



UNITED STATES MARINE CORPS
CAMPS FOSTER AND LESTER
MARINE CORPS INSTALLATIONS PACIFIC-MARINE CORPS BASE CAMP BUTLER
UNIT 35002
FPO AP 96373-5002

CampO 1630.2
CO

CAMP ORDER 1630.2

From: Camp Commander, Camps Foster and Lester, Marine Corps
Installations Pacific-Marine Corps Base Camp Butler
To: Distribution List
Subj: COURTESY PATROL PROGRAM
Ref: (a) Marine Corps Bases Japan/III Marine Expeditionary Force
Order 1050.7A Ch 2
Encl: (1) Map of Area 4 (Futenma-Kitamae-American Village District)
(2) Pre-Patrol Checklist
(3) Minor Offense Report
(4) Post Duty Report Template
(5) Courtesy Patrol Public Affairs Guidance
(6) Cooperative Association Placard

1. Situation

a. Off-base incidents of misconduct are inconsistent with our standards of conduct and tarnish our relationship with our Japanese hosts. As ambassadors of the United States in Japan, it is imperative we take a proactive approach to reduce the potential for any off-base misconduct. Therefore, per reference (a), Courtesy Patrols will be established in areas on Okinawa which are frequently visited by Status of Forces Agreement (SOFA) members to deter acts of misconduct while providing assistance to SOFA members as well as local business establishments. The Courtesy Patrol Program strongly reinforces the mindset of liberty being a real mission because the leaders are out and about checking and walking the highly frequented liberty sites. The mere physical presence of their leaders on the streets is an intangible, immeasurable, yet effective means for reminding Marines and Sailors of WHO they are and WHY the military is on Okinawa.

b. The purpose of this Order is to publish guidance for the establishment and conduct of courtesy patrols in the Camps Foster/Lester areas. This Order is applicable to all SOFA members residing in and/or assigned to commands within Marine Corps Bases Japan (MCBJ) and tenant commands aboard Camps Foster/Lester.

2. Mission. Leaders have a responsibility to influence and sustain the discipline of their Marines' and Sailors' behaviors and values during off-duty hours. To ensure that our Marines and Sailors are adhering to the Liberty Campaign Plan described in reference (b),

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effective immediately, Courtesy Patrols will be conducted in designated off-base locations frequented by SOFA members in order to deter and minimize, to the greatest extent, incidents of misconduct.

3. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent

(a) It is my intent for this Courtesy Patrol Program to support an overall joint effort by providing Marine Corps/Navy patrols, in addition to coordinating multi-service patrols on the streets of Okinawa surrounding Camps Foster/Lester. Establishing a proactive presence will provide assistance and guidance to SOFA members on liberty off-base, thus reducing the frequency and severity of negative off-base incidents. The Courtesy Patrols are intended, through reasonable safe efforts, to deter acts of misconduct by SOFA members by actively patrolling frequently visited off-base liberty areas.

(b) Misconduct by any SOFA member is not tolerated, not only in communities within the United States, but also in foreign nations such as Japan.

(2) Concept of Operations. The Courtesy Patrol teams will consist of three service members. The teams will patrol during the weekends and holiday liberty periods in three geographic areas frequented by SOFA members during off-base liberty hours. The patrols will patrol the identified areas with the intention of minimizing incidents involving misconduct or potential misconduct, making reasonable attempts to defuse potential volatile situations (but not at the expense of personal safety), and building positive relations with the Okinawan community.

(a) Hours of Patrolling. Courtesy Patrols will be conducted on Fridays, Saturdays, and during holiday liberty periods from 2200 to 0200. If liberty is otherwise restricted, further direction by this authority will be provided via separate correspondence identifying a change to the hours of patrolling.

(b) Areas of Responsibility. The Courtesy Patrol Program designates three off-base liberty areas, Futenma-Kitamae-American Village District. Zone limits are defined in enclosure (1).

1. North: American Village/Jusco Shopping Complex
2. Complex Central: Kitamae Bar District
3. Futenma Main Gate-Hwy and 58 Bar/Entertainment District

(c) Personnel Assignments. Per the reference, all MCBJ, Marine Aircraft Wing (MAW) and Marine Logistics Group (MLG) commands will provide personnel to support their respective courtesy patrols. All commands will ensure the contents of this Order are strictly adhered to.

(d) Team Composition. Each area will be covered by foot-mobile and/or vehicle-based roving patrol teams. Teams will consist of at least one Officer or one Staff Noncommissioned Officer, and two Noncommissioned Officers (NCO). NCOs assigned to Courtesy Patrol must be in a Gold Liberty Card status.

(e) Conduct of Patrol

1. Courtesy Patrol personnel will muster with the Desk Sergeant at Building 496, Provost Marshal's Office (PMO) on Camp Foster at 2130 and complete a pre-patrol checklist, per enclosure (2), prior to departing for patrol. Teams will also receive a blank Minor Offense Report (MOR), see enclosure (3), mobile phones, courtesy patrol contact card, and a map of the patrol area.

2. The Courtesy Patrol will patrol their assigned areas, observing the conduct of SOFA members. At no time will any members of the Courtesy Patrol separate. All criminal activities will be immediately reported to the PMO.

3. The Courtesy Patrol will enter establishments when invited to do so by the manager of an establishment or by the Okinawan Police in order to assist in incidents involving SOFA members. The Courtesy Patrol may also enter establishments as a preventive measure in order to ensure SOFA members are maintaining good order and discipline. Enclosure (6) depicts the sign of those establishments that have agreed to allow the Courtesy Patrol to freely enter their establishment. If denied entry into an establishment, this shall be reflected in the Courtesy Patrol's report.

4. Members of the Courtesy Patrol are expected to resolve volatile situations involving SOFA members in the most peaceful way possible. At no time will a member of the Courtesy Patrol jeopardize the safety of themselves or others while carrying out their duties.

5. Become familiar with Marine Corps policy regarding proper liberty attire. Ensure all U.S. service members are adhering to orders and regulations regarding the appropriate wearing of liberty attire.

6. In any situation where local police are on the scene involving SOFA members, remain on the scene and call PMO immediately. Do not interfere with the Okinawan Police.

7. When a civilian commits misconduct, ensure as much personal information is gathered regarding the individual and the offense committed and immediately report the incident to the PMO.

8. Every reasonable attempt shall be made to limit physical contact with non-SOFA status personnel.

9. Become familiar with all "off-limit" establishments within the area of responsibility. Report violations of all SOFA members observed entering or exiting such establishments. Ensure the SOFA member's personal information is documented and direct the SOFA member to return to base immediately.

10. Record all significant incidents via a post-patrol report to the Commander at the conclusion of the patrol using the Post-Duty Report Template (enclosure 4).

11. In the event a member of the Courtesy Patrol or SOFA member requires emergency medical assistance, call the emergency operator at 911 on Camp Foster. For non-emergency medical care, call the Camp Foster Command Duty Officer.

12. The purpose of the Courtesy Patrol is not to harass military members on liberty, but to exhibit a leadership presence in order to facilitate the proper conduct of members on liberty.

13. In any situation involving misconduct by SOFA member(s), attempt to learn the identity of the individual(s).

b. Tasks

(1) Garrison Mobile Equipment, Marine Corps Base (MCB)

(a) Provide vehicle support.

(2) G-6 Division, MCB

(a) Provide mobile phone support use for the Courtesy Patrol team leaders during patrolling. Ensure all mobile phones have photo capability and emergency phone numbers, i.e. PMO, USNH, etc. are pre-programmed into the mobile phone prior to issue.

(3) Camp Director, Camps Foster and Lester

(a) Provide a weekly report of significant incidents or results of patrols to the Deputy Commander, MCBJ.

(b) Provide drivers to escort the Courtesy Patrol teams to their designated area of responsibility.

c. Coordinating Instructions

(1) Uniform

(a) Marines: Service "C" uniform. In inclement weather, the tanker jacket or all weather coat may be worn. Females will wear service slacks.

(b) Sailors: Service uniform. Females will wear service slacks.

(2) Resolving Situations

(a) When potential or actual misconduct is observed, members of the Courtesy Patrol will identify themselves by their name and rank. They will state they are members of a Courtesy Patrol, and direct the offender(s) to cease and desist the activity in question immediately.

(b) If an individual does not cease and desist immediately, or patrol members believe the incident should be reported, gain identification of the offender by directing the individual(s) to produce an identification card. Record the information from the identification card and ask for their unit information. If the offender is a non-military, SOFA member, ask for an identification card and location of employment or his/her sponsor's unit information. Record as much information as possible. Should any party refuse to provide any information, advise the individual his/her behavior and description will be provided to military law enforcement authorities. If possible, use the mobile phone camera to obtain a photograph of the offender.

(c) If a situation cannot be resolved by intervention or if law enforcement support is required, immediately contact the Area Security Force/PMO, relaying the Courtesy Patrol member's identification and a brief explanation of the situation. If U.S. military law enforcement personnel are unable to respond in a timely manner, Courtesy Patrol members may attempt to ask offenders to remain at the Courtesy Patrol's location. If the offenders refuse to be detained or have refused to provide identification information, attempt to maintain visual contact with the offender until PMO arrives.

1. Courtesy Patrol members will not use force to detain offenders unless necessary to prevent the commission of a serious or violent crime or apprehend someone observed by the Courtesy Patrol committing a serious or violent crime.

2. If clearly identified as a service member and observed committing an offense under the Uniform Code of Military

Justice, the Courtesy Patrol may use reasonable physical force to detain the individual until PMO arrives.

(d) Military personnel who are detained by the Courtesy Patrol due to misconduct or to avoid the potential for misconduct will be taken to the muster area. The offenders will be released to their unit representative as determined by the unit's Command Duty Officer. Units must retrieve their respective service member(s) in a timely manner.

(e) Courtesy Patrols are not authorized to detain civilian personnel unless necessary to prevent the commission of a serious or violent crime or apprehend someone observed committing a serious or violent crime. In cases involving civilian misconduct, attempt to identify as much information on the individual in question. Provide the information to military law enforcement.

(f) The use of force by the Courtesy Patrol to detain or deter misconduct by SOFA members will be a last resort. Force used shall be the minimum amount necessary under the circumstances. Force shall only be used in the situations outlined, in self-defense, to prevent serious bodily injury or significant property damage, or to prevent the commission of serious or violent crime.

(3) Open Containers

(a) SOFA members are not authorized to carry open containers of alcohol outside of bar/entertainment establishments. If a SOFA member is observed in violation of this policy, the Courtesy Patrol members are authorized to instruct the violator to either return inside the establishment where the beverage was purchased or pour out the beverage while Courtesy Patrol members observe.

(b) Establishments may have outdoor gathering areas. These areas are considered part of the establishment and drinking in these areas is permitted. This is not regarded as an open container violation.

(4) Antiterrorism and Force Protection Guidance. Be on the lookout for any suspicious activity or personnel near establishments most frequented by SOFA members. These establishments present themselves as lucrative terrorist targets. Members of the Courtesy Patrol must report any suspicious activity to PMO immediately.

(5) Public Affairs Guidance. Command leaders and members of the Courtesy Patrol should answer all official queries on issues relating to the conduct of the Okinawa Courtesy Patrol IAW the Public Affairs Guidance in enclosure (5).

(6) Post Duty Report. At the completion of a patrol, each patrol must complete a Post Duty Report, see enclosure (4).

4. Administration and Logistics

a. Administration

(1) All MCBJ, MAW, and MLG commands will provide names to the Deputy Camp Commander, Camp Foster NLT the 20th of each month for the following month.

(2) The Courtesy Patrol is not a substitute for command presence. All senior Marines and Sailors are encouraged to visit areas where their Marines and Sailors frequent during liberty hours.

5. Command and Signal

a. Command. This Order is applicable to all U.S. military personnel assigned to MCBJ, MAW, and MLG commands aboard Camps Foster/Lester. All personnel will adhere to instructions given by courtesy patrol members while in the performance of their duties.








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

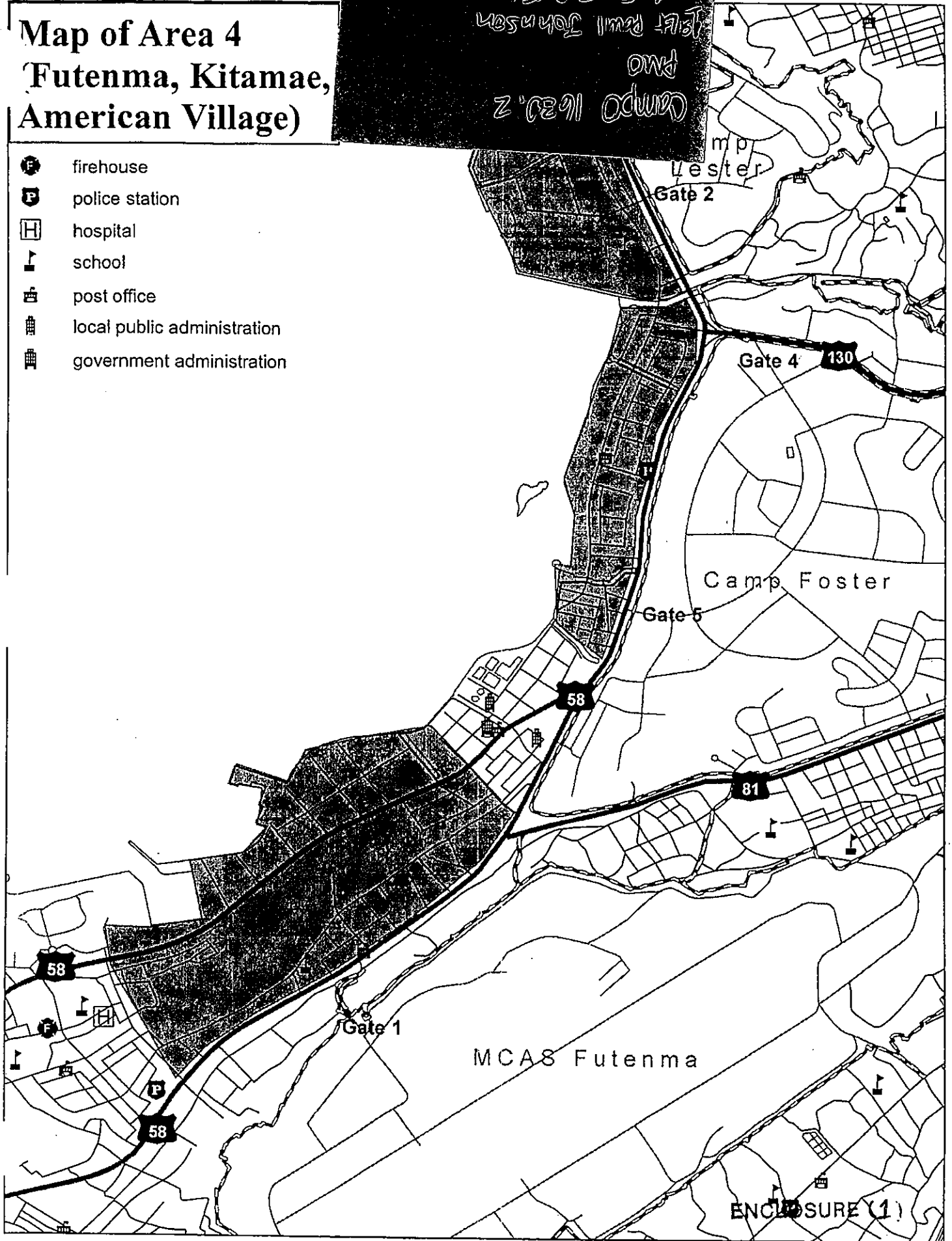
T. A. PECINA

DISTRIBUTION: List A

Map of Area 4 (Futenma, Kitamae, American Village)

1987-549
LEFT PAUL JOHNSON
PWO
CAMPO 1630.2

-  firehouse
-  police station
-  hospital
-  school
-  post office
-  local public administration
-  government administration



***PRE-PATROL CHECKLIST**

Area:

Rank/Name:

1

Date/Time:

2

3

PATROL MEMBERS

INITIALS

COMMENTS

Military Identification Card		
Driver's License (If applicable)		
SOFA License		
Proper Uniform "Serv C"		
Read/understand CampO 1630.2		

CELL PHONE

Operational Check		
Fully Charged		
Emergency numbers pre-programmed		

PHONE ROSTER

Camp Commander		
PMO (respective Camp)		
PMO HQ, Camp Foster		
U.S. Navy Hospital, Camp Lester		
Other service law enforcement		
Command Duty Officer		

MAP

Area of Responsibility		
"Off-limit" Establishments		

Vehicle (If applicable)

Operational Check		
Fuel Level		
Trip Ticket		

* Each member of the Courtesy Patrol is required to review and initial each item of this checklist. If there are any concerns contact the Camp Commander prior to conducting your patrol.

MINOR OFFENSE REPORT

MCB 1610/7 (4/86) 0000-01-V05-2171

SUBJECT		RANK	SSN	ORGANIZATION		
TIME	DATE	LOCATION		SEX	RACE	AGE
AT THE ABOVE TIME, DATE, AND LOCATION, SUBJECT WAS APPREHENDED FOR:						
_____ IMPROPER LBERTY ATTIRE		_____ OPEN ALCOHOLIC BEVERAGES IN POSSESSION				
_____ NO I.D. CARD IN POSSESSION		_____ UNDERAGE CONSUMPTION				
_____ DRUNK IN PUBLIC		_____ UNAUTHORIZED ABSENCE				
_____ DISORDERLY CONDUCT		_____ OTHER (EXPLAIN IN REMARKS SECTION)				
MILITARY POLICEMAN			WITNESS			
DISPOSITION			RELEASED TO			

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MILITARY POLICEMAN			WITNESS			
DISPOSITION			RELEASED TO			

Courtesy Patrol Public Affairs Guidance

Background: The purpose of Courtesy Patrols is to provide assistance, guidance and leadership to U.S. service members on liberty off base in order to deter and minimize incidents resulting from misconduct. In addition, the Courtesy Patrol is intended to build positive relations with the community by projecting a visual representation of responsible ambassadors of the U.S. military. Courtesy Patrols have been conducted in Okinawa for several years.

Statement: Courtesy Patrols in Okinawa are conducted at popular locations among Marines on liberty during the most active times. The patrols are intended to deter acts of misconduct by U.S. service members through the leadership of senior enlisted Marines and officers. Courtesy Patrols do NOT perform "law enforcement" duties.

Below are important messages that can be used when communicating with media or general public

- The mission of the Courtesy Patrol is to provide assistance, leadership and guidance to U.S. service members in order to deter and minimize off base incidents resulting from misconduct.
- The Marine Corps has been doing this for several years in Okinawa. We believe that the Courtesy Patrols benefit both Okinawans and U.S. service members by reducing and preventing off-base liberty incidents. We have had a great deal of success in the past, and we believe these patrols will continue to yield similar results.
- Courtesy Patrols do not engage in police-type activities. If a Courtesy Patrol encounters a situation that cannot be resolved via verbal instructions, appropriate military law enforcement authorities will be notified.
- The Courtesy Patrols have been implemented with the cooperation and concurrence of the OPG, OPP, ODB and MOFA under the Cooperative Working Team.
- The Marine Corps and its commanders take seriously all incidents and allegations involving misconduct by Marines.
- No misconduct by any U.S. service member is acceptable, either in this community or in our communities within the United States. Leaders at all levels, from the youngest private to the most senior general officer, work exhaustively to implement programs and policies that reduce accidents and incidents involving U.S. service members.
- U.S. service members have a healthy relationship with the people of Okinawa.
- We are here in support of the U.S.-Japan Treaty of Mutual Cooperation and Security.

MEDIA QUESTIONS BEYOND THE SCOPE OF THIS GUIDANCE SHOULD BE REFERED TO:

III MEF/MCBJ Public Affairs








645-0790/1/2

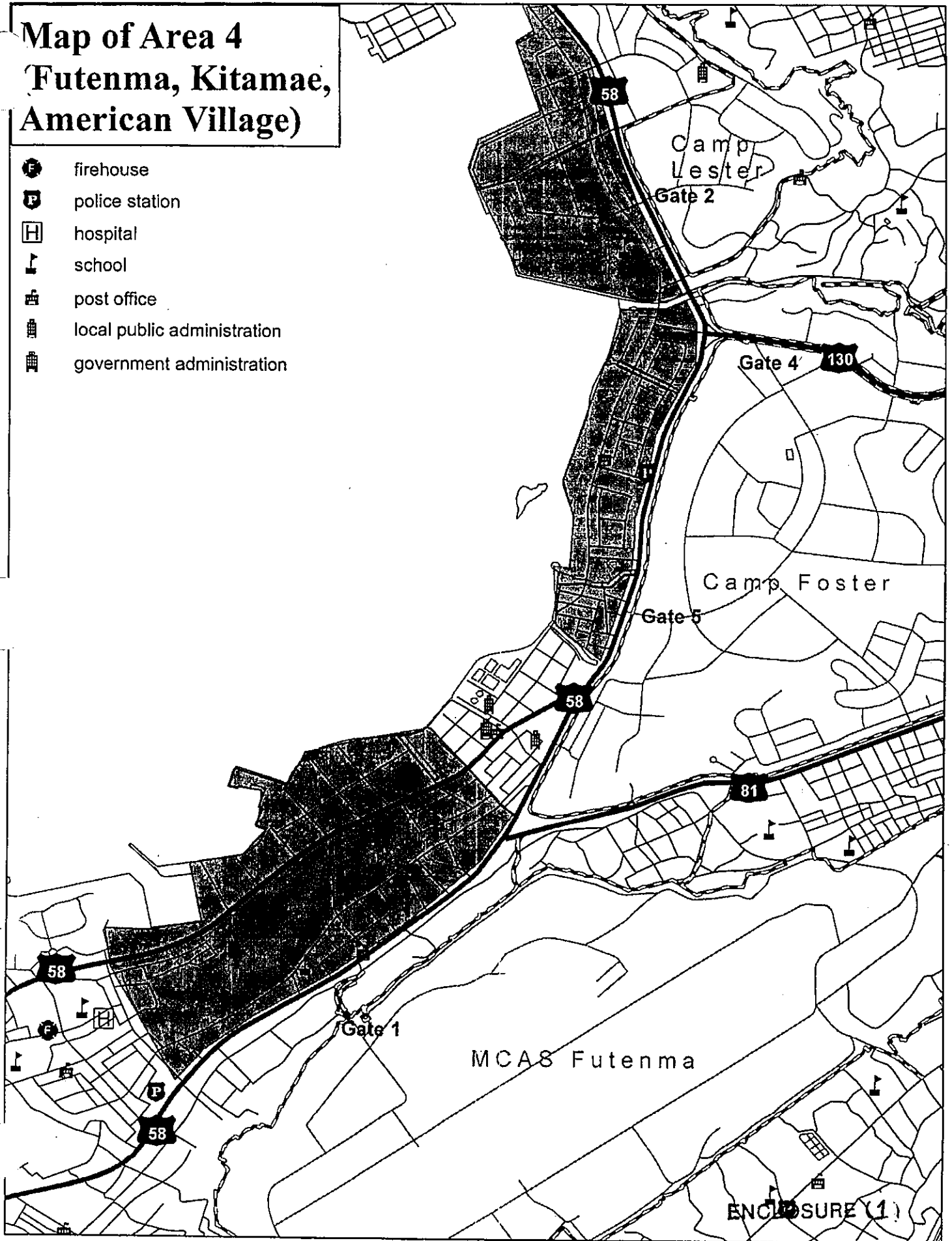
OkinawaPAO@usmc.mil

After hours: 090-6861-4397 or 090-6861-4398

Enclosure (:)

Map of Area 4 (Futenma, Kitamae, American Village)

-  firehouse
-  police station
-  hospital
-  school
-  post office
-  local public administration
-  government administration



ENCLOSURE (1)

***PRE-PATROL CHECKLIST**

Area:
Date/Time:

Rank/Name:

1
2
3

PATROL MEMBERS INITIALS COMMENTS

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Read/understand CampO 1630.2		

CELL PHONE

Operational Check		
Fully Charged		
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PHONE ROSTER

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Area of Responsibility		
"Off-limit" Establishments		

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Operational Check		
Fuel Level		
Trip Ticket		

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DISPOSITION				RELEASED TO		

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DISPOSITION				RELEASED TO		

ENCLOSURE (7)

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III MEF/MCBJ Public Affairs

645-0790/1/2

OkinawaPAO@usmc.mil

After hours: 090-6861-4397 or 090-6861-4398

Enclosure (3)