



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

Canc: Dec 2014

MCIEAST-MCB CAMLEJBul 5215  
G-1/ADJ  
4 Sep 2014

MARINE CORPS INSTALLATIONS EAST-MARINE CORPS BASE CAMP LEJEUNE BULLETIN 5215

From: Commanding General  
To: Distribution List

Subj: DIRECTIVES SYSTEM QUARTERLY CHECKLIST

Ref: (a) MCO 5210.11E  
(b) MCIEAST-MCB CAMLEJO 5605.1

Encl: (1) Effective MCB Camp Lejeune Orders  
(2) Effective MCIEAST Orders  
(3) Effective MCIEAST-MCB CAMLEJ Orders  
(4) Effective MCB Camp Lejeune CO Policy Letters  
(5) Effective MCIEAST CG Policy Letters  
(6) Effective MCIEAST-MCB CAMLEJ Bulletins

1. Purpose. To publish a checklist of current Marine Corps Installations East-Marine Corps Base, Camp Lejeune (MCIEAST-MCB CAMLEJ) directives per the references.

2. Cancellation. MCIEAST-MCB CAMLEJBul 5215 of 28 May 14.

3. Background. Directives are promulgated to give direction to the command functions and not the functions or organization of an individual department.

4. Action

a. Commanding General's Intent and Concept of Operations

(1) Commanding General's Intent. Establish the guidelines for update and submission of all MCIEAST-MCB CAMLEJ directives.

(2) Concept of Operations. Sections will regularly review the directives and policy letters they sponsor for currency and relevance. Obsolete directives and policy letters will be cancelled or re-written. Current directives and policy letters appear in enclosures (1) through (6) of this Bulletin.

b. Subordinate Element Missions. Follow and comply with this Bulletin.

c. Coordinating Instructions. All new MCIEAST-MCB CAMLEJ directives and requests for changes to current directives must be routed through the Adjutant's Office.

(1) Current directives, policy letters, and bulletins are located on the MCIEAST internet site at <http://www.mcieast.marines.mil/StaffOffices/Adjutant.aspx>.

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

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(2) This Bulletin is canceled upon receipt of the next consolidated quarterly checklist.

(3) For further assistance contact the MCIEAST-MCB CAMLEJ Admin Chief at commercial (910) 450-7154 or DSN 750-7154.

  
T. L. FROEMMING  
By direction

DISTRIBUTION: A/B/C

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EFFECTIVE MCB CAMLEJ ORDERS

SSIC	CH	DIRECTIVE TITLE (OR SHORT TITLE)	PROMULGATION MONTH	DATE	SPONSOR
1001.5D		INDIVIDUAL MOBILIZATION AUGMENTEE DETACHMENT (IMA DET) SOP	SEP	24-Sep-07	G-1
*1020.8Y		UNIFORM AND CLOTHING REGULATIONS	JAN	4-Jan-12	ADJ
1320.12		PERSONNEL SPONSORSHIP PROGRAM	MAR	9-Mar-09	G-1
1320.8D		ORIENTATION/INDOCTRINATION OF NEWLY ARRIVED PERSONNEL	NOV	16-Nov-05	G-1
1320.9F		REQUEST FOR ISSUANCE OF TEMPORARY ADDITIONAL DUTY (TAD) ORDERS	FEB	16-Feb-06	ADJ
1540.1D		RANGE DEVELOPMENT PROGRAM	OCT	24-Oct-07	G-3/5
1610.8H		ADMINISTRATIVE PROCEDURES FOR DESERTERS	FEB	14-Feb-05	G-1
1640.2F		PRISONER ESCAPE PLAN	AUG	7-Aug-06	SES/BRIG
1710.1B		UNIT FUNDRAISING FOR MARINE CORPS AND NAVY BIRTHDAY BALLS	OCT	17-Oct-11	SJA
1730.1		CHAPLAINS RELIGIOUS ENRICHMENT DEVELOPMENT OPERATION	SEP	21-Sep-98	CHAP
1741.1G	1	SOLICITATIONS OF COMMERCIAL INSURANCE, MUTUAL FUNDS, STOCKS, AND OTHER SECURITIES AND INVESTMENTS ABOARD MCB	JUN	11-Jun-93	SJA
2305.5M		MANAGEMENT, OPERATION, AND MAINTENANCE OF THE BASE TELEPHONE SYSTEM	APR	29-Apr-09	G-6
3070.1		OPERATIONS SECURITY (OPSEC)	AUG	10-Aug-10	G-3/5
3104.1B		COMBAT CAMERA (SOP)	FEB	16-Feb-07	G-3/5
*3302.1B	1	MCB CAMLEJ, ANTITERRORISM/FORCE PROTECTION (AT/FP) PLAN (FOUO)	JUN	24-Jun-05	G-3/5
*3570.1C		SOP FOR RANGE CONTROL OPERATIONS	MAY	2-May-11	G-3/5
3571.1B		SOP FOR THE MCB EXPLOSIVE ORDNANCE DISPOSAL TEAM	FEB	9-Feb-05	G-3/5
P3000.4G	1	SOP FOR TRAINING	DEC	27-Dec-06	G-3/5
4000.1A		DEFENSE REGIONAL INTERSERVICE SUPPORT (DRIS)	SEP	17-Sep-01	BPO
4651.2N		TAXICAB/LIMOUSINE, BUS, AND SHUTTLE SERVICE REGULATIONS AND FARES FOR THE CAMLEJ AREA	AUG	15-Aug-11	SES/PMO
4790.1D		SOP FOR MAINTENANCE MANAGEMENT	OCT	7-Oct-10	G-4
4860.2		COMMERCIAL ACTIVITIES (CA) PROGRAM	JUL	26-Jul-99	G-4
P4400.5F	1,2,3	SOP FOR BASE LOGISTICS	MAY	13-May-98	G-4
5001.1		IPAC SOP	MAY	6-May-09	G-1
*5060.24H		CONDUCT OF GUN SALUTES	JAN	4-Jan-12	G-3/5
5090.111		USE OF OFF-ROAD RECREATIONAL VEHICLES (ORRV)	JUN	8-Jun-06	G-F
5090.11A		PROTECTED SPECIES PROGRAM	SEP	12-Sep-11	G-F
5090.12		ENVIRONMENTAL IMPACT REVIEW PROCEDURES	DEC	15-Dec-10	G-F

\*CURRENTLY BEING REVIEWED

Enclosure (1)

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EFFECTIVE MCB CAMLEJ ORDERS

SSIC	CH	DIRECTIVE TITLE (OR SHORT TITLE)	PROMULGATION MONTH	DATE	SPONSOR
5090.17		SOLID WASTE REDUCTION-QUALIFIED RECYCLING PROGRAM	JAN	31-Jan-11	G-F
5090.3A		MANAGEMENT OF LEAD-CONTAINING MATERIAL	OCT	31-Oct-06	G-F
*5090.6A	1	AIR QUALITY MANAGEMENT	FEB	4-Feb-09	G-F
*5090.91		USED OIL/USED FUEL AND POLLUTION ABATEMENT FACILITY MANAGEMENT	DEC	4-Dec-08	G-F
5100.1A	1	PERMIT-REQUIRED CONFINED SPACE ENTRY PROGRAM	JUL	1-Jul-04	SAFE
5100.20A		HAZARD COMMUNICATION PROGRAM	SEP	12-Sep-95	SAFE
5104.1		RADIATION SAFETY PROGRAM	SEP	25-Sep-07	SAFE
5200.1A		MARINE CORPS MANAGEMENT CONTROL PROGRAM	DEC	7-Dec-98	G-8
5200.2		INSTALLATION REFORM PROGRAM	JAN	27-Jan-99	G-8
*5211.7		DISTRIBUTION OF MILITARY POLICE DESK BLOTTER	MAR	14-Mar-12	SES/PMO
*5300.3R	1	SOP FOR THE FLEET ASSISTANCE PROGRAM	FEB	22-Feb-11	G-1
*5300.7C		PERSONAL CHECKS FOR NONAPPROPRIATED FUND ACTIVITIES	FEB	9-Feb-06	MCCS
5310.1A		POSITION MANAGEMENT PROGRAM	MAY	16-May-06	G-1
5340.4C		ON-THE-JOB FUND-RAISING BY OR AMONG BY OR AMONG CIVILIAN AND MILITARY PERSONNEL	AUG	13-Aug-04	MCCS
*5370.4H		REGULATIONS GOVERNING THE CONDUCT OF BUSINESS TRANSACTIONS ABOARD MCB CAMLEJ	SEP	13-Sep-05	G-1
5370.7E		GAMBLING, BETTING AND LOTTERIES	MAY	31-May-06	SJA
5500.3C		BOMB THREAT RESPONSE PLAN	OCT	19-Oct-05	SES/PMO
5500.6A		JUVENILE CURFEW	JUN	2-Jun-11	SES/PMO
5512.1C	1,2,3	CAMLEJ IDENTIFICATION CARD CENTER	FEB	21-Feb-06	PERS
5720.8F		NOTIFICATION OF THE CONSOLIDATED PUBLIC AFFAIRS OFFICER	MAY	5-May-99	PAO
5810.6D	1	PROBATION LIAISON PROGRAM	NOV	5-Nov-98	SJA
5830.9B		NCIS INVESTIGATIONS	SEP	19-Sep-95	SES/PMO
*P5230.3B		INFORMATION SYSTEMS MANAGEMENT PROCEDURES FOR MCB CAMLEJ	OCT	20-Oct-97	G-6
P5720.7G		SOP FOR CONSOLIDATED PUBLIC AFFAIRS OFFICE	SEP	22-Sep-97	PAO
6200.1C		ANNUAL OPERATION OF THE WET-BULB GLOBE TEMPERATURE INDEX (WBGTI) STATIONS	SEP	17-Sep-08	G-3/5
6224.1B	1	ADMINISTRATION OF TUBERCULOSIS CONTROL PROGRAM	JAN	30-Jan-87	BPMU
6230.2B	1	IMMUNIZATION REQUIREMENTS IN THE CAMLEJ DEPENDENTS' SCHOOL SYSTEM AND FOR CHILD CARE FACILITIES ABOARD MCB CAMLEJ AND MCAS NEW RIVER	MAR	18-Mar-91	BPMU
*6240.6A	1	FOOD SERVICE SANITATION TRAINING	JAN	2-Jan-87	BPMU
6240.7	1	ENVIRONMENTAL HEALTH INSPECTIONS AND SURVEYS; REPORTING AND ACTIVITY ACTION CONCERNING	JAN	20-Jan-84	BPMU
6260.4D		CAMLEJ HEARING CONSERVATION PROGRAM (HCP)	DEC	8-Dec-08	DPH/NHCL
6260.5B		RESPIRATORY PROTECTION PROGRAM	AUG	19-Aug-04	SAFE
6262.1B	1	ASBESTOS MEDICAL SURVEILLANCE PROGRAM (AMSP)	MAR	27-Mar-91	BPMU

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EFFECTIVE MCB CAMLEJ ORDERS

SSIC	CH	DIRECTIVE TITLE (OR SHORT TITLE)	PROMULGATION MONTH	DATE	SPONSOR
6530.6A		BLOOD BOURNE PATHOGENS EXPOSURE CONTROL PLAN	DEC	12-Dec-03	SAFE
7000.1L	1	BASE FINANCIAL MANAGEMENT MANUAL	JUN	30-Jun-10	G-8
7100.1		FINANCIAL ADVISORY BOARD	APR	1-Apr-11	G-8
*7420.2F		TIMEKEEPING AND LABOR DISTRIBUTION PROCEDURES	JUN	23-Jun-97	G-8
7510.5D		SOP FOR THE CAMLEJ FRAUD, WASTE, ABUSE AND CORRUPTION "HOTLINE"	OCT	7-Oct-03	CIG
8020.1C		MCB CAMLEJ AMMUNITION AND EXPLOSIVES SAFETY ORDER	JUL	6-Jul-11	G-4
10110.12B		REGULATIONS GOVERNING THE DELIVERY OF SUBSISTENCE ABOARD BASE BY CIVILIAN VENDORS	JUL	6-Jul-92	BPMU
10110.2F		FOOD INSPECTION SERVICE	DEC	10-Dec-86	BPMU
*10570.1D	1,2	DOMESTIC ANIMAL CONTROL; DOGS, CATS, AND HORSES	APR	16-Apr-09	SES/PMO
11000.2		BARRACKS RECREATION ROOM POLICY	JUL	22-Jul-04	G-F
11011.1J		CONTROL OF INGRANTS AND OUTGRANTS OF REAL PROPERTY	OCT	3-Oct-06	G-F
11013.4E		BASE CONSTRUCTION PROGRAM (R1 PROJECT)	OCT	10-Oct-06	G-F
11014.1K		FACILITIES MAINTENANCE PROGRAM	NOV	4-Nov-08	G-F
11014.3		SIGN POLICY FOR MCB CAMLEJ	AUG	28-Aug-03	G-F
11015.4A		CONSERVATION VOLUNTEER PROGRAM	JUL	8-Jul-04	G-F
11100.10B		FACILITIES ASSIGNMENT AND UTILIZATION	MAR	10-Mar-05	G-F
11101.31	1,2	FAMILY HOUSING ADMINISTRATION	NOV	19-Nov-98	G-F
11162.1A		MANAGEMENT OF UNDERGROUND STORAGE TANKS	APR	5-Apr-02	G-4
11300.1K		FACILITY ENERGY AND WATER CONSERVATION	DEC	7-Dec-11	G-F/PWD
11320.1L		FIRE REGULATIONS	JUN	12-Jun-06	SES/FESD
11350.2D		REFUSE DISPOSAL PROCEDURES	OCT	23-Oct-06	G-F
P11012.3B	1	BACHELOR HOUSING MANAGEMENT MANUAL	APR	17-Apr-90	G-F
P11101.33A		FAMILY HOUSING HANDBOOK	JAN	8-Jan-07	G-F
12300.4F		DOD PROGRAM FOR STABILITY OF CIVILIAN EMPLOYMENT	JUN	11-Jun-94	HRO
*12335.1G	1	MERIT STAFFING PROGRAM	APR	2-Apr-07	HRO
*12430.4B		PERFORMANCE MANAGEMENT PROGRAM	JUN	24-Jun-99	HRO
*12451.4B		INCENTIVE AWARDS PROGRAM	NOV	14-Nov-07	HRO
*12510.1A		POSITION MANAGEMENT REVIEW BOARD (PMRB)	JUN	19-Jun-09	HRO
*12531.7D		WITHHOLDING OF WITHIN-GRADE SALARY INCREASES FOR CIVIL SERVICE EMPLOYEES	DEC	1-Dec-93	HRO
*12570.1B		TRAVEL ORDERS FOR CIVIL SERVICE PERSONNEL	FEB	24-Feb-04	G-8
*12610.1L	1	HOURS OF WORK	APR	12-Apr-01	HRO
*12630.1J		ABSENCE AND LEAVE FOR CIVIL SERVICE EMPLOYEES	MAR	31-Mar-97	HRO
*12711.1C		OFFICIAL TIME FOR MASTER LABOR AGREEMENT REPRESENTATIONAL FUNCTIONS	DEC	6-Dec-96	HRO
*12713.6G		EQUAL EMPLOYMENT OPPORTUNITY (EEO)	OCT	29-Oct-07	HRO
*12715.1D		CLEARANCE PROCEDURES	AUG	11-Aug-09	CHRO

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EFFECTIVE MCB CAMEJ ORDERS

SSIC	CH	DIRECTIVE TITLE (OR SHORT TITLE)	PROMULGATION MONTH	DATE	SPONSOR
*12720.2		SEXUAL HARASSMENT	JUN	20-Jun-94	HRO
*12752.1A		DISCIPLINE, CONDUCT, AND ADVERSE ACTIONS	NOV	10-Nov-98	HRO
*12771.1A	1	DON GRIEVANCE PROCEDURE	OCT	22-Oct-90	HRO
*12792.2D		CIVILIAN EMPLOYEE ASSISTANCE PROGRAM (CEAP)	JUN	3-Jun-02	HRO
*12792.5		DRUG FREE WORKPLACE PROGRAM (DPWP) FOR APPROPRIATED FUND EMPLOYEES	FEB	23-Feb-09	CHRO-E
*12810.1B		FEDERAL EMPLOYEES' COMPENSATION PROGRAM	SEP	29-Sep-98	G-1

## EFFECTIVE MCIEAST ORDERS

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SSIC	CH	DIRECTIVE TITLE (OR SHORT TITLE)	PROMULGATION MONTH	DATE	SPONSOR
1001.1A		MCIEAST RESERVE SUPPORT SOP	NOV	21-Nov-11	G-1/RLO
1001.2		INDIVIDUAL AUGMENTATION READINESS PLAN	MAR	2-Mar-11	G-1
1400.1B		SNCO MERITORIOUS PROMOTION BOARD	AUG	31-Aug-10	SGTMAJ
1610.1A	1,2,3,4	REPORTING SENIORS AND REVIEWING OFFICERS FOR FITREP FOR MCIEAST	DEC	2-Dec-09	ADJ
1650.8C	1,2	MARINE/NONCOMMISSIONED OFFICER OF THE YEAR PROGRAM	JUL	19-Jul-10	SGTMAJ
3070.1		OPSEC	NOV	29-Nov-07	G-3/5
3700.1		STATION MASTER PLANNING BOARDS	MAR	29-Mar-13	G-3
*4600.1		TEMPORARY DUTY (TDY) TRAVEL VOUCHERS AND GOVERNMENT TRAVEL CHARGE CARD (GTCC) PROGRAM	NOV	8-Nov-11	G-8
5090.12		MCIEAST NEPA PROCEDURES	SEP	1-Sep-09	G-F
5100.2A	1	SAFETY PROGRAM	NOV	22-Nov-10	SAFETY
*5210.5		RECORDS MANAGEMENT PROGRAM	FEB	2-Feb-12	G-1
5211.5		PERSONALLY IDENTIFIABLE INFORMATION	MAR	5-Mar-12	G-6
5370.1		MCIEAST HOTLINE PROGRAM	AUG	9-Aug-10	CIG
5510.1		MCIEAST OPEN SKIES TREATY IMPLEMENTATION	AUG	11-Aug-08	G-3/5
7300.1B	1	MCIEAST FINANCIAL ADVISORY BOARD	SEP	29-Sep-08	G-8
*12510.1		POSITION MANAGEMENT REVIEW BOARD	JUN	19-Jun-09	G-1
*12530.1		COMPENSATION REVIEW BOARD	JUN	18-Jun-09	CHRO
*12550.1		ENVIRONMENTAL DIFFERENTIAL PAY (EDP) PLAN FOR FEDERAL WAGE SYSTEM (FWS) EMPLOYEES	FEB	9-Feb-11	CHRO
*12630.1		RESTORATION OF ANNUAL LEAVE	DEC	20-Dec-11	CHRO
*12630.5		CREDIT FOR PRIOR CIVILIAN WORK EXPERIENCE AND ACTIVE DUTY UNIFORMED SERVICE FOR MILITARY RETIREES NOT OTHERWISE CREDITABLE IN DETERMINING ENHANCED RATES OF ANNUAL LEAVE ACCRUAL	FEB	9-Feb-11	CHRO
*12713.1		DISCRIMINATION COMPLAINTS PROCESSING SYSTEM	FEB	2-Feb-12	CHRO
*12715.1		CHECK-OUT CLEARANCE PROCEDURES FOR CIVIL SERVICE EMPLOYEES SEPARATING FROM CIVIL SERVICE EMPLOYMENT	FEB	9-Feb-11	CHRO
*12810.1		FEDERAL EMPLOYEES' COMPENSATION PROGRAM	MAR	22-Mar-11	CHRO
*12810.2		AUTHORITY TO PROPOSE AND DECIDE ADVERSE ACTION REGARDING ABSENT EMPLOYEES WHO ARE RECEIVING WORKERS COMPENSATION BENEFITS	FEB	8-Feb-11	CHRO
*12990.1		MANAGEMENT OF CIVILIAN EMPLOYEES WITH INFLUENZA-LIKE ILLNESS SYMPTOMS	DEC	22-Dec-11	CHRO

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## EFFECTIVE MCIEAST-MCB CAMLEJ ORDERS

SSIC	CH	DIRECTIVE TITLE (OR SHORT TITLE)	PROMULGATION MONTH	DATE	SPONSOR
1040.1		CAREER PLANNING PROGRAM SOP	DEC	11-Dec-12	G-1
1050.6		LEAVE AND LIBERTY	AUG	14-Aug-12	ADJ/G-1
1230.1		PERSONNEL CLASSIFICATION TESTING	JUL	3-Jul-13	MCCS
1301.2		ASSUMPTION OF COMMAND	JUL	16-Jul-13	ADJ
1400.2		MERITORIOUS PROMOTION TO THE GRADES OF CORPORAL AND SERGEANT	AUG	8-Aug-13	SGTMAJ
1601.1B		SOP FOR CDO AND CDNCO PERSONNEL	DEC	12-Dec-13	ADJ
1620.1		ARMED FORCES DISCIPLINARY CONTROL BOARD	JAN	22-Jan-14	CIG
1640.10.		REVIEW OF PRETRIAL CONFINEMENT BY INITIAL REVIEW OFFICER	OCT	16-Oct-13	CIG
1640.9		STANDING OPERATING PROCEDURES (SOP) FOR CONFINEMENT, RESTRAINT AND RELEASE	JAN	22-Jan-14	SES/BRIG
1650.2A	1	SERVICE MEMBER OF THE MONTH AND SERVICE MEMBER OF THE YEAR RECOGNITION	AUG	7-Aug-14	SGTMAJ
1650.6		ADMINISTRATION OF AWARDS	JUL	30-Jul-12	G-1/ADJ
1650.7A		NONCOMMISSIONED OFFICER/MARINE OF THE QUARTER PROGRAM	AUG	8-Aug-13	SGTMAJ
1700.1		INITIATING DIRECTIVE FOR REQUEST MAST	FEB	3-Feb-14	CIG
1700.3		EXPENDITURE OF MCCS NONAPPROPRIATED FUNDS IN SUPPORT OF OFFICIAL EVENTS	DEC	7-Dec-12	MCCS
*1700.6		ALCOHOLIC BEVERAGES	DEC	7-Dec-12	MCCS
1701.1		ASSISTANCE AND SERVICES AVAILABLE THROUGH NAVY-MARINE CORPS RELIEF SOCIETY CAMLEJ	AUG	19-Aug-13	MCCS
1730.5		CHAPEL ADVISORY GROUPS	NOV	1-Nov-12	CHAP
1730.7		SOP FOR COMMAND RELIGIOUS PROGRAM	SEP	20-Sep-12	CHAP
1730.9		USE OF COMMAND RELIGIOUS PROGRAM SPACES	MAY	22-May-13	CHAP
1746.14		CONSTITUTION, BYLAWS, AND HOUSE RULES OF THE STAFF NONCOMMISSIONED OFFICERS' CLUB	AUG	11-Aug-14	MCCS
1746.6A		CONSTITUTION, BYLAWS, AND HOUSE RULES OF THE PARADISE POINT OFFICERS' CLUB	JUN	6-Jun_14	MCCS
*1752.1		CIVILIAN, DEPENDENT, AND JUVENILE MISCONDUCT	OCT	17-Oct-13	CIG
1754.1		FAMILY ADVOCACY PROGRAM (FAP)	MAR	11-Mar-13	MCCS
1800.1		CAMLEJ MILITARY RETIREE COUNCIL	JUL	26-Jul-13	ADJ/G-1
1800.2		RETIRED SERVICES OFFICE	AUG	9-Aug-13	G-1
2300.1	1	MESSAGE RELEASE AUTHORITY	APR	11-Apr-12	ADJ/G-1
3000.10		EMERGENCY OPERATIONS CENTER STANDING OPERATING PROCEDURES	JUL	3-Jul-13	G-3/5
3020.1		REGIONAL CONTINUITY OF OPERATIONS PLANNING (COOP) GUIDANCE	JUL	15-Jul-13	G-3/5
3040.1A		PERSONNEL CASUALTY REPORTING AND SERIOUS INCIDENT REPORTING NOTIFICATION PROCEDURES	DEC	4-Dec-13	ADJ
3040.5		BLUE DART PROCEDURES	JAN	27-Jan-14	G-3/5
3140.1		METEOROLOGY AND OCEANOGRAPHY (METOC) OPERATIONS	AUG	6-Aug-12	G-3/5
*3302.1		REGIONAL MISSION ASSURANCE PROGRAM (FOUO)	DEC	12-Dec-13	G-3/5
*3440.1		DESTRUCTIVE WEATHER OPERATIONS	JUN	4-Jun-13	G-3/5

\*CURRENTLY BEING REVIEWED

Enclosure (3)

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## EFFECTIVE MCIEAST-MCB CAMLEJ ORDERS

*3440.2		REGIONAL EMERGENCY MANAGEMENT PLANNING GUIDANCE	SEP	6-Sep-13	G-3/5
*3440.6A		DESTRUCTIVE WEATHER PROCEDURES	JUN	26-Jun-13	G-3/5
3710.1		SOP FOR FLIGHT OPERATIONS IN MCIEAST AIRCRAFT	JUN	20-Jun-12	G-3/APP
3710.6		MOBILE AIRCRAFT FIREFIGHTING TRAINING DEVICE OPERATIONS AND MAINTENANCE PROCEDURES	FEB	11-Feb-13	G-3
3721.1		MCIEAST ATCM ORDER	JUN	20-Jun-12	G-3/APP
3722.3		MCIEAST ATC ORDER	MAY	3-May-12	G-3/APP
4065.1		COMMISSARY ADVISORY BOARD	JUN	4-Jun-14	G-4
4200.1		INTERNAL OPERATING PROCEDURES FOR THE GOVERNMENT-WIDE COMMERCIAL PURCHASE CARD PROGRAM (GCPC)	SEP	13-Sep-12	CONT
4200.2		MCIEAST-MCB CAMLEJ REGIONAL CONTRACTING OFFICE, INSTALLATION CONTRACTING OFFICE STRUCTURE, COORDINATION, ROLES, AND RESPONSIBILITIES	JAN	29-Jan-13	RCO
5000.1	1,2,3	BY DIRECTION SIGNATURE AUTHORITY	APR	3-Apr-12	ADJ
5000.5		SOP FOR THE CAMLEJ RECEPTION CENTER (CLRC) (SHORT TITLE: SOP FOR THE CLRC)	JUL	26-Jul-13	G-1/ADJ
5001.1		MARINE CORPS ACTION TRACKING SYSTEM (MCATS) PROCEDURES	AUG	3-Aug-12	G-1/ADJ
5040.1		COMMANDING GENERAL'S INSPECTION PROGRAM (CGIP)	OCT	16-Oct-13	CIG
5040.5		ADMINISTRATIVE ASSISTANCE UNIT (AAU) STANDING OPERATING PROCEDURES	FEB	21-Feb-13	G-1/ADJ
5050.7		AREA COMMANDERS' SEMI-ANNUAL MEETING	MAR	19-Mar-14	G-F
5060.30		LEJEUNE MEMORIAL GARDENS PARK MONUMENT SCHEDULING AND ITEMS LEFT IN TRIBUTE POLICY	SEP	23-Sep-13	G-3/5
5090.10		INSTALLATION RESTORATION PROGRAM/HAZARDOUS WASTE SITE CLEANUP IMPLEMENTATION	APR	3-Apr-13	G-F/EMD/EQB
*5090.113		WILDLAND FIRE MANAGEMENT PROGRAM	OCT	10-Oct-13	G-F/EMD
5090.115		HUNTING, FISHING, TRAPPING, BOAT LAUNCHING, AND FIREWOOD REGULATIONS	JUN	20-Jun-12	G-F
5090.16		DRINKING WATER SYSTEMS AND WATER CONSERVATION	DEC	9-Dec-13	G-F
5090.2		ENVIRONMENTAL MANAGEMENT SYSTEM IMPLEMENTATION	JAN	31-Jan-13	G-F
5090.5		GREASE CONTROL PROGRAM	DEC	2-Dec-13	G-F/BEMD
5090.62		ASBESTOS MANAGEMENT	JUL	2-Jul-14	G-F/BEMD
5090.8		ARCHEOLOGICAL AND HISTORIC PROPERTIES MANAGEMENT	MAR	13-Mar-13	G-F
5090.9		HAZARDOUS MATERIAL/WASTE MANAGEMENT	JUL	31-Jul-13	G-F
5100.3		LIMITED USE OF CATFISH LAKE ROAD	APR	23-Apr-14	SAFETY
5100.4		PERSONAL FLOTATION DEVICES	JUL	19-Jul-13	SAFETY
5112.1		STANDING OPERATING PROCEDURES (SOP) FOR MAIL HANDLING AND POSTAL AFFAIRS	DEC	5-Dec-13	G-1
*5211.6		PRIVACY ACT	SEP	25-Sep-12	G-1/ADJ
5213.1		FORMS MANAGEMENT PROGRAM	JUL	16-Jul-13	ADJ
5214.1		INFORMATION REQUIREMENTS (REPORTS) MANAGEMENT PROGRAM	AUG	24-Aug-12	G-1/ADJ
*5215.1		DIRECTIVES MANAGEMENT PROGRAM	AUG	29-Aug-12	G-1

## EFFECTIVE MCIEAST-MCB CAMLEJ ORDERS

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5340.3		LFCC FOR THE CFC OF MCIEAST-MCB CAMLEJ, MCAS NEW RIVER, AND ONSLOW COUNTY COMMUNITY	JAN	22-Jan-14	G-1
5350.1		PROCEDURE FOR HANDLING COMPLAINTS OF OFF-BASE DISCRIMINATION PRACTICED AGAINST MILITARY PERSONNEL	JUN	20-Jun-12	SJA
5354.1		EQUAL OPPORTUNITY	APR	23-Apr-14	EOA
5360.3A		MILITARY FUNERAL HONORS SUPPORT	JUN	17-Jun-14	G-1/ADJ
5370.11		CONFIDENTIAL FINANCIAL DISCLOSURE REPORTS	MAY	24-May-12	SJA
5400.1		ORGANIZATIONS, FUNCTIONS, AND STAFF REGULATIONS	DEC	11-Dec-13	ADJ
5400.5		DESIGNATION OF MARINE CORPS INSTALLATIONS EAST-MARINE CORPS BASE CAMP LEJEUNE REGIONAL (CIO)	JUN	16-Jun-14	G-6
5430.1		PROFESSIONAL DEVELOPMENT AND AUTHORITY TO ISSUE CREDENTIALS TO COMMAND INSPECTOR GENERAL PERSONNEL	OCT	21-Oct-13	CIG
5500.1		POSSESSION, REGISTRATION, USE, AND SALE OF PRIVATELY OWNED FIREARMS, WEAPONS, AMMUNITION, EXPLOSIVES, FIREWORKS, AND PYROTECHNICS	APR	25-Apr-14	SES/PMO
*5500.5		JUVENILE DISCIPLINARY AND REHABILITATION BOARD (JDRB)	OCT	3-Oct-13	CIG
5510.2		INFORMATION AND PERSONNEL SECURITY PROGRAM	JUL	30-Jul-12	G-1
5510.3		DISCLOSURE OF MILITARY INFORMATION TO FOREIGN GOVERNMENTS AND INTERESTS	DEC	27-Dec-12	G-1
5530.1		MASS NOTIFICATION SYSTEM	AUG	27-Aug-14	G-3/5
*5530.2		PERSONA NON-GRATA PROCEDURES	OCT	17-Oct-13	CIG
5560.2		MOTOR VEHICLE (MV) AND TRAFFIC REGULATIONS	MAY	2-May-14	SES/PMO
5560.3		NON-GOVERNMENTAL WRECKER REGULATIONS AND RATES FOR MCB CAMLEJ AND MCAS NEW RIVER	JUN	20-Jun-12	PMO/SES
5605.1		DISTRIBUTION CODES	MAY	11-May-12	G-1/ADJ
5605.2		CIRCULATION OF NONGOVERNMENT PRINTED MATERIAL ABOARD MCB CAMLEJ	JAN	2-Jan-13	PAO
5720.1		FREEDOM OF INFORMATION ACT PROCEDURES FOR HANDLING REQUESTS FOR PUBLIC DISCLOSURE	JUL	30-Jul-13	G-1
5730.1		PROCESSING AND CONTROL OF CONGRESSIONAL/SPECIAL INTEREST (CONGRINT/SPLINT) CORRESPONDENCE	JUL	30-Jul-12	G-1
5750.1A		HISTORICAL PROGRAM	FEB	15-Feb-13	G-3/5
*5760.1		PRIVATE ORGANIZATIONS OPERATING ABOARD MCIEAST-MCB CAMLEJ INSTALLATIONS	FEB	11-Feb-13	SJA
5760.2		USE OF CAMLEJ SWIMMING POOLS BY NON-DEPARTMENT OF DEFENSE ENTITIES	SEP	26-Sep-12	MCCS
5760.5		VISITATION PROCEDURES FOR NON DOD YOUTH ORGANIZATIONS	JAN	13-Jan-14	MCCS
*5801.1		PREDATORY LENDING PRACTICES	SEP	16-Sep-13	SJA
5810.3		AUTHORITY TO DIRECT AND CONDUCT CERTAIN TYPES OF SEARCHES AND SEIZURES ABOARD MCB CAMLEJ	JUL	16-Jul-13	SJA
5822.4		CRIME PREVENTION	JUN	20-Jun-12	PMO/SES
5830.7		INVESTIGATION OF MISSING, LOST, STOLEN OR DAMAGED MCCS CAMLEJ PROPERTY	JUN	17-Jun-13	MCCS
6000.1		CIVILIAN HEALTH AND WELLNESS PROGRAM	JAN	28-Jan-13	MCCS

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## EFFECTIVE MCIEAST-MCB CAMLEJ ORDERS

6200.1		EXERTIONAL HEAT INJURY (EHI) PREVENTION AND MANAGEMENT	MAY	16-May-14	SAFETY
7010.1		MCCS CIVIL RECOVERY PROGRAM FOR COSTS ASSOCIATED WITH SHOPLIFTING, THEFT DETECTION, AND THEFT PREVENTION	NOV	19-Nov-12	MCCS
8020.2		HAZARDOUS OF ELECTROMAGNETIC RADIATION TO ORDNANCE EMISSION CONTROL BILL	FEB	28-Feb-13	G-4
11100.5		DESIGNATION, RESPONSIBILITIES, AND AUTHORITIES OF AREA COMMANDERS	AUG	6-Aug-12	G-F
11103.1		MILITARY HOUSING RESIDENCY RESTRICTIONS FOR REGISTERED SEX OFFENDERS	FEB	21-Feb-13	SJA
11380.4		INSTALLATION OF WINDOW AIR CONDITIONING AND SPOT COOLERS	AUG	19-Aug-13	G-F/PWO
*12330.1		RECRUITMENT AND SELECTION PROCESS FOR GS-14 AND GS-15 POSITIONS	AUG	15-Aug-12	CHRO
*12432.3		SEPARATION PROCEDURES FOR NONAPPROPRIATED FUND EMPLOYEES	FEB	4-Feb-13	MCCS
12452.1A		CIVIL SERVICE EMPLOYEE OF THE QUARTER/YEAR	FEB	28-Feb-14	CHRO-E
*12531.1		SALARY AND WAGE STEP RATES FOR GENERAL SCHEDULE (GS) AND FEDERAL WAGE SYSTEM (PWS) EMPLOYEES	AUG	2-Aug-12	CHRO
12550.5		HAZARDOUS DUTY PAY (HDP) FOR GENERAL SCHEDULE (GS) EMPLOYEES	JUN	17-Jun-14	CHRO-E
*12610.4		INCLEMENT WEATHER & STATE OF EMERGENCY DISMISSAL AND CLOSURE PROCEDURES	MAY	9-May-12	CHRO
*12630.3		ABSENCE AND LEAVE FOR NONAPPROPRIATED FUND EMPLOYEES	SEP	10-Sep-13	MCCS
*12700.1		REASONABLE ACCOMMODATION FOR INDIVIDUALS WITH DISABILITIES	OCT	1-Oct-12	CHRO-E
*12771.2		NONAPPROPRIATED FUND (NAF) ADMINISTRATIVE GRIEVANCE PROCEDURES	JUL	15-Jul-13	MCCS

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EFFECTIVE MCB CAMP LEJEUNE CO POLICY LETTERS

POLICY LETTER	DIRECTIVE TITLE (OR SHORT TITLE)	PROMULGATION MONTH	DATE	SPONSOR
02-10	POLICY ON ACCESS CONTROL PROCEDURES FOR CURRENT THEATER OF OPERATIONS ROLE PLAYER SUPPORT PERSONNEL FOR MCB CAMLEJ	MAR	25-Mar-10	CG
01-09	FUNDRAISING BY NON FEDERAL ENTITIES ABOARD BASE	OCT	16-Oct-09	SJA
02-06	STATEMENT OF SUPPORT FOR THE DEPARTMENT OF DEFENSE (DOD) PROGRAM FOR STABILITY OF CIVILIAN EMPLOYEES	FEB	28-Feb-06	G-1
03-11	APPROPRIATE ATTIRE, USE OF HEADSETS, AND WEAR OF REFLECTIVE BELT/VEST WHILE CONDUCTING PHYSICAL TRAINING	JUN	22-Jun-11	G-3/5
03-12	POLICY CONCERNING DOMESTIC PETS ACCOMPANIED BY RESIDENTS ASSIGNED TO FAMILY HOUSING	APR	1-Apr-12	G-F

\*\*NOTE TO STAFF SECTIONS CONVERT TO MCIEAST-MCB CAMLEJ POLICIES OR CANCEL BY NEXT QUARTERLY REVISION OF THIS BULLETIN

\*CURRENTLY BEING REVIEWED

Enclosure (4)

## EFFECTIVE MCIEAST-MCB CAMLEJ CG POLICY LETTERS 04 SEP 2014

POLICY LETTER	DIRECTIVE TITLE (OR SHORT TITLE)	PROMULGATION MONTH	DATE	SPONSOR
003-07	CONTRACTOR BADGES/CRIMINAL RECORDS CHECKS	MAY	14-May-07	MANP
004-09	AUTHORIZED USE OF GARRISON MOBILE EQUIPMENT	AUG	20-Aug-09	CG
002-10	POLICY ON CHANGE OF COMMAND CEREMONIES	AUG	16-Aug-10	CG
003-10	MCIEAST POLICY FOR ECONOMIC BROCHURES	DEC	20-Dec-10	BPO
001-11	MCIEAST POLICY FOR INSTALLATION ACCESS OF SERVICE MEMBERS IN TAXICABS	SEP	30-Sep-11	SES/PMO
001-12	TRAINING AND USE OF HUMAN ELECTRO-MUSCULAR INCAPACITATION (HEMI) DEVICES	FEB	2-Feb-12	SES
004-12	REMOVABLE STORAGE DEVICES	APR	3-Apr-12	G-6
005-12	ADMINISTRATIVE PROCEDURES FOR MCIEAST-MCB CAMLEJ DURING REDESIGNATION TRANSITION	MAY	9-May-12	ADJ
007-12	REQUEST FOR CONFERENCE FUNDING APPROVAL	JUN	20-Jun-12	CG
012-12	POLICY OF UNAUTHORIZED PERSONAL TRAINING ABOARD MCB CAMLEJ	NOV	20-Nov-12	MCCS
013-12	CONTINUOUS PROCESS IMPROVEMENT PROGRAM	DEC	27-Dec-12	BPO
002-13	ATV AND LUV TRAINING AND PERSONAL PROTECTIVE EQUIPMENT	FEB	19-Feb-13	SAFETY
003-13	COMMAND POLICY FOR ASSIGNMENT OF GARRISON PROPERTY RESPONSIBLE OFFICER	MAR	6-Mar-13	G-4
004-13	SALUTING POLICY FOR CIVILIAN AND MILITARY POLICE SENTRIES	JUN	25-Jun-13	SES/PMO
005-13	INSTALLATION EMERGENCY MANAGEMENT (IEM) PLAN (FOUO)	JUL	25-Jul-13	G-3/5
006-13	POLICY FOR MCCS PROGRAM ADMINISTRATION	JUN	13-Jun-13	MCCS
007-13	APPROPRIATED FUND CIVILIAN EMPLOYEE HIRING AUTHORITY	JUL	1-Jul-13	G-1
011-13	HAZING	AUG	29-Aug-13	CG
012-13	SUPPORT AGREEMENT APPROVAL AND SIGNATURE AUTHORITY	NOV	13-Nov-13	BPO
013-13	ARMING AND TRAINING OF THE OOD AND UNIFORM REQ FOR DUTY PERSONNEL	DEC	30-Dec-13	ADJ
001-14	POLICY ON QUALITY STEP INCREASES	JAN	22-Jan-14	CHRO
002-14	MANDATORY USE OF GARRISON RETAIL SUPPLY CHAIN FOR GARRISON SUPPLY REQUIREMENTS AND STATEMENTS OF NON-AVAILABILITY	JAN	22-Jan-14	G-4/SMD
004-14	REAWAKENING IMPLEMENTATION	FEB	5-Feb-14	CG
005-14	CIVILIAN TABLE OF ORGANIZATION AND EQUIPMENT CHANGE REQUEST (TOECR)	FEB	7-Feb-14	G-1
006-14	APPROPRIATE USE OF PERSONAL PROTECTIVE EQUIPMENT WHILE RIDING & HANDLING HORSES ABOARD MCB CAMLEJ	FEB	19-Feb-14	SAFETY
007-14	PARTICIPATION OF MCIEAST-MCB CAMLEJ IN DOD VOLUNTARY PROTECTION PROGRAM	MAR	10-Mar-14	SAFETY
008-14	ACKNOWLEDGMENT OF OCCUPATIONAL SAFETY AND HEALTH RIGHTS AND RESPONSIBILITIES	MAR	20-Mar-14	SAFETY
010-14	MOTORCYCLE MENTORSHIP PROGRAM	MAR	20-Mar-14	SAFETY

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EFFECTIVE MCIEAST-MCB CAMLEJ CG POLICY LETTERS

011-14	EQUAL OPPORTUNITY INVESTIGATIONS AND COMMAND CLIMATE REPORTING COMPLIANCE	AUG	27-Aug-14	EO
013-14	POLICY GUIDANCE CONCERNING PERMISSIBLE OPERATING DISTANCE FOR GENERAL SERVICES ADMINISTRATION/MARINE CORPS OWNED COMMERCIAL VEHICLES	APR	15-Apr-14	G-4
14-14	USE OF THE INTERACTIVE CUSTOMER EVALUATION SYSTEM	MAY	2-May-14	G-4
15-14	POLICY FOR SALE OF MEALS IN ENLISTED APPROPRIATED FUND MESS HALLS	JUN	2-Jun-14	G-4
16-14	GUEST POLICY IN FITNESS CENTERS ABOARD MARINE CORPS BASE, CAMP LEJEUNE	MAY	12-May-14	MCCS
017-14	SAFETY BULLETIN BOARD	JUL	28-Jul-14	SAFETY
018-14	GUIDANCE FOR CONFERENCE ATTENDANCE	JUL	7 JUL 14	G-8

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## EFFECTIVE MCIEAST-MCB CAMLEJ BULLETINS

SSIC	CANCEL	DIRECTIVE TITLE (OR SHORT TITLE)	PROMULGATION MONTH (Canc if BUL)	DATE PROMULGATED	SPONSOR
10520	Dec-14	TIMES FOR EVENING COLORS JANUARY THROUGH DECEMBER 2014	DEC	6-Nov-13	ADJ
11101	Apr-15	DESIGNATION OF KEY AND ESSENTIAL PERSONNEL FOR PRIORITY OF ASSIGNMENT PURPOSES TO FAMILY HOUSING ABOARD MCB CAMLEJ	MAY	15-May-14	G-F
12410	Dec-14	CY 2014 POLICY FOR CIVILIAN TRAINING	DEC	5-Feb-14	G-1
1400	Sep-14	FY14 MERITORIOUS NCO PROMOTION, MARINE/NCOOF THE QUARTER, AND MARINE/NCO OF THE YEAR BOARD CONVENING DATES	SEP	9-Jan-14	SGTMAJ
1601	Jan-15	PERSONNEL QUOTA ASSIGNMENTS FOR COMMAND DUTY PERSONNEL FOR JANUARY THROUGH DECEMBER 2014	JAN	11-Dec-13	ADJ
1620	May-15	OFF-LIMITS ESTABLISHMENTS	MAY	4-Jun-14	CIG
1650	Dec-14	NAVY/MARINE CORPS COMMENDATION MEDAL (NMCCM) CY 2014 QUOTA ALLOWANCE	DEC	1-Nov-13	ADJ
1710	Oct-14	ACTIVATION OF ONSLOW BEACH DETACHMENT AND OPERATION OF ONSLOW BEACH RECREATION AREA FOR THE 2014 SUMMER SEASON	OCT	19-Feb-14	MCCS
3591	Oct-14	CY 2014 MCB CAMLEJ INTRAMURAL RIFLE AND PISTOL COMPETITION	OCT	20-Dec-13	G-3/5
4500	Aug-15	REIMBURSEMENT FOR NON-TACTICAL VEHICLE ACCIDENTS AND MISUSE	AUG	14-Aug-14	G-4
5090	Oct-14	ENVIRONMENTAL COMPLIANCE AND PROTECTION STANDING OPERATING PROCEDURES (ECPSOP)	OCT	16-Oct-13	G-F
5110	Jan-15	BASE GUARD MAIL SERVICES	JAN	3-Apr-14	G-1
5211	Aug-15	ANNUAL PRIVACY ACT SYSTEMS OF RECORDS LISTING	AUG	12-Aug-14	ADJ
5213	Dec-14	FORMS MANAGEMENT PROGRAM ANNUAL CHECKLIST	DEC	17-Dec-13	ADJ
5214	Jan-15	INFORMATION REQUIREMENTS (REPORTS) MANAGEMENT PROGRAM ANNUAL CHECKLIST	JAN	16-Jan-14	ADJ
5215	Dec-14	DIRECTIVES SYSTEM QUARTERLY CHECKLIST	DEC	4-Sep-14	ADJ
5300	Jun-15	PUBLICATION OF 2014 RESILIENCE EDUCATION PREVENTION PLAN	JUN	6-Sep-13	MCCS
5360	Dec-14	MILITARY FUNERAL HONORS SUPPORT ORGANIZATIONAL ASSIGNMENT	DEC	30-Oct-13	ADJ
7030	15-Feb	ADMINISTRATIVE SUPPORT OF THE BACHELOR HOUSING BILLETING FUND BY MCCS	FEB	23-Jun-14	MCCS