



NO MORE DOMESTIC VIOLENCE/SEXUAL ASSAULT

5K RUN/WALK 2019

CIVILIAN EMPLOYEE

Participation Instructions

We are pleased that you are interested in participating in the 2019 Marine Corps Logistics Base, Barstow NO MORE Sexual Assault & Domestic Violence 5K Run/Walk on Friday, April 26, 2019 from 1pm-3:30pm.

To ensure all civilian employees receive the appropriate training credit, each participant must complete the two-part registration.

1. Register with the Human Resources Office (HRO) Employee Development Department (EDD) by completing the Civilian Employee participation Supervisor approval form. This form is available for download on the Barstow MCCA SAPR webpage: <http://barstow.mccscp.com/sapr/> and will be available for pick up at the 5K Pledge table at the MCX April 10 & 24 from 0930-1130. You can contact the HRO EDD at (760) 577-6487/6367 or Installation SARC at 577-6533 for more information.
2. Forward or your Civilian Employee participation Supervisor approval forms to: chad.trusty@usmc.mil or bring it the day of the 5K event and turn it in at the check-in table. Again, the Civilian Employee participation Supervisor approval forms and civilian participant info sheet can be found on the MCCA Barstow SAPR webpage at <http://barstow.mccscp.com/sapr/> or picked up at the 5K Pledge table at the MCX April 10 & 24 from 0930-1130.

We thank you for your support and continued efforts to end Sexual Assault and Domestic Violence in our Community!

Respectfully,

Michelle Lawing
Installation Sexual Assault Response Coordinator



NO MORE DOMESTIC VIOLENCE/SEXUAL ASSAULT

5K RUN/WALK 2019

CIVILIAN EMPLOYEE

Supervisor Approval Form

Dear Supervisor,

Your employee has requested to participate in the Marine Corps Logistics Base, Barstow 6th Annual NO MORE 5K Run/Walk on the NEBO Base, Friday, April 26, 2019 from 1pm-3:30pm.

In order for your employee to participate and receive training time through the Civilian Employee Development Department (EDD), all supervisors must approve the employee’s participation.

This form must be submitted to Chad.Trusty@usmc.mil or turned in at the 5K event check-in table the day of the event.

The purpose of this form is to ensure supervisor approval of employees’ participating in the NO MORE 5K Run/Walk and to ensure all employees are appropriately accounted for in the EDD training program.

Thank you for your cooperation.

Respectfully,

Michelle Lawing
Installation Sexual Assault Response Coordinator
Marine Corps Logistics Base, Barstow

Employee Name: _____

Employee Section/Unit: _____

Supervisor Name: _____

Supervisor Signature: _____