



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

5500
ADJ
30 DEC 2013

COMMANDING GENERAL'S POLICY LETTER 13-13

From: Commanding General
To: All Commanders, Marine Corps Installations East-Marine Corps Base Camp Lejeune, and General and Special Staff
Subj: ARMING AND TRAINING OF THE OFFICER OF THE DAY (OOD) AND UNIFORM REQUIREMENTS FOR DUTY PERSONNEL
Ref: (a) MCO 5500.6H Ch 1
Encl: (1) OOD Rules for the Use of Force

1. Purpose. To establish uniform policy for arming, carrying of firearms, and training on the use of force for OODs for Marine Corps Installations East-Marine Corps Base, Camp Lejeune (MCIEAST-MCB CAMLEJ) and subordinate commands, in accordance with reference (a), and to clarify guidance on uniform requirements for duty personnel.

2. Information. In keeping with the Commandant of the Marine Corps' requirement for "re-awakening" our Marine Corps, this policy requires the immediate attention of all Commanders, Department Heads, Marines, Sailors, and Civilian Marines within MCIEAST-MCB CAMLEJ. The below measures will be implemented by 6 January 2014, if circumstance preclude your command from meeting this deadline please advise the Deputy Commander as to your anticipated completion date.

a. All personnel standing duty, including fire-watches, shall wear the seasonal service uniform.

b. The OOD at the battalion and squadron level will be armed with an M9 at all times, and will remain in condition 4 (magazine removed, slide forward, chamber empty, and safety on).

c. The MCIEAST-MCB CAMLEJ Command Duty Officer will not be armed, but will wear the seasonal service uniform.

d. If the OOD has a duty noncommissioned officer (DNCO), duty clerk, or driver who is not an officer or SNCO, they will not be armed.

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e. Barracks DNCOs and their assistant DNCOs will not be armed.

f. Fire-watches will not be armed.

g. The OOD will wear the standard gold on scarlet brassard to identify them as the duty for their command. All other duty personnel are not required to wear a brassard.

3. Action

a. MCIEAST-MCB CAMLEJ General and Special Staff. Assist subordinate commands to ensure they have the necessary administrative and logistical support to comply with this policy and reference (a).

b. Subordinate Commanders shall:

(1) Implement this policy at the battalion and squadron level. Those commands that combine battalion/squadron duty with base/station duty are not required to create a separate OOD at that battalion/squadron level. This policy will be implemented at the existing combined duty post.

(2) Ensure that local policies, practices, and directives relating to arming of the OOD and the use of less-than-lethal and deadly force are in compliance with enclosure (1) of this policy and reference (a).

(3) Ensure all personnel eligible to be assigned as OOD receive adequate and recurring training in the use of force as described in enclosure (1) of this policy and reference (a).

(4) Ensure appropriate security for retaining firearms overnight, per enclosure (1) of reference (a).

(5) Ensure all personnel eligible to be assigned as the OOD are qualified with the M9 pistol. Personnel assigned as the OOD will ensure their qualification is current as required by reference (a). The OOD will be fully trained in the safe handling and use of the weapon with which they are armed.

(6) Ensure the OOD is armed with an M9 Pistol, one magazine with 15 rounds, one magazine pouch, cartridge belt, holster, and lanyard.

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(7) Ensure a clearing barrel is provided to ensure safe handover of the weapon from on-coming and off-going OODs. The clearing barrel will be located outside of the duty building for this purpose.

(8) Ensure the OOD is provided a duty vehicle in order to properly transport the weapon assigned to them.

(9) Ensure your duty orders reflect specific requirements for transporting a weapon in duty vehicle, if the OOD is required to tour a housing area that is geographically separated from the main base/station.

(10) Ensure the OOD adheres to and is provided written rules of engagement regarding the use of the less-than-lethal and deadly force. Refer to enclosure (1) of this policy.

(11) Ensure the OOD does not transport weapons or ammunition in their privately owned vehicle.

(12) Ensure the OOD makes appropriate duty log-book entries:

(a) Acknowledging receipt of the M9 Pistol (with serial number), one magazine with 15 rounds, one magazine pouch, cartridge belt, holster, and lanyard.

(b) Recording the appropriate hand-over of the duty weapon between on-coming and off-going OODs, if necessary.

(c) Acknowledging they have read and understand the rules of less-than-lethal and deadly force.

(d) Any other weapon-related or any entries the OOD deems appropriate in their professional discretion.

4. Point of contact is Mr. T. L. Froemming, MCIEAST-MCB CAMLEJ Adjutant, (910)451-3033 or email: timmy.froemming@usmc.mil.



R. F. CASTELLVI

Copy to:
COMMCICOM

OOD Rules for the Use of Force

1. Inherent Right of Self Defense. As OOD, you have the inherent right of self-defense and may exercise individual self-defense in response to a hostile act or demonstrated hostile intent.

2. De-Escalation and the Use of Non-Deadly Force

a. When time and circumstances permit, the threatening force should be warned and given the opportunity to withdraw or cease threatening actions.

b. Normally, force is to be used only as a last resort, and the force used should be the minimum necessary. The use of force must be reasonable to counter the threat. If force is required, non-deadly force is authorized and may be used to control a situation or to provide self-defense of others, when doing so is reasonable under the circumstances.

3. The Use of Deadly Force. Deadly force is to be used only when all lesser means have failed or cannot reasonably be employed. Deadly force is authorized only under the following circumstances:

a. To protect yourself or others if you reasonably believe that you are or they are in imminent danger of death or serious bodily harm.

b. When deadly force reasonably appears to be necessary to prevent the actual theft or sabotage of properly designated assets vital to national security.

c. When deadly force reasonably appears to be necessary to prevent the actual theft or sabotage of inherently dangerous property (i.e., explosives, weapons ammunition, etc.).

d. When deadly force reasonably appears to be necessary to prevent the sabotage of national critical infrastructure. For the purposes of DOD operations, "national critical infrastructure" is defined as President-designated public utilities, or similar critical infrastructure, vital to public health or safety, the damage to which the President determines would create an imminent threat of death or serious bodily harm.

e. When deadly force reasonably appears to be necessary to prevent the commission of a serious offense that involves imminent threat of death or serious bodily harm (for example, setting fire to an inhabited dwelling or sniping), including the defense of other persons, where deadly force is directed against the person threatening to commit the offense. Examples include murder, armed robbery, and aggravated assault.

f. When deadly force reasonably appears to be necessary to prevent the escape of a prisoner, provided there is probable cause to believe that such person(s) have committed or attempted to commit a serious offense, that is, one that involves imminent threat of death or serious bodily harm, and would pose an imminent threat of death or serious bodily harm to others.

g. When deadly force reasonably appears necessary to arrest or apprehend a person who, there is probable cause to believe, has committed a serious offense involving violence or threatened death or serious bodily harm and is a continued threat to the safety of others.

4. Additional Specific Instructions

a. You are prohibited from firing warning shots.

b. Your weapon will remain in Condition 4 and **will only be removed from your holster when:**

(1) The use of deadly force is authorized per paragraph 3 above.

(2) Ordered to do so by competent authority.

(3) Returning it to storage.

(4) Cleaning it in an authorized area.

c. You will show due regard for the safety of innocent bystanders when using force.

d. If a round is chambered or you remove your pistol from its holster, proper notifications will be made and a Statement of Force form completed.

e. When clearing a firearm, you will follow current policies and procedures pertaining to firearms handling, clearing, and safety.

f. Clearing will be accomplished only in a designated area (i.e., clearing barrel).

g. When drawing a weapon from the armory/arms room, rounds will be drawn after ensuring the weapon is clear.

h. When returning a weapon to the armory/arms room, rounds will always be properly accounted for and turned in prior to clearing the weapon, unless a round has been chambered.

i. You will check your firearm and have it double checked by another person to ensure that no live rounds are in the weapon and that there is no magazine inserted in the weapon.

j. You are prohibited from using a privately owned firearm or ammunition on duty.

k. Report any violation of these policies or procedures immediately to the proper authority.