



UNITED STATES MARINE CORPS  
MARINE CORPS AIR STATION  
(HELICOPTER)  
NEW RIVER, JACKSONVILLE  
NORTH CAROLINA 28545

06/04/84  
OFF. C  
SSMgt / P. A. O. [Signature]  
AS(H)O 11104.2H  
204:RES:lkj  
25 May 1984

AIR STATION (HELICOPTER) ORDER 11104.2H

6506  
6518

From: Commanding Officer  
To: Distribution List

Subj: Policing of Buildings and Grounds; responsibility for

Ref: (a) AS(H)O 11100.1G  
(b) AS(H)O 5300.4B  
(c) MCABE/MCB, Camp Lejeune Logistics/Support Services Agreement for MCB, Camp Lejeune/MCAS(H), New River Consolidation, Revision #1 dtd March 1977

Encl: (1) Designated Areas of Responsibilities Legend  
(2) Sketch Designating Areas of Responsibility

1. Purpose. To assign responsibilities to ensure proper policing of buildings and grounds at Marine Corps Air Station (Helicopter) (MCAS(H)), New River.
2. Cancellation. AS(H)O 11104.2G.
3. Action. To ensure the proper appearance and policing of buildings and grounds at MCAS(H), New River, the following responsibilities are set forth:

a. Unit Commanders and Department Heads

(a). (1) Maintain general housekeeping of buildings as assigned by reference

(2) Ensure that personnel assigned properly dispose of trash and litter.

(3) Police and ensure the proper care of grounds, including the cutting of grass adjacent to buildings assigned and other areas as designated in enclosures (1) and (2). The area of responsibility for adjacent grounds is defined as the area bound by a line equidistant from a building assigned to another organization and to the centerline of surrounding roads (including sidewalks, drainage ditches, and road shoulders). In areas bound by the airfield, the area of responsibility extends to the edge of the runways, including any intermediate taxiways. When more than one unit occupies a building or area, the senior command concerned will establish respective areas of responsibility. Cleanliness, good order, and policing of Unaccompanied Enlisted Personnel Housing (UEPH) will be the responsibility of commanding officers or designated officers-in-charge, as assigned by reference (a). Organizations assigned UEPH shall designate a noncommissioned officer-in-charge to ensure proper police of building and surrounding areas.

GROUND S RESPONSIBILITY

2/5

GROUND RESISTANCE

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b. Commanding Officers, Marine Aircraft Group-26 (MAG-26) and Marine Aircraft Group-29 (MAG-29). Provide two men for the Station Police Crew in accordance with reference (b). Orders will be prepared to ensure that personnel assigned this duty arrive at the Station S-4 not later than the last working day of the month to receive instructions on assignment.

c. Commanding Officer, Headquarters and Headquarters Squadron (HQHQRON). Provide one man for the Station Police Crew on a temporary additional duty status for a period of six months. Orders will be prepared to ensure that personnel assigned this duty arrive at the Station S-4 not later than the last working day of the month to receive instruction on assignment.

d. Commanding Officer, Marine Wing Support Group-27, Detachment "A" (MWSG-27, Det "A"). Provide one man (motor vehicle operator) for the Station Police Crew in accordance with reference (b). Orders will be prepared to ensure that personnel assigned this duty arrive at the Station S-4 not later than the last working day of the month to receive instruction on assignment.

e. Commanding Officer, Marine Air Traffic Control Squadron-28 (MATCS-28). Provide one man for the Station Police Crew in accordance with reference (b). Orders will be prepared to ensure that personnel assigned this duty arrive at the Station S-4 not later than the last working day of the month to receive instruction on assignment.

f. Station S-4 Officer

(1) Maintain cognizant authority for proper police and ground maintenance of all Class I and II real property aboard this Station in accordance with applicable directives.

(2) Police and care for the improved and unimproved grounds, streets, road boundaries, and drainage ditches which are not otherwise specifically assigned.

(3) Beautify common areas of the Air Station to include landscaping for new construction and pruning existing shrubbery.

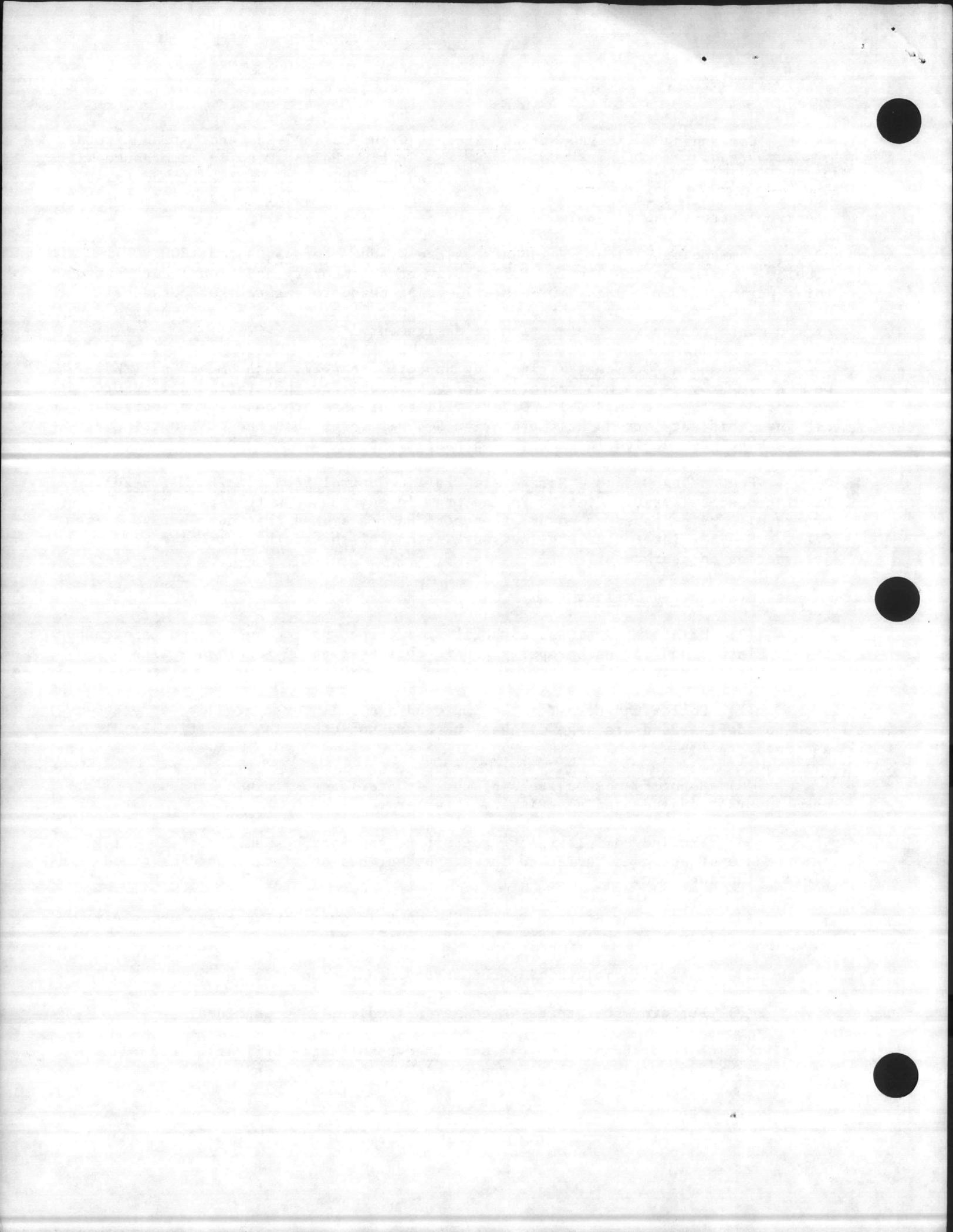
(4) Provide administrative support to the Station Game Protectors in performance of assigned duties to include prescribed burning, reseeding, food plots, planting, etc.

(5) Assist the Station Police Sergeant in maintaining areas under Air Station cognizance not within confines of MCAS(H), New River.

(6) Assist in maintaining the reserve tent-camp area.

(7) Perform other tasks which may periodically be assigned.

g. Marine Corps Base, Camp Lejeune (Base Maintenance Officer). Provide the following, in accordance with reference (c):



BASE MAINT

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(1) Cutting of broad open areas of grass which are not immediately adjacent to buildings, road boundaries, UEPH/UOPH areas, recreational fields, the fuel farm and along runways. The responsibility for police of these areas, however, is still in accordance with enclosures (1) and (2).

(2) Provide sufficient and adequate trash receptacles for trash disposal and periodic dumping, cleaning, and painting of the receptacles, as required. These trash receptacles will be used for normal trash only and not for abnormal waste, i.e., long pieces of wood, wallocker parts, engine blocks/transmissions, tires, office furniture, etc., or any object that would protrude from the receptacle(s).

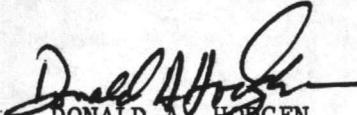
(3) Sweeping of roadways and parking areas on an "as required" basis, with a goal of completing them biweekly.

(4) Sweeping of aircraft operating areas on a daily basis. The vacuum sweeper will not sweep within 50 feet of any aircraft. No aircraft operating area sweeping shall be performed during foul weather. Squadron commanders are encouraged to enjoin their pilots to exercise extreme caution in turning up their aircraft in the vicinity of sweeping operations.

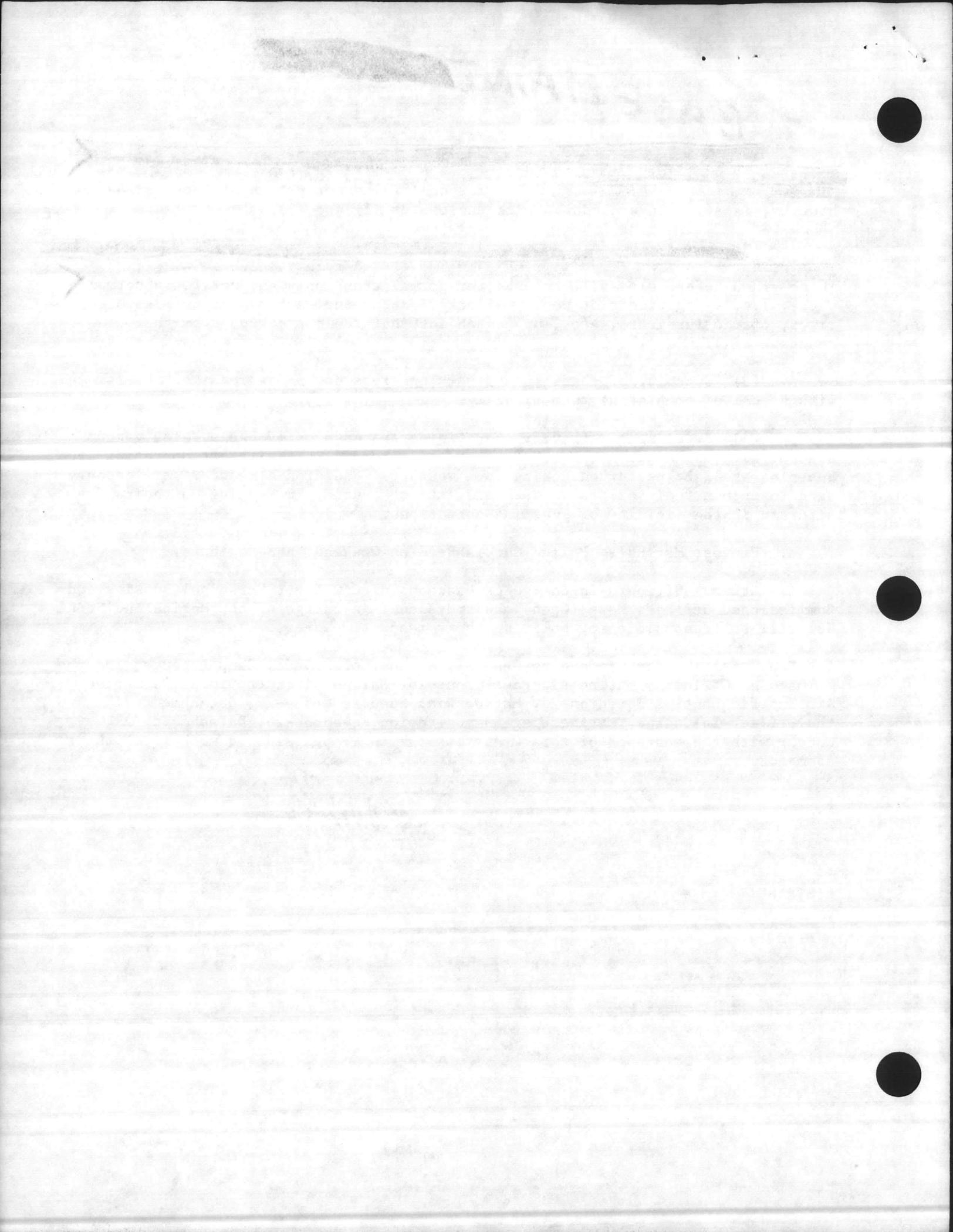
h. Provost Marshal. Police Curtis Road on weekends and holidays.

i. Other. Officers-in-Charge of Unaccompanied Officer Personnel Housing and Commissioned Officers Mess (Open), and personnel in charge of the Marina and Scout Hut will be responsible for policing their respective areas.

4. Concurrence. The Commanding General, Marine Corps Base, Camp Lejeune, and the Commanding Officers, Marine Aircraft Group-26, Marine Aircraft Group-29, Marine Air Traffic Control Squadron-28, Marine Wing Support Group-27, Detachment "A", and the Officer-In-Charge, Marine Wing Communication Squadron-28, Detachment "A", concur with the contents of this Order insofar as it pertains to members of their commands.

  
DONALD A. LOEGEN

DISTRIBUTION: A



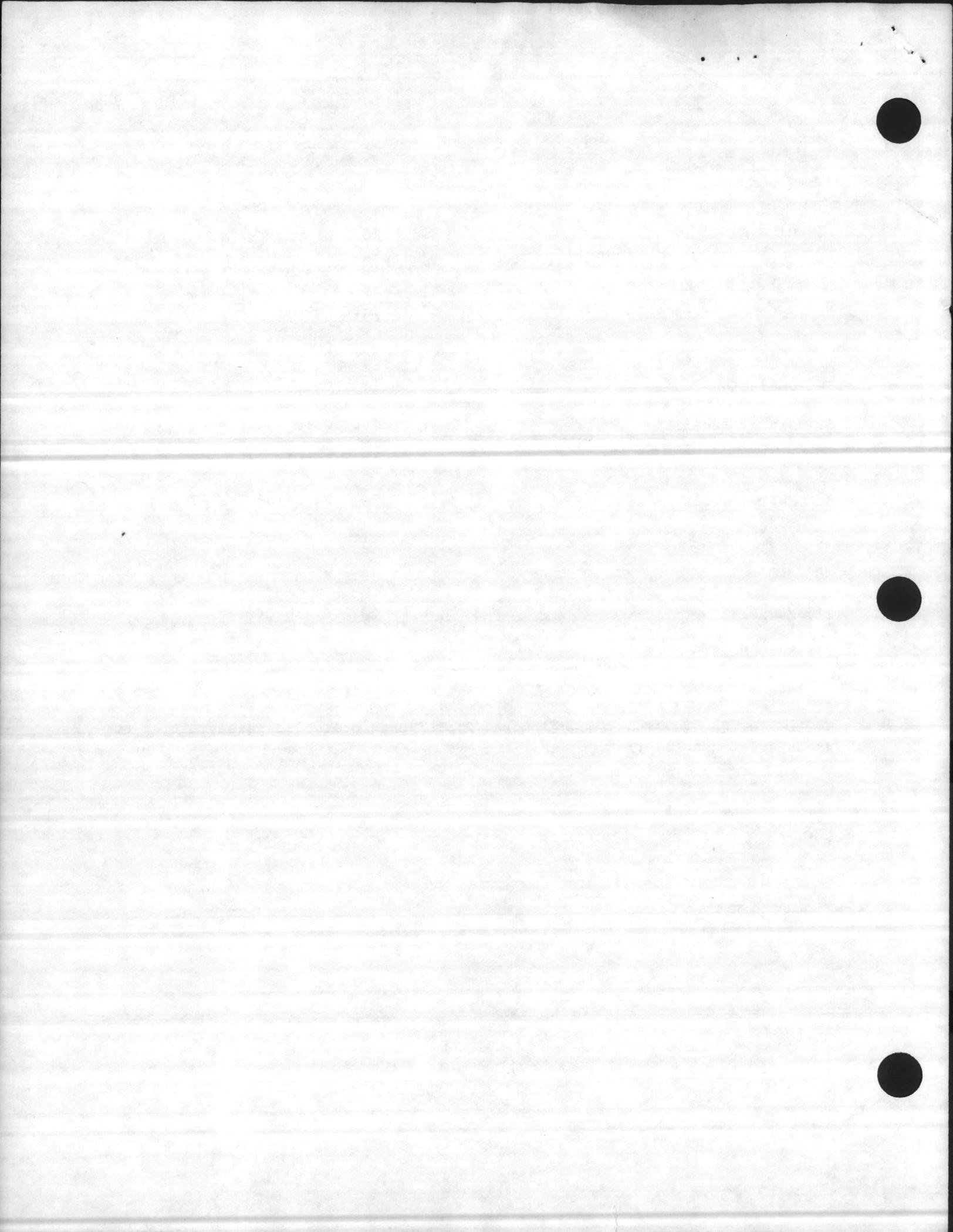
DESIGNATED AREAS OF RESPONSIBILITY

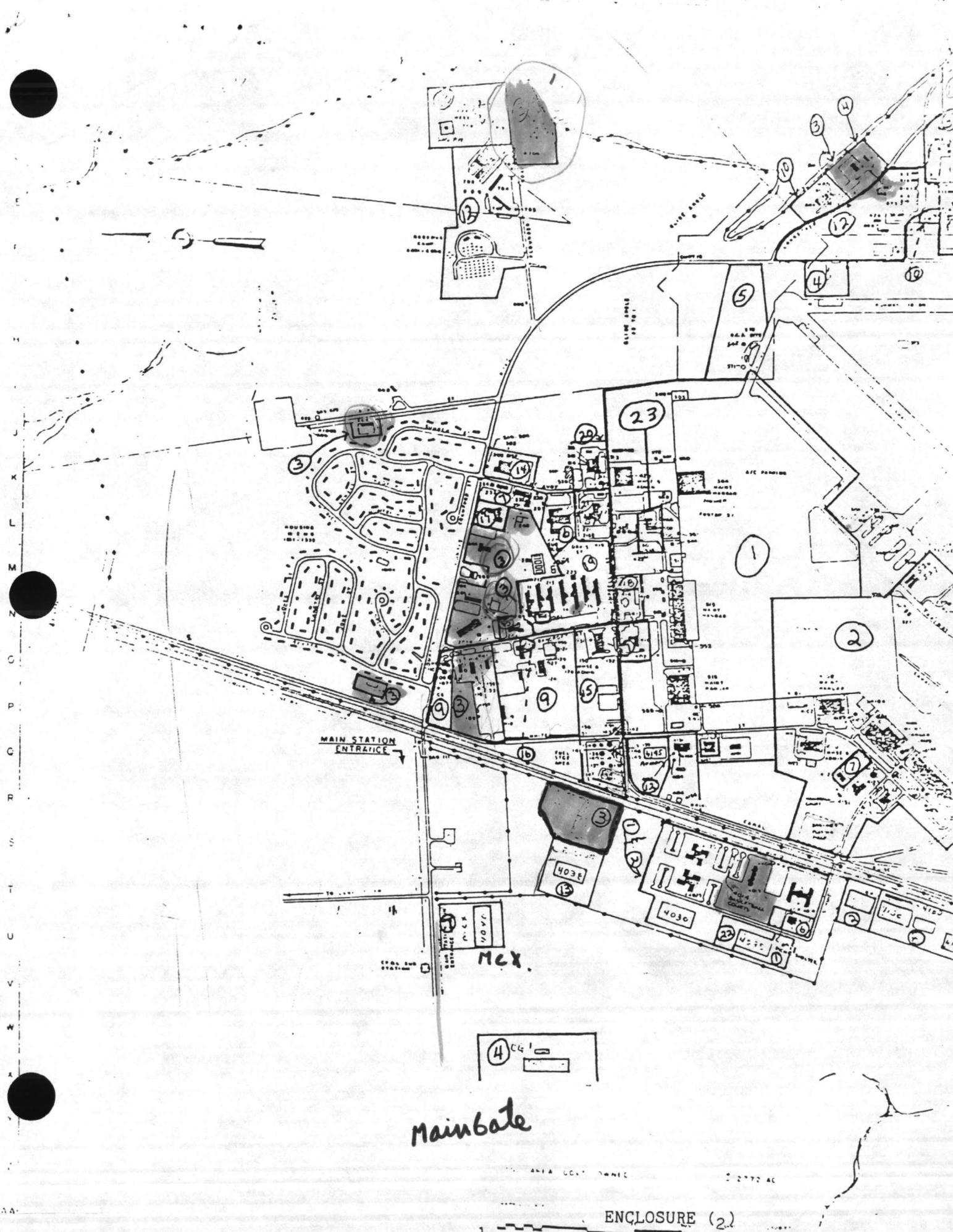
Legend

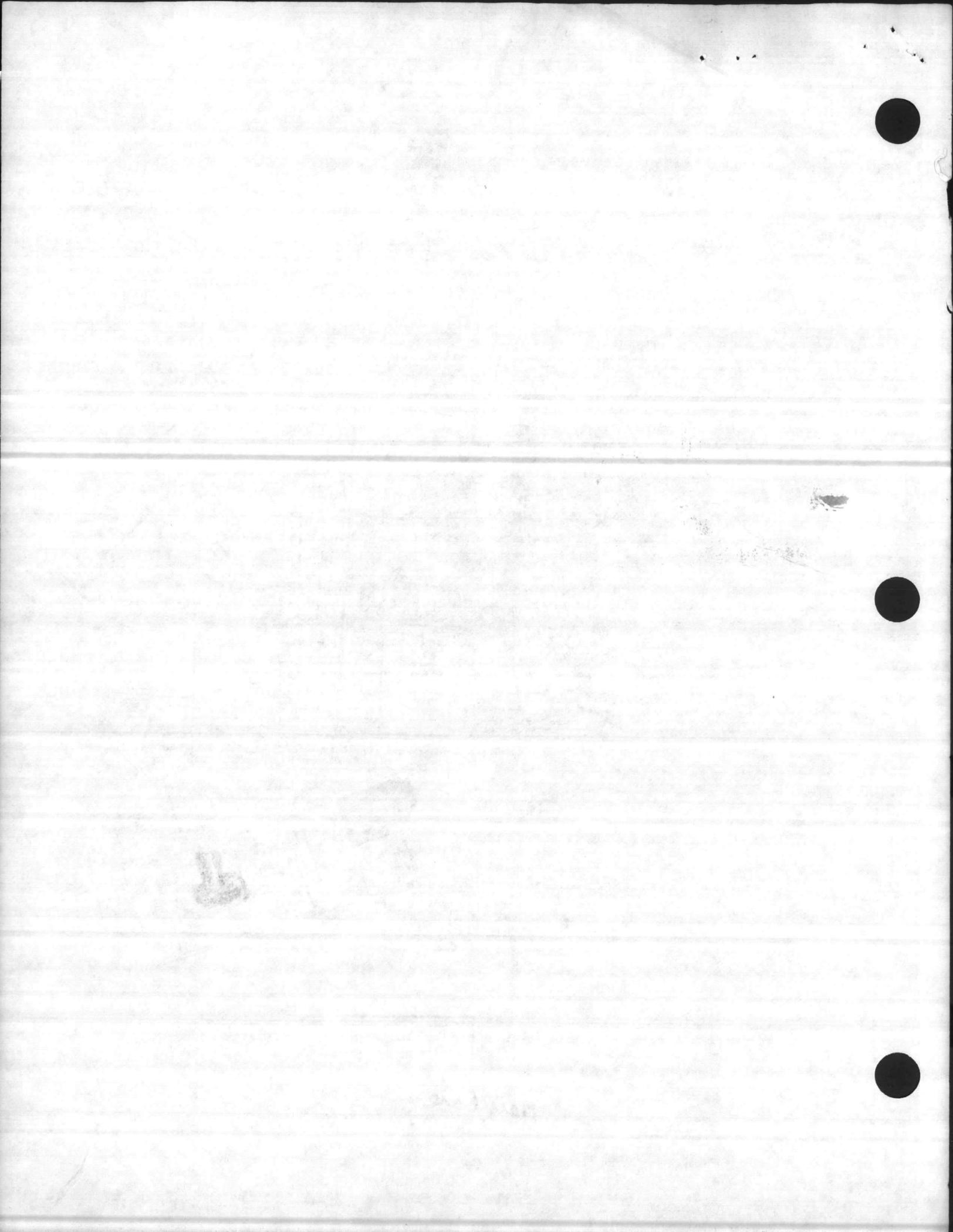
- |                        |                       |
|------------------------|-----------------------|
| 1. MAG-26              | 13. Club Service      |
| 2. MAG-29              | 14. Dispensary        |
| 3. Special Services    | 15. Supply            |
| 4. MATCS-28            | 16. PMO               |
| 5. Operations          | 17. Chapel            |
| 6. Dining Facility     | 18. Commissary        |
| 7. Exchange, MCB, CLNC | 19. UEPH's            |
| 8. MWSG-27, Det "A"    | 20. Aviation Training |
| 9. BMO, MCB, CLNC      | 21. NAMTRADET         |
| 10. CEO                | 22. H&HS              |
| 11. MWCS-28, Det "A"   | 23. Crash Crew        |
| 12. S-4, MCAS(H)       |                       |

NOTE: The dashed lines on enclosure (2) indicate police responsibilities for areas under construction.

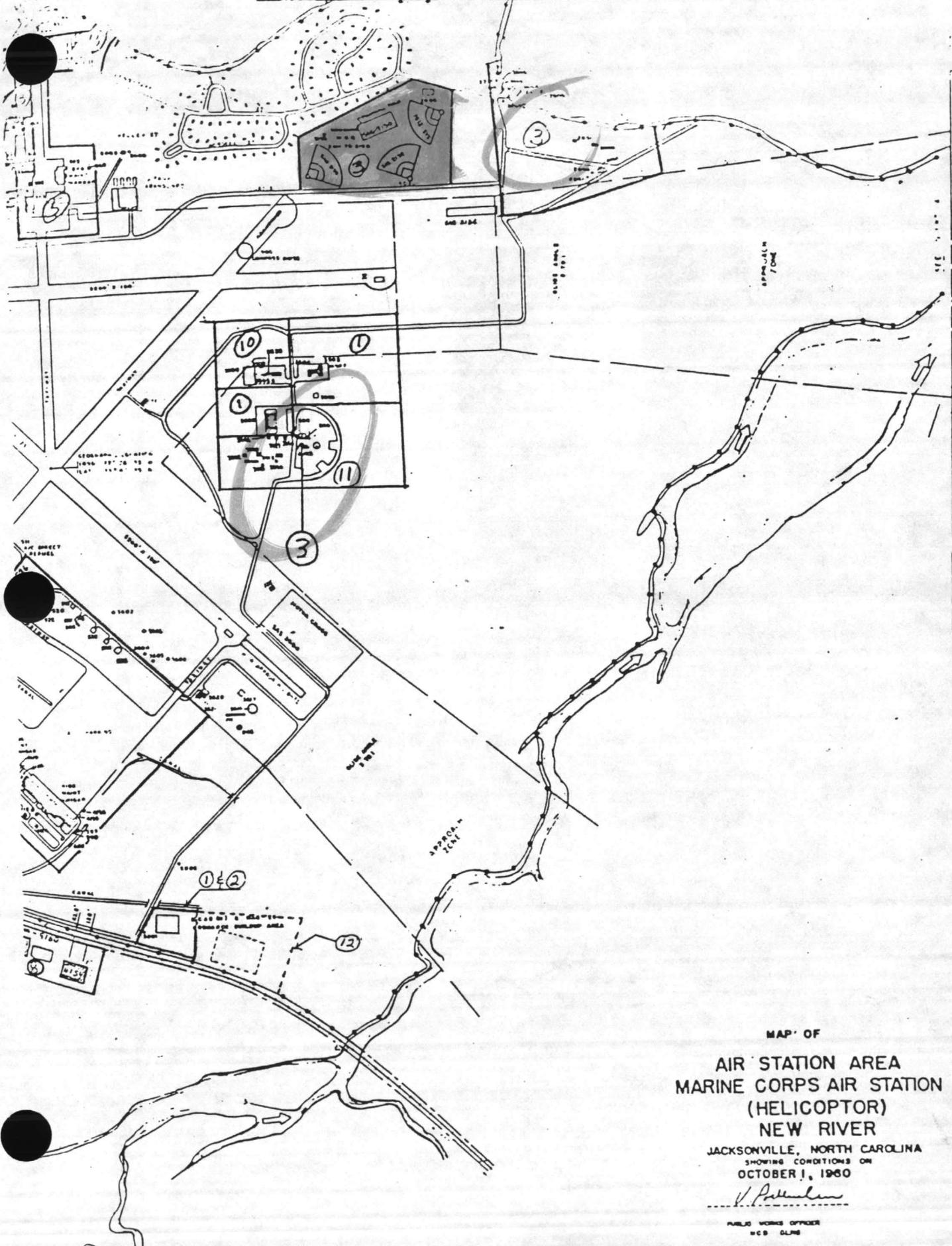
ENCLOSURE (1)







Sketch Designating Areas of Responsibility



MAP OF  
 AIR STATION AREA  
 MARINE CORPS AIR STATION  
 (HELICOPTER)  
 NEW RIVER  
 JACKSONVILLE, NORTH CAROLINA  
 SHOWING CONDITIONS ON  
 OCTOBER 1, 1960  
*V. Patten*  
 PUBLIC WORKS OFFICER  
 MCB DLNB

ENCLOSURE (2)

