



UNITED STATES MARINE CORPS
MARINE CORPS INSTALLATIONS EAST-MARINE CORPS BASE
PSC BOX 20005
CAMP LEJEUNE NC 28542-0005

MCIEAST-MCB CAMLEJO 5211.7A
H&S Bn/PMO
JAN 04 2017

MARINE CORPS INSTALLATIONS EAST-MARINE CORPS BASE CAMP LEJEUNE
ORDER 5211.7A

From: Commanding General
To: Distribution List

Subj: CAMP LEJEUNE AND NEW RIVER DISTRIBUTION OF MILITARY
POLICE DESK BLOTTERS

Ref: (a) MCO 5580.2B Ch 2

1. Situation. The Provost Marshal (PM) publishes a daily Blotter report per reference (a). The Blotter provides a "snapshot" of criminal activity of the previous 24-hour period or weekend period to serve not only as a medium for command notification of committed offenses, but also to provide situational awareness for surrounding criminal activity which may impact command readiness. As a matter of practice, the daily Blotter will be provided to Battalion or Squadron level commanders or higher and their adjudicative support personnel (e.g., Executive Officer (XO), Sergeant Major (SgtMaj), Adjutant/Legal Officer) or other service equivalent. Due to the sensitive nature and security requirements of the personal data featured therein, distribution exceptions beyond the aforementioned personnel must be scrutinized and limited to those billets whose daily duties require access. Exceptions may be made to grant access to any billet not listed above only with the approval of the PM or his designee. This Order provides for the processes and justifications to access the Provost Marshal Office (PMO), Marine Corps Base, Camp Lejeune (MCB CAMLEJ) and Marine Corps Air Station, New River (MCAS NR) daily Blotter.

2. Cancellation. MCIEAST-MCB CAMLEJO 5211.7.

3. Mission. To establish procedures for the distribution of the daily Blotter to tenant commands and authorized recipients for identifying their command personnel involved in criminal incidents and government vehicle accidents, to enable victim/witness services, and increase situational awareness of criminal activity occurring on and around MCB CAMLEJ and MCAS NR.

DISTRIBUTION STATEMENT A: Approved for public release;
distribution is unlimited.

4. Execution

a. Commander's Intent. This Order establishes the procedure for electronic distribution of the Blotter to the various commands/sections supported by the PMO.

(1) The Blotter reflects and documents operations and Law Enforcement (LE) response to incidents, or events that occur and are reported to the PMO.

(2) The restricted Blotter details information deemed sensitive in nature. Incidents on the restricted blotter are circumscribed to protect the victim(s) and suspect(s) from unwarranted embarrassment and harassment. Additional restrictions pertaining to certain criminal acts are designed to comply with statutory requirements relating to the privacy and disclosure of information obtained during the course of LE activities.

(3) Access to the Blotters will be limited to the current executive leaders at Battalion/Squadrons or higher to include Commanding Officers, XO's, SgtsMaj, Adjutants/Legal Officers, and Staff Judge Advocates or other service equivalent. LE authorities are granted unlimited access as required in the performance of their official duties. Additional access may be granted to persons outside of the tenant commands and LE authorities on a limited basis. This additional access authorization will be at the discretion of the PMO and will require justification for access.

b. Concept of Operations. The Blotters will be distributed via email. Personnel accessing the Blotters will ensure limited distribution "For Official Use Only". If an individual no longer requires access to the Blotters in the performance of their official duties, it will be the responsibility of the individual to notify the PMO to rescind such access. Distribution beyond the individuals named above will be the respective command's responsibility.

c. Tasks

(1) Headquarters and Support Battalion. Compile and distribute the Blotter to executive leaders at all Battalion/Squadron commands Monday through Thursday (or the day immediately after special liberty weekends).

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(2) Tenant Commands. At the Commander's discretion, distribute the daily Blotter within the respective command, consistent with required official duties and mission functions. Note that the Blotter serves as a reporting tool, and further information may be required for any administrative or judicial proceedings.

5. Administration and Logistics. Tenant commands may distribute the Blotter within their respective command consistent with required official duties and mission functions as mentioned above, keeping in mind the information contained in the Blotters may be LE sensitive and contain personally identifiable information. Additionally, the Blotter will be made available to tenant commands via respective command structure to those persons who, because of their billet, require the information in the performance of their official duties. Requests for Blotter access or exceptions to this Order will be made in writing to the Commanding General, Marine Corps Installations East-MCB CAMLEJ (Attn: Provost Marshal).

6. Command and Signal

a. Command

(1) This Order is applicable to all commands/entities whose duties require access to the PMO Blotters aboard MCB CAMLEJ and MCAS NR.

(2) Failure to follow the procedures set forth herein may subject violator(s) to disciplinary or administrative action and suspension of this privilege.

b. Signal. This Order is effective the date signed.



M. L. SCALISE
Deputy Commander

DISTRIBUTION: A/C