



UNITED STATES MARINE CORPS

MARINE WING HEADQUARTERS SQUADRON 2
POSTAL SERVICE CENTER BOX 8076
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IN REPLY REFER TO:

1601
CO
21 June 11

From: Commanding Officer, Marine Wing Headquarters Squadron 2
To: Distribution List

Subj: COMMAND DUTY OFFICER (CDO), COMMAND DUTY CLERK (CDC), DUTY
NONCOMMISSIONED OFFICER (DNCO), AND ASSISTANT DUTY NONCOMMISSIONED
OFFICER (ADNCO) FOR THE MONTH OF JULY 2011

Ref: (a) SqdnO 1601.1S
(b) SqdnO 11101.1G

Encl: (1) CDO/CDC/DNCO/ADNCO Duty roster for the month of June 2011.

1. Purpose: To assign duties as CDO/CDC for Building 1 and DNCO/ADNCO for Barracks 4169.

2. Action

a. Personnel listed on the enclosure are assigned the subject duty for the dates indicated by their name.

b. It is the responsibility of each individual to know when he/she is assigned duty.

c. The Sergeant Major / Squadron Gunnery Sergeant (SSgt Krieger) will approve all changes made to the duty roster. Supernumeraries will not be utilized without prior approval from the above.

d. Tour of duty will be from 0745-0730 Monday thru Friday, weekends and holidays will be from 0730-0730.

e. The DNCO will be relieved by the Squadron Gunnery Sergeant (SSgt Krieger) in his office at 0830 on normal workdays. On weekends and holidays, informal relief will be at the barracks.

f. Personnel standing DNCO and ADNCO during the weekend will report to the Squadron Gunnery Sergeant (SSgt Krieger) at 0830 on the last working day prior to their weekend or holiday duty.

g. All duty personnel will be guided in the performances of their duties by references (a) and (b).

THOMAS J. WITCZAK



DUTY ASSIGNMENTS FOR JULY 2011

<u>DATE</u>	<u>CDO</u>	<u>CDC</u>	<u>DNCO</u>	<u>ADNCO</u>
1	2 ND LT SUH (S-4)	SGT FOURNIER (G-6)	CPL FORD (G-1)	PFC MCGOWAN (CBRN)
*2	GYSGT GRANISON (WCOMP)	SGT LYLES (SUPPLY)	CPL DOLONEY (G-4)	PFC EDER (G-2)
*3	SSGT SWANEY (G-6)	SGT AGYEMAN-BUDU (WSAF)	SGT SANDERS (366)	CPL BYRD (366)
*4	SSGT MEDINA (G-4)	SGT QUINTANILLA (G-4)	CPL AYALA (SUPPLY)	LCPL KRASINSKI (G-2)
*5	GYSGT PERRY (G-2)	CPL TURNER (ALD)	CPL BOWERS (366)	LCPL CLARK (366)
6	SSGT LOTT (G-4)	SGT PICHOWSKY (G-2)	CPL VO (G-4)	PFC RAINFORD (CBRN)
7	GYSGT TRAN (WCOMP)	SGT BAILEY (G-2)	CPL JOLON (G-1)	LCPL TRUJILLO (SUPPLY)
8	1STLT CRUM (G-2)	SGT CLEMONS (CBRN)	CPL MICK (S-1)	LCPL BANISTER (G-1)
*9	SSGT CALLOWAY (BAND)	SGT ZIMMERMANN (BAND)	CPL WOODWORTH (BAND)	LCPL REYNOLDS (BAND)
*10	GYSGT GERO (ALD)	SGT MCCORMICK (G-4)	CPL ALATAUA (G-1)	LCPL MUNK (G-4)
11	1STLT THOMS (G-2)	SGT CHRISTOPHER (G-2)	SGT SHORTY (366)	LCPL ELLIS (366)
**12	SSGT MARTIN (BAND)	SGT ZIMMERMANN (BAND)	CPL MILLS (BAND)	LCPL MARTIN (BAND)
13	GYSGT VANDERSTAR (ALD)	SGT FREELAND (G-2)	CPL HOBELMANN (G-1)	LCPL HUGHES (CBRN)
14	SSGT PAPADI (G-1)	SGT ORTEGA (G-1)	CPL FISHER (G-4)	LCPL STROMAN (S-1)
15	SSGT HOPKINS (POOL)	SGT LEOS (WCOMP)	SGT SILVAS (366)	CPL BOONE (366)
*16	2 ND LT BERKMAN (SUPPLY)	SGT ROUSH (G-6)	SGT WATTEN (366)	CPL CHARVET (366)
*17	SSGT DYER (G-6)	SGT KOCOUREK (G-6)	CPL CLEM (366)	LCPL HEMBREE (366)
18	SSGT BOGSETH (G-1)	SGT FOX (CARPLAN)	SGT WAWRZAK (366)	LCPL KIRCHOFF (366)
19	SSGT RAYMAN (BAND)	SGT LAEMMLE (BAND)	CPL ATKINSON (BAND)	GAITHER (CBRN)
20	GYSGT ZELAYA (G-1)	SGT TUCKER (G-4)	CPL PAISI (SUPPLY)	LCPL DUSKEY (G-1)
21	SSGT WILLIAMS (BAND)	SGT LAEMMLE (BAND)	CPL GUERRERO (BAND)	LCPL ARKWELL (CBRN)
22	GYSGT WILLIAMS (G-2)	SGT ROUSE (SUPPLY)	SGT WILEY (366)	CPL ELLIS (366)
*23	CAPT ISSACS (G-6)	SGT VEGA-ACEVEDO (G-6)	CPL RODRIGUEZ (G-4)	LCPL SHERRILL (S-3)
*24	1STLT BROWN (G-2)	CPL BRECKENRIDGE (G-3)	CPL MAYCOCK (G-6)	LCPL ODOM (G-1)
25	GYSGT SCARA (S-4)	SGT STACK (G-2)	CPL AGUILAR (SUPPLY)	LCPL TAVERAS (G-1)
26	GYSGT FRECHE (G-2)	SGT TACKETT (G-4)	CPL VAZQUEZ (CBRN)	LCPL MYLES (G-1)
27	CAPT MORENO (G-1)	SGT TOAPANTA (S-3)	CPL VOUGA (WCOMP)	LCPL HILDEBRANT (G-1)
28	GYSGT CLARK (G-4)	SGT HUNSAKER (G-2)	SGT ZEMPEL (S-3)	LCPL TUNNELL (G-2)
29	GYSGT TAYLOR (CBRN)	SGT WRIGHT (CBRN)	CPL PARTIKA (WCOMP)	PFC RUIZ (G-4)
*30	SSGT TUCKER (WSAF)	CPL DAY (G-2)	SGT ZAMORA (366)	CPL FONTENEAU (366)
*31	GYSGT DELMORE (ALD)	SGT VICTORIO (WCOMP)	CPL FORT (366)	LCPL RESENDIZ (366)

SUPERNUMERARIES:

CDO 1-15 GYSGT SIDORAN (WSAF) 16-31 SSGT MORRISON (S-4)
 CDC 1-15 CPL FLICK (G-1) 16-30 CPL LITWAK (G-6)
 DNCO 1-15 LCPL LUCCA (S-1) 16-30 LCPL BONILLA (G-2)
 ADNCO 1-15 LCPL SHERIDAN (WCOM) 16-30 LCPL ANDRES (G-2)

NOTES:

- 1) * Denotes Saturdays, Sundays and Holidays.
- 2) DNCO's change over at S-1 with HMC Greenier Monday - Friday at 0830. All weekend duties must be present on Friday.
- 3) CDO's & CDC's change over at Bldg 1 with Capt Zarracina at 0730 Monday - Friday. All weekend duties must be present on Friday.
- 4) It is the section's responsibility to find a replacement in the event that their Marine cannot stand duty. The supernumerary is for emergencies only.
- 5) ** The duty on the first Tuesday of the month will report to 1stLt Berkman, MWHS-2 supply, following morning colors to get the CMR to complete a site count of MWHS-2 weapons.