



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

1040
SSEC/SEC

15 OCT 2014

POLICY LETTER 6-14

From: Commanding General
To: Distribution List

Subj: SECURITY PROCEDURES FOR THE MAIN SECURITY DOOR TO BUILDING
210723

Ref: (a) SECNAV-M 5510.36

1. Purpose. This policy establishes the requirement to secure the main access point to building 210723 when a Post 1 stander is not on duty. The main security entrance to building 210723 does not properly secure in all instances when personnel enter or exit the facility. As a result, a security vulnerability exists in every instance the door does not properly secure and a Marine is not on duty at Post 1.

2. Information. Effective immediately the main security entrance to building 210723 shall be secured with the digital spin dial lock affixed to the door by the Senior Watch Officer (SWO) when the Post 1 Marine is not on duty. This course of action will eliminate the security vulnerability.

3. Scope

a. Commander's Intent. Immediately implement procedures and ensure all command personnel are made aware of the requirement.

b. Concept of Operations. The digital spin dial lock, affixed to the I Marine Expeditionary Force Operations Center (MOC) main door, shall be secured by the SWO when Post 1 duty secures for the day.

(1) The spin dial lock shall remain secured until Post 1 assumes duty the next working day.

(2) Personnel who require access to the MOC facility once the spin dial lock has been engaged shall contact the SWO at the number posted outside the main security door.

c. Tasks

(1) Assistant Chief of Staff G-3. Ensure all SWO's are made aware of this requirement immediately upon assuming duty and report violations of the policy to the Command Security Manager.

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(2) Command Security Managers. Ensure that this policy is a part of all initial security training and annual refresher training, and investigate all violations of this policy in accordance with the reference.

4. Certification

a. The I MEF Command Security Manager shall retain a copy of this policy letter and the references.

b. This policy is applicable to all I Marine Expeditionary Force military, civilian and contractor personnel.

c. This policy letter is effective the date signed.



M. J. GOUGH
Chief of Staff

Distribution: I, II