



**UNITED STATES MARINE CORPS**

Marine Corps Air Station Yuma

PO Box 99105

Yuma, AZ 85369-9105

IN REPLY REFER TO:

StaO 1601.1A

XO

22 OCT 2003

STATION ORDER 1601.1A

From: Commanding Officer  
To: Distribution List

Subj: COMMAND BORDER LIAISON PROGRAM

Ref: (a) Station Order 1050.2R  
(b) General Orders of Interior Guard  
(c) MCO 5500.6F (ARMING OF SECURITY AND LAW ENFORCEMENT (LE) PERSONNEL AND THE USE OF FORCE)  
(d) Posse Comitatus Act (PCA) 18 U.S.C. §1385  
(e) Regional Order 1050

Encl: (1) Specific Duties for Staff Non-Commissioned Officer In Charge  
(2) Specific Duties for Non-Commissioned Officers  
(3) Equipment List  
(4) MOR Form  
(5) Examples of Logbook Entries  
(6) Essential Personnel Telephone Checklist

1. Purpose. The Command Border Liaison Program (CBLP) is being undertaken to preserve good order and discipline, unit readiness, and the health, safety, and welfare of Marines and Sailors assigned to Marine Corps Air Station Yuma and tenant commands. The Bureau of Immigration and Customs Enforcement (I.C.E.) has invited Marine Corps Air Station Yuma to stand up the CBLP. CBLP personnel will not interfere with I.C.E. personnel in the performance of their duties even if Marine Corps Air Station Yuma military personnel are involved. The CBLP is not a law enforcement program. CBLP personnel are not present to enforce the laws in support of other Federal or State law enforcement agencies or to support the activities of civilian law enforcement officials. CBLP personnel will not subject non-military citizens to the exercise of military power that is regulatory, proscriptive, or compulsory in nature in violation of reference (d). This order promulgates instructions for the establishment and employment of the CBLP personnel at the San Luis, Arizona port of entry, and other, if directed.

2. Summary of Revision. This order should be reviewed and updated yearly.

3. General

a. Specific duties of CBLP personnel are delineated in enclosures (1) through (5); CBLP personnel must establish total situational awareness, exercise good judgment and understand that their actions and presence reflect on the Marine Corps and Marine Corps Station Yuma. Knowledge of duty orders and procedures is paramount to proper execution of the duties described herein. CBLP personnel are required to be posted where they have the best opportunity to accomplish the purpose of this order. After military personnel have been identified by I.C.E personnel, the CBLP personnel will have the lead in maintaining good order and discipline.

22 OCT 2003

b. Assignment to duties outlined in this order will be made by a separate bulletin published by the Station Adjutant's Office on a monthly basis. Special instructions in response to current events will from time to time be published as separate correspondence. Duties will report to the Station Assistant Officer of the Day (AOOD) one hour prior to assuming duties. After checking-in with the AOOD they will proceed to the Provost Marshal's Office, Building 916, to receive further instructions/guidance and equipment concerning their responsibilities and obligations. Upcoming SNCOIC's of the Border Liaison Duty (SBLD) will contact PMO to schedule a short indoctrination the week before taking over in order to lessen the fog of war when the SBLD takes over the duty.

c. The Station Adjutant is responsible for the provision of all required duty equipment.

d. Recall rosters for this duty will be maintained with the Station Adjutant, AOOD, and the Provost Marshal's Office (PMO).

e. All personnel assigned to duty will read this order the day prior to assuming duty. Any questions as to the responsibilities and/or requirements set forth herein will be directed to the Station Adjutant or the Provost Marshal.

5. Actions

a. Assistant Officer of the Day (AOOD). The AOOD will ensure all CBLP personnel required to stand post are accounted for one hour prior to the assumption of their assigned duties.

b. Provost Marshal's Office, Duty Watch Commander. Ensure that the CBLP personnel are properly briefed on their duties and responsibilities, and have all required equipment to stand post. Once the tour of duty has ended CBLP personnel will report back to the PMO Duty Watch Commander, for de-briefing. The Provost Marshal's Office will maintain the duty references binder, logbook, recall roster, radio, cell phone, vehicle and keys to the vehicle, and brassards. The PMO Duty Watch Commander will then notify the AOOD that all CBLP personnel have returned, with or without incident.

  
J. J. COONEY

DISTRIBUTION: B

22 OCT 2003

## SPECIAL ORDERS FOR THE SNCOIC, COMMAND BORDER LIAISON PROGRAM

1. General. As a representative of the Commanding Officer, the SNCOIC, Border Liaison Duty (SBLD) is responsible for ensuring that all Marines and Navy personnel assigned to Marine Corps Air Station Yuma are properly screened entering and exiting Mexico for the purpose of good order and discipline. The SBLD will ensure that his/her personnel are cognizant of their surroundings and carry out their duties in the most professional military manner possible.
2. Tour. Your tour of duty is normally Thursday, Friday and Saturday, from 2000 to 0400. Duty schedules will accommodate special liberty and holiday and be modified by the Commanding Officer of Marine Corps Air Station Yuma as needed.
3. Uniform. The duty uniform will be utilities.
4. Posting and Relief. The SBLD will normally be posted at San Luis border crossing at 2000 and stand relieved informally at 0400, or as directed by the Commanding Officer of Marine Corps Air Station Yuma. The current SBLD will contact the next week's SBLD to attend a short indoctrination, to be arranged by the upcoming SBLD and PMO. This orientation is crucial to lessening the fog of war when the SBLD takes over the post the following Thursday.
5. Post and Duties
  - a. During your tour of duty, you are in charge of the entire CBLP detail and will be responsible for the overall mission success.
  - b. You will inspect your CBLP detail to ensure they are in proper grooming regulations and the proper uniform. CBLP personnel members must display sound judgment and the ability to think on their feet.
  - c. You will ensure that the CBLP personnel are properly briefed on their duties and responsibilities, and have all their required equipment prior to departing the Provost Marshal's Office.
  - d. You will immediately check-in upon arrival with I.C.E. Supervisor on duty at San Luis border crossing. The I.C.E. supervisor will designate the location of the CBLP posts. Upon completion of the duty, you will checkout with the I.C.E. supervisor on duty.
  - e. Your posts normally will consist of the following:
    1. One SNCOIC as a rover overseeing the entire detail.
    2. Two NCO's posted near the border entrance to Mexico.
    3. One NCO posted near the secondary inspection station entering the United States.
    4. One NCO posted inside the building monitoring foot traffic into the United States.
  - f. While in the performance of your duties you will ensure all members of the CBLP are accompanied by a member from I.C.E.
  - g. You will not delegate your authority or leave your appointed place of duty until properly relieved.
  - h. While performing duties as the SBLD you will wear a CBLP brassard as part of your uniform.

Enclosure (1)

22 OCT 2003

i. You will ensure that none of your CBLP personnel engage in any social or personal activities while on duty.

j. It is strictly prohibited for any member of the CBLP detail to enter Mexico for any reason.

k. CBLP personnel will not perform duties as a law-enforcement/security officer. CBLP personnel will perform as liaison between local law enforcement agencies and this Command. Your CBLP detail will primarily report on events involving military personnel that are service discrediting or reflect conduct prejudicial to good order and discipline. Should such events occur the CBLP detail will document the facts and circumstances of the event and notify PMO Duty Watch Commander.

l. You or members of your CBLP detail will never make initial contact with any personnel at the border crossing. Only after an I.C.E. agent identifies a Marine or Navy personnel will CBLP personnel initiate contact to verify compliance with references (a) and (e).

m. The SBLD will immediately report all criminal activities to the local law enforcement agencies and PMO Duty Watch Commander if it involves service members assigned to MCAS Yuma. The Provost Marshal will take appropriate action.

n. Upon receipt of a report of an arrest involving MCAS Yuma personnel you immediately report the event to the PMO Duty Watch Commander.

o. Any inquiries pertaining to your duties and responsibilities from military or civilians, especially the media, will be referred to the Public Affairs Office (PAO) for comment. You will be required to have PAO business cards in your possession with the PAO address and phone number.

p. The CBLP personnel may apprehend military personnel upon reasonable grounds to believe that the person is committing or has committed an offense under the uniform code of military justice. Marines and Sailors, who are in violation of references (a) or (e), may be detained. The PMO Duty Watch Commander will be immediately notified of the situation. The Provost Marshal will make the proper notifications to the service member's Command and coordinate retrieval of Marines and Sailors apprehended or detained.

q. Once the tour of duty has ended you will report back to the PMO Duty Watch Commander for de-briefing. The Provost Marshal will maintain the duty reference binder, logbook, recall rosters, radio, cell phone, keys to the vehicle and brassards. The PMO Duty Watch Commander will then notify the AOOD that the CBLP detail has returned, with or without incident.

r. You will report to the Station Sergeant Major at 0800 the following Monday morning (Tuesday if a holiday) in order to give the Sergeant Major a thorough de-brief of your tour of duty.

#### 6. Use of Force

a. You will not participate in civilian law enforcement.

b. You may not apprehend or detain civilians unless you are in immediate danger of death or serious bodily injury. Anyone detained will be immediately turned over to I.C.E. personnel.

Enclosure (1)

c. You will not be issued weapons, and you must avoid using force except as a last resort.

d. If force is necessary, then use the minimum necessary to protect yourself, fellow service members, and civilians. You will not use force to merely identify a service member.

e. You may use DEADLY FORCE ONLY AS A LAST RESORT and only under the following circumstances:

(1) In self-defense when you are in immediate danger of death or serious bodily injury.

(2) In defense of fellow service members and civilians who are in immediate danger of death or serious bodily injury.

f. Do not destroy, damage, or seize the property of others to accomplish your Mission.

2. Any use of force will be immediately reported to the I.C.E. supervisor and the PMO Duty Watch Commander.

SPECIAL ORDERS FOR THE NCO, COMMAND BORDER LIAISON PROGRAM

1. General. CBLP personnel are under the direct supervision and control of the Staff Non-Commissioned Officer In Charge (SBLD) for the CBLP.
2. Tour. The tour of duty is normally Thursday, Friday and Saturday, from 2000 to 0400. Duty schedules will accommodate special liberty and holiday periods as well as other nonstandard days, such as Cinco de Mayo, as modified by the Commanding Officer of Marine Corps Air Station Yuma.
3. Uniform. The duty uniform will be utilities.
4. Posting and Relief. The SBLD will post his/her detail at San Luis border crossing at 2000 until 0400, or as directed by the Commanding Officer Marine Corps Air Station Yuma.
5. Post and Duties
  - a. During your tour of duty, the SBLD will be in charge of the entire CBLP detail.
  - b. You will be in proper grooming regulations and the proper uniform. CBLP personnel must display sound judgment, and the ability to think on their feet.
  - c. You will be briefed by the SBLD as to your duties and responsibilities. You will have all your required equipment to stand your post prior to departing the Provost Marshal's Office.
  - d. Immediately arrival you will accompany the SBLD to the check-in with the I.C.E. supervisor on duty at San Luis border crossing.
  - e. The posts will normally consist of the following, unless otherwise directed by I.C.E supervisor or the SBLD.
    1. One SNCOIC as a rover overseeing the entire detail.
    2. Two NCO's posted near the border entrance to Mexico.
    3. One NCO posted near the secondary inspection station entering the United States.
    4. One NCO posted inside the building monitoring foot traffic into the United States.
  - f. While in the performance of your duties you will be accompanied by a member from I.C.E.
  - g. The SBLD will not delegate his authority to you and you may not leave your appointed place of duty unless properly relieved.
  - h. While performing your duties you will wear a CBLP brassard as part of your uniform.
  - i. You will not engage in any social or personal activities while on duty.
  - j. It is strictly prohibited for any member of the CBLP detail to enter Mexico for any reason.

k. The CBLP personnel will not perform duties as a law-enforcement/security officer. CBLP personnel will perform as liaison local law enforcement agencies and this Command. You will act as a reporting/notification detail. You will report on events involving military personnel that are service discrediting or reflect conduct prejudicial to good order and discipline. Should such events occur you will document the facts and circumstances of the event and notify SBLD and PMO Duty Watch Commander.

l. You will never make initial contact with any military personnel at the border crossing until identification has been made by I.C.E personnel. Only after I.C.E personnel identify a Marine or Navy personnel will you initiate contact.

m. You will immediately report all criminal activities to the SBLD or I.C.E personnel.

n. Upon receipt of a report of an arrest involving MCAS Yuma personnel, you will immediately report the event to SBLD and the PMO Duty Watch Commander.

o. Any inquiries pertaining to your duties and responsibilities from military or civilians especially the media will be referred to the Public Affairs Officer (PAO) for comment. You are required to have PAO business cards in your possession with the PAO address and phone number.

p. The CBLP personnel may apprehend military personnel upon reasonable grounds to believe that the person is committing or has committed an offense under the uniform code of military justice. Marines and Sailors, who are in violation of references (a) or (e), may be detained. The SBLD and the PMO Duty Watch Commander will be immediately notified of the situation. The Provost Marshal will make the proper notifications to the service member's Command and coordinate retrieval of Marines and Sailors apprehended or detained.

q. Once your tour of duty has ended you will report back to the PMO Duty Watch Commander for de-briefing. The Provost Marshal's Office will maintain the duty references binder, logbook, recall rosters, radio, cell phone, keys to the vehicle and brassards. The PMO Duty Watch Commander will then notify the AOOD the detail has returned with or without incident.

## 6. Use of Force

a. You will not participate in civilian law enforcement.

b. You may not apprehend or detain civilians unless you are in immediate danger of death or serious bodily injury. Anyone detained will be immediately turned over to I.C.E. personnel.

c. You will not be issued weapons, and you must avoid using force except as a last resort.

d. If force is necessary, then use the minimum necessary to protect yourself, fellow service members, and civilians.

e. You may use DEADLY FORCE ONLY AS A LAST RESORT and only under the following circumstances:

22 OCT 2003

(1) In self-defense when you are in immediate danger of death or serious bodily injury.

(2) In defense of fellow service members and civilians who are in immediate danger of death or serious bodily injury.

f. Do not destroy, damage, or seize the property of others to accomplish your mission.

g. Provide only the assistance designated by this order and special instructions and refer all requests to the Provost Marshal's Office.

h. You may provide immediate assistance if such assistance will prevent death, serious bodily harm or major property damage.

2. Any use of force will be immediately reported to the I.C.E. supervisor, the SBLD, and the PMO Duty Watch Commander.

Equipment list

1. Duty References Binder
2. Logbook
3. Recall Roster
4. Radio
5. Cell phone
6. Unmarked Government vehicle with keys
7. Brassards
8. Public Affairs Officer's business cards
9. MOR Forms

22 OCT 2003

Duty Logbook. The SBLD will maintain a chronological record of the events occurring during the tour of duty. Entries contained in the logbook will be printed.

(1) All logbook entries will be legible and complete, to include:

(a) Name, rank, SSN and unit of all personnel involved.

(b) Name, rank and unit of all personnel notified of specific incident and who notified the OOD/AOOD/Provost Marshal's Office.

(c) Date, time and location of incident as well as the date and time of notification.

(d) Entries should answer the questions: who, what, when, where, why and how. If it is worth noting on a piece of paper to pass on, then it is worth putting in the logbook.

Enclosure (4)

ESSENTIAL PERSONNEL TELEPHONE CHECKLIST

<u>BILLET</u>	<u>CONTACT # (DSN) Home # Cell #</u>
CO, MCAS Yuma	269-2224
XO, MCAS Yuma	269-2224
SgtMaj, MCAS Yuma	269-2777
Station Adjutant	269-2918
Duty Chaplain	269-2371/pgr 015
Operations Duty Officer	269-2326
<b>Military Police</b>	<b>269-2205/2204</b>
<b>Provost Marshal</b>	<b>269-3126</b>
COMCABWEST DUTY OFFICER	267-1141
CO, H&HS	269-5275
XO, H&HS	269-2889
PersO, H&HS	269-5556
CO, MAWTS-1	269-2056
XO, MAWTS-1	269-2060
SDO, MAWTS-1	269-0949
WTI, MAWTS-1	269-2828/PGR 064
AIR OPERATIONS OFFICER	269-3558
<b>PUBLIC AFFAIRS OFFICER</b>	<b>269-2275/PGR 077</b>
<b>PUBLIC AFFAIRS CHIEF</b>	<b>269-2275/PGR 078</b>
DECEDENT AFFAIRS OFFICER	269-2772/3210
CLASSIFIED MATERIAL CONTROL CUSTODIAN	269-2351
FACILITIES MANAGEMENT OFFICER	269-2071
EOD OFFICER	269-2788/PGR 372/374
DISBURSING OFFICER	269-2942
<b>DIR, LAW CENTER</b>	<b>269-3488/2468</b>
FAMILY SERVICES/NAVY RELIEF	269-2374/2373
MAG-13 OOD	269-2124/2321
MACS-1 OOD	269-3800
BOQ	269-3094
DOS RIOS	269-2262
DIR, MCCS	269-2422
IMA OFFICER	269-2816
BRANCH MEDICAL	269-2772/3210
DENTAL CLINIC	269-2352/2353