



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

5500

ADJ

AUG 23 2017

COMMANDING GENERAL'S POLICY LETTER 8-17

From: Commanding General  
To: All Commanders, Marine Corps Installations East  
  
Subj: ARMING AND TRAINING OF THE COMMAND DUTY OFFICER (CDO)/OFFICER  
OF THE DAY (OOD)/COMMAND DUTY NONCOMMISSIONED OFFICER (CDNCO)  
  
Ref: (a) MCO 5500.6H Ch 1  
(b) MARADMIN 323/16 of 22 Jun 16  
(c) MCO 3574.2L

Encl: (1) CDO/OOD Rules for the Use of Force

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

2. Cancellation. CG Policy ltr 10-16 5500 Adj of 29 Jul 16.

3. Information

a. The MCIEAST-MCB CAMLEJ CDO will be armed with a M9 Pistol at all times, and will remain in condition 1 (fully loaded magazine inserted, round in chamber, slide forward, hammer down, and safety on, with a minimum of one additional fully loaded magazine).

b. The MCIEAST-MCB CAMLEJ Command Duty Noncommissioned Officer (CDNCO) will be armed with an M4 service rifle at all times, and will remain in condition 3 (fully loaded magazine inserted, empty chamber, bolt forward, safety on, and ejection port cover closed, with a minimum of one additional fully loaded magazine).

c. The CDO/OOD at the base/station and battalion/squadron level will be armed with a M9 Pistol at all times, and will remain in condition 1 (fully loaded magazine inserted, round in chamber, slide forward, hammer down, and safety on, with a minimum of one additional fully loaded magazine).

d. If the OOD has a DNCO, duty clerk, or driver who is not an officer or SNCO, they will not be armed with the exception of the MCIEAST-MCB CAMLEJ CDNCO.

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

f. Fire-watches will not be armed.

g. The CDO/OOD/CDNCO 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.

h. Lautenberg Amendment. Marines unable to be in possession of a firearm or ammunition due to the Lautenberg Amendment or any other binding law are restricted from standing armed duty watches.

#### 4. Action

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

b. MCIEAST Commanders

(1) Implement this policy at the base/station and battalion/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 CDO/OOD/CDNCO and the use of less-than-lethal and deadly force comply with enclosure (1) of this policy and references (a) and (b).

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

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

(5) Ensure all eligible personnel who are assigned as the CDO/OOD/CDNCO are qualified with the appropriate duty weapon in accordance with reference (c).

(6) Ensure the CDO/OOD/CDNCO are fully trained in the safe handling and use of the weapon with which they are armed.

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

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

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

(10) Ensure the CDO/OOD/CDNCO 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 CDO/OOD/CDNCO does not transport weapons or ammunition in their privately owned vehicle.

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

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

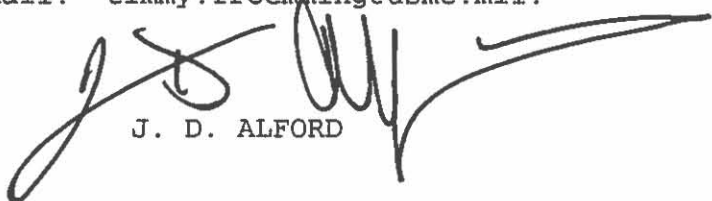
(b) Recording the appropriate hand-over of the duty weapon between oncoming and off-going duty personnel, as required.

(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 CDO/OOD deems appropriate in their professional discretion.

(e) The MCIEAST-MCB CAMLEJ CDNCO will acknowledge receipt of the M4 service rifle (with serial number), two magazines with 30 rounds each, one magazine pouch, and cartridge belt. The MCIEAST-MCB CAMLEJ CDO will make appropriate log-book entries on their behalf.

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



J. D. ALFORD

Copy to:  
COMMCICOM

## CDO/OOD Rules for the Use of Force

1. Inherent Right of Self-Defense. As CDO/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 and 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 as 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 (e.g., 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 Department of Defense 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 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, when 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 1 (M9), Condition 3 (M4) and **will only be removed 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 you remove your pistol from its holster or M4 service rifle in times of challenging, 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.



# MCIEAST-MCB CAMLEJ ROUTE SHEET

X - ORIGINATOR OR OFFICE AFFIXING ROUTE SHEET A - APPROPRIATE ACTION B - GUIDANCE C - SIGNATURE D - COMMENT E - RECOMMENDATION F - CONCURRENCE G - INFORMATION <b>ROUTING - USE NUMBERS TO SHOW ORDER OF ROUTING</b>		H - RETURN TO G-1/ADJ I - INITIAL J - DISPOSITION K - DECISION L - RETENTION M - APPROVAL R - REVIEW O - OTHER		DATE 16 Aug 2017	ADJ TR # 607		
SUBJECT CG POLICY LETTER 8-17 ARMING AND TRAINING OF DUTY PERSONNEL				REFERENCE			
NATURE OF ACTION ROUTINE		ORIGINATOR G-1	DUE DATE Aug 31, 2017	REFERENCES HELD BY (Name, Grade, Office, Telephone Ext) GYSGT ASHBAY, G-1/ADJ CHIEF, 450-7154			
RTG	CODE	ADDRESSEES	DATE		INITIALS		REMARKS & SIGNATURE
			IN	OUT	CONCUR	NON CONCUR	
11	C	CG					<b>1. PURPOSE.</b> This Policy promulgates policies and procedures for Command Duty Personnel  <b>2. BACKGROUND.</b> This Policy is to provide policy, guidance and standards for MCIEAST  <b>3. RECOMMENDATION.</b> Request CG signature.
		AIDE					
10	R	SECRETARY	8/21	8/21			
9	A	DEP COMMANDER		8/1			
8	A	COS		8/4			
7	A	SGTMAJ		8/18			
6	A	SSEC	8/18	8/18			
		PROTOCOL COORD					
5	A	ADMIN COORD	8/16	8/18			
4	A	CG ADMIN	8/16	8/16			
3	R	ADJUTANT	8/16	8/16			
2	R	ASSISTANT ADJUTANT					
1	R	ADJ ADM CHIEF	8/16	8/16			
		AC/S G-1/MANPOWER					
		AC/S G-3/5					
		AC/S G-4					
		AC/S G-6					
		AC/S G-7					
		AC/S G-8					
		AC/S G-F					
		AC/S MCCS					
		AC/S SES					
		BPO					
		CHAPLAIN					
		CIG					
		CONTRACTING					
		DISBURSING					
		EACO					
		EOA					
		OICC					
		PAO					
		SAFETY					
		SBS					
		SJA					

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