

Danny S.

T-5410

HEADQUARTERS, MARINE CORPS BASE  
CAMP LEJEUNE, NORTH CAROLINA

Date 6 August 90

From: AC/S, Environmental Management  
To: Division Directors, EMD  
Subj: SUPPORT AGREEMENT BETWEEN MCB & MCAS, NEW RIVER  
Encl: (1) EDMP ltr 4400 EDMP of 1 Aug 90

1. Please review and provide comments not later than COB 13 August 90 to allow discussion at regular EMD Staff meeting on 14 August 90.
2. Dianne will receive and compile comments for EMD response.

*J. I. Wooten*  
J. I. WOOTEN

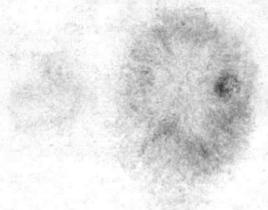
Copy to:  
Deputy AC/S EMD w/o enclosure

TO: Sammy \_\_\_\_\_ (EXCERPT)  
 Doug \_\_\_\_\_ (EXCERPT)  
 John \_\_\_\_\_ (EXCERPT)  
 TOP \_\_\_\_\_ (EXCERPT)

BeTZ  (Complete)

Please review, ~~receive comments~~  
~~from others~~ and provide comments  
 TO John Riggs for compilation  
 by COB 10! Aug 90.  
 sharp

1841



Top 2400

1841

1841

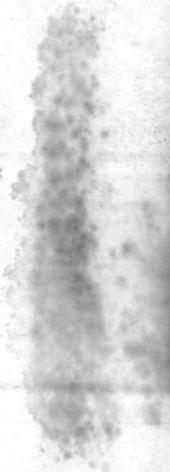
1841

1841

1841

1841

1841



Danny S.

HEADQUARTERS, MARINE CORPS BASE  
CAMP LEJEUNE, NORTH CAROLINA

Date 6 August 90

**From:** AC/S, Environmental Management

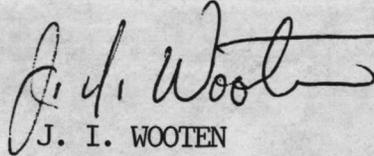
**To:** Division Directors, EMD

**Subj:** SUPPORT AGREEMENT BETWEEN MCB & MCAS, NEW RIVER

**Encl:** (1) EDMP ltr 4400 EDMP of 1 Aug 90

1. Please review and provide comments not later than COB 13 August 90 to allow discussion at regular EMD Staff meeting on 14 August 90.

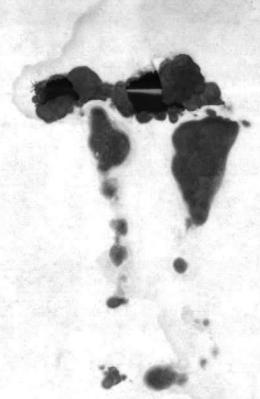
2. Dianne will receive and compile comments for EMD response.



J. I. WOOTEN

Copy to:  
Deputy AC/S EMD w/o enclosure

Handwritten text at the top left corner, possibly a name or date.



UNITED STATES MARINE CORPS  
Marine Corps Base  
Camp Lejeune, North Carolina 28542-5001

4400  
EDMP  
AUG 1 1990

MEMORANDUM

From: Executive Director, Management and Plans

Subj: SUPPORT AGREEMENT BETWEEN MCB AND MCAS, NEW RIVER

Encl: (1) Current Support Agreement

1. The enclosed Support Agreement outlines the mutual responsibilities of MCB and MCAS, New River regarding the base support provided to MCAS, New River. Since it has been over five years since it was signed, the CG has asked that we review and update the agreement.

2. The review is not intended to reopen the issue of centralized support. The purpose of the review is simply to administratively update a basically sound document and include any additional agreements or arrangements with MCAS, New River that have developed since 1985.

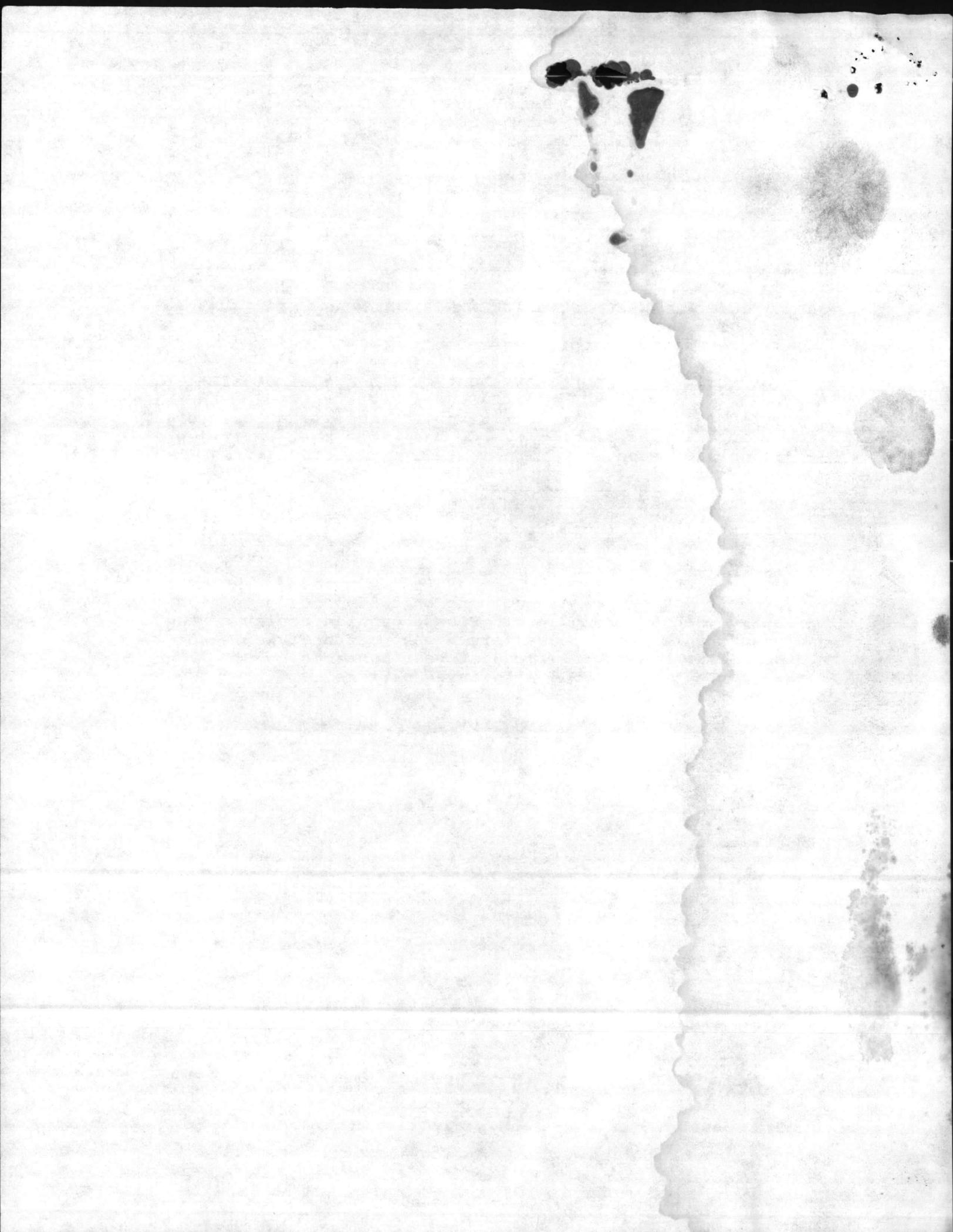
3. Request you review and comment on the enclosure noting any necessary changes or updates. Please provide copies of any peripheral agreements, MOUs, etc., that currently exist between MCB and MCAS, New River. Request your comments by COB 17 Aug 90. Please contact me at 2584 with any questions.

  
H. F. SMITH

Distribution:

AC/S, Compt  
AC/S, EMD  
AC/S, Fac  
AC/S, Log  
AC/S, Manp  
AC/S, MWR  
AC/S, Trng&Ops  
CPD  
HumSvcs  
BInsp  
JPAO  
PMO

1990 08 02 525



AMENDMENT SHEET

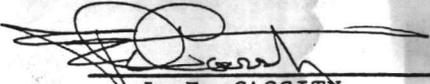
Basic Agreement: Logistic Support Agreement (LSA) between Marine Corps Base (MCB), Camp Lejeune and Marine Corps Air Bases, Eastern Area for Marine Corps Air Station (MCAS), New River dated 9 April 1985.

Amendment: No. 1. The contents of this amendment will be incorporated in the basic agreement upon receipt.

Contents: Amend support functions 3-12 and 3-15 of the subject agreement to better identify total maintenance support provided MCAS, New River by MCB, Camp Lejeune, NC.

Action: Replace support functions 3-12 and 3-15, pages 5-6 of Attachment I SUPPORT PROVISIONS AND RESPONSIBILITIES of the current LSA with the attached support functions 3-12 and 3-15. File this change sheet following the original signature page of LSA.

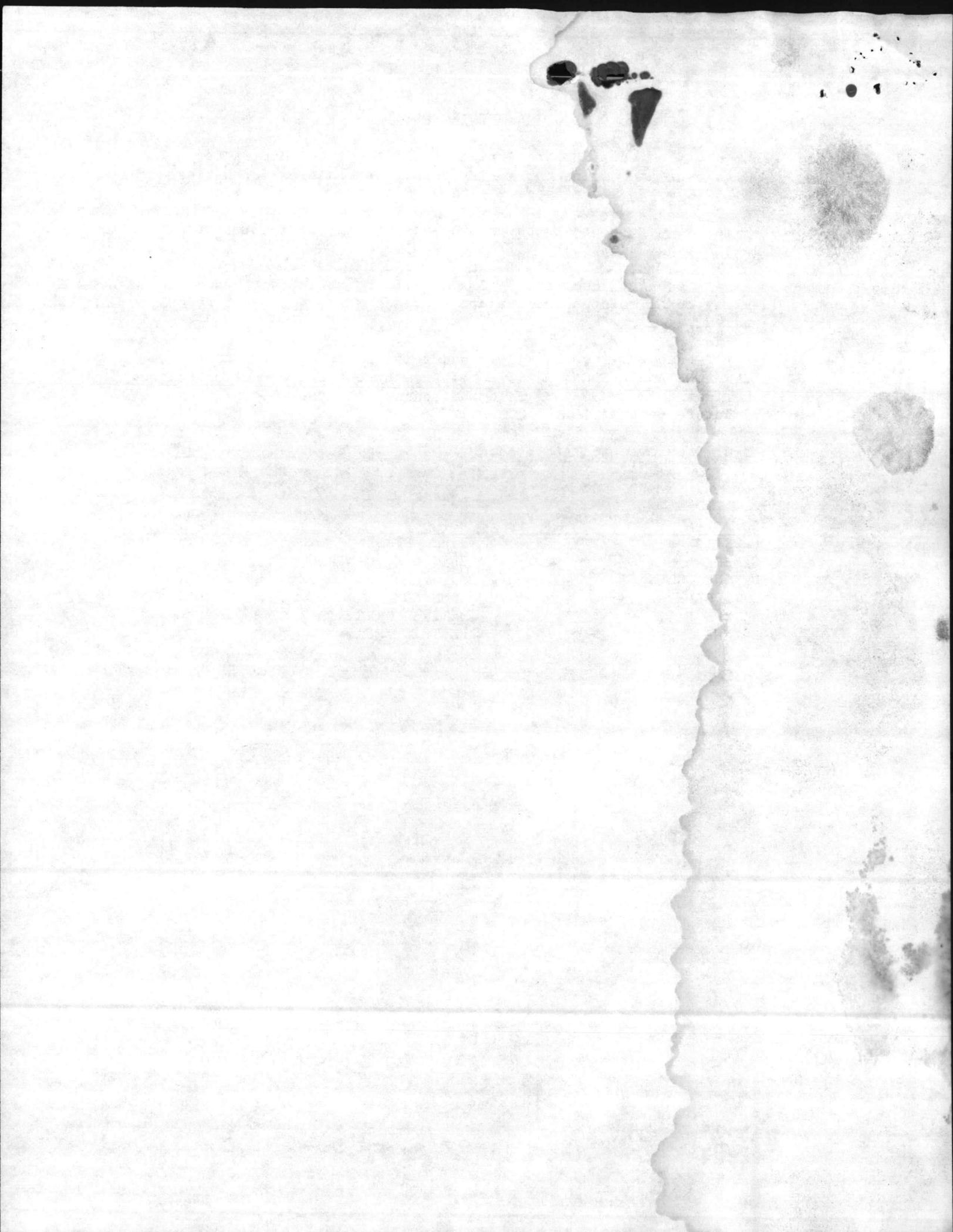
Certification: Reviewed and Approved.

  
\_\_\_\_\_  
J. E. CASSITY  
MAJOR GENERAL  
U. S. MARINE CORPS  
COMMANDING GENERAL,  
MARINE CORPS BASE,  
CAMP LEJEUNE

23 Feb 87  
DATE

  
\_\_\_\_\_  
J. M. MEAD  
BRIGADIER GENERAL  
U. S. MARINE CORPS  
COMMANDER  
MARINE CORPS AIR BASES,  
EASTERN AREA

9 Feb 87  
DATE



SUPPORT FUNCTION

MCAS, CAMP LEJEUNE

MCAS, NEW RIVER

3-8		3-H
3-9		3-I
3-10		3-J
3-11		3-K
3-12	Identify and maintain as a separate maintenance base those funds provided as MCAS portion of the annual MCB O&MMC appropriation. Furnish MCAS with a monthly accounting of obligations and expenditures. Formula to be effective 1 Oct 85 is:	3-L

M1 13.23 percent of the MRP M1 floor  
R1 13.23 percent of the MRP R1 floor

E X A M P L E

FY 1985 M1/R1 Floor for MCAS

FY 1985 MRP floor authorized  
MCB, CLNC

M1 = \$23,748,160

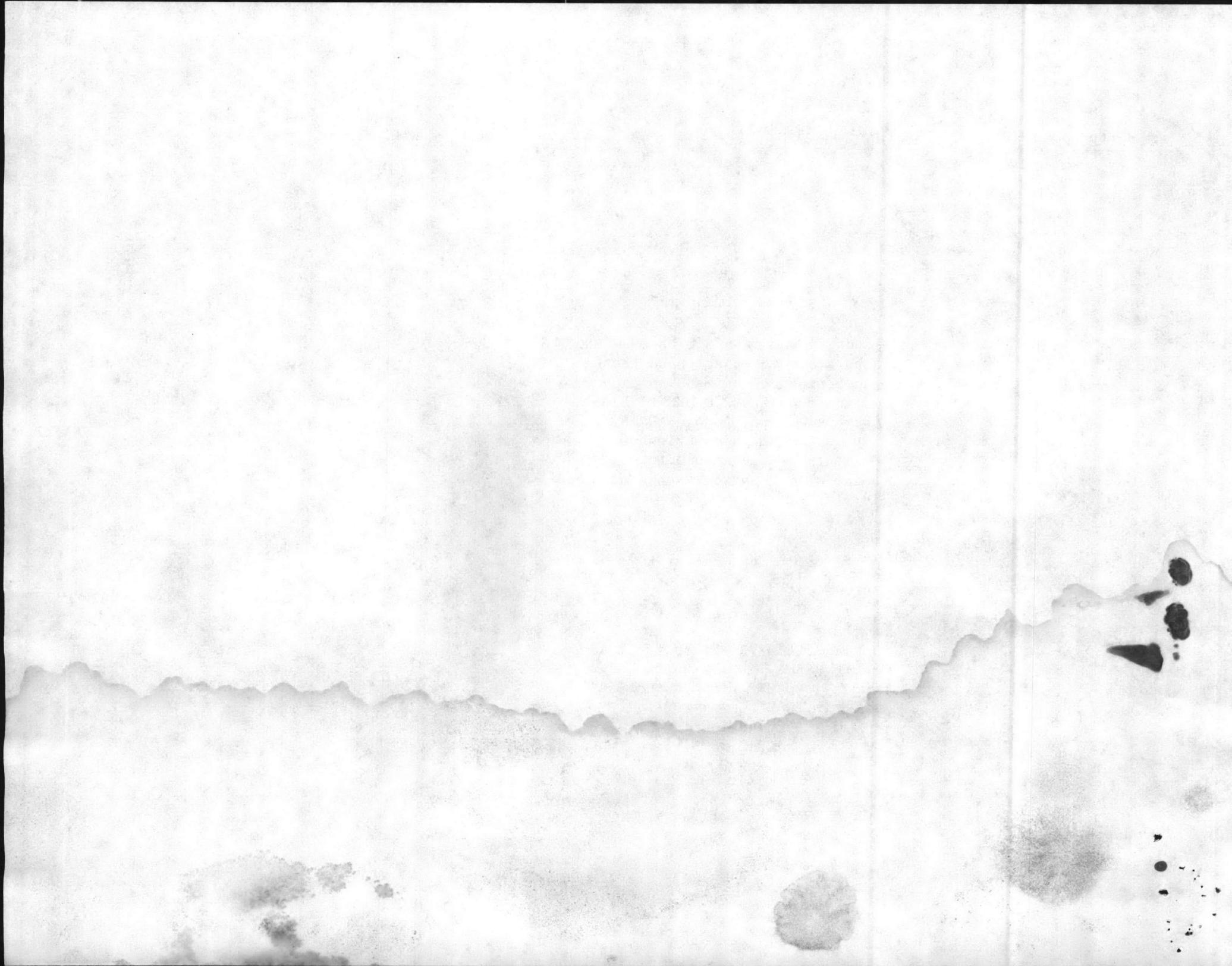
R1 =  $\frac{1,515,840}{\$25,264,000}$  (6% of total MRP floor)

MCAS Computation

M1 = \$23,748,160 X 13.23% = \$3,141,882

R1 = \$1,515,840 X 13.23% = \$200,546

Amendment No. 1



SUPPORT FUNCTION

MCAS, CAMP LEJEUNE

MCAS, NEW RIVER

3-13

3-14

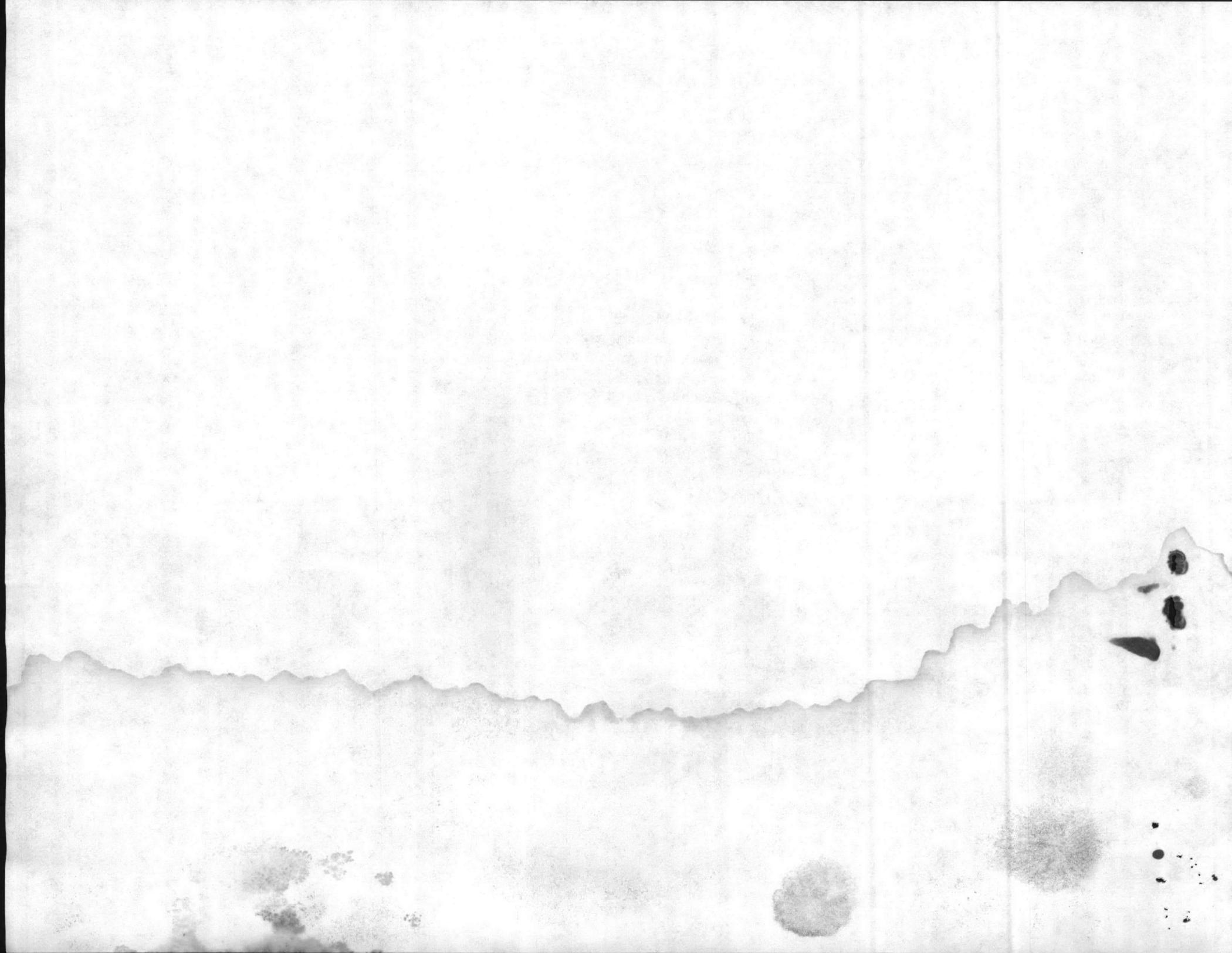
3-15 Provides quarterly update through existing reports of inhouse work accomplished at MCAS and on contract status for MCAS projects; identified by application to the M-1, M-2, R-1, and R-2 programs.

Amendment No. 1

3-16

3-17

Enclosure (1)



MARINE CORPS AIR BASES, EASTERN AREA/  
MARINE CORPS BASE, CAMP LEJEUNE  
SUPPORT AGREEMENT  
FOR  
MARINE CORPS AIR STATION (HELICOPTER), NEW RIVER  
REVISED APRIL 1985

1. The undersigned subscribe to the terms of the attached agreement which documents support services to be provided by Marine Corps Base, Camp Lejeune in support of the Marine Corps Air Station (Helicopter), New River.

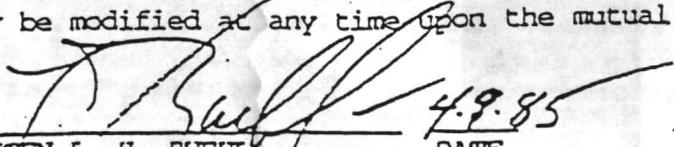
2. The concept of this support agreement provides for the Commanding Officer, MCAS(H), New River (CO, MCAS(H)) to function as Commander, Marine Corps Air Bases, Eastern Area (COMCABEAST) representative to Commanding General, Marine Corps Base, Camp Lejeune (CG, MCB) for all matters that relate to the support services to be provided by CG, MCB to CO, MCAS(H) and any other matters of mutual interest.

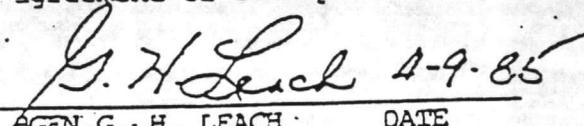
3. The attached agreement significantly expands the authority and responsibilities of the CO, MCAS(H) in the day-to-day management of the real property maintenance function over those contemplated in the 1977 agreement. The most significant change is the establishment of a separate maintenance base (those funds provided as the MCAS(H) portion of the MCB OMMC appropriation (M-1 R-1))

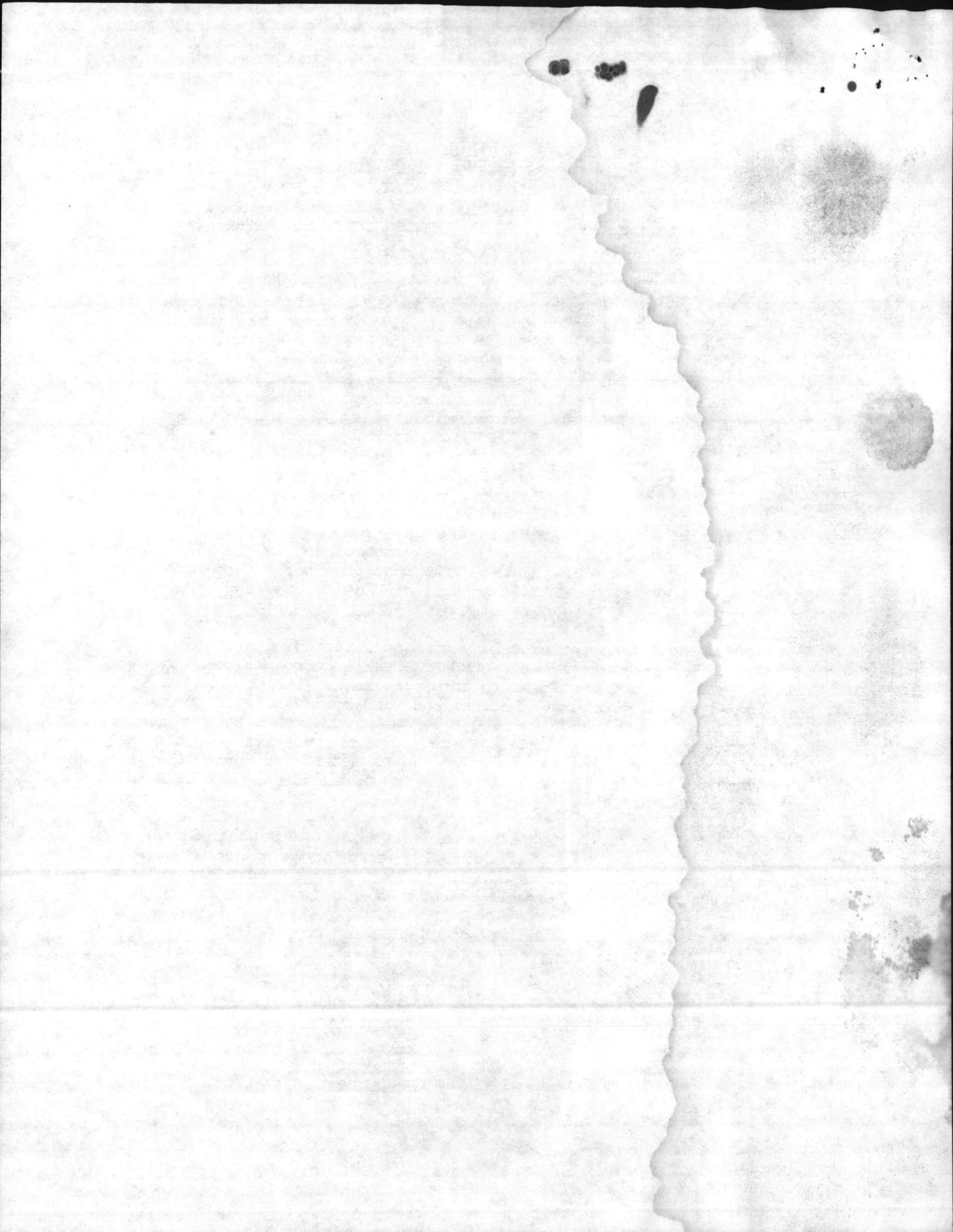
4. In order to facilitate the necessary command relationships to ensure proper execution of this support agreement, COMCABEAST will coordinate all transactions with the CG, MCB that are pertinent to this agreement. The CG, MCB will forward all proposed changes to orders, instructions, and policy related correspondence pertaining to the elements of this agreement to CO, MCAS(H) for review and comment by the CO, MCAS(H) or COMCABEAST as appropriate. Further, the CG, MCB may submit a concurrent fitness report on the CO, MCAS(H) covering the exercise of such authority delegated by the CG, MCB. Concurrent fitness reports shall be submitted via COMCABEAST.

5. Nothing in this agreement will be construed to obviate the authority or ability of the CO, MCAS(H) to exercise his command responsibilities. In executing the provisions of this agreement, command responsibility, authority, and related command prerogatives will be recognized by both parties.

6. Within the resources and authority of CG, MCB and COMCABEAST, this agreement may be modified at any time upon the mutual agreement of both parties.

  
\_\_\_\_\_  
MAJGEN L. H. BUEHL      DATE  
CG, MCB, CAMP LEJEUNE, N.C.  
28542-5000

  
\_\_\_\_\_  
GEN G. H. LEACH      DATE  
COMCABEAST/CG MCAS,  
CHERRY POINT, N. C.  
28533-5000



AMENDMENT SHEET

Basic Agreement: Logistic Support Agreement (LSA) between Marine Corps Base (MCB), Camp Lejeune and Marine Corps Air Bases, Eastern Area for Marine Corps Air Station (MCAS), New River dated 9 April 1985.

Amendment: No. 1. The contents of this amendment will be incorporated in the basic agreement upon receipt.

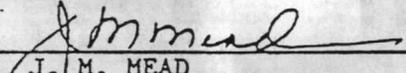
Contents: Amend support functions 3-12 and 3-15 of the subject agreement to better identify total maintenance support provided MCAS, New River by MCB, Camp Lejeune, NC.

Action: Replace support functions 3-12 and 3-15, pages 5-6 of Attachment I SUPPORT PROVISIONS AND RESPONSIBILITIES of the current LSA with the attached support functions 3-12 and 3-15. File this change sheet following the original signature page of LSA.

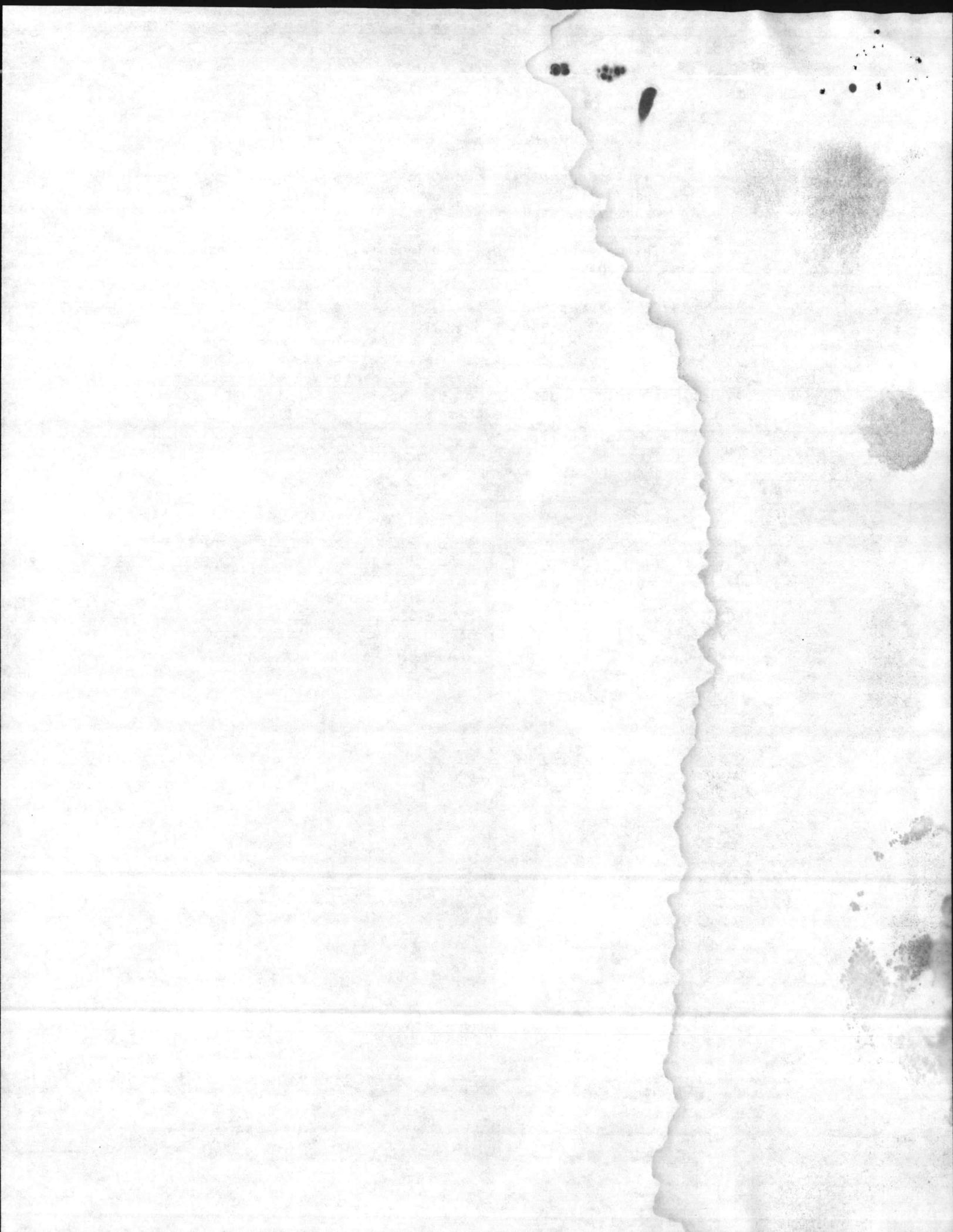
Certification: Reviewed and Approved.

  
\_\_\_\_\_  
J. E. CASSITY  
MAJOR GENERAL  
U. S. MARINE CORPS  
COMMANDING GENERAL,  
MARINE CORPS BASE,  
CAMP LEJEUNE

23 FEB 87  
\_\_\_\_\_  
DATE

  
\_\_\_\_\_  
J. M. MEAD  
BRIGADIER GENERAL  
U. S. MARINE CORPS  
COMMANDER  
MARINE CORPS AIR BASES,  
EASTERN AREA

9 FEB 87  
\_\_\_\_\_  
DATE



0 APR 1985

MARINE CORPS AIR BASES, EASTERN AREA  
MARINE CORPS BASES, CAMP LEJEUNE  
SUPPORT AGREEMENT  
FOR  
MARINE CORPS AIR STATION (HELICOPTER), NEW RIVER

Support Provisions And Responsibilities

SUPPORT FUNCTION

MCD CAMP LEJEUNE

MCAS(II), NEW RIVER

1. Plant Property (AU)

1-1 Assume accountability for all MCA Class I and II plant account items and those Class III and IV plant account items related to non-aviation support functions.

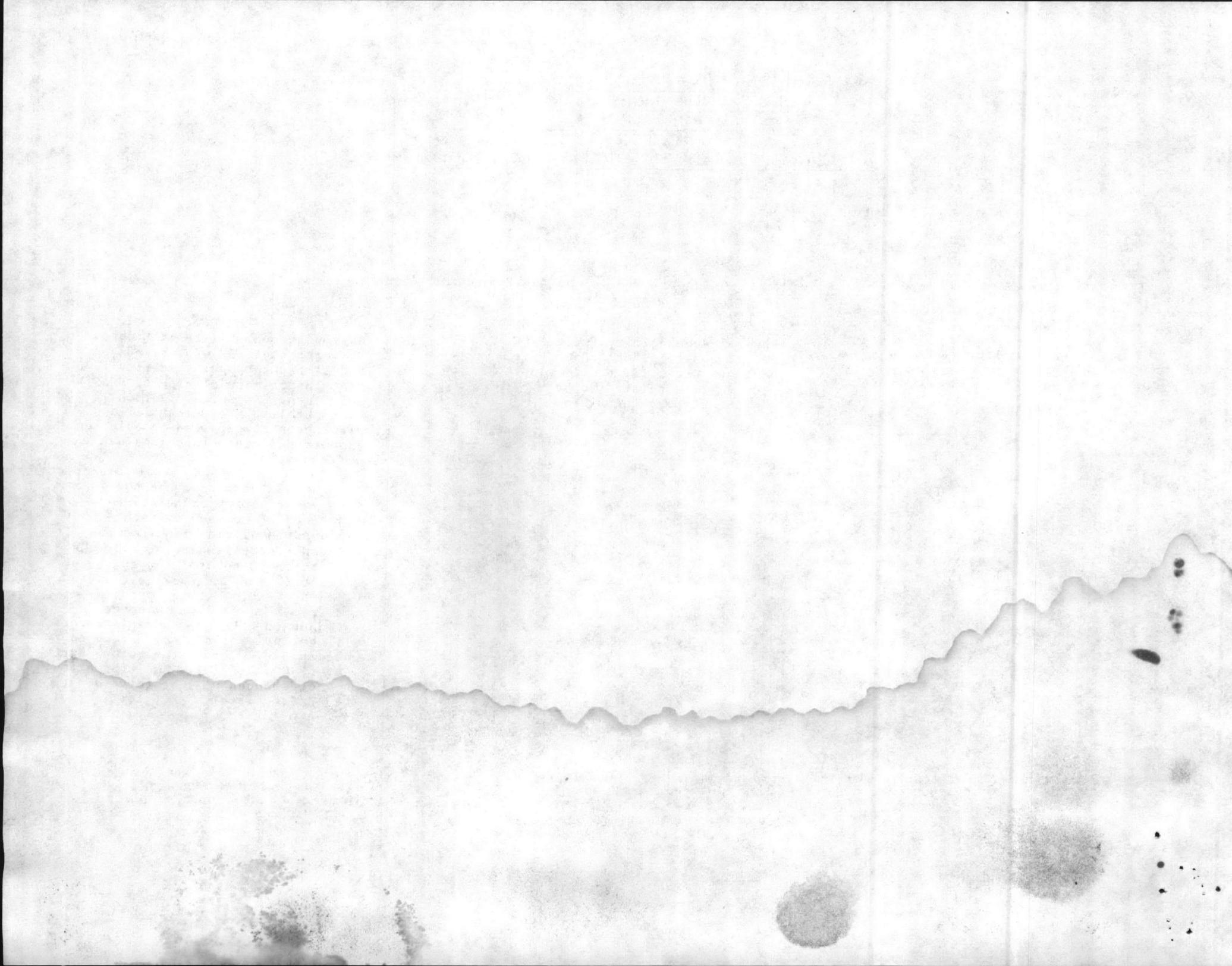
1-A Assume accountability as Program Administrator (92) for all Class I and II plant property as required to meet the primary mission of MCAS(II) and tenant FHF units. Retain accountability for Class III and IV plant property related to aviation support and other functions not consolidated.

1-B Program administrator has the direction of authority exercised in those functions of command over the assigned facilities required for mission accomplishment, to include allocation to subordinate or tenant activities and the routine function of management. Within approved requirements, facilities, once assigned to a Program Administrator, will not be reallocated, except as noted above, without the mutual agreement of CO, MCAS(II). An information copy of changes will be forwarded to the AC/S Facilities, MCB for inclusion in the plant records.

2. Master Plan/Military (AW)

2-1 MCB will include MCAS(II) in all the Complex Master Plan updates. MCB will provide necessary technical support to MCAS(II) for development of the MCAS(II) Activity Master Plan.

2-A Provide to Master planning team all planning documents and comments required through MCD.



SUPPORT FUNCTION

MCB CAMP LEJEUNE

2-2 MCB will provide technical assistance to MCAS(II) for all facilities planning, programming and construction.

2-3 MCB will review NAVMC 10915 (DFRL), NAVMC 10001 (Activity Facilities Plan), NAVMC 10956 (Summary of Correction of Facilities Deficiencies), marked-up General Development Maps, DD Forms 1391, and facilities studies and supporting information for the following programs:  
Military Construction  
Minor Construction (R-2 regular and special projects)  
NAF Projects  
Clubs and Messes  
Recreation  
Commissary projects  
Equipment installation projects

2-4 MCB will provide comments on facilities planning, programming and construction documents to COMCABEAST prior to final endorsement to HQMC.

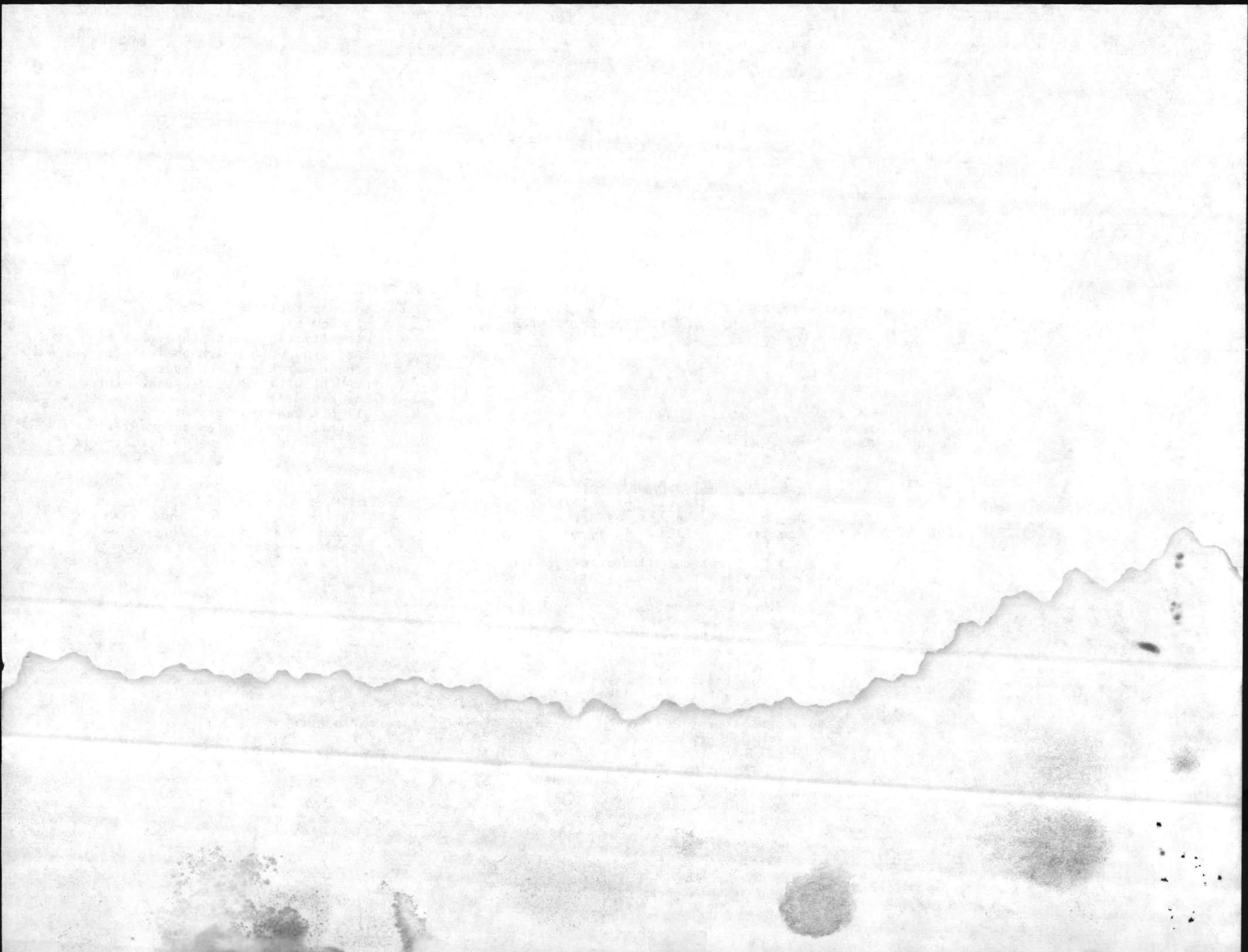
2-5 MCB will provide all MCAS(II) construction and A&E contract services.

MCAS(II), NEW RIVER

2-B In that facility planning is a command responsibility and is directly related to the tasks and functions with which an installation commander is charged, CO, MCAS(II) will retain responsibility for preparation and submission of all planning, programming and construction documents. Copies will be provided to MCB for comment.

2-C MCAS(II) will initiate Air Station MCON, facilities and NAF projects, justify requirements, and obtain technical assistance for engineering input from MCB, as required.

2-D Projects will be forwarded to COMCABEAST for review/approval and forwarding to HQMC.



## ATTACHMENT I

## Support Provisions And Responsibilities

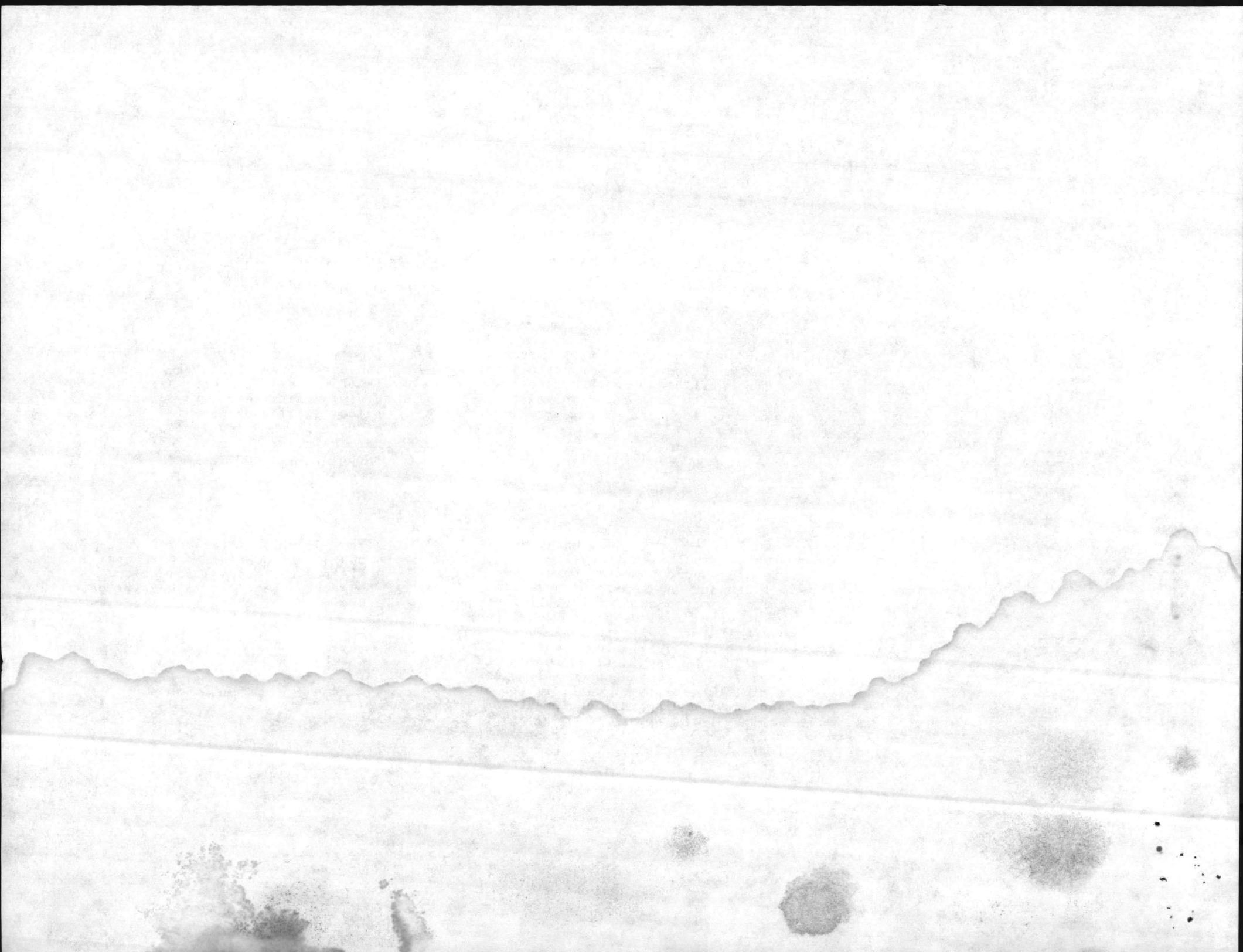
SUPPORT FUNCTIONMCB CAMP LEJEUNEMCAS(H), NEW RIVER3. Real Property Maintenance  
(AW):

3-1 In conjunction with MCAS(H), maintain in the most economical manner all facilities, utilities, and other related real property to a standard which prevents deterioration beyond normal wear and tear.

3-A Comply with appropriate MCB directives and directives of higher headquarters in order to obtain Base Maintenance Division services. Provide a prioritization of Code 1 deficiencies of MCAS(H) BHAR for inclusion in the Base Maintenance Annual Work Program annually by 1 June.

3-2 Formulate and execute a Maintenance program, including inspections, planning and estimating services, maintenance and repair of buildings, grounds, paved surfaces, utilities systems, other real property facilities, operation of utilities systems (includes utility purchase), minor construction, provide other engineering support services, such as Maintenance Division administration, pest control, refuse and garbage disposal, equipment installation, work support for government-owned personal property, encompassing installation, fabrication, technical

3-B Provide Prioritization of work from the Annual MCAS(H) Work Program desired for accomplishment by quarter. Required 45 days prior to beginning of quarter.



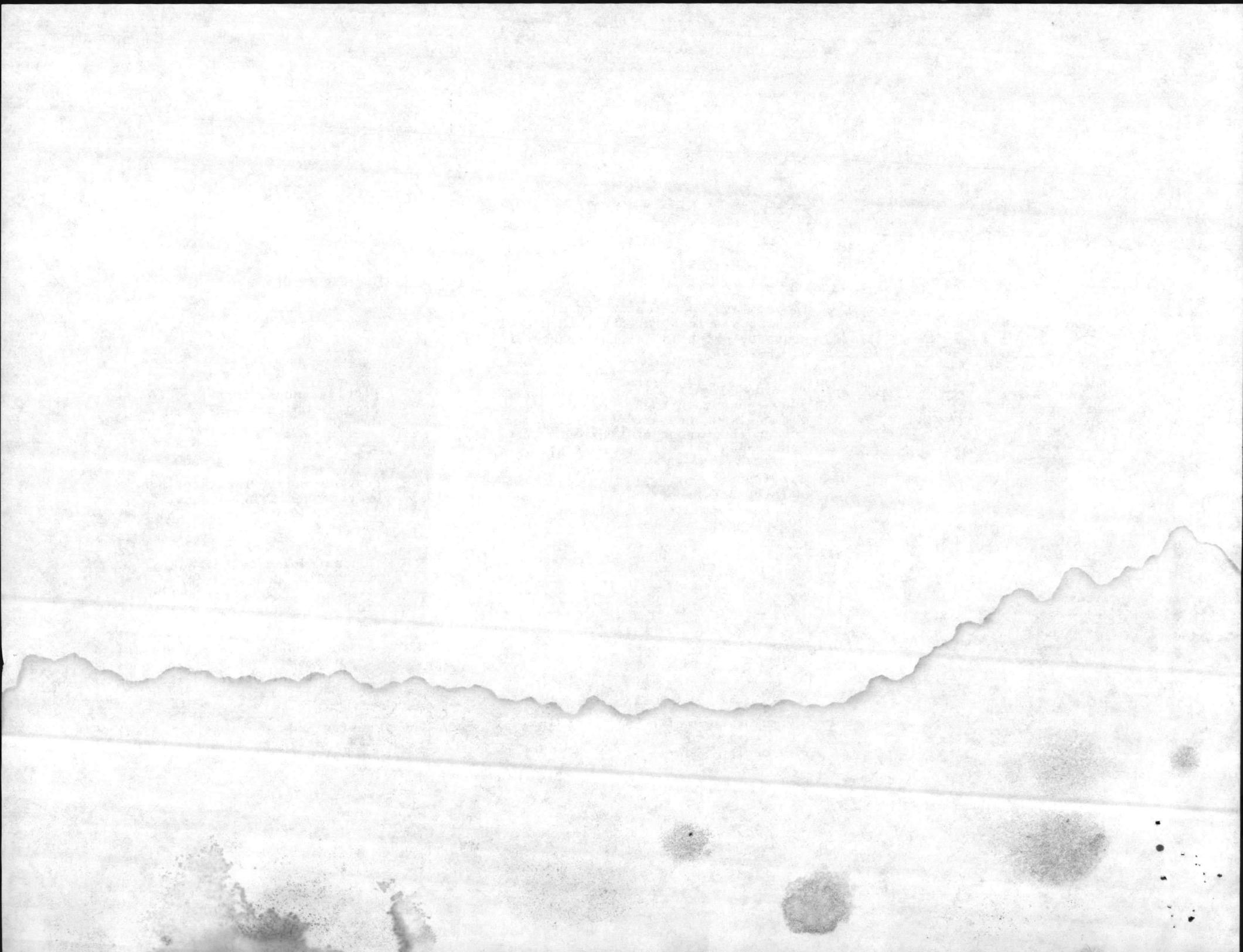
SUPPORT FUNCTIONMCB CAMP LEJEUNE

inspections, and repair and miscellaneous services for other than real property which is not the responsibility of the user.

- 3-3 Provide CO, MCAS(II) a copy of MCAS(II) long range maintenance plan and revisions, as they are published, for command knowledge of mission accomplishment capability of the MCAS(II).
- 3-4 Provide copy of MCAS(II) Backlog of Maintenance and Repair (BHAR) Report and Projects Plan annually by 18 October.
- 3-5 Provide copy of Base Maintenance weekly work schedule.
- 3-6 Provide copy of Base Maintenance Annual Work Program annually by 1 July.
- 3-7 Provide copy of Base Maintenance Quarterly Work Program 30 days prior to beginning of quarter.

MCAS(II), NEW RIVER

- 3-C Provide annual input for the MCB Program Objective Memorandum (POM) during November.
- 3-D Provide annual input for MCB Midyear Review and Budget Call during February and March.
- 3-E Conduct joint prevalidation survey of MCAS(II) Code 2 Backlog of Maintenance and Repair (BHAR) items with MCB annually by September.
- 3-F Review and approve the MCAS(II) BHAR Report and Projects Plan annually by 1 October prior to its submission to HQMC.
- 3-G Review and approve the MCAS(II) Long Range Maintenance Plan (LRMP) annually by 1 November.



SUPPORT FUNCTIONMCB CAMP LEJEUNE

- 3-8 Repair and maintain, within technical capabilities, Naval Air Systems Command sponsored equipment on a reimbursable basis.
- 3-9 Provide a computer terminal to MCAS(H) S-4, with printout capability to extract work status from main computer bank.
- 3-10 Establish and maintain an emergency service work force at MCAS(H) as dictated by workload.
- 3-11 Identify and provide MCAS(H) with maintenance budget documents for concurrence in those areas under Air Station Program Administration.
- 3-12 Identify and maintain as a separate maintenance base those funds provided as MCAS portion of the annual MCB O&MMC appropriation. Furnish MCAS with a monthly accounting of obligations and expenditures. Formula to be effective 1 Oct 85 is:
- M1 13.23 percent of the MRP M1 floor
- R1 13.23 percent of the MRP R1 floor

E X A M P L E

FY 1985 M1/R1 Floor for MCAS

FY 1985 MRP floor authorized  
MCB, CLNC

M1 = \$23,748,160

R1 =  $\frac{1,515,840}{\$25,264,000}$  (6% of total MRP floor)MCAS Computation

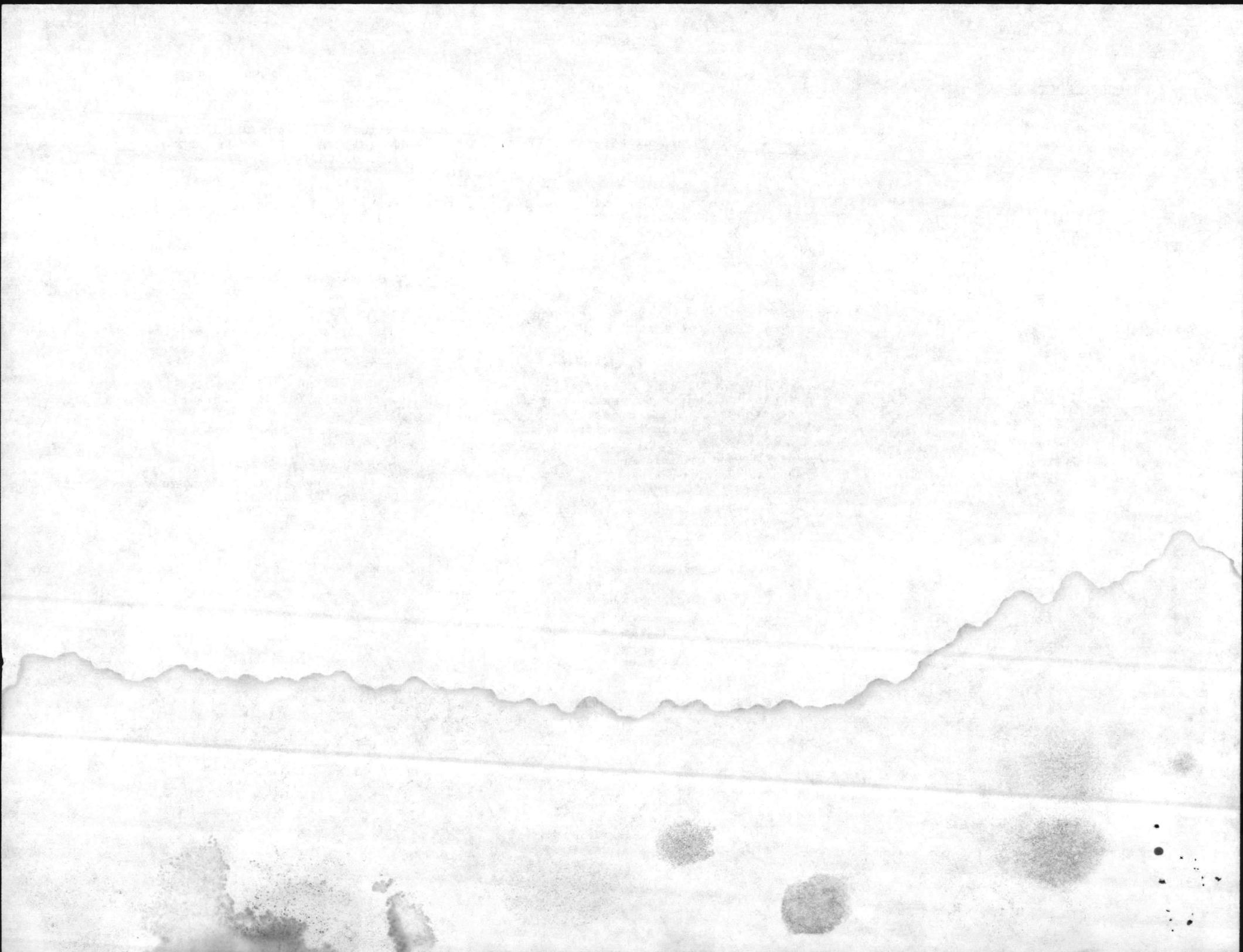
M1 = \$23,748,160 X 13.23% = \$3,141,882

R1 = \$1,515,840 X 13.23% = \$200,546

Amendment No. 1

MCAS(H), NEW RIVER

- 3-II Participate in the validation of the MCAS(H) Code 2 BHAR with CHC validator annually.
- 3-I Establish Minor Construction (R-1) Review Board. The Review Board will determine priorities of projects with the MCAS(H) funding assignment. Submit prioritized requirements to MCB, for accomplishment.
- 3-J Provide work request input to MCB in accordance with current directives.
- 3-K When required, adjust prioritization of emergency/service work aboard MCAS(H).
- 3-L When required, adjust prioritization of roads and grounds emergency/service work aboard MCAS(H).



SUPPORT FUNCTION

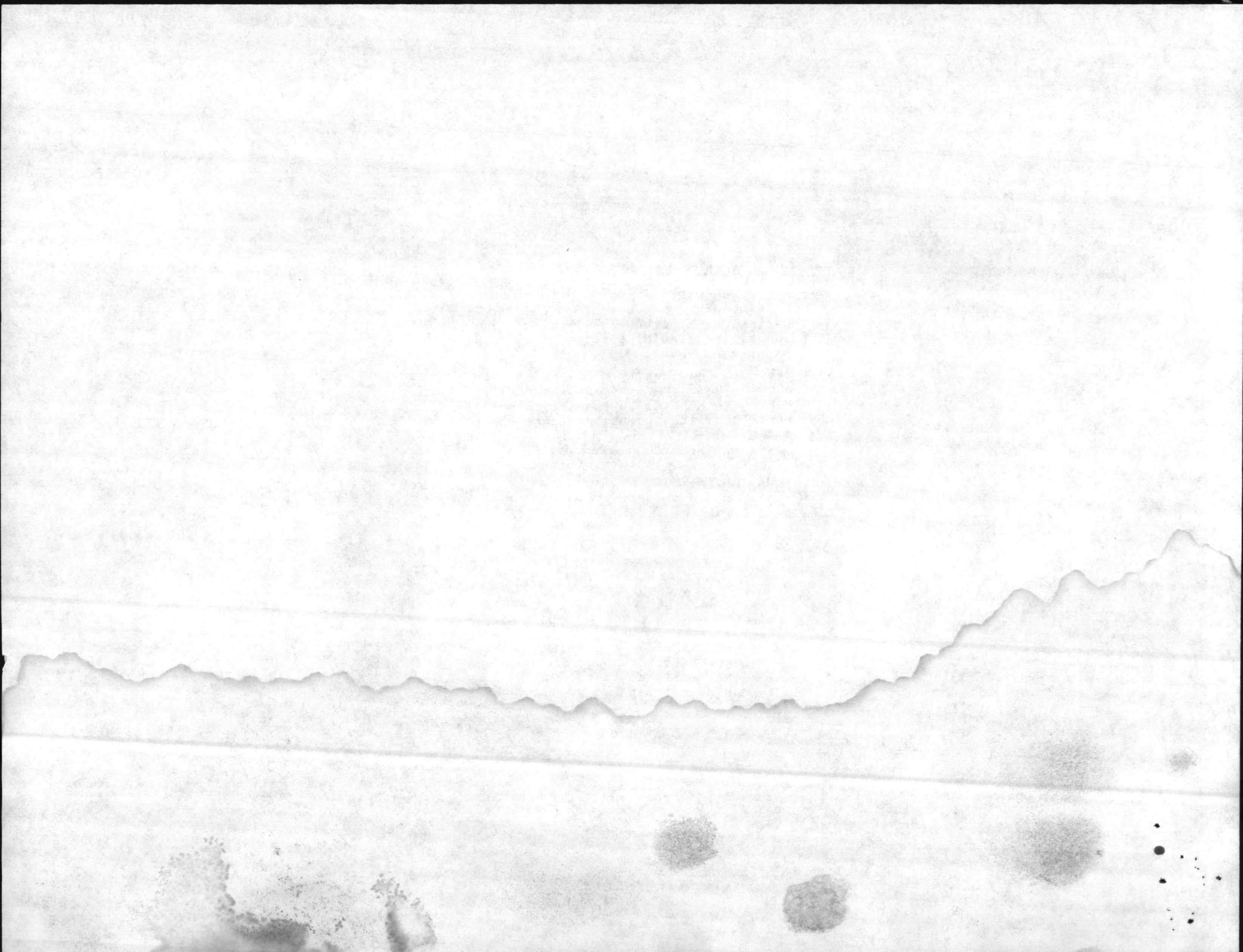
MCB CAMP LEJEUNE

MCAS(H), NEW RIVER

- 3-13 R-1 funds will be assigned to the CO MCAS(H) based on current authorized Marine Corps percentage level of the identified MCAS(H) portion of the maintenance base.
- 3-14 Determine how yearly M-1 work will be accomplished (contract or in-house). Meet with MCAS(H) to resolve potential conflicts with operational requirements.
- 3-15 Provides quarterly update through existing reports of inhouse work accomplished at MCAS and on contract status for MCAS projects; identified by application to the M-1, M-2, R-1, and R-2 programs.

Amendment No. 1

- 3-16 Meet quarterly with MCAS(H) prior to issuance of MCB quarterly work plan to establish priority of quarterly in-house work accomplishment for MCAS(H) to include substitution of recently identified high priority M-1 work.
- 3-17 Designate a person as single point of contact to monitor and expedite requirements and progress of MCAS(H) maintenance work.



SUPPORT FUNCTION

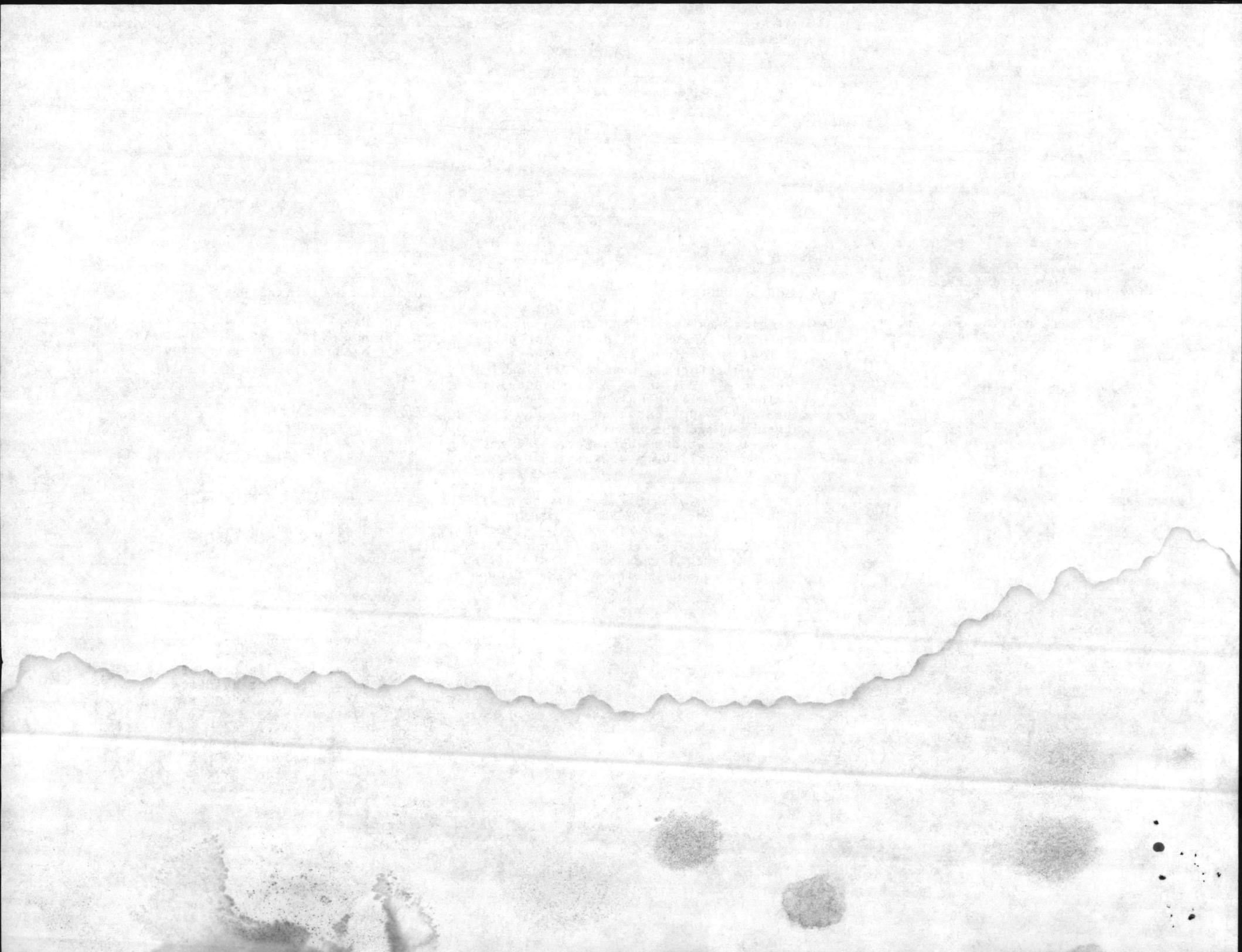
## 4. Family Housing (AJ)

MCB CAMP LEJEUNE

- 4-1 Provide, maintain, and assign housing to MCAS(II) personnel and tenant personnel to include the following: housing referral, housing for ineligible personnel (E-4 under 2 years service and below), Family Housing Review Board services, appliances as approved by HQMC, check-in and check-out for occupants, tenant relations, administrative actions concerning letters of warning/eviction, and utilities services.
- 4-2 All Marines eligible for quarters will be eligible for assignment to all quarters at MCB/MCAS(II) appropriate to rank and family size. Quarters will be designated at MCAS(II), New River for CO, MCAS(II) and for CO's of tenant Marine Aircraft Groups at MCAS(II).

MCAS(II), NEW RIVER

- 4-A Comply with MCB directives and directives of higher headquarters for housing services.
- 4-B Provide a representative (member) to MCB Family Housing Review Board.
- 4-C After common processing, in accordance with MCB directives, letters of warning and/or eviction for personnel in government quarters aboard MCAS(II) whether initiated by MCB or MCAS(II) authorities, will be signed by the CO, MCAS(II). The eviction letters will then be returned to the Director, Family Housing via CG, MCB for delivery to the tenant



SUPPORT FUNCTION

MCB CAMP LEJEUNE

MCAS(II), NEW RIVER

5. Fire Protection Prevention  
(Less Crash Crew) (All)

5-1 Provide supervision, protection fire fighting personnel and equipment pertaining to structural fires. Provide for fire prevention inspection reports and maintenance of structural fire fighting equipment.

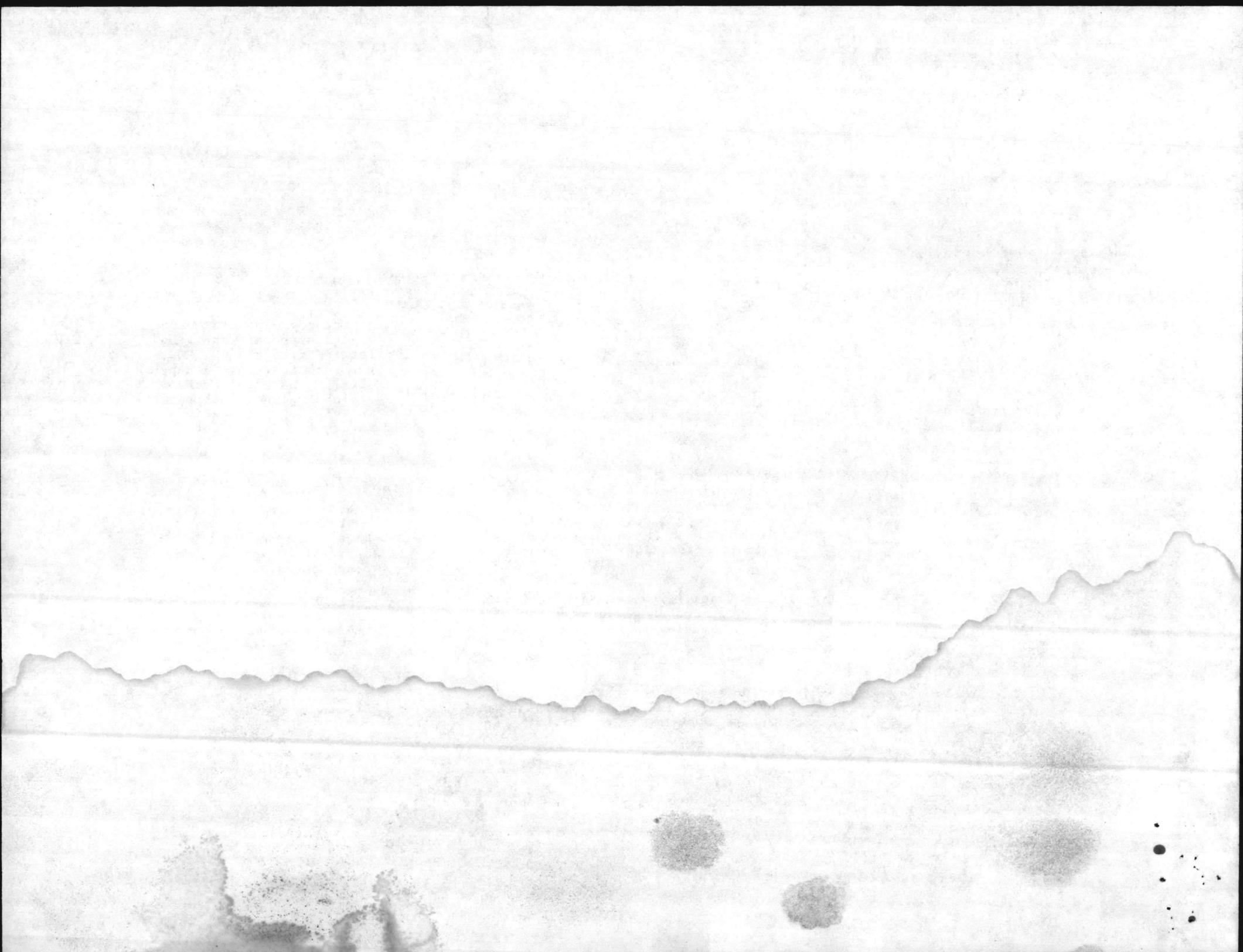
5-2 Furnish facilities for parking crash fire equipment under supervision of Station Captain.

5-3 Provide support for crash fires. Provide fire fighting supervision for crash related structural fires.

concerned. Appeals to the eviction process shall be forwarded to the CG, MCB for adjudication. A copy of all reports of such actions which do not result in eviction will be forwarded to CG, MCB for information.

5-A Comply with MCB directives and directives of higher headquarters concerning fire protection and prevention. Retain responsibility for provision of crash equipment apparatus and crash crews.

5-B Responsible for supervision of fire fighting operations related to aircraft crashes. Provide support for structural fires.



SUPPORT FUNCTIONMCB CAMP LEJEUNEMCAS(II), NEW RIVER6. Motor Transport  
(SG) (MG)

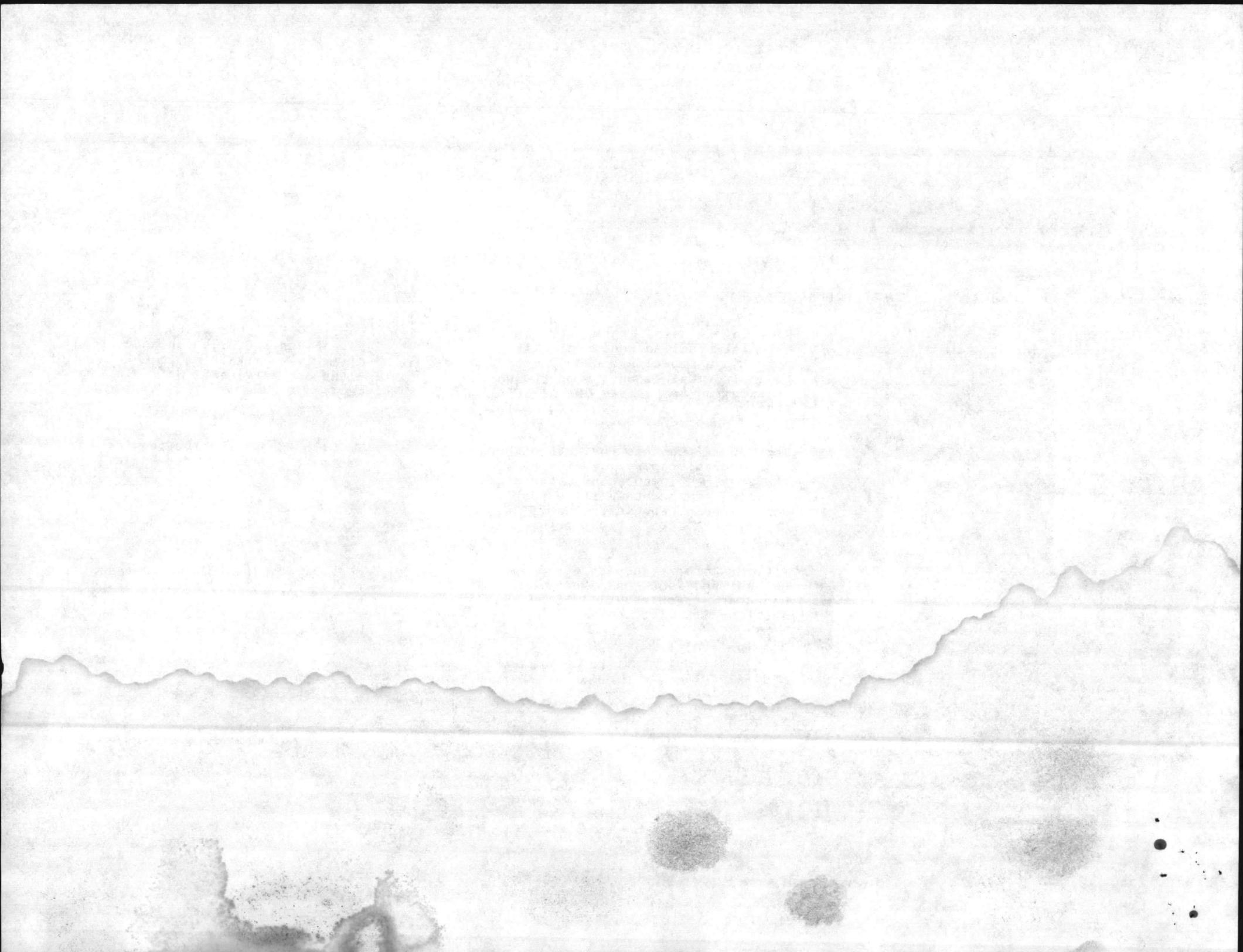
- 6-1 Provide all Motor Transport support, Material Handling Equipment, Air Operations vehicles and Equipment, to include Maintenance Support (which is required to satisfy the Air Station's mission and support requirements) less than sponsored by NAVAIRSYSCOM.
- 6-2 Provide maintenance for NAVAIRSYSCOM sponsored air operations related vehicles, equipment, and materials handling equipment on reimbursable basis within technical capability. Example: Aircraft tow trucks, crash crew & rescue vehicles and fuel trucks.
- 6-3 Provide motor transport equipment to MCAS(II) and 2dMAW on sub-custody, based on effective utilization and asset availability.
- 6-4 Provide additional temporary motor transport equipment, to meet surge requirements, based on asset availability.

- 6-A Comply with appropriate MCB directives and higher headquarters directives pertaining to obtaining transport services.
- 6-B Furnish MCB with surge requirements on a case by case basis.
- 6-C Participate with MCB on an annual review of assigned motor transport equipment assets and provide MCB with requirements for retention or recommended changes.

7. Ordnance (to include  
Aviation Ordnance) (SC)  
(AH)

- 7-1 Obtain and furnish ammunition for requalification and security. Non-reimbursable.

- 7-A Comply with MCB directives and directive of higher headquarters to obtain ordnance support.



SUPPORT FUNCTIONMCB CAMP LEJEUNEMCAS(U), NEW RIVER

7-2 Provide overflow storage facilities, for aviation ordnance for periods not exceeding 30 days.

7-B Provide personnel support within capabilities, as requested. (Working parties).

## 8. Logistic Support

8-1

8-A

## a. Food Service (AM)

Perform food service operation functions and equipment budgeting. Provide technical assistance and inspections as required.

a. Has operational control of day-to-day dining facility operations including personnel support. Comply with MCB orders and directives.

## b. Subsistence (BS)

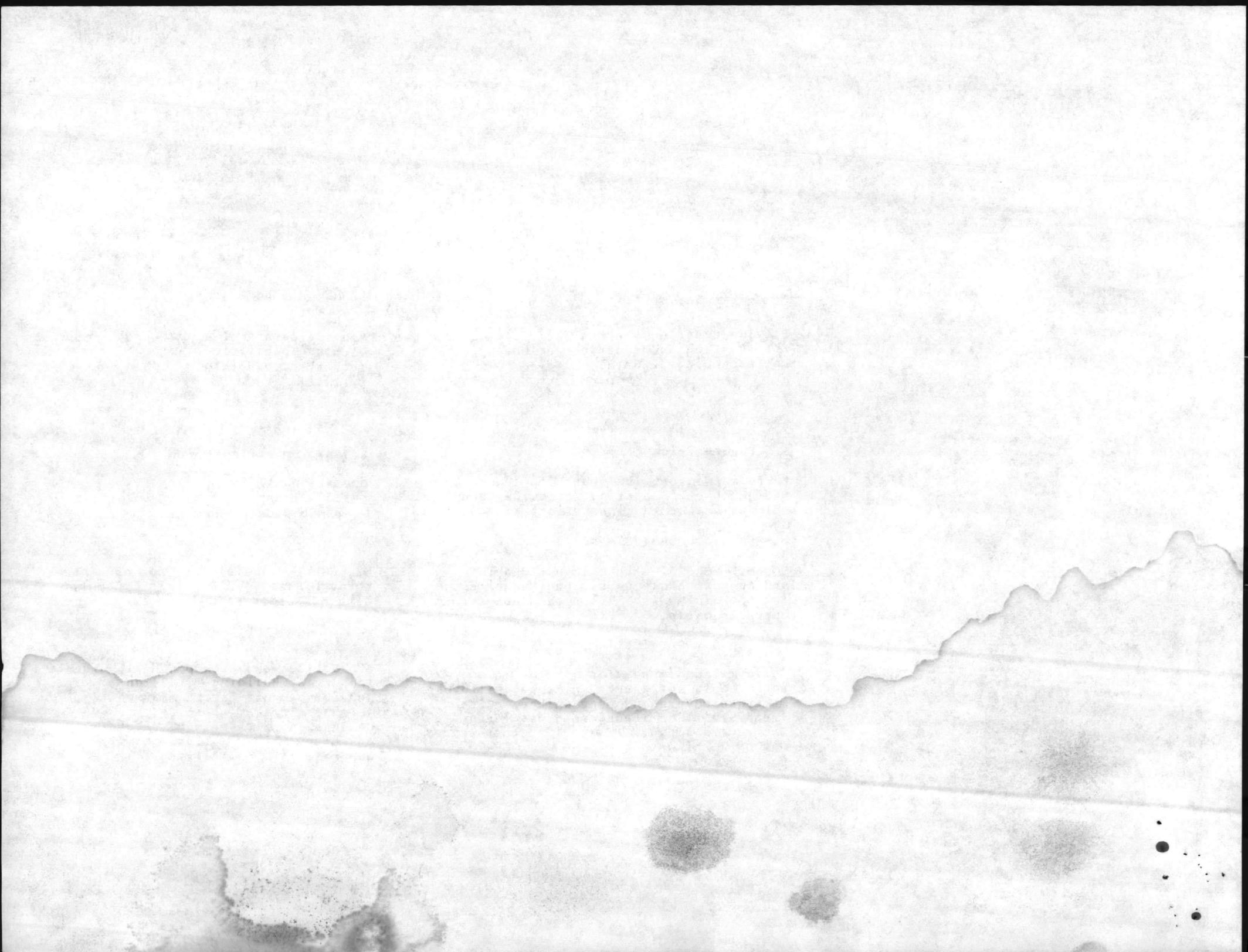
Support MCAS(U) with both perishable and nonperishable subsistence requirements for the dining facilities on a non-reimbursable basis.

b. Submit requisitions for subsistence through Base Food Services. Comply with MCB orders and directives.

## c. Laundry Service (AK)

Perform laundry service on a nonreimbursable basis for sheets, pillows, pillowcases, mattress covers and mess whites. Clean laundry will be issued on a one for one exchange basis. TE/TA equipment is processed on a reimbursable basis.

c. Deliver and pickup nonreimbursable laundry at Building TC-834 on a scheduled basis except mess whites which are picked up at Bldg. 1500. Deliver and pickup reimbursable TE/TA equipment at Bldg. 1500. Comply with MCB orders and directives.



0 APR 1965

SUPPORT FUNCTION

MCB CAMP LEJEUNE

MCAS(III), NEW RIVER

d. Purchasing/Contracting (AG)

Perform all purchasing and contracting functions for MCAS(II) and tenant organizations (less aviation peculiar parts and fuel).

d. Submit purchasing/contracting requirements to HCB, citing chargeable appropriations and priority designation in accordance with Marine Corps directives.

e. Self Service (BU)

Support MCAS(II) and tenant organizations with administrative and housekeeping supplies through a self-service center outlet. Reimbursable.

e. Comply with HCB orders and directives.

f. Shop Stores (BU)

Issue maintenance repair parts and supply items to MCAS(II) and tenant organizations from Issue Point 73 located in building AS-124 on a limited basis as required. Reimbursable.

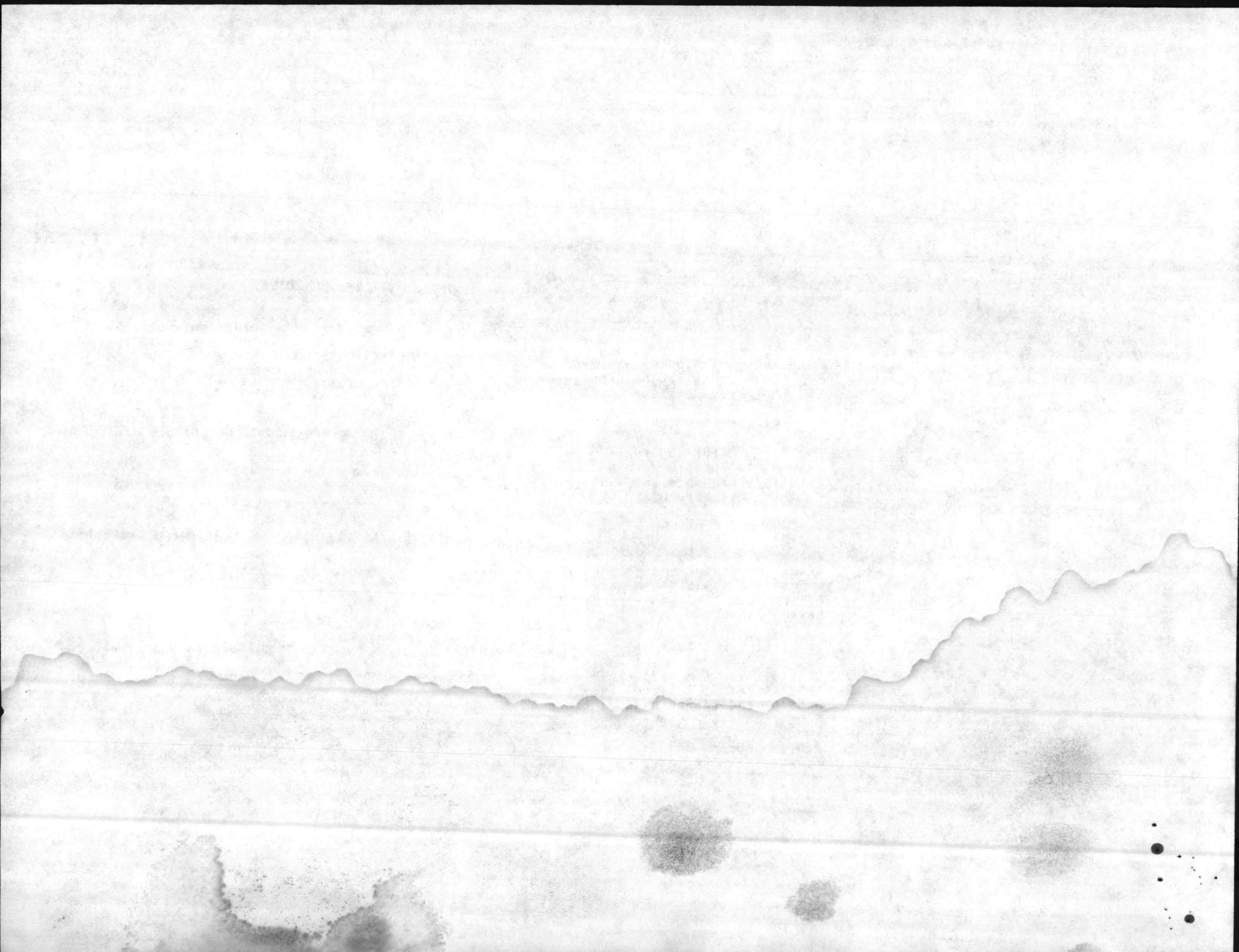
f. Comply with HCB orders and directives.

g. Fuel Domestic (ST)

Contract for and deliver #2 and #6 "heating" fuel oil requirements to MCAS(II) and tenant organizations on a nonreimbursable basis.

g. Comply with HCB orders and directives.

Provide HOGAS and diesel fuel to station operation (Bldg. 840) on a reimbursable basis.



SUPPORT FUNCTIONMCB CAMP LEJEUNE

## h. Garrison Property (SN)

Provide and account for barracks furniture and furnishings, office equipment (excluding plant account) for MCAS(II) and tenant organizations, in an equitable manner within funding capability.

## i. Transportation (AO)

Provide TMO support MCAS(II) and its personnel as follows; Passenger service to include port calls, troops travel and TAD travel arrangements; provide complete personal property service both inbound and outbound which includes local quarters moves claims service for personal property damages; provide cargo/freight service for the loading/unloading of heavy lifts and for the movement of any other cargo/freight as requested; provide service to include transportation for all hazardous waste.

## j. Printing (BV)

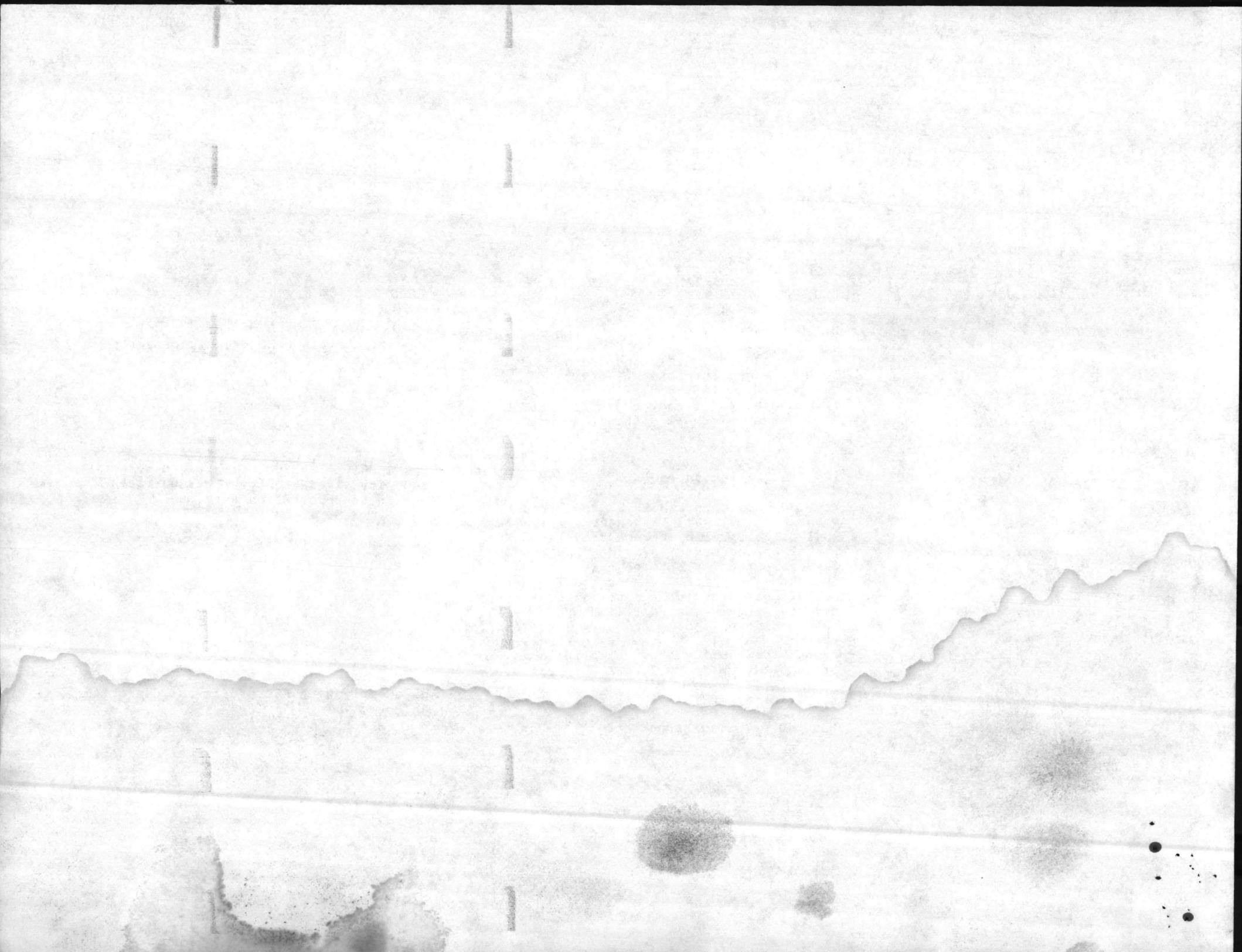
Provide printing support on a reimbursable basis.

MCAS(II), NEW RIVER

h. Submit garrison property requirements to MCB. Retain H&HS organic property functions.

i. Comply with appropriate MCB directives and directives of higher headquarters obtain transportation services.

j. Comply with MCB orders and directives.



SUPPORT FUNCTION

MCB CAMP LEJEUNE

MCAS(H) NEW RIVER

9. Industrial Safety (BD)

9-1 Conduct inspections as required of MCB employees work spaces at MCAS(H) in coordination with Air Station Safety Manager to ensure compliance with OSHA regulations and instructions within DoD.

9-A Conduct periodic inspections of MCB employees work sites and working conditions to ensure compliance with OSHA regulations and instructions of higher authority within DoD. Inspections will be scheduled and conducted either singularly or jointly with MCB safety personnel. Noted incidents of safety violations by MCB employers performing work on MCAS(H) will be brought to the attention of the MCB Safety Management Office.

9-2 Provide protective safety equipment for MCB employees as required.

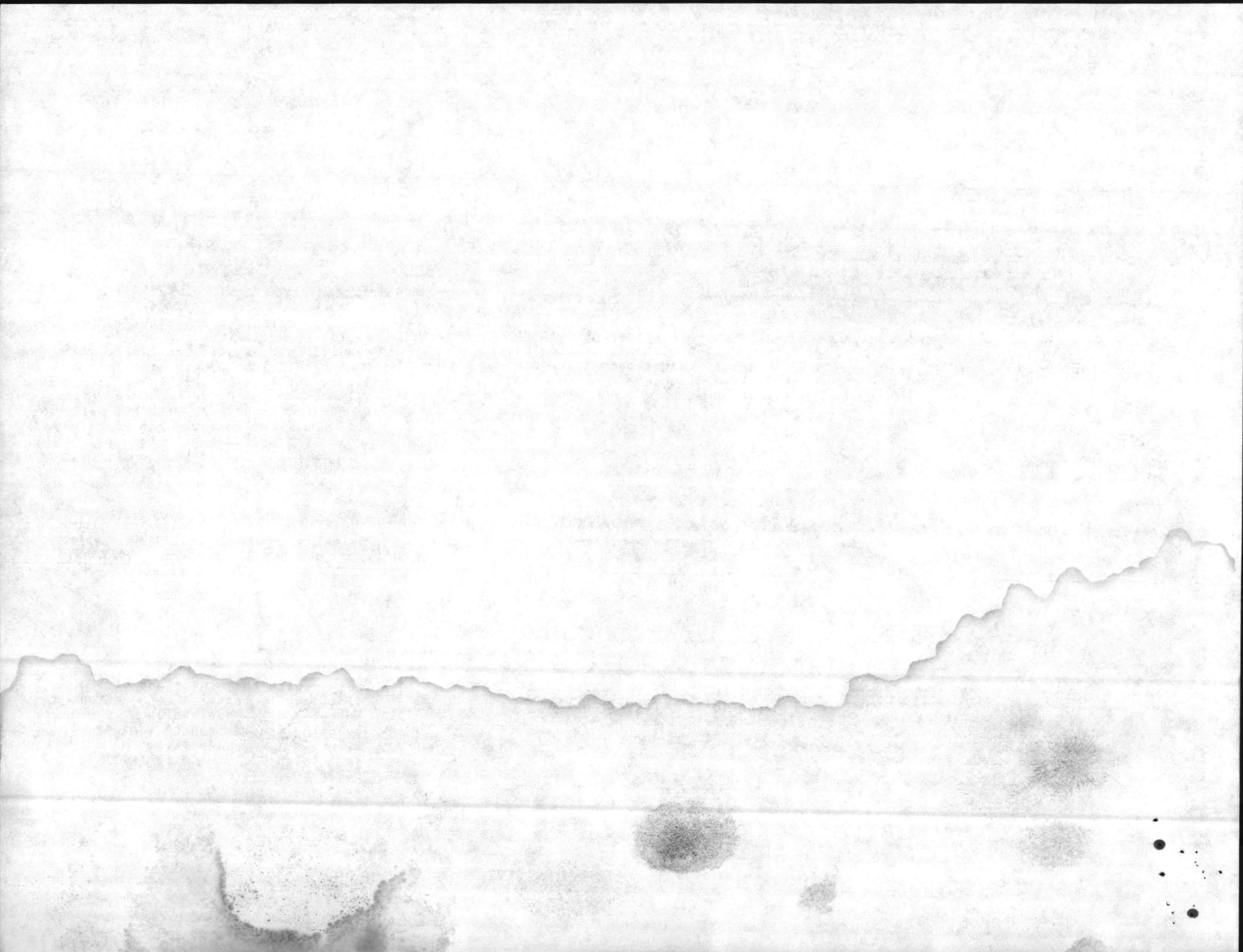
9-B Specialized safety training required by aviation peculiar operations may be provided for MCB personnel by MCAS(H) with the concurrence of MCB.

9-3 Provide training/indoctrination for MCB employees as required.

10. Marine Corps Exchange (BD)

10-1 Administer, operate, and assume responsibility for all Marine Corps Exchange activities located at MCAS(H) as outlined in MCB Order 4066.1.

10-A Comply with the provisions of MCB Order 4066.1 relative to maintenance, work requests, evaluation of exchange support, police, sanitation, discipline, security and personnel support to include an Area Assistant Exchange Officer.



SUPPORT FUNCTION

MCB CAMP LEJEUNE

MCAS(II), NEW RIVER

10-2 Provide data entry payroll services on a reimbursable basis to other nonappropriated fund activities at MCAS(II) who are utilizing the payroll services provided through the Data Processing Installation, Marine Corps Exchange Service, Quantico, Virginia.

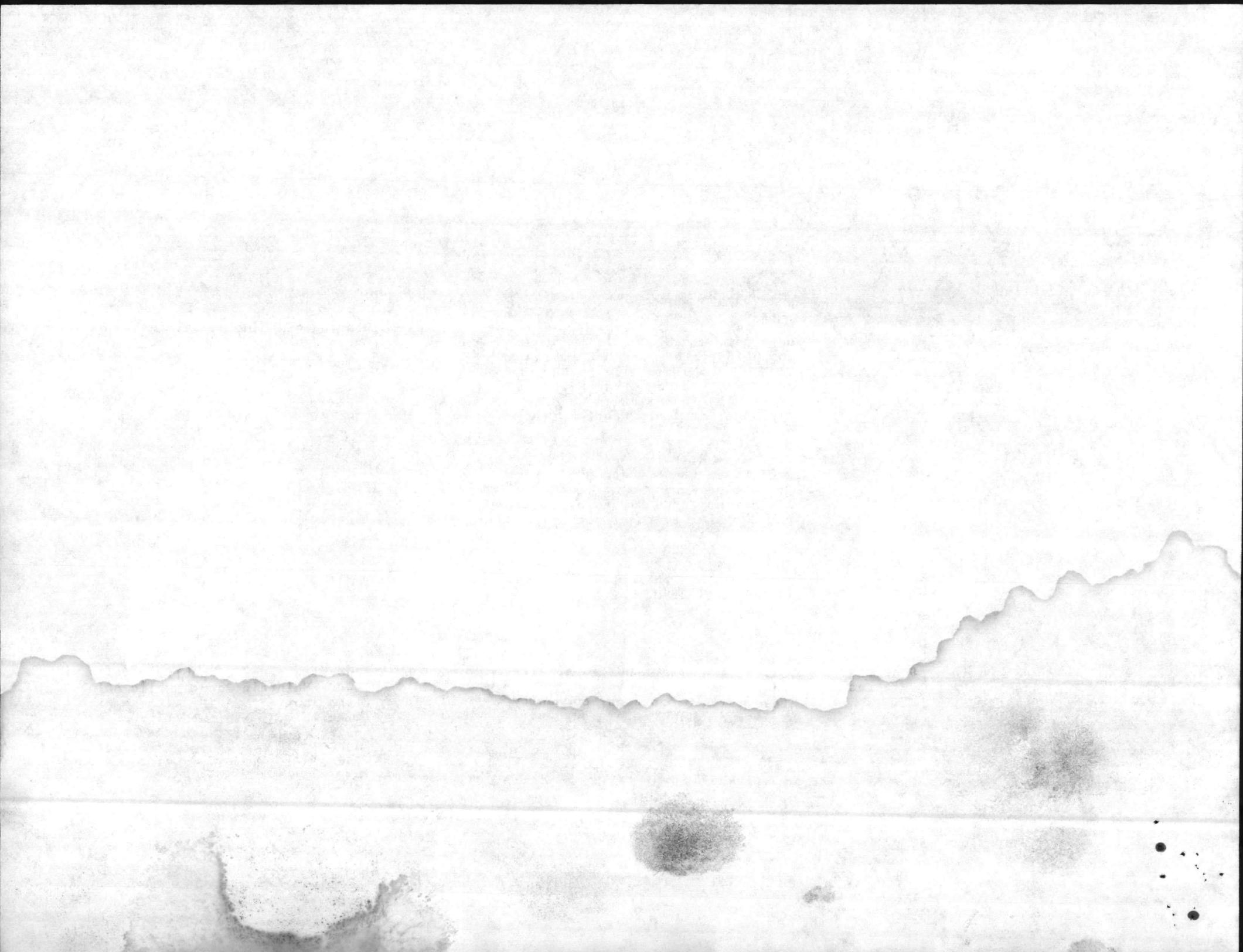
10-B Provide a voting member to the Marine Corps Exchange Council.

10-3 Predicate distribution of annual profits to the MCB and MCAS(II) Recreation Funds in accordance with the Marine Corps Exchange Manual based on the average monthly personnel strengths at MCB and MCAS(II) Distribute annual profits, set aside for local recreation funds, in 12 equal monthly payments commencing with the first day of April each year.

11. Public Affairs (Less Station Newspaper and Air Ops Releases (A2))

11-1 Coordinate common public affairs functions with MCAS(II), e.g., radio, television broadcasts, community relations and Speakers Bureau.

11-A Coordinate common public affairs with MCB. Maintain Joint Public Affairs functions at MCAS(II) with complete external release authority except those aviation peculiar matters requiring COMCABEAST/2dMAW approval. Coordinate incidents involving environmental hazards (i.e., fuel spills) with MCB.



SUPPORT FUNCTIONMCB CAMP LEJEUNEMCAS(II), NEW RIVER

12. Comptroller (AB)

12-1 Assume complete financial responsibility for MCAS(II) functions consolidated with MCB.

12-A Retain Comptroller function to support those functions not consolidated.

12-B Provide MCB budget input for reimbursable services.

13. Communications Electronics (BC) (MF)

13-1 Assume responsibility for the following equipment and services; teletype maintenance, cryptographic equipment maintenance. Provide/maintain public address and color systems in appropriated fund activities. Maintain intercom systems that are on property records at MCB.

13-A Comply with MCB directives and directives of higher headquarters to obtain comm- elect maintenance services.

13-2 Provide common/normal recurring telephone service to include operation and maintenance of the telephone system.

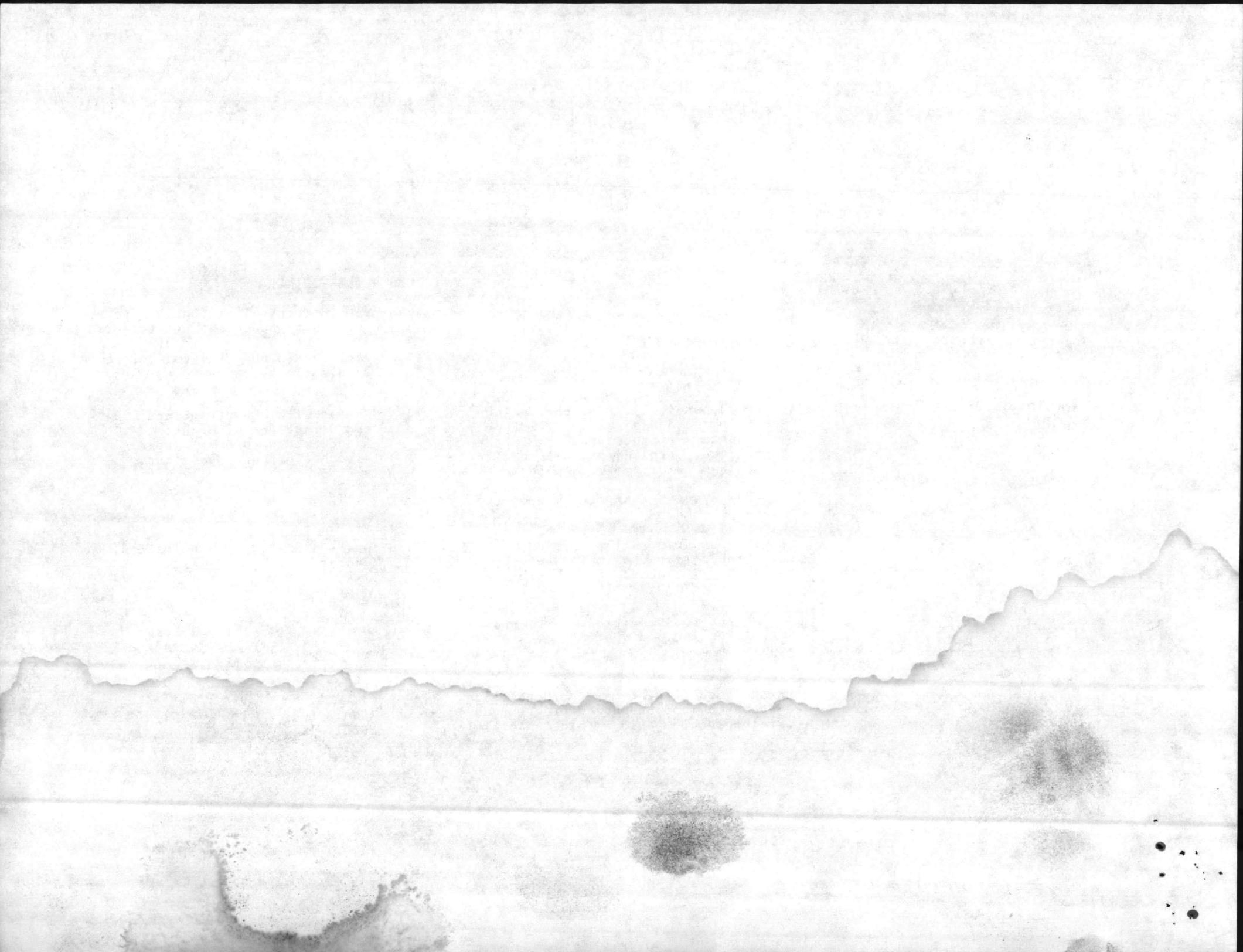
13-B Operate MCAS(II) Communication Center.

13-3 Budget for the provision of telephone service to include special telephone requirements.

13-C Maintain non-tactical comm- elect equipment dedicated to Air Traffic Control (ATC) operations.

13-4 Maintain cable systems, for Naval Air Systems Command Sponsored programs on a reimbursable basis within capabilities.

13-D Identify a single point of contact to the MCB Telephone Officer for all matters pertaining to telephone service and validation of telephone service requests.



SUPPORT FUNCTION

MCB CAMP LEJEUNE

MCAS(H), NEW RIVER

13-5 Provide timely justification for an telephone service request disapproved by base telephone.

13-E Identify new and current approved military construction (MCOM) projects to the MCB Telephone Officer for review of the applicable contracts or plans to ensure the inclusion of telephone cable/conduit.

13-6 Notify CEO, MCAS(H) of any telephone switchboard or cable outage, programmed or unprogrammed, as soon as that outage is scheduled or recognized.

13-F Reimburse MCB for telephone cable maintenance associated with Naval Air Systems Command sponsored programs. Ensure timely submission of telephone service requests to the Telephone Officer to allow for necessary scheduling to meet mission requirements.

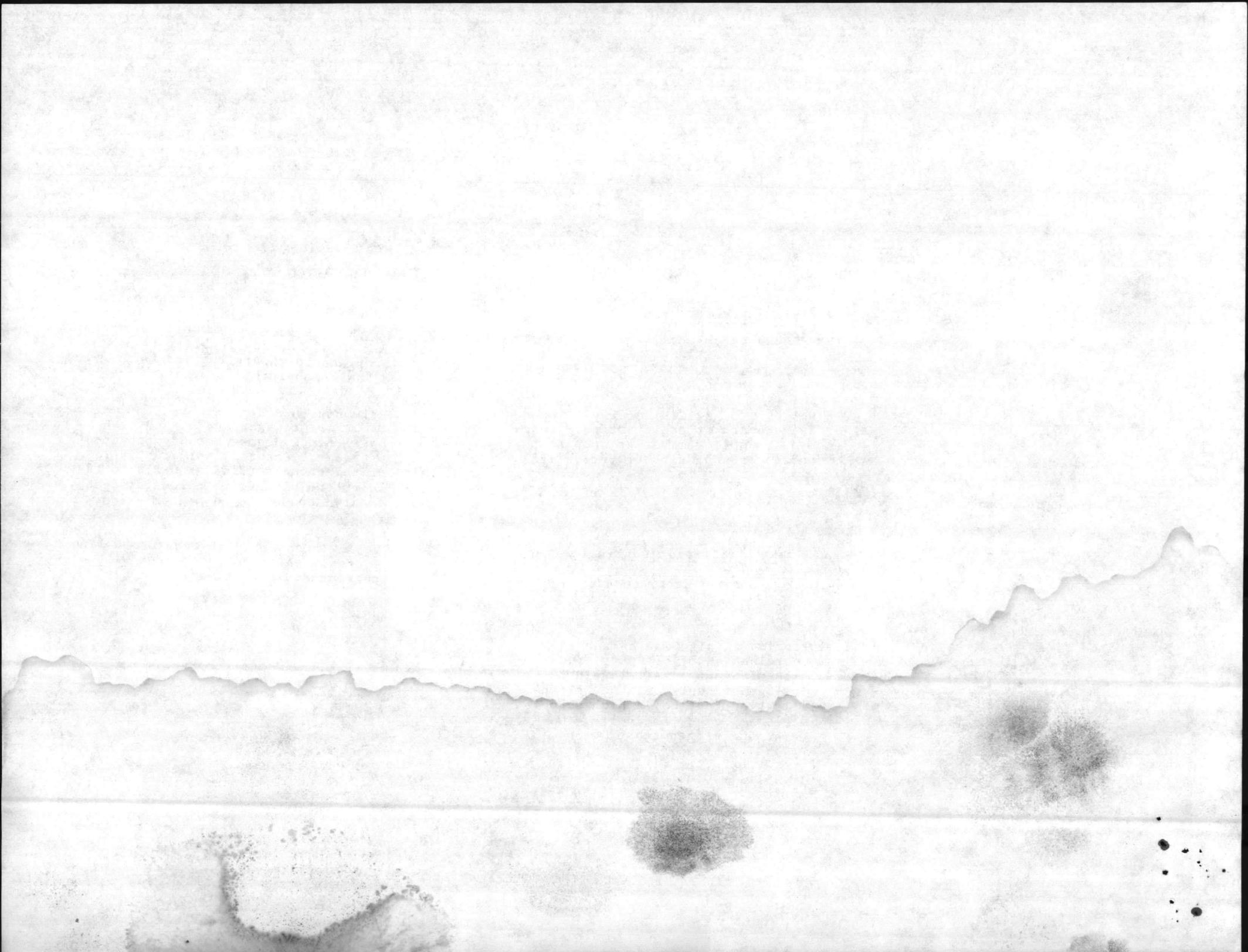
13-7 Repair Air Traffic Control (ATC) cable systems (both telephone and data) on a priority basis.

13-G Verify accounts with regards to long distance calls in accordance with current MCB directives.

14. OFF Duty Education (AV)

14-1 Provide on-site management and Coordination of off-duty education programs at all levels to include off-duty testing, classification testing, a high school diploma program and college undergraduate/graduate programs as needed. Establish and supervise operation of special education facilities, such as learning centers, testing facilities and classrooms to serve the personnel at MCAS(H) and Camp Geiger.

14-A Coordinate as required.



SUPPORT FUNCTION

MCB CAMP LEJEUNE

MCAS(II), NEW RIVER

The following are examples:

LPT - Language Proficiency Test  
DLAB- Defense Language Aptitude Battery  
EDPT - Electronics Data Processing Test  
GCT - General Classification Test  
AFCT - Armed Forces Classification Test  
SAT - Scholastic Aptitude Test  
ACT - American College Test  
CLEP - College Level Examination Program  
DSST - Dantes Subject Standardized Test  
GRE - Graduate Record Exam  
GMAT - Graduate Management Admissions Test  
Kuder Exam (Occupational Interest Exam);  
SAB - Special Assignment Battery

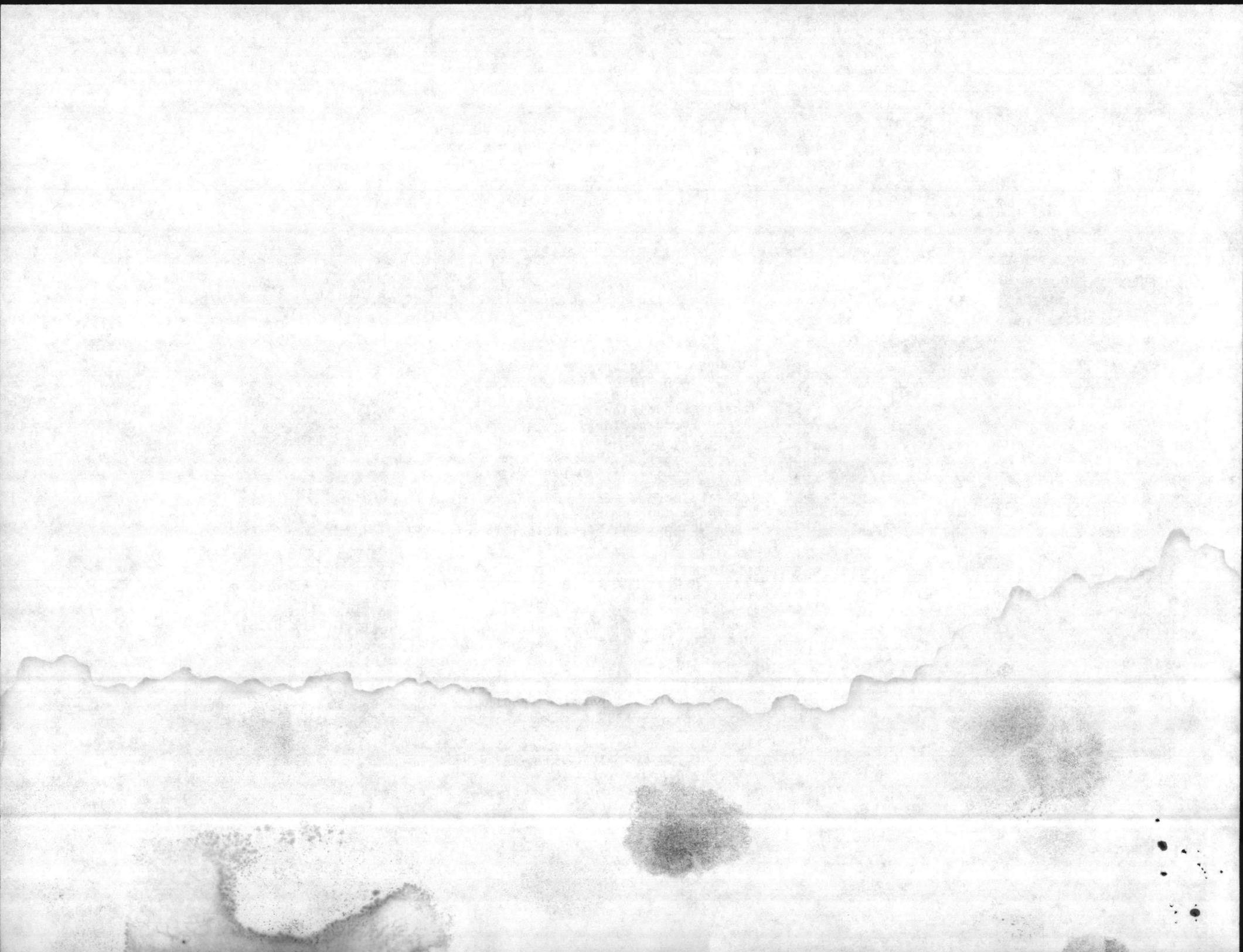
15. Hazardous Material/Waste  
(HM/W) Management Program  
(BO)

15-1 Designate an activity focal point regarding HM/W management and disposal. Register with the Environmental Protection Agency (EPA) and North Carolina (NC) as a generator, long term storer and transporter of all HM/W generated by MCAS(II), New River, which are subject to the Resource Conservation and Recovery Act (RCRA). Obtain all permits required by EPA and NC for storage of HM/W.

15-2 Will maintain necessary agreements with Defense Property Disposal, Camp Lejeune, (DPDO) for the disposal of HM/W. Furnish necessary assistance to analyze (only if required), package and transport of all HM/W to DPDO, Camp Lejeune.

15-A Designate a Hazardous Material Disposal Coordinator to serve as an activity focal point regarding HM/W management.

15-B Will ensure that all station units and tenants properly identify, segregate, and package HM/W in DOT-approved containers. Ensure that HM/W requiring disposal are turned into DPDO Camp Lejeune in a timely manner in accordance with established procedures.



SUPPORT FUNCTION

MCB CAMP LEJEUNE

MCAS(II), NEW RIVER

15-3 Provide long-term (more than 90 days) storage and final disposal of all HM/W generated by MCAS(II), New River subject to RCRA. Maintain appropriate records of long-term storage and disposal of HM/W accepted from MCAS(II) New River through the interservice support agreement with DPDO, Camp Lejeune, and submit all related reports required of HM/W generators, storers and transporters to EPA and NC. Provide technical assistance to MCAS(II), New River on record-keeping reporting.

15-C Maintain appropriate records of HM/W generation and shipments.

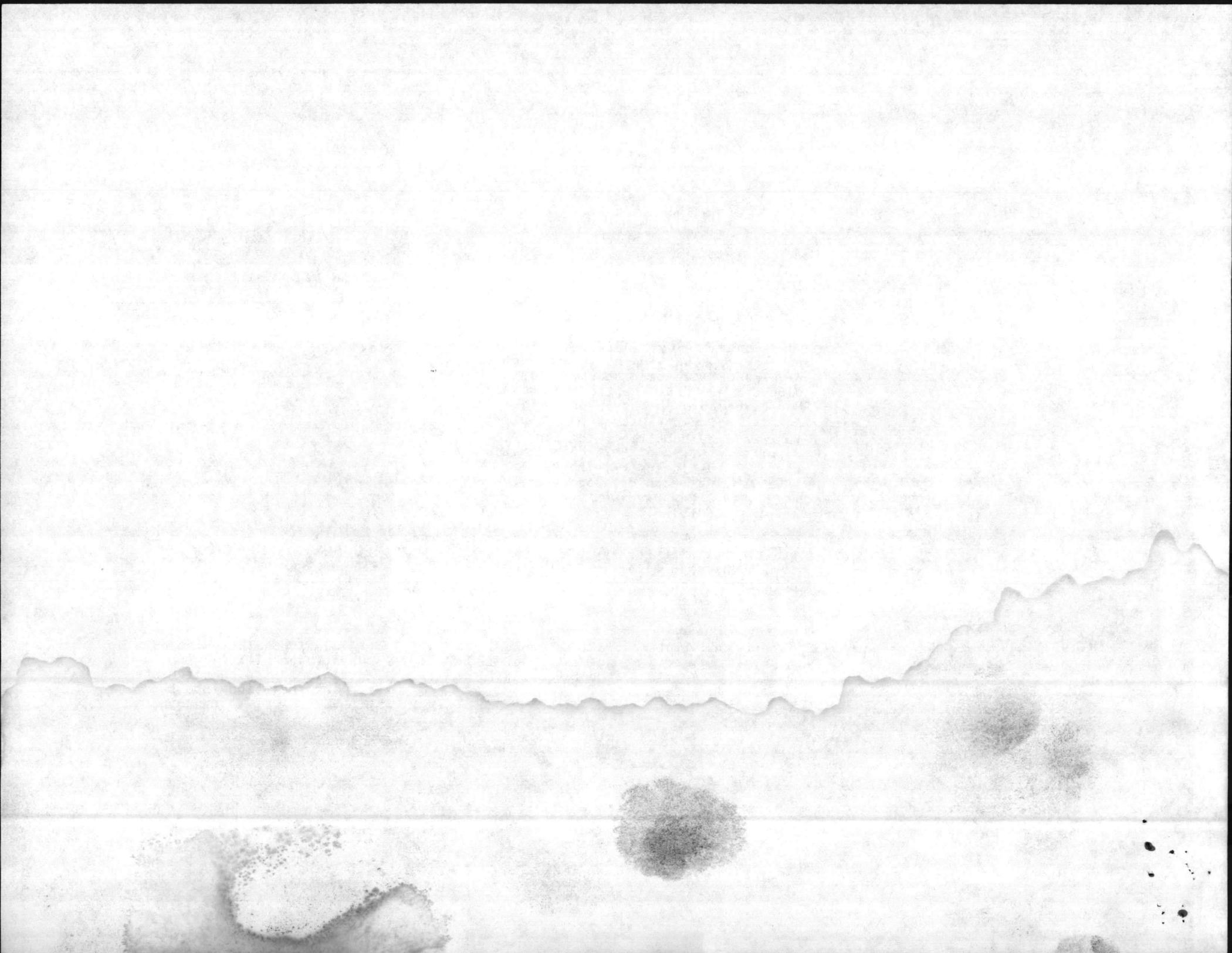
15-4 Provide training for key personnel at MCAS(II), New River in HM/W Management.

15-D Provide training for tenants and units at MCAS(II), New River in HM/W management.

16. Natural Resources Management (BO)

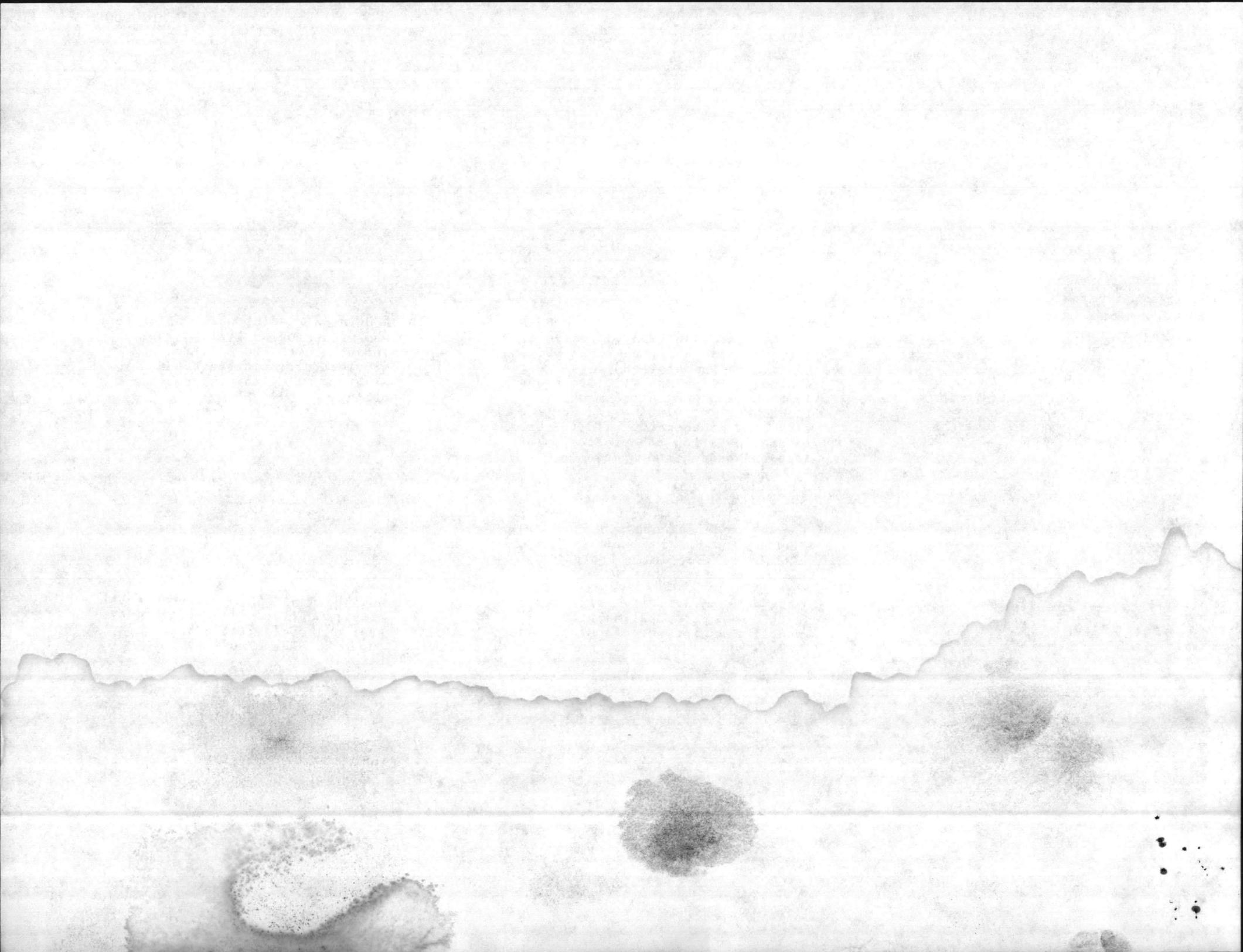
16-1 Prepare and implement a long range natural resources management program and serve as point of contact with outside agencies.

16-A Provide a MCAS(II) point of contact who will furnish special mission requirements for incorporation into the natural resources management.



SUPPORT FUNCTIONMCB CAMP LEJEUNEMCAS(II), NEW RIVER

- 16-2 Include a forest management program for timber production and harvest, site preparation, prescribed burning, forest pest control and forest fire control; a fish and wildlife program (except game law enforcement) for control of fishing and hunting, fish pond management; wildlife habitat manipulation and protection of rare and endangered species.
- 16-3 Prescribed burning at MCAS(II) to be done with appropriate coordination.
- 16-4 Special requirements required for hunting and fishing on or near MCAS(II) will be incorporated in all directives and programs.
17. Environmental Management (BO)
- 17-1 Designate an activity point of contact on matters dealing with environmental planning, programming, and compliance.
- 16-B Provide a MCAS(II) point of contact who will provide liaison and input into the formulation of silvicultural treatment and fish and wildlife management plans.
- 16-C Provide game law enforcement at MCAS(II).
- 17-A Designate a MCAS(II) Environmental Affairs Officer (collateral duty assignment) for liaison with and input to MCB on environmental matters.



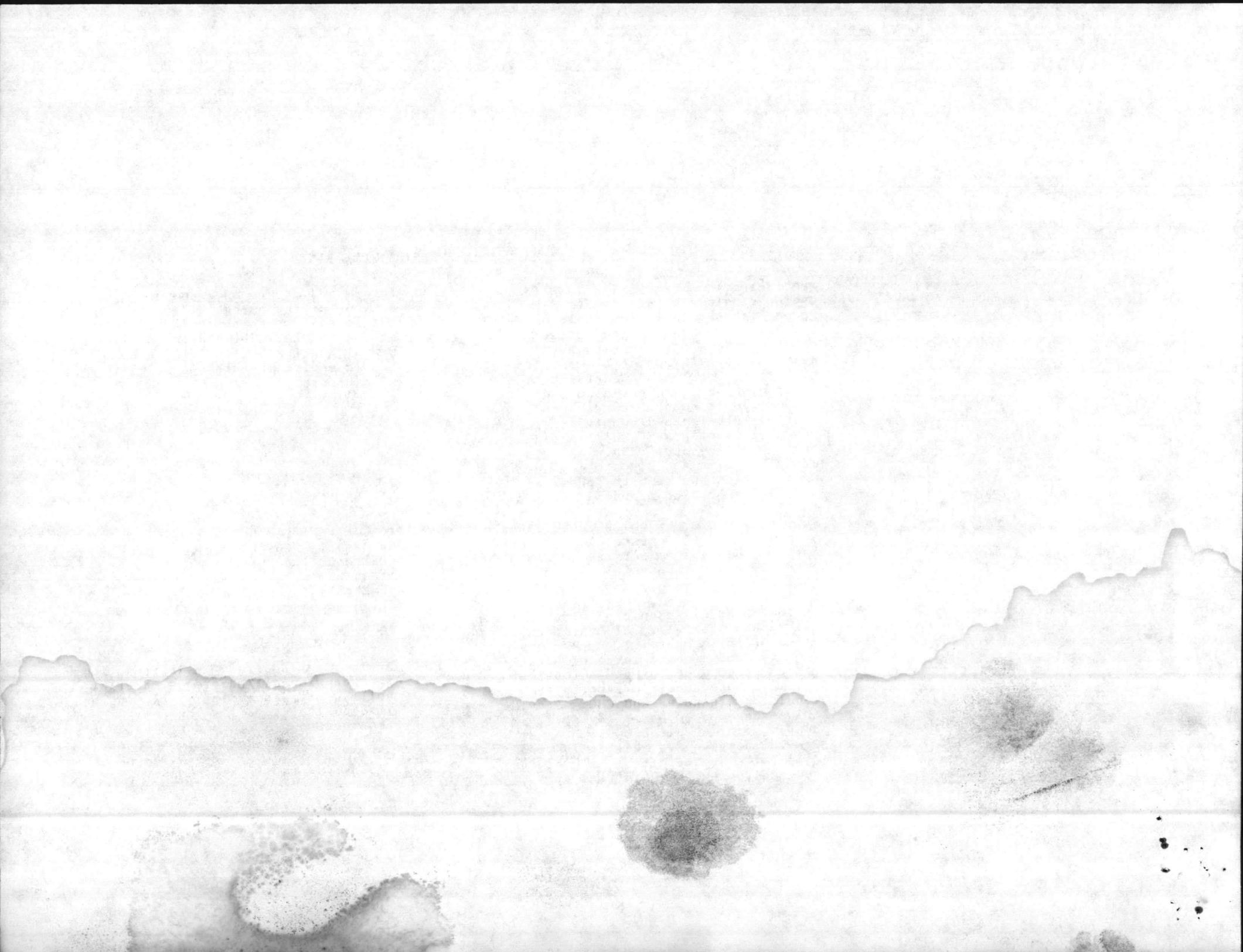
SUPPORT FUNCTION

MCB CAMP LEJEUNE

- 17-2 Provide environmental planning and engineering assistance required to accomplish the following environmental areas for MCAS(H) facilities; environmental impact assessments; serve as activity point of contact with local, state and federal environmental agencies; plan and conduct environmental surveys and studies; develop and submit pollution studies; develop and submit pollution abatement projects; obtain environmental permits and prepare and submit notification and reports; prepare and implement SPCC plans.
- 17-3 Publish a MCB Order which establishes an activity Environmental Impact Review Board (EIRB) for review and approval of environmental impact assessments.
- 17-4 Include MCAS(H) in an area-wide oil/hazardous material spill contingency plan. Furnish material support required and a basic level of personnel and equipment to handle routine spills. Make required reports to regulatory agencies and CMC. Provide an on-scene coordinator for spill containment and clean-up at MCAS(H). Provide a system for collection and disposal of waste petroleum products and monitoring for water and air pollution.

MCAS(H), NEW RIVER

- 17-B Inform MCB of proposed and ongoing actions having potential environmental impact. Furnish available information to MCB. The Station Environmental Affairs Officer will assist MCB in environmental monitoring in MCAS(H) area.
- 17-C Provide review concurrence with MCB Order. MCAS(H) Environmental Affairs Officer will serve as a voting member of EIRB. Prepares submittals for review by EIRB for all actions sponsored by the Station and Station tenants.
- 17-D Assist, as required, in implementing an area-wide oil/hazardous material spill contingency plan, including but limited to furnishing manpower requested by on-scene coordinator for spill containment and clean-up at MCAS(H). Conduct investigations of spills and submit appropriate reports thereof as required by MCB.



SUPPORT FUNCTION

18. Family Advocacy Program  
(BG)

19. Civilian Personnel (AC)

20. Special Services (BD)

MCB CAMP LEJEUNE

18-1 Administer, operate and assume responsibility for the Family Advocacy Program as outlined in MCO 1752.3 and BO 1754.1.

19-1 Support provided under CIVILIAN PERSONNEL MANAGEMENT SERVICING AGREEMENT BETWEEN MARINE CORPS AIR STATION (HELICOPTER) NEW RIVER, JACKSONVILLE, NORTH CAROLINA AND MARINE CORPS BASE, CAMP LEJEUNE, NORTH CAROLINA.

20-1 Administer and operate athletic and recreation facilities and programs at MCB. All eligible personnel at MCAS(H) will be authorized to utilize recreation facilities/programs at MCB.

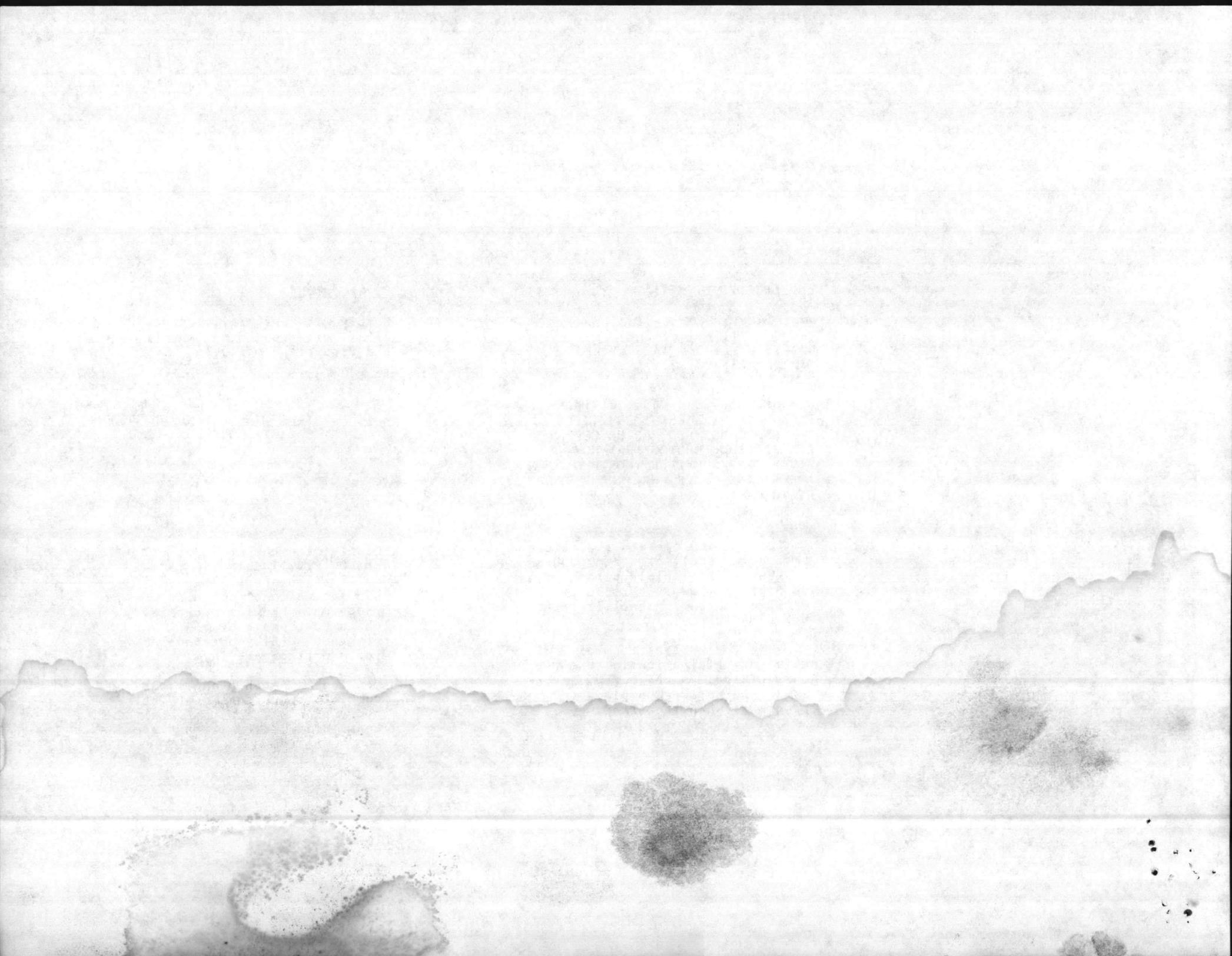
20-2 Provide for MCAS(H) team or individual participation in athletic competition, youth sports, intramural sports, or Championship programs, when requested.

MCAS(H), NEW RIVER

18-A Comply with the provisions of BO 1754.1 with regard to rehabilitation and discipline policy.

20-A Comply with the provisions of BO 1710.27 relative to utilization of athletic and recreation facilities/programs. Provide pro-rata share of those athletic programs MCAS(H) personnel/teams participate in.

20-B Provide membership on boards and committees overseeing athletic/recreation programs in which MCAS(H) teams or individuals participate as requested.



SUPPORT FUNCTIONMCB CAMP LEJEUNE21. Security and Law Enforcement  
(AI)

20-3 Comply with applicable MCAS(H) Orders/Directives relative to utilization of athletic and recreation facilities/programs. Provide pro-rata share of those athletic programs MCB personnel/teams participate in.

20-4 Provide membership on boards and committees overseeing athletic/recreation programs in which MCB teams or individuals participate as requested.

21-1 Provide military police support for MCB, to include Camp Geiger and "A" Street to its Curtis Road intersection. Permit normal pursuit privileges aboard MCB to MCAS(H) Military Police vehicles.

21-2 Honor MCAS(H) Traffic Board results in the same manner as if MCB Traffic Board has adjudged the cases.

21-3 Honor all temporary and visitor passes issued by MCAS(H).

MCAS(H), NEW RIVER

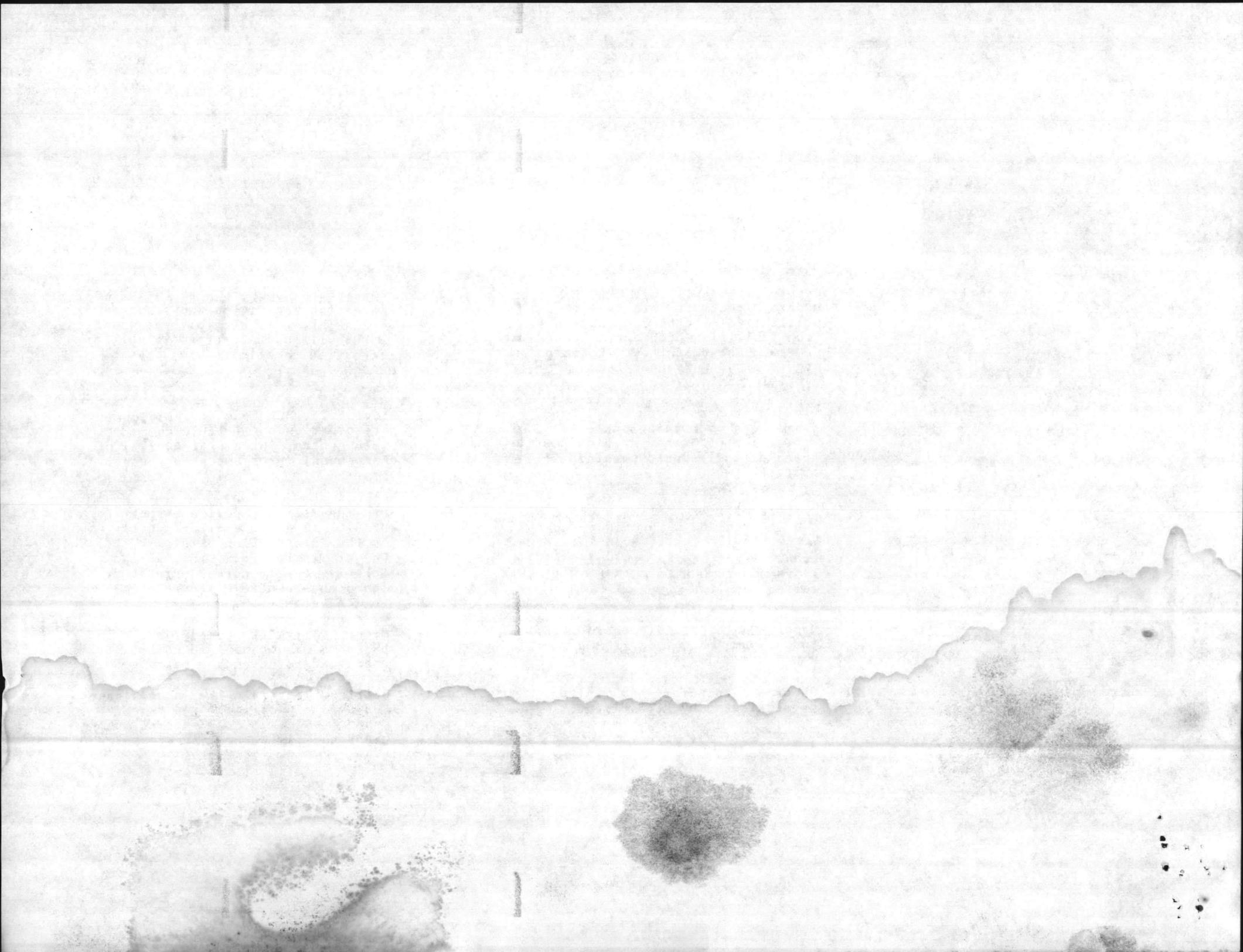
20-C Administer and operate athletic and recreation facilities and programs at MCAS(H). All eligible personnel at MCB will be authorized to utilize recreation facilities/programs at MCAS(H).

20-D Provide for MCB team or individual participation on athletic competition, youth sports, intramural sports, or championship programs when requested.

21-A Provide military police support for MCAS(H) to include all of Curtis Road to the intersection of Highway 17, the Geiger Trailer Park, and DeLallo School. Permit normal pursuit privileges aboard MCAS(H) to MCB Military Police vehicles.

21-B Honor MCB Traffic Board results in the same manner as if MCAS(H) Traffic Board had adjudged the cases.

21-C Utilize the same criteria and issue the same type visitor and temporary passes as does MCB. Honor all temporary and visitor passes issued by MCB.



SUPPORT FUNCTION

MCB CAMP LEJEUNE

MCAS(H), NEW RIVER

21-4 Investigate all accidents involving any U. S. Government vehicle in the civilian jurisdiction immediately adjacent to MCB and MCAS(H). Furnish copies of investigations involving MCAS(H) vehicles to MCAS(H) as required.

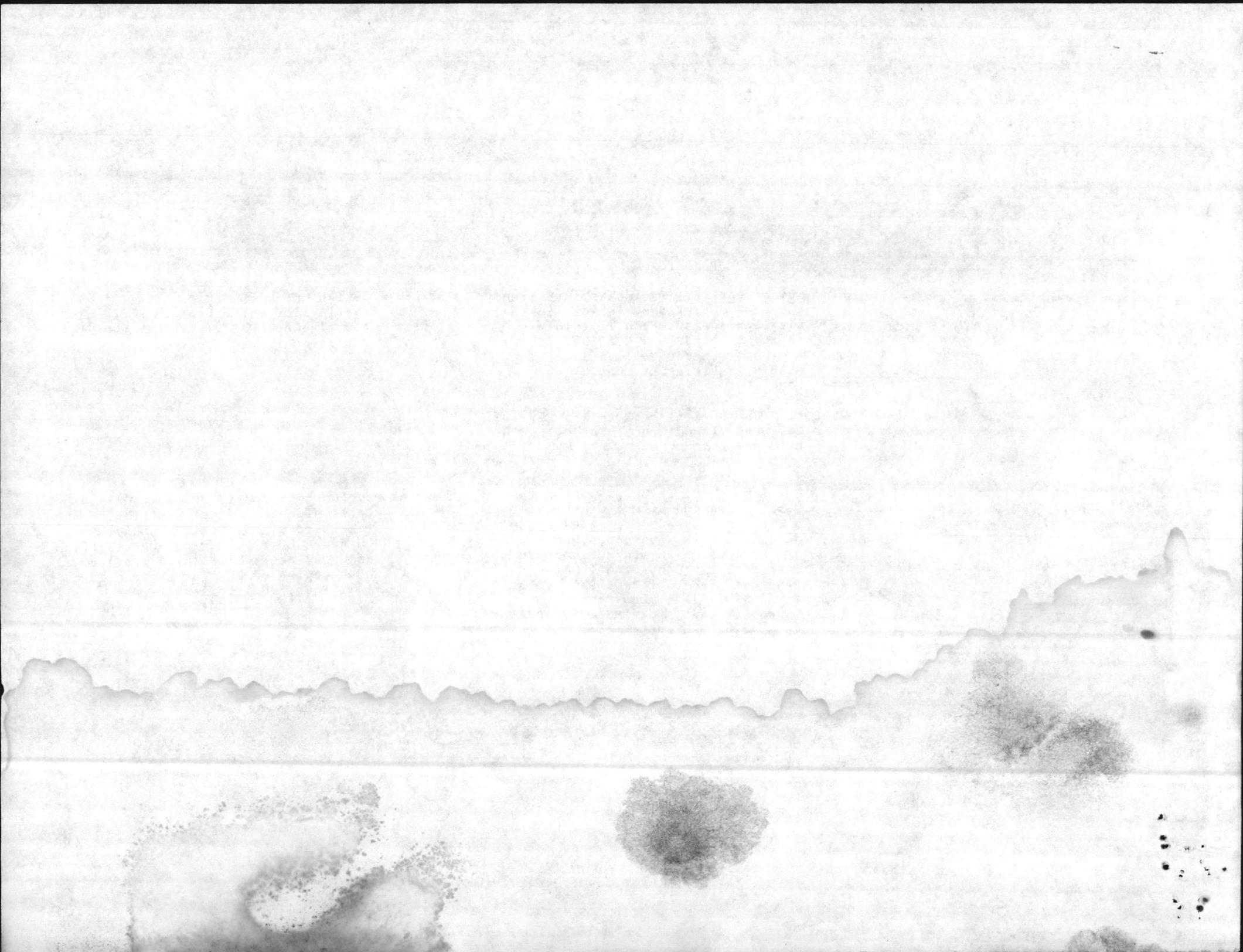
21-5 Provide facilities at Animal Shelter for pets picked up by MCAS(H) and not returned to owners.

21-D Furnish MCB with copies of all investigations of motor vehicle accidents occurring on MCAS(H), if MCB vehicles or personnel are involved.

22. Letters of Persona Non Grata (PNG) (AD)

22-1 Develop coordinated PNG procedures. Draft, sign and effect distribution of letters of PNG barring entry to MCB and MCAS(H), in cases where offenses occur aboard MCB, aboard both installation, or off base. Provide three copies of PNG letter to MCAS(H), (Adj. Law Center, PHO) to ensure that individual is included on MCAS(H) PNG roster.

22-A Develop coordinated PNG procedure. Draft, sign and effect distribution of letters of PNG barring entry to MCB and MCAS(H), in cases where offenses occur aboard MCAS(H). Provide three copies of PNG letter to MCB (Adj, Insp, PHO) to ensure that individual is included on MCB PNG roster.



SUPPORT FUNCTIONMCB CAMP LEJEUNEMCAS(III), NEW RIVER

## 23. Juvenile Proceedings (AD)

23-1 Initiate cases where offenses occur aboard MCB, or off base. MCB Inspector coordinate with MCAS(II) Juvenile Control Officer (S-1) in cases of dependents of MCAS(II) personnel, MCAS(II) tenant command personnel, or personnel residing aboard MCAS(II); advise CO, MCAS(II) of action taken in these cases. In the event an offense occurs in Dependent Schools area of jurisdiction, the original jurisdiction rests with the School Board.

23-A Initiate cases where offenses occur aboard MCAS(II). MCAS(II) Juvenile Control Officer coordinate with MCAS Inspector in cases of dependents of MCB or MCB tenant command personnel or dependents of personnel residing in quarters aboard MCB, advise CG, MCB of action taken in these cases. In the event an offense occurs in Dependent Schools area of jurisdiction the original jurisdiction rests with the School Board.

24. Data Processing Services  
(AA)

24-1 Provide indirect ADP support through the MCB system manager when the MCAS(II) data are a subset of the larger MCB system and data base.

24-A Request system modification, routine reports, and special extracts through the MCB system manager.

