



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

MCIEAST-MCB CAMLEJO 5530.2  
CIG  
17 OCT 2013

MARINE CORPS INSTALLATIONS EAST-MARINE CORPS BASE CAMP LEJEUNE  
ORDER 5530.2

From: Commanding General  
To: Distribution List

Subj: PERSONA NON-GRATA (PNG) PROCEDURES

Ref: (a) MCO 5530.14A  
(b) SECNAVINST 5510.36A  
(c) 50 U.S.C. §797, War and National Defense  
(d) 18 U.S.C. §1382, Crimes and Criminal Procedures  
(e) SecNav Memo of 7 Oct 08  
(f) OPNAVINST 1752.3

Encl: (1) Sample Regional PNG Letter  
(2) Sample Action Brief

1. Situation. The Commanding General (CG), Marine Corps Installations East-Marine Corps Base, Camp Lejeune (MCIEAST-MCB CAMLEJ) establishes policy and procedures for the processing of Regional PNG packages and aboard MCB CAMLEJ.

2. Cancellation. MCIEASTO 5510.3.

3. Mission

a. A PNG status may be awarded to military members separated with a punitive discharge or an other than honorable discharge and to military dependents and civilian individuals that are found committing a breach of regulations aboard an installation. By virtue of their offices and pursuant to references (a) through (f), Installation Commanders have the authority to permanently debar individuals from their installation.

b. In order to increase the scope and effectiveness of PNGs, throughout MCIEAST, the CG maintains the responsibility to debar individuals from all installations within MCIEAST. The goal is to have decentralized control with a regional effect.

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

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. All MCIEAST Installation Commanders will make determinations on debarment in accordance with references (a) through (d), and their local policies. Per references (e) and (f), Installation Commanders are authorized and directed to debar Sex Offenders from their installations.

(2) Concept of Operations. If a Commander believes that the individual being debarred poses a potential threat to the peace and security of the region, they will prepare a letter for the CG, MCIEAST-MCB CAMLEJ (Attn: Command Inspector General (CIG)) within 72 hours for final disposition. The letter should also include an action brief from the Commanding Officer with background information and recommended action, as stated in enclosures (1) and (2) of this Order.

b. Subordinate Element Missions. All subordinate commands shall review each debarment case to determine if the individual is a reasonable threat to the security of the installation and warrants denial to MCIEAST installations.

c. Coordinating Instructions

(1) Upon receipt of a PNG package, the CG will determine whether or not the individual's offense warrants debarment from all other installations. Should the CG decide to debar an individual from the MCIEAST sub-region, a letter will be sent to that individual, with copies being sent to each installation (Attn: CIG) for their records.

(2) If an individual that has been debarred from MCIEAST installations desires to appeal their debarment and that same individual has been debarred from a subordinate installation commander under MCIEAST, the individual must first submit an appeal to the installation commander that originally debarred the individual, and if approved by that commander, then submit an appeal to the CG, MCIEAST-MCB CAMLEJ in order for the debarment to be rescinded.

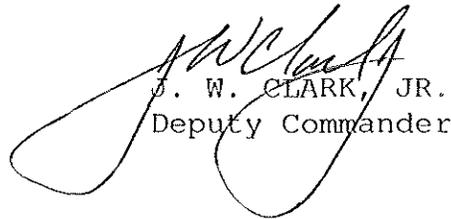
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5. Administrative and Logistics. Not applicable.

6. Command and Signal

a. Command. This Order is applicable to MCIEAST-MCB CAMLEJ subordinate commands.

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



J. W. CLARK, JR.  
Deputy Commander

DISTRIBUTION: A/B/C

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Sample Regional PNG Letter



UNITED STATES MARINE CORPS  
MARINE CORPS INSTALLATIONS EAST-MARINE CORPS BASE  
PSC BOX 20005  
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5530  
CIG  
DATE

CERTIFIED MAIL - 7000 1000 0000 2000 3005  
RETURN RECEIPT REQUESTED

Mr. John R. Doe  
123 Easy Drive  
New Bern, NC 28000

Mr. Doe:

On February 1, 2011, the Command Inspector General's (CIG) office received a request from the Commanding Officer, Marine Corps Air Station, Cherry Point to have you declared Persona Non-Grata from the Marine Corps Installations East (MCIEAST) sub-region, which includes the installations listed below, because you are a convicted sex offender. Pursuant to the Secretary of the Navy Memorandum dated October 7, 2008, registered sex offenders are prohibited from access to Department of the Navy facilities.

Based upon your conviction, I have determined that your presence aboard MCIEAST installations is detrimental to the security, good order and discipline of the installations. Accordingly, you are hereby notified, effective immediately upon the receipt of this letter, that you are ordered not to reenter, or be found within the limits of, the United States military reservations at Marine Corps Base, Camp Lejeune (MCB CAMLEJ), North Carolina; Marine Corps Logistics Base, Albany, Georgia; Marine Corps Air Facility, Quantico, Virginia; Marine Corps Support Facility, Blount Island, Jacksonville, Florida; and the Marine Corps Air Stations New River; Cherry Point, North Carolina; and Beaufort, South Carolina.

Should any compelling reason exist which you believe would be sufficient to justify modification of this Order, you should forward such information to the Commanding General (CG),

Enclosure (1)

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MCIEAST-MCB CAMLEJ (Attn: CIG) for consideration or contact the CIG office via telephone at (910) 451-0810.

You are further informed that should you reenter or be found within the limits of the United States military reservations within MCIEAST in violation of this Order, you will be subject to apprehension and detention by the military for prompt delivery to appropriate civil authorities, based on violation of U.S. Code below:

"Whoever, within the jurisdiction of the United States, goes upon any military, Naval, or Coast Guard reservation, post, fort, arsenal, yard, station, or installation, for any purpose prohibited by law or lawful regulation;" or

"Whoever reenters or is found within any such reservation, post, fort, arsenal, yard, station, or installation after having been removed there from or ordered not to reenter by any officer or person in command or charge thereof shall be fined under this title or imprisoned not more than six months, or both." (Title 18, U.S. Code 1382)

Unless you receive written notification signed by the CG to the contrary, this Order remains in effect permanently.

J. R. MARINE  
Colonel, U.S. Marine Corps  
Deputy Commander

Copy to: MCIEAST-MCB CAMLEJ (CIG)  
CO Marine Corps Air Station Cherry Point (CIG)  
CO Marine Corps Air Station New River (CIG)  
CO Marine Corps Air Station Beaufort (CIG)  
CO Marine Corps Logistics Base Albany (CIG)  
CO Marine Corps Air Facility Quantico (CIG)  
CO Marine Corps Support Facility Blount Island (CIG)  
AC/S, SES (PMO)  
AC/S, G-F  
SJA

Sample Action Brief

Subject: MCIEAST PERSONA NON-GRATA (PNG) LETTER: **MR. JOHN R. DOE**

1. Problem. On 1 February 2011, Mr. John R. Doe was declared PNG aboard Marine Corps Air Station (MCAS), Cherry Point because he was convicted sex offender (Tab A).

2. Discussion/Background. Mr. Doe's criminal background history revealed that on 18 February 1991, he was convicted of raping a 13 year old female (Tab B).

On 1 February 2011, the Station Inspector's office was informed that Mr. Doe was convicted of rape after he entered MCAS Cherry Point seeking employment opportunities.

Pursuant to Secretary of the Navy Memorandum dated October 7, 2008, Installation Commanders are authorized and directed to prohibit sex offenders from access to Department of the Navy facilities (Tab C).

3. Recommendation. To ensure we are abiding by the SECNAV Memo to the fullest extent, and to protect personnel assigned to MCIEAST installations, I recommend Mr. Doe be declared PNG throughout the MCIEAST sub-region. \_\_\_\_ CIG

SgtMaj Recommends: Approval \_\_\_\_\_

Disapproval \_\_\_\_\_

COS Recommends: Approval \_\_\_\_\_

Disapproval \_\_\_\_\_

Deputy Comdr: Approves \_\_\_\_\_

Disapproves \_\_\_\_\_