



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

Canc: 30 Jun 13

MCIEAST-MCB CAMLEJBul 1601
ADJ

MAY 21 2013

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

From: Commanding General
To: Distribution List

Subj: COMMAND DUTY OFFICER; COMMAND DUTY NONCOMMISSIONED OFFICER
ASSIGNMENTS FOR THE MONTH OF JUNE 2013

Ref: (a) MCIEAST-MCB CAMLEJO 1601.1A
(b) MCIEAST-MCB CAMLEJBul 1601 of 4 Dec 12
(c) MCO P10520.3B

Encl: (1) Command Duty Officer June 2013
(2) Command Duty Noncommissioned Officer June 2013

1. Purpose. To assign personnel to stand CDO and CDNCO in accordance with references (a) and (b); and assign personnel to execute command colors in accordance with reference (c).
2. Cancellation. MCIEAST-MCB CAMLEJBul 1601 of 17 Apr 13 (canc: 31 May 13).
3. Background
 - a. Officers and noncommissioned officers listed in enclosures (1) and (2) are assigned to the CDO/CDNCO on the dates indicated.
 - b. Officers and noncommissioned officers assigned herein who become unavailable shall notify their respective Adjutant. The 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 Desert Marine Corps Combat Utility Uniform (MCCUU), during the summer season and Green MCCUU during the winter season.
 - b. CDOs
 - (1) On weekdays, the CDOs must call the MCIEAST-MCB CAMLEJ Adjutant's office at 451-4789/3033 by 0800 to confirm their duty assignment and report at 1530 for posting unless otherwise directed. CDOs will be relieved by the MCIEAST-MCB CAMLEJ Adjutant upon the completion of morning Colors.

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(2) On weekends and holidays, CDOs must call the MCIEAST-MCB CAMLEJ Adjutant's office at 451-4789/3033 by 0800 to confirm their duty assignment on the last workday prior to the weekend or 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 CDNCO's 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 5 minute warning. The CDO will sound all warnings.

c. CDNCOs

(1) On weekdays, CDNCOs must call the MCIEAST-MCB CAMLEJ Adjutant's office at 451-4248/4457/2414 by 0900 to confirm their duty assignment and report at 1500 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 1500 on Thursday 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 command to furnish a replacement and notify the MCIEAST-MCB CAMLEJ Adjutant immediately.

5. Reserve Applicability. This Bulletin is applicable to Marine Corps Base, Camp Lejeune and all tenant organizations who stand duty. Personnel assigned to duty by this Bulletin shall familiarize themselves with the contents of the references prior to assuming duty.


S. E. OTIS
By direction

DISTRIBUTION: A

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COMMAND DUTY OFFICER JUNE 2013

Date	Rank	Name	Phone#	Ext	Unit
01 SAT	CAPT	BRIDGER, CHRISTOPHER J.	451-8437		HQSPTBN
02 SUN	MAJ	BURGOS, ANTHONY W.	451-8536		HQSPTBN
03 MON	CAPT	BLAKENEY, CAROLYN J.	440-6160		MCES
04 TUE	CWO2	JONES, ADAM J.	440-7576		MCES
05 WED	CAPT	CAREY, GERALDINE C.	449-0076		SOI
06 THU	CAPT	RUSSELL, MATTHEW R.	449-0295		SOI
07 FRI	CWO4	RAMSEY, ROBERT D.	450-0186		MCCSSS
* 08 SAT	MAJ	DILLARD, EDWIN B.	450-0917		MCCSSS
* 09 SUN	LT	SENECAL, JOSH A.	451-2581	5275	HQSPTBN
10 MON	ENS	YEARY, MIKE S.	451-2581	5262	HQSPTBN
11 TUE	LTJG	DAHMS, TIM R.	451-2581	5261	HQSPTBN
12 WED	LT	SENECAL, JOSH A.	451-2581	5275	HQSPTBN
13 THU	CWO2	COIRADAS, MARIO	450-9400		HQSPTBN
14 FRI	1STLT	GUTEKUNST, NEIL T.	451-8519		HQSPTBN
* 15 SAT	1STLT	GOROSTIZA, JAMIE L.	451-2292		HQSPTBN
* 16 SUN	CWO2	RADER, JASON	451-6237		HQSPTBN
17 MON	CAPT	REESE, TERRENCE J.	451-9515		HQSPTBN
18 TUE	MAJ	LIBRETTO, MICHAEL D.	451-8308		HQSPTBN
19 WED	CWO3	DOMES, RYAN	451-6296		HQSPTBN
20 THU	WO	BALDWIN, MARK	451-6235		HQSPTBN
21 FRI	CWO2	LIPATO, MASAUKO	451-4466		HQSPTBN
* 22 SAT	CWO2	PUGH, MATTHEW	451-4220		HQSPTBN
* 23 SUN	1STLT	HARDMAN, MARK C.	451-5177		HQSPTBN
24 MON	1STLT	DIEFENDERFER, BARRET C.	451-8506		HQSPTBN
25 TUE	2NDLT	BURNS, SARAH E.	451-7414		HQSPTBN
26 WED	CAPT	CLONINGER, RICHARD M.	451-5042		HQSPTBN
27 THU	MAJ	KWON, JI.	451-9512		HQSPTBN
28 FRI	1STLT	SHENEMAN, BRETT R.	451-8507		HQSPTBN
* 29 SAT	MAJ	DAVIS, PHILLIP B.	451-5289		HQSPTBN
* 30 SUN	CAPT	MORGAN, JAMES W.	451-0144		HQSPTBN

* denotes weekends

SUPERNUMERARIES

1STLT	DOUDT, TRACY A.	451-1122	HQSPTBN
CAPT	SCHILDWACHTER, ANDREW P.	449-2277	SOI
CWO3	MCCANN, MICHAEL J.	450-0702	MCCSSS
CAPT	CUCCI, ADAM G.	440-6160	MCES

Enclosure (1)

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COMMAND DUTY NONCOMMISSIONED OFFICER JUNE 2013

	Date	Rank	Name	Phone#	Ext	Unit
*	01 SAT	CPL	BROWN, BRYAN K.	450-7306		HQSPTBN
*	02 SUN	CPL	AGUILLAR, ADAM.	451-9430		HQSPTBN
	03 MON	CPL	HUBBERT, ALEXANDRIA R.	440-7352		MCES
	04 TUE	SGT	CARR, DAMON	440-7468		MCES
	05 WED	SGT	BITTER, STEVEN M.	449-2095		SOI
	06 THU	SGT	RUGGIERI, JONI L.	449-0430		SOI
	07 FRI	CPL	GILCHRIST, CALVIN D.	450-0490		MCCSSS
*	08 SAT	SGT	ROGERS, WILLIAM C.	450-1092		MCCSSS
*	09 SUN	CPL	CAMARILLO, IVAN.	451-1393		HQSPTBN
	10 MON	SGT	MONCADA, DILCIA, Z.	451-2390		HQSPTBN
	11 TUE	SGT	VASQUEZ, NANCY.	451-0379		HQSPTBN
	12 WED	SGT	TETREAU, RICHARD.	451-1239		HQSPTBN
	13 THU	CPL	HELFINSTINE, JEREMY R.	450-9382		HQSPTBN
	14 FRI	SGT	BICKNELL, ADAM	451-2303		HQSPTBN
*	15 SAT	CPL	SIMKINS, KEVIN.	449-9869		HQSPTBN
*	16 SUN	SGT	DARCEY, JENNIFER.	451-1591		HQSPTBN
	17 MON	SGT	GARCIA, LEONARDO.	451-1575		HQSPTBN
	18 TUE	CPL	HOLLOWAY, PORTIA S.	451-5782		HQSPTBN
	19 WED	CPL	ORTEGA, DANIEL S.	451-6420		HQSPTBN
	20 THU	SGT	NICHOLS, JASON.	451-6670		HQSPTBN
	21 FRI	CPL	MORGAN, CHANDLER.	450-5600		HQSPTBN
*	22 SAT	CPL	CLARK, CHARLES T.	451-9116		HQSPTBN
*	23 SUN	CPL	WALKER, MATTHEW	451-6909		HQSPTBN
	24 MON	CPL	JORDAN, CORNELL J.	451-5513		HQSPTBN
	25 TUE	SGT	DELACRUZ, JEFF B.	451-6903		HQSPTBN
	26 WED	SGT	STOVER, ALLAN R.	451-3488		HQSPTBN
	27 THU	CPL	LEWIS, ANTONIO	451-6214		HQSPTBN
	28 FRI	CPL	SACHS, MICHAEL H.	450-1375		HQSPTBN
	29 SAT	CPL	SZIMA, CHASE	451-0488		HQSPTBN
	30 SUN	CPL	JEANFELIX, KENNY	451-2770		HQSPTBN

* denotes weekends

SUPERNUMERARIES

SGT	MESSENGER, RYAN M.	451-2770	HQSPTBN
SGT	WARD, NICHOLAS P.	449-0283	SOI
CPL	STONE, THOMAS	450-1169	MCCSSS
SGT	ROBERTS, SARAH E.	440-7339	MCES