



UNITED STATES MARINE CORPS
15TH MARINE EXPEDITIONARY UNIT
BOX 555365
CAMP PENDLETON, CALIFORNIA 92055-5365

7200
DISBO
1 Mar 10

POLICY LETTER 1-10

From: Commanding Officer, 15th Marine Expeditionary Unit
To: Embarked Officers

Subj: USS PELELIU WARDROOM POLICY

1. Purpose. To establish a wardroom dues policy for all officers of the 15th Marine Expeditionary Unit (MEU) who are embarked aboard USS PELELIU.
2. Rates. While in port, the meal rates are as follows: Breakfast/\$1.95, Lunch/\$3.65, Dinner/\$3.65. While in port Officers will sign-in and pay for the meals consumed. While underway, the meal rate is \$9.25/day. Officers attached to PELELIU will pay the daily meal rate (no pro-rating) during underway operations. There is an additional surcharge of \$5.00/month for items (i.e. coffee, fruit, peanut butter, and commodities), which are specific to the wardroom and continuously made available.
3. Bill Verification. On the 25th of every month, 15th MEU Disbursing Officer will distribute a meals roster to the Major Supporting Elements (MSE) Wardroom Representatives in order to verify the current month's wardroom bill. MSE Wardroom Representatives will verify among their officers the actual days Officers embarked and disembarked. Once finalized, the roster will be returned on the last day of every month to 15th MEU Disbursing Office. The final wardroom bill will be disseminated via email and posted at the 15th MEU Disbursing Office.
4. Payment. Individual officers will pay their monthly bill at the 15th MEU Disbursing Office no later than the 5th of each month. Payment will be made via cash, check, or Marine Cash Card. Checks are to be made payable to, "U.S. Treasury". Failure to pay dues by the due date will result in a \$10 late fee.
5. Cross-Decking. Officers of the 15th MEU who cross-deck to PELELIU, DUBUQUE, or PEARL HARBOR for five (5) consecutive days or more will pay wardroom dues for those days at the visiting ship. Officers, who spend four (4) days or less at the visiting ship, will NOT pay wardroom dues for those days at the visiting ship. They will pay for these days at their parent ship.
6. Point of Contact. All questions on this matter should be directed to Captain D. B. Prater.


R. A. OSBORN