



UNITED STATES MARINE CORPS

MARINE CORPS BASE

PSC Box 20004

Camp Lejeune, North Carolina 28542-0004

BO 5060.31

T&O

28 MAR 2001

BASE ORDER 5060.31

From: Commanding General
To: Distribution List

Subj: LIEUTENANT GENERAL JOHN ARCHER LEJEUNE STATUE SITE
SCHEDULING PROCEDURES

Encl: (1) LtGen John A. Lejeune Statue Site Request Form

1. Purpose. To publish procedures regarding request for usage of the LtGen John A. Lejeune Statue site.

2. Background. The LtGen John A. Lejeune Statue, located in the center of the traffic circle at the intersection of Holcomb and McHugh Boulevards, was donated to Marine Corps Base, Camp Lejeune to commemorate the contributions of the 13th Commandant to the Marine Corps and to the Nation.

3. Information

a. In view of the special nature of the location, there is frequent demand for use of the site. Every effort must be made to preserve the integrity of this site.

b. Cooperation is the key to ensure the dignity of the site is maintained. Accordingly, any ceremony at the site will be conducted with this in mind.

4. Policy. The site will only be used for appropriate military ceremonies. Such ceremonies include, but are not limited to:

- a. wreath layings
 - b. commemorative anniversaries
 - c. memorials
 - d. promotions
 - e. re-enlistments
 - f. awards presentations
- or any other ceremony that pays tribute to our Marines

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5. Action

a. Organizations or individuals requesting the site will:

(1) Schedule the ceremony in accordance with the enclosure. Request may be submitted telephonically, electronically, or via memorandum.

(2) Ensure proper police of the area after the conduct of the ceremony.

b. The Assistant Chief of Staff, Training and Operations (Operations and Plans Division) will act as overall coordinator for all scheduling and garrison support requirements. Telephone numbers are DSN 751-1714/5276 or Commercial (910) 451-1717/5276.



A. J. KARLE, JR.
Chief of Staff

DISTRIBUTION: A

28 MAR 2001

LTGEN JOHN A. LEJEUNE STATUE SITE REQUEST FORM

From: Unit Complete Mailing Address or Individual's Last Name,
First Name, Middle Initial, Grade
To: Assistant Chief of Staff, Training and Operations
(Operations and Plans Division), Marine Corps
Base, Camp Lejeune
Subj: REQUEST TO USE THE LTGEN JOHN A. LEJEUNE STATUE SITE

1. The site is requested for:
 - a. Date/Time (Start):
 - b. Date/Time (Finish):
 - c. Purpose of Function:
 - d. Garrison Support Required:
 - e. Mailing Address:
 - f. E-Mail Address:
 - g. Phone Number:
 - h. Other:

SIGNATURE

ENCLOSURE (1)