



## UNITED STATES MARINE CORPS

5TH BATTALION, 11TH MARINES  
1ST MARINE DIVISION (REIN)  
BOX 555534  
CAMP PENDLETON, CA 92055-5534

IN REPLY REFER TO:

1700

CO

6 Mar 08

### BATTALION COMMANDER'S POLICY LETTER 1-08

From: Commanding Officer  
To: Distribution List

Subj: ALCOHOL ABUSE

Ref: (a) MCO P1700.24B  
(b) MCO P1900.16F  
(c) OPNAVINST 5350.4C  
(d) NAVMC 2931

Encl: (1) Memorandum of Understanding

1. Purpose. To establish policy and procedures for curbing alcohol abuse and treating alcohol-related incidents in accordance with the references.

#### 2. Background

a. Alcohol abuse brings discredit upon the Marine Corps, undermines our core values, degrades combat readiness, and often results in needless loss of life. As such, alcohol abuse is unacceptable, and Marines of all ranks have a responsibility to exercise leadership to curtail it whenever and wherever they see it.

b. This policy letter is an initial step to eradicate alcohol abuse - and its dire consequences - from 5th Battalion, 11th Marines. It underscores my determination to hold accountable those Marines and Sailors who engage in this form of misconduct. Equally important, it underscores my commitment to get those Marines and Sailors who may be dependent on alcohol the help they need in the form of counseling and rehabilitation.

c. I personally believe that curbing alcohol abuse is the single greatest contribution we can make to our Battalion Safety Program. In the vast majority of cases, alcohol abuse fuels off-duty accidents, mishaps, and incidents. Responsible

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consumption of alcohol, therefore, is the center of gravity to a good safety program.

3. Policy. Alcohol abuse within 5th Battalion, 11th Marines will not be tolerated. All incidents will be dealt with swiftly and sternly through administrative, punitive, and rehabilitative measures.

4. Action

a. I expect every Marine and Sailor to take personal responsibility for his conduct.

b. I expect all noncommissioned officers, staff noncommissioned officers, and officers to set the example in terms of drinking responsibly.

c. I expect leaders at all levels to be vigilant and to have the moral courage to take action against alcohol abuse when they see it.

d. I expect every Marine and Sailor to take appropriate action when they observe a fellow Marine or Sailor who has had too much to drink.

e. I expect every Marine and Sailor to report fellow Marines and Sailors who potentially have alcohol dependency issues to their chain of command for subsequent referral to the Consolidated Substance Abuse Counseling Center (CSACC).

f. I expect every Marine and Sailor to obey the law and refrain from drinking alcoholic beverages if under the age of 21.

g. I expect every Marine and Sailor to refrain from providing alcoholic beverages to underage personnel.

h. I expect every Marine and Sailor to refrain from encouraging underage consumption of alcohol.

i. I expect every Marine and Sailor to refrain from operating a motorized or non-motorized vehicle after consuming alcoholic beverages.

j. I expect all Marines and Sailors of legal age who choose to consume alcoholic beverages to do so in a responsible manner.

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Those who fail to drink in a responsible manner will be held accountable. Responsible drinking involves:

- (1) Moderating intake
- (2) Refraining from drinking and driving
- (3) Designating a driver who will not drink
- (4) Obtaining a taxicab under the Marine Corps Community Services *Unit Arrive Alive* program if you have been drinking
- (5) Planning-ahead for a taxicab by setting aside enough funds for a fare
- (6) Calling a friend for a ride

k. All alcohol-related incidents will be investigated and reported to the battalion commander. Marines and Sailors with substantiated cases of alcohol abuse will be referred to the CSACC for screening and, if necessary, treatment and rehabilitation.

l. Battery Commanders will read this policy letter and explain its intent to their batteries before every extended liberty period (i.e., before every "72" or "96," etc.).

m. Every Marine and Sailor in 5th Battalion, 11th Marines, regardless of rank, will complete the Memorandum of Understanding (MOU) contained in the enclosure before the next extended liberty period. Battery Commanders will maintain on file a copy of the signed MOUs for every Marine and Sailor in their battery. Battery Commanders are also responsible for ensuring newly joined Marines and Sailors complete the MOU upon check-in, and that the signed MOUs are maintained on file.

  
T. D. TRENCHARD

Distribution: A

5th Battalion, 11th Marines

Memorandum of Understanding

I, \_\_\_\_\_, on \_\_\_\_\_,  
have read and understand the Battalion Policy Letter 1-08 titled  
*Alcohol Abuse Policy*.

As a member of 5th Battalion, 11th Marines, I will not:

- Consume alcohol if under the age of 21
- Provide alcohol to anyone under the age of 21
- Encourage the consumption of alcohol by anyone under the age of 21
- Drink and drive

As a member of 5th Battalion, 11th Marines, I will drink responsibly by:

- Moderating my intake
- Identify a designated driver who will not drink
- Obtaining a taxicab when I've been drinking
- Planning-ahead for a taxicab by
  - Utilizing MCCS' *Unit Arrive Alive* program; or
  - Setting aside enough funds for a taxicab fare
- Calling a friend for a ride

As a member of 5th Battalion, 11th Marines, I will report any violation of this Policy Letter to my chain of command so that any Marine or Sailor who needs help gets the care and treatment he deserves.

\_\_\_\_\_  
(Signature)