



UNITED STATES MARINE CORPS
MARINE CORPS BASE
PSC BOX 20004
CAMP LEJEUNE NC 28542-0004

BO 5211.7
SES/BPMO
14 MAR 2012

BASE ORDER 5211.7

From: Commanding Officer
To: Distribution List

Subj: DISTRIBUTION OF MILITARY POLICE DESK BLOTTER

Ref: (a) MCO 5580.2B

Report Required: MC-5102-01 Safety Investigation Report

1. Situation. The reference provides guidance on the distribution of the Military Police Desk Blotter.

2. Mission. To establish procedures for the distribution of the Military Police Desk Blotter. The Military Police Desk Blotter will only be sent to those persons who, because of their billet, require the information in the performance of their duties. Requests for exceptions to this Order will be made in writing to the Commanding Officer (CO), Marine Corps Base, Camp Lejeune (MCB CamLej) and Marine Corps Air Station (MCAS), New River (Attn: Provost Marshal).

3. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. This Order establishes the procedures for distribution of the blotter to the various commands/sections supported by the Provost Marshal Office (PMO).

(2) The daily blotter reflects and documents the day-to-day operations and responses of incidents or events that occur in the order that they were reported to the PMO/Marine Corps Police Department (MCPD).

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

(3) The restricted blotter details information concerning officer-involved incidents, sex crimes, and incidents involving juveniles. Incidents on the restricted blotter are restricted to protect the victim/suspect(s) from unwarranted embarrassment/harassment.

(4) Concept of Operations. Designated personnel assigned to the PMO, will follow directions as set forth in this Order.

b. Coordinating Instructions. Once the blotter is ready for distribution, it will be posted electronically on the blotter portal for access no later than 1200 daily with the exception of holidays, in which case the blotters will be posted the next business day. Complete blotter folder access (included restricted blotters) will be accessible to all adjutants at the Regimental/Group level and higher aboard MCB CamLej and MCAS New River. Adjutants will distribute the blotter to the affected units according to the previous mentioned guidance.

4. Administration and Logistics. Not applicable.

5. Command and Signal

a. Command. This Order is applicable to all personnel assigned to the PMO, MCB CamLej and MCAS New River. Failure to follow the procedures set forth herein may subject the violator to disciplinary or administrative action.

b. Signal. This Order is effective the date signed.


D. J. LECCE

DISTRIBUTION: A