



UNITED STATES MARINE CORPS
MARINE CORPS INSTALLATIONS NATIONAL CAPITAL REGION
MARINE CORPS BASE QUANTICO
3250 CATLIN AVENUE
QUANTICO, VIRGINIA 22134-5001

IN REPLY REFER TO:
MCINCR-MCBQO 1700.4C
B 37
7 Jul 17

MARINE CORPS INSTALLATIONS NATIONAL CAPITAL REGION-MARINE CORPS BASE QUANTICO
ORDER 1700.4C

From: Commander, Marine Corps Installations National Capital Region-Marine
Corps Base Quantico

To: Distribution List

Subj: CONTROL OF ALCOHOLIC BEVERAGES

Ref: (a) MCO 5300.17
(b) MCO 1700.30
(c) MCO 1700.22G
(d) MCO P1700.27B w/Ch 1
(e) MCBO 12750.1A
(f) SECNAVINST 5300.40
(g) MCO P12000.11A w/Ch 5
(h) MCO 1754.9A

Encl: (1) Special Instructions Relative to the Consumption of Alcoholic
Beverages in Dining Facilities
(2) Sample Format, Party/Dispensing of Alcoholic Beverages
(3) Sample Flyer, MCCS Designated Driver Program

1. Situation. In the interest of safety, good order, and discipline, the introduction, sale, possession, transfer, and consumption of alcoholic beverages within the geographical confines of Marine Corps Base Quantico (MCBQ) must be regulated and monitored in accordance with Virginia state law, higher headquarters orders and directives, and the Uniform Code of Military Justice.

2. Cancellation. MCBO 1700.4B.

3. Mission. To promulgate policy, procedures, and information concerning the sale, possession, introduction, transfer, and consumption of alcoholic beverages within the geographical confines of Marine Corps Installations National Capital Region-Marine Corps Base Quantico (MCINCR-MCBQ), pursuant to the references.

4. Execution

a. Commander's Intent. Per the references and this Order, MCINCR-MCBQ subordinate commands will maintain safety, good order, and discipline through regulation and monitoring of the introduction, sale, possession, transfer, and consumption of alcoholic beverages within the geographical confines of Marine Corps Base Quantico (MCBQ).

b. Concept of Operations

(1) Headquarters Marine Corps (MR), Marine Corps Community Services (MCCS) Division, is responsible for obtaining an equitable and uniform price

from wholesale distributors for alcoholic beverages to be sold at approved retail outlets. The term "alcoholic beverages," as referred to in this order, includes all wines, distilled spirits, and beer.

(2) Introduction, Possession, and Use of Alcoholic Beverages.

Alcoholic beverages purchased at authorized retail outlets on base or other off-base licensed establishments may be stored only at locations a, b, c, and d listed below. Alcoholic beverages purchased at authorized retail outlets on base or other off-base licensed establishments may be introduced, possessed, consumed in amounts as specified by individual Commander's policy only at the following locations:

- (a) Officers' quarters
- (b) Married Enlisted quarters
- (c) Staff Non-Commissioned Officers' (SNCO's) quarters
- (d) Bachelor Enlisted quarters
- (e) Lunga Reservoir (beer, wine, and malt beverages only)
- (f) Dining Facilities, as authorized in enclosure (1)
- (g) All hands pool for after-hour functions

(h) All other locations will require the specific approval of the Commander, Marine Corps Installations National Capital Region-Marine Corps Base Quantico (MCINCR-MCBQ).

(i) Commanders and tenant activities with General Officers in charge are authorized to grant approval to introduce, possess, and consume alcoholic beverages within their respective spaces/areas for special events on an ad hoc/infrequent basis. Copies of approved requests will be provided to the Commander, MCINCR-MCBQ (B 37).

(3) Sale of Alcoholic Beverages

(a) Alcoholic beverages are authorized to be sold at the following activities and must be consumed on the premises where the alcoholic beverages are sold.

- 1. The Clubs at Quantico (TCAQ)
- 2. Commissioned Officers' Lounge
- 3. Hawkins Bar at The Basic School (TBS)
- 4. SNCO Lounge
- 5. Enlisted Club (Marathon)
- 6. Medal of Honor Golf Course Facilities
- 7. Bowling Center

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8. Outdoor events sponsored/hosted by MCCS (e.g., 4th of July, concerts, festivals)

(b) Unit funds may be utilized to purchase beer and wine only.

(4) Specific Prohibition

(a) Minors. Persons under 21 years of age will not introduce, purchase, possess, or use alcoholic beverages aboard this Base except as stated in reference (b).

(b) Alcoholic Beverages in Motor Vehicles

1. The transportation off-base of more than 12 liters of distilled spirits per person of drinking age by motor vehicle, or otherwise, is prohibited by Virginia law.

2. An open container of any alcoholic beverage in the passenger area of a privately-owned vehicle is prohibited. A can/bottle is considered open if the seal is broken.

(c) Alcoholic Beverages at Intramural/Inter-Service Athletic Events. No alcoholic beverages may be consumed at intramural/inter-service athletic events. Under no circumstances may privately purchased malt beverages be taken to or consumed at athletic events. Possession and/or use of alcoholic beverages in cans or bottles at such athletic events are prohibited. SNCOs and officers attending these events are expected to ensure that this rule is adhered to.

(d) Private Contracts for the Purchase of Alcohol. The Director of Business Operations or his/her designee, MCCS Division, is the only agent authorized to negotiate and execute contracts on behalf of the Base. Private individuals or groups are specifically prohibited from negotiating and concluding contracts with local distributors except for private functions held within the confines of assigned quarters, or private events occurring off the installation.

(e) No person will sell alcoholic beverages on base without the specific approval of the Commander, MCINCR-MCBQ.

(f) Business Operations, Retail Branch activities may sell case lot beverages and alcohol in closed containers for personal use. Retail sales personnel engaged in the sale of alcoholic beverages will check the military identification card of all persons purchasing alcoholic beverages to ensure there are no sales to minors or those under age 21.

(g) At no time will alcoholic beverages be sold to persons who are or appear to be intoxicated or under 21 years of age.

(h) Service members who violate the provisions of this order may be subject to adverse administrative action or disciplinary action under the Uniform Code of Military Justice, as appropriate. Civilian employees may be subject to administrative sanctions per reference (e).

(5) Party Requests. Activity directors or individuals who desire to use MCCS supported facilities at which the dispensing of alcoholic beverages has been authorized, will submit a written request to the Commander, MCINCR-

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MCBQ (B 37), requesting permission to dispense alcoholic beverages, using the format outline in enclosure (2). Unit funds may be used for expenditures related to use of the facility and the purchase of alcoholic beverages (beer and wine only). In no instance will authority be granted to serve anything other than soft drinks to personnel under 21 years of age, except as authorized by reference (b). The sponsor of the party will be responsible for enforcement of this regulation. Procurement of alcoholic beverages will be as specified in the order and an equal or greater amount of soft drinks must be provided for attendee's choice.

c. Tasks

(1) Directors, Tenant Activity Directors, and Organizational Commanders. Ensure that all members of their activities are aware of the contents of this order and applicable references.

(2) Director, MCCA Division

(a) All employees serving alcoholic beverages shall be trained in the legal consequences of the dram shop acts and shall receive annual training in the responsible service of alcohol.

(b) Director, Business Operations Branch or his/her designee will ensure:

1. No person under 21 years of age will be employed to dispense, handle, or serve alcoholic beverages, unless a manager who is 21 years of age or older is present and on duty in the store at the time of sale to oversee the transaction.

2. Store managers comply with the provisions of Virginia liquor control laws.

3. Cashiers do not sell alcohol to patrons who are, or appear to be, intoxicated or under the age of 21 and that cashiers do not allow patrons to transfer alcohol to underage patrons or other guests who may be intoxicated.

(c) Director, Food and Hospitality Branch will ensure:

1. Club managers comply with the provisions of Virginia liquor control laws.

2. Bartenders and other servers do not provide alcohol to patrons who are or appear to be intoxicated or under the age of 21 and that bartenders and other servers do not allow patrons to transfer alcohol to underage patrons or other guests who may be intoxicated.

3. Reduced price periods (Happy Hours) are limited to no more than 2 hours per day. Prices will not be reduced by more than 25 percent.

4. Club managers will not engage in "last call" and other countdown techniques designed to promote last minute alcohol sales.

5. The serving of "doubles" without doubling the price is not authorized.

6. The Marine Corps designated driver program is designed to promote responsible use of alcohol. The goal of the program is to prevent MCCS patrons from driving while intoxicated and potentially injuring themselves and others by appointing one member of the group to remain alcohol-free and who will receive complimentary non-alcoholic beverages while serving in this role. A designated driver program will be implemented in all locations serving alcoholic beverages.

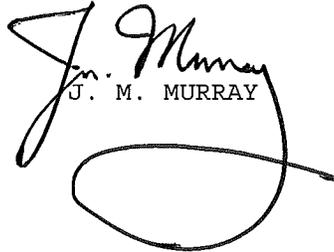
(d) MCCS employees may be subject to criminal prosecution per Virginia Code 4.1-304, 1950, as amended, for selling any alcoholic beverages to any person, when at the time of sale, the bartender, server, or cashier knows, or has reason to believe, that the person to whom the sale is made is intoxicated.

5. Administration and Logistics. Submit recommendations for changes to this Order to the Commander, MCINCR-MCBQ (Attn: AC/S, G-1 and Director, MCCS), via the appropriate chain of command.

6. Command and Signal

a. Command. This Order is applicable to all MCINCR-MCBQ subordinate and tenant commands, and Headquarter departments.

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


J. M. MURRAY

Distribution: A

7 Jul 17

SPECIAL INSTRUCTIONS RELATIVE TO THE CONSUMPTION OF ALCOHOLIC BEVERAGES IN
DINING FACILITIES

1. Authorization. Upon approval of the Commander, MCINCR-MCBQ, consumption of alcoholic beverages may be authorized in enlisted dining facilities on an occasional basis as specified in reference (d) and may include events as follows:

- a. Successful completion of some special or arduous task or assignment.
- b. Special meals served in connection with the presentation of awards.
- c. Commemorative occasions such as unit anniversaries, the Marine Corps Birthday, or change of command ceremonies.
- d. Other special occasions deemed appropriate by organizational commanders.

2. Instructions for Serving Alcoholic Beverages in Enlisted Dining Facilities. Alcoholic beverages may be authorized by the Commander, MCINCR-MCBQ in enlisted dining facilities subject to the following provisions:

- a. Alcoholic beverages are limited to beer and wine.
- b. Alcoholic beverages are only served to those legally eligible to consume same and authorized to subsist in the particular dining facility.
- c. Alcoholic beverages must be provided through an authorized MCCA activity.
- d. Alcoholic beverages may be permitted during the evening meals or at non-workday dinner meals only.
- e. Organizational commanders will cause appropriate supervisory personnel to be present during the serving of alcoholic beverages to ensure proper decorum is maintained in the dining facility.



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MARINE CORPS INSTALLATIONS NATIONAL CAPITAL REGION
MARINE CORPS BASE QUANTICO
3250 CATLIN AVENUE
QUANTICO, VIRGINIA 22134-5001

IN REPLY REFER TO:
1700
B 010
16 Mar 17

From: Assistant Chief of Staff, Manpower Division (G-1)
To: Commander, Marine Corps Installations National Capital Region-Marine
Corps Base Quantico
Via: (1) Company Commander, Headquarters Company
(2) Commanding Officer, Headquarters and Service Battalion
(3) Director, Marine Corps Community Services (B 37)
Subj: PRIVATE PARTY/DISPENSING OF ALCOHOLIC BEVERAGES
Ref: (a) MCINCR-MCBQO 1700.4C

1. Per the reference, permission for the following is requested:

Private party hour to hour on date; dispensing of alcoholic beverages from hour to hour on date, alcoholic beverages shall consist of (beer only) (beer and other alcoholic beverages) at (location or facility) in support of a (type of function).

2. The function will be attended by:

<u>Military Personnel</u>	<u>Civilians</u>
Officers: <u> </u>	Officer Dependents: <u> </u>
Enlisted: <u> </u>	Enlisted Dependents: <u> </u>
	Civilian Guests: <u> </u>
	Civilian Dependents: <u> </u>
Total: <u> </u>	

3. The function will be catered by the Officer's Club/Enlisted Club/SNCO Club/Other (explain).

4. The point of contact in regards to this request is at commercial: (XXX) XXX-XXXX or fname.lname@usmc.mil. has been designated the responsible sponsor and will ensure that no participant in the activity under the age of 21 will be served any alcoholic beverage.

A. C. STAFF

REQUEST EXAMPLE



UNITED STATES MARINE CORPS
MARINE CORPS COMMUNITY SERVICES
MARINE CORPS INSTALLATIONS NATIONAL CAPITAL REGION
MARINE CORPS BASE QUANTICO
2034 BARNETT AVENUE
QUANTICO, VIRGINIA 22134-5001

IN REPLY REFER TO:
1700
B 37
3 Apr 17

_____ ENDORSEMENT on A/C S, G-1 ltr 1700 B 010 of 20 Mar 17

From: Director, Marine Corps Community Services
To: Commander, Marine Corps Installations National Capital Region-Marine
Corps Base Quantico (B 37)

Subj: PRIVATE PARTY/DISPENSING OF ALCOHOLIC BEVERAGES

Ref: (a) MCINCR-MCBQO 1700.4C (Reqd if not in init ltr)

1. Forwarded, recommending approval/disapproval.
2. The request has been reviewed in its entirety and is within the standards outlined in reference (a).
3. Point of contact in regards to this matter is _____ at commercial: (XXX) XXX-XXXX, email: _____.

M. C. SERVICES

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MCCS ENDORSEMENT EXAMPLE



“Designated Driver Program”

Driving after drinking is deadly. Yet it still continues to happen across the United States. If you drive while impaired, you could get arrested, or worse – be involved in a traffic crash that causes serious injury or death. According to the National Highway Traffic Safety Administration (NHTSA), in 2015 every day 28 people in the United States died in an alcohol related vehicle crash – that’s one person every 53 minutes. The chance of being in an alcohol impaired crash is one in three over the course of a lifetime. In fact, on average, over 10,000 people have died each year (2010 to 2015) in drunk driving crashes. In 2015 there were 10,265 fatalities involving drivers with Blood Alcohol Content (BAC) of .08 or higher. These alcohol impaired driving fatalities accounted for 29 percent of all motor vehicle traffic fatalities in the United States in 2015. Of the traffic fatalities among children 14 and younger in 2015, 16 percent occurred in alcohol impaired driving crashes.

Take steps to prevent drunk driving. If you will be drinking, plan on not driving. Plan your safe ride home before you start the party. Designate a sober driver ahead of time. Designated drivers have saved nearly 50,000 lives and spared many more thousands from injury. Each year, millions of Americans either serve as designated drivers or are driven home by one. Since the 1980s, designated driver programs aimed at reducing alcohol impaired driving, have been widely implemented and promoted in the United States. Designated driver programs are simple, voluntary, inexpensive, and easily applicable to a variety of situations.

What is a “Designated Driver”? A designated driver is an adult who is **legally licensed to drive**, who agrees to **refrain from all alcohol consumption**, and who **safely transports any group members home**. Designated drivers **should be appointed prior to the consumption of alcohol** to prevent anyone from being tempted to drive. A designated driver can be used anywhere people ride together after drinking alcohol. Designated drivers help family and friends avoid embarrassment, keep their driving license, stay out of jail, and most importantly, prevent senseless injury or death.

In accordance with MCINCR-MCBQO 1700.4C, MCCS Quantico locations serving alcoholic beverages have designated driver programs. **Clearly identified designated drivers are provided with incentives (free-non-alcoholic beverages such as water, soft drinks, coffee) for refraining from drinking alcoholic beverages**. Designated drivers should identify themselves to the server or host before alcohol is served. This helps ensure the server/host can easily avoid offering them alcoholic beverages and monitor whether they drink any. Designated drivers should not drink alcoholic beverages after they accept the designated driver role. If designated drivers do drink, they may be charged for incentives received and forfeit any incentives not yet awarded. Also, the server or host should make certain that these designated drivers and their companions still have safe transportation home.

As Marines, Sailors, and Civil Servants we live by our core values. So think before you jeopardize the safety of yourself, your fellow Marines, Sailors, civilian employees or family members.

Protect What You’ve Earned!