)

Signature of Counselor: \_\_\_\_\_ Date: \_\_\_\_\_

#### PART IV - ASSESSMENT OF THE PLAN OF ACTION

**Assessment:** *(Did the plan of action achieve the desired results? This section is completed by both the leader and the individual counseled and provides useful information for follow-up counseling.)*

Counselor: \_\_\_\_\_ Individual Counseled: \_\_\_\_\_ Date of Assessment: \_\_\_\_\_

**Note: Both the counselor and the individual counseled should retain a record of the counseling.**