



UNITED STATES MARINE CORPS
MARINE CORPS BASE
QUANTICO, VIRGINIA 22134-5001

MCBO 5600.1B
B 013
3 Dec 99

MARINE CORPS BASE ORDER 5600.1B W/Ch 1, 2, 3, 4, 5

From: Commanding General
To: Distribution List

Subj: ASSIGNMENT OF DISTRIBUTION CODES AND ACTIVITY NUMBERS

Ref: (a) MCO P5600.31G (NOTAL)

Encl: (1) Distribution Codes for Official Correspondence

1. Purpose. To promulgate distribution codes and activity numbers for directives and official correspondence aboard MCB, Quantico.
2. Cancellation. MCBO 5600.1A.
3. Summary of Revision. This Revision contains a significant number of changes and should be reviewed in its entirety.
4. Information

a. Directives

(1) Distribution

* (a) All unclassified MCB and MCCDC directives will be accessed/maintained via the MCB, Quantico website "<http://www.quantico.usmc.mil/g1/adj/adjutant.htm>." Paper copies of these directives will not be distributed. Addressees will keep branch/section heads without LAN/internet access informed of when directives and/or changes are published and will provide printed copies as necessary.

(b) Distribution codes will not be assigned to those directives that are maintained on the internet. The distribution will be indicated as follows:

"DISTRIBUTION: INTERNET"

(2) Per the reference all MCB and MCCDC activities shall maintain on site publications sufficient in quantity (regardless of medium) to sustain its operations. Digitized publications obtained from the internet, CD-Rom or other sources must be downloaded and

maintained on site as either electronic files or paper copies. For purposes of inspection, electronic files will suffice and need not be printed.

a. Distribution Codes for Official Correspondence

(1) Use those activity numbers assigned in enclosure (1) as distribution codes for official correspondence. Correspondence with five or more addressees will contain a distribution section below the signature block. Addressees will receive only one copy unless specifically indicated. Example:

Distribution:		
3	16 (2)	37
4 (2)	21	38 (3)
8	24	39
10	29	

(2) Once an activity number has been assigned to an organization it will not be reissued.

2. Action. Addressees listed in the enclosure will:

a. Ensure that subordinates receive required directives and maintain current files.

b. Comply with the information contained in this Order when originating directives or official correspondence.


R. P. ROOK
Chief of Staff

DISTRIBUTION: INTERNET



UNITED STATES MARINE CORPS
MARINE CORPS BASE
QUANTICO, VIRGINIA 22134-5001

MCBO 5600.1B Ch 1
B 013
13 Dec 00

MARINE CORPS BASE ORDER 5600.1B Ch 1

From: Commanding General
To: Distribution List

Subj: ASSIGNMENT OF DISTRIBUTION CODES AND ACTIVITY NUMBERS

Encl: (1) New page inserts to MCBO 5600.1B

1. Purpose. To transmit new page inserts to the basic Order.
2. Action. Remove the letterhead page and page 1 of enclosure (1) and replace with the corresponding pages contained in the enclosure.
3. Change Notation. Paragraphs denoted by an asterisk (*) symbol contain changes not previously published.
4. Filing Instructions. File this Change transmittal immediately following the signature page of the basic Order.


E. CAVAZOS, JR.
Chief of Staff

DISTRIBUTION: INTERNET



UNITED STATES MARINE CORPS
MARINE CORPS BASE
QUANTICO, VIRGINIA 22134-5001

MCBO 5600.1B Ch 2
B 013
11 Feb 02

MARINE CORPS BASE ORDER 5600.1B Ch 2

From: Commanding General
To: Distribution List

Subj: ASSIGNMENT OF DISTRIBUTION CODES AND ACTIVITY NUMBERS

Encl: (1) New page insert to MCBO 5600.1B

1. Purpose. To transmit a new page insert to the basic Order.
2. Action. Remove page 2 of enclosure (1) and replace with the corresponding page contained in the enclosure.
3. Change Notation. Paragraphs denoted by an asterisk (*) symbol contain changes not previously published.
4. Filing Instructions. File this change transmittal immediately following the signature page of the basic Order.

D. L. WRIGHT
Chief of Staff

DISTRIBUTION: INTERNET



UNITED STATES MARINE CORPS
MARINE CORPS BASE
QUANTICO, VIRGINIA 22134-5001

MCBO 5600.1B Ch 3
B 013
13 May 02

MARINE CORPS BASE ORDER 5600.1B Ch 3

From: Commanding General
To: Distribution List

Subj: ASSIGNMENT OF DISTRIBUTION CODES AND ACTIVITY NUMBERS

Encl: (1) New page inserts to MCBO 5600.1B

1. Purpose. To transmit new page inserts to the basic Order.
2. Action. Remove page 2 of enclosure (1), and replace with the corresponding page contained in the enclosure.
3. Change Notation. Paragraphs denoted by an asterisk (*) symbol contain changes not previously published.
4. Filing Instructions. File this change transmittal immediately behind the signature page of the basic Order.

D. L. WRIGHT
Chief of Staff

DISTRIBUTION: INTERNET



UNITED STATES MARINE CORPS
MARINE CORPS BASE
QUANTICO, VIRGINIA 22134-5001

MCBO 5600.1B Ch 4
B 013
2 Apr 03

MARINE CORPS BASE ORDER 5600.1B Ch 4

From: Commanding General
To: Distribution List

Subj: ASSIGNMENT OF DISTRIBUTION CODES AND ACTIVITY NUMBERS

Encl: (1) New page inserts to MCBO 5600.1B

1. Purpose. To transmit new page inserts to the basic Order.
2. Action. Remove the letterhead page, pages 1 and 2 of enclosure (1), and replace with the corresponding pages contained in the enclosure.
3. Change Notation. Paragraphs denoted by an asterisk (*) symbol contain changes not previously published.
4. Filing Instructions. File this Change transmittal immediately behind the signature page of the basic Order.

D. L. WRIGHT
Chief of Staff

DISTRIBUTION: INTERNET



UNITED STATES MARINE CORPS
MARINE CORPS BASE
QUANTICO, VIRGINIA 22134-5001

MCBO 5600.1B Ch 5
B 013
9 Jul 04

MARINE CORPS BASE ORDER 5600.1B Ch 5

From: Commander

To: Distribution List

Subj: ASSIGNMENT OF DISTRIBUTION CODES AND ACTIVITY NUMBERS

Encl: (1) New page inserts to MCBO 5600.1B

1. Purpose. To transmit new page inserts to the basic order.
2. Action. Remove enclosure (1), and replace with the corresponding pages contained in the enclosure.
3. Change Notation. Paragraphs denoted by an asterisk (*) symbol contain changes not previously published.
4. Filing Instructions. File this change transmittal immediately behind the signature page of the basic order.

R. T. BRIGHT
Chief of Staff

DISTRIBUTION: INTERNET

DISTRIBUTION CODES FOR OFFICIAL CORRESPONDENCE

ACTIVITY TITLE	ACTY NO.
CG, MCCDC	
C/S MCCDC	1
*Dir C2 Integration Div	18
Dir, Expeditionary Force Development Ctr	19
CG, Training and Education Cmd	20
Dir, Doctrine Div	42
Unassigned	43
CG, Training Cmd	60
Dir, Materiel Requirements Div	44
Dir, Studies and Analysis Div	45
Dir, Ctr for Emerging Technologies and Opportunities	46
CG, Education Cmd/Marine Corps University	47
Dir, Joint Concept Development and Experimentation Div	48
Dir, Futures Warfighting Div	49
Counsel	52
CG, Marine Corps Warfighting Laboratory	56
Dir, Total Force Structure Div	57
Dir, Operations Div	58
CO, Special Purpose MAGTF	59
CMDR, MCB	
C/S MCB	2
Public Affairs Officer	3
AC/S G-1	4
AC/S G-5	5
AC/S G-3	6
CO, Security Bn	7
Dir, Marine Corps Community Services Div	8
AC/S G-4	9
Unassigned	10
Dir, Comptroller Div	11
Staff Judge Advocate	13
Dental Care Advisor	14
Chaplain	15

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ACTIVITY TITLE	ACTY NO.
CMDR, MCB - Con't	
Adjutant	16
Inspector	17
CO, Headquarters and Service Bn	22
Dir, Reserve Support Unit	28
Health Care Advisor	29
*Dir, Marine Corps Marathon	53
AC/S G-6	54
Dir, Safety Div	55
Dir, Business Performance Office	61
Dir, Regional Contracting Office, Northeast	62
TENANTS	
Dir MCOTEA	12
CG MARCORSSYSCOM	21
CO, Marine Security Guard Bn	23
Unassigned	24
CO, Marine Corps Air Facility	25
CO HMX-1	26
Dir MCNOSC	27
Dir, Marine Corps Museum	30
DC Manpower and Reserve Affairs	31
Exec Dir, Marine Corps Association	32
Station Mgr, American Red Cross	33
Dir FBI Academy	34
Exec Dir, Navy Relief	35
Commissary Officer	36
CG, Marine Corps Recruiting Cmd	37
Unassigned	38
Unassigned	39
I&I, Fourth Light Armored Reconnaissance Bn	40
Dir, Personal and Family Readiness Div	41
Hd HROM-Q	50
Superintendent, VADESSES	51

ENCLOSURE (1)
Ch 5 (9 Jul 04)