



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

Canc: 31 Dec 2015

MCIEAST-MCB CAMLEJBul 1601
ADJ
17 Nov 15

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 DECEMBER 2015

Ref: (a) MCIEAST-MCB CAMLEJO 1601.1B
(b) MCIEAST-MCB CAMLEJBul 1601 of 19 Nov 14
(c) CG MCIEAST-MCB CAMLEJ POLICY ltr 13-13 Of 30 Dec 13
(d) MCO 10520.3

Encl: (1) Command Duty Officer December 2015
(2) Command Duty Noncommissioned Officer December 2015

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. Cancellation. MCIEAST-MCB CAMLEJBul 1601 of 20 Oct 15 (canc: 31 Dec 15).

3. 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.

4. 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.

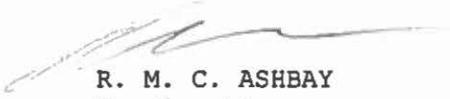
(3) CDNCOs will ensure that all devices for conducting Colors are present and working properly. The CDNCO will operate the music for Colors and give the CDO the warnings.

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.

5. 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.


R. M. C. ASHBAY
By direction

DISTRIBUTION: A

COMMAND DUTY OFFICER DECEMBER 2015

Date	Rank	Name	Company
01 TUE	ENS	EDMONDS, KELVIN	N
02 WED	MAJ	NELSON, JONATHON	A
03 THU	CWO2	GOMEZ, CHRISTOPHER	B
04 FRI	CWO3	MARTIN, JAMES	I
* 05 SAT	LT	PEACOCK, WILLIAM	N
* 06 SUN	CAPT	SADDORIS, BRYCE	A
07 MON	MAJ	MONTALVO, ERIC	A
08 TUE	CAPT	TAYLOR, IBN	B
09 WED	WO	LICIAGARECCI, BRYAN	I
10 THU	MAJ	COX, NATHAN	A
11 FRI	WO	MARLOW, BRUCE	I
* 12 SAT	WO	SUTHPIN, JUSTIN	I
* 13 SUN	1STLT	GRIFFIN, DANIEL	A
14 MON	CWO3	BASKIN, MICHAEL	A
15 TUE	CAPT	GREGORY, KEVIN	A
16 WED	CWO2	SMITH, BRANDON	I
17 THU	CAPT	BURKE, RYAN	A
18 FRI	WO	YORK, PATRICK	I
* 19 SAT	WO	VITALE, MICHAEL	A
* 20 SUN	CAPT	HAWORTH, STACEY	B
21 MON	CWO3	STEWART, WILLIAM	I
22 TUE	CWO2	DELAFLOR, VICTOR	A
23 WED	1STLT	HOLMES, CHRISTOPHER	A
** 24 THU	CWO2	PHOEUK, SAMBO	I
** 25 FRI	CAPT	NELSON, SAMUEL	A
** 26 SAT	LT	COLTEY, ANNA	N
** 27 SUN	LT	MOSSBERGER, CORY	B
28 MON	CAPT	LEDFORD, JACOB	A
29 TUE	1STLT	TESSLER, ARI	A
30 WED	CAPT	KACZMAREK, JOSEPH	A
** 31 THU	1STLT	CAPECE, DEVIN	A

* denotes weekends

** denotes Christmas (1630 - 23 December 15 to 0730 - 28 December 15)

** denotes New Year's (1630 - 30 December 15 to 0730 - 04 January 16)

SUPERNUMERARY

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COMMAND DUTY NONCOMMISSIONED OFFICER DECEMBER 2015

Date	Rank	Name	Company
01 TUE	SGT	RITCHESON, JAMES	B
02 WED	SGT	GREENDONAHUE, MARLENE	A
03 THU	SGT	ALLEN, RADMILLA	I
04 FRI	SGT	YOUNG, CHRISTINA	I
* 05 SAT	SGT	CARMONA, MARY	A
* 06 SUN	CPL	HARRIS, SANTANA	B
07 MON	CPL	SHABO, PATRICK	A
08 TUE	SGT	CALLES, ASHLEY	I
09 WED	SGT	STRANGE, MORGAN	I
10 THU	CPL	ROBINSON, TERRA	I
11 FRI	SGT	AGUEDA, RODRIGO	I
* 12 SAT	CPL	FABER, MICHAEL	I
* 13 SUN	CPL	WHORELY, JUSTIN	A
14 MON	CPL	WILLIAMS, RAFAELKIM	B
15 TUE	SGT	BULLOCK, ANDREW	A
16 WED	SGT	MENA, JOSE	I
17 THU	SGT	DROSTE, JACOB	I
18 FRI	CPL	HALE, DILLON	I
* 19 SAT	CPL	DEVRIES, ALLSON	B
* 20 SUN	CPL	THOMAS, KENNY	I
21 MON	SGT	WILKINSON, THOMAS	I
22 TUE	CPL	ANDRESMIGUEL, MAXIMO	I
23 WED	SGT	BROWN, JUSTIN	A
** 24 THU	SGT	ALESANDRINI, TARYL	B
** 25 FRI	CPL	JOHN, GERALD	I
** 26 SAT	SGT	KIDD, CODY	A
** 27 SUN	CPL	WENSEL, PATRICK W	I
28 MON	CPL	PAQUIN, REED	A
29 TUE	SGT	PALMER, KEVIN	I
30 WED	CPL	HEMMING, STEVEN	I
** 31 THU	CPL	PASTRANA, JONATHAN	I

* denotes weekends

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** denotes New Year's (1630 - 30 December 15 to 0730 - 04 January 16)

SUPERNUMERARY

CPL MOORE, MICAH B