



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

5100
Fire Chief
16 APR 2025

COMMANDING GENERAL'S POLICY LETTER 001-25

From: Commanding General
To: Distribution List

Subj: GOVERNMENT FUNDED SUSTENANCE AND HYDRATION FOR FIREFIGHTERS AND
EMERGENCY SERVICES PROVIDERS DURING EMERGENCY ACTIVITIES

Ref: (a) Comptroller General Decision B-318588 (2009)
(b) NWCG Standards for Interagency Incident Business Management (2018)
(c) Reciprocal Fire Protection Act, 44 U.S.C. § 1856d.
(d) Principles Of Federal Appropriations Law ("GAO Redbook"),
4th ed., vol. I, Ch. 3, pp. 69-70 (2017)

1. Situation. References (a) and (c) authorize the use of appropriated funds to purchase nourishment and hydration sustenance to all emergency responders responding to emergency activities on Marine Corps Installations East-Marine Corps Base Camp Lejeune (MCIEAST-MCB CAMLEJ) installations or in local areas pursuant to mutual aid agreements. Congressional Appropriated Funds (APF) would be available for the purpose of purchasing nourishment and hydration for MCIEAST-MCB CAMLEJ and other DoD and local (non-FES) firefighters responding to firefighting emergencies when the Fire Chief or incident commander determines (and later codifies): (1) mission requires firefighters to remain on the scene for an extended period to protect against or prevent imminent danger to lives or property, (2) hydration and sustenance are necessary for firefighter safety and mission execution continuity; and, (3) firefighters cannot rotate or otherwise absent themselves from the response scene to hydrate or nourish elsewhere.

2. Mission. To establish Commanding General (CG), MCIEAST-MCB CAMLEJ policy for utilizing APF for funding nourishment and hydration sustenance for Department of Defense (DoD) or local non-DoD firefighters responding to firefighting and other mission related emergencies on board installations throughout the region and in their surrounding local off-base areas, contributing to the effectiveness of MCIEAST missions and operations.

3. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent

(a) Appropriated funds through Operations and Maintenance, Marine Corps (O&M, MC) funding may be used to purchase nourishment, and hydration sustenance in the case of an emergency.

(b) Nourishment and hydration sustenance purchased under
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this policy can be used for MCIEAST emergency responders to include fire, law enforcement and other emergency services providers and non-DoD emergency service providers assisting or being assisted by MCIEAST emergency service providers during an active emergency. Funding is not authorized for anyone not directly involved in the response, mitigation or investigation of an emergency event.

(c) Non-perishable nourishment and hydration sustenance may be purchased for pre-stock in case of an emergency. Non-perishable nourishment and hydration sustenance approved for pre-emergency purchase include:

1. Bottled Water
2. Gatorade or Other Sports Drink (Liquid or Powder)
3. Snack Bars
4. MRE's

(d) The amount of pre-purchased stock must meet the bona fide need of the organization.

(e) Pre-Stock nourishment and hydration sustenance may only be used during an active emergency. They are not authorized to be used during non-emergency activities at any time. Supervisors will conduct regular inventories of supplies at a minimum on a quarterly basis to ensure adequate stock is available and ensure that stocks are rotated properly to prevent expiration. In addition to identifying stock issues, regular inventory checks help improve overall stock management by allowing for adjustments to ordering and usage patterns, ensuring that stock levels are adequate and appropriate. All supplies used during an emergency will be recorded. If it is found that supplies are being used during non-emergency activities, personal reimbursement/restitution to the U.S. Treasury will be required.

(f) For procurement of nourishment and hydration sustenance outside of the pre-purchased stock, Government-wide Commercial Purchase Card (GCPC) holders are authorized from both governmental and non-governmental retail establishments. Retail establishments include:

1. Fast Food Restaurants
2. Casual Dining Restaurants
3. Grocery Stores
4. Retail Stores
5. Food Trucks

(g) Procurement of nourishment and hydration sustenance

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from fine dining establishments is strictly prohibited.

(h) Costs of nourishment and hydration sustenance purchased in accordance with this policy will be funded by the Installation's O&M appropriated funds.

(2) Concept of Operations

(a) All expenditures of appropriated funds for the procurement of nourishment and hydration sustenance will be recorded in Defense Agencies Initiative (DAI) system of record.

(b) A budget task line will be established in DAI by the Installation Comptroller department for nourishment and hydration sustenance purchases.

(c) Pre-Stock procurements must be approved by the Installation Comptroller department prior to purchase.

(d) Emergency procurements will be recorded after expenditure of funds in DAI. All documentation and justifications will be recorded the same way as all other GCPC purchases.

1. GCPC Used to Make Purchase
2. Receipt Received From Vendor
3. GCPC Worksheet is Completed
4. Signatures for Approval are Obtained
5. Installation Comptroller department notification of purchase.

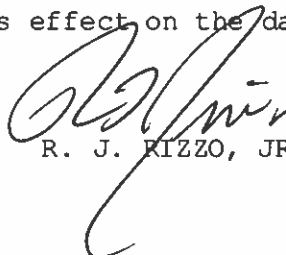
(e) Documentation will be maintained and all required approvals, purchase requests, deliver receipts and acceptance, vendor invoices, payments vouchers and issuance/accountably documentation contained.

4. Administration and Logistics. Point of Contact is Alexis A. Rivera, MCIEAST-MCB Camp Lejeune, Region/Installation Fire Chief, (910) 451-5815

5. Command and Signal

a. Command. This policy is applicable to all MCIEAST emergency response organizations.

b. Signal. This policy takes effect on the date it is signed.


R. J. RIZZO, JR.

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