

UNITED STATES MARINE CORPS
Exercise Support Section
Marine Corps Air Ground Combat Center
Twentynine Palms, California 92278

4-18/JHE/vdr
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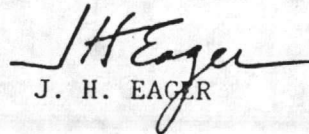
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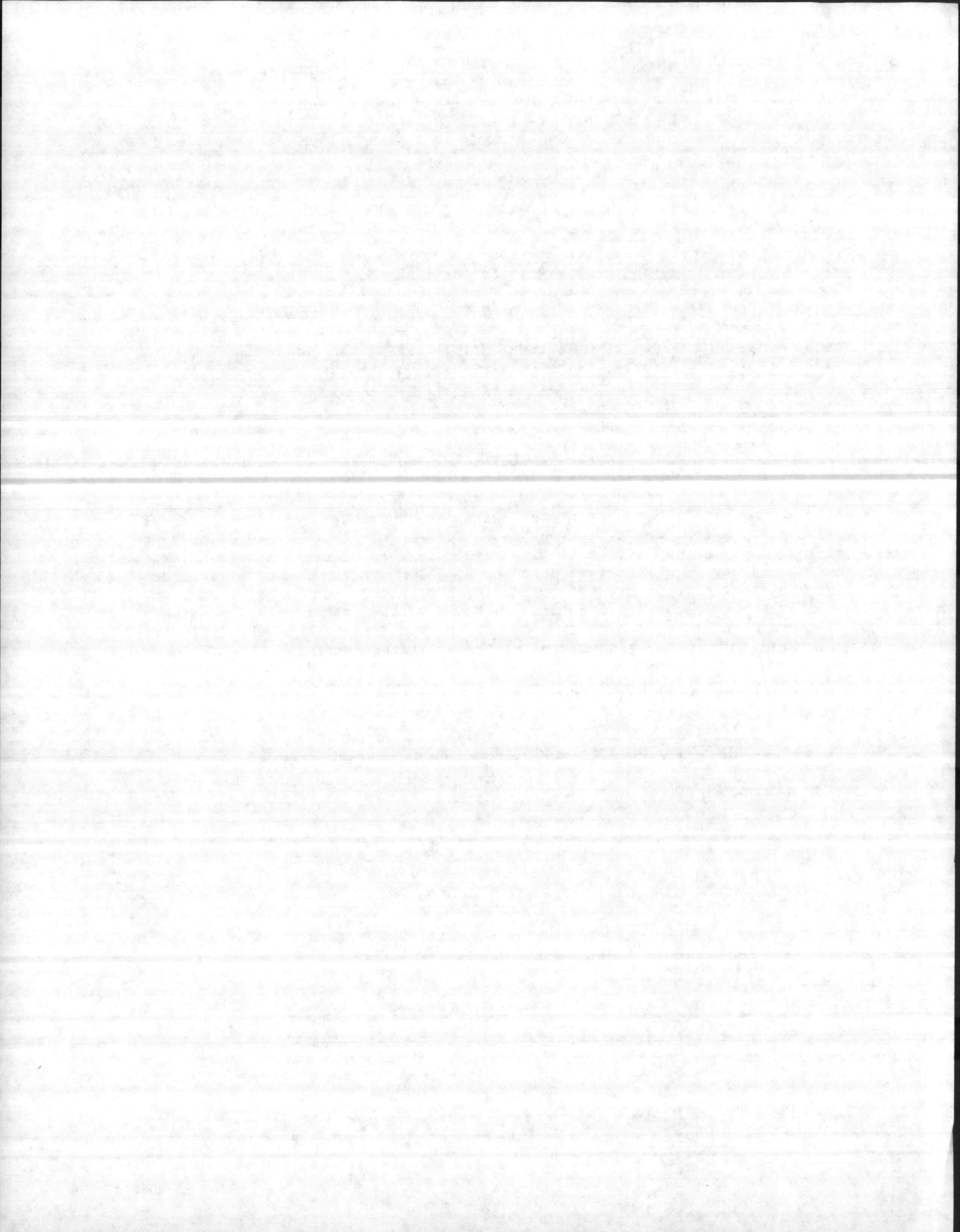
From: Head, Exercise Support Section
To: Units Occupying the Exercise Support Base
Subj: Letter of Instruction for Units Occupying the Exercise Support Base
Ref: (a) CCO P3120.4, (SOP for Units Training at the Combat Center)
(b) CCO P11320.1A, (Fire Regulations and Instructions)
(c) CCO P8000.2, (SOP for Class V (W) Material)
Encl: (1) ESB Return Procedures
(2) ESB Regulations
(3) Exercise Support Base Facilities and Fire Lanes (Omitted)
(4) Helpful Hints

1. While units are occupying the Exercise Support Base (ESB), the senior officer may establish regulations to ensure the proper care and maintenance of the camp. He may also establish regulations to ensure improved habitability and the safety of all Marines at the ESB. Although the senior officer controls the ESB, the relationship between the Combat Center and the Exercise Force is similar to one between a landlord and tenant. The only regulations imposed by the Combat Center are those necessary to prevent abuse of the facilities, maintain cleanliness, and ensure safety for all personnel.

2. Enclosure (1) contains the conditions which must be met when the ESB is returned to the Combat Center. If any of these conditions do not exist when the ESB is turned over, they should be annotated on the issue records.

3. Enclosure (2) contains the regulations which must be enforced while units are occupying the ESB. The majority of these regulations are extracted from reference (a) through (c).


J. H. EAGER



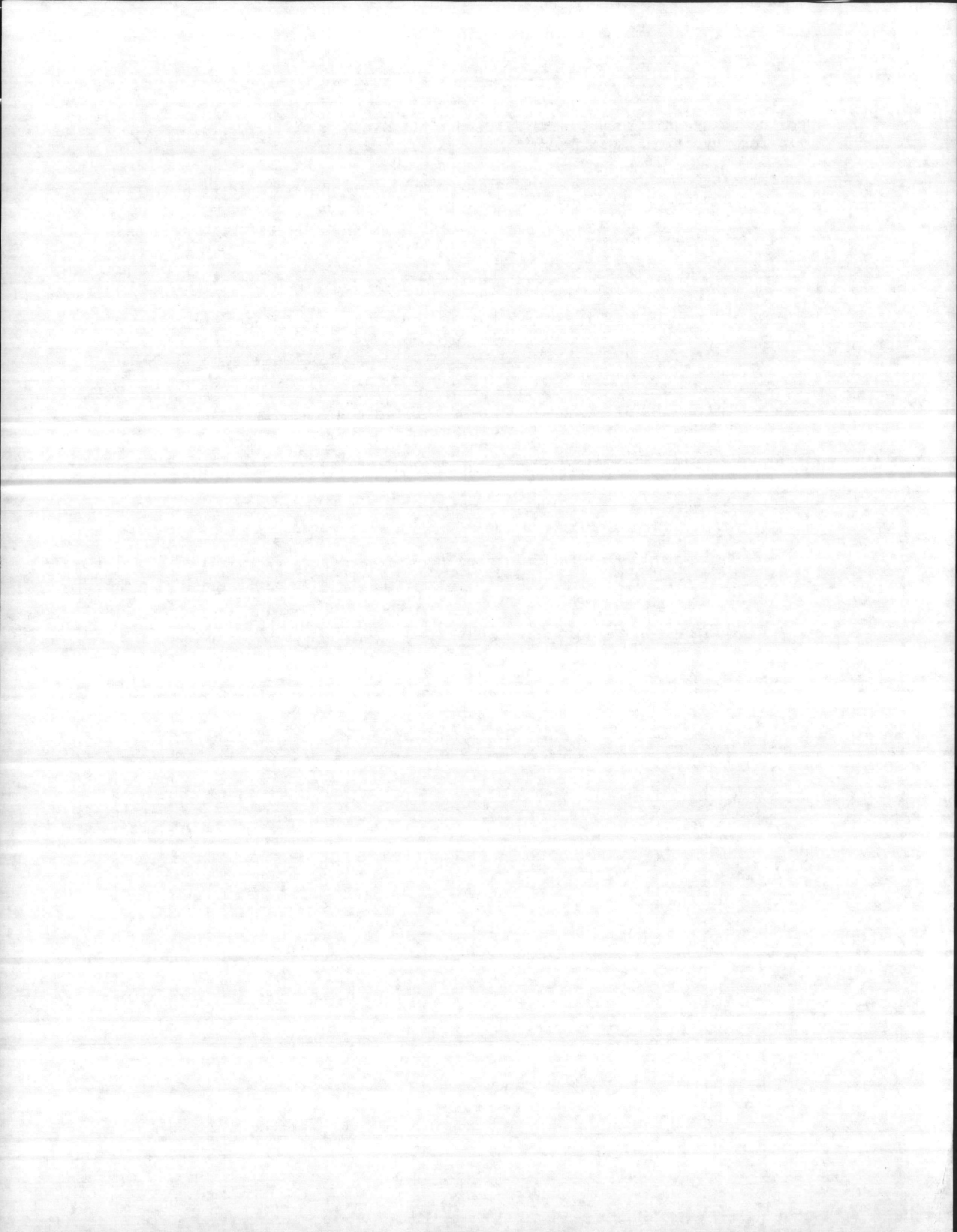
ESB Return Procedures

When the using unit returns the ESB to the Exercise Support Section (ESS), the following conditions must be met.

1. The camp must be returned in an austere and bare condition. All temporary structures or construction must be removed. This includes all engineer stakes, tape, poles, rock piles, concertina compounds, ect..
2. All holes and burms must be returned to original condition.
3. The interior of each "D" hut and head must be cleaned and raked.
4. All trash, lumber, old tires, barrels, comm wire, etc., must be removed.
5. The dining facility and all associated equipment must be cleaned, and jointly inspected by the using unit and ESB personnel..
6. All items issued must be returned to the original point of issue; i.e., conex boxes, concrete blocks.
7. All temporary electrical wiring must be removed.
8. Any oil or fuel spill must be removed and taken to the sanitary land fill. The area affected by the spill must be filled with clean dirt.
9. All comm wire must be removed.
10. Arrangements may be made between CAX's to leave such items as fuel farm and ammunition burms and compounds enclosed by concertina in place.

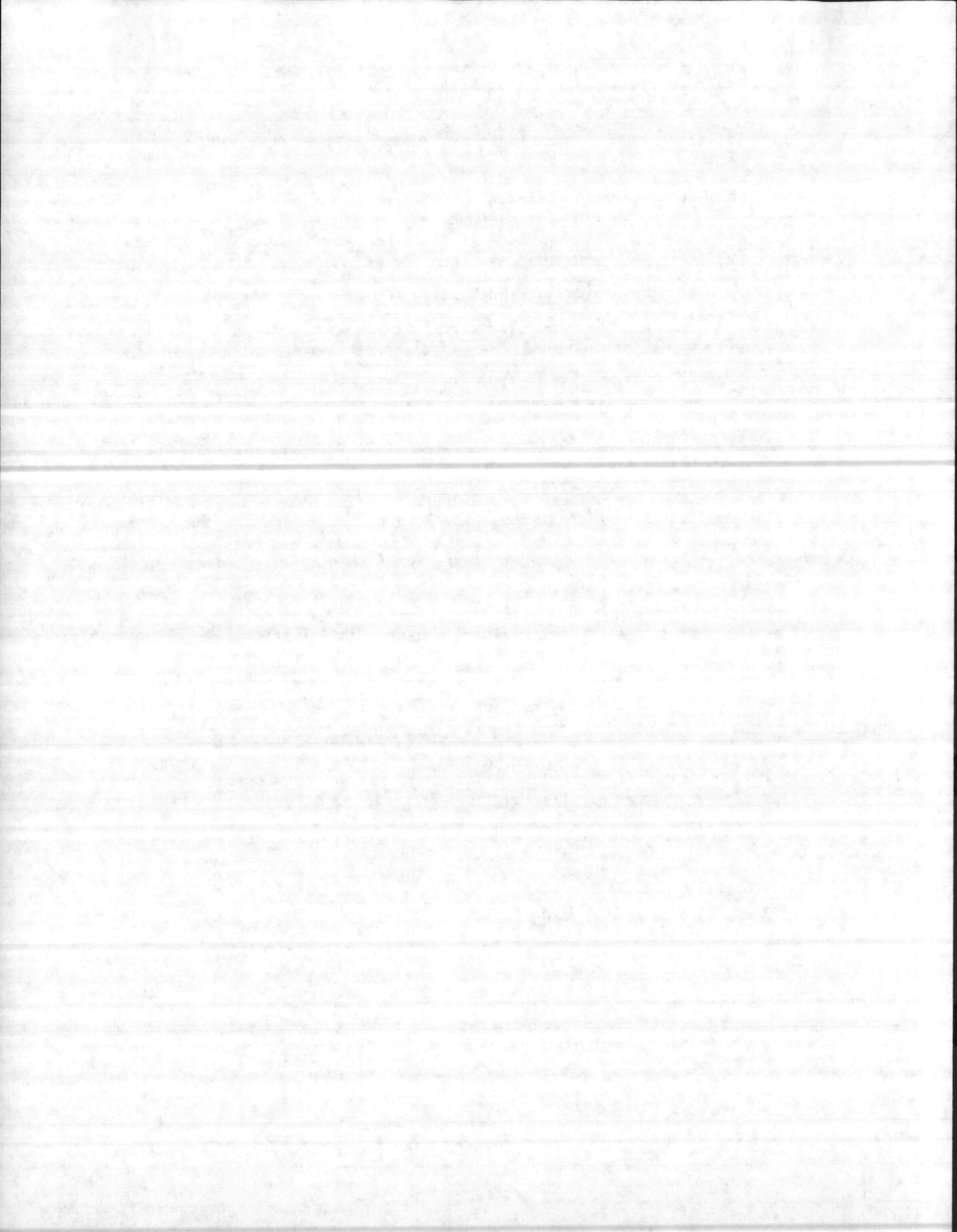
Enclosure (1)

Enclosure (4)



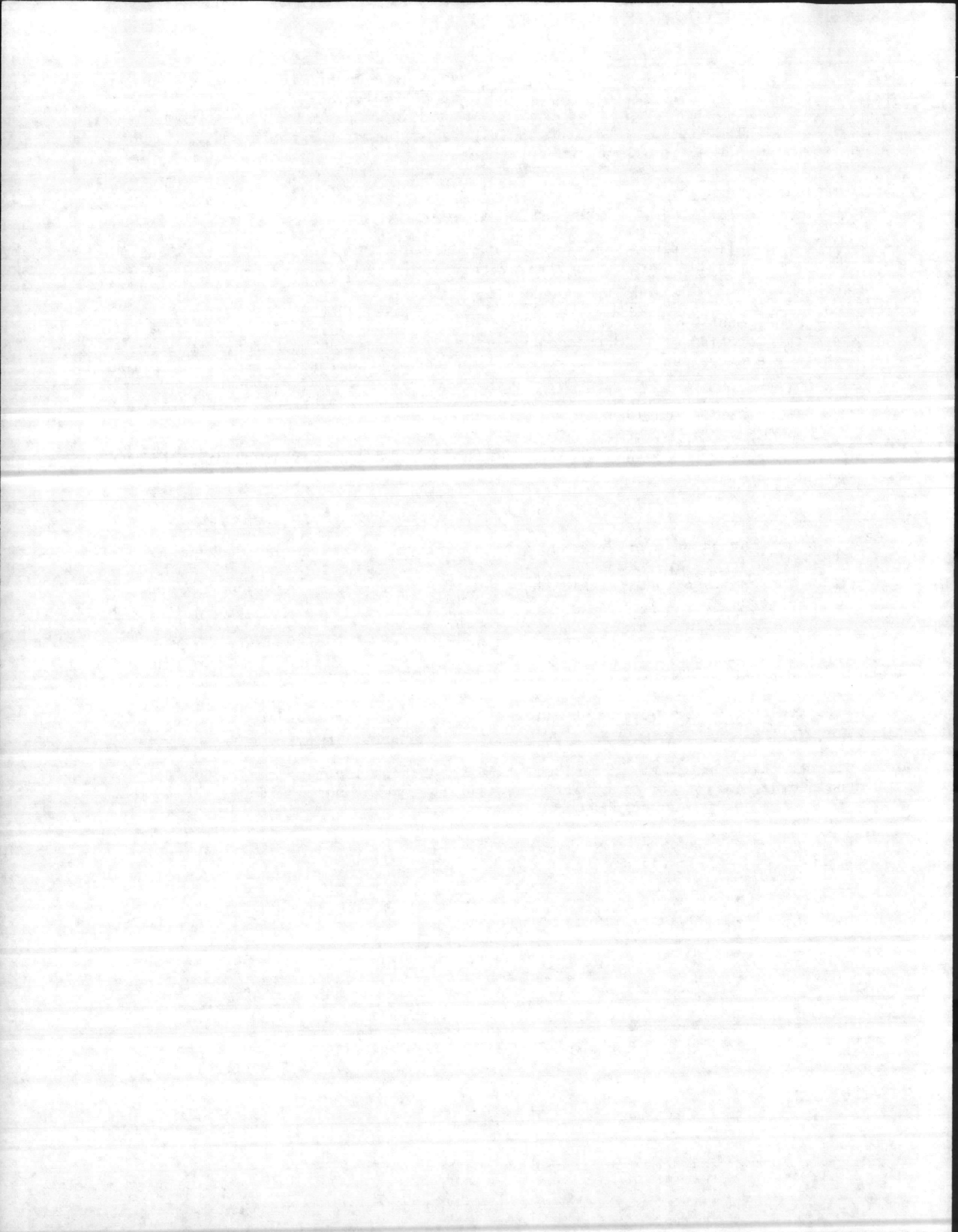
- b. The use of flammable liquids (gasoline, etc.) shall not be used as fuel. Diesel, fuel oil, or kerosene should be utilized in multi-fuel heaters.
 - c. All heaters must have stacks extending not less than 18" above the roof peak.
 - d. Fuel source must be located outside the structure.
 - e. Structures must be occupied at all times whenever heaters are in operation.
 - f. Wood burning heaters are authorized for use under the following conditions:
 - (1) Unit shall be positioned on a noncombustible surface.
 - (2) Combustible materials shall not be allowed to accumulate within 3 feet of the unit.
 - (3) Ashes shall be placed in metal containers and disposed of immediately.
 - (4) Stack shall be in accordance with No. 3 above and in addition must be equipped with a spark arrestor.
 - (5) Units shall not be overloaded with wood fuel.
 - (6) Wood shall not be stored inside the structure.
3. No more than 6 tents may be placed in a row unless separated by 20 feet between tents.
4. Any oil or fuel spill (of over 5 gallons) must be reported to the ESB fire department. The saturated sand must be dug out, taken to the land fill, and replaced with clean sand.
5. An earth dike must be placed around all Class I and II liquids. The height must be at least 18 inches and for large amounts, the height will be sufficient to contain all liquids.
6. A minimum of 20 feet clearance must be provided for each fire hydrant and access will not be hindered in any manner.
7. The following regulations pertain to the dining facility.
- a. The burners must be started outside on the racks provided. Burners will not be started inside the dining facility or tents.
 - b. The stoves must be stored full of fuel. Vapors are much more dangerous than fuel.
 - c. The fire extinguisher pull stations inside the facility must be kept clear and unobstructed.

Enclosure (2)



- d. Exhaust systems, (duct work, range hoods) shall be cleaned frequently and kept free of grease and dirt accumulation.
 - e. The fire alarm system is for evacuation of the building. This does not notify the fire department.
 - f. Whenever the fire alarm or fire suppression system is activated, the fire department shall be notified promptly.
 - g. All cooking where grease is produced will be done under the hood which provides automatic fire protection.
8. A "Fire Watch" must be maintained during all hours of darkness. All personnel must be thoroughly familiar with the procedures for reporting a fire and the location of the fire department. All fires, no matter how small, whether extinguished or not, will be reported to the fire department. To report a fire:
- a. Call extension 6916/3333.
 - b. Know the building number of the fire, or the building number of the nearest head (see enclosure 3).
 - c. Give the fire department your phone number.
 - d. Stand by until fire department arrives to assist as required.
9. There are no roads within the ESB. These are fire lanes and they must be kept open at all times.
10. The fire department conducts two tours of the ESB on a daily basis and the fire inspector conducts three inspections per week. Please give them your full cooperation.
11. Tracked vehicles are not allowed to cross any hard surface road into the billeting area.
12. Tactical vehicles are only allowed into the billeting area for loading or unloading. All motor transport areas will be on the north side of the hard surface road.
13. The camp commander may authorize civilian vehicles. If this is done, a maximum of two locations will be established for parking.
14. Nothing (signs, communication or electric wire, loudspeakers, etc.) will be placed on any commercial power poles.
15. Vehicles will not be washed at the heads or potable water points.
16. For requirements concerning fuel dumps, consult CCO P11320.1.
17. The Exercise Forces are responsible for the police of the area from the intersection of Range Road and Phillips Road to, around, and within the ESB and EAF.

Enclosure (2)



Helpful Hints

1. The ESB has a full time staff of Marines to assist the Exercise Force.
2. Any maintenance problem should be reported to them during normal working hours by stopping by their office or calling extension 6331.
3. Any critical maintenance problems after hours may be called directly to "Emergency Maintenance" at extension 6272.
4. During normal working hours, trash may be taken to the sanitary land fill located at grid 861925 between 0730 and 1600. During weekends you must call emergency maintenance to make arrangements to open the sanitary land fill.
5. Black widow spiders and scorpions are attracted to the heads. To prevent them, the heads should be hosed down daily with water from top to bottom.

Enclosure (4)

Enclosure (4)

