



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

5100
SAFE

DEC 11 2012

From: Commanding General, Marine Corps Installations East-
Marine Corps Base, Camp Lejeune
To: Distribution List
Subj: ANNUAL OCCUPATIONAL SAFETY AND HEALTH INSPECTION SCHEDULE
CALENDAR YEAR 2013
Ref: (a) MCO 5100.29B
(b) NAVMC DIR 5100.8
Encl: (1) 2013 Annual OSH Inspection Schedule

1. Per the references, the 2013 Occupational Safety and Health (OSH) inspection schedule for Marine Corps Base, Camp Lejeune (MCB CamLej) and tenant commands is listed in enclosure (1). Listed commands, departments, and other tenant commands are encouraged to contact the Base Safety Department within 30 days of the scheduled start date for further coordination. In/out briefs will be provided if desired by the unit/department receiving the inspection.
2. Inspections will include a comprehensive program review of all MCB CamLej commands/departments safety program and a facilities/structures safety inspection. The comprehensive program review will consist of, but not limited to, employee safety training, establishment of required safety committees, mishap reporting procedures, monthly safety inspections, unit/department SOPs and trend analysis. All inspections will be completed by the end date identified in enclosure (1).
3. All OSH inspections will be entered and tracked using the Enterprise Safety Applications Management System (ESAMS). Commands/departments will receive their inspection results via ESAMS. Upon receipt of the results, supervisors will immediately post all RAC 1, 2 and 3 Notice of Deficiencies within sight of the hazard. Commands/departments with hazards that cannot be abated within 30 days, must submit an abatement status update every 30 days via ESAMS. All abatement actions will be tracked and processed via ESAMS.
4. The safety representative or supervisor from each command or department will accompany inspectors throughout the inspection process.
5. The point of contact is the Inspections Program Manager, Mr. Miles Bowman at 450-5276.


S. J. DUTKO, JR.
By direction

DISTRIBUTION: A

2013 Unit Facility Inspection Schedule

	Long Name	Start Date	End Date	Type
1	MCCS	2/4/2013	3/30/2013	Annual
2	SES	2/4/2013	3/30/2013	Annual
3	MCNAFAS	2/4/2013	2/4/2013	Annual
4	NBC Consolidated Storage Facility	2/5/2013	2/5/2013	Annual
5	Wounded Warrior Battalion East	2/6/2013	2/8/2013	Annual
6	Regional Defense Counsel	2/7/2013	2/7/2013	Annual
7	Federal Investigative Services Division	2/8/2013	2/8/2013	Annual
8	Marine Corps Administrative Analysis	2/11/2013	2/11/2013	Annual
9	Defense Reutilization And Marketing	2/12/2013	2/12/2013	Annual
10	Naval Criminal Investigative Service	2/13/2013	2/13/2013	Annual
11	EJC	2/14/2013	2/14/2013	Annual
12	East Coast Food Management Team	2/15/2013	2/15/2013	Annual
13	East Area Council Office	2/18/2013	2/18/2013	Annual
14	Defense Automated Printing	2/19/2013	2/19/2013	Annual
15	DOD Schools-Admin	3/4/2013	3/30/2013	Semi
16	Operations & Plans Division	4/1/2013	5/30/2013	Annual
17	Command Inspector's Office	4/1/2013	4/1/2013	Annual
18	Equal Opportunity Advisor	4/2/2013	4/2/2013	Annual
19	Community Plans & Liaison Officer	4/3/2013	4/3/2013	Annual
20	Comptroller Office	4/4/2013	4/4/2013	Annual
21	Command Chaplain	4/5/2013	4/5/2013	Annual
22	Contracting Officer	4/8/2013	4/8/2013	Annual
23	Consolidated Public Affairs Office	4/9/2013	4/9/2013	Annual
24	Staff Judge Advocate	4/10/2013	4/10/2013	Annual
25	Disbursing Office	4/11/2013	4/11/2013	Annual
26	Safety Department	4/12/2013	4/12/2013	Annual
27	USO Jacksonville	4/16/2013	4/16/2013	Annual
28	General Facilities/All Divisions	5/6/2013	7/30/2013	Annual
29	BASE G-4	6/3/2013	6/30/2013	Annual
30	BASE G-6	6/3/2013	6/15/2013	Annual
31	BASE G-9/BPO	6/3/2013	6/7/2013	Annual
32	Field Medical Training Battalion	6/10/2013	6/14/2013	Annual
33	Consolidated Issue Facility	6/17/2013	6/18/2013	Annual
34	Officer In Charge Of Construction	6/19/2013	6/20/2013	Annual
35	Headquarters and Support Battalion	7/1/2013	7/19/2013	Annual
36	USCG Joint Maritime Training Center	7/8/2013	7/9/2013	Annual
37	Deployment Processing Center	7/10/2013	7/11/2013	Annual
38	Combat Battalion Maintenance Unit 202	7/12/2013	7/12/2013	Annual
39	Navy Customer Service Desk	7/15/2013	7/15/2013	Annual
40	Headquarters/Range Company	7/22/2013	7/31/2013	Annual
41	Logistics Modernization Team East	7/29/2013	7/30/2013	Annual
42	BASE G-1	8/5/2013	8/30/2013	Annual
43	Marine Corps Combat Service Support	8/5/2013	8/9/2013	Annual
44	Marine Corps Forces Special Operations	8/5/2013	8/30/2013	Annual
45	School Of Infantry East	8/5/2013	8/30/2013	Annual
46	Marine Corps Engineer School	8/5/2013	8/31/2013	Annual
47	DOD Schools	9/2/2013	9/13/2013	Semi