



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

MCIEAST-MCB CAMLEJO 5530.2C
LSSS
JUL 24 2020

MARINE CORPS INSTALLATIONS EAST-MARINE CORPS BASE CAMP LEJEUNE ORDER
5530.2C

From: Commanding General
To: Distribution List

Subj: DEBARMENT PROCEDURES

Ref: (a) MCO 5530.14A
(b) 50 U.S.C. §797, Penalty for violation of security regulations and orders
(c) 18 U.S.C. §1382, Entering military, naval, or Coast Guard property
(d) OPNAVINST 1752.3
(e) MCIEAST-MCB CAMLEJO 11101.31

Encl: (1) Sample Action Brief
(2) Sample Request for Regional Debarment Letter
(3) Sample Regional Debarment Order and Notification Letter
(4) Sample MCB CAMLEJ Debarment Order and Notification Letter
(5) Sample Temporary Debarment Letter

1. Situation. The Commanding General (CG), Marine Corps Installations East-Marine Corps Base Camp Lejeune (MCIEAST-MCB CAMLEJ) establishes policy and procedures for the processing of Regional debarment packages, MCB CAMLEJ debarment packages, and MCB CAMLEJ temporary debarment packages for unaffiliated personnel.

2. Cancellation. MCIEAST-MCB CAMLEJO 5530.2B.

3. Mission

a. By virtue of their offices, and pursuant to references (a) through (e), Installation Commanders have the authority to temporarily and/or permanently debar individuals from their Installations. Service Members separated for misconduct via a punitive, other-than-honorable, or general discharge and military dependents or other civilians who breach regulations and demonstrate a potential threat to the safety and security aboard an installation may be debarred.

b. In order to increase the scope and effectiveness of debarments throughout MCIEAST, the CG maintains the authority to debar individuals from all Installations within the MCIEAST region.

c. Summary of Revision. This Order contains a significant number of changes and must be reviewed in its entirety.

DISTRIBUTION STATEMENT A: Approved for public release; distribution is unlimited.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent

(a) All MCIEAST Installation Commanders will make determinations on debarment in accordance with references (a) through (c) and their local policies. Per references (d) and (e), Installation Commanders are directed to debar Sex Offenders from their Installations.

(b) Service Members separated punitively at courts-martial or administratively with other than honorable characterization of service reasonably represent a threat to the peace, safety or security of the installations. All such Service Members discharged for demonstrated unacceptable conduct will be considered for debarment by the appropriate Installation Commander.

(2) Concept of Operations

(a) When Commanders believe any individual poses a potential threat to the peace and security of their organization or area, they can request the respective Installation Commander debar the individual. The request should include an action brief (see Enclosure (1)) with background information and recommended action for the Installation Commander's decision.

(b) Installation Commanders shall publish an order or policy to establish local debarment procedures.

(c) When Installation Commanders believe any individual poses a potential threat to the peace and security of the region, they shall prepare a letter for the CG MCIEAST-MCB CAMLEJ (Attn: Base Magistrate) for final disposition (see Enclosure (2)). A regional debarment letter (see Enclosure (3)) will be issued, as appropriate.

(d) All Commanding Officers (CO) who have Service Members separated punitively or administratively (under other than honorable conditions) will forward the circumstances of the separation to the appropriate Installation Commander for debarment consideration (see enclosure (1)). COs may also forward packages for General discharges that are based upon misconduct.

(e) Debarment takes effect immediately upon notification unless a later effective date is stated in the debarment notification letter approved by the appropriate Installation Commander.

(f) Those debarred from a MCIEAST Installation who rate appropriate privileges may be authorized access to medical and dental facilities only.

b. Tasks. All subordinate commands shall review each debarment case to determine if the individual represents a reasonable threat to the security of the region and warrants denial to all MCIEAST Installations (see enclosure (3)).

c. Coordinating Instructions

(1) Upon receipt of a debarment request, the Installation Commander will determine whether the individual's offense warrants debarment from the Installation or from all MCIEAST Installations. All debarred individuals will be notified in writing (see enclosures (3) and (4)) of their debarment. Each Installation will be notified of debarments via the Base Magistrate, MCIEAST-MCB CAMLEJ.

(2) MCB CAMLEJ Cases

(a) Commanders who refer charges to trial by courts-martial via support by the Legal Services Support Section at MCB-CAMLEJ which result in adjudged punitive discharges require no further action to request that those convicted Service Members be debarred from MCB CAMLEJ. The Base Magistrate will receive notification of the adjudged punitive discharge, create a debarment package, and route it for the CG's consideration.

(b) Commanders who administratively separate Service Members with other than honorable characterizations of service via support by the MCIEAST-MCB CAMLEJ Installation Personnel Administration Center (IPAC) require no further action to request those separating members be debarred from MCB CAMLEJ. The IPAC will forward the Separation Authority letters to the Base Magistrate and Staff Judge Advocate (SJA) for inclusion in debarment packages routed to the CG for consideration. A MCB CAMLEJ debarment letter, (see enclosure (4)), will be issued, as appropriate, effective as of the date of actual separation.

(c) Commanders requesting that other individuals be debarred from MCB CAMLEJ shall send their requests to the CG MCIEAST-MCB CAMLEJ (Attn: Base Magistrate). Each command's request shall include the subject's identity and debarment justification in an action brief for the CG's consideration (see enclosure (1)).

(d) If unaffiliated residents of privatized military housing pose a potential threat to the peace and security of MCB CAMLEJ, the Provost Marshal Office (PMO) will separate/isolate the party(s) involved and initiate temporary debarment actions, as appropriate. The PM will contact the SJA to provide preliminary facts

and circumstances. The SJA will then contact the Base Magistrate for creation and routing of a temporary debarment package for consideration by the CG or his designee. During normal working hours, the Base Magistrate may deliver any resulting debarment letter to the subject individual(s). In after-hours situations, the Command Duty Officer will be informed and note the SJA and authorizing official's direction before signing the temporary debarment letter "by direction" (see Enclosure (5)). PMO will issue the signed temporary debarment letter to the subject before escorting the subject off MCB CAMLEJ. All temporary debarments will be reviewed by the Magistrate, as described below, within one month of issuance and notification of temporary debarments. The CG may rescind a temporary debarment or permanently debar the subject, and additional correspondence will be issued to the subject, as appropriate.

(e) Civilian Debarment Decision Advisory Panel (DAP)

1. Pursuant to reference (c), all military family members, contractors, and other guests aboard the installation, including juveniles, are subject to the authority of the CG MCIEAST-MCB CAMLEJ. With the exception of emergency situations involving serious misconduct or where a bona fide imminent threat of injury exists, all requests for the debarment of civilians will be reviewed and routed by the Magistrate. Civilians may be issued letters of debarment when the DAP recommends the CG finds their conduct to be a threat to the peace, safety, or security of the installation.

2. The DAP is the formal routing of enclosure (1), and its members include the Base Magistrate, MCIEAST-MCB CAMLEJ SJA, and the MCIEAST-MCB CAMLEJ Sergeant Major. After conducting informal inquiries in all cases, the Base Magistrate will prepare enclosure (1) for routing. All members of the DAP will have an opportunity to recommend appropriate actions, with regards to the proposed debarment, for the CG's decision.

3. When Commanders or the PM believe a civilian poses a threat to the peace, safety, or the security of the installation, a report stating why an individual should be issued a debarment letter will be forwarded to the Base Magistrate. All reasonably available evidence will be considered at DAP hearings, including initial incident reports, Criminal Investigation Division reports, Naval Criminal Investigative Services reports, administrative investigations, etc. In cases involving the family members of Service Members assigned aboard MCB CAMLEJ, any written matters submitted by the sponsor's command will also be considered.

4. A suspended debarment, allowing an individual to maintain privileges aboard MCB CAMLEJ in a probationary status, may be recommended. If a suspended debarment is issued, any additional incident during the suspension period may result in the CG immediately vacating the debarment suspension without further action.

5. In the case of debarment, only the individual committing misconduct or violating regulations is debarred, not their family members. However, some circumstances may void authorized residence status in privatized housing under reference (e), enclosure (1), chapter 3, paragraph 9. A debarment may potentially affect a family's status as authorized residents. Service members occupying privatized housing are responsible for their family members' and civilian guests' conduct while aboard the installation. Residing in base housing is a privilege. Moves related to lease terminations and possible evictions may be at no cost to the Government. Eligibility of school-aged family members to attend schools on base may also be affected.

(3) An individual debarred from any MCIEAST Installation wishing to appeal the debarment must submit an appeal to the Installation Commander who issued the debarment or initiated the regional debarment. If the initiating installation favorably endorses a regional debarment appeal, the Installation Commander must forward the appeal to the CG MCIEAST-MCB CAMLEJ (Attn: Base Magistrate) in order for the debarment to be rescinded.

5. Administrative and Logistics. Not applicable.

6. Command and Signal

a. Command. This Order is applicable to all MCIEAST subordinate installations and commands.

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



N. E. DAVIS
Chief of Staff

DISTRIBUTION: A/B/C

Sample Action Brief

Subject: MCIEAST DEBARMENT LETTER: MR. JOHN R. DOE

1. Problem. On 1 February 2020, Mr. John R. Doe was debarred aboard Marine Corps Air Station (MCAS), Cherry Point due to his conviction as a sex offender (Tab A).

2. Discussion/Background. Mr. Doe's criminal background history revealed that on 18 February 1991, he was convicted of raping a 13 year old female (Tab B).

On 1 February 2011, the Station Inspector's office was informed that Mr. Doe was convicted of rape after he entered MCAS Cherry Point seeking employment opportunities.

Pursuant to the Secretary of the Navy Memorandum (SECNAV Memo) dated 7 October 2008, Installation Commanders are authorized and directed to prohibit sex offenders from access to Department of the Navy facilities (Tab C).

3. Recommendation. To ensure we are abiding by the SECNAV Memo to the fullest extent and to protect personnel assigned to MCIEAST Installations, I recommend Mr. Doe be debarred throughout the MCIEAST sub-region.

4. Recommendations

Magistrate: Concur _____ Non-concur _____

SJA: Concur _____ Non-concur _____

SgtMaj: Concur _____ Non-concur _____

5. Action

COS: Approved _____ Disapproved _____

Other _____

MCIEAST-MCB CAMLEJO 5530.2C
JUL 24 2020

Sample Request for Regional Debarment Letter

UNIT LETTERHEAD

5530
CO
Date

From: Commanding Officer
To: Commanding General, Marine Corps Installations East-Marine
Corps Base Camp Lejeune (Attn: Magistrate)

Subj: REQUEST FOR REGIONAL DEBARMENT IN CASE OF xxxxxxxxxxxxxx

Ref: (a) MCIEAST-MCB CAMLEJO 5530.2C

1. Per the reference, I have debarred xxxxxx aboard my installation.
I request that xxxxxx be debarred regionally due to their activity
involving illegal drug use.

2. Background Information:

3. Point of Contact:

I. A. MARINE

Copy to:
Files

Enclosure (2)

MCIEAST-MCB CAMLEJO 5530.2C
JUL 24 2020

Sample Regional Debarment Order and Notification Letter

Sample Regional Debarment Order

UNIT LETTERHEAD

5530
LSSS
Date

From: Commanding General
To: Magistrate

Subj: REGIONAL DEBARMENT ORDER ICO MR. JOHN R. DOE

Ref: (a) Incident Number 12Jan09-24LE-00018-7NMA

1. The Commanding General has determined that the presence of Mr. Doe aboard any of the Marine Corps Installations East (MCIEAST) bases and stations is detrimental to the security and/or good order and discipline of these installations based upon him being cited for possession of narcotics and possessing a loaded weapon aboard a Federal installation.

2. Therefore, I direct that this order to debar Mr. Doe from all MCIEAST installations be entered into the military law enforcement/access control databases, effective immediately. I further direct that written notification of this debarment be provided to Mr. Doe via separate correspondence.

S. A. SEMPER
Chief of Staff

Enclosure (3)

MCIEAST-MCB CAMLEJO 5530.2C
JUL 24 2020

Sample Regional Debarment Notification Letter

UNIT LETTERHEAD

5530
LSSS
Date

CERTIFIED MAIL - 7000 1000 0000 2000 3005
RETURN RECEIPT REQUESTED

Mr. John R. Doe
123 Easy Drive
New Bern, NC 28000

Mr. Doe:

SUBJECT: REGIONAL DEBARMENT LETTER

This letter notifies you that the Commanding General (CG), Marine Corps Installations East-Marine Corps Base Camp Lejeune (MCIEAST-MCB CAMLEJ), has determined your presence aboard MCIEAST installations is detrimental to the security and/or good order and discipline of these installations based on you being cited for possession of narcotics and possessing a loaded weapon aboard a Federal installation.

Effective upon your receipt of this letter, you are ordered not to reenter the limits of MCB CAMLEJ North Carolina; Marine Corps Air Station (MCAS) New River, North Carolina; MCAS Cherry Point, North Carolina; MCAS Beaufort, South Carolina; Marine Corps Logistics Base, Albany, Georgia; and Marine Corps Support Facility, Blount Island, Jacksonville, Florida.

If you reenter any of the United States military reservations listed above, you will be subject to apprehension and detention by the military for prompt delivery to appropriate civil authorities for violation of Title 18, U.S. Code Section 1382:

Whoever, within the jurisdiction of the United States, goes upon any military, Naval, or Coast Guard reservation, post, fort, arsenal, yard, station, or installation, for any purpose prohibited by law or lawful regulation; or

Whoever reenters or is found within any such reservation, post, fort, arsenal, yard, station, or installation after having been removed there from or ordered not to reenter by any officer or person in command or charge thereof shall be fined under this title or imprisoned not more than six months, or both.

MCIEAST-MCB CAMLEJO 5530.2C
JUL 24 2020

Unless you receive written notification signed by the CG to the contrary, this Order remains in effect permanently.

Should you believe a compelling reason justifies modification of this debarment, you should forward such information to the CG, MCIEAST-MCB CAMLEJ (Attn: Magistrate) for consideration, or call (910) 451-0810.

MCIEAST-MCB CAMLEJO 5530.2C
JUL 24 2020

Sample MCB CAMLEJ Debarment Order and Notification Letter

Sample MCB CAMLEJ Debarment Order

UNIT LETTERHEAD

5530
LSSS
Date

From: Commanding General
To: Magistrate

Subj: DEBARMENT ORDER ICO MR. JOE R. MICE

Ref: (a) Incident Number 12Jan09-24LE-00002-7NMA

1. The Commanding General has determined that the presence of Mr. Mice aboard Marine Corps Base Camp Lejeune (MCB CAMLEJ) is detrimental to the security and/or good order and discipline of this installation based upon his misconduct for an assault incident aboard a Federal installation as indicated in the reference.

2. Therefore, I direct that this order to debar Mr. Marine from MCB CAMLEJ be entered into the Consolidated Law Enforcement Operations Center database, effective immediately. I further direct that written notification of this debarment be provided to Mr. Mice via separate correspondence.

S. A. SEMPER
Chief of Staff

MCIEAST-MCB CAMLEJO 5530.2C
JUL 24 2020

Sample MCB CAMLEJ Debarment Notification Letter

UNIT LETTERHEAD

5530
LSSS
Date

CERTIFIED MAIL - 7000 1000 0000 2000 3005
RETURN RECEIPT REQUESTED

Mr. Joe R. Mice
123 Easy Drive
Jacksonville, NC 28546

Mr. Mice:

SUBJECT: DEBARMENT LETTER

This letter notifies you that the Commanding General (CG) Marine Corps Installations East-Marine Corps Base Camp Lejeune (MCIEAST-MCB CAMLEJ), has determined that your presence aboard MCB CAMLEJ is detrimental to the security and/or good order and discipline of the installation based upon your misconduct involving an assault incident aboard MCB CAMLEJ.

Effective immediately, you are ordered not to reenter the limits of MCB CAMLEJ.

If you reenter MCB CAMLEJ, you will be subject to apprehension and detention by the military for prompt delivery to appropriate civil authorities for violation of Title 18, U.S. Code Section 1382:

Whoever, within the jurisdiction of the United States, goes upon any military, Naval, or Coast Guard reservation, post, fort, arsenal, yard, station, or installation, for any purpose prohibited by law or lawful regulation; or Whoever reenters or is found within any such reservation, post, fort, arsenal, yard, station, or installation after having been removed there from or ordered not to reenter by any officer or person in command or charge thereof shall be fined under this title or imprisoned not more than six months, or both.

Unless you receive written notification signed by the CG to the contrary, this Order remains in effect permanently.

Should you believe a compelling reason justifies modification of this debarment, you should forward such information to the CG MCIEAST-MCB CAMLEJ (Attn: Magistrate) for consideration, or call (910) 451-0810.

Sample Temporary Debarment Letter

UNIT LETTERHEAD

5530
LSSS
Date

First M. Last Name

Street Mailing Address

City, State Zip Code

Title and Name of Individual :

On (date), the Provost Marshal Office (PMO) escorted you off of this military Installation in order to ensure the security, good order, and discipline of the Installation. It has been determined that you shall be temporarily debarred from Marine Corps Base Camp Lejeune (MCB CAMLEJ) until your case can be reviewed for further consideration.

Accordingly, you are hereby notified, effective immediately upon the receipt of this letter, that you are ordered not to reenter, or be found within the limits of the United States military reservation found at the greater MCB CAMLEJ, North Carolina complex, which includes Camp Lejeune, Tarawa Terrace, Stone Bay, and Camp Johnson.

The Commanding General (CG) will determine whether you warrant indefinite debarment or if this temporary debarment will be rescinded. In five business days, contact the Magistrate's office via telephone at (910) 451-0810 to find out if your debarment has been rescinded or has been emplaced indefinitely.

Should any compelling reason exist which you believe would be sufficient to justify modification of this Order, you should forward such information to the CG Marine Corps Installations East (MCIEAST)-MCB CAMLEJ (Attn: Magistrate) for consideration or contact the Magistrate's office via telephone at (910) 451-0810.

You are further informed that should you reenter or be found within the limits of the United States military reservations within MCIEAST in violation of this Order, you will be subject to apprehension and detention by the military for prompt delivery to appropriate civil authorities, based on violation of U.S. Code below:

MCIEAST-MCB CAMLEJO 5530.2C
JUL 24 2020

"Whoever, within the jurisdiction of the United States, goes upon any military, Naval, or Coast Guard reservation, post, fort, arsenal, yard, station, or installation, for any purpose prohibited by law or lawful regulation;" or

"Whoever reenters or is found within any such reservation, post, fort, arsenal, yard, station, or installation after having been removed there from or ordered not to reenter by any officer or person in command or charge thereof shall be fined under this title or imprisoned not more than six months, or both." (Title 18, U.S. Code 1382)

Unless you receive written notification signed by the CG to the contrary, this Order remains in effect permanently.

F. M. LASTNAME
Command Duty Officer

Received by: _____ at _____ on _____
(First M. Last name) (time) (date)