



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

Canc: Mar 2016

MCIEAST-MCB CAMLEJBul 1601
ADJ
15 Jan 16

MARINE CORPS INSTALLATIONS EAST-MARINE CORPS BASE CAMP LEJEUNE BULLETIN 1601

From: Commanding General
To: Distribution List

Subj: COMMAND DUTY OFFICER (CDO) AND COMMAND DUTY NONCOMMISSIONED OFFICER (CDNCO) ASSIGNMENTS FOR THE MONTH OF FEBRUARY 2016

Ref: (a) MCIEAST-MCB CAMLEJO 1601.1B
(b) MCIEAST-MCB CAMLEJBul 1601 of 14 JAN 16
(c) CG MCIEAST-MCB CAMLEJ POLICY ltr 13-13 Of 30 Dec 13
(d) MCO 10520.3

Encl: (1) Command Duty Officer February 2016
(2) Command Duty Noncommissioned Officer February 2016

1. Purpose. To assign personnel to stand CDO and CDNCO in accordance with references (a) through (c); and assign personnel to execute command colors in accordance with reference (d).

2. Background

a. Officers and NCOs listed in enclosures (1) and (2) are assigned to CDO/CDNCO on the dates indicated.

b. Officers and NCOs assigned herein who become unavailable shall notify the Headquarters and Support Battalion (H&S BN) Adjutant. The H&S BN Adjutant will notify the MCIEAST-MCB CAMLEJ Adjutant in writing of any changes. If such an absence is of an emergency nature, personnel assigned as supernumeraries will be utilized.

3. Action

a. CDOs/CDNCOs will be guided in the performance of duty by the instructions contained in reference (a) and other instructions that may be issued at time of posting. The uniform of the day for this post is the seasonal service uniform Charlies during the summer season and Service Bravos during the winter season.

b. CDOs

(1) Monday to Thursday CDOs will report for posting, unless otherwise directed, at 1500 on the respective day of duty.

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(2) Friday, weekend, and holiday CDOs will report on Thursday at 1500 prior to the respective duty or the last business day prior to a holiday.

(3) Over weekends and holidays, incoming and outgoing CDOs will conduct an informal post and relief by 0800. An informal post and relief of CDNCOs will be conducted by the oncoming CDO.

(4) The CDO is responsible for ensuring the timely and proper execution of morning and evening colors. The CDO is required to inspect the Color detail prior to the sounding of the five minute warning. The CDO will sound all warnings.

c. CDNCOs

(1) On weekdays, CDNCOs must report to the MCIEAST-MCB CAMLEJ Adjutant's office by 0745 to confirm their duty assignment and report at 1445 for posting unless otherwise directed. CDNCOs will be relieved by the MCIEAST-MCB CAMLEJ Adjutant office upon the completion of morning colors.

(2) On weekends and holidays, CDNCOs will report to the MCIEAST-MCB CAMLEJ Adjutant's office by 1445 on the day prior to that weekend or holiday to receive their duty brief.

(3) CDNCOs will ensure that all devices for conducting Colors are present and working properly. The CDNCO will operate the music for Colors and give the CDO the warnings.

d. Supernumeraries

(1) The supernumerary must provide a home/cell telephone number to the MCIEAST-MCB CAMLEJ Adjutant. This number will not be posted on this Bulletin; it will only be kept as an emergency contact number by the Adjutant.

(2) The supernumerary will only be used in case of a legitimate emergency. If a replacement is required prior to the day of duty, it is the responsibility of the duty and their section to furnish a replacement and notify the MCIEAST-MCB CAMLEJ Adjutant immediately.

4. Applicability. This Bulletin is applicable to all personnel assigned to duty. Personnel shall familiarize themselves with the contents of the references prior to assuming their post.


T. L. FROEMMING
By direction

COMMAND DUTY OFFICER FEBRUARY 2016

Date	Rank	Name	Company
01 MON	CAPT	LEDFOED, JACOB	B
02 TUE	WO	LICIAGARECCI, BRYAN	A
03 WED	CAPT	LONG, JEFFERY	A
04 THU	WO	MARLOW, BRUCE	I
05 FRI	CWO3	MARTIN, JAMES	I
* 06 SAT	CAPT	MCMAHON, CONOR	A
* 07 SUN	1STLT	MILLER, DANIEL	A
08 MON	MAJ	MONTALVO, ERIC	A
09 TUE	CAPT	MOSSOR, WILLIAM	A
10 WED	CAPT	NASSAR, CHRISTOPHER	A
11 THU	CAPT	MOSSBERGER, CORY	A
12 FRI	CWO4	NEAL, CAROLYN	I
** 13 SAT	1STLT	NEAIL, ROBERT	A
** 14 SUN	CWO3	NELSON, WESLEY	A
** 15 MON	WO	SENF, LOGAN	I
16 TUE	CAPT	NELSON, SAMUEL	A
17 WED	CWO4	OSBORN, ROSA	A
18 THU	CWO3	PARSONS, IAN	I
19 FRI	CAPT	PARTLOW, VICTORIA	A
* 20 SAT	CAPT	PFLUKE, PAUL	A
* 21 SUN	CWO2	PHOEUK, SAMBO	I
22 MON	MAJ	PENDLEY, WILLIAM	A
23 TUE	CAPT	REED, JENNA	A
24 WED	CAPT	REGAN, BRANDON	A
25 THU	CAPT	RUDY, JOHNATHAN	A
26 FRI	CAPT	SADDORIS, BRYCE	A
* 27 SAT	CWO2	RODRIGUEZ, LAURA	I
* 28 SUN	CAPT	SCHONEWEIS, MATTHEW	A
29 MON	MAJ	NELSON, JOHNATHAN	A

* denotes weekends
** denotes Presidents Day (1630 - 12 Feb 16 to 0730 - 16 Feb 16)

SUPERNUMERARY

CWO2 SMITH, BRANDON. I

COMMAND DUTY NONCOMMISSIONED OFFICER FEBRUARY 2016

<u>Date</u>	<u>Rank</u>	<u>Name</u>	<u>Company</u>
01 MON	CPL	EVANS, ALON	A
02 TUE	SGT	CALLES, ASHLEY	I
03 WED	SGT	VONREICHENBACH, ERIC	B
04 THU	SGT	ALLEN, RADMILLA	I
05 FRI	SGT	CARMONA, MARY	A
* 06 SAT	CPL	HARTDFIELD, TREVIAR	I
* 07 SUN	SGT	ALFORD, KEITH	A
08 MON	CPL	EMERY, JUSTIN	I
09 TUE	CPL	DOAN, JIMMY	B
10 WED	CPL	BOWENS, STEPHANIE	I
11 THU	SGT	BROWN, JUSTIN	A
12 FRI	SGT	MARINEZ, CHONTICA	I
** 13 SAT	SGT	CHARPENTIER, ERIC	I
** 14 SUN	CPL	WILLIAMS, RFAELKIM	B
** 15 MON	SGT	DIAZ, ENMANUEL	I
16 TUE	CPL	HARDY, BRANDSON	I
17 WED	SGT	GAGE, LARRY	A
18 THU	CPL	SCHLOSSER, AUSTIN	B
19 FRI	CPL	WENSEL, PATRICK	I
* 20 SAT	CPL	HARRIS, SANTANNA	B
* 21 SUN	CPL	SCOTT, KATELYN	A
22 MON	SGT	HIBBARD, CHRISTOPHER	A
23 TUE	SGT	DROSTE, JACOB	I
24 WED	CPL	HEMMING, STEVEN	I
25 THU	CPL	PENA, DAVID	I
26 FRI	SGT	STONE, CHRISTOPHER	B
* 27 SAT	SGT	KIDD, CODY	A
* 28 SUN	CPL	WARREN, MATHEW	I
29 MON	CPL	MAYCOX, SEAN	I

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SUPERNUMERARY

CPL GALVEZ, LOUIS I