



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

BO 11320.1G  
FIRE/EJP/kaJ  
16 OCT 1980

BASE ORDER 11320.1G

From: Commanding General  
To: Distribution List

Subj: Fire Regulations

Ref: (a) MCO P11000.11A (Volume VIII)  
(b) BO P4600.1D (Motor Transport Administration, Operation and Maintenance)  
(c) National Fire Codes  
(d) BO P8023.3E (Standing Operating Procedure for Ammunition and Explosives)

Encl: (1) Organization of the Base Fire Department  
(2) Fire Prevention Regulations  
(3) Procedure for Reporting a Fire and Immediate Action  
(4) NAVFAC Form 3-11320/9 (Fire Bill)  
\* (5) Recommended Enclosure for Heat Producing Appliances  
(6) SOP for Forest Fire Fighting

Reports Required: (1) Report Symbol MC 11320.4 (Par 8)  
\* (2) Message Report (Par 8)  
(3) Telephonic Report (Par 8)  
(4) Fire Report - OPNAV Form 11320/1 (Par 8)

1. Purpose. To publish the fire regulations for Marine Corps Base, Camp Lejeune and the Marine Corps Air Station (Helicopter), New River.

2. Cancellation. BO 11320.1R

3. Organization. The Base Fire Department is organized as shown on enclosure (1) to provide fire protection, maintenance of rescue/fire fighting equipment and fire prevention inspections for Marine Corps Base, Camp Lejeune, and the Marine Corps Air Station (Helicopter), New River/MCHOLF, Oak Grove.

4. Responsibilities

a. The Base Fire Chief operates as a special staff officer under the Assistant Chief of Staff, Facilities and is responsible for the operation, organization, training, efficiency and supply of the Fire Department and its inspection program, as directed by and in accordance with reference (a). He or his senior representative shall:

(1) Be in overall charge upon his arrival at the scene of any fire, except aircraft crash fires on the airfield, MCAS(H). Seniority within the Base Fire Department is as follows: Base Fire Chief, Deputy Fire Chief, Duty Assistant Chief, and Company Captain. The Base Fire Chief, Deputy Fire Chief, or Duty Assistant Chief shall request logistic support from appropriate activities, as required, during structural fire fighting operations. These activities will render all possible assistance in furnishing personnel or equipment, as requested, to extinguish fires or eliminate serious hazards.

(2) Provide support for combating aircraft crash fires.

(3) Coordinate with the Base Maintenance Officer, Public Works Officer, Motor Transport Officer, and other pertinent staff section heads for the repair and installation of fire protection and fire fighting devices.

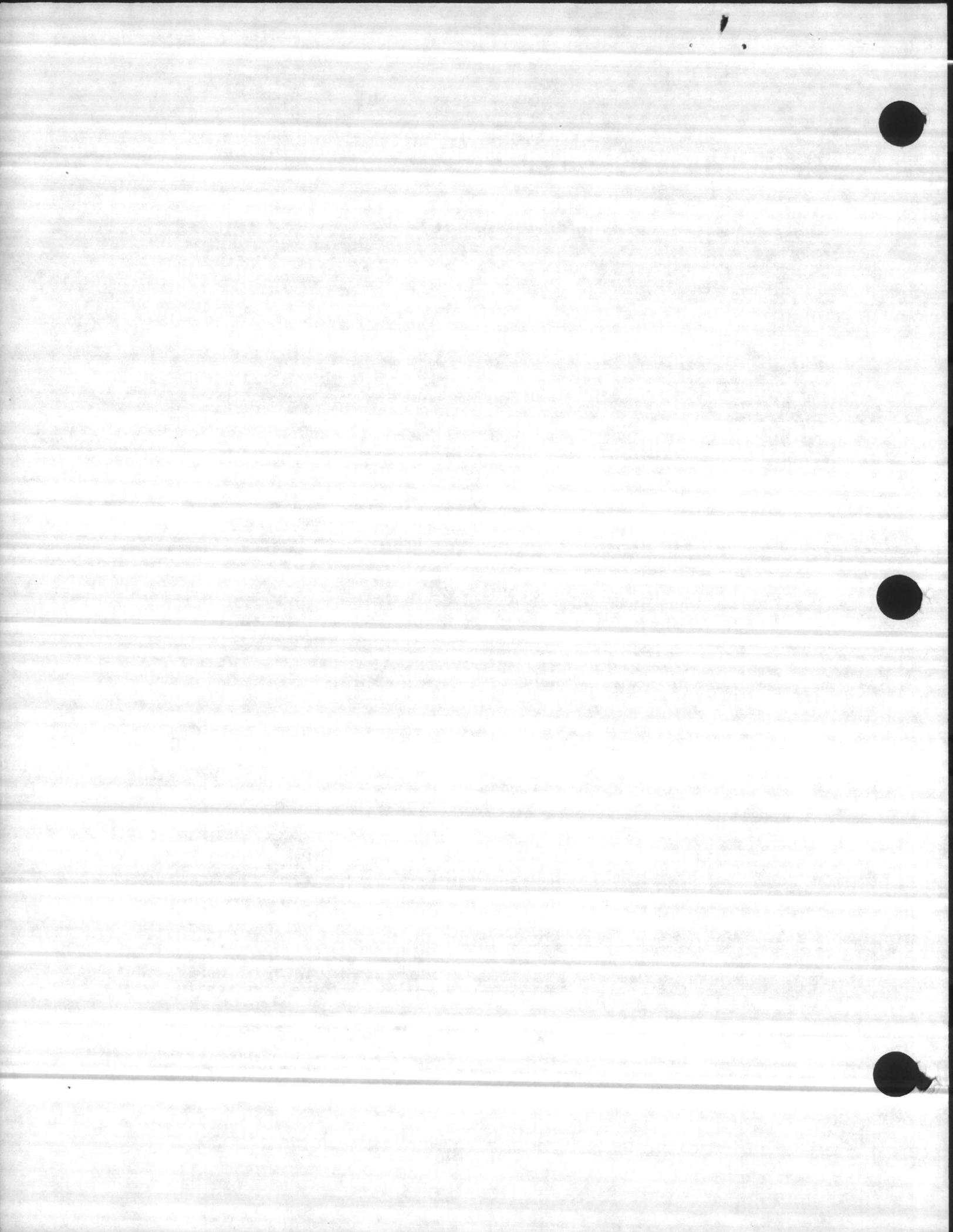
(4) Prior to the onset of cold weather and no later than 1 October, be responsible for the inspection and winterizing of fire extinguishing systems and appliances, in accordance with reference (a).

b. Area Commanders/Commanding Officers/Officers in Charge will:

\* (1) Appoint Deputy Fire Marshal and submit list of assigned Deputy Fire Marshal to the Base Fire Department. The Deputy Fire Marshal will prepare local fire bills. Local fire bills should be posted conspicuously to prevent common and unusual fire hazards incident to specific operations in a particular building or area. Instructions for individual locations will include:

(a) The action required for individual personnel in the particular shop, department or building upon alarm of fire.

(b) The location of first-aid fire extinguishing equipment and the nearest fire alarm box, special fire telephone or nearest telephone.



(c) The fire prevention measures required in a particular area.

(2) Designate and train with technical guidance by Base Fire Department specific personnel as building fire fighting details to handle the fire fighting equipment in each building. These local details will utilize available fire fighting equipment to prevent the spread of the fire and to assist the Base Fire Department upon its arrival.

(3) Include in guard and sentry orders the information that during cold weather season particular attention must be paid to closing doors and windows so that the possibility of the freezing of fire equipment/extinguishers will be eliminated, and that if windows are discovered open to close them when there is a threat of freezing weather.

(4) Maintain programs of fire prevention through instruction of personnel and inspection for and elimination of fire hazards. Assistance may be obtained for fire prevention classes by contacting the Base Fire Department.

(5) Ensure that all personnel are familiar with enclosures (3) and (4).

(6) Generally hold supervised <sup>SEMIANNUAL</sup> monthly fire drills in buildings in which personnel are quartered; e.g., ~~barracks, child care centers, schools, etc.~~ <sup>dependant schools</sup>, and in industrial buildings, such as shops. In other buildings, hold drills not less than once every ~~three~~ <sup>two</sup> months. The hours at which such drills are held should vary. During drills, personnel should perform their assigned duties as outlined in the local fire instructions. Records of such drills will be kept by all organizations, subject to inspection by officials of the Base Fire Department.

(7)  
c. The Base Training Facilities Officer will ensure that all using units are indoctrinated in forest fire precautions prior to using training facilities, and that they are informed of the forest fire danger class and further reminded of the precautions to take for the current danger class, as stated in enclosure (2), subparagraphs 12c, d and e.

d. The Commanding Officer, MCAS(H), New River will provide support for combating structural fires.

e. The Base Maintenance Officer will:

(1) From 0800 to 2400 have an electrician and plumber, with equipment, available to dispatch to the scene of any building fire. From 2400 to 0800, he will have these personnel subject to recall to respond to any building fire.

(2) Maintain the personnel and equipment, and provide the services outlined in enclosure (2), subparagraphs 12a and b.

f. The Chief, Branch Clinics, Naval Regional Medical Center will furnish medical personnel and ambulances at the scene of a fire, when requested.

g. The Base Communication-Electronics Officer will furnish communications personnel and equipment at the scene of a fire, when requested.

h. The Base Motor Transport Officer will ensure that at least one truck (tractor) and trailer (lowbed), and two  $\frac{1}{2}$  ton cargo trucks, with drivers, are available on the call of the fire dispatcher during forest fire Danger Class IV and higher. (see enclosure (2), subparagraph 12d of this Order).

i. The Base Fire Dispatcher will request all transportation required to transport equipment and personnel to the scene of a fire by calling the Base Motor Transport Dispatcher and furnishing the following information:

(1) Equipment required.

(2) The pick-up point and the ultimate destination of the equipment and/or personnel to be transported.

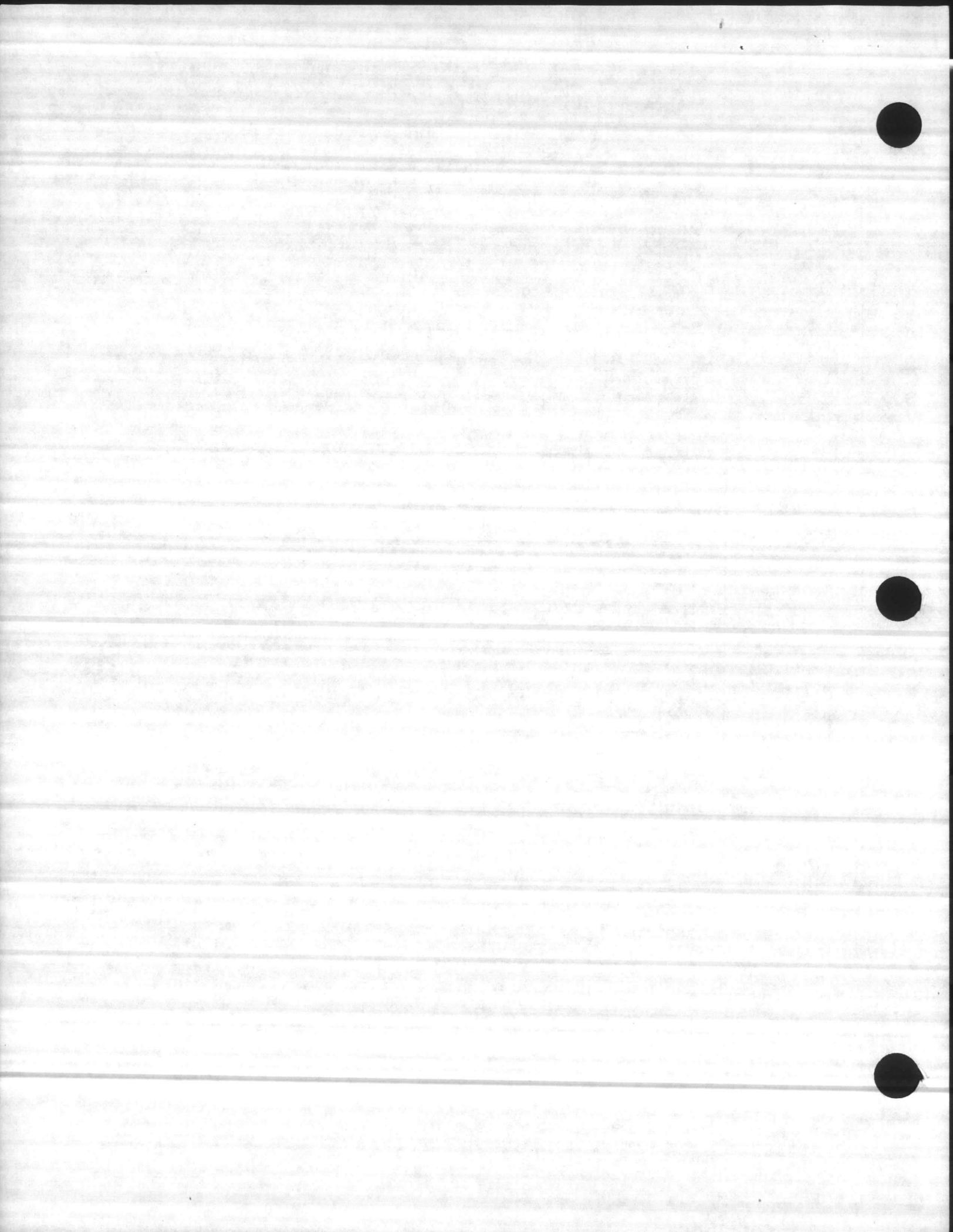
j. The Base Provost Marshal Desk Sergeant will direct military police patrols to proceed to the scene of a fire to provide traffic control and military police support. Any requirement for additional military police support shall be determined by the patrol by contacting the person in charge at the scene of the fire. Such additional support as may be required shall be requested by the patrol from the Base Provost Marshal Desk Sergeant.

k. Personnel on duty in buildings shall familiarize themselves with all fire bills. They shall know the location and understand the use of first-aid firefighting appliances.

l. Civilian employees are required to exercise the same precautions for the prevention of fires as military personnel, and are required to man such fire stations and perform such duties in connection with fire fighting equipment as the responsible head of the activity may designate.

c. On page 2, add paragraph 4.b.(7) to read as follows:

(7) Fire drills at dependent schools will be held once each month during the school term only. Monthly drills are also required for Child Care Centers. The Fire Department will be notified in advance of the date and time of each school fire and evacuation drill.



m. Contractors performing work are subject to these regulations. The Base Fire Chief will be notified by the Public Works Officer of the starting date of any work to be performed. A special fire prevention form will be furnished the contractor by the Base Fire Department.

5. Fire Equipment

a. Fire hydrants will normally be used only for fire fighting and training of the Base Fire Department; however, the Base Maintenance Officer may authorize their use for another purpose in specific cases. In the event hydrants are to be used for more than one day, a special adapter will be attached to the 2 1/2" outlet so as not to prohibit its use for fire fighting purposes. Notification of such usage shall be reported in each case to the Base Fire Department by the Base Maintenance Officer.

b. Fire extinguishers

(1) No extinguisher or other fire fighting equipment will be removed from its assigned space except for maintenance or to fight fires.

(2) Fire extinguishers, other than those mounted on vehicles and those organic to an organization, will be inspected in accordance with instructions contained in reference (a).

(3) Vehicle extinguishers will be installed in accordance with reference (b), and will be inspected by the using organization. Assistance in the inspection of vehicular/organic extinguishers may be obtained by contacting the Base Fire Department.

(4) Extinguishers will neither be utilized nor expended for any purpose other than to fight fires. In the event an extinguisher, other than organic, is expended, lost or damaged, and no fire occurred, the Base Fire Department will be notified as soon as practicable. Additionally, the responsible Area Commander/Commanding Officer/Officer in Charge will cause an investigation and report the circumstances to the Base Fire Chief. Organizational fire bills should include instructions prohibiting the utilization and/or expenditure of organic fire extinguishers for any purpose other than to fight fires.

c. Water pump cans will be kept filled with water by organizations to which they are assigned.

d. Stand pipe hose will not be washed or tested without receiving prior permission of the Base Fire Department. Stand pipe hose will be utilized only to fight fires. In the event a hose is used, and no fire occurred, the Base Fire Department will be notified as soon as practicable, and the responsible Area Commander/Commanding Officer/Officer in Charge will cause an investigation and report the circumstances to the Base Fire Chief.

e. Forest fire fighting tool boxes will be maintained by the Base Fire Department at the following locations in the quantities indicated:

Hadnot Point	(Bldg. 18)	8 boxes
Camp Geiger	(Bldg. TC-701)	1 box
Courthouse Bay	(Bldg. EB-8)	1 box
Camp Johnson	(Bldg. M-303)	1 box
Rifle Range	(Bldg. RR-6)	1 box

f. The Base Fire Department shall be notified immediately of any change in storage, occupancy or other conditions within buildings/structures which might necessitate a change in type or location of auxiliary fire fighting equipment.

g. Fire fighting equipment will not be blocked by storage; i.e., aisles leading to fire fighting equipment will be kept clear.

h. Cabinets in which fire hoses are kept will be painted red and the words "FOR FIRE ONLY" will be stenciled thereon in black.

6. Fire Prevention Inspections

a. Monthly fire prevention inspections of ~~all major buildings~~ will be conducted by personnel of the Base Fire Department. When it is not feasible on a monthly basis, frequencies will be determined locally considering the purpose for which the facilities are used. *PLACES OF PUBLIC ASSEMBLY, BASE ENGINEER AND VEHICLE MAINTENANCE SHOPS, WAREHOUSES, HOSPITALS, SCHOOLS, CHILD DAY CARE CENTERS AND EXCHANGES*

\* ~~b.~~ Fire hazards and discrepancies noted on the Fire Inspectors report should receive immediate attention for corrective action. The Fire Inspectors Report with annotated corrective action taken will be returned to the Base Fire Department within five working days.

7. Mutual Aid Assistance and Off-Base Responses

a. The Base has reciprocal fire fighting agreement with the U. S. Department of Agriculture; the

e. On page 3, change the present paragraph 6.b. to 6.d. and add new paragraph 6.b. to read as follows:

b. Quarterly fire prevention inspections will be conducted in dormitories, administrative facilities, and others not specified for monthly inspection.

f. On page 3, add paragraph 6.c. to read as follows:

c. Yearly fire prevention inspections will be conducted in family quarters.

*IN AIRCRAFT HANGARS -*



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North Carolina Department of Natural Resources; Onslow County; and the City of Jacksonville, N. C. By the terms of the agreements, the following civilian officials are authorized to request fire fighting assets.

District Ranger, Croatan National Forest  
State Forest Director  
Onslow County Forest Ranger  
Chairman, Onslow County Board of Commissioners  
Fire Chief or Senior Fire Department Duty Officer under the jurisdiction of the Onslow County Board of Commissioners  
Mayor of Jacksonville  
Jacksonville City Manager  
Jacksonville Fire Chief  
Senior Fire Department Officer on duty in Jacksonville.

b. Utilization of Base Fire Department Assets. The apparatus and personnel of the Base Fire Department may be employed, when justified in emergencies, to assist in the fighting of fires outside the limits of the Base. The authority for such employment must be given in each instance by the Base Fire Chief or the Duty Assistant Fire Chief, in conformance with paragraph 1044 of reference (a). In all cases of such employment during normal working hours, the Fire Dispatcher will notify the Assistant Chief of Staff, Facilities that the apparatus has left the Base; after normal working hours, the Command Duty Officer will be notified.

c. Utilization of Marine Fire Fighting Details. Request from civilian officials listed in subparagraph 7a, above, the Marine fire fighting details will be passed by the Fire Department Dispatcher to the Assistant Chief of Staff, Facilities during normal working hours, and to the Command Duty Officer after normal working hours. If the request requires immediate action, the following actions will be taken by the Assistant Chief of Staff, Facilities/Command Duty Officer:

(1) Notify the Base Chief of Staff.

(2) Dispatch appropriate fire fighting details, listed in paragraph 6, enclosure (6) of this Order, provided the Base Chief of Staff has approved the request. Ensure that the individual in charge of the fire fighting detail is briefed upon arrival at the scene of the fire. He shall report to the technical head of the Fire Department of the requesting party, who has full charge of the fire fighting operations. Normal chain of command/unit integrity will prevail, however, within the fire fighting detail.

(3) Notify the appropriate civilian official who requested the detail of the decision reached.

#### 8. Fire Reports

a. All fires, however minor, must be immediately reported to the Base Fire Department, even if already extinguished.

\* b. Fires resulting in damages of \$50,000 or more, or loss of life/serious injury to personnel, as well as those of unusual or suspicious origin, must be reported to higher headquarters. This report will be submitted by message within 24 hours of the fire, utilizing the format shown on appendix (1) to enclosure (3). The Base Fire Chief shall prepare the required report and forward it to this Headquarters (Attn: Assistant Chief of Staff, Facilities) for release to higher headquarters.

\* c. The Base Fire Chief will use telephonic means in preliminary reporting fire related accident or disaster resulting in property damage in excess of \$5,000 to the Commandant of the Marine Corps (LFF-2).

d. The Fire Chief shall prepare Fire Report, OPNAV Form 11320/1, and a quarterly No Loss Fire Report, OPNAV Form 11320/2, in accordance with instructions contained in reference (a).

e. Area Commanders/Commanding Officers/Officers in Charge will cause an investigation to be made of all fires occurring within their area of responsibility. A copy of the investigation will be forwarded to the Commanding General, Marine Corps Base (Attn: Assistant Chief of Staff, Facilities) with copy to the Base Fire Chief.

f. All investigations into the loss or damage of government property by fire will be forwarded to the Commanding General, Marine Corps Base (Attn: Assistant Chief of Staff, Facilities).

9. Applicability. Having received the concurrences of the Commanding Generals, 2d Marine Division, FMF, 2d Marine Aircraft Wing, FMF, 2d Force Service Support Group (Rein), FMF Lant; the Commanding Officer, Naval Regional Medical Center; Commanding Officer, Naval Regional Dental Center, and the Commanding Officer, MCAS(H), New River, this Order is applicable to those commands and all civilian personnel employed on the Base or utilizing its facilities.



10. Change Notation. Significant changes contained in this revision are denoted by astericks (\*) shown in the outer left margin.

*J. R. Fridell*  
J. R. FRIDELL  
Chief of Staff

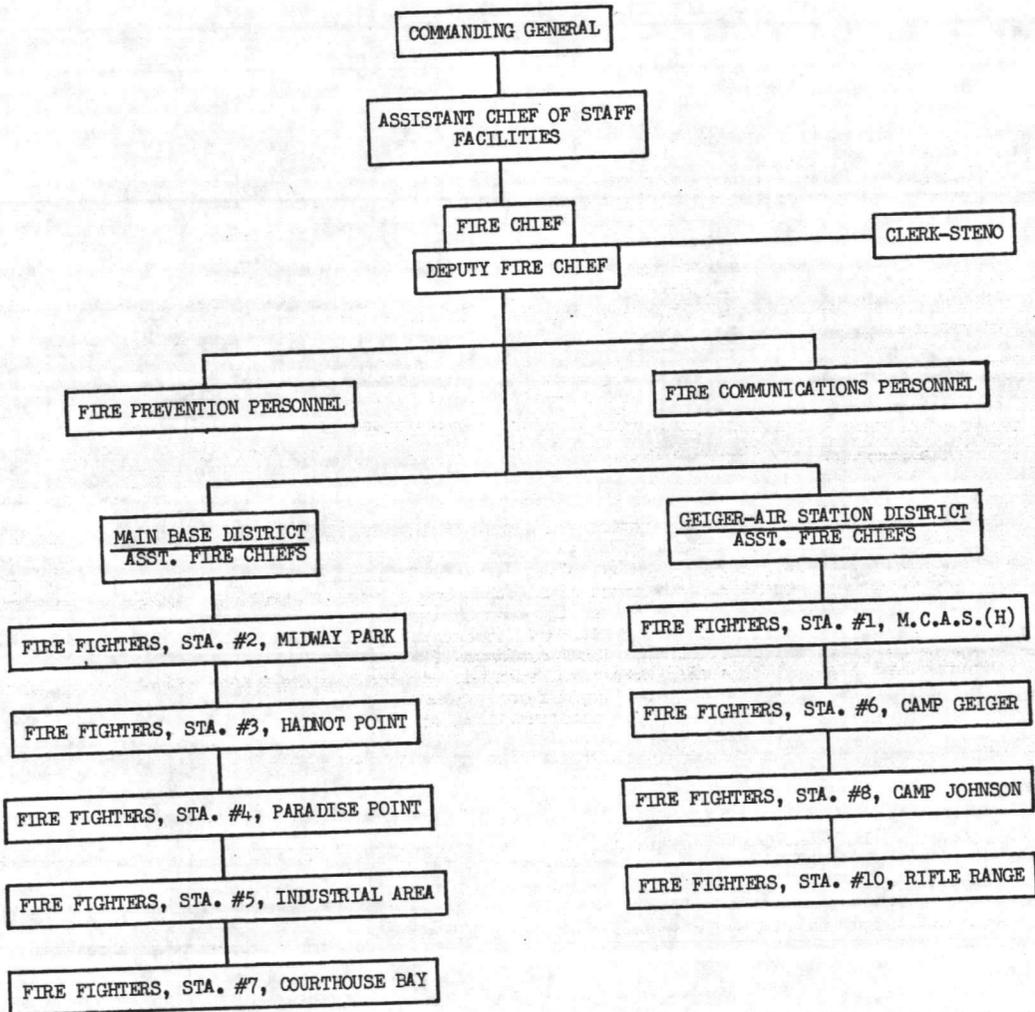
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ORGANIZATION OF BASE FIRE DEPARTMENT





FIRE PREVENTION REGULATIONS

1. General

a. Fire prevention is the joint responsibility of the Base Fire Department and all organizations/activities. All personnel will be indoctrinated in order to be thoroughly fire conscious and aware of the serious loss of life and property which may result from a fire.

b. All activities shall guard against the creation of fire hazards and shall promptly report to the Base Fire Department any hazardous conditions which exist. The Standards of the National Fire Protection Association, National Fire Codes and Navy/Marine Corps publications contain the criteria for determinations regarding fire hazards and their elimination aboard this Base.

c. The disposal of gasoline, kerosene, oil, paint, thinner, solvent, or other flammable liquids through any drainage system, either surface or subterranean, is prohibited. Disposal instructions shall be requested from the Base Fire Department.

d. Where fire doors are installed in buildings, only those through which normal traffic must pass may be kept open during working hours. Manually operated fire doors will be kept closed when a building is not occupied and at all times when they are not required as an entrance/exit. Care will be exercised that fire doors are not damaged by forklifts or other equipment. Defective fire doors will be reported to the Base Maintenance Officer for immediate repairs.

e. Fusible links used on any equipment on this Base shall not be painted. Sprinkler heads shall not be painted. A clearance of 18 inches will be maintained beneath sprinkler heads and material storage.

f. Fire lanes in storage warehouses shall be maintained as prescribed by NAVMC-1101 (Storage and Materials Handling Manual).

g. Area Commanders/Commanding Officers/Officers in Charge of activities are responsible for ensuring that immediately prior to gatherings at places of indoor public assembly all exit doors, windows, aisles and passageways function properly and are clear. While such buildings are occupied, all such exits and passageways must be kept clear of obstructions and unlocked. Exit doors must be in proper mechanical order and lighted where necessary. Fire Department personnel will spot check places of indoor public assembly to ensure compliance during the time of occupancy. Immediately after such occupancy, and before securing, the sponsoring activity of the building will complete MCBCL Form 11320/4, Building Nightly Fire Safety Checklist, and forward the completed form to the Fire Department. In addition, the instructions will be conspicuously posted on building bulletin boards for the guidance of activity personnel. Unless otherwise authorized in writing by the Base Fire Chief, all curtains, drapes, etc., in such places of assembly shall be properly flameproofed.

h. Personnel in charge of such areas as maintenance and industrial shops, storerooms, warehouses, clubs, recreation rooms, and theaters shall ensure that fire prevention inspections are conducted immediately after working hours or after activity in area has ceased. A checklist of fire-hazardous conditions for each area shall be established to ensure complete inspections. The checklist should include heating devices (coffeemakers, stoves, radiators, furnaces, etc.). Upholstered furniture in clubs and recreation rooms should be checked to avoid damage from carelessly discarded smoking material.

i. All ventilators, skylights, windows and doors in warehouses will be closed at the end of the working day.

j. Sufficient clearance, in accordance with reference (c), must be maintained between combustible material and steam pipes, stoves, and other heat sources.

k. The use of plywood, hardboard and other type combustible materials in the construction of partitions and as a surface finishing material on walls and ceilings is normally prohibited. Exceptions where specifically authorized by this Headquarters shall comply with the provisions of reference (c), and the DoD Construction Criteria Manual. The Base Fire Department shall be contacted before work of this type is initiated to ensure compliance.

l. The Fire Department will be notified by the proper authority prior to fumigating any building on this Base or in Government-controlled surrounding areas so proper precautionary instructions can be given.

m. The Fire Chief or his senior officer on duty shall be notified immediately of the transportation, storage, handling, or use of any radioactive material, including weapons, which comes into the confines of this Base.

n. Only safety matches are authorized for use.

o. The sale, storage or use of fireworks of any kind is prohibited, unless authorized by the Commanding General, Marine Corps Base.

ENCLOSURE (2)



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2. Ammunition and Explosives

- a. Instructions for fire fighting and for the care, handling and storage of ammunition and explosives are contained in reference (d).
- b. Guidance of fire prevention in ammunition areas will be furnished by the Base Fire Department.
- c. First-aid fire protection will be furnished by the Base Fire Department.

3. Base Theaters

- a. The chief operator in each theater will inspect fire prevention/fire fighting equipment and fire shutters once each day. Any defects noted must be reported to the Base Fire Department immediately. In no case will movies be shown unless all fire fighting/prevention equipment is in proper working order.
- b. Motion picture machines will be operated only by authorized personnel.
- c. All motion picture film, except that actually in use, shall be kept in closed cans.
- d. No combustible furniture, cleaning gear or other combustibles will be kept or stored in any projection booth or rewind room.
- e. Film magazines will be kept closed except when changing films.
- f. Smoking is prohibited in any projection booth.
- g. In case of fire in a projection booth, the operator will:
  - (1) Make an immediate effort to halt the fire.
  - (2) Clear the theater.
  - (3) Close all doors on projectors.
  - (4) Turn off all switches pertaining to motion picture equipment.
  - (5) Clear the booth and close tightly.
  - (6) Notify the Base Fire Department.
  - (7) Notify the NCO in charge.

4. Stoves and Heaters

- a. Whenever heating stoves are installed or moved, they will be inspected and their location/installation will be approved by the Base Fire Department before being put into operation unless such stoves have been installed or moved by Base Maintenance personnel.
- b. Portable kerosene-type heaters, or the fuel tanks thereof, will be removed from buildings for the purpose of filling and will be filled only at some safe location outside of the building. Only approved safety cans will be used for storage and refueling. Safety cans utilized for storage and refueling must be identified in accordance with reference (a).
- c. Stoves will not be left burning when a building is secured.
- d. Smoke pipes and flues will be inspected frequently and will be kept in good condition. All pipe and flue joints will be secured.
- e. Oil stoves that are installed on wooden decks must have a sheetmetal pan with edges turned up to hold any spilled oil. Sand boxes will not be used in conjunction with oil heaters.
- f. Sand boxes will be installed for coal or wood burning stoves only upon the recommendations of the Base Fire Department.
- g. Only authorized maintenance personnel will be permitted to repair defective stoves.
- h. Aircraft hangars will be heated only by nonflame-producing heaters. Exemptions will be considered for alternate heating methods if awaiting repairs or replacement projects to correct discrepancies.

5. Storage

- a. Flammable liquids, such as paints, oils, kerosene and gasoline, will be stored only in those storage places approved by the Base Fire Department or as provided herein.

(1) Small amounts of paint and other flammable liquids may be stored in outside lockers provided that such lockers are at least 25 feet from any building.

ENCLOSURE (2)



(2) Paint, not to exceed 20 gallons, may be stored in regular storage buildings or shelters (other than barracks or troop living spaces) provided it is in sealed cans, stored separately and not immediately adjacent to other combustible materials or supplies.

b. In shops and other places where waste and rags are used, self-closing metal waste cans will be provided. All used oil, paint, rags, and waste will be kept therein until disposed of at the end of the working day or before securing shops or offices. Spaces under and around buildings will be kept clear of lumber, boxes, rubbish, paper, dry grass and leaves.

c. The following materials are particularly subject to spontaneous combustion and will be inspected frequently by the storing organization to determine if excessive heat exists: used steel wool, excelsior and straw materials, sand bags, jute and hemp products, unslaked lime, damp or oil soaked rags, waste, felt and cotton pads or protectors.

d. Steel wool, excelsior and straw packing materials will be stored in a noncombustible or metal-lined room. Small quantities of these materials may be stored in other areas in a metal can or bin with a tight fitting cover.

e. No combustible material will be stowed within 18 inches of any heat producing appliance.

f. Storage of combustibles is prohibited in equipment rooms, attics, air conditioning equipment rooms, boiler rooms, exit corridors, and on or under stairways built, in whole or in part, of combustible materials.

g. Materials stored in buildings shall be arranged to provide maximum accessibility for applying water from sprinklers and hose. In storerooms and general storage areas, mattresses shall be stacked no closer than 12 inches to another stack, and rows of such stacks shall be at least six inches from the deck on pallets. No moist or oily mattresses will be placed in inside storage.

h. Materials shall not be piled in any manner which will prevent access of fire apparatus into any building, or to obstruct hydrants, sprinkler siamese, or roadways.

i. In the event any of these storage requirements cannot be met due to shortage of suitable space, request for modification will be addressed to the Base Fire Department.

j. Storage and parking of automotive equipment:

(1) The parking or storing of automotive equipment in buildings other than garages, or buildings specially designated for such parking or storage, is prohibited.

(2) Fuel trucks and other gasoline powered equipment shall not be stored inside hangars or adjacent thereto (minimum safe distance recommended is 100 feet).

(3) Fuel trucks having leaky or otherwise defective pumping equipment shall not be used and shall be so placarded.

(4) When numerous tank trucks are being stored, they should be in detached groups so that there will not be any aggregate cargo capacity exceeding 25,000 gallons in a single group.

(5) Groups should be detached at least 50 feet from each other and the slope of the pavement or ground should be such that a serious spill at one group would not flow to or near another group, structure or yard storage area.

(6) Private vehicles will not be parked in the vicinity of aircraft. Vehicles will be parked only in designated parking areas.

(7) Gasoline operated vehicles will not be operated inside hangars, unless they are equipped with nonspark exhaust.

k. Storage and handling of chemicals:

(1) In the handling and storage of all chemicals, the manufacturer's instructions and/or warning labels contained thereon, plus Marine Corps Safety Storage Criteria shall be strictly adhered to. In addition to the foregoing, all activities storing and/or handling chemicals should contact the Base Fire Department for information regarding the storage location, condition and safeguarding of same.

(2) Chromic acid shall be isolated from any other type of material and must be placed on either a concrete or dirt flooring. This acid will ignite on contact with acetic acid or alcohol and may ignite wood, sawdust, paper or cotton.

#### 6. Flammable Liquids

a. The use of gasoline for any purpose other than a motor fuel is prohibited. Benzine, naphtha, kerosene, paint thinner, alcohol, paint remover, or other flammable solvents with a flash point of less

ENCLOSURE (2)



than 100 degrees fahrenheit for cleaning ordnance equipment, automotive parts, floors of buildings and bowling pins/balls is prohibited unless prior approval is obtained from the Base Fire Department, which will issue a written permit for such work. Appropriate first-aid fire fighting extinguishers will always be immediately available when such work is being conducted. Solvents with flash points below 200 degrees fahrenheit used inside buildings will be kept in containers equipped with self-closing or automatic covers.

b. Dispensing Flammable Liquids:

(1) Flammable liquids having flash points below 100 degrees fahrenheit shall not be drawn from or dispensed into tanks or containers within a building except with the drum in an upright position, using approved type manually operated barrel pumps and in locations approved by the Fire Department. Containers other than approved safety cans from which flammable liquids having flash points above 100 degrees fahrenheit are dispensed, shall be equipped with approval self-closing valves.

(2) Gravity discharge of flammable liquids, having flash points below 100 degrees fahrenheit, is specifically prohibited within a building.

c. Refuelers and defuelers:

(1) The gasoline hose on refuelers shall be kept coiled on the reels provided, and the doors to the hose compartment shall be kept closed at all times when not in actual use.

(2) When filling refueler tanks, the fill pipe of the filling station shall be grounded to the refueler tank before any filling cover is opened, and this ground shall not be removed until all covers have been closed. Only the filling cover actually required for filling shall be opened, and it shall not be opened until immediately before the filling is to begin. It shall be properly and promptly closed when the filling has stopped.

(3) Plane captains or other personnel designated by operating units shall handle the gasoline hose nozzles during the actual fueling and shall be responsible for fueling to the desired capacity and for the proper securing of filler caps after tanks are filled. The refueler's hose nozzle shall be grounded to the structure of the aircraft or boat to be fueled near the fueling connection before the latter's filler cap is removed. This ground wire shall not be removed until the cap of the connection has been secured.

(4) The instructions for refueling aircraft apply in their entirety to draining of gasoline from aircraft into refuelers. Grounding shall be completed before the refueler tank is opened or drain hose led to the refueler. The grounding connection shall not be broken until the drain hose is well clear of the refueler, the aircraft tank filler cap secured, and all refueler tank covers closed. If a hose nozzle is not used in gasoline draining operations, the hose coupling shall be grounded to the tank to be drained at a point near the filler cap before the filler cap is removed.

d. All aircraft containing fuel or fuel vapors undergoing maintenance inside hangars will be effectively grounded.

e. Painting:

(1) Spray painting inside of any building is strictly prohibited unless performed in an approved paint spray shop. Aircraft may be painted outdoors as long as there is a minimum of 20 feet clearance from buildings, vehicles, other aircraft, or other combustible objects and when no other fire hazard exists.

7. Hot Work Permits. Welding and cutting will be conducted only in approved and specially equipped shops. When such operations must be undertaken outside of approved shops, the following procedure will be carried out:

a. Secure a Hot Work Permit from the Base Fire Department prior to the start of operations.

b. Remove all combustible materials to a safe distance or use flameproof covers to cover combustible materials.

d. Ascertain that appropriate first-aid fire fighting equipment is on hand and that a fire watch is posted.

e. Any person using electric/acetylene welding or cutting equipment on any vehicle/equipment in which flammable liquids are contained as a fuel or otherwise, or in a hazardous location will first ensure that there is no other person aboard such vehicle/equipment. Operations will not be started until such person or persons are clear of the vehicle, equipment or hazardous location.

8. Electric Appliances and Circuits

a. Any change in electric wiring or fittings must be performed by Base Maintenance or qualified contractor personnel.

ENCLOSURE (2)



b. Only electrical appliances approved by the Underwriter's Laboratories will be used. All wiring will conform with the National Electric Code.

c. Electric coffee makers and water heating units must be insulated and equipped with an integral thermostatic control designed to prevent overheating and will be installed on a nonflammable surface inspected and approved by the Base Fire Department.

d. When hot plates/coffee messes are used, they will be installed in accordance with enclosure (5). They must be inspected and approved by the Base Fire Department and the notice of approval will be posted at or near the hot plate/coffee mess.

e. Hot plates, coffee makers and like equipment are prohibited in all government bachelor quarters (BOQ, BSQ, BEQ).

f. Electrical appliances, such as coffee makers, hot plates, radios, stereos, tape players, television sets, etc., should not be installed in wall lockers or other like enclosures. Installations where approved shall conform with National Electric Code.

g. Equipment for "Hot Lockers" and the installation thereof must be approved by the Base Fire Department.

h. Fluorescent lights shall not be used for standing lights, or permitted to burn during nonworking hours when unattended. Fluorescent lights shall be installed to conform with the National Electric Code.

i. Area Commanders/Commanding Officers/Officers in Charge will make frequent inspections of all electrical appliances to ensure compliance with regulations.

#### 9. Smoking Restrictions

a. Smoking is prohibited in the following areas:

- (1) While lying on bunks or beds.
- (2) In any warehouse or building used for general storage, except in office and designated areas.
- (3) In secured structures, battery charging rooms, joiner shops, photographic processing rooms, paint shops and sheds, in carpenter shops and aircraft maintenance shops.
- (4) Within ten feet of a duplicating machine while it is in operation or is being refilled. Such a directive shall be posted on or in close proximity to all duplicating machines.
- (5) In the vicinity of any storage or distribution area of gasoline, J.P. fuels, oil, ammunition and other highly flammable materials, or any place where flammable liquids are handled or explosive vapors may be present. Such places shall be posted with "No Smoking" signs.
- (6) In places of indoor public assembly and vehicle maintenance shops, except as expressly provided for in designated areas approved by the Base Fire Department.

b. Cigars, cigarettes and matches must be put out before being discarded. They will not be discarded in trash receptacles, on floors, in bushes, or thrown out of cars or buildings.

10. Housing Areas. Although fire prevention, as stated in this Order, applies to all personnel and areas of this Base, the following applies specifically to personnel and their dependents who reside in Base quarters/housing:

a. The use of charcoal grills on screened porches, carports or other enclosed areas is prohibited. After use and before storing grills, be sure no coals or embers remain in the grill. The safest method of disposing of live coals or ashes is to drop them into a bucket of water.

b. The stringing of decorative or other electrical lights attached to screen porches, eaves, etc., of dwellings is prohibited except during the Christmas holidays, at which time only Underwriter's Laboratory approved fixtures will be used.

c. Extension cords shall not be placed under rugs or in areas where they may be subject to wear.

d. Worn or frayed cords on electrical appliances shall be replaced by cords bearing the Underwriter's Laboratory label before using such appliances.

e. Electrical circuits will not be overloaded.

f. Butts will be extinguished prior to emptying ash trays into wast baskets and waste baskets will not be used for ash trays.

ENCLOSURE (2)



- g. Kitchen ranges and other cooking devices shall be attended by a responsible adult at all times while in use, and extreme care will be taken when cooking with fats and oils.
- h. Ovens coated with grease after use will be properly cleaned prior to their next use.
- i. Furnace rooms and other heating enclosures will not be used to dry clothes or for storage.
- j. Matches, lighters or other combustibles will be kept out of reach of small children.
- k. The use of flammable liquids for indoor cleaning is prohibited. Gasoline kept around the house for lawn mowers, etc., shall be limited to two gallons and stored in Underwriter's Laboratories approved metal cans designed for this purpose and will not be kept in plastic or glass containers. Gasoline cans and lawn mowers may be stored in garage, carport or on porch provided they are not in close proximity to any type of heating device.
- l. Every family should have an evacuation plan in case of fire. Children should know escape routes and there should be at least two from every room in the house (window and door). Also, baby sitters should know escape routes and be instructed to get children out immediately in case of fire. The Fire Department may be contacted for assistance in forming an evacuation plan.

11. Operators of Motor Vehicles

- a. Operators of government motor vehicles are governed by the contents of reference (b) as it applies to fire safety regulations.
- b. Drivers of ambulances, school buses, and vehicles carrying 10 or more passengers shall ensure that smoking regulations are enforced, and that a proper fire extinguisher is installed and serviceable.
- c. Drivers of flammable liquid, compressed gas, dangerous chemicals, ammunition and explosives carriers will be especially fire conscious and shall ensure that no smoking is allowed in or near vehicles. When refueling, smoking, lighting of matches, lighters or any open flame is prohibited within 100 feet of the fueling point. Drivers will ensure that proper extinguishers are carried and serviceable, and that proper markings and identification are posted on vehicle.

12. Forest Fire Suppression

- a. The Base Forester will ensure that all firing ranges and training areas are burned as scheduled. In addition, he will:
  - (1) Assist in training forest fire fighting personnel as necessary.
  - (2) Select and provide qualified fire observation tower watchmen.
  - (3) Equip towers with radios, telephones, directional locating devices and suitable maps.
- b. The Base Maintenance Officer will ensure that fire plows, tractors and transports are ready and available for use at all times. The following actions shall be taken under certain fire weather conditions (See paragraph e, below):
  - (1) Class I, II and III. Plow units, tractors, and operators will be capable of responding to a request for dispatch and departure to the scene of a fire within one hour.
  - (2) Class IV. A plow unit, operator, and transport shall be kept in a state of readiness that will permit a departure time within 30 minutes of notification during regular working hours. The Base Forester may, on approval of the Base Maintenance Officer, change the above capability to a standby status for that period after normal working hours until in the opinion of the Base Forester, circumstances no longer require standby status.
  - (3) Class V. A plow unit, operator, and transport shall be kept in a position for immediate dispatch during regular working hours. The second plow unit, operator, and transport shall be kept in a state of readiness that will permit a departure time within 30 minutes to the scene of a fire during regular working hours. The Base Forester may, on approval of the Base Maintenance Officer, change the above capability to a standby status for that period after normal working hours until in the opinion of the Base Forester, circumstances no longer require standby status.
  - (4) Blowup Alert. During and after normal working hours, plow units, operators, and transports, will be retained in a standby status until such time that blowup conditions no longer exist. The blowup alert determination will be made by the Base Forester. Retention of personnel after normal working hours will be approved by the Base Maintenance Officer.
- c. All units engaged in training requiring the use of fire tracer ammunition, explosives, white phosphorous, flares, pyrotechnics, flame weapons or other materials which create a fire hazard will organize and assemble at the training site one detail as set forth in paragraph 6a of enclosure (6).

ENCLOSURE (2)



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This fire fighting detail may be composed of personnel engaged in the training. Fire fighting tools will be drawn on temporary memorandum receipt from Fire Station No. 3 (Hadnot Point, Building No. 18) for use by this detail. The detail will be doubled when Forest Fire Danger Class III occurs.

d. The Base Fire Department will compute the Forest Fire Danger Class three times daily, using the National Fire Danger Rating System. When Class III or higher is reached, the following officers will be notified for appropriate action: Base Maintenance Officer (Forester); Base Training Facilities Officer; Assistant Chief of Staff, G-3, 2d Marine Division, FMF; and the Assistant Chief of Staff, GS-3, 2d Force Service Support Group, (Rein) FMF, Atlantic. The Base Motor Transport Officer and the Heavy Equipment Section of Base Maintenance Department will be notified when Class IV is reached. (See Appendix A to enclosure (2)).

e. Fire Danger Classes, and their effect on the use of training areas/ranges and facilities, are as follows:

(1) Class I: Fire danger is low. No restriction on authorized ranges and training areas. Normal safety precautions will be followed. A fire fighting detail, composed of personnel of the training unit, will be organized for the purpose of combating any grass or brush fires that may occur.

(2) Class II: Fire danger is moderate. The use of ranges and training area will be at the discretion of the commanding officer of the training unit. Extreme caution shall be exercised in the use of all pyrotechnics. A fire fighting detail will be kept on standby alert during the entire period of training.

(3) Class III: Fire danger is high. Two fire fighting details will be organized and one unit kept on standby during training. Heat tabs and warming fires will be used only in designated places under supervision of an NCO. Pyrotechnics are restricted to authorized ranges.

(4) Class IV: Fire danger is very high. Pyrotechnics are restricted to the G-10, N-1 and K-2 impact areas. Smoking is permitted only in locations specifically designated by the training unit commander. These areas will be fireproofed and supervised by an NCO. The use of generators will be restricted to areas that have been fireproofed to mineral soil for 50' around each generator. Heat tabs will be used only in fireproofed areas designated by the training unit commander and under the supervision of an NCO. Warming fires are not authorized. Two fire fighting details will be kept on standby alert during the training.

(5) Class V: Fire danger is extreme. All types of military training in forested areas, and other activities likely to start forest fires, will be suspended. When two consecutive days of extreme fire weather have occurred, the Base Maintenance Officer will request the following support from FMF tenant organizations at Marine Corps Base, Camp Lejeune or at Marine Corps Air Station (Helicopter):

- (a) Five military fire fighting details with appropriate tools on standby status.
- (b) Five military bulldozers with operators and transport capability on standby status.
- (c) Five military water tankers with operators and support personnel on standby status.
- (d) Five M-51 dump trucks with operators on a standby basis.
- (e) Five water buffaloes on a standby basis.
- (f) Delivery of the Base Maintenance water bucket via CH-53, on a standby basis.

(6) Blowup Alert: Fire danger is high to extreme. Suppression is extremely difficult. Duration is short and occurrence infrequent. All restrictions on training, other activities and requests for support shown under Class V shall be applicable.

f. No open burning will be done without permission of the Base Forester, or the Base Fire Department, or as authorized and required for training purposes.

g. See enclosure (6) for detailed procedures relative to forest fire fighting.

ENCLOSURE (2)



CHART FOR CALCULATION OF FIRE DANGER CLASSES

I G N I T I O N  C O M P O N E N T  (I C)	30-35	III	III	IV	IV	V	V	V	V
	24-29	II	III	IV	IV	V	V	V	V
	18-23	II	II	III	IV	IV	V	V	V
	12-17	I	II	II	III	IV	IV	IV	V
	6-11	I	I	II	III	III	IV	IV	IV
	0-5	I	I	I	II	II	III	III	IV
	0-5	6-11	12-17	18-23	24-29	30-35	36-41	42-47	
	ENERGY RELEASE COMPONENT (E C)								

APPENDIX A  
ENCLOSURE (2)

A-1

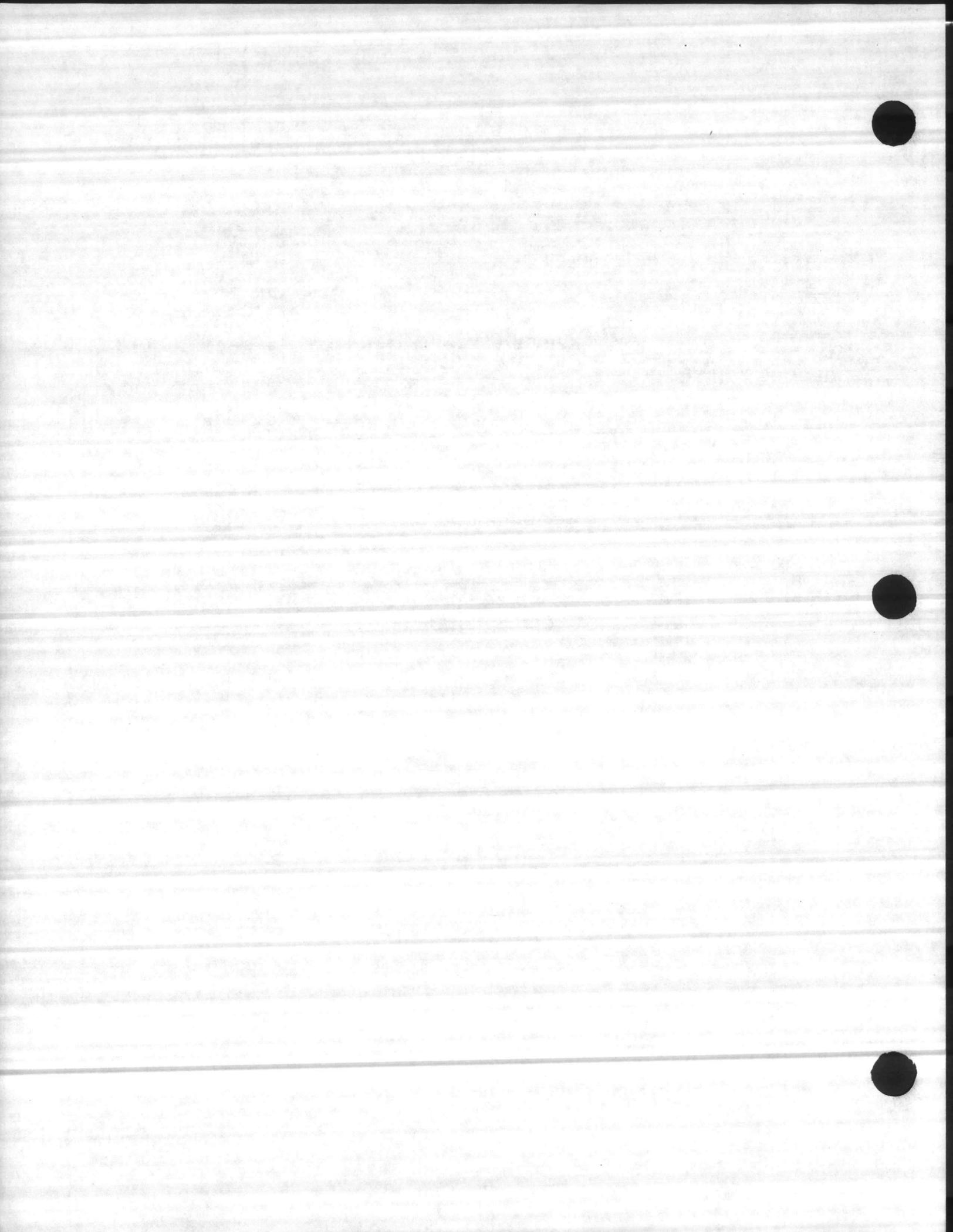
BO 11320.1G  
16 OCT 1980



PROCEDURE FOR REPORTING A FIRE AND IMMEDIATE ACTION

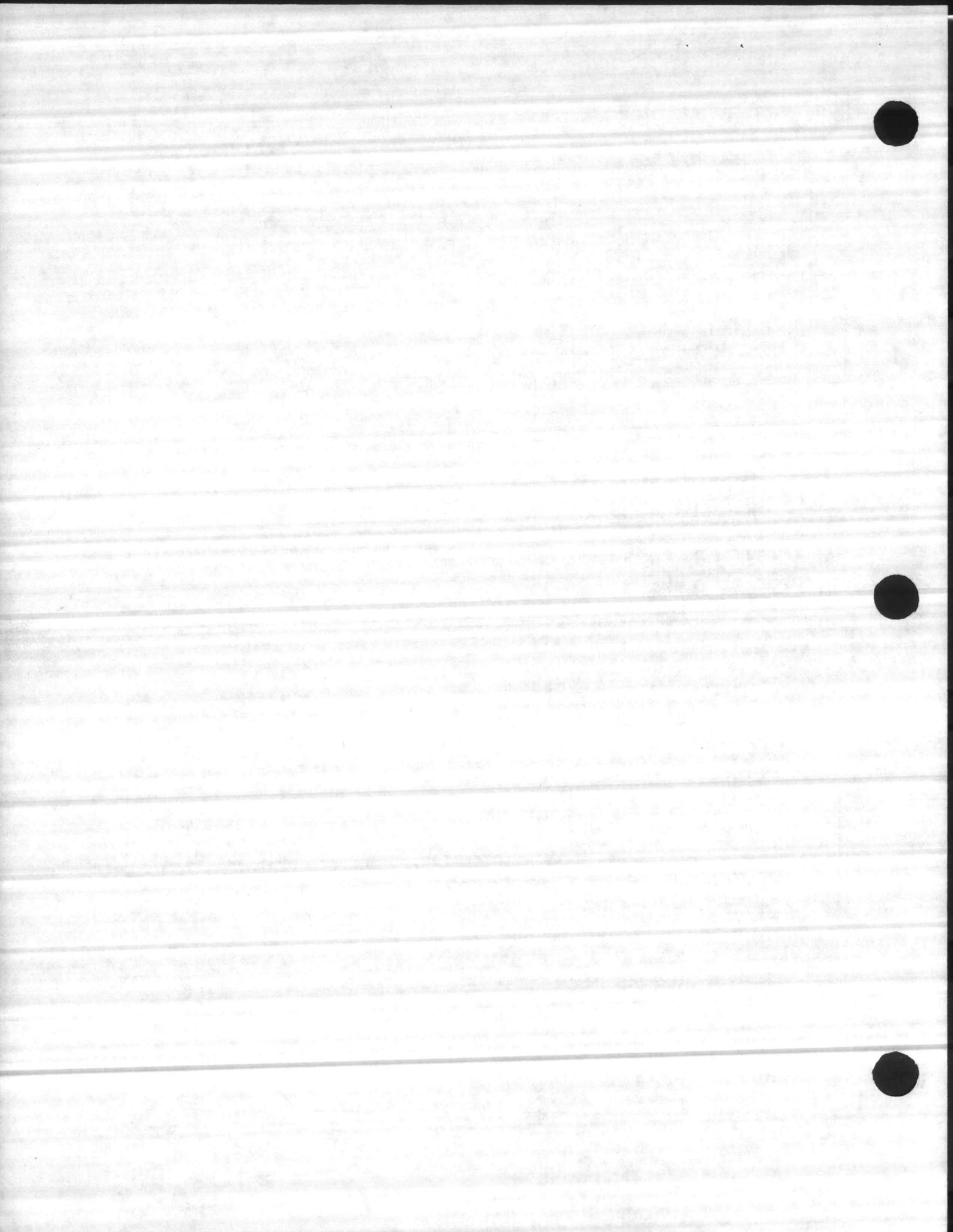
1. Fire alarm boxes are installed in the Hadnot Point, Center Hospital, 2d Marine Division, Industrial, Paradise Point, Midway Park, French Creek, Camp Geiger, and MCAS(H) areas.
2. Emergency reporting telephones connected directly to the fire alarm switchboard are located in Berkeley Manor, Tarawa Terrace, and Knox Trailer Park. To use these phones, lift the receiver off the hook and wait a few seconds for the Fire Dispatcher to answer. Note: The fire alarm switchboard has direct lines to the Military Police and the Branch Clinic, Naval Regional Medical Center at Building No. 15. In case of need, the Fire Dispatcher can connect the caller with the Military Police or the Branch Clinic in the event an ambulance, medical or police assistance is required.
3. In reporting a fire by regular telephone, persons using Base telephones, with the exception of the MCAS(H) area, dial 3333; persons in the MCAS(H) area with restricted telephones will dial 6333. Persons residing in all Base housing areas dial 451-3333, and, in case of delay, contact the Jacksonville operator (dial 0) and request the Base Fire Department
4. In case of a fire, the person discovering the fire will immediately notify the Base Fire Department by telephone or by using the nearest fire alarm box. If by telephone, notification will include the caller's name, location (building number) and type of fire. The caller will then:
  - a. Alert personnel who may be endangered.
  - b. Go or send someone to direct the Fire Department to the scene of the fire.
  - c. Fight fire with any means at hand:
    - (1) Use water on ordinary combustibles (trash, paper, wood, etc.).
    - (2) Use CO-2 or dry powder extinguishers on grease, oil, gasoline or other flammable liquids.
    - (3) Use CO-2 or dry powder extinguishers on electrical fires. **DO NOT USE WATER ON ELECTRICAL FIRES.**
    - (4) Carry out instructions on local fire bills.
  - d. Personnel using fire alarm boxes should **REMAIN** or leave someone at the box location after pulling the box to direct the Base Fire Department to the scene.
5. All fires must be reported, even if already extinguished.
6. Persons apprehended for turning in false alarms will be prosecuted.

ENCLOSURE (3)



JOINT MESSAGEFORM						SECURITY CLASSIFICATION						
SAMPLE						UNCLASSIFIED						
PAGE	DRAFTER OR RELEASER TIME	PRECEDENCE		LMF	CLASS	CIC	FOR MESSAGE CENTER/COMMUNICATIONS CENTER ONLY					
		ACT	INFO				DATE - TIME	MONTH	YR			
01 of 02	2491410	RR	RR		UUUU							
BOOK	MESSAGE HANDLING INSTRUCTIONS											
<p>FROM: CG MARCORB CAMP LEJEUNE NC</p> <p>TO: CMC WASHINGTON DC</p> <p>LANTNAVFACENGCOM NORFOLK VA</p> <p>INFO: CNO WASHINGTON DC</p> <p>NAVSAFECEN NAS NORFOLK VA</p> <p>CHNAVMAT WASHINGTON DC</p> <p>COMNAVFACENGCOM ALEXANDRIA VA</p> <p>COMFIVE NORFOLK VA</p> <p>UNCLAS //N11320//</p> <p>CMC FOR LFF, CNO FOR OP 044, CHNAVMAT FOR MAT-046, LANTNAVFACENGCOM FOR 09BF AND 408</p> <p>FIRE REPORT {REPORT SYMBOL DN NO. 11320-04} {NAVY REPORT SYMBOL OPNAV 11320-04 MIN:ETCONDL}</p> <p>A. MCO P11000.11</p> <p>B. IAW REF A FOL REPORT SUBMITTED:</p> <p>A. MARINE CORPS BASE, CAMP LEJEUNE</p> <p>B. DATE AND TIME OF FIRE</p> <p>C. BLDG NUMBER AND OCCUPANCY. IN CASE OF RANGE, FOREST, AND BRUSH-TYPE FIRES, SPECIFIC IDENTIFICATION OF AREAS; E.G., BIVOUAC,</p> <p>DISTR:</p>												
DRAFTER TYPED NAME, TITLE, OFFICE SYMBOL, PHONE & DATE						SPECIAL INSTRUCTIONS						
RELEASER	TYPED NAME, TITLE, OFFICE SYMBOL AND PHONE						SECURITY CLASSIFICATION			DATE TIME GROUP		
	SIGNATURE						UNCLASSIFIED					

6  
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JOINT MESSAGEFORM						SECURITY CLASSIFICATION		
SAMPLE						UNCLASSIFIED		
PAGE	DRAFTER OR RELEASER TIME	PRECEDENCE		LMF	CLASS	CIC	FOR MESSAGE CENTER/COMMUNICATIONS CENTER ONLY	
		ACT	INFO				DATE - TIME	MONTH
OF								
BOOK	MESSAGE HANDLING INSTRUCTIONS							

FIRING OR TROOP TRAINING AREA.

D. ESTIMATE OF DAMAGES:

{1} BUILDING

{2} CONTENTS

{3} OTHER

E. PROBABLE CAUSE OF FIRE IF THIS INFO IS AVAIL

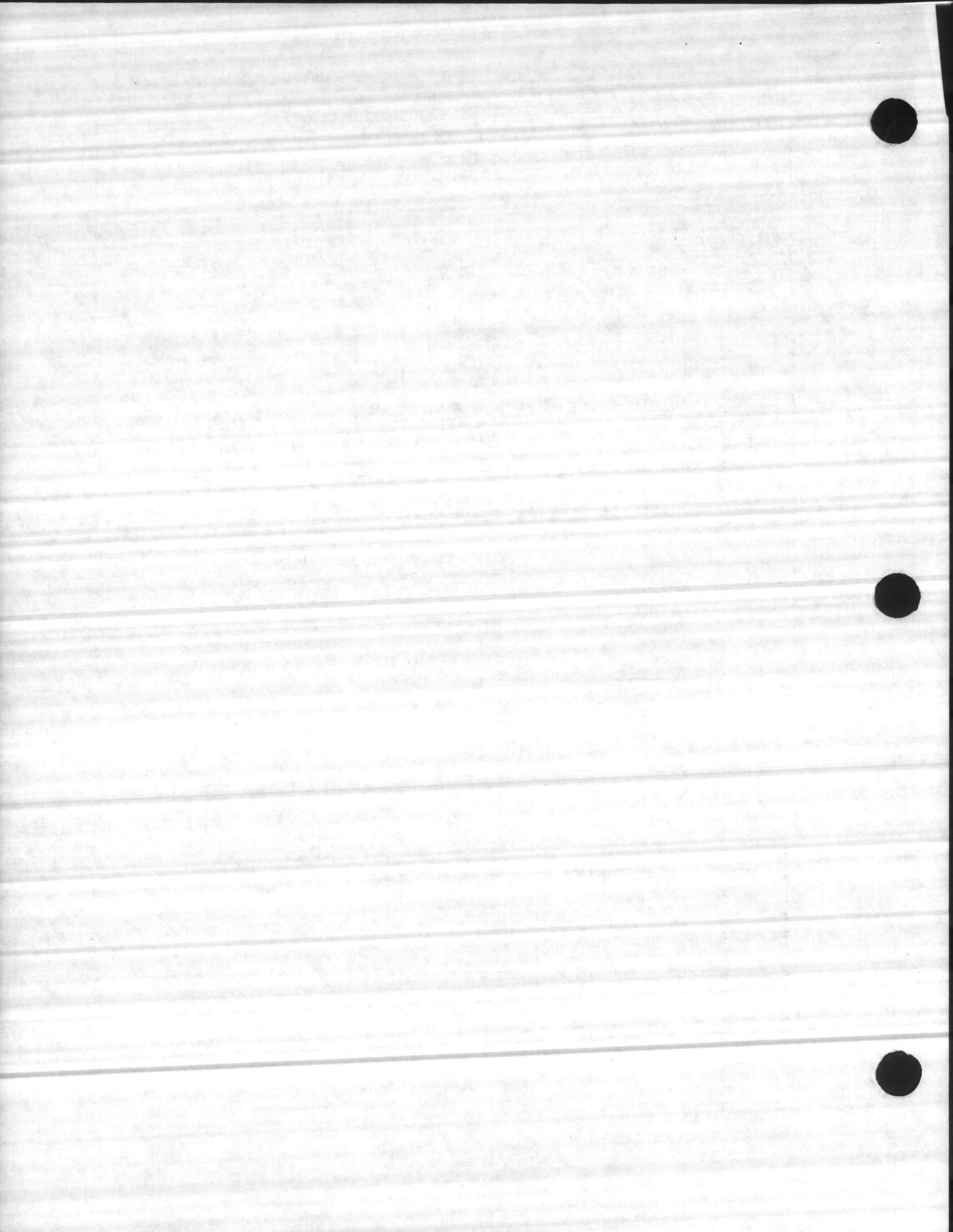
F. EMERGENCY FUNDING IF CONDITIONS PREVALENT DICTATE THE NEED THEREFORE

G. REQUEST FOR SPECIAL TECHNICAL INVESTIGATION SERVICES OF THE APPROPRIATE NAVY FIRE OFFICERS

6  
5  
4  
3  
2  
1  
0

DISTR:

DRAFTER TYPED NAME, TITLE, OFFICE SYMBOL, PHONE & DATE		SPECIAL INSTRUCTIONS	
RELEASER	TYPED NAME, TITLE, OFFICE SYMBOL AND PHONE		DATE TIME GROUP
	SIGNATURE		
		SECURITY CLASSIFICATION	



# FIRE BILL

BUILDING NO. \_\_\_\_\_

## IN CASE OF FIRE

1. USE NEAREST FIRE ALARM BOX OR TELEPHONE EXT. \_\_\_\_\_

**Know the location of the nearest alarm box and the nearest telephone in your area. When using telephone, REPORT BUILDING NUMBER.**

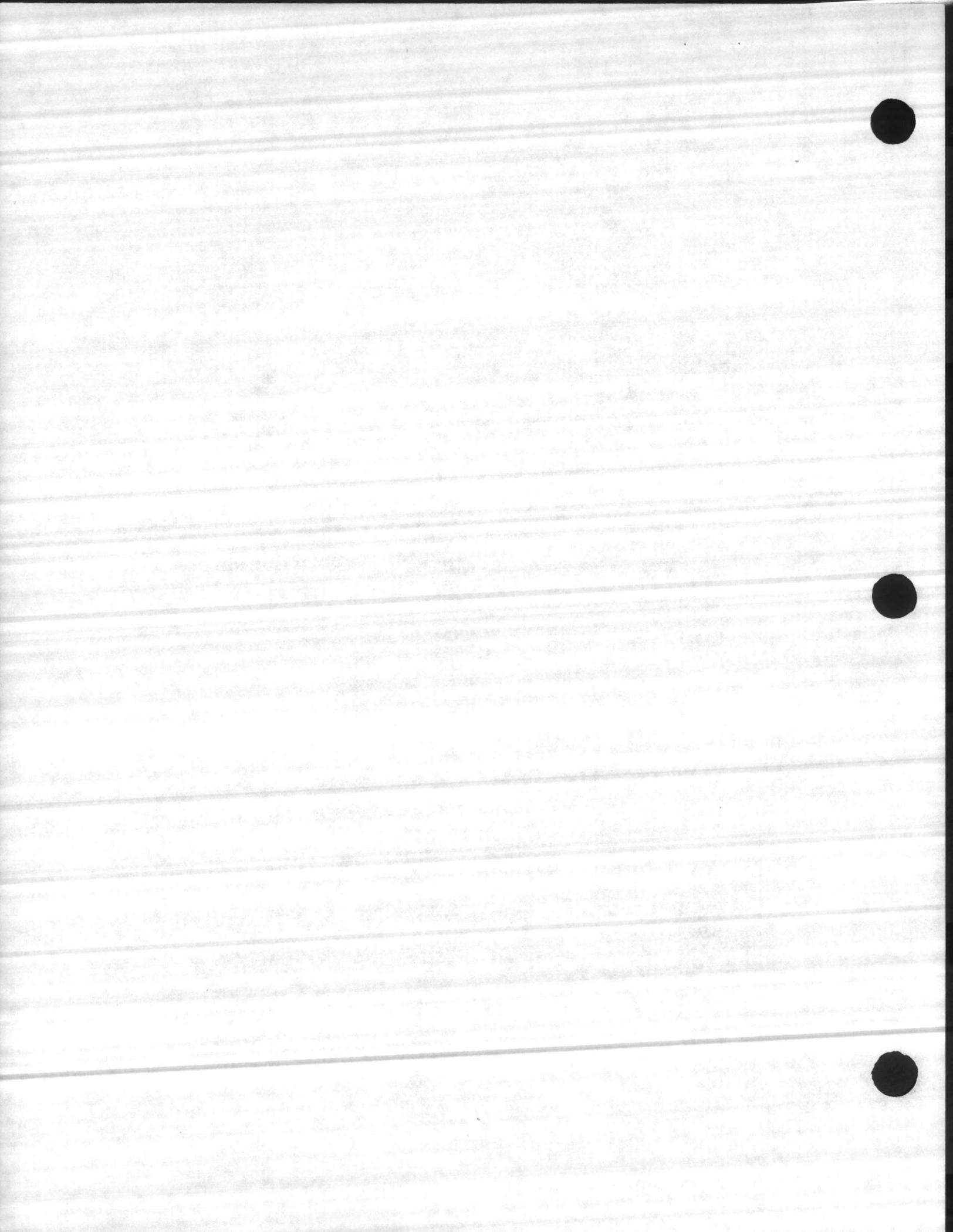
**Upon arrival direct Fire Department to the scene of fire.**

2. SPREAD THE ALARM—PASS THE WORD.

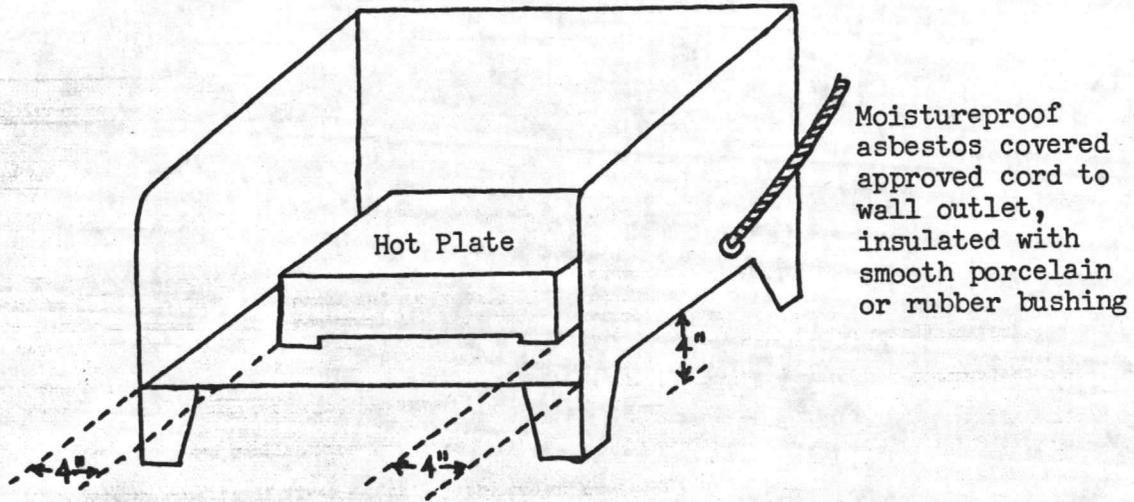
**All personnel except fire parties clear the area.**

3. IF TIME PERMITS, CLOSE DOORS AND WINDOWS TO CONFINE THE FIRE AND PREVENT DRAFTS. DO NOT ENDANGER YOURSELF OR OTHERS IN THIS EFFORT.

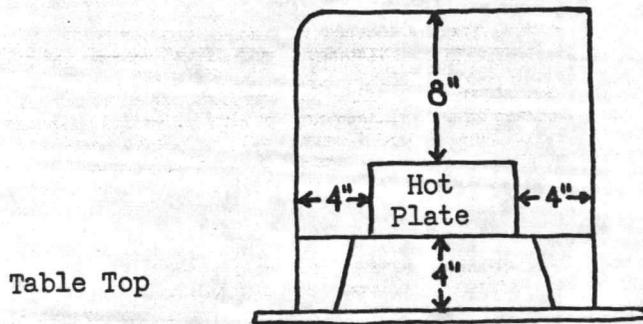
4. USE PROPER EQUIPMENT AT HAND TO EXTINGUISH THE FIRE, PENDING ARRIVAL OF THE FIRE DEPARTMENT.



RECOMMENDED ENCLOSURES for HEAT PRODUCING APPLIANCES



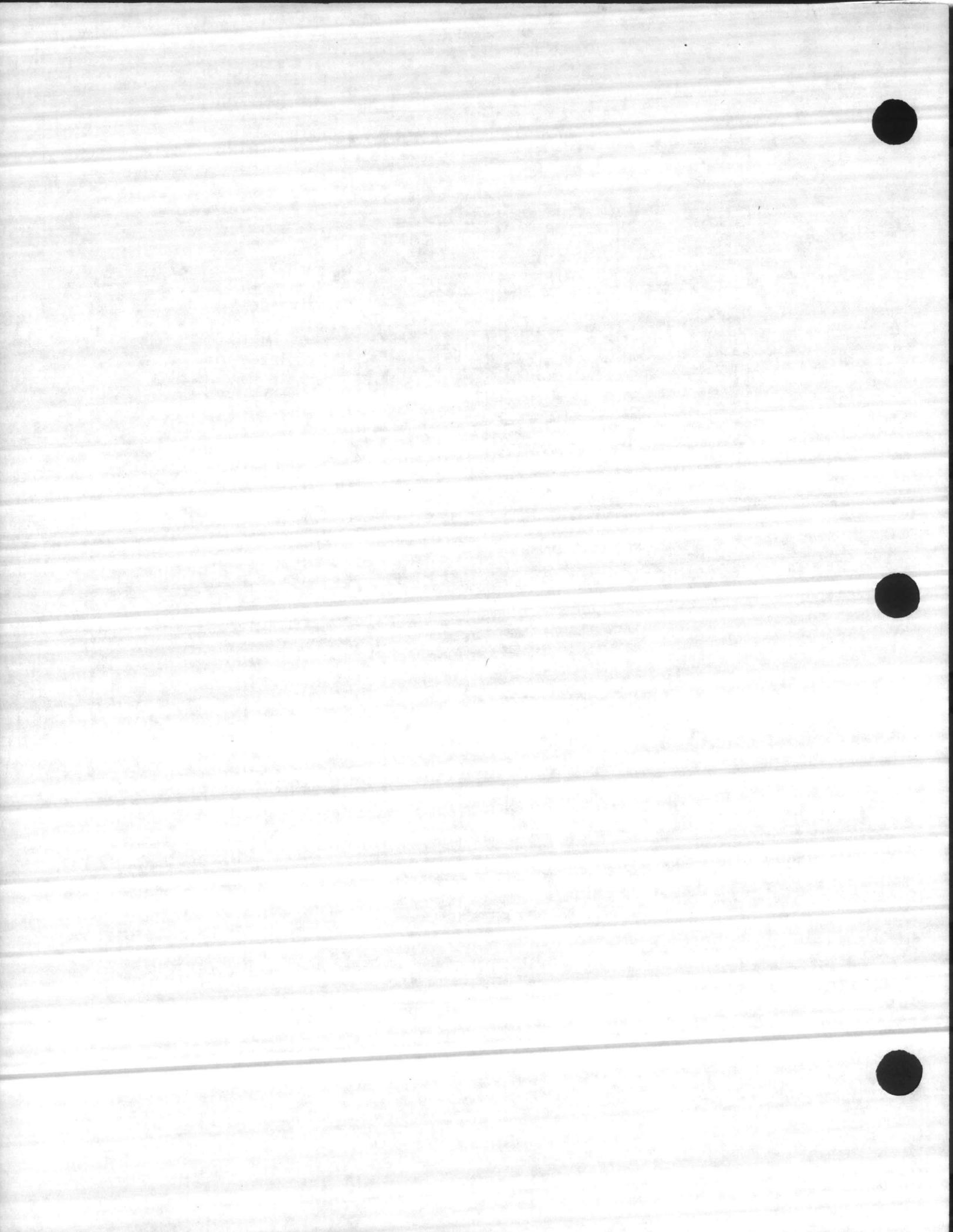
ISOMETRIC VIEW OF SHEET METAL SHIELD



SECTION THROUGH SHIELD

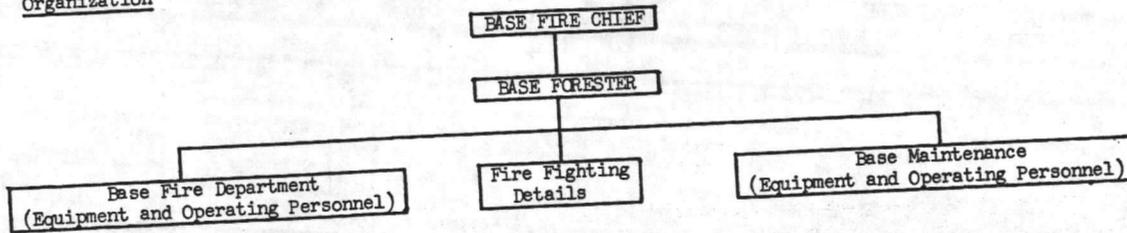
Construct with sheet metal, No. 14 U.S. gauge or better, thickness to be governed by weight and size of hot plate unit to be enclosed. If sheet aluminum is used, thickness should be at least No. 10 U.S. gauge.

ENCLOSURE (5)



STANDING OPERATING PROCEDURE FOR FOREST FIRE FIGHTING

1. Organization



2. Duties

a. The Base Fire Chief, or in his absence his senior representative, will be in overall charge at the scene of the fire.

b. The Base Forester, or in his absence his senior representative, will be Fire Boss and will be assisted by Fire Department personnel and equipment. On large fires the members of the Forestry Branch will be Sector Bosses directing equipment and personnel in the control and suppression of the fire in their respective sectors. The Fire Boss will coordinate fire control and suppression in all sectors.

c. The Base Fire Department will aid the Base Forester in the detection, control and extinguishing of forest fires. In rendering such aid, the Base Fire Department will:

- (1) Determine and publish Fire Condition Danger Class thrice daily.
- (2) Receive reports of fires and notify the proper personnel.
- (3) Dispatch equipment to the scene of the fire.
- (4) Provide fire fighting tools at the scene of the fire.
- (5) Provide hand tools at the scene of the fire.
- (6) Set up a command/control point at the scene of the fire.

d. The Base Maintenance Officer will coordinate all augmentation equipment and operator personnel listed in paragraph 12e(5) of enclosure (2) after the Maintenance Disaster Control Center in building 1202 has been activated.

3. Fire Seasons

a. There are two high risk fire seasons at Camp Lejeune: the fall season (September through December) and the spring season (March through June).

(1) Fires in the fall season, while often quite numerous, are usually small and do relatively little damage. A fire in this season usually can be controlled by attacking the fire directly, that is, working along the perimeter of the fire. Ground conditions are such that lingering fire in the turf does not exist and chances of recurrence are slight. The longer nights and relatively higher humidity of this season results in very little fire travel at night, and the fire either goes out or creeps slowly with small flames and normally does not start to run the following day until about 1000.

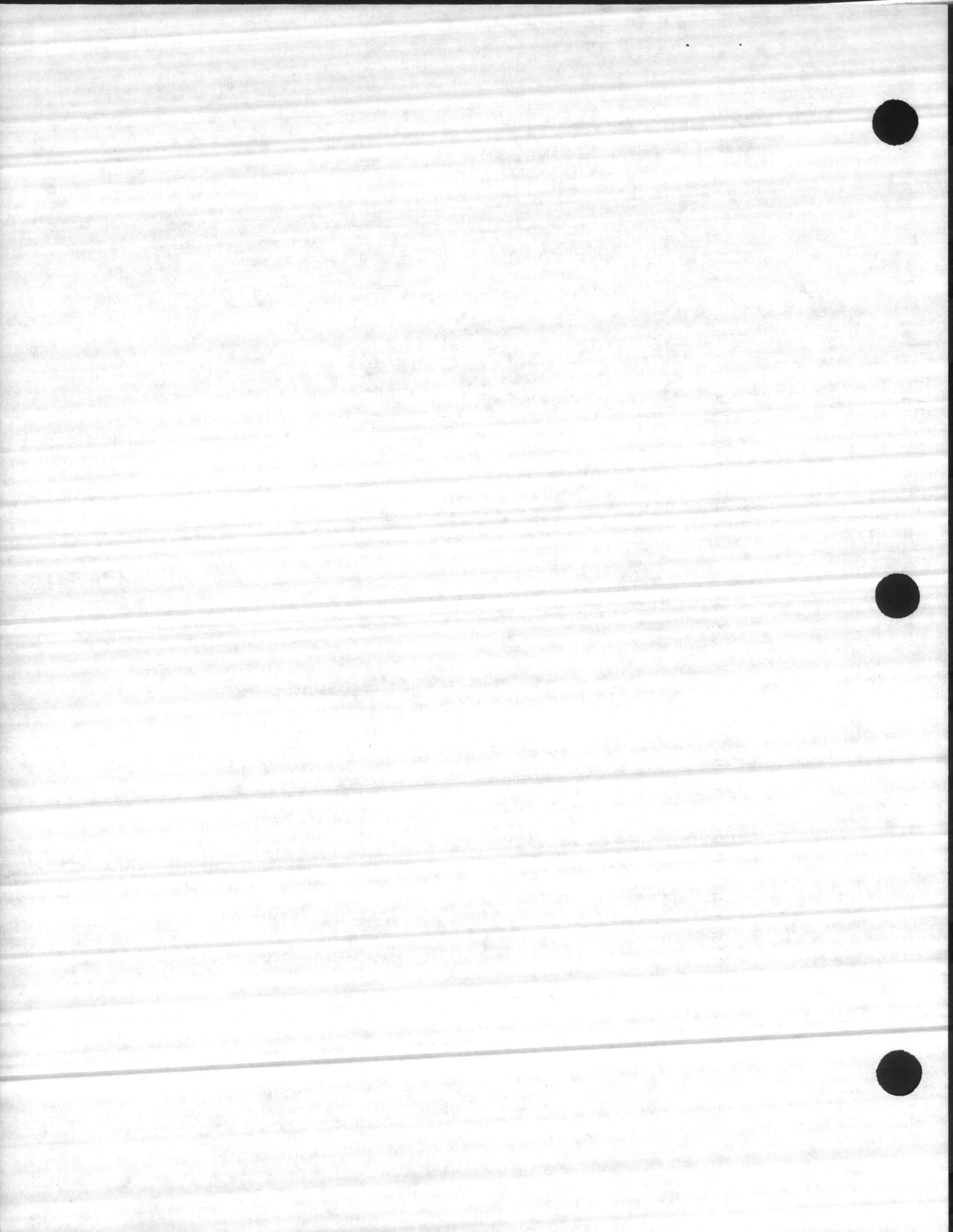
(2) In the spring season the vegetation has changed, winds have increased and the ground normally has become very dry. Fires occurring in this season have high rates of travel with developed heads pushed by the wind. Direct contact with the fire is impossible except on the flanks. The head fires may be broken in two ways:

(a) By backfiring from a natural break such as a road or from a series of plowed lines; or

(b) By pinching the head out through reducing the flanks or changing their course. The eventual aim in the latter instance is to force the fire into a nonflammable area such as a hardwood swamp or drain.

1. Forcing a fire into a swamp will not necessarily extinguish it, but will normally drop the flame so that direct contact can be made.

ENCLOSURE (6)



2. When the fire is circled and momentarily checked, constant patrol is necessary for a period of two or three days to ensure the fire in the turf thrown up by plowing is extinguished. Stumps and snags near the fire lines are potential fire restarters, and all such danger spots have to be reduced.

#### 4. Fire Detection

a. Speed of detection/response in attacking of forest fires is essential. This is of particular importance during the spring season.

(1) In most instances, fires reached ten to fifteen minutes after starting will not yet have developed a head, the front of the fire can be stopped and the small internal fires mopped up. Fires in this season show little tendency to reduce at night except between 0100 and 0600, and as a result, a great deal of the fire fighting occurs during the hours of darkness.

b. There are four towers within the Base located as follows:

#1 North Carolina Highway 24, grid 936432 (Hubert)

#2 Sneads Ferry Gate/Bridge, grid 799294

#3 State Tower on US Highway 17, grid 723325 (Dixon)

#5 Sneads Ferry Road, grid 900321 (Engineer Stockade)

c. The above fire towers are provided with both telephone service and emergency radio equipment. Tower #3 has Jacksonville telephone service and emergency radio equipment operating on the State frequency. Towers #1, #2 and #5 have Camp Lejeune telephone service and emergency radio equipment operating on the Base Fire Department net.

#### 5. Forest Fire Fighting

##### a. Fire Attack - General

(1) The Fire Boss will quickly survey the fire to determine the size and will act accordingly.

(2) During either fire season, personnel of the Base Fire Department will be dispatched to the scene of the fire. In addition, fire plows will be alerted.

(3) A control point, to which all men and equipment will be dispatched, will be set up on a road in the vicinity of the fire. The Base Fire Chief or his representative will be the Officer in Charge of the control point.

(4) Whenever fire lanes are plowed, they may be backfired and fire fighting details will be used to control the backfire. Should the fire ever jump a fire lane, the Fire Boss will determine that all details and equipment have been withdrawn from the jumped fire lane before a second backfire is started.

(5) In the spring fire season, or when fighting a large fire, care must be exercised to start a backfire sufficiently ahead of the fire so that a minimum of 100 yards will be backfired prior to the meeting of the main fire and the backfire. This will minimize the possibility of two covering fires creating extreme heat close to the fire lane and throwing sparks over the fire lane. It must be remembered that fire lanes are useful only as a basis for a backfire in all except very small fires.

(6) Forestry trucks (boondockers) will not be taken off secondary roads into the woods unless specifically authorized by the Fire Boss or the Base Fire Chief.

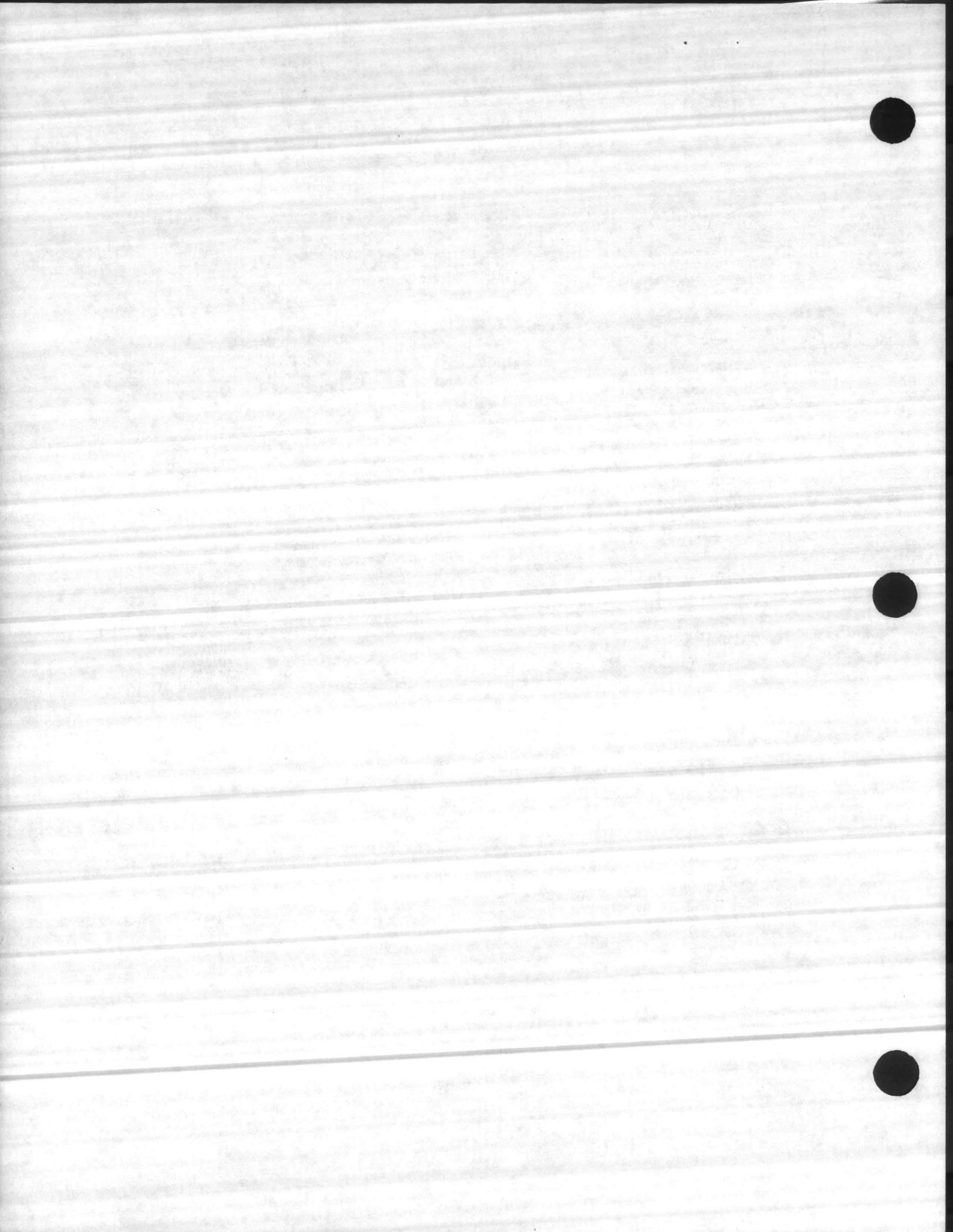
#### 6. Fire Fighting Details

a. The following organizations will maintain fire fighting details consisting of 20 men including not less than four noncommissioned officers which will be available at all times on call from the Base Fire Department.

(1) 2d Marine Division, FMF	2 Details
(2) 2d Force Service Support Group (Rein), FMF, Atlantic	1 Detail
(3) Marine Corps Service Support Schools, MCB	1 Detail
(4) Marine Corps Air Station (Helicopter)	1 Detail

Requests for these details will be made by the Base Fire Department (Fire Dispatcher) during normal working hours to the G-3, S-3, or G-4 of the command or unit concerned and after normal working hours by the

ENCLOSURE (6)



Command Duty Officer to the Duty Officer of the command or unit concerned. (A second detail will be requested to standby upon the dispatching of the first detail.)

b. The following organizations will be prepared to organize fire fighting details with the same composition as indicated above:

- |   |          |
|---|----------|
| (1) Area Commander, Camp Geiger                   | 1 Detail |
| (2) Area Commander, Courthouse Bay                | 1 Detail |
| (3) 2d Reconnaissance Battalion (Onslow Beach)    | 1 Detail |
| (4) Area Commander, French Creek                  | 1 Detail |
| (5) Area Commander, Hadnot Point, Central Area    | 1 Detail |
| (6) Area Commander, Hadnot Point, Industrial Area | 1 Detail |
| (7) Area Commander, Camp Johnson                  | 1 Detail |
| (8) Area Commander, Rifle Range                   |          |

c. The Duty Officer or the G-3, S-3 or G-4 of all commands supplying details will accomplish the following as expeditiously as possible:

- (1) Designate a pick-up area for the detail and notify the Fire Dispatcher of its location.
- (2) Ensure that personnel of the detail wear the utility uniform; are equipped with web belt with filled canteen; and jackets, ponchos or winter type clothing, if appropriate.
- (3) Ensure that the Officer or NCO in charge of the detail assembles his men in the designated pick-up area and boards assigned transportation.

d. The Fire Dispatcher will obtain transportation for Hadnot Point Area details from the Base Motor Transport Officer and dispatch it directly to the personnel pick-up area designated by the command concerned. Transportation for details departing from other areas will be provided by the appropriate Area Commander.

e. When the detail arrives at the Fire scene control point, the Officer or NCO in charge will furnish a list of his personnel to the Fire Department Officer in Charge so that they may be issued equipment and assigned duties. The names will be logged by the Fire Department Officer in Charge at the control point and the log will show the specific area to which the detail has been sent.

#### 7. Equipment and Supplies

a. The Base Fire Department will maintain sufficient amounts of the following equipment to equip three fire fighting details:

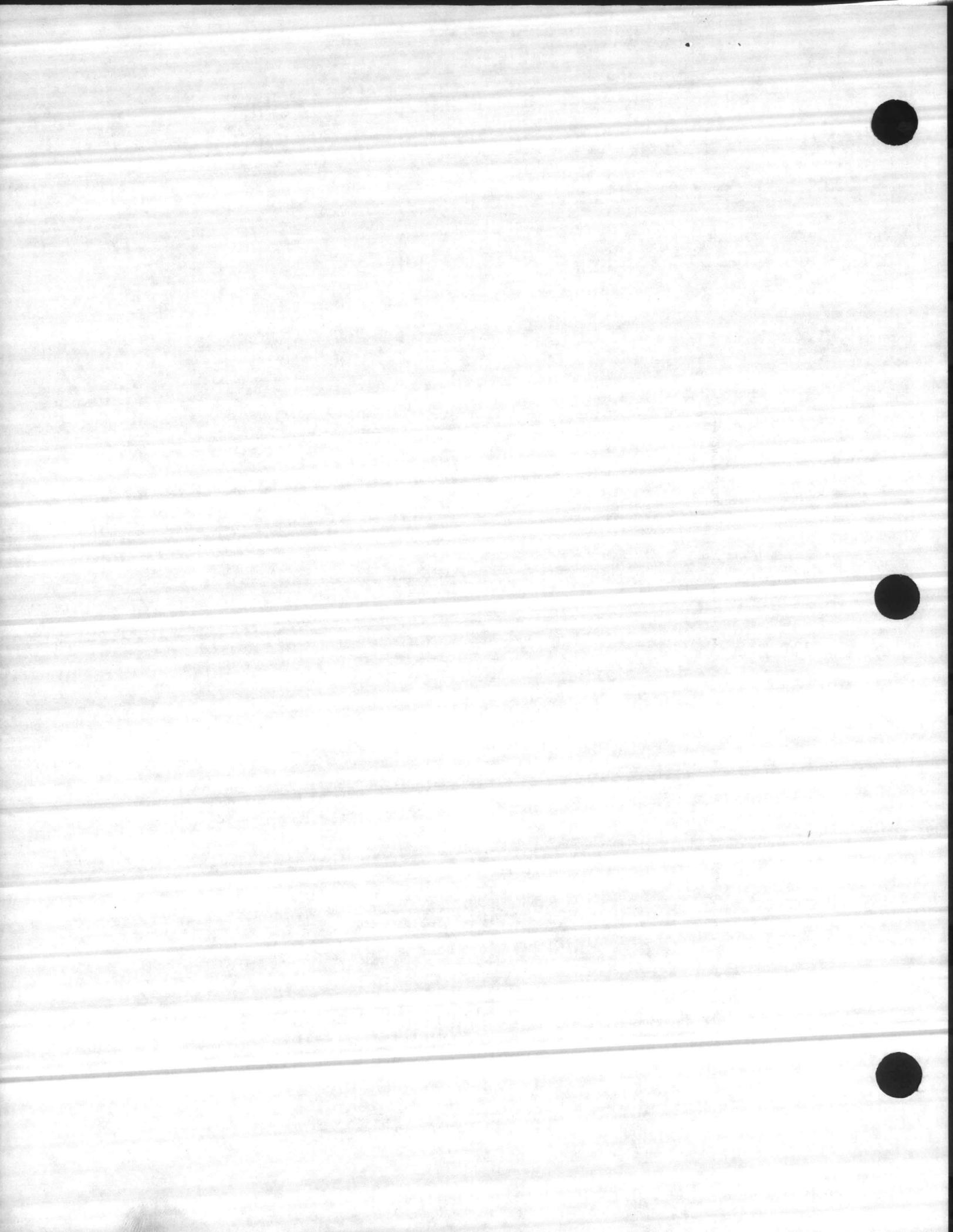
- (1) Fire rakes
- (2) Fire flaps
- (3) Backpack water pump cans
- (4) Shovels

b. The Officer in Charge at the control point will:

- (1) Request fuel as required from the Officer in Charge, Fuel Station, who will dispatch a tanker with pump to the control point. This tanker shall contain regular gasoline, No. 2 fuel oil and one or more 5-gallon cans of 30 weight oil. The driver shall be under the direct control of the Officer in Charge of the control point for the duration of the fire and shall report back to the control point after every equipment-fueling run. The tanker will be released only by the Officer in Charge of the control point.
- (2) Contact the commands which dispatched details to the fire to supply food and water, as required. He will arrange to pick-up this food and water and deliver it to the details.

c. Helicopters. When conditions warrant, the Base Fire Chief will request the use of a helicopter from the Marine Corps Air Station (H), New River, and will request that the pilot set his radio on 38.6 MHZ. When requested, an AN/PRC-77 radio for the use of the Officer in Charge of the control point in communicating with the helicopter will be provided by the Base Communication/Electronics Officer.

ENCLOSURE (6)



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8. Fire Security. Prior to securing a fire, the Base Forester will cause the area to be patrolled for such a period as he deems necessary to reasonably ensure the fire does not restart.

9. North Carolina Forestry Division Forest Fire Aircraft. The North Carolina Forestry Division maintains aerial tanker aircraft in the Jacksonville area. The aircraft are available to assist in combating forest fires on the Base upon request.

a. The request for aerial tankers will be made by the Base Fire Chief/Dispatcher. Immediately after initiating this request, the Fire Dispatcher will contact the Base Range Control Officer, or after hours, the Command Duty Officer, for a cease fire on all firing ranges and air space clearance for the tanker aircraft to operate in R-5306, the Restricted Airspace Area.

b. Upon receipt of the foregoing cease fire and clearance request, the following will be accomplished by the Base Range Control Officer or Command Duty Officer, as appropriate:

(1) Check the weekly firing notice. If any firing ranges, other than the indoor range (D-6), are in use, contact the firing unit, order a cease fire and report when the units have effected the cease fire order.

(2) Upon notification that all ranges have ceased firing, call the Operations Tower at MCAS, Cherry Point and request clearance for the aerial tanker aircraft to operate in R-5306, the Restricted Airspace Area.

(3) After clearance has been granted, call the Base Fire Chief/Fire Dispatcher and advise him that all ranges have ceased firing and that clearance for the tanker aircraft to operate in the R-5306 Area has been granted.

(4) Instruct the Base Fire Chief that notification must be made to the Base Range Control Officer or Command Duty Officer, as appropriate, as soon as the tanker aircraft has ceased operations.

(5) Notify the Operations Tower at MCAS, Cherry Point immediately when the aerial tanker has ceased operations in the R-5206 Area.

(6) Subsequent to this, ranges may be reopened for firing, dependent on the forest fire conditions, the location of the fire and the deployment of fire fighting details.

ENCLOSURE (6)

