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Marine Corps Marathon Operation Plan 1-05

1. SITUATION

- a. General. This Operation Plan (OPLAN) provides the basic guidance for the planning, organization, execution, and supervision of the Marine Corps Marathon (MCM). The OPLAN outlines the general responsibilities of subordinate units and the respective annexes describe in detail the responsibilities of units assigned to particular tasks and billets. This OPLAN will be reviewed each year for accuracy and will be republished with all significant changes that occur. An Operation Order will be published each year to order the execution of the OPLAN and specify any additional changes required for that specific year. The OPLAN should be retained in turnover files as a permanent reference for conducting the MCM.
- b. Challenges. Although there may be no opposing Forces, there are certain conditions or factors that, unless properly planned for, could complicate the execution of the mission.

These factors are:

- (1) Inclement weather. Unusually hot or cold weather, snow, rain, or sleet.
- (2) Traffic. Uncontrolled traffic, which interferes with the safe and orderly progress of the runners.
- (3) Official Marathon course. The designated course is an obvious challenge to the runner. The course, however, can become an even larger obstacle when the runners have difficulty in easily identifying and following the race route.
- (4) Increased National threat alert. In the event of an increased alert, metropolitan agencies supporting the MCM may have to divert resources and/or additional police support may be required.
- (5) Personnel support. As the number of participants increase, personnel support needs, both military and civilian, also increase to accomplish the mission.

c. Assets

- (1) Runners. Properly briefed, the runners are a positive asset and can influence the behavior of fellow participants. Any doubt or confusion

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on the part of the runners increases the control and supervision necessary to ensure a successful Marathon.

- (2) Supporting organizations. Various military, law enforcement, and civic groups voluntarily support the MCM. This collective support is invaluable in planning and executing the Marathon.
- (3) Spectators. Thousands of spectators will gather to view the start, observe the Marathon along the designated route, meet their athletes at the finish area, and be present at the awards ceremony. It is essential that the spectators be politely controlled so as to contribute to, and not interfere with, the progress of the Marathon.

d. Attachments and detachments. See Annex Y - Personnel Requirements.

e. Assumptions

- (1) Field of Runners. The field of runners will generally be held to 18,000 runners at the start. The 30th anniversary of the MCM will register 30,000 participants.
- (2) MCM Course. The Marathon's basic course outlined in Annex AA - Race Course Operations will stay the same, except for any unforeseen minor changes that will be published in the Operation Order.

2. MISSION. At H-hour, on M-day, the Marine Corps National Capitol Region Command (MCNCRC) will conduct the annual MCM at the Marine Corps War Memorial, Arlington National Cemetery, and on the designated route. Be prepared to:

- a. Conduct pre-Marathon packet pickup and exposition.
- b. Organize participants in the start line corral area.
- c. Monitor the Marathon course at strategic points throughout the designated route.
- d. Provide on-course support to runners along the designated route.
- e. Provide first aid, as required, to runners and spectators.
- f. Identify and record the official times of all finishers.

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- g. Compile the official Marathon results.
- h. Provide post-Marathon refreshments to runners.
- i. Provide MCM information to the various media.
- j. Conduct the awards ceremony.
- k. Obtain commercial sponsorship in order to offset Marathon expenses.
- l. Conduct the MCM 8K along with the Special Olympics Event.
- m. Conduct the MCM Healthy Kids Fun Run.
- n. Conduct the Challenge Cup competition.
- o. Host the Armed Forces Marathon Championships.
- p. Nominate Hall of Fame candidates for induction into the MCM Hall of Fame.
- q. Plan, coordinate and execute the runners' pasta party at the Runner's Exposition site
- r. Plan, coordinate and execute a pre-race dinner at the headquarters hotel.
- s. Host the post-race party at the headquarters hotel.

3. EXECUTION

- a. Concept of operations. MCNCRC has overall responsibility for the planning, organization, and execution of the Marine Corps Marathon.

b. Tasks

- (1) Commander, Marine Corps Base Quantico
 - (a) Responsible for the conduct of the Marine Corps Marathon.
 - (b) Provide overall staff cognizance for planning and execution of the MCM to include providing permanent year round staffing.
- (2) Chief of Staff, Marine Corps Base. Perform liaison duties with higher headquarters (CMC), Congressional events and other external agencies as required.
- (3) Director, Marine Corps Marathon

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- (a) Maintain overall planning responsibility for the annual Marine Corps Marathon.
 - (b) Function as the coordinating agency between the various units filling MCM billets and the civilian community.
 - (c) Receive and process money and applications.
 - (d) Responsible for Marathon operations.
 - (e) Coordinate with law enforcement agencies to ensure coordination of effort (See Annex O - Force Protection and Annex C - Area Commandant).
 - (f) Maintain liaison with the Director, Marine Corps Community Services Division, Finance Section, to ensure all money is handled properly and procurement is conducted according to current regulations.
 - (g) Responsible for printing required information.
 - (h) Coordinate all correspondence pertaining to the Marathon.
 - (i) Negotiate Memorandums of Understanding (MOU) with outside agencies when required.
 - (j) Provide all administrative support required.
 - (k) Secure corporate sponsorship to maximize cost.
 - (l) Support the Marine Corps Marathon Running Team as outlined in Annex DD - Special Events.
 - (m) Coordinate all supply and logistical requirements of the Marathon (see Annex J - Course Logistics).
 - (n) Develop the annual advertising and marketing plan.
 - (o) Create press releases to promote the MCM as the Marine Corps' largest community relation's event.
 - (p) Maintain liaison with the British Embassy in hosting the Challenge Cup competition between the Royal Navy/Royal Marine Corps and USMC.
- (4) Commanding Officer, Headquarters and Service Battalion

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- (a) Responsible for the planning, organization, coordination, and execution of the Marathon course, setup and operation of the COC at the finish area, and course layout and water point set up (see Annex AA - Race Course Operations).
 - (b) Provide the logistical and administrative support required (see Annex J - Course Logistics).
 - (c) Provide the Race Course Operations SPO and the Course Logistics SPO (see Annex Y - Personnel Requirements).
 - (d) Provide personnel support to accomplish the race course operations mission (see Annex Y - Personnel Requirements).
- (5) Commanding Officer, Security Battalion
- (a) Provide an Area Commandant to plan, coordinate, and execute start and finish area assembly, disassembly, security, crowd and traffic control (see Annex C - Area Commandant).
 - (b) Responsible for supervising the safe execution of marathon operations at the finish area (see Annex CC - Safety).
 - (c) Provide the Military Police Officer in Charge (MP OIC) in assistance of the Force Protection SPO (see Annex O - Force Protection).
 - (d) Provide personnel support to accomplish setup and teardown of the start and finish area in support of the Area Commandant (see Annex - Y Personnel Requirements).
- (6) Assistant Chief of Staff, G-1 (AC/S, G-1)
- (a) Assign personnel to support Marathon functions (see Annex Y - Personnel Requirements).
 - (b) Provide the Personnel Support SPO (see Annex Y - Personnel Requirements).
 - (c) Provide the Casualty Assistance Coordination Officer SPO and assistant (see Annex Y - Personnel Requirements and Annex G - Casualty Assistance).
- (7) Assistant Chief of Staff, G-3 (AC/S, G-3)

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- (a) Provide musical support (see Annex V - Musical Support) and a Musical Support SPO.
 - (b) Provide audiovisual and graphic arts support (see Annex D - Audiovisual Support) and an Audiovisual Support SPO.
 - (c) Provide Marines to operate the baggage tent (see Annex F - Baggage Claim) and a Baggage Claim SPO.
 - (d) Provide support with Ceremonial Platoon (see Annex H - Ceremonial Platoon) and the Platoon Sergeant to serve as the Ceremonial Platoon SPO.
- (8) Assistant Chief of Staff, G-4 (AC/S, G-4)
- (a) Provide motor transport support (see Annex GG - Transportation).
 - (b) Provide VIP support on M-day (see Annex II - VIP Services).
 - (c) Provide additional logistical support as required (see Annex J - Course Logistics).
 - (d) Provide Transportation SPO and a Food Service SPO (see Annex Y - Personnel Requirements).
- (9) Assistant Chief of Staff, G-5 (AC/S, G-5)
- (a) Provide electrical power support (see Annex K - Electrical Support).
 - (b) Provide engineering and maintenance support (see Annex L - Engineer Maintenance) as required.
 - (c) Provide additional logistical and administrative support as required (see Annex J - Course Logistics).
 - (d) Provide an Electrical Support SPO and a separate Engineer Maintenance SPO (see Annex Y - Personnel Requirements).
- (10) Assistant Chief of Staff, G-6 (AC/S, G-6)
- (a) Provide communications support as required (see Annex I - Communications).

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support as well as procurement and commercial sponsorship support, as required (see Annex J - Course Logistics and Annex EE - Sponsorship/Marketing).

- (e) Provide a MCCS Division SPO, a Purchasing and Contracting SPO (see Annex W - NAFI Relationships), the Awards/Armed Forces SPO, and the Sponsorship/Marketing SPO in support of the MCM (see Annex Y - Personnel Requirements).
- (15) Commanding Officer, Naval Medical Clinic Quantico
- (a) Responsible for the planning and coordination of medical support (see Annex U - Medical).
 - (b) Inventory supplies and provide lists to the MCM staff of logistical and administrative support required (see Annex J - Course Logistics).
 - (c) Provide a Medical Officer SPO, a Medical Operations SPO and a Medical Logistics SPO in support of the MCM (see Annex Y - Personnel Requirements).
- (16) Counsel, MCCDC/MCB. Provide legal support for NAFI procurement and commercial sponsorship functions (see Annex W - NAFI Relationships and Annex EE - Sponsorship/Marketing), marathon trademark and copyright issues, and other legal support as required.
- (17) Public Affairs Officer
- (a) Coordinate with the Marathon Director on all matters pertaining to public affairs (see Annex Z - Public Affairs).
 - (b) Provide logistical and administrative support as required (see Annex J - Course Logistics).
 - (c) Provide the Public Affairs SPO in support of the Marathon (see Annex Y- Personnel Requirements).
- (18) Commanding General, Training & Education Command
- (a) Provide 6 Officers, as directed, to assist as escorts (see Annex II - VIP Services).

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- (b) Provide 250 TBS students and staff to HQSVCBn to assist with Race Course Operations (see Annex AA - Race Course Operations and Annex Y - Personnel Requirements).
 - (c) Responsible for the planning and conduct of pre-Marathon packet pickup (see Annex X - Packet Pickup).
 - (d) Responsible for the planning, organization, coordination, and execution of start and finish line procedures (see Annex FF - Start/Finish).
 - (e) Responsible for planning, organizing, coordinating and execution of hospitality at the finish area (see Annex Q - Hospitality).
 - (f) Provide 7 Officers as official timers (see Annex HH - USA Track & Field).
 - (g) Provide logistical and administrative support as required (see Annex J - Course Logistics).
- (20) Commanding Officer, Marine Corps Air Facility. Provide an Air Liaison Officer to coordinate all air support for the MCM (see Annex B - Air Support). Provide personnel for troubleshooter support (see Annex AA - Race Course Operations) on M-day.
- (21) Commanding Officer, Marine Security Guard Battalion. Provide 50 Marines to augment Race Course Operations as required (see Annex AA - Race Course Operations and Annex Y - Personnel Requirements).
- (22) Commanding Officer, Helicopter Marine Squadron One. Request personnel, as available, to augment the Director, MCM, as required (see Annex B - Air Support).
- (23) Commanding Officer, HQBN, Henderson Hall. Provide personnel support for the MCM 8K/Special Olympics (see Annex T - MCM 8K/Special Olympics) and the satellite baggage trucks (see Annex F - Baggage Claim) to include a Project Officer for the MCM 8K and for the baggage Trucks (see Annex Y - Personnel Requirements).
- (24) Commanding Officer, Marine Barracks, Washington DC. Provide personnel support for Force Protection (see Annex O - Force Protection) and Packet Pickup (see Annex X - Packet Pickup) to

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augment the Runner's Exposition. Provide a Project Officer for the each area of responsibility (see Annex Y - Personnel Requirements).

- (25) Commanding Officer, Washington Naval District Anacostia. Provide personnel support for the MCM Healthy Kid's Fun Run (see Annex P - Healthy Kid's Fun Run) and a project officer in support of the event (see Annex Y - Personnel Requirements).

c. Coordinating Instructions

- (1) This OPLAN is effective for planning upon receipt and for execution on order.
- (2) Day and Hour Codes:
 - a. M-day: Marathon day, usually the last Sunday in October.
 - b. R-day: Rehearsal day, usually a day in October.
 - c. H-hour: normally 0815 on M-day.
- (3) Reports (see Annex AA - Race Course Operations).
- (4) Supporting plans, control, and coordination of the MCM will be developed and executed by units/sections assigned to specific billet/task responsibilities listed in Annex Y - Personnel Requirements. Details of responsibilities are outlined in the respective annexes. A thorough review of all annexes will provide the information needed to accomplish the assigned mission.
- (5) Correspondence initiated to secure support and acknowledge such assistance will be maintained in each Project Officer's turnover file with copies provided to the Marathon office for after action files. Units/sections assigned to designated billets and annex responsibilities will review such files prior to performing their duties.
- (6) Appendix 1 (Marathon Course Map) to Annex AA (Race Course Operations) illustrates the basic course and key points throughout the route.
- (7) The MCM Director has direct liaison with all MCM Special Project Officers.
- (8) Retain this OPLAN as the standing reference for all Marine Corps Marathons.

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4. ADMINISTRATION AND LOGISTICS

- a. Personnel requirements. Review Appendix 2 (Personnel by Area of Responsibility) to Annex Y (Personnel Requirements) to MCM OPLAN 1-05.
- b. Logistics. All logistical support will be coordinated with MCM Logistics Coordinator to accomplish the assigned mission.
- c. Transportation. All transportation requirements are to be coordinated with the Transportation SPO.

5. COMMAND AND SIGNAL

- a. Signal. See Annex I.- Communications.
- b. Command Posts
 - (1) COS. Report command post locations when established.
 - (2) Subordinate Units. Report command post locations when established.

APPENDIX:

- 1 - Distribution List

ACKNOWLEDGE RECEIPT

BY COMMAND OF LIEUTENANT GENERAL JAMES MATTIS

J. M. LOWE
Colonel, U.S. Marine Corps
Commander, Marine Corps Base

OFFICIAL:

R. G. NEALIS
Director, Marine Corps Marathon