



UNITED STATES MARINE CORPS
MARINE AIR GROUND TASK FORCE TRAINING COMMAND
MARINE CORPS AIR GROUND COMBAT CENTER
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COMBAT CENTER BULLETIN 3000

From: Commanding General
To: Distribution List

Subj: CRISIS ACTION TEAM (CAT) AND EMERGENCY OPERATIONS CENTER (EOC)
ACTIVATION LEVELS

Encl: (1) CAT "A" and "B" and EOC Activation Levels
(2) EOC Organizational Chart

1. Situation. Marine Air Ground Task Force Training Command, Marine Corps Air Ground Combat Center (Combat Center) will when required, activate the CAT, a core advisory group that can be quickly assembled and can provide advice and counsel for most situations. The CAT will advise when advanced situations necessitate additional assets. When required, the Combat Center will activate the EOC at an activation level 3 or 4 as described in the enclosures.

2. Mission. The Commanding General makes decisions and takes action to protect the Marine Corps interests, service members, civilian employees, family members, facilities, and assets from a wide range of natural and manmade threats, including both internal and external incidents; and takes action to recover and reconstitute critical infrastructure and capabilities.

3. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. We continue to strengthen our emergency procedures. A key element in an effective mission assurance program is a sound emergency management plan which includes strengthening our crisis response and overall EOC procedures. While this plan is being developed, this Bulletin will serve to "bridge the gap" by defining the CAT "A" and "B" composition and EOC activation levels. The end state will be that our installation is better prepared to plan, coordinate, command, and control our resources in response to crisis and emergency situations.

(2) Concept of Operations. The Combat Center CAT and EOC members will continue defining information requirements and developing communication plans, procedures, and systems that support required communications and resource management for an effective incident management process.

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b. Subordinate Element Missions. Assistant Chiefs of Staff, Commanding Officers, Officers In Charge, and Directors:

(1) Will ensure all assigned CAT and EOC members understand and have completed all required training per MARADMIN 563/11.

(2) Will ensure all assigned CAT and EOC members participate and understand their role in CAT and EOC activation.

(3) If an emerging crisis or emergency occurs during working hours the Commanding General or the Chief of Staff will activate either CAT "A" or CAT "B" depending on the nature of the situation. The members of the CAT will then provide recommendations to respond to the crisis or emergency and, if required, recommendations to conduct a level 3 or 4 activation of the EOC. Only the Commanding General or the Chief of Staff can order a level 3 or 4 activation of the EOC. If a level 3 or 4 activation of the EOC is ordered during working hours the Assistant Chief of Staff (AC/S) G-7 will conduct the notification and recall of designated EOC personnel. Note, in some instances a natural or manmade emergency may be of such a serious or catastrophic nature that an immediate level 3 or 4 activation of the EOC is required.

(4) During non-working hours the Command Duty Officer (CDO) will contact the Chief of Staff or his designee in order to make the appropriate decision on CAT recall or EOC activation. On order the CDO will contact the AC/S G-7 who will conduct the recall of CAT members or the recall of EOC personnel.

(5) Tenant Commanders. Liaison officers (LNOs) are always invited to participate in EOC exercises.

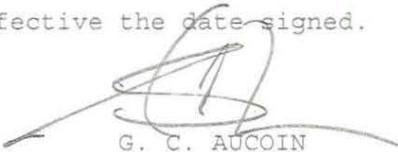
c. Coordinating Instructions. The point of contact for this Bulletin is Michael Burns at (760) 830-1884, cell (760) 401-6582, or email: Michael.F.Burns1@usmc.mil.

4. Administration and Logistics. Distribution statement A directives issued by the Commanding General are distributed via email upon request and can be viewed at <http://www.29palms.usmc.mil/dirs/manpower/adj/ccotoc.asp>.

5. Command and Signal

a. Command. This LOI is applicable to active-duty, reserve, and civilian personnel aboard the Combat Center.

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


G. C. AUCOIN
Chief of Staff

JUN 16 1997

CAT "A" and "B" and EOC Activation Levels

<u>Activation Level</u>	<u>Actions</u>	<u>Minimum Staff</u>	<u>Facility</u>
0 - Normal	<p align="center">"Normal Operations"</p> <ul style="list-style-type: none"> • Threat Working Group (WG) and Mission Assurance WG meetings - No incident exists sufficient to warrant EOC activation 	None	None Required
1 - Watch	<p align="center">"Enhanced Operations"</p> <ul style="list-style-type: none"> • FPCON Changes • Terrorism Threat Warnings • Criminal/Terrorism Surveillance Activities • Special Events Planning • Storm Preparations • Planned power blackouts - No incident exists sufficient to warrant EOC activation 	<p>Crisis Action Team (CAT) A</p> <p>(Consists of G-3, G-4, G-5, G-7 & SJA)</p>	EOC, Bldg 1559 or G-7 Conference Room, Bldg 1525
2 - Special Activation	<p align="center">"Specialized Operations"</p> <ul style="list-style-type: none"> • Bomb Threats • Biological Threats (terrorism or natural causes) • Special Events • Unplanned wide scale power blackouts • Active Severe Storm Warnings/Watches - Unique emergency conditions exist sufficient to warrant the activation of the EOC if recommended by members of the CAT. - Additional planning and coordination involving some members of the EOC/technical expert might be warranted. 	<p>Crisis Action Team (CAT) B</p> <p>(Consists of G-1, G-3, G-4, G-5, G-7, SJA, PMO and Fire)</p> <p>*other technical specialists as required</p> <p>Tenant LNO invited</p>	EOC, Bldg 1559 or G-7 Conference Room, Bldg 1525
3 - Partial Activation	<p align="center">"Limited Operations"</p> <ul style="list-style-type: none"> • Evacuation of more than 5% of personnel • Flooding, Major Storms, Moderate/Large Scale Structural Fires • Small Wildfires, Small Scale Hazardous Material Spill • Active Shooter • Determine status of response/recovery resources • Determine current status of all emergency response and recovery assets - Potential or actual emergency conditions exist sufficient to warrant activation of the EOC - 24/7 situational awareness staffing of the EOC 	<p>Designated EOC Members (i.e. Small Scale Event less than 2 days expected)</p> <p>Tenant LNO invited</p>	EOC, Bldg 1559 or G-7 Conference Room, Bldg 1525

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<u>Activation Level</u>	<u>Actions</u>	<u>Minimum Staff</u>	<u>Facility</u>
4 - Full Activation	<p align="center">"Full 24/7 Operations"</p> <ul style="list-style-type: none"> • Evacuation of more than 15% of personnel • Major Earthquake • Overt Terrorism Incident • Moderate/Large Scale Hazardous Material Spill response requiring mutual aid and environmental spill response • Confirmed Biological Incident (Terrorism or Natural Causes) • Determine status of response/recovery resources • Initiate/continue resource management support for the Incident Commander <ul style="list-style-type: none"> - Potential or actual emergency condition(s) exist sufficient enough to warrant activation of the EOC - 24/7 situational awareness staffing of the EOC with defined operational periods and required reports 	<p align="center">All EOC Members (i.e. Large Scale Event more than 2 days expected)</p> <p align="center">Tenant LNO invited</p>	<p align="center">EOC (Bldg 2070, 1707 or tactical Basex)</p>

Enclosure (1)

EOC Organizational Chart

