



UNITED STATES MARINE CORPS  
I MARINE EXPEDITIONARY FORCE  
U. S. MARINE CORPS FORCES, PACIFIC  
BOX 555300  
CAMP PENDLETON, CA 92055-5300

IN REPLY REFER TO  
5060  
G-3  
MAY 13 2016

LETTER OF INSTRUCTION 12-16

From: Commanding General, I Marine Expeditionary Force  
To: Distribution List

Subj: LETTER OF INSTRUCTION FOR I MARINE EXPEDITIONARY FORCE COMMAND  
ELEMENT WARRIOR NIGHT

Encl: (1) Risk Management (RM) Worksheet  
(2) Gear List  
(3) Route Overlay

1. Situation. This event is focused on building cohesion, camaraderie and *esprit de corps* amongst the I Marine Expeditionary Force (I MEF) Command Element (CE).

2. Mission. From 19 to 20 May 2016, I MEF will conduct a Staff Noncommissioned Officers (SNCOs) and Officers field mess night.

3. Execution

a. Commander's Intent. The purpose of this event is to bring I MEF leadership together to participate in a traditional field mess night.

b. Concept of Operations. All Marines and Sailors participating in the event will assemble at the 21 Area parade deck no later than (NLT) 1600 on 19 May 2016 with all personnel identified and all gear per enclosure (2). At 1630, all personnel will depart the 21 Area enroute to Camp Devil Doc via foot movement per enclosure (3). Once on site, participants will conduct a traditional field mess night. At 0730 on 20 May 2016 all personnel will depart the area via government transportation.

c. Coordinating Instructions

(1) I MEF G-1

(a) Collect an accurate roster of all personnel participating/not participating in the event from all I MEF CE Elements NLT 9 May 2016.

(b) Submit personnel officer endorsement for the chow request to the action officer NLT 9 May 2016.

(c) Ensure accurate accountability of all MEF CE personnel prior to stepping off on the foot movement and upon arrival at Camp Devil Doc.

(d) Provide one Marine for security/working party for the event.

(e) Provide the name of the Marine who are supporting the event to the I MEF G-3 NLT 6 May 2016.

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(2) I MEF G-2

(a) Provide one Marine for security/working party for the event.

(b) Provide a roster to the I MEF G-3 of the Marine that is supporting the event NLT 6 May 2016.

(c) Provide one SNCO to conduct range sweep and police call on or about 0700 on 20 May 2016.

(3) I MEF G-3

(a) Provide two Range Safety Officers (RSO) for the event, one RSO for the hike and one RSO for Camp Devil Doc.

(b) Provide one Marine for security/working party for the event.

(c) Consolidate the security/working party roster and provide to the Action Officer NLT 6 May 2016.

(4) I MEF G-4

(a) Provide one Marine for security/working party for the event.

(b) Provide a roster to the I MEF G-3 of the Marine that are supporting the event NLT 6 May 2016.

(c) Provide one SNCO to direct road guards.

(5) I MEF G-6

(a) Provide one Marine for security/working party for the event.

(b) Provide a roster to the I MEF G-3 of the Marine who are supporting the event NLT 6 May 2016.

(6) I MEF G-7

(a) Provide one Marine for security/working party for the event.

(b) Provide a roster to the I MEF G-3 of the Marine who are supporting the event NLT 6 May 2016.

(7) I MEF G-8

(a) Provide one Marine for security/working party for the event.

(b) Provide a roster to the I MEF G-3 of the Marine who are supporting the event NLT 6 May 2016.

(8) I MEF Civil Affairs

(a) Provide one Marine for security/working party for the event.

(b) Provide a roster to the I MEF G-3 of the Marine who are

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supporting the event NLT 6 May 2016.

(9) I MEF Staff Sections

(a) Provide one Marine for security/working party for the event.

(b) Provide a roster to the I MEF G-3 of the Marine who are supporting the event NLT 6 May 2016.

(c) Provide one SNCO to lead the hike.

(10) I MEF Inspector General

(a) Provide one Marine for security/working party for the event.

(b) Provide a roster to the I MEF G-3 of the Marine who are supporting the event NLT 6 May 2016.

(11) I MEF Public Affairs Office

(a) Provide one Marine for security/working party for the event.

(b) Provide a roster to the I MEF G-3 of the Marine who are supporting the event NLT 6 May 2016.

(12) I MEF Staff Judge Advocate

(a) Provide one Marine for security/working party for the event.

(b) Provide a roster to the I MEF G-3 of the Marine who are supporting the event NLT 6 May 2016.

(13) Action Officer

(a) NLT 15 April 2016, reserve Camp Devil Doc for the conduct of Commanders Night and de-conflict reservation with adjacent units.

(b) NLT 15 April 2016, provide route overlay for the hike to Camp Devil Doc.

(c) Establish a roving guard and schedule NLT 19 May 2016 for the duration of the Commanders Night.

(d) Request one Corpsman for 19-20 May 2016 to encompass both the hike and the event.

(e) Conduct site survey prior to 4 May 2016 to plan site layout.

(f) Prepare RM and ensure it is approved and signed prior to 18 May 2016.

(g) Provide eight road guard vests for the conduct of the event.

(h) Ensure the wood is picked up and staged for the event NLT 19 May 2016.

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(i) Coordinate transportation of gear and working party Marines to the training area and back to the I MHG motor pool.

(14) I Marine Expeditionary Force Headquarters Group (MHG) S-4

(a) Provide three Lightweight Maintenance Enclosure (LME) tents with 12 lights each and four 305 tents with four lights each NLT 18 May.

(b) Request four handwashing stations are placed in support of the CE Warrior Night NLT 19 May 2016.

(c) Request Southwest Region Fleet Transportation (SWRFT) transportation for personnel departing Camp Devil Doc at 0700 to the 21 Area Parade Deck.

(d) Provide Action Officer with one 15 PAX van to serve as a safety vehicle during the hike and for early departures on 20 May 2016.

(e) Provide Action Officer with one 3-ton Stake Bed for transportation of wood and essential equipment to Camp Devil Doc.

(f) Provide ten fire extinguishers for the event NLT 18 May 2016.

(g) Provide 250 chairs and 125 tables NLT 18 May 2016.

(h) Provide two rolls of engineer tape, 20 engineer stakes, ten boxes of chemical lights, two shovels, four large garbage cans, and one box of black garbage bags NLT 18 May 2016.

(15) I MHG S-6

(a) Provide five hand-held radios for command and control for the duration of the event NLT 18 May 2016.

(b) Ensure range control (Longrifle) frequencies are loaded onto all radios NLT 18 May 2016.

(c) Provide Public address (PA) system with speakers and two microphones five hand-NLT 0700 on 19 May 2016.

(d) Provide one Marine to set-up and provide support of the PA system.

(16) I MHG Combat Service Support (CSS) Company Officer (CO)

(a) Provide sufficient Food Service Marines to support this event. Ensure they submit chow request, prepare, and serve food per the Commanding General's (CG) menu on 19 May 2016.

(b) Provide one ambulance and driver for the hike safety vehicle.

(c) Provide one high back and driver for Camp Devil Doc safety.

(d) Provide one heavy equipment transportation vehicle with

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driver and assistant driver.

(e) Provide one or necessary heavy equipment and operator for set-up and tear down of event.

(f) Provide two 7-Tons with drivers and assistant driver. One 7-Ton must be covered.

(g) Provide one filled and certified water bull for duration of the event.

(h) Ensure Food Service personnel bring sufficient grills, fuel for grills, decking, tables, garbage bags, four five gallon water jugs, and tent decking to support the execution of the event.

(i) Provide two generators with generator tech and electrician for the event.

(j) Provide two flood light for safety for the event.

(17) I MHG Family Readiness Officer

(a) Provide three coolers to CSS Food Service detachment NLT 18 May 2016.

(b) Provide three grills to CSS Food Service detachment NLT 16 May 2016.

(18) Timeline for participants:

19 May 2016

1600: Accountability at 21 Area parade deck  
1615: Safety brief  
1630: Commence foot movement  
1800: Arrival at Camp Devil Doc; Stage gear  
1800: Orientation and ROE by OIC  
1805: Cocktail Hour starts  
1900: Dinner Begins; Professional Military Education (PME)  
2100: End of formal dinner; Commence social time  
2400: Conclusion of all activities

20 May 2016

0600: Reveille; Hygiene time; Prepare to step-off  
0700: Stage gear; police call  
0730: Bus transportation  
0800: Dismissal

(19) Timeline for support personnel:

19 May 2016

0630: Support personnel, equipment and vehicles staged in Motor Transportation lot  
0700: Occupy Range

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0730: Set up LME tents and site layout  
1300: Begin cooking chow  
2130: Remove table and chairs  
2400: Turn off generator

20 May 2016

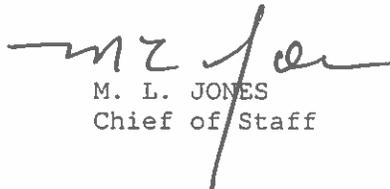
0600: Tear down LME tents  
0800: Sanitize area to include burn pit  
0800: Check out with range control

4. Administration and Logistics. Each CE section will verify numbers and submit counts to the G-1 NLT 1620 on 9 May 2016.

5. Command and Signal

a. The I MEF Chief of Staff will be responsible for the Rules of Engagement (ROE) and good order and discipline of the event. Communication between RSOs and Range Control will be via a PRC-152 per Range Control regulations. Address all questions and concerns to the I MEF Sergeant Major, Sergeant Major Bradley A. Kasal at (760) 725-9252 or I MHG Sergeant Major, Sergeant Major David A. Wilson at (760) 763-2687.

b. This Letter of Instruction is effective the date signed.



M. L. JONES  
Chief of Staff

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OPERATIONAL RISK MANAGEMENT MATRIX MCB, CAMP PENDLETON

TRAINING EVOLUTION: I MEF CE Warrior Night		ORGANIZATION: I MEF CE	Training Area: Camp Devil Doc	Assigned RSO: TBD	Weapons Systems: None		Date: 19 and 20 May 2016
OPERATIONAL PHASE	HAZARD	CAUSES	INIT RAC	DEVELOP CONTROLS	RBS RAC	HOW TO IMPLEMENT	HOW TO SUPERVISE
Hike	Lower Extremity Injuries	- Failure to follow route - Rolled Ankles - Insufficient Preparation	II/C=3	- Hike conducted on marked paths and established routes - Proper wear of gear and equipment	II/D=4	- Safety brief and PCC/PCIS - LOI	Unit leadership and RSO supervision
Hike	Dehydration	- Black flag conditions - Improper preparations	II/B=2	- Encourage proper rest and hydration prior to event - Monitor local flag conditions	II/D=4	- Proper brief from staff/RSO - Water source on body	- Unit leadership and RSO supervision - Individual responsibility
Hike	Underlying Medical Conditions	- Existing injuries - Poor fitness and health	II/C=3	- Medical screening by leadership and knowing ones Marines	II/D=4	- review light/limited duty chits - Previous experience with staff	- Up-to-date records of chits - Medical evaluations - Unit supervisions
Warrior Night	Burns	- Grabbing hot wood. - Falling into the fire - Extinguishing the coals - Fire too large	II/C=3	- Marked fire pit areas - Fire extinguishers properly staged - Support staff support extinguishing fire - Flames below 4' tall	II/D=4	- Detailed safety brief and orientation - Abide by range regulations	- RSO Brief - Roving patrol supervision
Warrior Night	Drowning	- Swimming in the ocean improperly - No awareness of surroundings	I/C=2	- Swimming is unauthorized - Roving patrols during entire event - Clearly marked approved areas	I/D=3	- Detailed safety brief - E-stake and E-tape marked areas	- Roving patrols - Self and buddy monitoring
Warrior Night	Vehicle Mishaps	- Climbing on or off vehicles during set-up and take-down	I/C=2	- Separate bivouac and vehicle staging area - Working party and	I/D=3	- Safety brief and orientation by RSO - Ground guides at all times	- RSO supervision - Vehicle commander control

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	<p>- Marines run over by moving vehicles</p>	<p>I/C= 2</p>	<p>participants separate - Using proper vehicle use measures</p>		<p>- Screen all those drinking - Manage consumption rates and amounts - Breathalyzer on site to clear early departures</p>																																				
<p>Warrior Night</p>	<p>Over consumption</p>	<p>I/C= 2</p>	<p>- Only those of legal drinking age can consume alcohol - Monitor intake through unit leadership - Non-alcoholic beverages available - No one will drive to the event</p>	<p>I/D= 3</p>	<p>- Unit screening and age verification - Small unit leadership - Robust sober personnel present</p>																																				
<p><b>HAZARD SEVERITY</b></p> <p>I - CATASTROPHIC- Death, permanent disability, major property damage                  II - CRITICAL - Permanent partial disability, major system or minor property damage                  III - MARGINAL - Minor injury, minor system or property damage                  IV - NEGLIGIBLE - 1<sup>st</sup> aid, minor system repair</p> <p><b>MISHAP PROBABILITY</b></p> <p>A - FREQUENT, B - LIKELY, C - OCCASIONAL, D - UNLIKELY</p> <p><b>RISK ASSESSMENT CODE (RAC)</b></p> <p>1 - CRITICAL, 2 - SERIOUS, 3 - MODERATE, 4 - MINOR, 5 - NEGL</p>																																									
<p><b>RAC ASSESSMENT CODE MATRIX</b></p>			<p><b>COMMAND REVIEW/APPROVAL</b></p>																																						
<p><b>H A Z A R D S E V E R I T Y</b></p> <table border="1" style="margin: auto;"> <thead> <tr> <th colspan="6" style="text-align: center;">MISHAP PROBABILITY</th> </tr> <tr> <th></th> <th style="text-align: center;">A</th> <th style="text-align: center;">B</th> <th style="text-align: center;">C</th> <th style="text-align: center;">D</th> <th style="text-align: center;">5</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">I</td> <td style="text-align: center;">1</td> <td style="text-align: center;">1</td> <td style="text-align: center;">2</td> <td style="text-align: center;">3</td> <td style="text-align: center;">4</td> </tr> <tr> <td style="text-align: center;">II</td> <td style="text-align: center;">1</td> <td style="text-align: center;">2</td> <td style="text-align: center;">3</td> <td style="text-align: center;">4</td> <td style="text-align: center;">5</td> </tr> <tr> <td style="text-align: center;">III</td> <td style="text-align: center;">2</td> <td style="text-align: center;">3</td> <td style="text-align: center;">4</td> <td style="text-align: center;">5</td> <td style="text-align: center;">5</td> </tr> <tr> <td style="text-align: center;">IV</td> <td style="text-align: center;">3</td> <td style="text-align: center;">4</td> <td style="text-align: center;">5</td> <td style="text-align: center;">5</td> <td style="text-align: center;">5</td> </tr> </tbody> </table> <p style="text-align: right;">Print: _____ Sign: _____</p>						MISHAP PROBABILITY							A	B	C	D	5	I	1	1	2	3	4	II	1	2	3	4	5	III	2	3	4	5	5	IV	3	4	5	5	5
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Gear List:

On Body:

- Desert MCCUU (sleeves down)
- Desert Eight point cover
- USMC issued boots
- CAC card
- Dog Tags/Allergy Tags

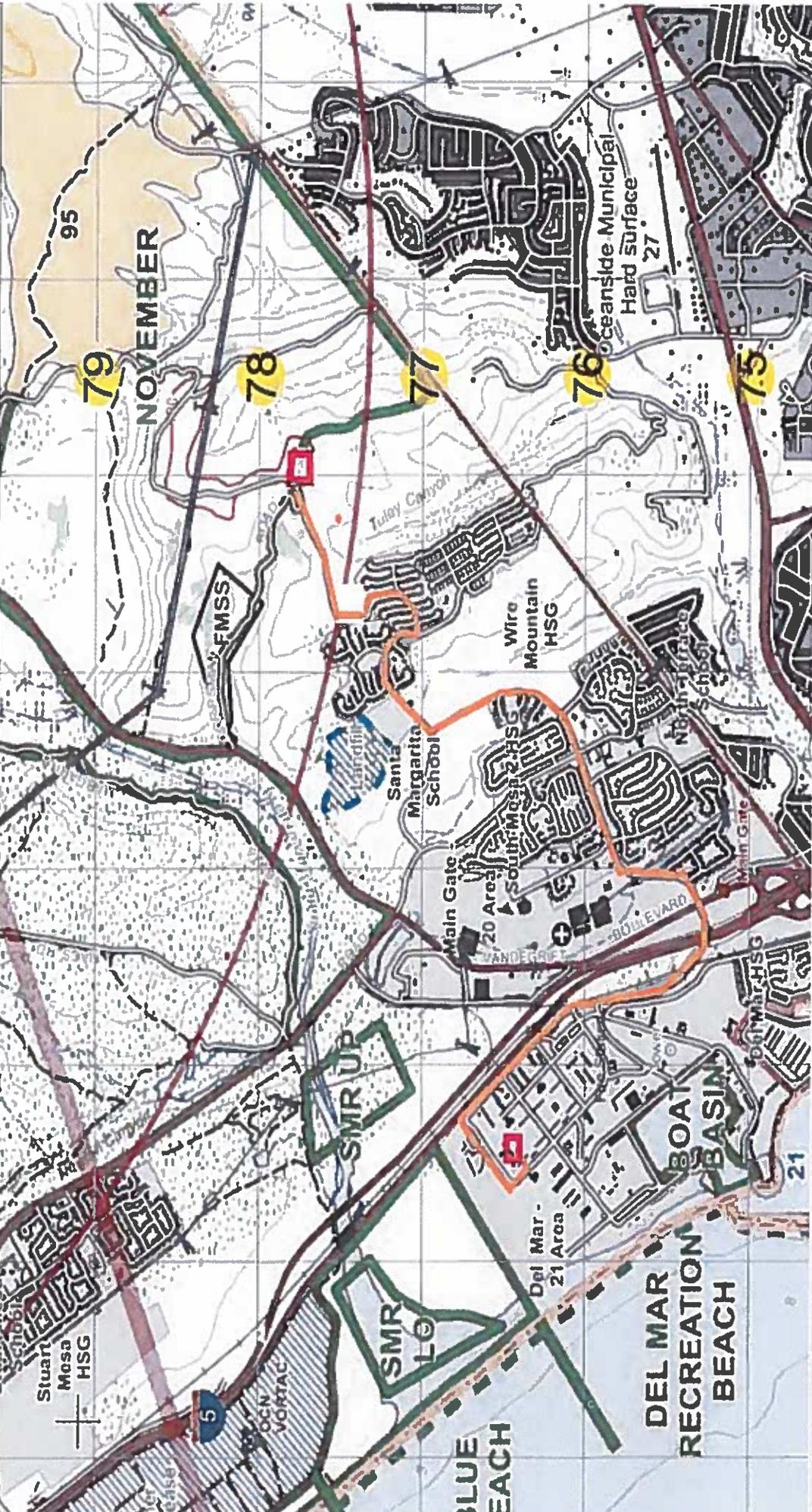
In USMC Assault Pack

- Skivvy Shirt
- Skivvy Shorts
- Socks
- Desert Jacket or Goretex Top
- Hygiene kit
- Flashlight
- Poncho
- Sleeping system
- ISO mat
- Canteen Cup
- Poncho liner

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ROUTE OVERLAY MCB, CAMP PENDLETON

<b>TRAINING EVOLUTION:</b> I MEF CE Warrior Night	<b>ORGANIZATION:</b> I MEF CE	<b>Training Area:</b> Camp Devil Doc	<b>Assigned RSO:</b> TBD	<b>Weapons Systems:</b> None	<b>Date:</b> 19 and 20 May 2016
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**UNITED STATES MARINE CORPS  
I MARINE EXPEDITIONARY FORCE  
Box 555300  
Camp Pendleton, CA 92055-5300**



1. DATE May 10, 2016

2. OPERATION CODE

- X ORIGINATOR OF ROUTE SHEET
- A APPROPRIATE ACTION
- B SIGNATURE
- C CONCURRENCE
- D INFORMATION
- E RETENTION
- F RETURN TO:
- G COMMENT(S)

3. SUBJECT: LOI FOR THE I MEF CE WARRIOR NIGHT

9. NATURE OF ACTION REQUIRED	ORIGINATOR INITIALS	DUE DATE
ROUTINE/URGENT	NAT	13 MAY

10. ACTION OFFICER (NAME, GRADE, SECTION, EXT)  
**M. PIZZULLI, MAJ, ADJ, 760-725-9249**

11. REMARKS AND SIGNATURE:

**PURPOSE:** Routed to CG signature.  
**DISCUSSION:** LOI FOR THE I MEF CE Warrior Night  
**RECOMMENDATION:** Requesting CG signature

4. RTNG	5. OPR CODB E	6. ADDRESSEES	7. DATE		8. INITIALS	
			IN	OUT	CONC UR	NON CONCUR
8	B	CG DCG				
7	C	COS SERGEANT MAJOR CMD MASTER CHIEF	5/12	5/13	mg	
6	C	SSEC	5/12	5/12	GOV	
5	C	SSEC CHIEF				
4	C	AC/S G-1 Deputy		5/11	gm	
		AC/S, G-2				
1	X, F	AC/S, G-3				
		AC/S, G-4				
		AC/S, G-5				
		AC/S, G-6				
		AC/S, G-7				
		AC/S, G-8				
		COPS				
		FOPS				
2	C	G-1/ADJUTANT CHIEF		5/11	TCB	
3	C	ADJUTANT		5/11	MP	
		RLO				
		IMA				
		IMO				
		SJA				
		PAO				
		INSPECTOR				
		SURGEON				
		CHAPLAIN				
		CAREER RETEN SPEC				
		SECURITY MANAGER				
		SGTMAJ DRIVER				
		COMPANY CDMR, IMHG				
		COMPANY OFFICER, IMHG				

**received**  
CPL Romo 00 3-13

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