



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
WASHINGTON, D.C. 20380-0001

12.04-12/11/89-00005

IN REPLY REFER TO
11011
LFL/U-9
14 DEC 1989

From: Commandant of the Marine Corps
Subj: COMMUNITY RELATIONS (COMREL) IN CONNECTION WITH THE
INSTALLATION RESTORATION (IR) PROGRAM
Ref: (a) CMC Ltr 6280/7 LFL U-14 of 15 Jul 88

1. Guidance for implementation of the IR program at Marine Corps installations was provided by the reference. One required aspect of the IR program is the development of the COMREL plan.

2. During 1989 assistance visits to selected Marine Corps installations by Ms. Melissa Shapiro, Director of IR support in the Navy office of the Chief of Information provided an evaluation of installation efforts in COMREL. As a result of those visits a number of recommendations were made as to how the COMREL programs can be made even more effective in the future. Since COMREL requirements apply to all installations which have an active IR program these recommendations are provided for general application.

a. First, team building is an important element in IR COMREL implementation. Unfortunately, IR cleanup functions, including COMREL, are sometimes conducted quite separately and this needs to change. Installations can not expect PAO's and attorneys to work independently and still be able to develop a cohesive COMREL strategy. Regular team meetings need to be held so that PAO's won't be kept in the dark and engineers won't have to face the public alone.

b. Second, additional training in IR COMREL is needed by installation staff. CNO, OP-45 plans to make training available later this year and NAVFACENCOM, Engineering Field Divisions have some plans underway. Installation commitment to attend the training will be important, including providing the necessary travel and per diem funds.

c. Next, community interviews need to be conducted off the installation as well as on. These interviews should not only be the responsibility of the PAO's, but engineers should also be involved. Training for conducting these interviews needs to be a priority. No one should conduct an interview without being accompanied by a more experienced interviewer. Contractors should not conduct interviews without an installation representative.

d. Finally, we need to make sure that installation legal staff is tied-in to COMREL activities. We need the participation of the legal staff to ensure that we have developed the most

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Both comrel
should be
involve

1822

Pls NOTE!
our policy for Navy IR.

I strongly agree!

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cohesive strategy. Legal staff are often the ones in the position to represent our actions to the regulatory agencies, so they need to be fully informed and involved in COMREL activities.

3. COMREL is a critical element in the IR equation as we move through this complex process to decisions which may be viewed as impacting the communities surrounding our installations. Questions regarding COMREL programs may be referred to Mr. Robert L. Warren at AUTOVON 226-0866.



W. T. ADAMS
Brigadier General, U.S. Marine Corps
Director, Facilities and Services Division
Installations and Logistics Department
By direction of
the Commandant of the Marine Corps

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