



UNITED STATES MARINE CORPS
MARINE CORPS AIR GROUND TASK FORCE TRAINING COMMAND
MARINE CORPS AIR GROUND COMBAT CENTER
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CCO 11103.1E
4B
JUN 25 2015

COMBAT CENTER ORDER 11103.1E

From: Commanding General
To: Distribution List

Subj: BACHELOR ENLISTED QUARTERS

Ref: (a) DoD Manual 4165.63-M, "Department of Defense Housing Management,"
October 28, 2010
(b) MCO 11000.22
(c) CCO 11012.1N
(d) MCO 5216.19
(e) CCO 5040.5N
(f) CCO 11014.1D
(g) U.S. Marine Corps BEQ Campaign Plan of 9 Nov 06
(h) Bachelor Enlisted Quarters Instruction Manual

1. Situation. To provide information and instructions for the management, inspection, administration, and utilization of the bachelor enlisted quarters (BEQ) assigned to units aboard the Marine Air Ground Task Force Training Command (MAGTFTC), Marine Corps Air Ground Combat Center (MCAGCC).

2. Cancellation. CCO 11103.1D.

3. Mission. To implement references (a) through (h), and establish local policies and procedures. Reference (h) is to be followed by commanding officers (CO), officers-in-charge (OIC), BEQ management personnel, and residents of BEQs aboard the Combat Center.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. To provide policy and procedures for maintaining maximum utilization of BEQ space and ensuring BEQs are properly maintained to provide the highest quality of life for residents.

(2) Concept of Operations

(a) Reference (h) sets forth instructions which govern the BEQs for the Combat Center.

(b) COs and OICs of units with military personnel residing in BEQs are responsible for supporting the Assistant Chief of Staff G-4 (AC/S), in providing proper management, inspection, maintenance, and utilization of the BEQs.

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b. Subordinate Element Missions

(1) COs and OICs

(a) Ensure compliance with this Order and the policies contained in the references.

(b) Unit commanders may establish procedures more restrictive than the directives in the references. To relax any of the criteria in the references requires approval from the Commanding General, MAGTFCTC, MCAGCC.

(c) In accordance with reference (h), appoint an officer or staff noncommissioned officer in writing as the unit's billeting officer.

(2) AC/S G-4

(a) Responsible for establishing local instructions for the utilization, management, and maintenance of the BEQs aboard the Combat Center.

(b) Ensure that reference (h) is reviewed annually, complies with higher level directives contained in the references, and is available for units to utilize.

(c) The instruction manual can be viewed at http://www.29palms.marines.mil/Portals/56/Docs/G4/BEQ%20INSTR%20MANUAL%20AND%20COVER%20LETTER_17_June2015.pdf.

5. Administration and Logistics.

a. Directives issued by this Headquarters are published and distributed electronically. Electronic versions of Combat Center directives can be found at <http://www.29palms.marines.mil/Staff/G1Manpower/AdjutantOffice/Orders.aspx>.

b. Forms. Form CC 11103/13 Twentynine Palms MCAGCC - BEQ Check-In can be obtained from the Naval Forms Online web site at <https://navalforms.documentservices.dla.mil/web/public/home>. Use the forms tab to access the search page; the number or title can be entered in the keyword search.

6. Command and Signal

a. Command. This Order is applicable to active duty, reserve Armed Forces personnel, and civilians aboard the Combat Center.

b. Signal. This Order is effective the date signed.


J. B. HANLON
Chief of Staff

Distribution: A