



UNITED STATES MARINE CORPS  
15TH MARINE EXPEDITIONARY UNIT  
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1601  
Adj  
1 Jun 11

POLICY LETTER 8-11

From: Commanding Officer, 15th Marine Expeditionary Unit  
To: Distribution List

Subj: COMMAND DUTY WATCH AMPLIFICATION INFORMATION

Ref: (a) MEU 1601.1H

1. Purpose. This policy letter is intended to augment reference (a), specifically with respect to personnel who stand as the Command Duty Officer (CDO) and the location the CDO will post after normal working hours, on weekends, and on holidays.
2. Situation. Currently the CDO is assigned using a pool of eligible personnel qualified to stand CDO. This pool consists of officers (W-1 to W2, and O-1/E to O-3/E), Staff Noncommissioned Officers (SNCOs) (E-6 to E-7) and, when needed, Staff Sergeant Selects. The CDO is manned 24-hours a day at the command post by these personnel.
3. Effective immediately, Marines and Sailors in the eligible pool of qualified personnel to stand CDO will be exempt upon their attainment of 20 years of honorable service. Also, the CDO will not be a sleeping post. On normal working days, the CDO will be authorized to depart the command post after the last person has left the building (210821). During weekends and holidays, the CDO is allowed to depart the command post after the required duties and required command space checks detailed in reference (a) are complete.
4. This policy is subject to revocation without notice due to misuse, abuse, or operational commitments.
5. The Executive Officer remains the executive agent for oversight of the Command Duty Watch Program.

  
S. D. CAMPBELL

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