

UNITED STATES MARINE CORPS

MARINE CORPS INSTALLATIONS EAST-MARINE CORPS BASE

PSC BOX 20005

CAMP LEJEUNE NC 28542-0005

 MCIEAST-MCB CAMLEJO 1000.1 Office Code

 DD MM YY

MARINE CORPS INSTALLATIONS EAST-MARINE CORPS BASE CAMP LEJEUNE ORDER 1000.1

From: Commanding General

To: Distribution List

Subj:

Ref:

Encl: If applicable

1. Situation.

2. Cancellation. If applicable or if your revising an MCIEAST and/or cancelling a Base Order or both. If you are creating a new Order eliminate this paragraph.

3. Mission.

4. Execution

 a. Commander’s Intent and Concept of Operations

 (1) Commander’s Intent.

 (2) Concept of Operations.

 b. Subordinate Element Missions.

 c. Coordinating Instructions. If applicable.

5. Administration and Logistics.

6. Command and Signal

 a. Command. This Order is applicable to MCIEAST-MCB CAMLEJ. (Note you need to be specific to whom it is applicable; it may be only MCIEAST or only MCB CAMLEJ, also to include tenant commands, if applicable.)

 b. Signal. This Order is effective the date signed.

 (Signature Block)

DISTRIBUTION: A