



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:

I MEFO 1500.1A

G-3

12 Mar 10

I MARINE EXPEDITIONARY FORCE ORDER 1500.1A

From: Commanding General
To: Distribution List

Subj: I MARINE EXPEDITIONARY FORCE SUPPORT TO LOCAL INTER-SERVICE TRAINING AND COMMUNITY EVENTS

Ref: (a) I MEF Policy Letter 1-99, 1000, G-3, of 1 Jan 99
(b) SECNAVINST 5720.44B
(c) CJCSI 3121.01A
(d) OPNAVINST 5530.13B
(e) MCO 5500.6F

1. Situation. Annually, I MEF forces participate in numerous local, regional and national community events ranging from Color Guard Details to Air Shows and Capability Exercises. In addition, I MEF forces conduct or support numerous local inter-Service training events with U.S. Navy, Army, and Air Force units.

2. Cancellation. I MEFO 1500.1.

3. Mission. To promulgate I MEF policies and procedures governing the planning, scheduling, and support of inter-Service training, and civilian public affairs events involving I MEF forces. This document supercedes reference (a).

4. Execution

a. Commander's Intent. I MEF's success and reputation as an operational war fighter is founded on solid planning, sound training, and teamwork at all levels of command. Consequently, every training and community relations opportunity deserves our finest effort. This requires prior planning with sufficient and reasonable advance notice to all participants. These requirements will mitigate any negative impact on unit training, maintenance cycles or leave periods and facilitate a well-planned and executed training exercise. The objective is to make each training and community relations event a beneficial

experience for all organizations involved.

b. Concept of Operations

(1) Inter-Service Training Support

(a) Request Procedures. Requests for inter-service training support involving I MEF personnel, forces, equipment, or facilities will be routed to AC/S G-3 Training through formal correspondence. This request should be delivered no later than 45 days prior to the commencement of the training event. At a minimum, the request will include the following items:

1. Title of event.
2. Description of event (to include scope, objectives, key events, and other forces participating).
3. Proposed schedule (to include pre- and post-event requirements).
4. Forces requested to participate.
5. Forces requested to support.
6. Material requested (to include, ammunition, supplies, equipment, systems, and facilities)
7. Requesting command point-of-contact (to include name, rank, billet, telephone number, and E-mail address).

(b) Informal Liaison. Other service units are authorized to conduct informal liaison with I MEF unit(s) to determine the feasibility of supporting such training event. Informal liaison is not considered inclusive in the 45-day advance notice requirement. Also, informal liaison does not constitute a commitment by I MEF to support any event. Formal approval will not be granted until:

1. Request for support has been received at I MEF (G-3 Training).
2. I MEF has conducted an assessment of the feasibility to support the request.

3. I MEF (G-3 Training) has provided a written response to the requesting unit.

(c) If a I MEF MSC/MSE commits to an external request for support, they are directed to inform the I MEF G-3 Training through their chain of command. At a minimum, the notification should include the title of the event, the requesting unit POC, and the feasibility of supporting the request.

(d) Assessment Process. Once the request is validated, I MEF G-3 will route it to the appropriate MSC(s)/MSE(s) for a feasibility of support assessment. The requested unit will conduct a timely review of the request to determine if the event is supportable given previously scheduled operational and training requirements and personnel and material constraints. If non-supportable, the MSC/MSE will justify why the event is non-supportable. I MEF G-3 will then notify the requesting unit and provide the justification for the inability to support. Whenever possible, I MEF G-3 will work with MSC(s)/MSE(s) and the requesting unit to revise the request (i.e. times, dates, forces and material requested) to make it supportable. If supportable, I MEF G-3 will transmit tasking message to appropriate MSC(s)/MSE(s) for action.

(2) Requests to Support Community Events.

(a) Request Procedures (Non-Aviation Related).

Requests for support to local or regional community events involving I MEF personnel, forces, equipment, or facilities shall be staffed in the following manner:

1. Requesting agency shall submit a completed DD Form 2536 via email or facsimile to the I MEF Public Affairs Office.

2. Requests submitted to I MEF MSC(s)/MSE(s) shall be routed to the I MEF Public Affairs Office for validation.

3. At a minimum, the request shall include the following items:

a. Title of event.

b. Description of event (to include scope, objectives, key events, and other forces participating).

- c. Location of event.
- d. Proposed schedule (to include pre- and post-event requirements).
- e. Forces requested to participate.
- f. Forces requested to support.
- g. Material requested (to include, ammunition, supplies, equipment, systems, and facilities).
- h. Requesting agency point-of-contact information (to include name, rank/title, position, telephone number, and E-mail address).

4. I MEF PAO will validate each request for support to determine if the request meets the public affairs support criteria set forth in reference (b). If necessary, I MEF PAO will route the request to the Staff Judge Advocate for legal review.

(b) Request Procedures (Aviation Related). Requests for support to local or regional community events involving I MEF aviation assets will be handled in the following manner:

1. Requesting agency shall submit a completed DD Form 2535 to HQMC Community Relations Branch via HQMC website.
2. If approved, request shall be forwarded to I MEF FOPS and 3D MAW Public Affairs for staffing.

(c) Request Timelines. Requests must be submitted in accordance with the timelines listed below. Unless otherwise noted, all requests are to be directed to the I MEF PAO.

1. Aviation (Flight or Static): No less than 90 days. Requests will be directed to Public Affairs, Headquarters Marine Corps.
2. 1st Marine Division Band: No less than 45 days. Requests will be directed to the 1st Marine Division Band.
3. Non-Aviation Static displays: No less than 60 days.

4. Personnel (to include parade, demonstration, and personnel to man static displays): No less than 45 days.

5. Color Guard Detail: No less than 45 days.

6. General requests for information: No less than 30 days.

(d) Exception to Timeline Requirements. Due to pre-planned unit and individual training, on-going operational commitments, and limited personnel and material, I MEF will not support short notice requests. Only the I MEF Commanding General, Deputy Commanding General or Chief of Staff, will grant waivers to the timelines established above.

(e) Assessment Process. Once the request is validated, I MEF G-3 will route it to the appropriate MSC(s)/MSE(s) for a feasibility of support assessment. The requested unit will conduct a timely review of the request to determine if the event is supportable given previously scheduled operational and training requirements and personnel and material constraints. If non-supportable, the MSC/MSE will justify why the event is non-supportable. I MEF G-3 will then notify the requesting agency and provide the justification for the inability to support. Whenever possible, I MEF G-3 will work with MSC(s)/MSE(s) and the requesting agency to revise the request (i.e. times, dates, forces and material requested) to make it supportable. If supportable, I MEF G-3 will transmit tasking message to appropriate MSC(s)/MSE(s) for action.

(f) Designation of Lead Agent. I MEF G-3 will designate the lead agent for the Community Relations event. The lead agent is responsible for detailed planning and coordination in accordance with I MEF tasking. Unless otherwise stated, I MEF authorizes direct liaison between the supporting MSC(s)/MSE(s) and the requesting agency. The lead agent shall coordinate with I MEF G-3 if requesting additional personnel, forces or material from the other operational or support commands aboard MCB Camp Pendleton, MCAS Miramar and Marine Air Ground Task Force Training Command.

c. Coordinating Instructions

(1) Force Protection. The senior commander assigned to support ~~inter-Service training or a community event is~~ ultimately responsible for the security of the I MEF personnel under his charge. These events are governed by reference (c),

the CJCSI Standing Rules of Engagement for U.S. Forces. Nothing in reference (c) limits an individual's or commander's inherent authority and obligation to use all necessary means available and to take all appropriate action in self-defense and defense of the commander's unit and other U.S. forces in the vicinity. The necessity to use deadly force arises when DoD personnel have a reasonable belief that the subject of such force poses an imminent danger of death or serious injury to DoD personnel or others within their immediate vicinity and there is no prudent alternative other than deadly force to defend against the imminent danger or threat.

(2) Security. According to reference (d), all small arms to include light automatic weapons up to and including .50 caliber and 40 mm MK 19 machine guns fall under security risk. Cat II security risk items require constant surveillance by security personnel while on display or in temporary storage in open areas. As outlined in reference (e), security personnel must be armed with either M9, M16, M870, or M1200. Waivers to this policy can only be granted by CMC (POS 18). Reference (d) requires Security personnel to have a means of communication in order to call for assistance. It is advisable that an agreement be reached with local law enforcement so that they would react to a call for assistance from security personnel.

(3) Operational Risk Management. Throughout planning and execution of the training or event, the senior commander will actively employ operational risk management (ORM) procedures to mitigate risk to military, government, and civilians participating or observing the event.

(4) Applicability. This policy is applicable to all I MEF units conducting of supporting local training and community events. Recommended changes to this policy will be directed to the I MEF AC/S G-3.

4. Logistics

a. When equipment and personnel are provided for public displays and community events, the requesting organization, or sponsor, shall bear the cost of consumable supplies expended (i.e. cammie paint for face painting.)

b. Sponsoring organizations must realize that military personnel supporting their events do so in addition to fulfilling their normal duty assignments. Service members supporting public relations events are not expected to bear the

cost of entrance fees, admission tickets or other expenses that would prohibit them from gaining entrance to the exhibit area(s) or maintaining their displays.

c. Sponsoring organizations shall provide the name of a central point of contact(s) who will be available before the event for coordination. It required, the POC will also be available for the setup and assist with implementation of the event.

5. Command and Signal

a. Command.

(1) Community Relations Section Consolidated Public Affairs Office, P.O. Box 555019, Camp Pendleton, CA 92055-5019, DSN 365-5569/5572 or Commercial (760)725-5569/5727.

(2) Division of Public Affairs, Headquarters Marine Corps, Community Relations, DSN 224-1054/1034 or Commercial (703)614-1054/1034.

(3) Assistant Chief of Staff (G-3T), I MEF

(a) Address: Commanding General (Attn: AC/S G-3T)
Box 555300
Camp Pendleton, CA 92055-5300

(b) Telephone: (760)725-6266/9114

(4) First Marine Division Band, DSN 365-3551, commercial (760)725-3551.

(5) Operations and Training, Marine Corps Base Camp Pendleton, CA, DSN 365-5063, commercial (760)725-5063.

(6) Operations and Training, Marine Air Ground Task Force Training Center, Twenty-nine Palms, CA:

(a) 7th Marine Regiment, DSN 230-4187/88

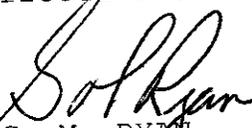
(b) 3rd LAR, DSN 230-6063/7583

(c) 1stTkBn, DSN 230-7397/4300

(7) Operations and Training Marine Corps Air Station Miramar, San Diego, CA, DSN 267-6661.

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


G. M. RYAN
Chief of Staff

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