



UNITED STATES MARINE CORPS

MARINE CORPS BASE
PSC Box 20004
Camp Lejeune, North Carolina 28542-0004

BO 1730.1
CHAP/CREDO

21 SEP 1998

BASE ORDER 1730.1

From: Commanding General
To: Distribution List

Subj: CHAPLAINS RELIGIOUS ENRICHMENT DEVELOPMENT OPERATION
(CREDO)

Ref: (a) Chief of Naval Personnel Memo dtd 20 Jan 96
(b) OPNAVINST 1730.1C
(c) CREDO Standard Operating Procedures of 26 Apr 96
(d) MCO 1730.6C
(e) MCO P11240.106A

Encl: (1) Procedures to be used for participation in CREDO
activities

1. Purpose. To provide information and guidance concerning programs and procedures for CREDO, Camp Lejeune.

2. Background. Reference (a) is the Chief of Naval Personnel's support for the U.S. Marine Corps to establish the Chaplains Religious Enrichment Development Operation (CREDO) at Marine Corps installations on the west and east coasts. References (b) and (c) provide Navy-wide CREDO procedures. Reference (d) sets forth policies, responsibilities, and procedures for religious ministry in the Marine Corps. The Commanding General, Marine Corps Base, Camp Lejeune, established CREDO, Camp Lejeune as a special staff office functioning as a component activity of Marine Corps Base, Camp Lejeune per references (a) through (d).

3. Information

a. CREDO is a Secretary of the Navy Quality of Life Program. The Secretary of the Navy has appointed the Chief of Chaplains (N977) as the resource and program sponsor for all CREDO programs. Funding for CREDO, Camp Lejeune is provided by the Commandant, United States Marine Corps and is directed from the Major Claimant, Headquarters, Marine Corps (Code REL). Administrative support is the responsibility of the Commanding General, Marine Corps Base, Camp Lejeune, with the Base Chaplain Camp Lejeune functioning as Program Advisor. The Director of CREDO plans, programs and implements the daily operation.

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b. The mission of CREDO is to provide for appropriate forms of ministry and support services through which military personnel, their family members and DOD personnel are able to develop personal and spiritual resources and grow toward increased personal readiness, functional ability, religious maturity and acceptance of responsibility. This is accomplished through the support of CREDO as a resource within the framework of the religious programs of local commands. The CREDO Center is located in Tarawa Terrace II; Building TT-2461, next to the Veterinary Center. The telephone numbers are DSN 751-2967. The Director and staff of CREDO Camp Lejeune provide the Marine Corps, Navy and Coast Guard commands, in the established area of responsibility only those programs set forth in reference (c); namely:

- (1) Personal Growth Retreats.
- (2) Spiritual Growth Retreats.
- (3) Marriage Enrichment Retreats.
- (4) Teen Retreats

c. All CREDO retreats are conducted at a retreat facility contracted to provide food and lodging for the weekend. Other programs are conducted in the CREDO Center or upon request, at local commands. Specific information on CREDO programs can be obtained directly from the CREDO center.

d. Participants eligible to take part in CREDO activities include the following:

- (1) Navy, Marine Corps, and Coast Guard personnel, either on active duty, retired, or in a drilling reserve status.
- (2) Individuals over 18 years of age who are part of the immediate family of sea service personnel and who possess a valid DOD ID card. (Age exceptions in the case of Teen Retreats only.)
- (3) Civilian employees of the Department of Defense or the Department of the Navy, especially those who are employed in helping agencies (e.g., Family Counseling Center, Alcohol Rehabilitation Centers, Naval Hospitals, etc.) whose participation would enhance their professional development and enable them to make appropriate referrals to CREDO.
- (4) Active duty Army and Air Force personnel in a joint-duty assignment status, on a space available basis.

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e. Motor transport service may be provided when such transportation can be made available without detriment to the Marine Corps mission. Requests for motor transport support will be submitted by the Director, CREDO Camp Lejeune to the Commanding General (Attn: Assistant Chief of Staff, Logistics). Include destination, mileage, and number of persons to be transported in the request. The requirement for reimbursement has been waived provided that the transportation requested is to points within a 250 mile radius of Camp Lejeune, according to reference (e). In the event that Base Transportation assets are not available, or appropriate, commercial contract transportation is authorized and will be paid for by CREDO.

f. Facilities support of CREDO will be provided by the Commanding General, Marine Corps Base, from resources available. These items are:

(1) Space, furniture, furnishings, telephone services, and common services. (Common services consist of fire and police protection, pest control, trash and garbage removal, sewage disposal and medical inspection.)

(2) Maintenance and normal repair of government-owned furniture, furnishings, and utilities sufficient to satisfy adequately the requirement of the space and facilities utilized.

4. Action

a. Commanding General, Marine Corps Base, Camp Lejeune, will:

(1) Provide administrative support.

(2) Act as Administrative Reporting Senior for CREDO, Camp Lejeune to include UCMJ authority and Officer Fitness reports.

b. Commanding Officers are urged to:

(1) Utilize the resources of CREDO, Camp Lejeune to the fullest extent by encouraging personnel to participate in the regularly scheduled CREDO Personal Growth Retreat (PGR) and other personal and spiritual growth programs provided, e.g., as volunteer facilitators on the PGR's. Specific procedures for attending the 72 hour CREDO Personal Growth Retreats are detailed in enclosure (1).

(2) Provide wide dissemination of this instruction.

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(3) Make available members of their commands, who are trained volunteer facilitators for CREDO programs, as mission requirements allow.

(4) Schedule CREDO briefs and disseminate CREDO publicity within their commands, as resources and mission requirements allow.

(5) Supplement their command religious programs by utilizing CREDO program resources.

c. Command Chaplain, Marine Corps Base, Camp Lejeune, as Program Advisor will:

(1) Facilitate administrative support of CREDO, as requested by the CREDO Director.

(2) Inform local/area command chaplains of the usefulness of CREDO as a force multiplier for their command religious programs, and encourage participation/support of local CREDO programs, as appropriate.

d. Director, CREDO Camp Lejeune will:

(1) Plan, program and implement daily operations. Liaison with the Chief of Chaplains' Office for program guidance as set forth in reference (c).

(2) Plan and implement the retreats and workshops promoting spiritual and personal growth, as set forth in reference (c).

(3) Provide support for area chaplains and commands who wish to arrange Spiritual and Personal Growth Retreats and Workshops for their command personnel.

(4) Provide divine worship, pastoral, and sacramental ministries to retreat participants, as appropriate and available.

(5) Publicize activities and services of CREDO, Camp Lejeune.

(6) Provide other support and services as directed by the Chief of Chaplains.

(7) Submit quarterly reports to the Chief of Chaplains (N977), as the Secretary of the Navy's Program Sponsor, via the Chaplain of the Marine Corps, the COMMARFORLANT Chaplain, and MCB, Camp Lejeune Command Chaplain.

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(8) Submit budget requests for CREDO to the Major Claimant, Headquarters USMC (Code REL) for review and approval, via the Commanding General, MCB, Camp Lejeune. Information copy to the Chief of Chaplains.

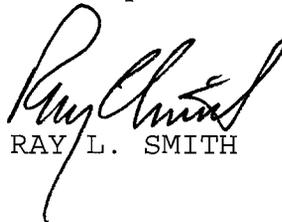
(9) Submit fitness report information/data to the Commanding General, via the Chief of Staff, Marine Corps Base Camp Lejeune.

(10) Attend the annual CREDO Directors Conference.

(11) Ensure all programs comply with military requirements and State laws regarding reportable offenses.

5. Notification. Retreat schedules will be promulgated via all appropriate publicity channels to ensure maximum program awareness with eligible persons.

6. Reserve Applicability. This Order will be applicable to the Marine Corps Reserve members while they are attached to Marine Corps Base, Camp Lejeune.


RAY L. SMITH

DISTRIBUTION: A

PROCEDURES TO BE USED FOR PARTICIPATION IN CREDO ACTIVITIES

1. **PURPOSE**

The retreats are designed to provide a carefully controlled initial exposure to some of the more distressing aspects of our contemporary environment; i.e., the rapidly changing value systems concerning the family, authority, religion, personal freedom, chemical abuse, ethnic and racial disharmony, and general distrust. Additionally, retreats provide a format in which people constructively confront issues of alienation, self-worth, self-respect, and personal effectiveness in an atmosphere of pastoral care and concern.

2. **INFORMATION**

The Personal Growth Retreats (PGR) begin at 1700 Thursday and conclude 1500 Sunday at the CREDO Center, Building TT-2461, Tarawa Terrace II, adjacent to the Veterinary Center. Personnel will provide their own transportation to the CREDO Center. Parking for this period of time is available at the Center. Round-trip transportation from the CREDO Center to the retreat site will be provided by CREDO. Participants are to voluntarily attend. Commands are to encourage participation, but no personnel should be ordered to CREDO retreats against their will. No drugs, alcoholic beverages, radios or tape recorders, reading materials or private vehicles will be permitted on the retreat site. Personnel attending the retreats are to wear appropriate civilian attire and bring their necessary toiletry articles. Messing and berthing are provided at no cost to the participants. Retreats consist of approximately 30 participants and six team members (facilitators) with a chaplain as the team leader.

3. **PROCEDURES**

a. In view of space limitations at each retreat, names of candidates are to be forwarded to the Director, CREDO, Tarawa Terrace II, Building TT-2461, Camp Lejeune, NC 28543. Telephone requests will be accepted at (910) 451-2967, Fax: 451-3554.

b. Personnel contacting CREDO, Camp Lejeune directly for a retreat reservation will be instructed to inform their parent command and secure command approval to attend a particular retreat.

c. Cancellations should be made as early as possible, but not less than 48 hours in advance.

ENCLOSURE (1)

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d. Facilitators for Credo, Camp Lejeune PGRs are required by the Director to attend Facilitator Training. Previous participation in a CREDO PGR is also a prerequisite. Command support is critical to the availability of personnel interested and qualified to serve as volunteer PGR Facilitators.

ENCLOSURE (1)