



UNITED STATES MARINE CORPS
COMMAND ELEMENT
II MARINE EXPEDITIONARY FORCE
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II MEFO 1601.1P
Adj

JUL 28 2016

II MARINE EXPEDITIONARY FORCE ORDER 1601.1P

From: Commanding General, II Marine Expeditionary Forces
To: Distribution List

Subj: II MEF COMMAND DUTY OFFICER (CDO) INSTRUCTION

Ref: (a) CJCSI 3121.01B, Standing Rules for the Use of Force for US Forces
(b) MCO 5500.6H w/ Ch 1, Arming of Law Enforcement and Security Personnel and the Use of Force
(c) MCO 3574.2L, Marine Corps Combat Marksmanship Programs
(d) II MEF Bul 3504.1, II MEF Commander's Critical Information Requirements
(e) MCO 3504.2A, Operations Event/Incident Report (OPREP-3) Reporting
(f) II MEFO 3504.1B, OPREP-3 Reporting
(g) (S) USNORTHCOM Antiterrorism OP Order 05-01B
(h) CJCSM 3150.030 W/Ch 1, Joint Reporting Structure Event Incident Report
(i) II MEFO 3301.2A, II MEF Crisis Action Team (CAT) SOP
(j) MCO 3040.4, Marine Corps Casualty Assistance Program
(k) II MEFO 3040.1B, Casualty Handling Within II MEF
(l) II MEFO 3040.4A, II MEF General Officer Participation in Transfers at Dover Air Base
(m) II MEFO P3440.1F, II MEF Destructive Weather Order.

Encl: (1) Standing Rules for the Use of Force for U.S. Forces
(2) CDO Arming Policy
(3) Weapons Handling, Issue, Recovery, and Clearing Procedures
(4) Use of Force Acknowledgement Form
(5) White Pinnacle/Blue Dart Quick Reference
(6) Building H-1 Tenant Responsibilities
(7) Logbook Entry Example

DISTRIBUTION STATEMENT B: Distribution authorized to U.S. Government agencies only; contains Administrative or Operational Use Information. Other requests for this document shall be referred to the II MEF Adjutant.

1. Situation. The II Marine Expeditionary Force (MEF) Command Element (CE) Command Duty Watch will consist of an armed Command Duty Officer (CDO) and a Command Center Specialist (CCS). The CDO serves as the Commanding General's (CG) representative during his/her tour of duty and is responsible for ensuring the timely and proper dissemination of information received by the Command Operations Center (COC). This Order provides policy and procedural guidance for individuals serving as the CDO for II MEF CE.

2. Cancellation. II MEFO 1601.10.

3. Mission. Officers and Staff Noncommissioned Officers (SNCO) serve as direct representatives of the CG during their tour of duty in order to facilitate proper and timely reporting of incidents requiring CG notification and liaison between II MEF, Higher Headquarters (HHQ), and Major Subordinate Commands/Elements (MSC/E) as needed.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. The CDO is the direct representative of CG II MEF after normal working hours. The CDO's authority is limited to those matters pertaining to the MEF CE and does not include "By direction" authority over MSC/E's. Rules governing the use of force, including deadly force, will be strictly adhered to in accordance with references (a) and (b), and Enclosures (1) through (4). The use of force is authorized only after lesser means, to include calling for assistance from the Building H-1 Guard Force and the Provost Marshall's Office, have failed or cannot reasonably be employed. Should the CDO experience a situation where no other response is practical or permitted in accordance with Enclosures (1) and (4), the use of deadly force is authorized by CG II MEF.

(2) Concept of Operations

(a) In addition to this Order, the II MEF CDO will be guided in his/her duties by the following: verbal orders from the CG, Deputy CG (DCG), and/or Chief of Staff (CoS), special orders, and contact with the Staff Secretary (SSEC) for any last minute instructions or guidance.

(b) The Adjutant will solicit non-availability data from each section no later than (NLT) the 15th of each month. Non-availability is defined as periods Temporary Additional

Duty (TAD). Assignment to limited/light duty does not automatically preclude an individual from standing duty as CDO unless a competent medical authority deems the individual exempt from weapons handling. The Adjutant will assign CDOs and publish the assignment roster no later than the 25th of each month. SNCOs and Officers in the rank of Master Sergeant, Senior Chief Petty Officer, Chief Warrant Officers 2, 3, and 4, Captain, Major, and Lieutenant Colonel (with exception to Lieutenant Colonels serving in Primary Staff billets) are eligible to stand duty as the CDO.

(c) All individuals standing duty as CDO must:

1. Possess, at a minimum, a secret security clearance.
2. Have a current pistol qualification. Pistol Qualification Waivers outlined in reference (c) are not valid for the purpose of standing CDO.
3. Attend an annual deadly force/use of force class or take MarineNet Course ILEUOF001A, Use of Force.
4. Have a current use of force acknowledgement form on file (Enclosure 4).

(d) It is the responsibility of the individual and/or their section to ensure all requirements are met and provide a duty replacement in the event that the respective SNCO or Officer assigned is unable to stand duty. There is no supernumerary. Any changes to the assignment roster will be coordinated with and approved by the SSEC.

(e) The II MEF COC is the location in which the CDO assumes their post. The COC is manned 24 hours a day with a CCS and the CDO is a sleeping post. On workdays, the CDO's place of duty will be his/her workspace until 1630, at which point he/she will assume their post in Building H-1 in the II MEF COC. Prior to assuming his/her post, the CDO will check out the duty pistol from H-1 Guard Force. Enclosures (2) and (3) detail procedures for issuance, conduct, storage, and turn-in of the duty pistol. The CDO will remain in the COC until formally relieved upon completion of his/her tour of duty. The CDO may depart the COC for tours of II MEF spaces or for other periods of short duration within Building H-1, provided they can be recalled immediately to resolve issues that may arise.

(f) The CDO will be formally posted and relieved at 0800 on weekdays by the CoS. CDOs with weekend or holiday duty will report to the CoS at 0800 on the last workday proceeding their duty to receive any special instructions. An informal relief will be conducted between CDO's at 0800 on Saturdays, Sundays, and holidays.

(g) The uniform for the CDO will be the seasonal, Marine Corps pattern utility, no Gortex unless signed by CoS. CDOs will wear a cartridge belt with a standard armory issued pistol holster, M9 Service Pistol, lanyard, two magazines with 15 rounds in each, and one magazine pouch. The weapon will be carried in Condition 1 (magazine inserted, slide forward, and round chambered). CDOs are not authorized use of drop holsters or personal gear.

b. Task

(1) CDO

(a) Read this Order in its entirety prior to assuming duty. References (d) through (m) provide procedural guidance for events that may require action by the CDO. Review current II MEF Commander's Critical Information Requirements (CCIR) listed in reference (d), Operations Event/Incident Reporting (OPREP-3) outlined in references (e) and (f), and the standing rules for use of force (Enclosures (1) and (4)). References (g) and (h) are classified as Secret and are located in the COC. In the event a situation occurs that meets the threshold of a CCIR and requires CG notification, contact the CoS first for instructions.

(b) Required Briefs. Prior to assuming post, contact II MEF G-3 (COPS) to receive information regarding current II MEF operational and training dispositions and current evolutions that may occur during the night and/or over weekends/holidays. Second, contact the II MEF G-4 Strategic Mobility Officer (SMO) for a listing of inbound and outbound II MEF unit movements. Ensure that the battalion or squadron level Family Readiness Officer of the affected unit is notified via the appropriate MSC/E duty officer in the event a unit movement is delayed by 3 hours or more.

(c) Exercise Rehearsals. Immediately upon assuming post as CDO, review references (g) and (h) to ensure familiarity with the procedures for a White Pinnacle or Blue Dart exercise. With the CCS, conduct a full rehearsal of each exercise, to include an operations function check of the Secure

Terminal Equipment (STE) phone and confirming the location of pre-formatted Automated Message Handling System (AMHS) messages. These references are classified Secret and are located in the COC. Ensure proper adherence to the timelines associated with the required responses. Enclosure (5) is provided as a quick reference tool for the conduct of a White Pinnacle or Blue Dart exercise.

(d) COC Operations. Supervise the CCS in the performance of his/her duties and responsibilities. All reports received by the CCS will be reviewed by the CDO. If internal or external dissemination is required, the CDO will review the message prior to release by the CCS. If any reports are received regarding an incident that meets the threshold of a CCIR, the CDO will immediately notify the CoS for guidance. After notifying the CoS, if the incident constitutes a U.S. Marine Corps Forces Command (MARFORCOM) CCIR, the CDO will ensure that the MARFORCOM CDO is notified. If a CCIR is not triggered, the CDO will annotate the information in the CDO logbook and will report the incident to the CoS during the CDO post and relief the following workday.

(e) Police Call and Color Detail. The CDO is responsible for ensuring the proper state of police of Building H-1 and the surrounding grounds. Enclosure (6) identifies areas belonging to II MEF that the CDO is required to check during his/her tour of duty. The CDO will hold Building H-1 sections and command tenants accountable for the cleanliness of their respective areas. The CDO will coordinate with the II MEF Guard Force, located on the quarterdeck, if any area is discovered during the police call that requires attention. Additionally, the CDO is responsible for observing the evening colors. The CDO will ensure the Color Detail performs the ceremony on time and in a professional manner.

(f) II MEF Crisis Action Team (CAT). In the event the CAT must be activated per reference (i), the CDO will notify the CoS. Once activated, the CAT receives, coordinates, and takes action on all calls or messages relevant to II MEF operations. The CDO will ensure calls from HHQ for the CAT are forwarded to the II MEF G3 Current Operations Officer. The CDO will ensure that all IMMEDIATE or higher precedence messages are referred to the II MEF G-3 Current Operations Officer when possible, or to the appropriate staff section.

(g) Crisis Management Team (CMT). The CMT is activated upon direction of CG Marine Corps Installations East-Marine Corps Base, Camp Lejeune. In the event the CMT is

activated, the CDO will notify the CoS followed by the representatives below. The CMT makes decisions regarding crisis response and consequence management through the Marine Corps Base (MCB) Emergency Operations Center (EOC) for resources in support of the incident. On declaration of an incident, the CMT will be activated, notified, and directed to report to the MCB EOC. Notification will be via a mass notification system involving email and phone calls. For II MEF, the Assistant Chief of Staff (AC/S) G-3, Deputy AC/S G-3, G-3 Current Operations Officer, and Deputy Current Operations Officer are the designated representatives (only one needs to attend the CMT briefing). The II MEF COC is on the distribution list of this mass notification. In the event a call comes in after hours, the CDO will make calls in the following order: Deputy Current Operations Officer, Current Operations Officer, Deputy AC/S G-3 and AC/S G-3. Notifications will be logged in the CDO logbook.

(h) Casualties or Arrests. In the event of a casualty or arrest involving II MEF CE, MHG, or MSC/E personnel, the CDO will notify the appropriate MSC/E CDO/Officer of the Day and ensure proper procedures are followed as per references (j) and (k). All II MEF deaths that involve a Dignified Transfer will be immediately brought to the attention of the CoS per reference (l).

(i) CG Communication Assurance. It is the CDO's responsibility to ensure that communication is never interrupted. During after-work hours, CDOs will contact the Marine Air-Ground Task Force Information Technology Service Center (MITSC) at 451-1019 in the event that the CG, DCG, or Sergeant Major (SgtMaj) loses communications capabilities. Follow the prompts to "II MEF CE" and inform the watch officer who answers the call that the trouble call is for VIP support and identify the VIP. Outages and service disruptions during normal work hours will be worked through the Aide-de-Camp to ensure timely restoration.

(j) Logbook Entries. Maintain an accurate, chronological logbook of events that occur on duty. Refer to Enclosure (7) for examples of logbook entries.

(k) Command Suite. Every four hours, the CDO will check Command Suite Cypher locks located on the II MEF CG's office and exterior hatch, the DCG's office, the CoS' office, and the SgtMaj's office. The CDO will initial on the Standard Form 702, Security Container Checklist, posted by each lock.

(2) CoS. Formally post and relieve the CDO each weekday at 0800, and weekend and holiday CDOs on Friday's at 0800 or the

last working day before holidays or announced 72/96-hour liberty periods. Provide special instructions to the CDO as required.

(3) SSEC. Manage updates to the CDO binder. Ensure that the SSEC clerk updates recall rosters on a quarterly basis. Enforce CDO familiarization with the post and applicable orders/directives. Ensure that the H-1 Guard Force has updates of duty changes for proper armory coordination as soon as changes are identified. Ensure CDOs that have failed to submit and/or complete the required items identified by the Adjutant complete actions before assuming CDO.

(4) Adjutant. Publish the monthly duty roster for the CDO by the 25th of the previous month and ensure the H-1 Guard Force receives a copy. Ensure that all duty standers have a current pistol qualification, a current used of force class, and a current signed copy of Enclosure (4) on file.

(5) G-3. Provide an update to the CDO on the disposition of II MEF forces and on-going operations/exercises involving II MEF units and personnel. Implement and supervise the arming policy and procedures for CDOs. Provide an update to the CDO regarding inbound and outbound unit movements.

(6) G-4. Provide updated schedule to the CDO for Military Strategic Lift for both units and personnel.

(7) G-6. Provide a cellular phone for the use of the CDO.

(8) II MHG

(a) Ensure that sufficient pistol qualification ranges are available monthly for new CDOs reporting to the command, those who fail to qualify, and those whose qualification has lapsed.

(b) Coordinate use of force/deadly force classes for CDOs.

(c) Provide the CDO with an M9 9mm Service Pistol, 30 security rounds, two magazines, one cartridge belt, one holster, one lanyard, and one magazine pouch. Attend to all requirements inherent to arming the CDO (clearing barrels, security round issuance, safe/armory, weapons maintenance, etc.).

(d) Provide updated MHG Phone Roster to the CDO.

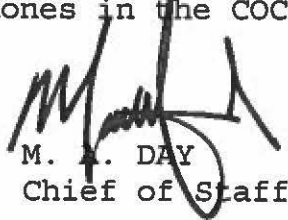
5. Administration and Logistics. All new watch standers will work with their section, or the Adjutant, to ensure they receive a

familiarization walk through of the COC prior to assuming their post as CDO with coordination of the COC Watch Chief. All watch standers will comply with the administrative requirements stipulated in this Order. Recommendations concerning the contents of this Order may be forwarded to the Commanding General via the appropriate chain of command.

6. Command and Signal

a. Command. CDOs will report directly to the CoS during their tour of duty for any matter not covered by this Order.

b. Signal. The CDO cellular phone is the primary source of communication while on duty. Personal cell phones and wireless devices are not permitted in the COC. Secondary means of communication will be the telephones in the COC.



M. A. DAY
Chief of Staff

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13 June 2005

ENCLOSURE L

STANDING RULES FOR THE USE OF FORCE FOR US FORCES

1. Purpose and Scope

a. Standing Rules for the Use of Force (SRUF) provide operational guidance and establish fundamental policies and procedures governing the actions taken by DOD forces performing civil support missions (e.g., military assistance to civil authorities and military support for civilian law enforcement agencies) and routine Service functions (including AT/FP duties) within US territory (including US territorial waters). The SRUF also apply to land homeland defense missions occurring within US territory and to DOD forces, civilians and contractors performing law enforcement and security duties at all DOD installations (and off-installation, while conducting official DOD security functions), within or outside US Territory, unless otherwise directed by the SecDef. Host nation laws and international agreements may limit US forces means of accomplishing their law enforcement or security duties. Additional examples of these missions, within the US, include protection of critical US infrastructure both on and off DOD installations, military assistance and support to civil authorities, DOD support during civil disturbance and DOD cooperation with Federal, State and local law enforcement authorities, including counterdrug support.

b. SRUF cancels CJCSI 3121.02, "RUF for DOD Personnel Providing Support to Law Enforcement Agencies Conducting CD Operations in the United States," and RUF contained in DOD Civil Disturbance Plan (Garden Plot). Existing standing Military Department and combatant commander RUF directives shall be reviewed and updated to comply with these SRUF. Existing SecDef-approved mission-specific RUF remain in effect, unless otherwise noted. Use of force guidance contained in this instruction supercedes that contained in DOD Directive 5210.56, Enclosure 2.

c. Unit commanders at all levels must teach and train their personnel how and when to use both non-deadly and deadly force in self-defense.

d. DOD forces detailed to other USG lead Federal Agencies (LFA) (e.g., support to US Border Patrol) will operate under common mission-

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ENCLOSURE (I)

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~~specific RUF approved by the SecDef and the LFA. DOD forces always retain the right of self-defense, IAW these SRUF.~~

e. DOD forces under USCG control, conducting operations both outside and within the territorial limits of the US, will follow the Use of Force Policy for warning shots and disabling fire as issued by the Commandant, USCG, per 14 USC 637 (reference w). DOD forces, under USCG control and inside the territorial limits of the US, retain the right of self-defense IAW these SRUF.

f. DOD forces, under DOD control (and using DOD SRUF and mission-specific RUF), but operating in coordination with other LFA security forces, will coordinate with on-scene LFA personnel to ensure common understanding of DOD RUF. Combatant commanders shall notify the SecDef, through the CJCS, of any use of force issues that cannot be resolved.

2. Policy. Unit commanders always retain the inherent right and obligation to exercise unit self-defense in response to a hostile act or demonstrated hostile intent. Unit self-defense includes the defense of other DOD forces in the vicinity.

3. Combatant Commander Mission-Specific RUF

a. Combatant commanders may augment these SRUF as necessary by submitting a request for mission-specific RUF to the CJCS for SecDef approval. The message format for requesting approval of mission-specific RUF is contained in Enclosure P.

b. Unit commanders may further restrict mission-specific RUF approved by the SecDef. US commanders shall notify the SecDef, through the CJCS, as soon as practicable, of restrictions (at all levels) placed on Secretary of Defense-approved RUF. In time critical situations, make SecDef notification concurrently to the CJCS. When concurrent notification is not possible, notify the CJCS as soon as practicable after SecDef notification.

c. Combatant commanders will distribute these SRUF to subordinate commanders and units for implementation.

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4. Definitions and Authorities

a. Inherent Right of Self-Defense. Unit commanders always retain the inherent right and obligation to exercise unit self-defense in response to a hostile act or demonstrated hostile intent. Unless otherwise directed by a unit commander as detailed below, service members may exercise individual self-defense in response to a hostile act or demonstrated hostile intent. When individuals are assigned and acting as part of a unit, individual self-defense should be considered a subset of unit self-defense. As such, unit commanders may limit individual self-defense by members of their unit.

b. Imminent Threat. The determination of whether the danger of death or serious bodily harm is imminent will be based on an assessment of all facts and circumstances known to DOD forces at the time and may be made at any level. Imminent does not necessarily mean immediate or instantaneous. Individuals with the capability to inflict death or serious bodily harm and who demonstrate intent to do so may be considered an imminent threat.

c. Hostile Act. An attack or other use of force against the United States, US forces or other designated persons or property. It also includes force used directly to preclude or impede the mission and/or duties of US forces, including the recovery of US personnel or vital USG property.

d. Hostile Intent. The imminent threat of the use of force against the United States, US forces or other designated persons or property. It also includes the threat of force to preclude or impede the mission and/or duties of US forces, including the recovery of US personnel or vital USG property.

e. Assets Vital to National Security. For the purposes of DOD operations, defined as President-designated non-DOD and/or DOD property, the actual theft or sabotage of which the President determines would seriously jeopardize the fulfillment of a national defense mission and would create an imminent threat of death or serious bodily harm. Examples may include, but are not limited to, nuclear weapons; nuclear command and control facilities; and designated restricted areas containing strategic operational assets, sensitive codes or special access programs.

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f. Inherently Dangerous Property. Property is considered inherently dangerous if, in the hands of an unauthorized individual, it would create an imminent threat of death or serious bodily harm. Examples may include, but are not limited to: portable missiles, rockets, arms, ammunition, explosives, chemical agents and special nuclear materials. On-scene DOD commanders are authorized to classify property as inherently dangerous.

g. National Critical Infrastructure. For the purposes of DOD operations, 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.

5. Procedures

a. De-Escalation. When time and circumstances permit, the threatening force should be warned and given the opportunity to withdraw or cease threatening actions.

b. Use of Non-Deadly Force

(1) 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 in intensity, duration and magnitude based on the totality of circumstances to counter the threat. If force is required, non-deadly force is authorized and may be used to control a situation and accomplish the mission, or to provide self-defense of DOD forces, defense of non-DoD persons in the vicinity if directly related to the assigned mission, or in defense of the protected property, when doing so is reasonable under the circumstances.

(2) The use of Service-approved, unit issued non-lethal weapons and riot control agents, including oleoresin capicum (OC) pepper spray, and CS gas, is authorized in operations other than war. Detailed guidance for use of riot control agents by DOD personnel is governed by CJCSI 3110.07 Series, (references b and t listed in Enclosure K).

(3) When operating under SRUF, warning shots are not authorized within US territory (including US territorial waters), except when in the appropriate exercise of force protection of US Navy and Naval Service vessels within the limits set forth in Enclosure M.

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c. 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 under the following circumstances:

(1) Inherent Right of Self-Defense. Deadly force is authorized when DOD unit commanders reasonably believe that a person poses an imminent threat of death or serious bodily harm to DOD forces. Unit self-defense includes the defense of other DOD forces in the vicinity.

(2) Defense of Others. Deadly force is authorized in defense of non-DOD persons in the vicinity, when directly related to the assigned mission.

(3) Assets Vital to National Security. Deadly force is authorized when deadly force reasonably appears to be necessary to prevent the actual theft or sabotage of assets vital to national security.

(4) Inherently Dangerous Property. Deadly force is authorized when deadly force reasonably appears to be necessary to prevent the actual theft or sabotage of inherently dangerous property.

(5) National Critical Infrastructure. Deadly force is authorized when deadly force reasonably appears to be necessary to prevent the sabotage of national critical infrastructure.

d. Additionally, when directly related to the assigned mission, deadly force is authorized under the following circumstances:

(1) Serious Offenses Against Persons. Deadly force is authorized 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.

(2) Escape. Deadly force is authorized 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 is, one that involves imminent threat of death or serious bodily harm, and would

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~~pose an imminent threat of death or serious bodily harm to DOD forces or others in the vicinity.~~

(3) Arrest or Apprehension. Deadly force is authorized when deadly force reasonably appears necessary to arrest or apprehend a person who, there is probable cause to believe, has committed a serious offense (as indicated in subparagraph c above).

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Enclosure L

ENCLOSURE (1)

CDO ARMING POLICY

1. The II MEF CDO will be armed with an M9 Service Pistol as the assigned duty weapon. The pistol will remain in Weapons Condition 1 (magazine inserted, slide forward, round in chamber, and safety on.)

2. Action

a. CDO

(1) Personnel assigned as the CDO will ensure their pistol qualification is current. The CDO will be fully trained in the safe handling and use of the weapon with which they are armed.

(2) The CDO shall be armed with an M9 Service Pistol, 2 magazines, 30 rounds, magazine pouch, cartridge belt, holster, and lanyard.

(3) Weapons clearing will be accomplished only in a designated area (clearing barrel).

(4) The CDO will make appropriate duty log-book entries:

(a) Acknowledge receipt of the M9 Service Pistol (serial number), 2 magazines with 30 rounds, magazine pouch, cartridge belt, holster, and lanyard.

(b) Record the appropriate hand-over of the duty weapon between on-coming and off-going CDOs (holidays and weekends ONLY).

(c) Acknowledge they have read and understand the Use of Force Acknowledgement annually (Enclosure (4) prior to assuming duty.

(5) The CDO will not transport government weapons or ammunition in a privately owned vehicle.

(6) The CDO will not transport the weapon assigned to them off the installation. In the event that the CDO must leave the installation in the performance of their duties, the weapon will be cleared in accordance with clearing procedures outlined in this order, and secured in the COC safe.

1. (7) The M9 service pistol will be in Weapons Condition

b. Assistant Chiefs of Staff (AC/S) Common Tasks

(1) Ensure all CDO-eligible personnel are:

(a) Qualified with the M9 Service Pistol and receive firearm safety training. The M9 Service Pistol qualification remains a fiscal year requirement. Weapons safety training will include handling, clearing, and transport of firearms.

(b) Receive annual use of force training. Written documentation, including dates and signatures of trainer/trainee, must be maintained.

(2) Ensure only personnel that have met all requirements within this Order are selected to perform armed duties as CDO.

(3) Immediately notify the Adjutant of any changes in personnel qualifications or status (e.g., personnel taking medication precluding them from carrying a weapon).

WEAPONS HANDLING, ISSUE, RECOVERY, AND CLEARING PROCEDURES

1. General Instructions

- a. The CDO is strictly charged with the responsibility for weapons safety.
- b. CDOs will NOT be armed with any weapon for which they do not have a current qualification.
- c. The CDO will not clear the pistol without a witness (i.e. on-coming/off-going CDO or armory personnel) present to verify.
- d. Clearing will only be accomplished in a designated area (i.e. clearing barrel).
- e. The assigned M9 Service Pistol for the CDO will be maintained in the immediate vicinity of the CDO while the CDO sleeps.
- f. The CDO will follow the below weapons draw schedule for normal Duty posting detailed in paragraph 2:

0755 Brief with CoS (off-going CDO remains armed)
 0815 Off-going and on-coming CDO returns weapon and ammunition to the H-1 Quarterdeck Guard Force
 1630 On-coming CDO draws weapon and ammunition from the H-1 Quarterdeck Guard Force and inserts magazine at clearing barrel ensuring weapon is Condition 1

- g. During weekends and holidays, the off-going and on-coming CDOs will clear and transfer the weapons at a clearing barrel located in front of Building H-1. During post and relief, the CDOs will witness each other in conducting clearing procedures.

2. Issuing and Clearing the M9 Service Pistol

- a. The current month's CDO duty roster will be posted on the H-1 Quarterdeck in order to allow Guard Force Marines to validate the on-coming CDO.
- b. Following turnover with the MEF CoS, the off-going CDO will clear the weapon at the clearing barrel located in front of Building H-1 and place the weapon in Condition 4. The on-coming CDO will verify the weapon is in Condition 4. The on-coming will also visually inspect the chamber. Once clear, keeping the

muzzle pointed into the clearing barrel, ensure the weapon is on safe the release the side on the empty chamber. AT NO TIME WILL THE TRIGGER BE PULLED!

c. With a Condition 4 weapon, the on-coming and off-going CDOs will report to the H-1 Quarterdeck for weapon turn in.

d. The on-coming CDO will be verified by producing their valid military identification card to Guard Force Marines. Any changes not reflected on the duty roster must be validated by the off-going CDO and verified by the Guard Force Marines prior to issuing any weapons.

e. The off-going CDO will ensure that the serial number on the weapon they are turning in matches the number listed in the log book as the weapon they checked out.

f. The on-coming CDO will observe a full round count being conducted by the off-going CDO. The off-going CDO will then log this in the log book.

g. The CDO will depart for the plan of the day. The Guard Force will maintain custody of the weapon, ammunition, and SL-3 items in the Guard Force weapons rack.

h. Upon posting, the on-coming CDO will report to the H-1 Quarterdeck for weapons issue.

i. The on-coming CDO will observe that the weapon is clear before taking possession of the weapon.

j. The on-coming CDO will verify that the serial number on the weapon they are receiving matches the number listed in the log book as the weapon they should be receiving.

k. The on-coming CDO will ensure and observe a full round count being conducted by the Guard Force Marine. The on-coming CDO will then log this in the log book and reload the ammunition. The on-coming CDO will sign for all SL-3 gear in the logbook at the time of change over.

l. The on-coming CDO will proceed to the clearing barrel in front of Building H-1 and make a Condition 1 weapon.

m. Weekend/holiday CDO will turnover weapon, ammunition, and SL-3 to the on-coming CDO.

INDIVIDUAL'S ACKNOWLEDGEMENT OF SPECIFIC INSTRUCTIONS FOR ARMED SECURITY AND LAW
ENFORCEMENT PERSONNEL REGARDING THE USE OF FORCE

NAME (LAST, FIRST, MI) _____

RANK _____ EDIPI _____ DATE _____

1. Inherent Right of Self Defense. Unit commanders always retain the inherent right and obligation to exercise unit self defense in response to a hostile act or demonstrated hostile intent. Unless otherwise directed by a unit commander as detailed below, I may:

a. _____ Exercise individual self-defense in response to a hostile act or demonstrated hostile intent.

b. _____ However, I understand that when I am assigned and acting as part of a unit, my individual self-defense should be considered a subset of unit-self defense. As such, my unit commander may limit my individual inherent right of self-defense.

2. De-escalation and the Use of Non-Deadly Force. I understand that:

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 last resort, and the force used should be the minimum necessary. The use of force must be as reasonable to counter the threat. If force is required, non-deadly force is authorized and may be used to control a situation and accomplish the mission, or to provide self-defense of DOD forces, defense of non-DOD persons in the vicinity if directly related to the assigned mission, or in defense of the protected property, 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 under the following circumstances:

a. _____ When DOD unit commanders reasonably believe that a person poses an imminent threat of death or serious bodily harm to DOD forces. Unit self-defense includes the defense of other DOD forces in the vicinity.

b. _____ In defense of non-DOD persons in the vicinity, when directly related to the assigned mission.

c. _____ When deadly force reasonably appears to be necessary to prevent the actual theft or sabotage of properly designated assets vital to national security.

d. _____ When deadly force reasonably appears to be necessary to prevent the actual theft or sabotage of inherently dangerous property (i.e., explosives, weapons, ammunition, etc.).

e. _____ When deadly force reasonably appears to be necessary to prevent the sabotage of national critical infrastructure. For the purposes of DOD 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.

4. Additionally, when directly related to the assigned mission, deadly force is authorized under the following circumstances:

a. _____ 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.

b. _____ 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 is, one that involves imminent threat of death or serious bodily harm, and would pose an imminent threat of death or serious bodily harm to DOD forces or others in vicinity.

c. _____ When deadly force reasonably appears necessary to arrest or apprehend a person whom there is probable cause to believe, has committed a serious offense (as indicated in paragraph 3, above).

5. Additional Specific Instructions:

a. _____ I am prohibited from firing warning shots.

b. _____ I will remove my pistol from my holster only when:

(1) The use of deadly force is imminent, or to affect the apprehension of a suspect I believe to be armed or dangerous, or to gain control of a dangerous situation.

(2) Ordered to do so by competent authority.

(3) Returning it to storage.

(4) Cleaning it in an authorized area.

c. _____ I will show due regard for the safety of innocent bystanders when using force.

6. _____ I will not point any firearm at any person, except:

a. To gain control of a situation.

b. When I intend to use deadly force.

c. During on-duty reaction drill, only after I have checked the firearm and it has also been checked by my supervisor to ensure no rounds are in the weapon.

7. _____ If I chamber a round in a rifle or shotgun, or remove my pistol from its holster, proper notifications will be made and a Statement of Force form completed.

8. _____ When clearing a firearm, I will follow current policies and procedures pertaining to firearms handling, clearing, and safety.

a. No weapon will be cleared without a supervisor (sergeant or above) present and clearing will be accomplished only in the designated area (i.e., clearing barrel).

b. When drawing a weapon from the armory/arms room, rounds will be drawn after ensuring the weapon is clear.

c. 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.

d. I will report any violation of these policies or procedures immediately to the authority.

9. _____ I am prohibited from using a privately owned firearm or ammunition on duty.

10. _____ During training exercises and testing, I will check my 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.

11. _____ I will comply with these principles when using non-lethal weapons or techniques in such a manner that could cause death or serious bodily harm.

12. Acknowledgement. I have been instructed on the use of deadly force and acknowledgement that I understand and will comply with the basic rules for the use of force and weapons safety. I acknowledge that failure to comply with the basic rules for the use of force and weapons safety may result in administrative, disciplinary, and/or criminal penalties.

Date

Rank/Printed Name

Signature

WHITE PINNACLE EXECUTION CHECKLIST

The OPREP-3 WHITE PINNACLE (WP) is an. unclassified exercise flagword used in exercise messages that contain simulated, time critical information from operating forces to the National Military Command Center (NMCC). This exercise is used to measure the timeliness of the OPREP-3 PINNACLE report.

1. Upon receipt of OPREP-3 WP Automated Message Handling System (AMHS) message or phone call, a WP acknowledgement report must be submitted to the Battle Captain by the fastest means possible.
2. Response time for WP exercise is 20 minutes from the communications origination time (i.e., when the unit operations center and/or command center or duty officer receives the WP tasking) to time of receipt by the NMCC.
3. The primary means for II MEF Command Operations Center (COC) is PHONE. The contact numbers for NMCC are DSN 227-6340, and COMM 703-697-6340. No record copy message traffic is required when the WP exercise is successfully completed using voice contact.

VOICE REPORT FORMAT

Tasked Unit:

"This is II MEF CG COC with an OPREP-3 EXERCISE WHITE PINNACLE acknowledgement report for NJOIC Battle Captain.

Unit location is Camp Lejeune, North Carolina.

EXERCISE WHITE PINNACLE was initiated by (command center) at (DTG-Zulu).

Our time of receipt (TOR) at this location was (DTG-Zulu) and the TOR for our acknowledgement to the NJOIC Battle Captain is (DTG-Zulu)."

NJOIC Battle Captain Response:

"This is NJOIC Battle Captain, concur in NMCC TOR of (DTG-Zulu). This exercise is (satisfactory/unsatisfactory)."

(If unsatisfactory) "Please reply with record copy stating the reason(s) for the delay in your acknowledgement."

BLUE DART EXECUTION CHECKLIST
INITIAL VOICE NOTIFICATION FROM SOURCE

1. This is a REAL WORLD Blue Dart terrorist threat warning.
2. This is _____ from _____, and my telephone number is _____.
3. We have information there may be a terrorist attack on (name/location of installation) _____.
4. We believe the attack will take place at (time/date) _____.
5. The attacker will use (type or means) _____ attack.
6. (Identity of attacker) _____ will conduct the attack.
7. The attack is being conducted because _____.
8. The source of this information is _____.

AUTHENTICATION/CALL BACK PROCEDURES FROM CDO

1. This is a REAL WORLD Blue Dart terrorist threat warning.
2. This is _____ from II MEF CG COC, calling to authenticate a Blue Dart terrorist threat warning, I would like to verify the following information we received from _____.
3. There may be a terrorist attack on (name/location of target installation) _____.
4. The attack will take place at (time/date) _____.
5. The attacker will use (type or means) _____ attack.
6. (Identity of the attacker) _____, will conduct the attack.
7. The attack is being conducted _____.
8. The source of the information is _____.
9. Is all of my information correct? YES NO
10. Do you have any additional information for me?
_____.

MESSAGE MUST BE PASSED TO AFFECTED UNIT WITHIN 15 MINUTES OF
RECEIPT, THIS MESSAGE IS TIME CRITICAL!!!!











1. CHIEF OF STAFF ALERTED VIA PHONE (Time)
2. G-3 NOTIFIED VIA PHONE (Time)
3. II MEF FORCE PROTECTION OFFICER NOTIFIED VIA PHONE (Time)
4. AMHS MESSAGE RELEASED (BELOW)
5. PROPER ENTRIES MADE INTO LOG BOOKS (CDO/COC)

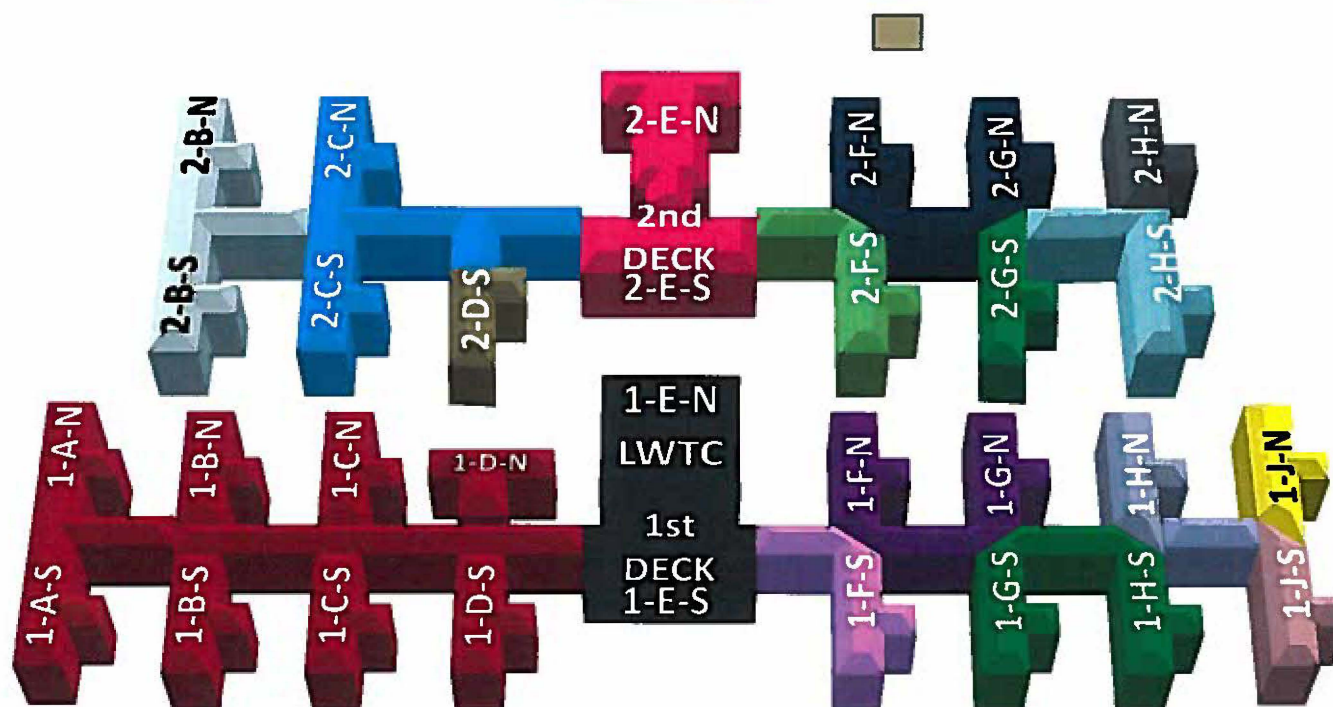
(MESSAGE CLASSIFICATION)

TO: JOINT J3 NMCC OPS, USNORTHCOM J34
CC: CMC WASHINGTON DC (uc), CG II MEF(uc), CG II MEF G3(uc)
*****ADD COMMAND ELEMENT OF AFFECTED UNIT TO CC LINE*****
MSGID/OPREP-3P/BLUE DART/USNORTHCON/04-001//
REF/A/USNORTHCOM AT OPORD/06MAY05//
MISSION OPERATION ORDER//
FLAGWORD PINNACLE//
TIMELOC/DTG/USNORTHCOM/INIT//
GENTEXT/INCIDENT IDENTIFICATION AND DETAILS//
DECL/declassification instructions//

*****AMHS MESSAGE MUST BE REPORTED WITHIN 30 MIN*****

Misc Legend	
	2D MAR DIV CE
	Lac. Room/MEF SSEC/MCCS
	Dental (Fox wing)
	Physical Therapy
	IMA/SMAT/Force Pres./Co. Office
	Intel Bn (Golf/Hotel wing)

II MEF Legend	
	G-1
	G-2/IMO
	G-3
	G-4
	G-6
	G-7
	Compt./G-8
	SJA/G-6 Hlpdsk/Div. SSEC
	MEF/MAGTF Spaces
	LWTC/Qrt Deck
	Chaps/Security/HSS/PAO
	2d MEB



Encl (6)

DD-MMM-YY	
Commanding General	MajGen Miller
Commanding Duty Officer	LtCol Smith
0715	I LtCol Smith have assumed the post of the II MEF CDO. I have read and understand all orders pertaining to this post. I have in my possession: (1) duty cell phone w/ charger; (2) Access Badges; (1) Duty Log book. I have read and understand the use of force pertaining to this post.
0800	CDO observes morning colors and secures to work section.
1530	CDO reports to Quarterdeck and receives (1) M9 Service Pistol - Ser 1234567; (1) pistol holster; (2) magazines with (30) rounds; (1) cartridge belt; (1) magazine pouch; and (1) lanyard.
1600	CDO receives COPS and G-4 Brief. No special instruction from SSEC.
1630	CDO assumes post in COC.
1710	CDO tours area and observes Evening colors.
1807	CDO returns NSTR.
1830	CDO calls MSC/E duties for their duty POC.
2050	CDO tours Command Suite and checks cypher locks. NSTR.
2112	CDO returns.
LATE ENTRY 2058	CDO receives phone call from 2d MarDiv CDO, GySgt Allen, IRT CCIR. Cpl Marine, 1/8, was involved in a traffic accident on base at 2037. SNM was taken to NHCL for evaluation. Update to follow.
2256	Update received on Cpl Marine. SNM was discharged and released to BN OOD at 2215. SNM received 5 stiches on his left eyebrow and was diagnosed with a head contusion. Light duty for 5 days. No PCR required.
0030	CDO tours Command Suite and checks cypher locks. NSTR.
0430	CDO tours Command Suite and checks cypher locks. NSTR.
0700	CDO is relieved by Maj John.
	NFE