



UNITED STATES MARINE CORPS
MARINE CORPS INSTALLATIONS PACIFIC-MCB CAMP BUTLER
UNIT 35001
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MCIPAC-MCBBO 4101.1
F/PWB
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MARINE CORPS INSTALLATIONS PACIFIC-MCB CAMP BUTLER ORDER 4101.1

From: Commanding General
To: Distribution List

Subj: MARINE CORPS INSTALLATIONS PACIFIC-MCB CAMP BUTLER ENERGY AND WATER
MANAGEMENT PROGRAM

Ref: (a) Energy Independence and Security Act 2007
(b) Executive Order 13693, Planning for Federal Sustainability in the Next Decade
(c) Department of Defense Strategic Sustainability Performance Plan
(d) ALNAV MSG 068/09 SECNAV Energy Message to the Fleet
(e) 2011 Commandant of the Marine Corps "Bases to Battlefield" Expeditionary Energy Strategy and Implementation Plan
(f) DADC IL (LF) memo 11000 LF of 27 May 2014, Utilities Demand Reduction
(g) Department of Defense Instruction 4170.11 December 11, 2009
(h) MARADMIN 114/15, Energy Ethos Campaign and Unit Energy manager (UEM) Program
(i) MCO P11000.9C, Real Property Facilities Manual, Vol. VI, Energy and Utilities Management
(j) Annual Air Conditioner (A/C) Shut Down List
(k) Unified Facilities Criteria 1-200-02 High Performance and Sustainable Building Requirements
(l) Guiding Principles for Federal Leadership in High Performance and Sustainable Buildings
(m) 29 CFR 1926.404, Wiring design and protection
(n) Federal Building Personnel Training Act Core Competencies
(o) Federal Buildings Personnel Training Act Recommended Curriculum
(p) Unified Facilities Criteria 1-200-02 High Performance and Sustainable Building Requirements
(q) ASHRAE Standard 90.1-2013 Energy Standard for Buildings Except Low-Rise Residential Buildings
(r) OPNAV INSTRUCTION 4100.5E, Shore Energy Management, 22 Jun 12
(s) Defense Utility Energy Reporting System - Reporting Instruction

1. Situation. In accordance with references (a) through (e), this Order provides guidance to achieve Marine Corps Installations Pacific-MCB Camp Butler's (MCIPAC-MCBB) energy and water conservation and reduction goals. The efficient use of energy and water directly supports the mission of MCIPAC-MCBB, and the mission of all tenant units.

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2. Cancellation. MCBJO 5090.3A.

3. Mission. The mission of the MCIPAC-MCBB Energy and Water Management Program is to reduce overall energy intensity usage by 2.5 percent each year relative to the Fiscal Year (FY) 2015 baseline. Reduce water consumption by 26 percent by the end of FY 2020, relative to the FY 2007 baseline. MCIPAC-MCBB is working towards a goal of having 50 percent of total energy consumption to be obtained from renewable energy sources by 2020. Per reference (f), Installation Commanders are directed to make every practical effort to reduce utility "execution" costs ten percent by FY 2020 as measured from an FY 2013 baseline.

4. Execution

a. Commander's Intent. Conserve energy and water while maintaining the quality of life of those working and residing aboard MCIPAC-MCBB. To help ensure compliance with this Order and promote energy and water efficiency, the following initiatives will be implemented aboard MCIPAC-MCBB:

(1) Reduce excess energy and water use in existing facilities;

(2) Increase energy and water efficiency and resilience in new construction and renovations;

(3) Per reference (g), major renovation and new construction will be designed and built to a minimum of Leadership in Energy and Environmental Design (LEED) Silver or equivalent;

(4) Reduce consumption of non-renewable resources;

(5) Investigate and implement the use of alternate energy sources and innovative building designs, where economically feasible;

(6) Promote energy and water conservation through an on-going Energy Ethos campaign.

b. Concept of Operations

(1) Each installation's policy will be enforced by the corresponding Installation Facilities Authority (IFA). The IFA for each installation are as follows: the Assistant Chief of Staff (AC/S) G-F for MCBB and Marine Corps Air Station (MCAS) Futenma, the Director of the Facilities Department for MCB Hawaii, the Facilities Officer for MCAS Iwakuni, the Facilities Management Officer for Combined Arms Training Center (CATC) Camp Fuji, and the Station S-4 for Camp Mujuk.

(2) Promote energy and water conservation through an active Unit Energy Manager (UEM) program (reference (h)) and on-going Energy Ethos campaign. Energy Ethos achieves a collective awareness of energy as part of our daily lives and focuses on adopting the right command practices, planning and end user behavior in order to reduce demand and to eliminate energy/water waste. Disseminate energy and water conservation information through different communication channels (e.g. e-mails, flyers, posters, newsletters, radio/television slots, etc.)

(3) Per reference (b), implement the use of renewable energy sources where economically feasible.

(4) Reduce excess energy and water use in existing facilities.

(a) Air Conditioning (A/C)

1. Per reference (i), the cooling temperature in living spaces and occupied areas for normal office spaces shall be set at 78°F/25°C - 80°F/26°C. The lowering of any temperature setting must be approved in writing by the IFA. The IFA will assess conditions to determine necessary corrective or mitigating measures before thermostat settings will be lowered. Do not cool/heat facilities that are unoccupied or undergoing major renovation. Use dehumidification systems vice cooling or heating to eliminate moisture whenever possible.

2. The cooling temperature in facilities such as warehouses and non-occupied spaces, when air conditioning is justified and approved for use, will be set at the highest possible temperature for the proper storage of materials.

3. Windows and doors will be kept shut/closed when the A/Cs are operating. Inoperable or leaky windows and/or doors should be repaired immediately.

(b) A/C Shutdown Season on Okinawa

1. Cooling season on Okinawa will normally terminate on or about 1 December and resume on or about 31 March. Early/delayed activation/deactivation will be dictated by the seasonal temperature. Should the seven-day average of daily highest temperature fall below 78°F/25°C after 1 November, all installations on Okinawa will begin shutting down air conditioning units. After 1 March, should the seven-day average of daily highest temperature rise to or above 78°F/25°C, air conditioning units can be turned on. Relative humidity conditions should be considered with the decision to deactivate air conditioning systems in order to minimize risk for mold or damage to facilities.

2. Reference (j) identifies buildings that are exempted from the seasonal air conditioning policy on Okinawa for various reasons. Units requiring air conditioning during the winter months must submit a waiver request or ensure their exemption is documented each year.

3. Reference (j) will be evaluated annually. The requests are justified and validated by the Camp Commander/Station Commanding Officer and forwarded for consideration to the MCIPAC-MCBB Public Works Officer.

4. By the end of September, each year, the Annual A/C Shutdown Exemption List will be published by MCIPAC-MCBB.

5. The below listed information is required for a first time waiver request. Subsequent waiver requests need only submit information per paragraph a below.

a. Scope of the A/C Requirement - Provide a sketch of the facility identifying the area, including room numbers to be cooled.

b. Justification - Narrative describing the requirement for cooling in enough detail to allow for evaluation. Attaching supporting information such as building layout and pictures are required.

c. When justification is based on equipment requirements, provide a copy of all of the manufacturer's specification sheets supporting the requirement for A/C.

(c) A/C Operation Period on Installations Outside of Okinawa. Policy for A/C period is defined in the respective Installation Order, Policy Letter or other forms of official policy documents.

(d) Humidity Control. Lowering room temperature is not the solution for humidity control. Lower relative humidity allows for maintaining higher interior temperatures in the cooling season, while at the same time keeping occupants comfortable, and additionally still reducing overall energy consumption. Dehumidification may be used to increase comfort, save energy, and prevent mold. Humidity shall be controlled in order to preserve property and to provide healthy, comfortable working and living conditions. A/C systems shall be designed and operated in ways that would control humidity in addition to control temperature.

(e) Fans. Fans may be used to circulate air and cool occupants. At higher interior temperatures during the cooling season, wall-mounted and ceiling fans may be used to increase personal comfort where appropriate. Pedestal, floor and tabletop fans may be used where mounted fans are unsuitable. Fans may also be used to circulate air around special equipment such as computer servers, etc.

(f) Heating on Okinawa

1. Heating is authorized on MCIPAC-MCBB on Okinawa for medical and dental facilities, schools, and child care centers. Other facilities will only be heated when required by regulation/law or approved in writing by the AC/S G-F. Requests shall be submitted to the Public Works Officer.

2. Per reference (i), the heating temperature shall not exceed 65°F/18°C - 68°F/20°C in living/working areas, unless a higher temperature is mandated by regulation/law or is approved in writing by the AC/S G-F.

3. Portable space heaters are not authorized, unless approved in writing by the AC/S G-F. Waiver requests for portable space heaters will only be considered for heat-producing equipment approved at the factory by Underwriters' Laboratories (UL) or, if required, for those approved by the AC/S G-F. All portable heaters will be radiator style, oil filled, permanently sealed unit and that have "tip over" approved automatic shut-off in the event the heater is tipped over. UL approval labels will remain affixed to the heaters. Electrical extension cords shall not be used to operate electric portable heaters.

(g) Heating on Installations Outside of Okinawa. Policy for heating is defined in the respective Installation Order, Policy Letter or other forms of official policy documents.

(h) Domestic Hot Water

1. Hot water use is authorized only for medical and dental facilities, schools, child care centers, living quarters, dining, food preparation facilities, and fitness centers. Other facilities will only use hot water when required by regulation/law or approved in writing by the IFA.

2. Hot water use is prohibited in laundry washing machines in bachelor officer and enlisted quarters as encouraged in reference (i). Potable water supplies on MCIPAC-MCBB installations are typically in the 65°F - 85°F range or higher year-round, without heating, and therefore meet the cold water laundry wash criteria for modern detergents/bleaches.

3. Per reference (i), if hot water is authorized, the actual measured temperature delivered to the user will not exceed 100°F/38°C, unless a higher temperature is mandated by regulation/law or is approved in writing by the IFA. Maximum effort shall be made to have mixing valves installed on the piping leaving domestic hot water tank, ensuring storage temperature is met for hygienic requirement, at the same time meeting this delivery temperature requirement.

4. The IFA, unless otherwise directed, are authorized to deny hot water when fuel or other operational costs are too high.

(i) Lighting

1. Per reference (i), no incandescent/tungsten bulbs shall be used on MCIPAC-MCBB installations unless regulation/law mandates their use.

2. Servmart, Army and Air Force Exchange Service (AAFES), Defense Commissary Agency (DeCA), and Marine Corps Exchange (MCX) are encouraged, whenever practical, to use and stock for sales non-incandescent/tungsten bulbs.

(j) Energy Audits

1. Per reference (a), energy and water evaluation are required for 25 percent of all "covered" facilities per year, and shall follow at least American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) Level 1 guidance to identify low-cost/no-cost energy reduction measures. As part of this evaluation, commissioning measures shall be identified and assessed. Findings shall be reviewed and implemented when deemed feasible.

2. The IFA will budget for and manage contracted energy audits (ASHRAE Level 2 and Level 3) conducted by outside consultants, which are suitable for making capital investment decisions. ASHRAE Level 2 and Level 3 audits can be conducted by trained and knowledgeable in-house staff as appropriate.

3. Tenants will be audited as part of the MCIPAC-MCBB audit program. Tenant audit procedures and energy conservation measures will be reviewed during Utilities Conservation and Appraisal Board (UCAB) meetings.

(k) Water Audits

1. The IFA will evaluate historical and current water usage data to identify potential water leaks. When statistically abnormal usage is identified from data and the irregularity cannot be explained, leak detection searches will be initiated.

2. The IFA will budget for and manage contracted or Headquarters Marine Corps (HQMC) sponsored water leak surveys and audits conducted by outside consultants. The frequency of leak detection surveys is a minimum of five years at each installation due to the age of the infrastructure.

(l) Water Conservation

1. Open-ended hoses are not authorized. Hoses are required to be equipped with flow control nozzles that do not allow free-running water.

2. Washing vehicles shall be minimized. The use of a pail to wash vehicles is highly recommended. Water usage with hose shall be limited to a fast, efficient rinse. Fund raising events such as unit sponsored car washes must be approved in writing by the IFA.

3. Washing of Privately Owned Vehicles (POVs) in work areas is prohibited.

4. Leaks shall be repaired as soon as they become known. Frequent inspection of facilities must be conducted for leaking water faucets, water lines, toilets, urinals, and steam or hot water connections.

5. Implement installation of low-flow toilets (1.6 gallons per flush or less) and urinals (0.8 gallons per flush or less), as well as low-flow faucets and showers (1.8 gallons per minute or less).

6. Faucets must be turned off when not in use, and water shall not be left running for washing, brushing teeth, shaving, etc.

7. Use the appropriate water level setting for the amount of laundry being washed. Full loads are most energy and water efficient and should be used to the maximum extent possible.

8. Water conservation measures shall be emphasized to cleaning and janitorial service employees and others involved in using large amounts of water.

9. Water shall not be used where sweeping will suffice (e.g. cleaning sidewalks, driveways, shop decks, etc.) Use of water hoses for these tasks is prohibited.

10. Evaluate swimming pools for potential water-saving initiatives such as pool covers and reducing frequency of filter backwashing.

11. Drought Management: In the event of contingency operations, installations should refer to each installation's Drought Management Plan or Drinking Water Management Plan for directions. Each installation will update their Drought Management Plan annually.

(m) Efficient Management and Operation of Facilities and Equipment

1. Management and operation of buildings shall be optimized for energy and sustainability per references (k) and (l). Consider using LEED Operations & Maintenance (O&M) guidelines as the guide for sustainable operation of buildings.

2. The IFAs are authorized, unless otherwise directed, to modify temperature settings, curtail heating and air conditioning, and take other utility conservation measures as long as they make economic sense and have the potential to reduce energy or water consumption.

3. Vending machines used at each installation's facilities will be equipped with energy efficient control devices such as Vending Misers. Each vending machine will have a proper Ground Fault Circuit Interrupter built in per reference (m).

4. Computers and attached peripherals will be turned off at the end of the day whenever possible. Monitors and speakers will be turned off when not in use or the user is away from the desk. The hibernation mode will be activated on all desktop and laptop computers and monitors.

5. Each installation G-6 will work with HQMC C4 and Marine Corps Systems Command (MCSC) to automatically shut down computer workstations or put them to standby mode at 1900 each day unless someone is using the workstation at that time.

(n) Training. Training is a crucial part of energy and water conservation cultural change, from budgeting, planning, contracting, designing, implementing, operating, maintaining, and repairing to demolition. Personnel involved in any part of facility management shall be properly trained on energy efficient facility management. Federal Buildings Personnel Training Act Core Competencies in reference (n), identifies required core competencies for performing building O&M, energy management, sustainability, water efficiency, safety (including electrical safety), building performance measures and design functions. In order to keep up with regulations, standards and technology changes, training will be provided periodically. Recommended curriculums can be found in the Federal Buildings Personnel Training Act Recommended Curriculum reference (o).

(5) Utilize the highest feasible energy and water efficiency technologies in new construction and renovations.

(a) Energy Conservation Investment Program (ECIP)/Energy Initiatives Program (EIP). The IFA will, based on in-house or contracted

energy audits, identify ECIP/EIP projects and submit them to HQMC for funding. ECIP is a special Military Construction (MILCON)-funded program for energy conservation retrofit or replacement construction projects. The EIP is managed by HQMC and provides O&M funds to construct, repair, and replace utility systems and facilities. Per Reference (a); where applicable, Alternative Financing Mechanisms such as Energy Service Performance Contracts (ESPC), Utility Energy Service Contracts (UESC), Power Purchase Agreements (PPA), will be considered.

(b) New construction, renovations, repairs and replacements shall introduce optimum energy and water efficiencies that will meet or exceed standards per references (k), (p) and (q), and LEED per reference (r).

(6) Establish and sustain UEM Program.

(a) Per reference (h), promote the shared vision that the efficient use of energy resources is a critical component of mission readiness through Energy Ethos Campaign and UEM Program. Reference (h) states that energy and water resources are essential to providing the operational support necessary to sustain and enhance Marine Corps Combat Readiness. Per reference (e), tenants and supported commands will identify an energy manager or representative at the individual unit or tenant level to coordinate unit and tenant involvement and actions as part of the installations overall energy program.

(b) UEM Standing Operating Procedures (SOP) for each installation shall be published within six months of signature of this order.

(c) Camp/Station UEM is appointed for each camp/station on Okinawa, serve as focal point of all UEMs and Energy Ethos activities onboard each camp/station, and providing organization to the large number of UEMs on Okinawa.

c. Subordinate Element Missions

(1) AC/S G-F, MCIPAC-MCBB:

(a) Monitor compliance with the progress of this Order in meeting goals across MCIPAC-MCBB on Okinawa, CATC Camp Fuji, Camp Mujuk, MCAS Iwakuni and MCB Hawaii.

(b) Chair the quarterly UCAB meetings. The AC/S G-F may delegate chairperson responsibilities to the Deputy G-F, MCIPAC-MCBB.

(c) Appoint Regional and Installation Energy Manager to serve as point of contact (POC) for energy matters within MCIPAC-MCBB. Implement a UEM program.

(d) Coordinate with the United States Army Corps of Engineers Japan Engineer District Okinawa Field Office and United States Forces Japan to obtain the United States Green Building Council's LEED level of performance or the host nation equivalent/alternative for host nation funded construction projects. The Japanese alternative to LEED is the Comprehensive Assessment System for Building Environmental Efficiency (CASBEE).

(e) Ensure that all planning, design, construction, renovation, repair, maintenance, operation and equipment installation meet high performance and sustainable building requirements per references (k), (l), (p), and (q) to the greatest extent possible. MILCON and facility repair and/or sustainment projects will include an energy analysis in order to ensure that they comply with relevant Executive Orders (EOs) and other Federal energy and water conservation requirements. A life cycle cost analysis will be done for each major project to ensure that the design is economically viable.

(f) All installations must ensure that Level 1 ASHRAE walk-through assessments of existing facilities are conducted as part of the Facilities Inspection Schedule, generated by Inspection Section, Facilities Maintenance Branch (FMB). Findings and recommendations will be reported to FMB. FMB, Energy Office and Public Works Branch (PWB) will take appropriate action to ensure energy conservation measures are implemented.

(g) Ensure that all installations are complying with the Defense Utility Energy Reporting System (DUERS) Reporting Instructions, reference (s).

(h) Provide purchasing support and other necessary resources to aide CATC Camp Fuji in implementing energy improvements.

(2) Facilities Management Officer, CATC Camp Fuji:

(a) Serve as a UCAB member and attend all scheduled board meetings.

(b) Appoint Installation Energy Manager (IEM) to serve as energy POC within the installation, and implement the UEM program.

(c) Coordinate with the Japan Engineer District, Camp Zama to obtain the U.S. Green Building Council's LEED level of performance or the host nation equivalent/alternative for host nation funded construction projects. The Japanese alternative to LEED is the CASBEE.

(d) Ensure that all planning, design construction, renovation, repair, maintenance, operation and equipment installation meet high performance and sustainable building requirements per references (k), (l), (p) and (q) to the greatest extent possible. MILCON and facility repair and/or sustainment projects will include an energy analysis in order to ensure that they comply with relevant EOs and other Federal energy and water conservation requirements. A life cycle cost analysis will be done for each major project to ensure that the design is economically viable.

(e) Ensure that Level 1 ASHRAE walk-through assessments of existing facilities are conducted as part of the Facilities Inspection Schedule. Findings and action taken will be reported during the quarterly UCAB meetings.

(3) S-4, Camp Mujuk:

- (a) Serve as a UCAB member and attend all scheduled board meetings.
- (b) Appoint IEM to serve as energy POC, and implement the UEM program.
- (c) Coordinate with the Far East District, Army Corps of Engineers, to obtain the U.S. Green Building Council's required level of LEED performance or the host nation equivalent/alternative for host nation funded construction projects.
- (d) Ensure that all planning, design, construction, renovation, repair, maintenance and operation and equipment installation meet high performance and sustainable building requirements per references (k), (l), (p), and (q) to the greatest extent possible. MILCON and facility repair and/or sustainment projects will include an energy analysis in order to ensure that they comply with relevant EOs and other Federal energy and water conservation requirements. A life cycle cost analysis will be done for each major project to ensure that the design is economically viable.
- (e) Ensure that Level 1 ASHRAE walk-through assessments of existing facilities are conducted as part of the Facilities Inspection Schedule. Findings and action taken will be reported during the quarterly UCAB meetings.
- (f) Ensure that the installation is complying with DUERS Reporting Instructions, reference (s).

(4) Facilities Officer, MCAS Iwakuni:

- (a) Serve as a UCAB member and attend all scheduled board meetings.
- (b) Appoint IEM to serve as energy POC, and implement the UEM program.
- (c) Coordinate with the Japan Engineer District, Camp Zama to obtain the U.S. Green Building Council's LEED level of performance or the host nation equivalent/alternative for host nation funded construction projects. The Japanese alternative to LEED is the CASBEE.
- (d) Ensure that all planning, design, construction, renovation, repair, maintenance, operation and equipment installation meet high performance and sustainable building requirements per references (k), (l), (p) and (q) to the greatest extent possible. MILCON and facility repair and/or sustainment projects will include an energy analysis in order to ensure that they comply with relevant EOs and other Federal energy and water conservation requirements. A life cycle cost analysis will be done for each major project to ensure that the design is economically viable.
- (e) Ensure that Level 1 ASHRAE walk-through assessments of existing facilities are conducted as part of the Facilities Inspection

Schedule. Findings and action taken will be reported during the quarterly UCAB meetings.

(f) Ensure that the installation is complying with DUERS Reporting Instructions, reference (s).

(5) Director of the Facilities Department, MCB Hawaii:

(a) Serve as a UCAB member and attend all scheduled board meetings.

(b) Appoint IEM to serve as energy POC, and implement the UEM program.

(c) Coordinate with the relevant construction agency to obtain the U.S. Green Building Council's required level of LEED performance.

(d) Ensure that all planning, design, construction, renovation, repair, maintenance, operation and equipment installation meet high performance and sustainable building requirements per references (k), (l), (p), and (q) to the greatest extent possible. MILCON and facility repair and/or sustainment projects will include an energy analysis in order to ensure that they comply with relevant EOs and other Federal energy and water conservation requirements. A life cycle cost analysis will be done for each major project to ensure that the design is economically viable.

(e) Ensure that Level 1 ASHRAE walk-through assessments of existing facilities are conducted as part of the Facilities Inspection Schedule. Findings and action taken will be reported during the quarterly UCAB meetings.

(f) Ensure that the installation is complying with DUERS Reporting Instructions, reference (s).

(6) Camp Commanders, Commanding Officers and Station Commanding Officers:

(a) Serve as senior UCAB members and attend all scheduled board meetings. Designate Camp Directors, Executive Officers, and Station Executive Officers as UCAB members to attend all scheduled board meetings as required.

(b) Comply with this Order and support energy and water conservation goals.

(c) Enforce compliance with this Order by tenant organizations and individuals.

(d) Provide full support for the UEM program, and will designate: Camp/Station UEM for each Camp/Station, and have each unit and tenant on board each camp/station designate a UEM.

(7) Tenants and other users of MCIPAC-MCBB on Okinawa, CATC Camp Fuji, Camp Mujuk, MCAS Iwakuni, and MCB Hawaii facilities/equipment:

(a) Comply with this Order and support the energy and water conservation goals.

(b) Ensure individual and subordinate unit compliance within their organizations and designate UEMs for assigned facilities.

(8) AAFES, MCX, DECA, and Marine Corps Community Services (MCCS):

(a) Participate in quarterly UCAB meetings and report on energy and water conservation efforts.

(b) Designate UEM for assigned facilities, and support initiatives proposed by UEM.

(9) AC/S G-6, MCIPAC-MCBB:

(a) Be knowledgeable on data center technologies for minimizing energy consumption.

(b) Work with HQMC C4 and MCSC to ensure only Energy Star computers are used.

(c) Research and pursue energy-saving technologies that can be leveraged for local application for MCIPAC-MCBB Information Technology services.

(d) Provide network support for the Utilities Management and Control System (UMCS), and any other Energy and Utilities related networked systems.

d. Coordinating Instructions

(1) UCAB. The UCAB is a forum through which leadership can discuss and be briefed on current energy and water conservation plans and initiatives, as required in reference (i). The UCAB is a mechanism through which its members can propose, select, evaluate, and execute energy and water conservation plans and initiatives. It is a forum for discussion before decisions are made. All major policy and budget decisions will be made by the respective installation Commander or delegated authority. Minor decisions will be made by energy/water proponents. Through UCAB channels, members have access to the Commanding General, MCIPAC-MCBB to help manage conservation efforts.

(a) A Senior Leader UCAB will meet once a year. Members of the Senior UCAB will be appointed in accordance with references (i) and (o). The Commanding General MCIPAC-MCBB will chair the annual Senior Leader UCAB. The Commanding General may delegate chairperson responsibilities to the AC/S G-F for the annual Senior Leader UCAB.

(b) A subordinate UCAB consisting of staff members identified below will be held quarterly. CATC Camp Fuji, Camp Mujuk, MCAS Iwakuni, and MCB Hawaii will participate in both UCABs via video teleconference.

1. DeCA
2. AAFES/MCX
3. Camp/Station Representative
4. MCCS
5. MCIPAC-MCBB G-4
6. MCIPAC-MCBB G-6
7. MCIPAC-MCBB Comptroller G-8
8. III Marine Expeditionary Force (III MEF) units
9. G-F, PWB
10. G-F, FMB
11. G-F, Environmental Affairs Branch (EAB)
12. G-F, Facilities Systems Management Branch (FSMB)
13. G-F, Housing and Billeting Branch
14. Department of Defense Dependent School (DoDDS)
15. Defense Communication Detachment Okinawa
16. Medical and Dental Clinics
17. Neighboring Services
18. Others as appointed by the activity commander

5. Administration and Logistics

a. AC/S G-F, MCIPAC-MCBB: Maintain UCAB meeting minutes and distribute them as required.

b. IFA:

(1) Prepare project documentation, such as DD-1391s and Program Objective Memorandum, for energy and water conservation projects.

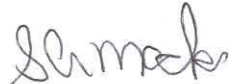
(2) Monitor energy and water use and identify potential problems or opportunities for savings.

(3) Compile statistics on energy and water use and savings to identify trends.

6. Command and Signal

a. Command. This Order is applicable to MCIPAC-MCBB on Okinawa, CATC Camp Fuji, Camp Mujuk, MCAS Iwakuni and MCB Hawaii commands and tenants.

b. Signal. This Order is effective the date signed.



S. A. MACKEY
Chief of Staff

DISTRIBUTION: List A