



UNITED STATES MARINE CORPS
MARINE CORPS INSTALLATIONS EAST-MARINE CORPS BASE
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1630
G3/IP
25 OCT 2016

COMMANDING GENERAL'S POLICY LETTER 15-16

From: Commanding General, Marine Corps Installations East-
Marine Corps Base, Camp Lejeune
To: All Commanders, Marine Corps Installations East-Marine
Corps Base, Camp Lejeune
Subj: SALUTING POLICY FOR CIVILIAN AND MILITARY POLICE SENTRIES
Ref: (a) CMC WASHINGTON DC PPO PS 262017Z May 10
(b) MCO 5580.2B
(c) MarAdmin 245/16

1. Purpose. To establish saluting policy and procedures for the Marine Corps Civilian and Military Police manning the gates at all installations within Marine Corps Installations East (MCIEAST).
2. Cancellation. CG Policy Letter 004-13 of 25 Jun 13.
3. Information. Historically, military and civilian sentries manning gates at all Marine Corps installations have rendered appropriate customs and courtesies (saluting and greeting) to all vehicles occupied by a military officer. Consistent with the references, this policy will continue, subject to the following clarifying guidance: A gate sentry's first priority is to ensure unauthorized persons and/or contraband is prevented from entering the Installation. Secondly, gate sentries must ensure the safety and security of vehicle occupants and adjacent sentries. Once the gate sentry has determined the above criteria are met, the sentry will render the appropriate salute.
 - a. Sentries will call "attention on deck" when a General Officer in a government vehicle with displayed placard approaches the entry control point. All personnel not engaged in traffic control will render a salute and appropriate greeting.
 - b. Sentries will salute vehicles occupied by a military officer once positive identification has been made.
 - c. Sentries will physically inspect the Identification Card (ID) or complete a RAPIDGate scan of the ID card, prior to rendering the salute.

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d. Gate sentries will properly render a hand salute when wearing an authorized watch cap during cold weather.

4. Scope. All MCIEAST Installation Commanders will ensure their gate sentries comply with this Policy.

5. Action

a. Assistant Chief of Staff, G-3/5 will: Oversee the implementation of this policy guidance at all MCIEAST Installations.

b. MCIEAST Installation Commanders will:

(1) Direct the Installation Provost Marshal/Police Chief to promulgate a Provost Marshal Instruction or Standing Operating Procedure that complies with this Policy Letter.

(2) Notify union representatives of this Policy guidance as appropriate.

(3) Submit written exception requests to this Policy, via the MCIEAST AC/S G-3, Operations and Plans Division, Installation Protection Branch, when deemed necessary to mitigate identified security risks.



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CG II MEF
COMMARFORSOC
AC/S, G-3