



UNITED STATES MARINE CORPS  
MARINE AIR GROUND TASK FORCE TRAINING COMMAND  
MARINE CORPS AIR GROUND COMBAT CENTER  
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TWENTYNINE PALMS, CALIFORNIA 92278-8100

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OCT 07 2014

COMBAT CENTER BULLETIN 3000

From: Commanding General  
To: Distribution List

Subj: CRISIS ACTION TEAM AND EMERGENCY OPERATIONS CENTER ACTIVATION LEVELS

Ref: (a) MARADMIN 563/11

Encl: (1) CAT "A" and "B" and EOC Activation Levels  
(2) Incident Command System Interface and EOC Organizational Chart  
(3) Planned Event Flowchart  
(4) Unanticipated Event Flowchart  
(5) Request for Assistance Matrix

1. Situation. Marine Air Ground Task Force Training Command (MAGTFTC), Marine Corps Air Ground Combat Center (MCAGCC) will respond to emergencies and regional disasters that pose a threat to the accomplishment of the MAGTFTC, MCAGCC mission with the activation of the Crisis Action Team (CAT). The CAT is a core staff advisory group that can quickly assemble and provide advice and counsel for emergency situations. The CAT will provide advice on the current known situation, how the mission is being affected, and what steps can, and will be taken in order to mitigate any negative effects to the command. When the emergency situation requires planning and execution in excess of 48-hours, MAGTFTC, MCAGCC will activate the Emergency Operations Center (EOC) at an activation level 3 or 4.

2. Mission. MAGTFTC, MCAGCC shall employ the CAT and the EOC, as required. They shall plan and execute activities necessary to preserve the MAGTFTC, MCAGCC service-level training mission. They will also sustain installation requirements as well as coordinate any necessary defense support to civil authorities in response to regional crisis.

3. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. Preserve the MAGTFTC, MCAGCC service-level training mission and all installation sustainment requirements through sound emergency management as managed by an effective CAT and EOC. Enclosure (1) defines the CAT "A" and "B" composition and EOC activation levels. Conduct necessary planning, coordination, and command and control in order to mitigate all emergency situations affecting the MAGTFTC, MCAGCC mission.

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(2) Concept of Operations. In accordance with enclosures (2) through (5), MAGTFTC, MCAGCC executes emergency management with the activation of the CAT, and, if necessary, the EOC. The CAT or EOC plans and executes MAGTFTC, MCAGCC activities and responses that mitigate the effects of any emergency that compromised the mission and coordinates any MAGTFTC, MCAGCC support to regional civil authorities.

b. Subordinate Element Mission

(1) Assistant Chiefs of Staff, Commanding Officers, and Special Staff Officers

(a) Ensure all assigned CAT and EOC members understand and have completed all required training in accordance with the reference.

(b) Ensure all assigned CAT and EOC members participate and understand their role in CAT and EOC activation.

(c) 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 activate 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. 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.

(d) 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.

(2) Tenant Commanders. Liaison Officers (LNOs) are encouraged to participate in EOC exercises and can be employed when the EOC is established for actual emergency management.

c. Coordinating Instructions. The point of contact for this Bulletin is Michael Burns at (760) 830-1884, (760) 401-6582, or email at 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.marines.mil/Staff/G1Manpower/AdjutantOffice/Bulletins.aspx>.

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5. Command and Signal

a. Command. This Bulletin is applicable to active duty, reserve, and civilian personnel aboard MAGTFTC, MCAGCC.

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

  
J. B. HANLON  
Chief of Staff

Distribution: A

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

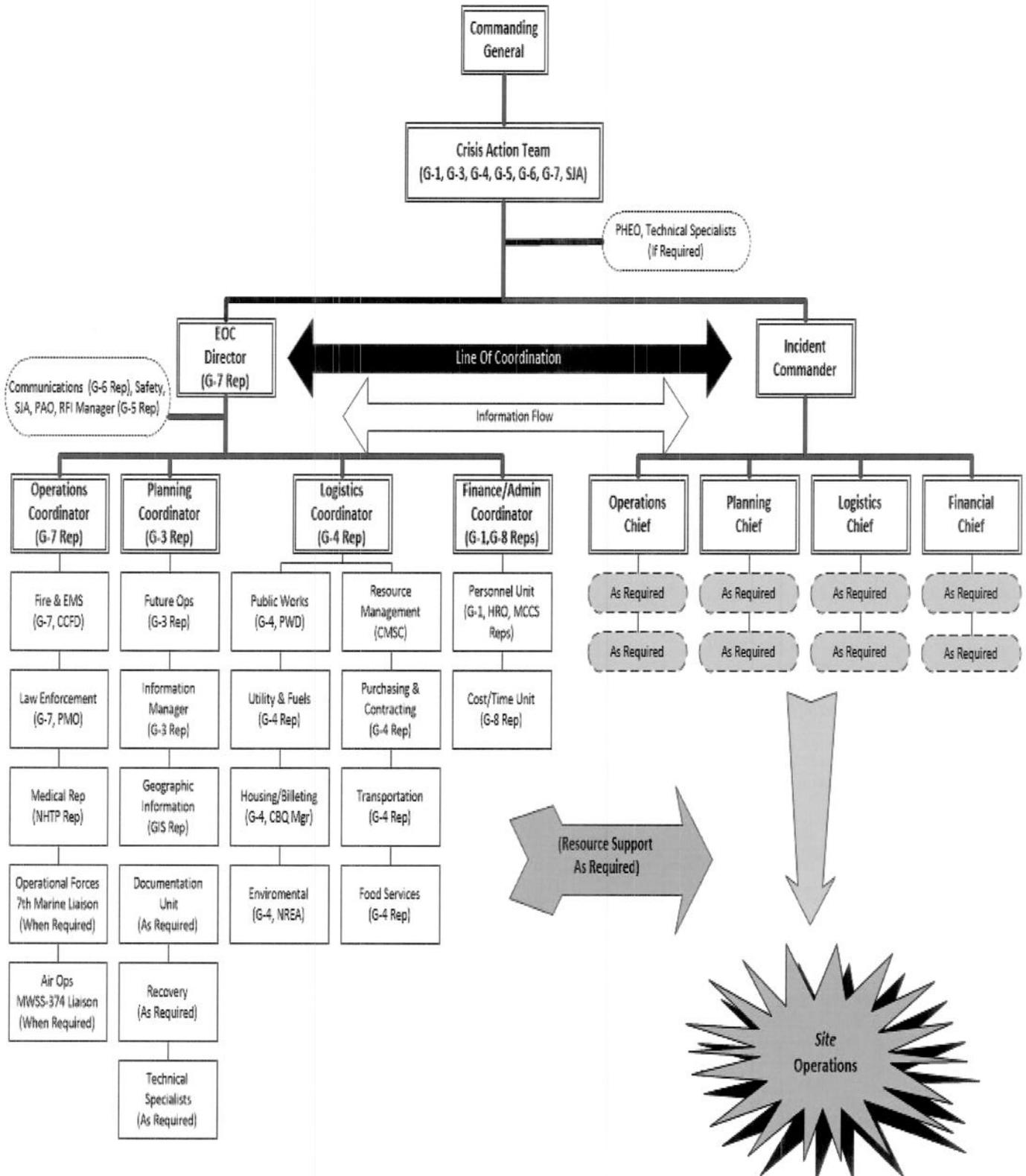
<u>Activation Level</u>	<u>Actions</u>	<u>Minimum Staff</u>	<u>Facility</u>
0 - Normal	<p align="center"><b>"Normal Operations"</b></p> <ul style="list-style-type: none"> <li>• Threat Working Group (WG) and Mission Assurance WG meetings</li> <li>- No incident exists sufficient to warrant EOC activation</li> </ul>	None	None Required
1 - Watch	<p align="center"><b>"Enhanced Operations"</b></p> <ul style="list-style-type: none"> <li>• FPCON Changes</li> <li>• Terrorism Threat Warnings</li> <li>• Criminal/Terrorism Surveillance Activities</li> <li>• Storm Preparations</li> <li>- No incident exists sufficient to warrant EOC activation</li> </ul>	CAT A  (Consists of G-3, G-4, G-5, G-7 & SJA)	CG's Conference Room, Bldg 1559 or G-7 Conference Room, Bldg 1525
2 - Special Activation	<p align="center"><b>"Specialized Operations"</b></p> <ul style="list-style-type: none"> <li>• Bomb Threats</li> <li>• Biological Threats (terrorism or natural causes)</li> <li>• Significant Special Events</li> <li>• Wide scale power blackouts expected to last more than 24 hours</li> <li>• Active Severe Storm Warnings/Watches</li> <li>• Active Shooter</li> <li>• Small Wildfire</li> <li>• Small Scale Hazardous Material Spill</li> <li>- Unique emergency conditions exist sufficient to warrant the activation of the EOC if recommended by members of the CAT.</li> <li>- Additional planning and coordination involving some members of the EOC/technical expert might be warranted.</li> </ul>	CAT B  (Consists of G-1, G-3, G-4, G-5, G-6, G-7, SJA, PMO and Fire) *other technical specialists as required  Tenant LNO invited	CG's Conference Room, Bldg 1559 or G-7 Conference Room, Bldg 1525
3 - Partial Activation	<p align="center"><b>"Limited Operations"</b></p> <ul style="list-style-type: none"> <li>• Evacuation of more than 5% of personnel</li> <li>• Flooding, Major Storms,</li> <li>• Moderate/Large Scale Structural Fires</li> <li>• Moderate/Large Scale Hazardous Material Spill response requiring mutual aid and environmental spill response</li> <li>- Potential or actual emergency conditions exist sufficient to warrant activation of the EOC</li> <li>- 24/7 situational awareness staffing of the EOC</li> </ul>	Designated EOC Members (i.e. Small Scale Event 4-48 hours expected)  Tenant LNO invited	EOC, Bldg 2080 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 style="text-align: center;"><b>"Full 24/7 Operations"</b></p> <ul style="list-style-type: none"> <li>• Evacuation of more than 15% of personnel</li> <li>• Major Earthquake</li> <li>• Overt Terrorism Incident</li> <li>• Confirmed Biological Incident (Terrorism or Natural Causes)</li> <li>- Potential or actual emergency condition(s) exist sufficient enough to warrant activation of the EOC</li> <li>- 24/7 situational awareness staffing of the EOC with defined operational periods and required reports</li> </ul>	All EOC Members (i.e. Large Scale Event more than 2 days expected)	EOC Bldg 2080

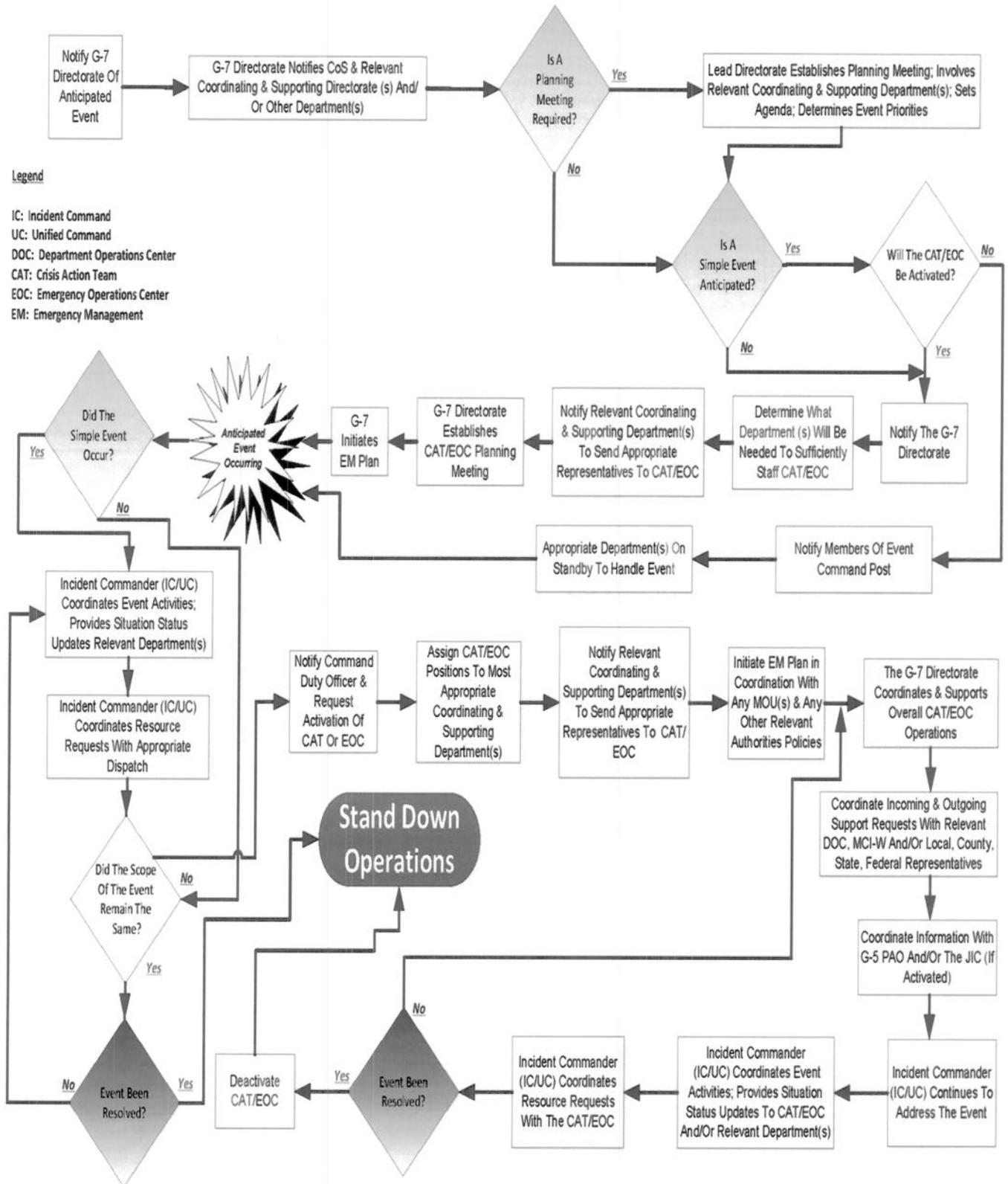
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Incident Command System Interface and EOC Organizational Chart



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Planned Event Flowchart

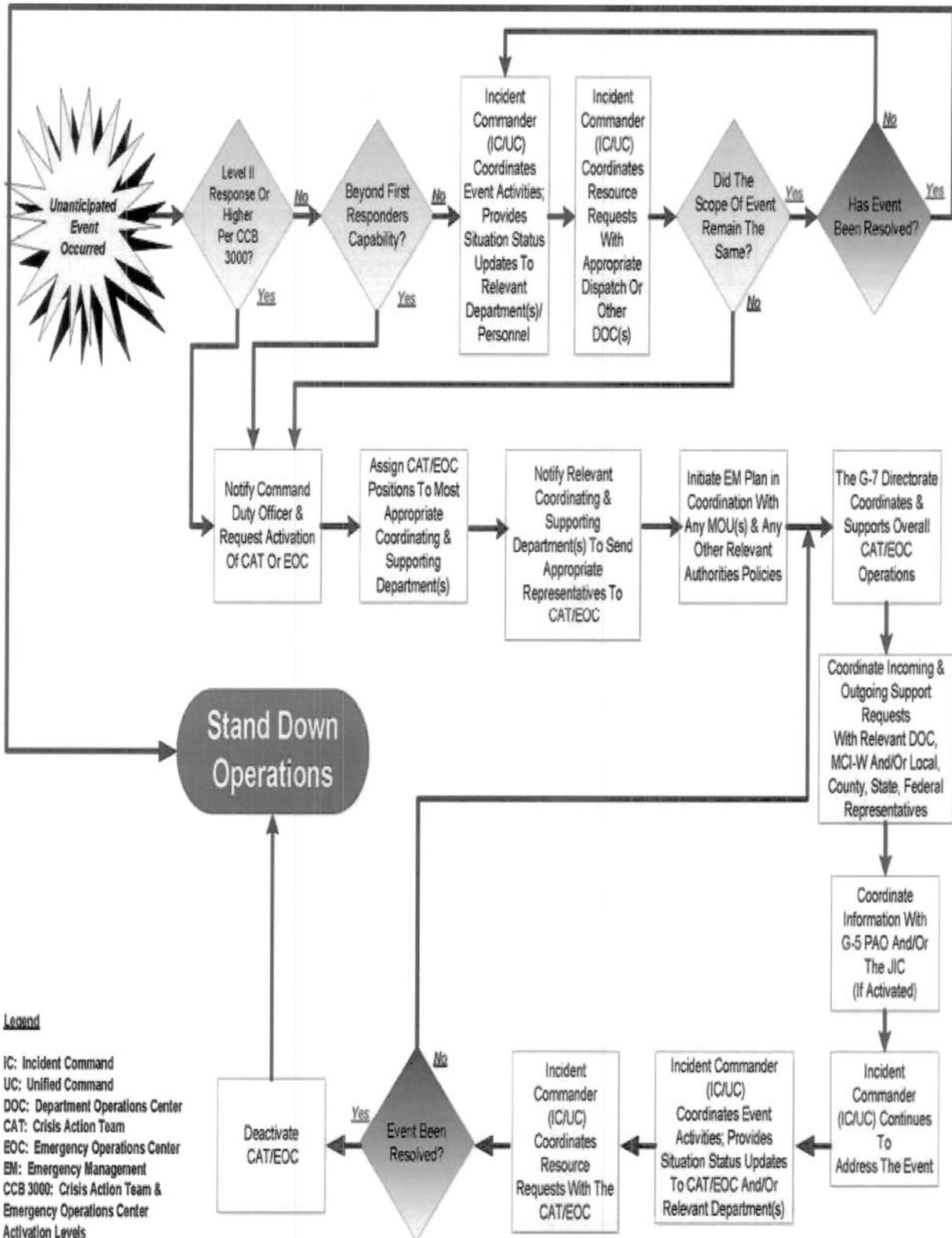


Legend

- IC: Incident Command
- UC: Unified Command
- DOC: Department Operations Center
- CAT: Crisis Action Team
- EOC: Emergency Operations Center
- EM: Emergency Management

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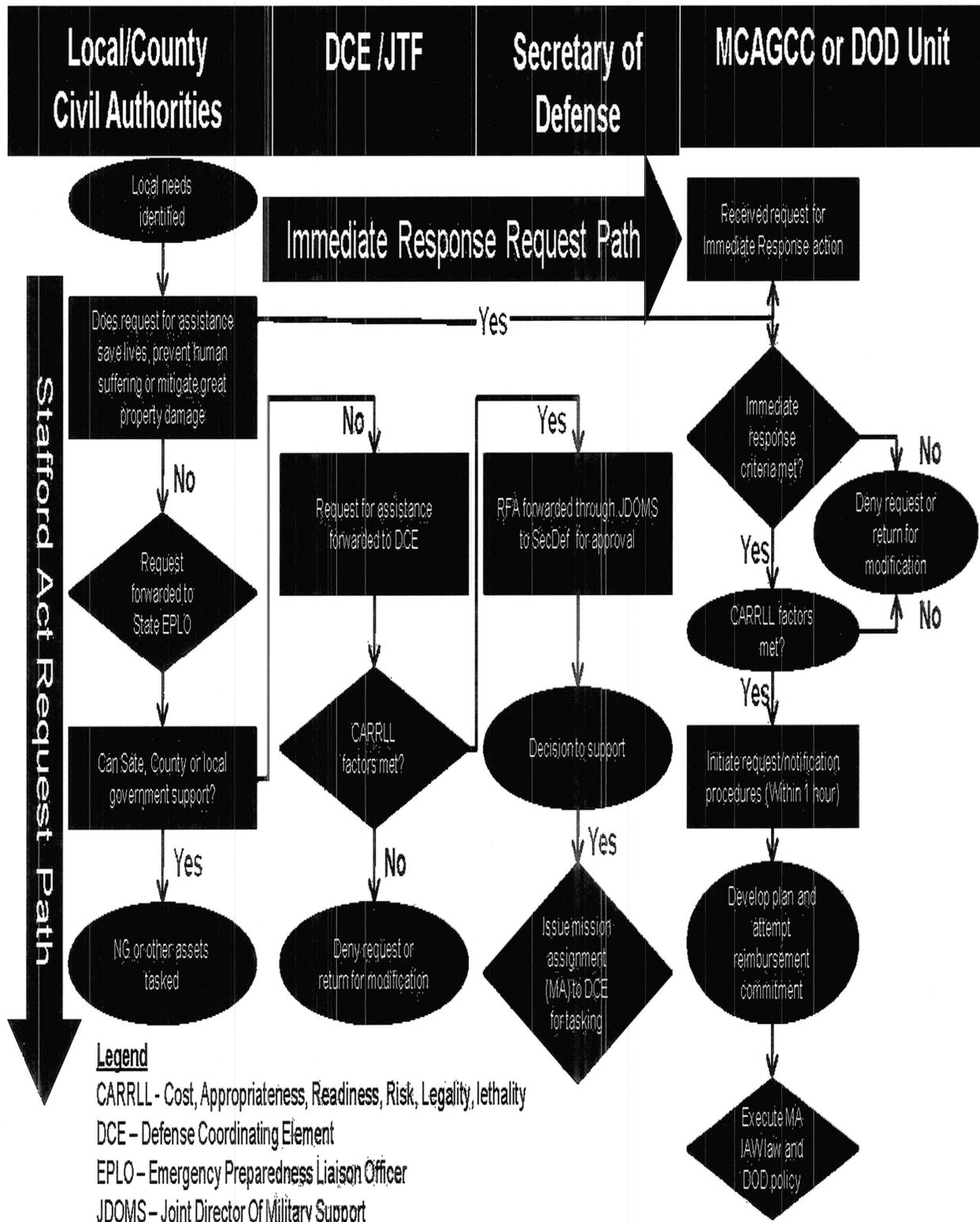
Unanticipated Event Flowchart



**Legend**

- IC: Incident Command
- UC: Unified Command
- DOC: Department Operations Center
- CAT: Crisis Action Team
- EOC: Emergency Operations Center
- EM: Emergency Management
- CCB 3000: Crisis Action Team & Emergency Operations Center Activation Levels

Request For Assistance Matrix



**Legend**

CARRLL - Cost, Appropriateness, Readiness, Risk, Legality, lethality

DCE - Defense Coordinating Element

EPLO - Emergency Preparedness Liaison Officer

JDOMS - Joint Director Of Military Support

NG - National Guard