



UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION
POSTAL SERVICE CENTER BOX 8003
CHERRY POINT, NORTH CAROLINA 28533-0003

Canc: Apr 2021

ASB 3440

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6 APR 2021

AIR STATION BULLETIN 3440

From: Commanding Officer, Marine Corps Air Station Cherry Point
To: Distribution List

Subj: MCAS CHERRY POINT PREPAREDNESS MONTH 2021

1. Purpose. To instill emergency preparedness for all hazards as a fundamental principle of survival throughout the United States Marine Corps community. Locally, this campaign is designed to ensure that all personnel and dependents are aware of mass notification procedures and how to develop emergency action plans (EAPs) to prepare for various types of threats and hazards. As most know, Eastern North Carolina is vulnerable to numerous natural hazards, to include hurricanes, floods, and tornados. Additionally, recent threats to the homeland and active shootings that impact military personnel are dangers that deserve immediate attention and adequate preparation.

2. Commander's Intent. It is my intent and expectation that all personnel aboard MCAS Cherry Point understand emergency electronic mass notification system (eMNS) procedures and have action plans for specific threats and hazards. I place the weight of this responsibility on our military leaders and civilian supervisors at all levels, specifically those that manage specific work areas.

3. Action.

a. Week 1 (6-9 April 2021)

(1) Kickoff to MCAS Cherry Point Preparedness Month 2021

(a) The Communication Strategy and Operations (COMMSTRAT) Office will release kickoff information via all-hands email and social media to announce the beginning of MCAS Cherry Preparedness Month.

(b) Mission Assurance Working Group (MAWG) members will receive planning guidance and tools from the MCAS Cherry Point Mission Assurance office. MAWG members are to disseminate this information to individual workplace supervisors for implementation and review with personnel.

(c) Upon receipt of resources, directors and supported command leadership will ensure personnel are aware of how contact information can be added to and verified within the AtHoc eMNS. Dissemination validation is to be sent to the Mission Assurance Point of Contact (POC) below no later than Friday, 9 April.

b. Week 2 (12-16 April 2021)

(1) Active Shooter/Lockdown Planning

(a) COMMSTRAT will release information pertaining to procedures on how to keep safe during an active shooter event.

(b) Per the guidance from the MAWG representative, supervisors are to concentrate on validating workspace and building lockdown procedures. Additionally, all personnel should be aware of active shooter response actions (run, hide, fight) in relation to their workplace. It is highly recommended that supervisors not merely talk through these actions, yet walk through them with personnel.

(c) An active shooter exercise will be conducted within Building 4401 on Wednesday, 14 April. During this exercise; all commands, directorates, and agencies aboard the Air Station shall implement lockdown procedures. An “all-clear” will be broadcasted via eMNS at the conclusion of the exercise.

c. Week 3 (19-23 April 2021)

(1) Shelter-in-Place/Tornado

(a) COMMSTRAT will release information pertaining to individual emergency readiness.

(b) All personnel should be aware of how to plan for an imminent weather event (i.e. tornado) and also workplace preparedness for a hurricane.

(c) A tornado warning with a Shelter-in-Place message will be sent on 23 April via eMNS. An “all-clear” will be broadcasted via eMNS at the conclusion of the drill.

d. Week 4 (26-30 April 2021)

(1) Hurricane Season Readiness

(a) COMMSTRAT will release information pertaining how to get involved with community-based emergency planning and will highlight local preparedness efforts.

(b) The annual Hurricane Season Functional Exercise will be conducted on 26-30 April.

4. This Bulletin is applicable to MCAS Cherry Point and its subordinate commands. Tenant commands are requested to also participate in this initiative.

5. The Point of Contact for this bulletin is Kelli Sanchez, Mission Assurance Training and Exercise Specialist, at 252-466-3122, or kelli.sanchez@usmc.mil. Visit www.ready.marines.mil/ and/or www.ready.gov for preparedness planning resources.



M. R. HUBER

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MARINE CORPS AIR STATION

CHERRY POINT

Cherry Point Preparedness Month
April 2021
Drill Schedule

<p>Mass Notification Test 9 April</p>	<p>Lockdown Drill, 14 April</p>	<p>Shelter-in-Place Drill 23 April</p>	<p>Hurricane Readiness 26-30 April</p>
<p>Coordination: Directors, Tenant Reps. and MA Working Group members will be reminded of weekly focus on 5 April in order to prepare personnel.</p>	<p>Coordination: Directors, Tenant Reps. and MA Working Group members will be reminded of weekly focus on 12 April in order to prepare personnel. All-Hands announcements will be made by COMMSTRAT via social media and email. Local stakeholders (Havelock PD, Craven County Emergency Management, and Dispatch Centers) will be notified prior to the drill.</p>	<p>Coordination: Directors, Tenant Reps. and MA Working Group members will be reminded of weekly focus on 19 April in order to prepare personnel. All-Hands announcements will be made by COMMSTRAT via social media and email. Local stakeholders (Havelock PD, Craven County Emergency Management, and Dispatch Centers) will be notified prior to the drill.</p>	<p>Coordination: Directors, Tenant Reps. and MA Working Group members will be reminded of weekly focus on 26 April in order to prepare personnel. All-Hands announcements will be made by COMMSTRAT via social media and email. Local stakeholders (Havelock PD, Craven County Emergency Management, and Dispatch Centers) will be notified prior to the drill.</p>
<p>AtHoc & Giant Voice Message: 1000: "This is a test of the MCAS Cherry Point Mass Notification System. This is only a test."</p>	<p>AtHoc & Giant Voice Message: 1000: "Exercise Exercise Exercise. Lockdown. All personnel are directed to implement lockdown procedures immediately. Please wait for additional information. This is only an exercise." (Repeated 3 Times on Giant Voice) 1030: "All Clear. Resume Normal Operations"</p>	<p>AtHoc & Giant Voice Message: 1000: "Exercise Exercise Exercise. There has been a tornado warning issued for the MCAS Cherry Point area. All personnel should shelter in place immediately. Stay indoors or seek appropriate cover if outdoors. This is only an exercise." (Repeated 3 Times on Giant Voice) 1030: "All Clear. Resume Normal Operations"</p>	<p>AtHoc & Giant Voice Message: - Monday, 26 April: TCC IV (AM), TCC III (PM) - Tuesday, 27 April: TCC II (AM), TCC I (PM) - Wednesday, 28 April: TCC IC (AM), TCC IE (PM) - Thursday, 29 April: IR, All Clear (AM), Hotwash (PM) - Friday, 30 April: Staff Info for AAR</p>
<p>Action Required: Personnel are to verify with supervisors if all required and preferred contact information is in AtHoc. Directors, Tenant Reps., and MA Working Group members are to validate completion NLT COB Friday, 9 April.</p>	<p>Action Required: Workspaces/Facilities are requested to lockdown until the "All Clear" is given. MA will monitor release status, to include Supported Commands. Note: MACG-28 Active Shooter Drill is a separate event and will be coordinated independently from these base-wide drills.</p>	<p>Action Required: Workspaces/Facilities are requested to perform shelter-in-place actions until the "All Clear" is given. MA will monitor release status, to include Supported Commands.</p>	<p>Action Required: Workspaces/Facilities are requested to validate checklist tasks IAW respective Destructive Weather SOPs. MA will monitor release status, to include Supported Commands.</p>