



UNITED STATES MARINE CORPS  
MARINE CORPS INSTALLATIONS WEST-MARINE CORPS BASE  
BOX 555010  
CAMP PENDLETON, CALIFORNIA 92055-5010

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28 MAY 2015

COMMANDING GENERAL'S POLICY LETTER 1-15

From: Commanding General  
To: Distribution List

Subj: MARINE CORPS INSTALLATIONS WEST-MARINE CORPS BASE, CAMP  
PENDLETON DROUGHT RESPONSE POLICY

Ref: (a) Executive Order (EO) 13693, Planning for Federal  
Sustainability in the Next Decade of 19 March 15

1. Situation. As California experiences a sustained period of historic drought, Marine Corps Installations West-Marine Corps Base, Camp Pendleton (MCIWEST-MCB CAMPEN) Installations continue to implement all necessary policies, procedures and projects to meet the water use reduction mandates of reference (a).

a. Executive Order 13693. Paragraph (f) of reference (a) improves agency water use efficiency and management, including storm water management by:

(1) Reducing agency potable water consumption intensity measured in gallons per gross square foot by 36 percent by fiscal year 2025 through reductions of 2 percent annually through fiscal year 2025 relative to a baseline of the agency's water consumption in fiscal year 2007;

(2) Installing water meters and collecting and utilizing building and facility water balance data to improve water conservation and management;

(3) Reducing agency Industrial, Landscaping, and Agricultural (ILA) water consumption measured in gallons by 2 percent annually through fiscal year 2025 relative to a baseline of the agency's ILA water consumption in fiscal year 2010; and

(4) Installing appropriate green infrastructure features on federally owned property to help with storm water and wastewater management.

b. As of 2012, the MCIWEST-MCB CAMPEN Installations reduced their water use intensity by 20 percent from the baseline year, and continue to be well on their way to exceeding the mandates of EO 13693 several years before fiscal year 2025.

c. In consideration of the extended drought crisis affecting the western United States, this Policy Letter provides specific, actionable tasks by which MCIWEST-MCB CAMPEN Installations will support the efforts of our neighboring communities and enhance the realization of reference (a) mandates.

2. Cancellation. Commanding General's Policy Letter 1-14.

3. Mission. MCIWEST-MCB CAMPEN and subordinate Installations are directed to take immediate action and/or continue implementing actions to reduce potable water usage while simultaneously planning for longer term actions to ensure water security, sustainability, and operational capability support.

4. Execution

a. Commander's Intent and Concept of Operations. As a result of the drought state of emergency in California and the Western United States, I am directing the following actions:

(1) MCIWEST-MCB CAMPEN will establish a Water Organization - (staff member(s)) responsible for, and capable of, compiling reports from all bases and stations, providing consultation and direction to all bases and stations on water related issues, and developing a regional water, wastewater, storm water and reclaimed water strategy and a Regional Drought Response Plan.

(2) MCIWEST-MCB CAMPEN Installations Commanders shall:

(a) Establish a Water Organization - (staff member(s)) responsible for, and capable of, managing and reporting on all aspects of water, wastewater, storm water and reclaimed water related functions on base.

(b) Develop and implement plans to cease all "non-mission related" potable water landscape irrigation, including housing areas and develop plans to minimize the use of potable water for construction projects and dust abatement. (Note: recreational sports fields and fields utilized by Marines and their families for morale and welfare purposes are "mission related" landscapes, as is vegetation used for slope stabilization).

(c) Report the status of their metering and Supervisory Control and Data Acquisition Systems related to water, wastewater, storm water and reclaimed water related functions on base (as applicable); and if deficiencies exist, develop plans to rectify them.

(d) Evaluate opportunities for projects to enhance their water supply (e.g. P-1175 at Marine Corps Base, Camp Pendleton (MCB CamPen) to return reclaimed water to the Santa Margarita Basin as Indirect Potable Recharge).

(e) Evaluate and report negative consequences on operational support, capabilities, and training that may result from the Drought Response Plan.

(f) Implement, at a minimum, the following "Best Practices" are mandatory at all Bases, and that all Base Commanders are directed to seek any and all policies, practices and procedures to reduce potable water consumption:

1. Washing Government non-tactical vehicles is limited to one car wash every two weeks using a closed loop system unless more frequent washing is required to accomplish a specific mission essential requirement or alleviate an immediate safety or sanitation hazard.

2. All hoses must be equipped with a positive shut-off nozzle that prevents water from running when the hose is not in use.

3. Unit car washes are secured until further notice.

4. Landscape Irrigation (Note: this Policy Letter applies to potable water irrigation only - watering with reclaimed water has no restrictions):

a. Develop and implement plans to minimize landscape irrigation [including accessing type of irrigation (e.g. drip over "rotor" head)] that prioritizes vegetation according to fire and safety hazard issues, historic value, slope stabilization, storm water runoff (silt transport) and according to the climatic conditions of each installation (e.g. it is anticipated that Marine Corps Air Station Miramar and Marine Corps Air Station Yuma will have different plans to minimize landscape irrigation).

b. If necessary (and where possible), allow vegetation to die in anticipation of replacing it with drought tolerant native species and/or xeriscape.

c. The following is an example of the plan being implemented by the City of San Diego and MCB Campen Housing:

(1) Time of Day: between the hours of 1800 and 0900.

(2) Frequency: 2 days per week from May through October and 1 day per week from November through April.

(3) Duration: 7 minutes of watering per irrigation station per day.

(4) Wait 4 days after a rainfall of 1/2 inch or more (as reported in the local news media) before reinitiating landscape irrigation.

d. All MCIWEST-MCB CAMPEN Installations will minimize run-off to storm drains or overspray onto non-vegetated surfaces.

(1) Potable water landscape irrigation will not wet adjacent areas such as sidewalks, driveways, parking lots, or streets.

(2) Potable water irrigation will not be conducted in any manner that causes water to accumulate in puddles, depressions, or run-off in streets, channels, or storm drains.

(3) Potable water landscape irrigation will not be conducted in any manner that results in free-standing water or soggy conditions to exist once irrigation is turned off.

5. Leak Detection and Maintenance. Observed water leaks, whether indoors or outdoors, should be reported to the Base Facilities Maintenance Departments/Organizations immediately, and leaks should be repaired within 48 hours.

6. Washing of Paved Surfaces. No washing down paved surfaces-including sidewalks, driveways, patios and parking lots should be done except where necessary to alleviate immediate safety or sanitation hazards. Base personnel and

activities will utilize brooms and brushes to properly maintain paved surfaces in a clean and orderly state.

7. Fire Hydrant Flushing. Fire hydrant flushing is a public safety related activity, and, as such, must continue according to whatever schedule is deemed necessary to maintain the system (note: there may be opportunities to capture the flushing water or lengthen the schedule between flushes and these opportunities should be explored).

8. Water Sampling. Sampling of the water distribution system and/or water treatment systems are permit requirements because they have direct implications of the health and safety of the water systems; thus, sampling should continue as prescribed by permit and system requirements.

b. Subordinate Element Missions. All subordinate installations will follow the water conservation best practices described above, and should ensure that any contracted service providers using water follow the same best practices.

5. Administration and Logistics. Directives issued by this Headquarters are published and distributed electronically. Electronic versions of MCIWEST-MCB CAMPEN directives can be found at:  
<https://www.mciwest.usmc.mil/inst/mciwest/manpower/MCIWMCBADJ/default.aspx>.

6. Command and Signal

a. Command. This Policy Letter is applicable to all commands, organizations, units, and activities under the command of MCIWEST-MCB CAMPEN.

b. Signal. This Policy Letter is effective the date signed.



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