



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

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MCIEAST-MCB CAMLEJBul 1601
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MARINE CORPS INSTALLATIONS EAST-MARINE CORPS BASE CAMP LEJEUNE BULLETIN 1601

From: Commanding General
To: Distribution List

Subj: COMMAND DUTY OFFICER (CDO) AND COMMAND DUTY NONCOMMISSIONED OFFICER
(CDNCO) ASSIGNMENTS FOR THE MONTH OF DECEMBER 2018

Ref: (a) MCIEAST-MCB CAMLEJO 1601.1D Ch 2
(b) CG MCIEAST-MCB CAMLEJ POLICY ltr 10-16 of 29 Jul 16
(c) MCO 10520.3

Encl: (1) DECEMBER 2018 CDO/CDNCO ROSTER

1. Purpose. To assign personnel to stand CDO and CDNCO in accordance with references (a) and (b); and assign personnel to execute command colors in accordance with reference (c).

2. Background

a. This is a 24-hour armed post located at building 1, rooms 130 and 131.

b. Officers and NCOs listed in the enclosure are assigned to CDO/CDNCO on the dates indicated.

c. Officers and NCOs assigned herein who become unavailable shall notify the Headquarters and Support Battalion (H&S Bn) Adjutant. The H&S Bn Adjutant will notify the MCIEAST-MCB CAMLEJ Adjutant in writing of any changes.

3. Action

a. CDOs/CDNCOs will be guided in the performance of duty by the instructions contained in reference (a) and other instructions that may be issued at time of posting. The uniform of the day for this post is the Green Marine Corps Combat Utility Uniform, covered, with brassard, duty belt, and armed with service weapon.

b. Deadly Force/Weapons Qualification. The CO of H&S Bn will ensure all Marines assigned as the CDO or the CDNCO completes MARINENET course ILEUOF001A (Use of Force). Additionally, CDO's and CDNCO's will ensure they have completed enclosure (5) of reference (a) and it is on file in the CDO/CDNCO binders. These are a one-time requirement for new watchstanders. Additionally, the CO of H&S Bn will ensure watchstanders are qualified with the weapon for this post in accordance with reference (a).

c. CDOs

(1) Briefing

(a) CDOs will report to the MCIEAST-MCB CAMLEJ Chief of Staff (COS) at 0730 on the day of their duty for briefing.

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(b) Weekend and holiday CDOs will report to the COS at 0730 on the last working day for briefing.

(2) Posting and Relief

(a) On weekdays, oncoming and off-going CDOs, unless otherwise directed, will report to the COS to conduct a post and relief no later than 0730 on the respective day of duty.

(b) During weekends and holidays an informal post and relief will be conducted at 0730 between the oncoming and off-going CDOs. Oncoming CDOs will be onboard no later than 0715.

(3) Colors. The CDO is responsible for ensuring the timely and proper execution of morning and evening Colors. The CDO and Bn OOD are required to inspect the color detail and ensure they are trained in executing Colors prior to the sounding of the five minute warning. The CDO will sound all warnings to the color detail.

d. CDNCOs

(1) Briefing

(a) Tuesday, Wednesday, and Thursday CDNCOs will report to the MCIEAST-MCB CAMLEJ Adjutant at 1500 the day prior to their duty day for briefing.

(b) Friday, Saturday, Sunday, and Monday CDNCOs will report to the MCIEAST-MCB CAMLEJ Adjutant at 1500 on the Thursday prior to their duty day for briefing. During Holidays, all duties including the Tuesday CDNCO will also report on the last working day prior to their duty day for briefing.

(2) Posting and Relief. The oncoming CDNCOs, unless otherwise directed, will report at 0745 to observe morning colors. Upon completion of morning colors, the oncoming and off-going CDNCOs will report to the CDO to conduct a post and relief.

(3) Colors. CDNCOs will ensure that all devices for conducting Colors are present and working properly. The CDNCO will operate the music for Colors, ensure the colors detail has the correct flag, and give the CDO the warnings.

e. Supernumeraries. The supernumerary must provide a home/cell telephone number to the MCIEAST-MCB CAMLEJ Adjutant. This number will not be posted on this Bulletin; it will only be kept as an emergency contact number by the Adjutant. The supernumerary will only be used in case of a legitimate emergency that occurs while in the performance of duty. If a replacement is required prior to the day of duty, it is the responsibility of the duty and their section to furnish a replacement and notify H&S Bn and the MCIEAST-MCB CAMLEJ Adjutant immediately.

4. Applicability. This Bulletin is applicable to all personnel assigned to duty. Personnel shall familiarize themselves with the contents of this Bulletin and the references prior to assuming their post.


C. A. MARQUEZ
By direction

DECEMBER 2018 CDO/CDNCO ROSTER

| DATE | DAY | DUTY | RANK | LAST NAME | FIRST NAME | QUAL DATE | USE OF FORCE DATE | CO |
|---------------|-----|-------|-------|----------------|-------------|-----------|-------------------|----|
| 1 | SAT | CDO | CAPT | BERTRAND | NATHAN | 201703 | 20180718 | B |
| | | CDNCO | SGT | MOSLEY | WINSTON | 20170511 | 20181106 | B |
| 2 | SUN | CDO | CAPT | WILSEY | BRANDON | 20171017 | 20160527 | B |
| | | CDNCO | CPL | BOROWSKI | ELADIO | 20180412 | 20180813 | S |
| 3 | MON | CDO | CAPT | BLAIR | TYLER | 201703 | 20180412 | B |
| | | CDNCO | CPL | GARIVAY | TRISTIAN | 20180202 | 20180730 | A |
| 4 | TUE | CDO | CAPT | MCNULTY | TUCKER | 20180626 | 20160717 | B |
| | | CDNCO | CPL | RAMIREZ | JONATAN | 20181109 | 20170915 | B |
| 5 | WED | CDO | CAPT | WERNER | DAVID | 20180515 | 20180103 | B |
| | | CDNCO | CPL | SILVA | JUSTIN | 20180816 | 20180508 | B |
| 6 | THU | CDO | CAPT | HOLTHAUS | ADAM | 20180515 | 20180718 | B |
| | | CDNCO | CPL | NEAL | TAYLOR | 20180217 | 20180730 | A |
| 7 | FRI | CDO | 1STLT | EMILY | JOHNSON | 201702 | 20180723 | B |
| | | CDNCO | CPL | DONALD | ERIC | 20180209 | 20180730 | A |
| 8 | SAT | CDO | CAPT | KU | VINCENT | 20180418 | 20160626 | B |
| | | CDNCO | SGT | STANFORD | BRANDON | 20180119 | 20180727 | A |
| 9 | SUN | CDO | CWO2 | MARQUES | MARIA | 20180322 | 20180718 | B |
| | | CDNCO | CPL | GIBSON | MICKEL | 20180823 | 20181106 | A |
| 10 | MON | CDO | CAPT | JONES | THOMAS | 201803 | 20180718 | B |
| | | CDNCO | SGT | WEISENBERGER | BREANNA | 20180607 | 20180711 | B |
| 11 | TUE | CDO | MAJ | MARTIN | PATRICK | 201807 | 20181115 | B |
| | | CDNCO | CPL | DIAZ | KEZIA | 20171020 | 20180716 | S |
| 12 | WED | CDO | 1STLT | COLTON | RASCHE | 201711 | 20181109 | B |
| | | CDNCO | CPL | BURNETT | LAVONDRICK | 20181025 | 20180810 | A |
| 13 | THU | CDO | CWO2 | BURGOS | LUIS | 201705 | 20181015 | B |
| | | CDNCO | CPL | MENDEZCARBAJAL | LEON | 20170818 | 20180727 | A |
| 14 | FRI | CDO | 1STLT | SMITH | ALAN | 201805 | 20180220 | B |
| | | CDNCO | SGT | GREENE | KYLE | 20180621 | 20180312 | B |
| 15 | SAT | CDO | CAPT | RIMMER | THOMAS | 201705 | 20170324 | B |
| | | CDNCO | CPL | ENGLEBRECHT | JOSEPH | 20180209 | 20180507 | S |
| 16 | SUN | CDO | CAPT | KEANE | TIMOTHY | 20180515 | 20180823 | B |
| | | CDNCO | CPL | JEANBAPTISTE | JEFF | 20181202 | 20180330 | A |
| 17 | MON | CDO | 1STLT | ZIMMERMAN | GEORGE | 201707 | 20180424 | B |
| | | CDNCO | CPL | PARADES | DAKOTA | 20170316 | 20180723 | A |
| 18 | TUE | CDO | CAPT | SIMMERS | SHELDONIA | 201703 | 20180206 | B |
| | | CDNCO | SGT | BENAVIDEZ | KAITLYNN | 20180408 | 20180719 | B |
| 19 | WED | CDO | MAJ | ROBINSON | CHRISTOPHER | 201712 | 20180718 | B |
| | | CDNCO | CPL | NIEVES | JOSE | 20181021 | 20180813 | A |
| 20 | THU | CDO | CAPT | SCHONEWEIS | MATTHEW | 20180515 | 20180718 | B |
| | | CDNCO | SGT | SANIEL | DEAIRRA | 20180512 | 20180319 | B |
| 21 | FRI | CDO | CAPT | ROCHA | JOSEPH | 201711 | 20180510 | B |
| | | CDNCO | CPL | CAMARILLO | EDUARDO | 20180215 | 20180730 | A |
| 22 | SAT | CDO | MAJ | RANDALL | JEFFREY | 20180515 | 20161209 | B |
| | | CDNCO | CPL | GUZMAN | MIGUEL | 20180408 | 20180731 | A |
| 23 | SUN | CDO | CAPT | WILSON | ZACHARY | 201803 | 20180719 | B |
| | | CDNCO | CPL | GALLEGOS | JOSE | 20180502 | 20180723 | A |
| 24 | MON | CDO | CAPT | JACKSON | LAMBERT | 201806 | 20160725 | B |
| | | CDNCO | CPL | FOURNIER | TREVOR | 20161004 | 20180612 | S |
| 25 | TUE | CDO | CAPT | JOHNSTON | JACOB | 201705 | 20160720 | B |
| | | CDNCO | CPL | BARRON | FERNANDO | 20170421 | 20180725 | A |
| 26 | WED | CDO | CAPT | GIBSON | JORDAN | 20180322 | 20170227 | B |
| | | CDNCO | CPL | CLINE | AARON | 20161106 | 20180711 | B |
| 27 | THU | CDO | MAJ | OSSIANDER | IZAC | 20180418 | 20180718 | B |
| | | CDNCO | CPL | WOCHER | BRADY | 20170921 | 20180719 | B |
| 28 | FRI | CDO | CAPT | LONG | JEFFREY | 20180418 | 20160523 | B |
| | | CDNCO | CPL | MOSS | ROBERT | 20180726 | 20180810 | A |
| 29 | SAT | CDO | CAPT | URANKAR | BRIAN | 201808 | 20160722 | B |
| | | CDNCO | SGT | OGBIN | NICHOLAS | 20180315 | 20180524 | S |
| 30 | SUN | CDO | 1STLT | CRAIG | SHUNITA | 201709 | 20180410 | B |
| | | CDNCO | CPL | BLAND | CHRISTINA | 20180725 | 20180420 | A |
| 31 | MON | CDO | CAPT | NGAN | WILLIAM | 20180418 | 20161229 | B |
| | | CDNCO | SGT | DAVIS | WILLIAM | 20180512 | 20180711 | B |
| SUPERNUMERARY | | CDO | CAPT | DUKE | JASON | 20180418 | 20170712 | B |
| SUPERNUMERARY | | CDNCO | CPL | ZEABARI | MADDISON | 20180427 | 20180725 | A |