



THEFT AND SECURING PERSONAL PROPERTY



WHAT CONSTITUTES A THEFT UNDER THE PERSONNEL CLAIMS ACT?

Theft is an intentional, wrongful taking of someone else's property.

WHO CAN BE COMPENSATED?

Service members, their dependents, and DoD civilian employees may be compensated if they have made reasonable efforts to safeguard personal property kept in their authorized quarters.

WHAT IS CONSIDERED AUTHORIZED QUARTERS?

Quarters include on-post family housing, barracks, BOQs, BEQs, government approved off-post quarters, and temporary quarters authorized in the performance of temporary duties. A service member may have only one location as authorized quarters.

WHAT ARE REASONABLE EFFORTS?

Reasonable efforts include, at a minimum, that the doors and windows are locked. If you live in quarters with sliding glass doors accessible to passer-by that have only a simple lock, you should place a stick, a broom handle, or a bar along the bottom of the door rail to prevent the door from being opened.

HOW SHOULD I STORE HIGH VALUE ITEMS?

Additional measures are required for high value items such as cash, valuable jewelry, expensive cameras, or small, easily pilferable items. Items should be kept in a locked container within a secured room. This is commonly referred to as the "double lock" rule. You should never store large amounts of cash in your quarters.

Soldiers living in the barracks should store items in wall lockers, purchase small safes or other secured lockable containers.

IF I HAVE PROPERTY TAKEN, HOW DO I PROVE THAT I OWNED THE ITEMS?

You should always maintain an accurate and detailed inventory of your personal property to be used as documentary evidence substantiating that a loss has occurred and the value of the loss. You should keep sales receipts, photographs, appraisals, video inventory, and a list of serial numbers. An inventory listing high valued items will also assist in determining the replacement value of the loss or damaged item.

WHAT IF MY BICYCLE OR MOTORCYCLE IS STOLEN ON THE MILITARY INSTALLATION?

These claims *may* be payable. You are expected to keep your bicycle, moped, or motorcycle indoors or chained it to a fixed object outdoors (such as a rack, pole, post, or tree) to prevent the item from being stolen. Locking handlebars or locking the wheels together normally does not provide sufficient protection.

WHO IS RESPONSIBLE FOR REPORTING THE LOSS?

Claimants must report loss to the military police or, if off-post to the Korean National Police as soon as possible. To make a claim, contact the Military Claims Division of Client Legal Services.

Yongsan Client Legal Services Division, Office of the Staff Judge Advocate, Eighth US Army
Bldg 4106, room 229 (ACS building). Please call 738-8111 for an appointment.
Office hours: M, Tu, W, F 0900-1700 and Th 1300-1600.