

OPNAV N931 for HSAP and OPNAV N3/5 for Program-9 reserve component. Upon OPNAV approval, Program-9 packages require additional Secretary level approval. All approved packages are submitted to PERS 4 for order writing.

(1) Navy RC personnel are to be ordered to active duty prior to the activation date of the USMCR units. Early activation of Navy RC personnel is required to provide sufficient time to establish a manpower gain to active duty and open an active duty pay account in the Navy's pay and personnel system. Screening at the NMPS ensures the member is medically and dentally fit for deployment, and if necessary, provides uniforms and equipment for the member. This action allows activated Navy personnel to report to the USMC ILOC prior to the departure of the USMCR command from the HTC.

(2) Access to TRICARE at the 180th day prior to their active duty date (i.e., the day the member reports for active duty). When possible, orders shall be issued to provide each sailor 180 days advanced notification.

(3) Identification of Navy personnel who require DD&E action.

(4) Navy HSAP receive TAD "In-excess" orders from their Plans, Operations, and Medical Intelligence (POMI) office.

(5) USMCR units' unfilled Navy billets are forwarded by CNO (N3/5) to appropriate Navy claimants for sourcing. Once a Sailor is identified to source an unfilled billet, orders are issued by either NAVPERSCOM (PERS 492) for RC sailors or appropriate command for AC sailors.

d. Step 4. Activated sailor reports to the NOSC for initial screening and transportation to designated NMPS. Following screening at the NOSC, the member is sent to the NMPS for mobilization processing (See figure 3-10 for NMPS locations). Navy RC personnel requesting DD&E at the NOSC have their request forwarded in accordance with reference (c) and their orders, for adjudication. MARFORRES (G1/HSS) is informed of DD&E actions via NMCMP5 and other collaborative means. MARFORRES in turn notifies the USMCR unit commander. Figure 3-11 shows a sample NOSC screening checklist.

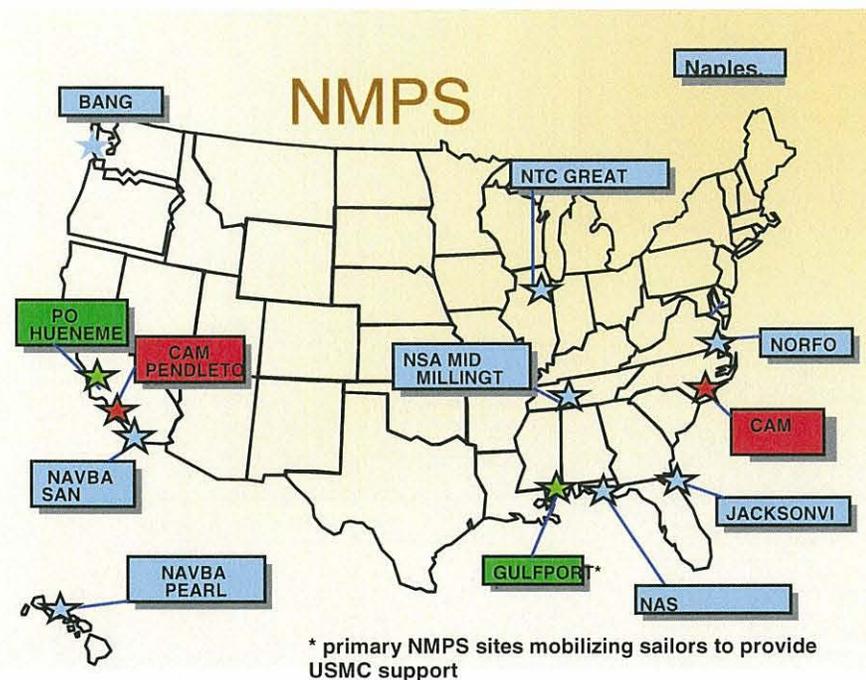


Figure 3-10.--Navy Mobilization Processing Sites

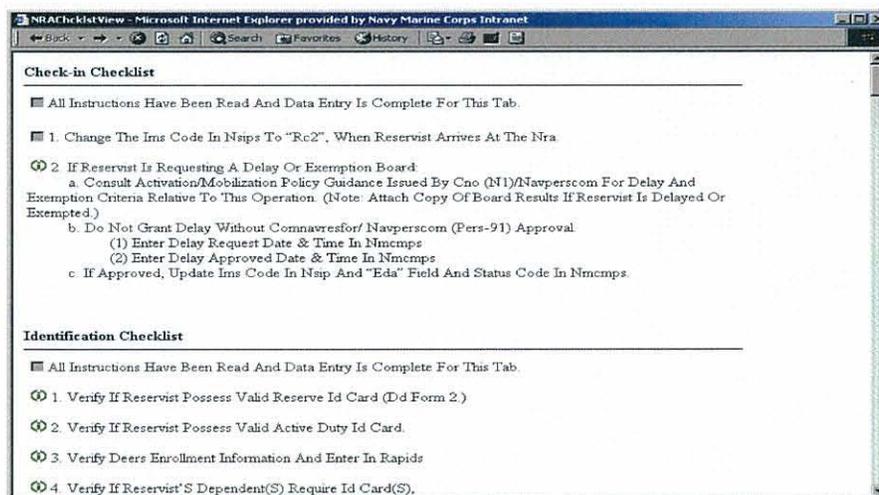


Figure 3-11.--NOSC Sample Screening Checklist

e. Step 5. Upon arrival at the NMPS, the RC sailor is mobilized (i.e., a manpower gain to active duty is initiated and an active duty pay account is created by the Personnel Support Detachment (PSD)). The Sailor completes medical, dental, legal, records, travel, and clothing and equipment processing. Figure 3-12 below shows how the NMCMPMS is used to support these processing functions. The activation and processing of these personnel should be accomplished within five to seven days. Once the member has completed activation and processing, the Sailor is directed to report to the

CO of the USMCR unit. The goal is to have the Sailor complete activation and processing and arrive at ILOC unit prior to the unit departing from the HTC.

NMCMPMS Application Version 3.0 User: ABARE MICHAEL A UIC: 3243a Role: Command Administrator

SSN: [redacted] Name: EVERSON CHRISTOPHER L Service: N Paygrade: 05
RTN: [redacted] Gender: M DOB: 1955.07.14

NRA: 61962 NMPS: 3256A ULDUSTA: 00639 [Show Orders](#)

	UIC	EDA	Status	Reported Date/Time
NRA	61962			
NMPS	3256A		M	2003.08.19 07:30
ULDUSTA	00639	2003.07.31		

IMS Code: RD2 (Reported back to NRA and returned to billet)
Crisis Code: 9GF RTN: [redacted]

Anti-Terrorism [View NRA Checklist](#)
No Interview found. [Notification / Interview](#)

Delay Exemption
Request for a Delay Exemption: [dropdown]
Delay Request Date: [text box]

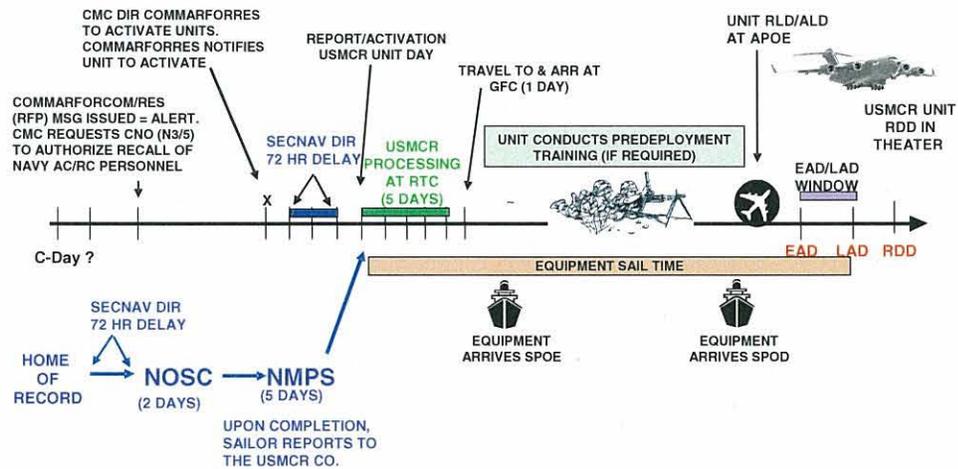
[Edit Comments](#) [Instructions](#) [Comment Report](#) [Summary Profile Report](#)
[Edit Record](#) [Save](#) [Cancel](#) [Close](#) Super UIC Mobilization Processing

Figure 3-12.--N/MCMPS Processing Screen

f. Step 6. The Sailor reports to the CO of the USMCR unit. Figure 3-13 represents the activation process. As required, DC PP&O (PO) will revalidate, in conjunction with the appropriate MARFOR, Navy AC/RC manpower requirements assigned to activated USMCR units as prescribed by CNO (N3/5).

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USMCR/Navy Notional Force Activation Timeline



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Figure 3-13.--USMCR/Navy Synchronized Activation Timeline

3. Deactivation. Upon mission completion, the unit will be directed to redeploy for deactivation, unless it is redeploying to another operation. The following steps apply to Navy personnel for their redeployment for deactivation.

a. Step 1. DC PP&O (PO) issues message to CNO (N3/5) identifying the "requirement end date" for Navy personnel assigned to USMCR units. Once a deactivation date has been determined, the supported Commander will coordinate with NAVPERSCOM (PERS 4G) to issue deactivation orders for Navy personnel. For AC Individual Augmentees, the supported Commander will coordinate the return travel to the Sailor's parent command. Specific actions these orders will support:

(1) If required, the supported Commander will coordinate TAD orders for Sailors to return to the USMCR units HTC to complete deactivation of the Marines. Upon completion of the TAD, the Sailors will return to the supported Commander and then report to the NMPS for deactivation.

(2) Coordinate decompression time for returning Sailors.

(3) Completion of medical and dental examinations and screening.

(4) Provide benefits briefing.

b. Step 2

(1) AC Navy Augmentees will be detached from their Marine Corps unit and report for out-processing at the NMPS.

(2) Assigned RC Navy personnel detach from the MAGTF they supported and report for out processing at the NMPS.

(3) RC Navy Augmentees who are sourced to address USMCR unit manning shortfalls will detach as directed by the supported Commander and report to the NMPS for demobilization processing.

(4) Navy RC personnel will be released from active duty by the NMPS. The NMPS will coordinate travel to the Sailors' NOSC and home.

c. Step 3. The CO, NOSC resumes command of appropriate Navy Reserve personnel.

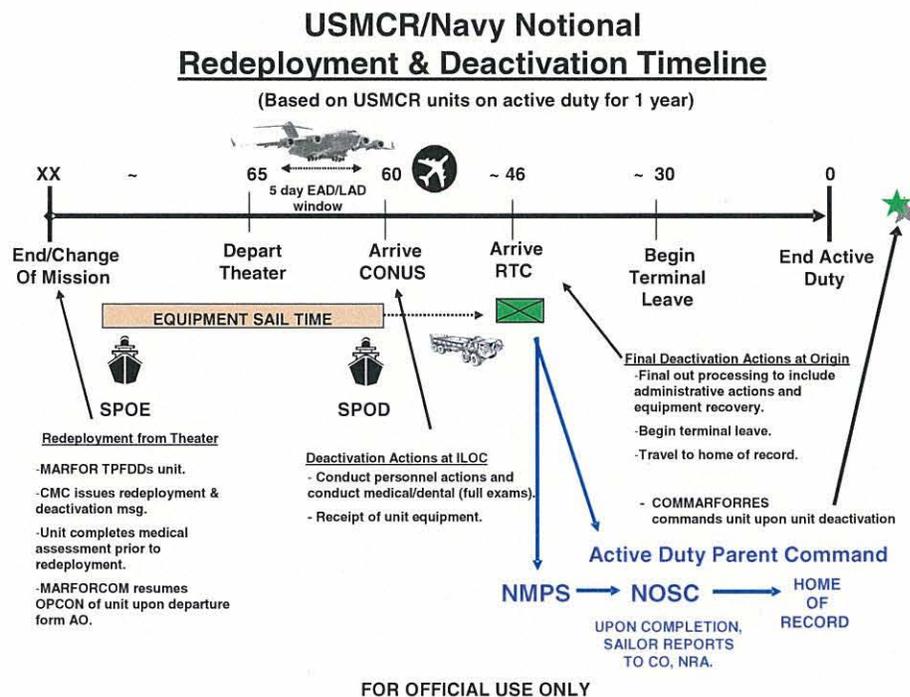


Figure 3-14.--USMCR/Navy Redeployment and Deactivation Notional Timeline

3006. INDIVIDUAL COMBAT REPLACEMENTS AND LIKE-TYPE UNIT REPLACEMENTS

1. Purpose. To provide USMC individual combat replacement methodology beginning with the supported COMMARFOR conducting a casualty estimate during COA development and selection per references (ak) and (al). Following COA approval, DC M&RA identifies AC/RC Marines to source combat replacements. The Marine Corps reserve will be part of a total force sourcing solution for combat replacements. Processing and equipping of combat replacements is conducted by CGs of MCIEAST, MCIWEST, and MCI National Capital Region (NCR) RSUs. Schools of Infantry East/West (SOI E/W), conduct CRT prior to the Marines reporting to their gaining unit commander.

2. Definition. Combat replacement is any Marine designated or mobilized to replace a billet vacated by a combat casualty or anticipated combat casualty.

3. Initial Planning. During COA development, the supported MARFOR develops casualty estimates for each campaign phase based on USMC forces engaged, enemy capabilities and assumed combat intensity. This activity is accomplished using the DC M&RA sponsored and MCCDC approved CASEST model.

a. CASEST is an automated tool used by MARFOR/MEF/MS (G-1/S-1) planners to:

(1) Evaluate combat scenarios.

(2) Assist with COA analysis.

(3) Assist MEF manpower planners to identify numbers of replacements required by grade/MOS and element of the MAGTF by phase of operation to DC M&RA (MPP-60).

(4) Facilitate DC PP&O (PL) and (PO), and DC M&RA (MPP-60) planning to determine the number and location of DSSs, RSUs and SOIs required to process and train IRR Marines. CASEST has the capability to model conventional, NBC and Disease Non-Battle Injury (DNBI) casualties.

b. Identifies the number of combat replacements required by phase of the campaign/operation. Combat replacements are shown in the supported COMMARFOR's TPFDD.

c. Provides the combat replacements requirement shown in Appendix 5 of Chapter 1 of the supported COMMARFOR's operation plan.

d. Provides a data set used by CG MCCDC (TFS) to capture manpower requirements in the WASR model. At execution, this information is used by DC M&RA to source AC/RC combat replacement requirements by grade and MOS. DC M&RA (MM) and (MP) are tasked with sourcing this requirement.

e. Allows DC M&RA (MP) to coordinate with the supported COMMARFOR, CG MCIEAST, CG MCIWEST, CG MCINCR, and CG TECOM to establish flow of combat replacements per the Supported Combatant Commander's TPFDD. Throughput is established by using Mass Notification as shown in Chapter 3, Paragraph 3003. Previously used was the Mailgram Order Model per reference (am).

f. Supports CG TECOM (SOI E/W) to plan for and conduct CRT. Planning includes determining ammunition requirements, instructors, range requirements and medical support commensurate with projected throughput.

g. Supports CG MCIEAST, CG MCIWEST, and CG MCINCR in conducting throughput planning such as administration support, messing and billeting, and equipping (i.e., uniforms and weapons).

h. Supports DC PP&O in identifying individual RC requirement to the JS, which is used to determine appropriate recall authority to be requested from the President and/or Congress.

3. Combat Replacement Planning

a. Initial Planning. DC M&RA (MP) and supported COMMARFOR (MEF) collaborate during COA development to determine the combat replacement requirement (by grade and MOS by element of the MAGTF) based on type of combat (intense, medium, low) by geographic location, time of year, and

enemy capability that would prevent the MAGTF from accomplishing its mission. Figure 3-15 provides a snap shot of modeled MOS 0121 and 0151 casualties for a given scenario. Each type of casualty requires a replacement to maintain the MAGTF's combat effectiveness.

Total Scenario Force Report



2 RCT MEF

4/16/2010 2:10:20 PM



Unclassified

		E2	E3	E4	E5	E6	E7	E8	E9	O2	O3	O4	O5	O6	W2	W3	W5	Total	
0121	DIS	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
	KIA	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2
	WIA	2	9	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	14
	Total	2	12	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	18
0151	BF	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
	KIA	0	1	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3
	WIA	3	12	4	1	0	0	0	0	0	0	0	0	0	0	0	0	0	20
	Total	3	14	6	1	0	0	0	0	0	0	0	0	0	0	0	0	0	24

Figure 3-15.--Casualty Estimation Model

Figure 3-16 below the initial planning process to determine combat replacements supported by reference (al).

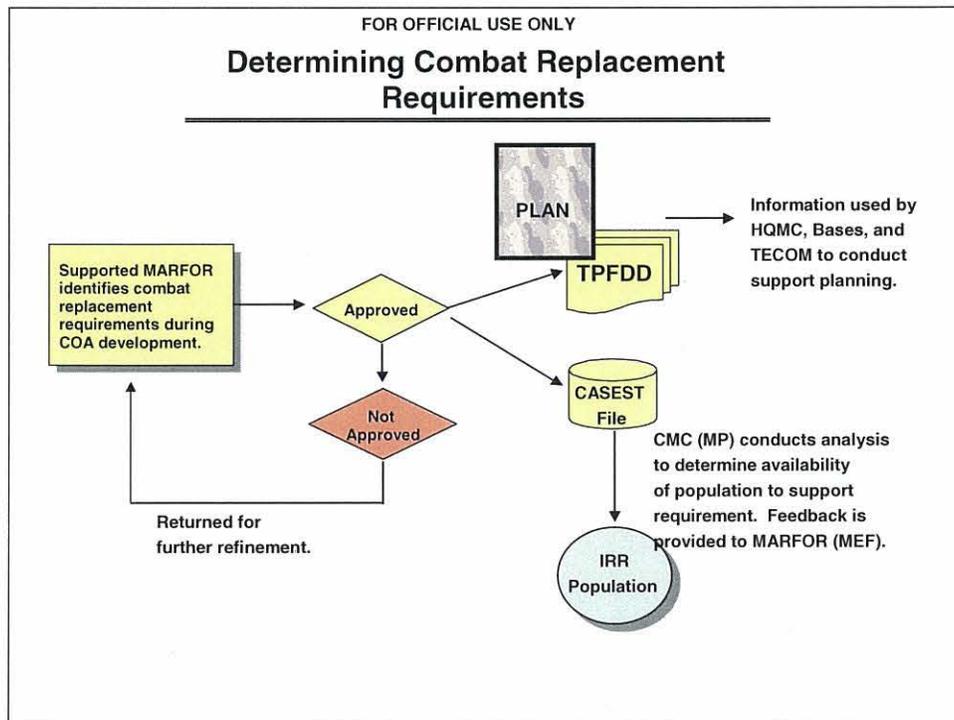


Figure 3-16.--Combat Replacement Planning

b. Execution. During execution, CASEST is re-run based on current situation and other known planning factors - see Figure 3-17 below.

The screenshot shows the CASEST-Web interface. At the top, there is a navigation bar with 'Home', 'Help', 'Admin', and 'Logout' links. Below the navigation bar, the user is logged in as 'Zelma Cruz' and a password expiration notice is displayed. The main content area is divided into two sections: 'My Scenarios' and 'Public Scenarios'.

My Scenarios Table:

Scenario Selection	Author	Created Date	Last Edited By	Last Modified Date	Delete
TEST2	Zelma Cruz	12/15/2009	Zelma Cruz	01/27/2010	X
TESTING	Zelma Cruz	01/28/2010	Zelma Cruz	01/28/2010	X

[Create New Scenario](#)

Public Scenarios Table:

Drag a column header and drop it here to group by that column

Scenario Name	Created Date	Author	Type
Operation Test	08/19/2009	Stephen Boyd	Public
TEST OP	12/10/2009	Stephen Boyd	Public
2 RCT MEF	01/28/2010	Stephen Boyd	Public

Figure 3-17.--CASEST Scenario Screen

Once the refined CASEST requirement is approved by the supported COMMARFOR, the CMC determines, based on recommendation by DC M&RA, whether AC or RC Marines will be used to source initial combat replacements.

(1) If AC Marines are used, the following actions occur:

(a) DC M&RA (MM) will allocate individual grade and MOS fill requirements to the operating forces and supporting establishment for sourcing.

(b) Losing AC command/agencies will issue by-name orders to identified AC Marines to report to either RSU MCB Camp Lejeune or MCB Camp Pendleton for training prior to reporting to their gaining command. AC Marines found non-deployable will be returned to their parent command unless otherwise directed by the DC M&RA (MM).

(2) Combat Replacement Pool (CRP). A CRP is an administrative grouping of Marines to facilitate processing. If the formation of CRPs are required, DC M&RA (MP) will direct the staffing of the RSU MCB Camp Pendleton and MCB Camp Lejeune with AC/RC Marines to process and train these Marines via SOI East/West prior to them reporting to their gaining command. Projected combat replacement throughput will determine RSU staffing per the manning options outlined in Paragraph 3008 of Chapter 3.

(3) Losing command will:

(a) Provide individual equipment such as, but not limited to, T/O weapon and gas mask.

(b) Will ensure medical and dental screening is completed.

(c) Will issue Marine(s) TAD orders as directed by DC M&RA (MM).

(d) By exception, if the losing command is unable to provide individual equipment and/or provide medical/dental exams, the RSU will

complete administrative and logistical processing of the Marine. RSU funding for equipping these AC Marines is provided by DC P&R via the base comptroller.

(4) When DC M&RA is authorized to source combat replacements from the IRR, designated DSSs, RSUs and SOI East/West will be manned appropriately at the direction of DC M&RA (MP) to process, equip, and train projected number of predicted combat replacements in addition to IAs (see para 5). DC M&RA (MP) establishes the combat replacement throughput using reference (c).

(5) Combat Replacement Timeline. In conjunction with establishing the combat replacement flow, DC M&RA (MP) and DC PP&O (PO) coordinates with the gaining COMMARFOR to select either a seven or fifteen day CRT POI. Figure 3-18 shows when combat replacements will be available to the gaining supported commander using a seven-day CRT POI. Figure 3-19 shows when combat replacements will be available to the supported commander using a 15-day CRT POI.

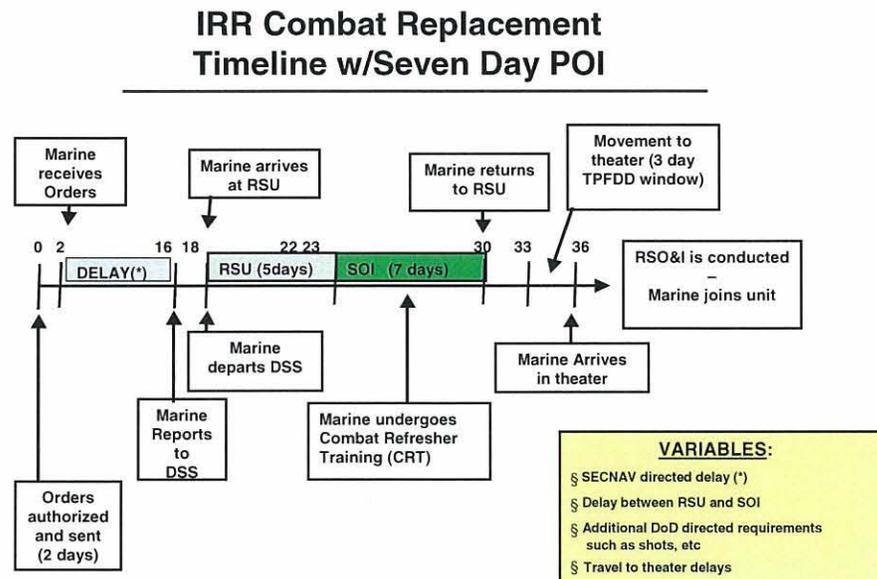


Figure 3-18.--IRR Combat Replacement Timeline with seven-Day CRT POI

IRR Combat Replacement Timeline x/15 Day POI

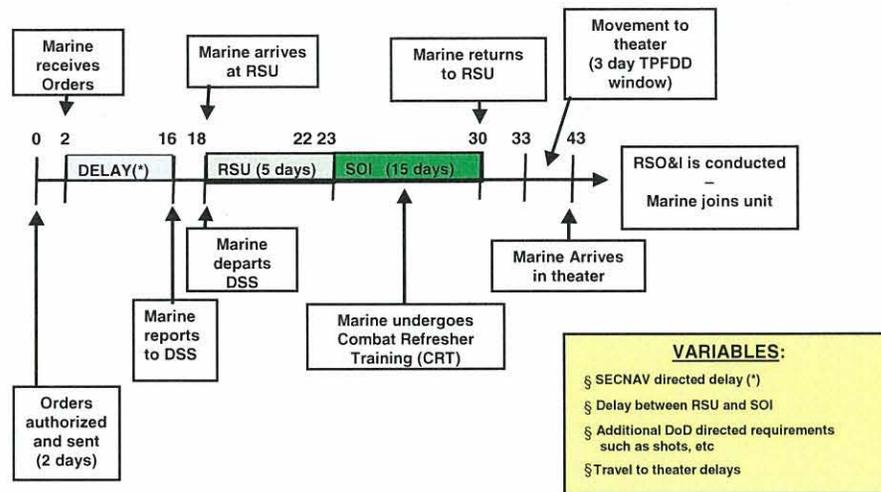


Figure 3-19.--IRR Combat Replacement Timeline with 15-Day CRT POI

(6) RSU Quantico will process individual Marines as required - less combat replacements. RSU Quantico supports the National Capital Region (NCR), which includes HQMC, other Marine Corps commands and agencies, and the Joint Staff.

4. Tracking Combat Replacements. Replacements will be tracked using MCMPS per reference (aa).

5. Deployment Screening Site (DSS) Mission and Tasks. See Paragraph 3007 of Chapter 3.

6. Reserve Support Units (RSU). Reference (an) establishes the RSU's duties, responsibilities and command relationships. When directed by DC M&RA, the RSU processes and joins to active duty individual RC Marines and Navy RC personnel assigned to USMCR units involuntarily recalled to active duty.

7. School of Infantry's Combat Refresher Training Mission and Tasks. Conducts CRT.

8. Supported MARFOR. Develops concept of combat replacements and requests (or "pulls") combat replacements into theater. (Appendixes A-22 and A-23)

9. Like-Type Unit Replacement. This section addresses situations dealing with replacement of AC or activated USMCR units, in support of a contingency, that have been attrited due to combat losses or as a result of non-hostile action (e.g., in March 1982 an airplane crash killed 248 members of the 101st Air Assault Division assigned to a six-month Sinai peace keeping mission). The following planning options are provided for replacing AC/RC units attrited during combat operations:

a. Employing supported commander replaces attrited unit(s) with other unit(s) within the MAGTF's force list. Attrited unit is reconstituted with manpower, equipment and training.

b. HQMC recommends to JS to globally source AC replacement unit(s). This effort is coordinated with OSD, JS and appropriate combatant commanders.

c. HQMC recommends and coordinates with the JS to activate USMCR units to augment (i.e., provide same capability) the supported commander at the company or platoon level or equivalent with aviation units replacing down to the aircrew level. If this option is used, DC PP&O will identify USMCR units, via COMMARFORRES, to sufficiently source unit replacement requirements. USMCR activations will be directed by the DC PP&O and coordinated with DC M&RA, COMMARFORRES, COMMARFORCOM and the supported Marine force commander. Once activated, USMCR units will be manned via the HQMC manpower process.

d. Catastrophic loss of capability/combat effectiveness will be determined by the supported commander or the supported combatant commander's COMMARFOR. Unit replacement will be at the company and platoon or equivalent with aviation units replacing down to the aircrew level. In the case of mass casualties, the threshold of unit replacement will be 80 percent of the aggregate peacetime T/O based on the deployment guidance. For example, USMC AC/RC units in support of an operation deploy at 90 percent of peacetime T/O. Once that unit falls below 80 percent of the 90 percent deployment T/O, this unit would be replaced.

10. School of Infantry (SOI) Combat Refresher Training (CRT)

a. Purpose. To provide the SOI mission and tasks for the conduct of individual CRT. SOI is not responsible for conducting activated USMCR unit training. This is the responsibility of the supported commander.

b. Mission. When directed, SOI E/W conduct CRT for individual AC/RC Marines in order to re-familiarize them with selected Marine Corps common skills required to function in a combat environment.

c. Planning Factors

(1) Expect combat replacement flow as shown in paragraph 3008 of this chapter.

(2) Marines will arrive for CRT equipped by the RSU ready to conduct training.

(3) The RSU retains administrative control of Marines undergoing CRT.

(4) Appropriate numbers of Navy Corpsmen will be available to support CRT.

(5) CRT will not interfere with regular SOI E/W accession training.

(6) Marine instructors from the SOI IMA will be ordered to active duty prior to Reserve Marines that will source the combat replacement pools.

If instructors are sourced from the IRR they should be activated at a minimum of four weeks prior to arrival of the first combat replacements.

(7) Current base infrastructure will support CRT.

(8) Officers and SNCOs will not be required to attend all CRT. Officer and SNCO CRT should be based on future billet assignment.

d. Tasks

(1) DC M&RA. As coordinated with DC PP&O (PO), DC M&RA approves orders of SOI instructors and trainers in sufficient time to ensure these Marines are in place and ready to conduct CRT.

(2) Be prepared to support SOI training requirements, as required.

(3) CG TECOM (COs, SOI East/West)

(a) Coordinate with DC M&RA (RAP) and COMMARFORRES (G-3 Training) to provide accelerated training for USMCR unit members requiring initial 03XX MOS training whose units have been identified for activation. Upon completion of training, these unit members will return to their parent organization. See Chapter 6 (Fiscal) for funding responsibilities.

(b) Be prepared to conduct IA and CRT, when directed, IAW references (ap), (aq), and (ar).

(c) Conduct seven or fifteen day CRT for combat replacements without regard to grade and MOS per references (ap), (aq), and (ar). CRT will focus on the following areas:

1. First Aid
2. CBRNE
3. Individual Weapons

(d) Coordinate with MARCORSYSCOM for additional ammunition requirements to support CRT.

(4) CG MCI EAST/WEST (CO RSU MCB Camp Pendleton and MCB Camp LeJeune)

(a) Provide training ranges for CRT.

(b) Provide other assistance as required.

e. Administration

(1) Administration for SOI permanent or gained personnel is conducted by organic administrative capability.

(2) Administration for Marines undergoing CRT is the responsibility of the RSU.

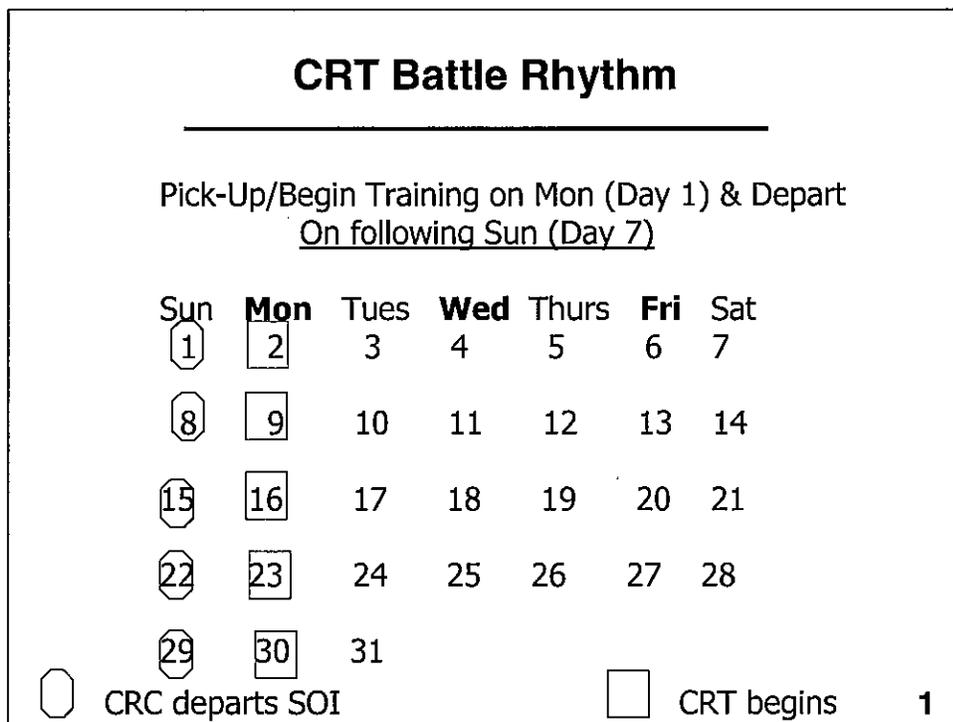


Figure 3-20.--7-Day CRT Battle Rhythm

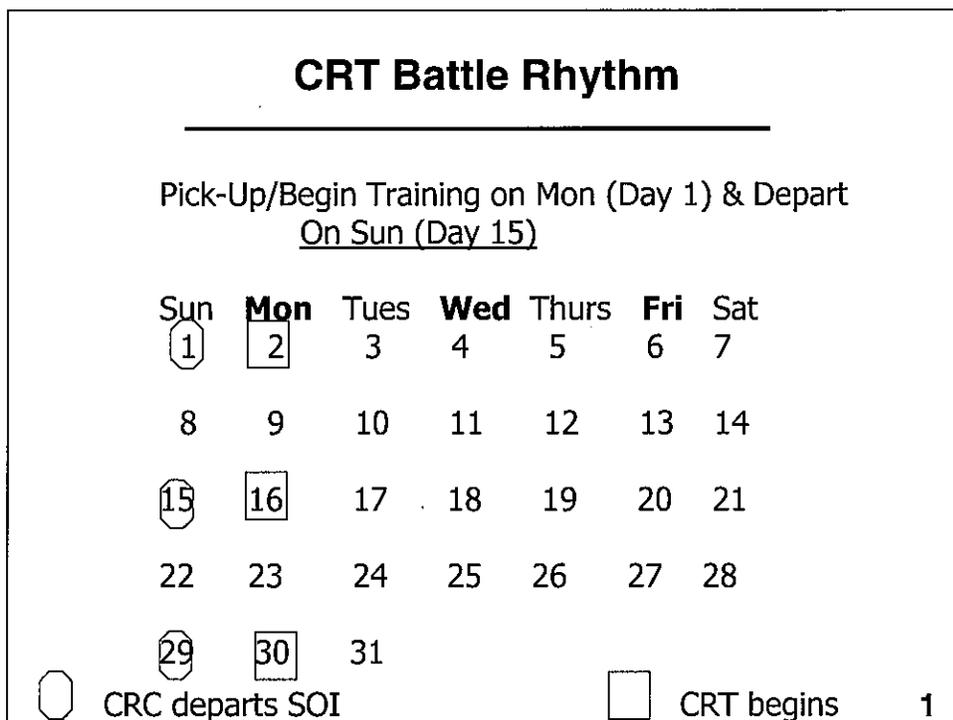


Figure 3-21.--15-Day CRT Battle Rhythm

11. In situations that do not require combat replacements utilizing the process outlined in this chapter, DC M&RA (MP) will publish additional guidance via Naval Message.

3007. DEPLOYMENT SCREENING SITE (DSS) OPERATIONS

1. Background. COMMARFORRES (CG MOBCOM) maintains DSSs geographically dispersed throughout CONUS based on IRR population. Each DSS is manned by IMAs. During a contingency operation, COMMARFORRES (CG MOBCOM) will determine initial muster locations and which DSSs will be utilized. Marines manning DSSs may be issued ADOS orders, involuntary orders or execute drill and/or annual training (AT) to support the IRR recall.

2. Mission. In response to a Presidential Reserve Recall and as directed by DC M&RA, COMMARFORRES (CG MOBCOM) provides initial screening of IRR Marines, members of the standby Ready Reserve, and retirees ordered to active duty in support of contingencies.

3. Tasks

a. DC M&RA (MP)

(1) Determine number of Marine IRR and retirees to be recalled to active duty to support total Marine Corps manpower requirements.

(2) Request authorization from SecDef, via SECNAV, to order members of the IRR, Standby Reserve, and retirees to active duty.

(3) Coordinate with COMMARFORRES (CG MOBCOM) to support the manning of DSS, as required.

b. CG Marine Corps Recruiting Command (MCRC). Supports COMMARFORRES (CG MOBCOM) per reference (as):

(1) Pre-contingency, coordinate with COMMARFORRES (CG MOBCOM) to support the manning of DSS IMA vacancies.

(2) During contingencies provides personnel support, as required, for the manning of selected DSS locations.

c. COMMARFORRES (CG MOBCOM)

(1) Pre-Activation Contingency Planning. Conduct IRR muster per references (j) and (k). This task includes the following:

(a) Update Mandatory Screening Questionnaire.

(b) Update Dependency Application form.

(c) Update Service Member's Group Life Insurance (SGLI).

(d) Provide Family Readiness Brief.

(e) Issue muster stipend payment as authorized.

(f) Per reference (d), report to DC M&RA (RA), info DC M&RA (MPP-60), results of annual IRR muster using format found in reference (at) no later than 15 October annually. This reporting requirement is exempt from reports control per reference (cs), part IV, paragraph 7.h.

(g) POM for IRR muster.

(h) Provide and conduct Reserve Obligations and Opportunities Brief.

(2) Activation and Movement. As directed by DC M&RA (MP), COMMARFORRES (CG MOBCOM) provides for initial screening of IRR Marines being recalled through predetermined locations and/or DSSs. Initial screening and muster processes include the following:

(a) Complete Dependency Application as required. This ensures the Marine reports with supporting documentation required by the RSU to complete activation.

(b) Require member to sign new Privacy Act Statement, as required.

(c) Assist recalled Marines in updating their Record of Emergency Data (RED) through the use of Marine On-Line (MOL). See Figure 3-22.

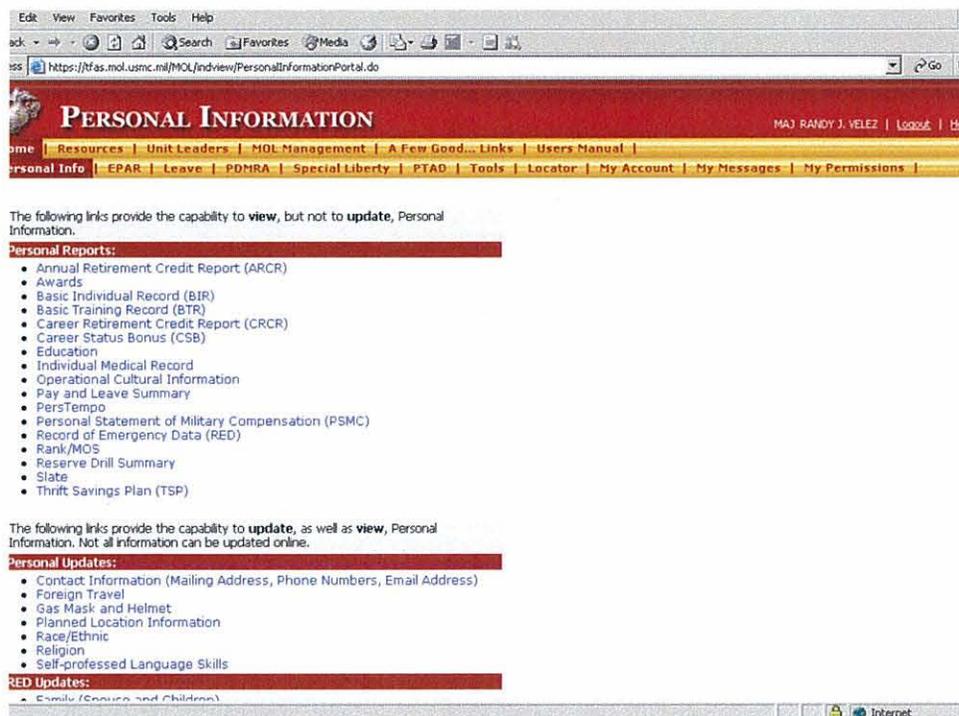


Figure 3-22.--Marine On-Line

(d) Screen member per paragraph 3003 of Chapter 3 of this Order and code appropriately, in MCMPS, per reference (au).

(e) Provide messing and billeting to the member, as required.

(f) When transportation is required, provide air/ground transportation of the member to the RSU. Transportation information is recorded in MCMPS to provide arrival visibility to the RSU. If DSSs are not

utilized by DC M&RA (MP), MOBCOM will load activated Marines' travel information into MCMPS to provide the RSU with the arrival date, arrival time and airline carrier.

(g) Informs the Marine that he/she is automatically covered by \$400,000 of SGLI unless they have elected reduced coverage. Informs the Marine of available Family SGLI coverage (\$100,000).

(h) Informs the Marine that he/she is eligible for TriCare benefits 90 days prior to activation date and instructs individual(s) on necessary steps for benefits enrollment.

(i) Conducts SRB/OQR audits.

(j) Conducts medical screening/evaluation of individual IRR Marines and determine if he/she is physically qualified for mobilization orders.

(k) The following policy is provided regarding height/weight screening:

1. If an IRR Marine exceeds the weight and body fat standards per reference (cm), request DC M&RA (MMFA) authorization to modify the Marine's orders and order the Marine home. The Marine's Delay and Exemption record in MCMPS will be coded with the code "HW" as shown in the Figure 3-23 below. This policy will be followed unless modified by DC M&RA (MMFA) by separate correspondence.

Mobilization Member Processing - Microsoft Internet Explorer provided by NMCI

FOR OFFICIAL USE ONLY (FOUO) - PRIVACY: ALL DATA ANY MISUSE OR UNAUTHORIZED DISCLOSURE MAY RESULT IN BOTH CIVIL AND CRIMINAL PENALTIES.

SSN: Last: First: Middle:
RTN: 151549 Grade: E5 Service: USMC Gender: M DOB:

IDPC: SFD DPC: 013 GC: 1C0

Save Cancel Add Comments Close

Check-in Data Entry is complete for the Check-in tab.

	MCC	EDA	Status	Reported Date/Time
IDPC:	SFD		S	
DPC:	013	2008.11.17		
GC:	1C0			

RTN: 151549 Group Code: Crisis Code: 9CF

Delay Exemption Code:
Delay Request Date:
Delay Approved Date:
Order Status Code: 14
Date Orders Issued: 2008.06.02
Type of Orders Issued: PRC

Figure 3-23. --MCMPS Screen Showing Delay and Exemption.

2. If a Marine is exempted from activation for not meeting weight and body fat standards, CG MOBCOM will convene the Mobilization Potential Screening Board (MPSB) to determine the Marine's future recall potential.

3. If a Marine is exempted from activation for exceeding weight and body fat standards, CG MOBCOM will discharge the Marine from the Marine Corps per paragraph 3200.1B of reference (cm).

(l) Provide DD&E information and guidance.

(m) Assist recalled Marines in updating their myPay account information.

(n) Obtain uniform size requirements from each IRR Marine being recalled.

(o) For individuals possessing MOSSs or who are filling billets requiring clearances, verify clearances are current. Initiate periodic reinvestigations as required.

(p) For individuals possessing a language capability, either self-professed or through formal training, verify Defense Language Proficiency Test (DLPT) score and date last taken. If DLPT score is more than one year old, the Marine should schedule a DLPT with the nearest education center

(3) DSS Continuum of Use. DC M&RA (MP) and COMMARFORRES (CG MOBCOM) collaborate to ensure DSSs are manned, as necessary, to support the projected recalls.

4. Tracking. Marines are tracked/processed via MCMPS to provide real-time visibility of Marines being processed to DC M&RA (MP) AND DC PP&O (PO), RSUs and the Marine's gaining command.

5. Requests for Delay, Deferment or Exemption (DD&E). COMMARFORRES (CG MOBCOM) will follow instructions found in Chapter 5, Paragraph 5004 to process DD&E requests. All IRRs will be authorized a prescribed number of calendar days delay as directed by the SECNAV and/or DOD policy. The period of delay will be contingency specific. The report date shown in the recall orders reflects the inclusion of the SECNAV directed delay.

6. Policy

a. The Marine is on active duty status upon the effective date of the involuntary orders received from MOBCOM and is entitled to SGLI and subject to the UCMJ.

b. MOBCOM maintains administrative responsibility of the Marine until joined to active duty by the RSU for further duty with the Marine's gaining command.

c. If a Marine is screened and found not qualified to execute orders, the orders are modified or new orders issued to the Marine to travel back (funded) to their PLEAD by DC M&RA (MMFA) via MOBCOM. Upon arrival at PLEAD, de-activated/discharged Marines will submit a travel claim to the RSU from which he/she was activated. The RSU will forward the travel claims to MOBCOM for final disbursement of pay, allowances and travel while on active duty.

d. Marines found not qualified for active duty will have their cases referred to CG MOBCOM's MPSB to determine their future recall potential.

e. If a Marine fails to report after 24 hours of the report date, the Marine will be considered in an Unauthorized Absence (UA) status and reported as such in MCTFS and MCMPS to provide visibility to DC M&RA. On the 31st day, the Marine's status will be changed to deserter. This information is used by DC M&RA (MP) to inform the CMC and JS (J1) via the daily PERSTAT Report.

f. A recalled RC Marine is subject to the UCMJ effective upon receipt of orders.

29 x DSS Locations

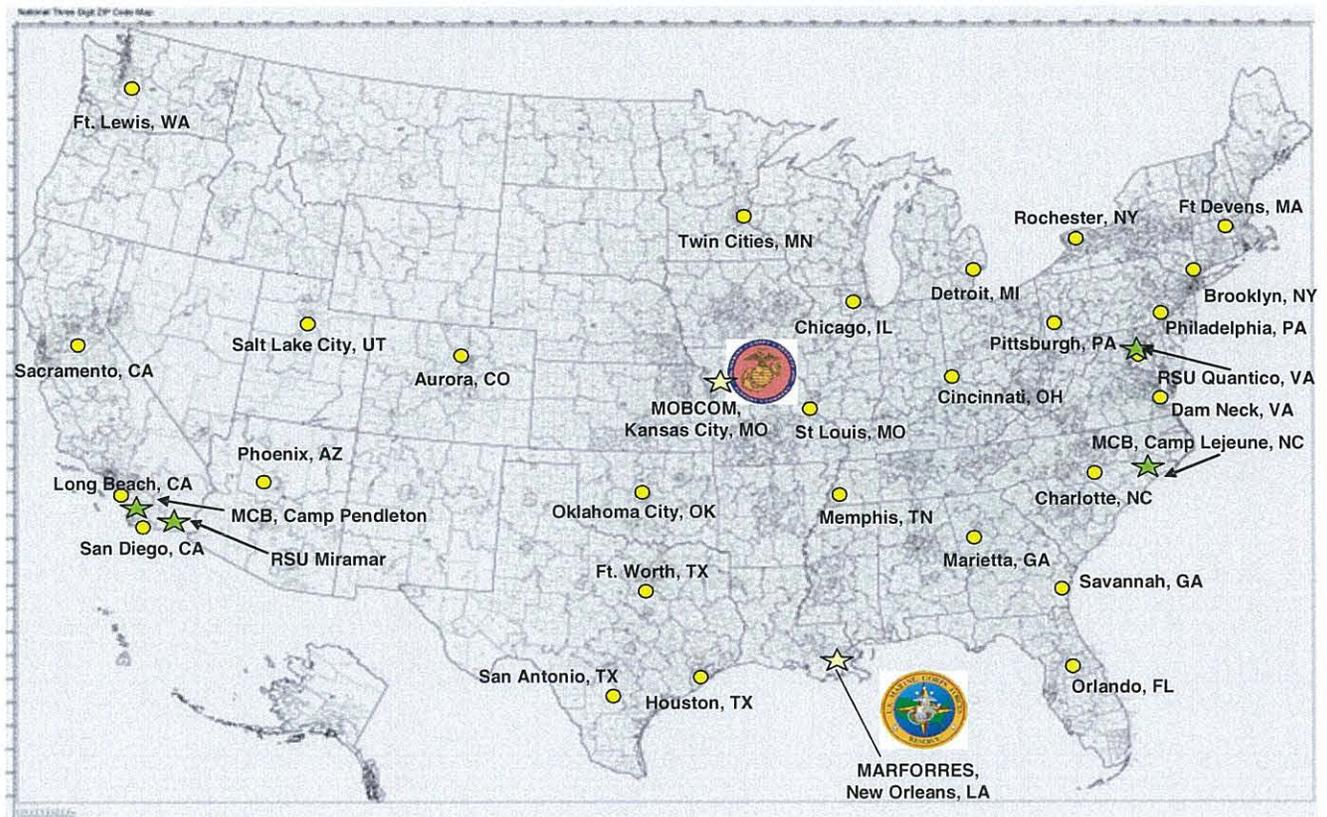


Figure 3-24.--Deployment Screening Site (DSS) Locations

Number	I-DSS	MCC
1	Brooklyn, NY	SFQ
2	Fort Devens, MA	SFL
3	Rochester, NY	SEC
4	Cincinnati, OH	SEX
5	Dam Neck, VA	SFO
6	Philadelphia, PA	SFT
7	Pittsburgh, PA	SFI
8	Quantico, VA	SEH
9	Charlotte, NC	SED
10	Marietta, GA	SEV
11	Orlando, FL	SBG
12	Savannah, GA	SEE
13	Aurora, CO	SFA
14	Fort Worth, TX	SEZ
15	Houston, TX	SFB
16	Memphis, TN	SEN
17	Oklahoma City, OK	SFH
18	San Antonio, TX	SFJ
19	St Louis, MO	SFK
20	Chicago, IL	SFS
21	Detroit, MI	SFW
22	Kansas City, MO	SFD
23	Twin Cities, MN	SFE
24	Fort Lewis, WA	SFP
25	Long Beach, CA	SFY
26	Phoenix, AZ	SFU
27	Sacramento, CA	SCA
28	Salt Lake City, UT	SES
29	San Diego, CA	SFZ

Figure 3-25.-- Deployment Screening Site (DSS) Monitored Command Codes (MCCs)

3008. RESERVE SUPPORT UNITS (RSU) CONTINGENCY OPERATIONS

1. Background. CG MCIs are tasked to support deployment of operational forces, processing AC/RC SA, IAs, activating individual RC Marines and retirees as directed by DC PP&O and DC M&RA. This section focuses on the RSU organization and their responsibilities for activation/deactivation and processing individual RC Marines, AC Marines, Navy RC personnel assigned to USMCR units and contractors supporting Supporting ILOC Commander requirements. Per reference (ai), MCB Camp Pendleton and MCB Camp Lejeune have been designated as NMPS to activate, clothe and equip activated Navy Reserve personnel assigned to USMCR units.

2. Mission. During contingency operations the RSU, as directed by DC M&RA, will provide administrative and legal processing; medical and dental screening; and training and equipping of individual Marines (AC and RC) serving as individual augments to Marine Corps bases and stations or pending assignment to operating forces supporting operational requirements. The RSU will also provide similar support to RC Naval personnel being ordered to active duty in support of activated USMCR forces. Additionally, and as

required, the RSU shall provide training support to those contractors who are required ISO Supporting ILOC Commander requirements in a forward operating area.

3. RSU. Figure 3-26 shows notional RSU organization

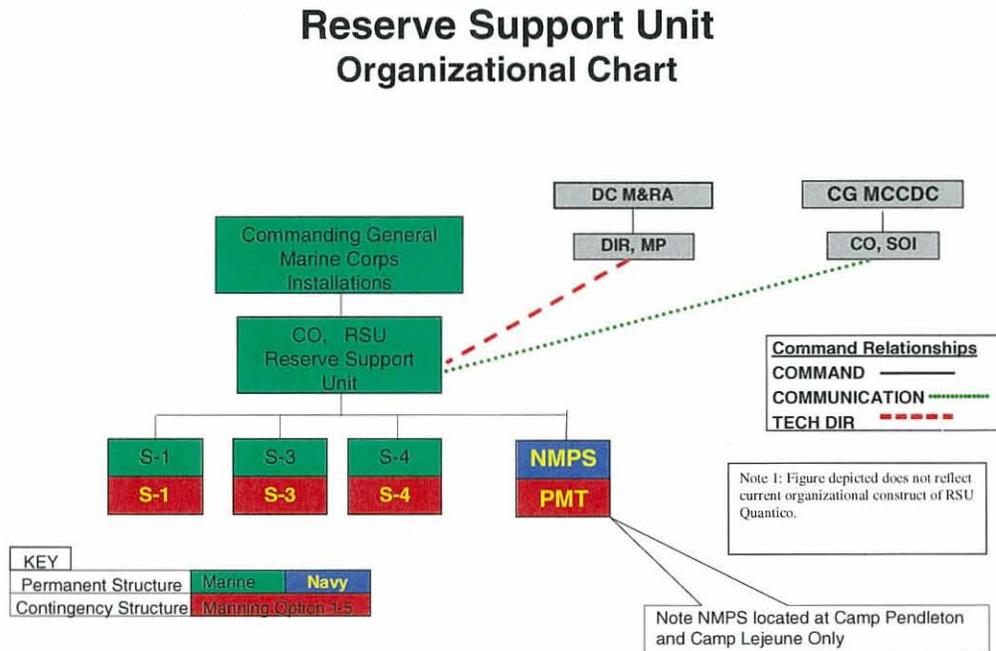


Figure 3-26.--Notional RSU Organization

a. Contingency Structure. When required during contingency operations the RSU increases staffing with additional activated RC Marines per the outlined manning options. Figures 3-36 and 3-37 provide an overview of the activation/deactivation process. The RSUs are staffed with Reserve (i.e., Active Reserve (AR), IMA, civilian, regular, and retiree manpower identified on its T/O to allow for scalable manning of the RSU, as necessary, to meet the projected processing requirements.

b. Contingency section tasks within the core RSU:

(1) S-1

(a) Responsible for administrative activation/deactivation unit diary entries for activated individual RC Marines. Upon deactivation, issue DD-214 to individual Marines.

(b) Responsible for in-processing/out-processing individual RC Marines as directed using MCMPS.

(c) Responsible for in-processing/out-processing Navy Reserve personnel assigned to USMCR units. Navy Reserves are gained to active duty via the local PSD, which creates an active duty pay and personnel account in the active duty Navy pay and personnel system.

(d) Endorses AC/RC Marines' orders to reflect activation/deactivation and to/from TAD in excess.

(e) Provides Service Member's Civil Relief Act briefings.

(f) Establishes an Administrative Holding Company to "hold" Marines determined unqualified for active duty or until the Marine is discharged (applies to RSU Camp Lejeune and Camp Pendleton only).

(g) Reports arrival and processing of AC/RC Marines, Navy Reservists and civilian DOD employees (i.e., civil service and contractors) via MCMPS as shown in Figure 3-27 below. Coordinates with DC M&RA (MMFA) regarding RC Marines not found qualified for active duty for orders resolution/determination. Appropriate DD&E code is entered into MCMPS.

Figure 3-27.--MCMPS Processing Screen

(2) S-3

(a) Coordinates with supporting SOI for CRT.

(b) Establishes, as required, administrative holding "companies" of Marines who have completed processing and CRT, and are awaiting transfer to their supported Commander. The term "company" is used here to show an administrative grouping of Marines and not to indicate an employable organization such as a rifle company.

(c) Provides or coordinates the requisite training and coordinates equipment issue for deployment to theater for all DOD Civilian/DOD contractors as prescribed by their gaining CCDR.

(3) S-4 - Responsible for the coordination, in conjunction with Base Logistics and Facilities departments, for the following functions:

(a) Messing and billeting through appropriate base/camp organization. Billeting locations for individual Marines will be tracked via MCMPS.

(b) Coordinate with appropriate base organizations the issue and recovery of uniforms, individual equipment and T/O weapons to activated Marines, AC Marines and Navy personnel.

(c) Schedules dental/medical activation/deactivation appointments, in MCMPS, with the supporting base/station medical treatment facility for all AC/RC Marines and activated Navy Reservists. (See Chapter 3, Paragraph 3005)

(d) In and about local transportation to support AC/RC processing as required. Establishes and maintains airport liaison team, as required, to meet arriving personnel.

4. Local Area Coordinator for Mobilization (LACMOB) and Navy Mobilization Processing Sites (NMPS). Per reference (ai), DC M&RA designated MCB Camp Pendleton and MCB Camp Lejeune as NMPSs to process to active duty Navy reservists assigned to activated USMCR units. The NMPS has the capability to process to active duty up to 50 Navy reservists per day. Other actions include:

a. The CG MCI will appoint a LACMOB and forward a copy of the appointment letter to DC PP&O (PL) and DC M&RA (MPP-60). The LACMOB shall be an O-6 and is normally the CO of the RSU. The LACMOB is responsible for, and exercises operational control over, the NMPS and reports the Navy personnel processed through the site to CNO (N3/5), NAVPERSCOM (4G), DC PP&O (PO/PL) and DC M&RA (MMFA) via the NCMCPS.

b. The RSU is augmented by a Personnel Mobilization Detachment (MOB DET), a Navy SELRES unit, as provided by NAVPERSCOM (49) when requested by DC PP&O (PO). The MOB DET provides:

(1) Advice and guidance to the LACMOB regarding Navy recall policy and procedures.

(2) Uses NCMCPS to track, record and report the activation/deactivation of Navy RC personnel as shown in Figure 3-28 below.

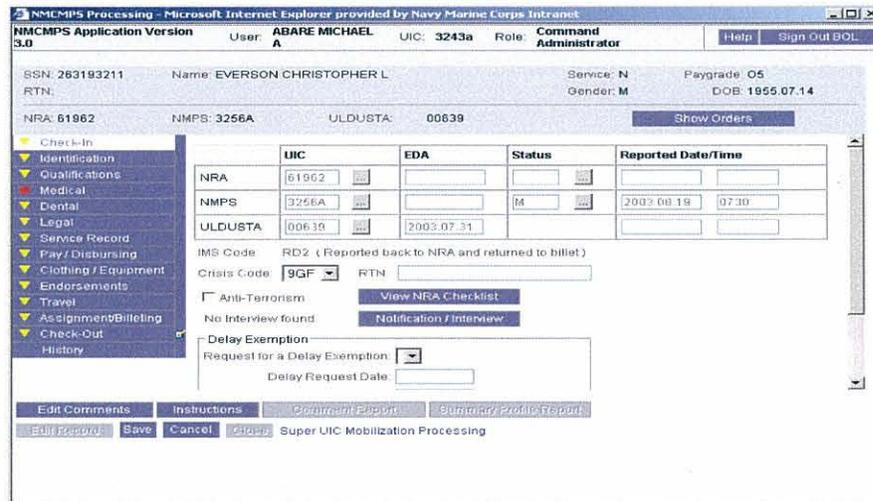


Figure 3-28.--NMCMPMS

(3) Assists the local PSD with creating the active duty pay record for activated RC Navy personnel.

5. Throughput Processing and RSU Contingency Manning. Initially, the RSU must be prepared to process up to 15 AC/RC IAs and Navy RC personnel per week. When throughput exceeds 15 IA per week, contingency manning is required. For planning purposes, scalable manning of the RSU is based on the following throughput factors:

a. Manning Option 1; process 15 to 50 IAs Per Week. Manning is that portion of force structure, within manpower and budgetary constraints, that is authorized to be filled in accordance with reference (aw), "Total Force Structure Process (TFSP)". For planning purposes, to receive and process (administratively and logistically) 15 to 50 IAs a week, requires MOCOM to issue orders to 44 RC Marines and COMNAVPERSCOM (PERS 4G) may have to issue orders for additional Navy personnel in addition to the RSUs permanently assigned personnel (see Figure 3-29).

Throughput	Marines	Navy	NMPS	SOI Augment
15-50 IAs Per Week	44	TBD	15	25

Figure 3-29.--Manning Option 1

b. Figure 3-30 shows number of IAs (less combat replacements and unit fillers) that can be processed in 8 weeks at gross numbers of 200 Marines per week.

Week/days	Month 1				Month 2			
	1/7 days	2/14 days	3/21 days	4/28 days	5/35 days	6/42 days	7/49 days	8/56 days
RSU - CLNC	0-50	0-50	0-50	0-50	0-50	0-50	0-50	0-50
RSU - CPCA	0-50	0-50	0-50	0-50	0-50	0-50	0-50	0-50
RSU - MCABWA	0-50	0-50	0-50	0-50	0-50	0-50	0-50	0-50
Running Total:	150	300	450	600	750	900	1,050	1,200
Quantico	0-50	0-50	0-50	0-50	0-50	0-50	0-50	0-50
Gross Total:	200	400	600	800	1000	1200	1400	1600

*MCABWA: Marine Corps Air Bases Western Area.

Figure 3-30.--Max IA at Manning Option 1

c. Manning Option 2; process 51 to 100 IAs Per Week. For planning purposes, to receive and process (administratively and logistically) 51 to 100 IAs per week and 50 Navy RC personnel requires DC M&RA (MP) to issue orders for an additional 25 RC Marines (for a total of 69 Marines) and COMNAVPERSCOM (PERS 4G) to issue orders for additional Navy personnel in addition to the RSUs permanently assigned personnel. COMNAVPERSCOM (PERS 4G) will issue orders to appropriate MOB DET to support this level of effort. (See Figure 3-31).

Throughput	Marines	Navy	NMPS	SOI Augment
51-100 IAs Per Week	69	TBD	28	39
50 Navy RC Per Week			MOB DET	

Figure 3-31.--Manning Option 2

d. Figure 3-32 shows number of IAs that can be processed in 8 weeks at a gross number of 300 per week:

Week	Month 1				Month 2			
	1/7 days	2/14 days	3/21 days	4/28 days	5/35 days	6/42 days	7/49 days	8/56 days
RSU - CLNC	51-100	51-100	51-100	51-100	51-100	51-100	51-100	51-100
RSU - CPCA	51-100	51-100	51-100	51-100	51-100	51-100	51-100	51-100
Running Total:	200	400	600	800	1000	1,200	1,400	1,600
MCABWA	50	50	50	50	50	50	50	50
Quantico	50	50	50	50	50	50	50	50
Gross Total:	300	600	900	1,200	1,500	1,800	2,100	2,400

*MCABWA: Marine Corps Air Bases Western Area.

Figure 3-32.--Max IA at Manning Option 1

e. Manning Option 3; process over 100 IAs Plus 100 Combat Replacements Per Week. RSUs Camp Pendleton and Camp Lejeune should plan to receive and process (administratively and logistically) 100 IAs and 100 combat replacements per week. MCB Quantico and MCAS Miramar are not normally tasked with processing more than 50 IAs per week or combat replacements. For planning purposes, to receive and process (administratively and logistically) over 100 IA and 100 combat replacements would require DC M&RA (MP) to issue orders for an additional 69 RC Marines and COMNAVPERSCOM (PERS 4G) to issue orders for an additional 10 Navy personnel (for a total of 117 Marines and 10

Navy personnel plus permanently assigned RSU personnel). COMNAVPERSCOM (PERS 4G) would also issue orders to appropriate MOB DET (Figure 3-33).

f. To support CRT at each SOI, both will be manned with an additional 67 assigned RC Marines. DC M&RA (MP) will issue orders to these pre-assigned RC Marines at a minimum of three weeks prior to the first combat replacements reporting for training from the RSU. This will support the training for 300 combat replacements per SOI per week (see Figure 3-34).

Throughput	Marines	Navy	NMPS	SOI Augment
1-100 IAs & 100 Combat Replacements Per Week	117	10	68	67
50 Navy RC Per Week			MOB DET	

Figure 3-33.--Manning Option 3

g. The DSS should plan to screen and transport to the RSU, on average, fourteen Marines per week. Figure 3-36 shows number of IAs and combat replacements that can be processed in 8 weeks: (Note: First number represents IAs and the second number is combat replacements). In this option, USMC decision-makers could direct processing of all combat replacements at one RSU and one SOI to conduct CRT.

Week/ days	Month 1				Month 2			
	1/7 days	2/14 days	3/21 days	4/28 days	5/35 days	6/42 days	7/49 days	8/56 days
RSU - CLNC	100/ 100	100/ 100	100/ 100	100/ 100	100/ 100	100/ 100	100/ 100	100/ 100
RSU - CPCA	100/ 100	100/ 100	100/ 100	100/ 100	100/ 100	100/ 100	100/ 100	100/ 100
Running Total:	200/ 200	400/ 400	600/ 600	800/ 800	1000/ 1000	1,200/ 1,200	1,400/ 1,400	1,600/ 1,600
MCABAWA	50/0	50/0	50/0	50/0	50/0	50/0	50/0	50/0
Quantico	50/0	50/0	50/0	50/0	50/0	50/0	50/0	50/0
Gross Total:	300/ 200	600/ 400	900/ 600	1200/ 800	1,500/ 1,000	1,800/ 1,200	2,100/ 1,400	2,400/ 1,600

Figure 3-34.--Manning Option 3 Max Rate

6. Combat Replacement Pools (CRP)

a. As the deployment of forces continues and prior to combat operations, there will be a requirement to establish a personnel sustainment base to ensure manpower requirements for the supported MARFOR(s) and other global commitments are met. To provide for the immediate response of combat trained and MOS proficient individual replacements, DC M&RA in coordination with DC PP&O will direct the establishment of combat replacement pools whose grades and MOSSs are most likely needed. CRPs will be established per Figure 3-35.

Location	MCC	Title	RUC
MCB Camp Pendleton, CA	XN1	RSU CAMPEN SPT AUGM	59254
	XN2	RSU CAMPEN CBT REPL PROC	33052
	XN3	CAMPEN AT/FP	59254
	XN4	CAMPEN CBT REPL STAGING	33052
MCB Camp LeJeune, NC	XM1	RSU CLNC SPT AUGM	59253
	XM2	RSU CLNC CBT REPL PROC	31052
	XM3	CLNC AT/FP	59253
	XM4	CLNC CBT REPL STAGING	31052

Figure 3-35.--Combat Replacement Pools

b. Paragraph 3006 to chapter 3 shows the process to determine/source combat replacements and establishes the throughput per Marine Corps Base. The CMC's intent is to source initial combat replacements from the AC then the IRR. Once trained, combat replacement movement to theater is directed and validated by the supported MARFOR(s), via their combatant commander, to CDRUSTRANSCOM.

7. Schools of Infantry. Concurrent with the scaled manning of the RSU, DC M&RA (MP) will authorize, via CG MCCDC, additional manning for the SOIs East/West to support CRT. SOIs must be manned prior to the activation of Marine IRRs so CRT trainers are ready and in-place to support the CRT package. For planning purposes, SOI will conduct the seven-day CRT unless directed otherwise by DC PP&O (PO). Similar to the RSUs, the SOIs will be manned based on the projected combat replacement throughput and time required to perform CRT.

8. Naval Hospital/Dental Clinic, MCB Camp Pendleton and MCB Camp Lejeune. Pre-contingency mission of the Naval hospital is to meet the needs of the local MEF and surrounding military retiree and dependant population.

a. Upon the commencement of a contingency operation involving the recall of the RC, the Naval hospital/dental clinic, in addition to meeting the deployment needs of the MEF, supports the local RSU by providing physicals, required immunization, dental exams, and other mandated tests to activated Marine and Navy reserve members. This will include the requirements for pre-deployment health assessments (DD form 2795) submitted to Armed Forces Health Surveillance Activity (AFHSA) per reference (ax) and (ay).

b. Upon redeployment/deactivation the Naval hospital/dental clinic ensures that all returning AC/RC personnel are physically qualified for release from active duty as established by DOD. This will include the requirements for post-deployment health assessments (DD form 2796) for RC personnel and post-deployment health re-assessments (DD form 2900) for AC personnel submitted to AFHSA per references (ax) and (ay). RC personnel normally complete the re-assessment via the PDHRA Call Center at 1-888 PDHRA-99.

9. RSU Activation/Deactivation Overview Process

a. Figure 3-36 provides an overview of the individual activation process conducted by the RSU. Yellow circles show the order of activation and processing of Marines prior to joining them by the gaining command.

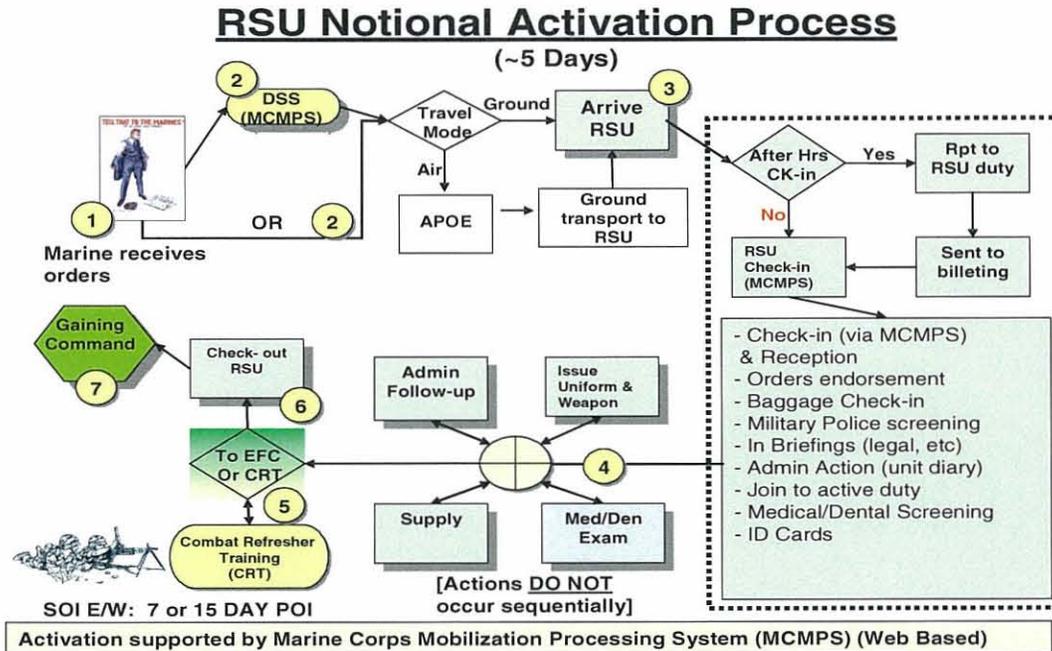


Figure 3-36.--RSU Notional Activation Process

b. Figure 3-37 provides an overview of the deactivation process conducted by the RSU for individual Sailors and Marines. Yellow circles show the order of deactivation, starting with departure from the gaining command and ending with the Marine returning to the place ordered to active duty.

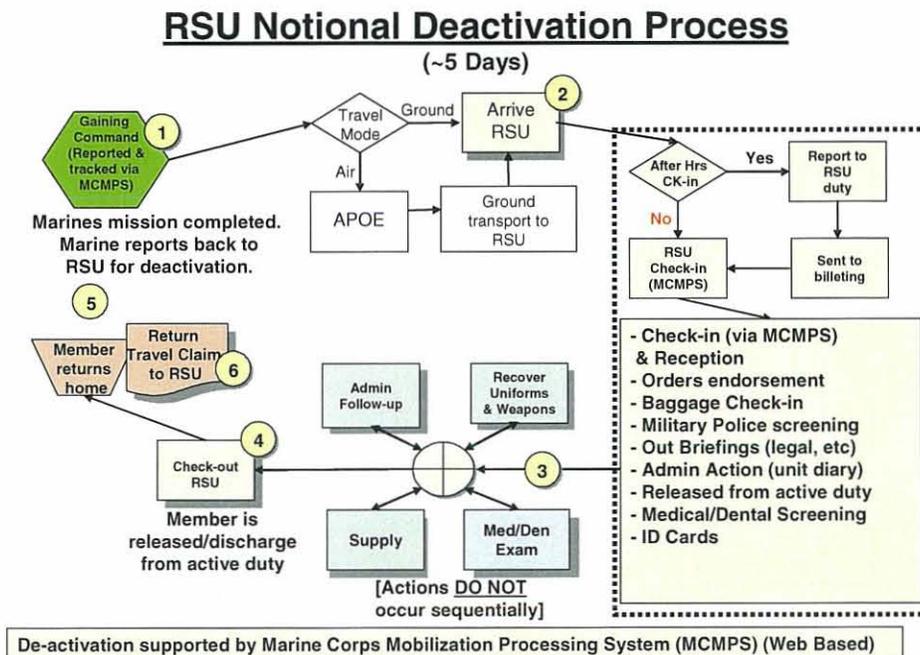


Figure 3-37.--RSU Notional Deactivation Process

c. Deactivation (i.e., release or discharge from active duty). CMC's intent during deactivation is to return IRR personnel to CONUS as early as possible prior to the individual's release from active duty date. This concept supports 10 days to conduct release from active duty physicals, recover ICCE, conduct medical and administrative out processing and allow members to take accrued leave. All activated Marine IRRs, less those killed or wounded, shall be deactivated via the RSU that processed the Marine to active duty.

(1) Step 1

(a) Approximately 30 days prior to redeployment, the supported COMMARFOR identifies redeploying IRR personnel to the appropriate RSU and COMMARFORRES (CG MOBCOM) for deactivation processing.

1. The supported COMMARFOR must identify each individual's demobilization plan (terminal leave, mode of transportation from RSU to PLEAD, anticipated medical or legal hold, etc.).

2. RSU communicates and requests required orders modifications through DC M&RA (MMFA).

(b) The out processing RSU notifies COMMARFORRES (CG MOBCOM) of deactivating IRR personnel.

(c) Approximately 30 days prior to the return of activated IRR personnel, COMMARFORRES (CG MOBCOM) will coordinate for return and reunion briefs to spouses and family members. The purpose of these briefs is to educate family members about the stressors associated with homecoming and reunion, how to manage those stressors and how and where to get help if it is needed.

(2) Step 2

(a) The supported COMMARFOR conducts CONUS operational stand-down, a second decompression period, consisting of five abbreviated work days in garrison. During this post-deployment stand-down, all necessary post-deployment medical screenings should be completed and briefs should be delivered to Marines on high risk topics, including standards of conduct, driving safety, alcohol and drug abuse prevention, sexual assault prevention, suicide prevention, stress and anger management and financial management.

(b) COMMARFORRES (CG MOBCOM) will coordinate delivery of similar post deployment stand-down briefs to spouses/family members of activated IRR personnel, as prescribed by the Marine Corps Combat Operational Stress Control (COSC) Program.

(3) Step 3

(a) Upon redeployment, the supported COMMARFOR detaches IRR personnel to the RSU for deactivation processing.

(b) The supported COMMARFOR assists the RSU in deactivation medical and dental screenings.

(c) The RSU conducts administrative deactivation requirements

(i.e., completes DD 214, finalizes pay and entitlements payments, completes unit diary entries for awards, deployment data, etc.).

(d) The RSU provides messing and billeting to the member, as required.

(4) Step 4

(a) RSU coordinates air/ground transportation to the IRR's PLEAD.

(b) RSU informs deactivating IRR members on authorized contingency specific TRICARE benefits. Specific benefits will be published in separate correspondence by DC M&RA.

(5) Step 5. Deactivated IRR Marine re-enters the IRR pool on/or about 0001 of the day following the DC M&RA (MMFA) specified deactivation date. For example, CMC deactivation date is 6 March 2004, IRR Marine is deactivated as of 0001 7 March 2004.

3009. DC PLANS POLICY & OPERATIONS SERVICE AUGMENTATION VALIDATION BOARD (SAVB)

1. Purpose. This section provides policy and procedures to validate internal USMC service augmentation (SA) requirements.

2. Background. Internal USMC SA requirements reached a peak of approximately 3000 billets during October 2008. CMC directed a rigorous validation of SA billet requests (through reference (az)) in order to put more discipline into the process and reduce the overall internal SA requirements. DC M&RA hosted a SA Process Review Conference during November 2004 that determined (per reference (ba)) that DC PP&O is the lead for prioritizing and validating SA billets. DC M&RA is the lead for sourcing, tracking, and reporting validated SA billets.

3. SA Definition. Per reference (ba), USMC internal SA requirements do not include Joint Manning Document (JMD) requirements. Valid USMC internal SA requirements include at least one of the following criterion:

- a. An emergent individual manpower requirement not on an approved T/O;
- b. A contingency coded T/O billet;
- c. A vacant chargeable T/O structure space directed for fill by DC M&RA during periods of heightened mission posture.

4. Mission. When requested by DC M&RA, the DC PP&O SA Validation Board (SAVB) reviews SA requirements submitted by requesting COMMARFORs and DC's to determine validity and recommend approval or disapproval to DC PP&O.

5. SA Validation Board Membership. A field grade officer, or civilian equivalent, from PP&O (PL or PO) will chair each SAVB meeting. The SAVB will include three voting members from DC M&RA (one each from MM, MP and RA Divisions), and one each from PP&O (PL) and PP&O (PO). The SAVB will also include, as required, a voting member from appropriate HQMC Departments or MAGTF functional advocates when billets from that function or occupational field are scheduled for review. All voting members will be field grade

officers or civilian equivalent with knowledge of the SA process. Staff sections providing board members should provide the same officer whenever possible to maintain process consistency and board expertise.

6. Validation Process

a. Frequency. DC PP&O will convene the SAVB upon DC M&RA request and coordination:

(1) Prior to significant operational events (e.g., Operation Iraqi Freedom rotations).

(2) As required based on the time-sensitivity and volume of routine SA requests. (Note: SA requirements must be received by DC M&RA NLT 65 days prior to the desired report date to allow administrative review, validation, processing, and pre-deployment preparation).

b. DC M&RA (MMFA) will present each billet with associated background material for review and vote by the board membership. DC M&RA (MMFA) will return to the requestor any requirements that need amplification or clarification to allow a proper vote by the SAVB.

c. The SAVB will not validate or review proposed sourcing solutions. DC M&RA screens by-name nominees and fills billets as part of the administrative sourcing process. Validation of a requirement by the SAVB does not guarantee sourcing of the requirement by DC M&RA (MMFA). DC M&RA may defer or deny sourcing a valid requirement based on limited available and eligible candidates or other manpower management constraints. In these cases, DC M&RA (MMFA) will communicate directly with the requesting command or organization through normal manpower channels.

d. The SAVB will not validate IMA billets, nor are IMA billets to be considered as SA requirements. Reserve Marines assigned to IMA billets will normally fill those billets.

e. The SAVB will evaluate the need to fill vacant T/O requirements with a SA. T/O requirements are by definition valid billets and do not require subsequent validation. However, the board will examine the need to source a T/O vacancy in terms of a heightened mission posture or the unit's direct participation in a contingency operation. The requestor's billet justification and assessment of risk must clarify the need to fill billet vacancies above the T/O staffing goal.

f. Approval of SAVB Recommendations. A General Officer from within PP&O will approve SAVB recommendations prior to sourcing by DC M&RA based on available manpower.

7. Validation Criteria. The SAVB will consider the following for each billet:

a. The requested billet meets the definition of service augmentation in paragraph 3009.3.

b. The commander's risk assessment indicates that work to be performed by the SA is essential and contributes to the commander's ability to accomplish his assigned mission.

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c. CMC planning guidance for the applicable operation or exercise.

8. Responsibilities

a. DC M&RA

(1) Pre-screen all SA requirements for administrative qualification. Present to the SAVB only those billets that meet basic SA billet criteria.

(2) Request DC PP&O convene the SAVB.

(3) Recommend appropriate HQMC Department and MAGTF advocate representation (based on requested billet pre-screening) when requesting DC PP&O convene a SAVB.

(4) Designate appropriate representatives as SAVB members.

(5) Provide administrative and technical support to the SAVB while in session.

(6) Compile board results and prepare draft validation recommendation letter for review and approval by a General Officer within PP&O. Draft recommendation letter will be submitted to DC PP&O within two working days after the SAVB adjourns.

(7) Track and provide to DC PP&O trends in SA requests to ensure effective long-term organization of the Marine Corps for sustained operations. Recurring trends in SA requests may indicate a need to modify unit tables of organization to address permanent structure requirements.

b. DC PP&O

(1) Convene the SAVB as requested and coordinated with DC M&RA.

(2) Designate appropriate representatives as SAVB members, one of who will serve as the SAVB Chair.

(3) Provide General Officer review and approval of SAVB recommendations within one week after the SAVB adjourns. See appendix A-24 for sample SAVB report.

(4) Review and submit to DC CD&I all SA trend analysis submitted by DC M&RA.

c. HQMC Departments and MAGTF Advocates. Designate appropriate representatives as SAVB members upon DC PP&O request.

d. Requesting Commands and Organizations

(1) Submit administratively correct requests via MRTM of the MCMPS. Requests must be administratively correct at least 65 days before the designated report date.

(2) Respond to requests for additional information within one week of receipt.

(a) Detailed rationale for the billet based on CMC or CCDR task. Provide task reference Date Time Group (DTG) or Document preference identification, with specific reference location within the source document to justify SA.

(b) List efforts made to accomplish task/duties with on-hand staffing.

(c) Commanders' assessment of risk to mission accomplishment if SA is not provided by CMC.

(d) Specify anticipated duration of stated requirement.

(e) Name/Grade/Title of General Officer or Deputy/Chief of Staff that validates requirement to fill requested billet.

(3) Appealing Denied SA Requests. Requesting DC, COMMARFOR, or agency head may appeal for reconsideration of denied requests. Appeals should be made in writing (DMS message or naval letter) to DC PP&O. Appeals must include the original MRTM Requirement Tracking Number (RTN) and should be supported by additional billet validation information in the MRTM.

(4) Revalidation Process. A DC, COMMARFOR, or agency head that owns existing valid requirements may request revalidation and extension of those billets by updating the time period fields in the MRTM for the original RTN. Revalidation requests must include justification that the requirement is ongoing.

(5) Participation in the SAVB. Requesting COMMARFORs, DC's, and agency heads are invited to send a representative to all SAVB meetings to provide insight or advocate for the command's requirements.

3010. USMC RESERVE COMPONENT MOBILIZATION/DEMOBILIZATION OPERATIONAL ADVISORY GROUP (OAG)

1. Purpose. The USMC Reserve Component Mobilization/Demobilization Operational Advisory Group (RC MOB/DEMOB OAG) is chartered as a forum for establishing priorities and providing direct interaction between the operating forces, HQMC, the supporting establishment, and other working level representatives concerned with issues involving reserve unit and individual integration with active component forces.

2. Intent. The USMC RC MOB/DEMOB OAG serves as a vehicle to identify and solve issues that directly impact Reserve Component (RC) activation, deactivation and integration with active component forces during the pre-deployment, deployment and post-deployment phases of mobilization. The USMC RC MOB/DEMOB OAG will analyze current USMC policy and procedures and collectively make recommendations for improvements as needed.

3. Organization. The USMC RC MOB/DEMOB OAG is comprised of the RC MOB/DEMOB Executive Steering Committee (ESC), and the RC MOB/DEMOB Working Group.

a. Executive Steering Committee (ESC)

(1) Purpose. The ESC oversees the tasking and composition of the USMC RC MOB/DEMOB Working Group. When required, the ESC submits priority issues to DC PP&O for approval and action.

(2) Membership. The ESC is chaired by the Director, PL and includes the Directors of PO, I&L (LP) and M&RA (MP). MARFOR Commanders may provide a general officer representative to the ESC as desired.

b. USMC Reserve Component Mobilization/Demobilization Working Group (RC MOB/DEMOB WG)

(1) Purpose. The USMC RC MOB/DEMOB WG reviews specific issues pertaining to mobilization policies, processes, and procedures centered on RC integration in line with the total force concept.

(2) Membership. PLN chairs the USMC RC MOB/DEMOB WG and includes the following representation:

(a) Reserve integration planners from MARFORCOM, MARFORPAC, MARFORRES, MARFORSOUTH, MARFOREUR, MARFORNORTH, MARFORSTRAT, MARFORSOC, MARFORCENT and MARFORAF.

(b) HQMC branches will provide below representatives:

- PP&O (POC)
- M&RA (RAC, RAP)

(c) HQMC branches/agencies will provide below representatives when directed/required depending on agenda:

- PP&O (POR, POE)
- M&RA (MPP, MMFA)
- AVN
- I&L (LPO, LPD, MARCORLOGCOM, MARCORSYSCOM)
- CD&I (TFSD, TECOM)
- C4I

4. Procedures. The USMC RC MOB/DEMOB OAG is a HQMC forum, with membership by all of the U.S. Marine Corps Service Component Commanders. When determining priorities, resolving issues and/or settling competing differences, each member will cast one vote in the working group. If no majority is achieved, the issue will be referred to the ESC chair for decision, or follow on staffing depending on the issue.

5. Action

a. Head, PLN convenes and chairs the USMC RC MOB/DEMOB WG to review issues and develop recommendations for resolution or improvement as required. The working group will prepare and staff designated OAG action items and present them to the ESC with recommended solutions or proposals.

b. When required, Director, PL will convene a "paper ESC". This will consist of staffing information or decision papers to the members of the ESC for appropriate action. If needed, Director, PL will convene a formal ESC meeting to receive Working Group briefs, review priority action items and provide guidance and decision. When required, Director, PL will forward completed actions and/or refer decisions to DC PP&O.

c. The USMC RC MOB/DEMOB WG will meet annually. The OAG will use video teleconferencing to the maximum extent possible. Ad-hoc meetings may be convened at HQMC as special circumstances dictate. Due to the involvement of several HQMC agencies, the Working Group will be held in the National Capital Region, however, other venues will be considered, depending on the Working Group agenda and participant requirements. The USMC RC MOB/DEMOB OAG Chair will coordinate the Working Group's agenda, planning products and announce USMC RC MOB/DEMOB OAG conferences via naval message.

d. Director PL will ensure HQMC Judge Advocate Division (JA) and Counsel for the Commandant (CL) are consulted on any legal issues raised by the USMC RC MOB/DEMOB OAG to include any Title 10 U.S. Code or reserve activation matters.

3011. MARINE CORPS RESERVE AND THE STAFFORD ACT

1. Background. Reference, (bb) as amended, (the Stafford Act) was enacted to support state and local governments and their citizens when disasters overwhelm them. This law establishes a process for requesting and obtaining a Presidential disaster declaration, defines the type and scope of assistance available under the Stafford Act, and sets the conditions for obtaining that assistance. Presidential disaster declarations and any subsequent amendments are published as Federal Register Notices. Federal Register Notices related to disasters and emergencies are also posted on the FEMA web site beginning with declarations dated October 1, 2000. (See Appendix A-25)

2. Action. Per Chapter 68 of reference (bb) the following actions are required prior to commitment of Federal forces, i.e., Marine Corps Reserve:

a. Procedure for Presidential Declaration

(1) All requests for a declaration by the President that a major disaster exists, shall be made by the governor of the affected state. This request is based on a finding that the disaster is of such severity and magnitude that effective response is beyond the capabilities of the state and the affected local governments and that Federal assistance is necessary.

(2) Based on the request of a governor under this section, the President may declare under this chapter that a major disaster or emergency exists.

b. Federal Assistance. In any major disaster, the President may direct any Federal agency, with or without reimbursement, to utilize its authorities and the resources granted to it under Federal law (including personnel, equipment, supplies, facilities, and managerial, technical, and advisory services) in support of state and local assistance efforts; coordinate all disaster relief assistance (including voluntary assistance) provided by Federal agencies, private organizations, and state and local governments.

c. Utilization of DOD Resources. As a general rule, during the immediate aftermath of an incident which may ultimately qualify for assistance under reference (bb), the governor of the state in which such incident occurred may request the President to direct the SecDef to utilize the resources of the DOD for the purpose of performing on public and private

lands any emergency work which is made necessary by such incident and which is essential for the preservation of life and property. If the President determines that such work is essential for the preservation of life and property, the President shall grant such request to the extent the President determines practicable. Such emergency work may only be carried out for a period not to exceed 10 days.

3. CMC Authorization. As directed by the SecDef, the CMC, via the SECNAV, will direct and/or authorize USMC units (AC/RC) to support appropriate states.

3012. COMMAND RELATIONSHIPS FOR UNIT ACTIVATION/DEACTIVATION

1. General. To describe command relationships during a contingency requiring activation of USMCR units, individual Marine Reserves and processing individual AC Marines. This also addresses command relationship to support the pre-deployment training and deployment support operations of activated assigned USMCR units.

2. Background. Reference (a) established MARFORRES which is commanded by COMMARFORRES who reports directly to the CMC. Section 10173 of reference (a) also directs that CMC, "... (1) shall assign to the Marine Forces Reserve the forces of the Marine Corps Reserve stationed in the continental United States other than forces assigned to the unified combatant command for special operations forces established pursuant to section 167 of this title; and (2) except as otherwise directed by the Secretary of Defense in the case of forces assigned to carry out functions of the Secretary of the Navy specified in section 5013 of this title, shall assign to the combatant commands (through the Marine Corps component commander for each such command) all such forces assigned to the Marine Forces Reserve under paragraph (1) in the manner specified by the Secretary of Defense." To satisfy assignment of USMCR forces to a CCDR, DC PP&O (PL) assigns appropriate USMCR units to CDRUSJFCOM as shown in reference (c). Units performing Title 10 missions (such as Headquarters Battalion, MARFORRES, Headquarters, 4th Marine Division (MARDIV), 4th Marine Logistics Group (MLG), Headquarters, 4th Marine Aircraft Wing (MAW)) are not assigned to CDRUSJFCOM and remain in the Service Branch chain of command per references (c) and (o). Section 5042 of reference (a) directs the Headquarters, Marine Corps, "... shall (1) subject to subsections (c) and (d) of section 5014 of this title, prepare for such employment of the Marine Corps, and for such recruiting, organizing, supplying, equipping (including research and development), training, servicing, mobilizing, demobilizing, administering, and maintaining of the Marine Corps, as will assist in the execution of any power, duty, or function of the Secretary or the Commandant."

3. Definitions

a. Administrative Control (ADCON). The direction or exercise of authority over subordinate or other organizations with respect to administration and support, including organization of Service forces, control of resources and equipment, personnel management, logistics, individual and unit training, readiness, mobilization, demobilization, discipline, and other matters not included in the operational missions of the subordinate or other organizations (Reference (o)). The use of ADCON, through the service administrative chain of command enables the integration of CDRUSJFCOM assigned activated USMCR units with CDRUSPACOM assigned AC units, avoids

transferring forces in the operational chain of command between CDRUSJFCOM and CDRUSPACOM while forces are conducting integration and pre/post-deployment training in CONUS.

(1) Responsibilities of a commander exercising ADCON include:

(a) Manage and discipline personnel such as attaching TAD excess CDRUSJFCOM assigned activated USMCR Marines, morning reports, request mast, courts martial and other disciplinary/adverse proceedings (admin separations, etc.), command legal services, personal mail, input training information into UDR, SRB, and OQR, proficiency and conduct marks, recommend / not recommend for promotion, recommend for personal decorations, approve leave and liberty, administrative support for unit personnel, administrative remarks in SRB/OQR, review pay discrepancies, report changes in status for unit personnel (marriages, births), assist unit with initial admin actions associated with deactivation and fitness report submission.

(b) Conduct individual and unit training such as supervising USMCR unit pre-deployment training, providing Commander's intent/guidance for pre-deployment training preparation, planning of pre-deployment training events and activities, arranging for support, ensuring required resources are available, and certifying accomplishment of service directed pre-deployment training objectives.

(c) Conduct unit logistics as required, to include supply, distribution, maintenance, salvage, disposal, health services, transportation, embarkation support, motor transportation support, material handling equipment, religious support, and exchange services.

(2) Commanders exercising ADCON are prohibited from:

(a) Reorganizing or reassigning personnel from CDRUSJFCOM assigned activated USMCR units without approval/consent of COMMARFORCOM.

(b) Modifying force deployment data for CDRUSJFCOM assigned activated USMCR units without approval/consent of COMMARFORCOM.

(c) Relieving USMCR unit Commanders/Officers in Charge for cause without approval of COMMARFORCOM.

b. Command Relationship. The interrelated responsibilities between commanders, as well as the operational authority exercised by commanders in the chain of command; defined further as combatant command (command authority) (COCOM), operational control (OPCON), tactical control (TACON), or support. (Reference (o))

c. Command

(1) Command is central to all military action, and unity of command is central to unity of effort. Inherent in command is the authority that a military commander lawfully exercises over subordinates including authority to assign missions and accountability for their successful completion. Although CDRs may delegate authority to accomplish missions, they may not absolve themselves of the responsibility for the attainment of these missions. Authority is never absolute; the extent of authority is specified by the establishing authority, directives, and law. (Reference (o))

(2) The Marine Corps Manual describes command as: Any or all of the components of command (operational control, administrative control, coordination, and TECHDIR) may be assigned to a specific commander. Orders and command relationships, established by superiors in command, determine the extent of the commander's command responsibilities. Command, in the absence of limitation imposed by a superior authority, includes responsibility for the exercise of all components of command.

d. Establishing Directive. A directive normally issued to specify the purpose of the support relationship, the effect desired, and the scope of the action to be taken. It should include: (1) The forces and resources allocated to the supporting effort, (2) The time, place, level, and duration of the supporting effort, (3) The relative priority of the supporting effort, (4) The authority, if any, of the supporting CDR to modify the supporting effort in the event of exceptional opportunity or an emergency, and (5) The degree of authority granted to the supported CDR over the supporting effort. (Reference (o))

e. Supporting ILOC Commander. The commander who commands or is responsible for executing Service administrative responsibilities over activated units, and/or individuals IOT prepare for employment. In the case of activated USMCR units and detachments, the Supporting ILOC Commander will typically be the Commanding General of a Marine Expeditionary Force, who will delegate responsibilities to an appropriate subordinate commander within the chain of command. For activated USMCR individuals, the Supporting ILOC Commander may be the Commander of a Marine Corps Component Command, Commanding General of a Marine Expeditionary Force or Marine Corps Installation. The Supporting ILOC Commander is responsible for executing tasks during both pre-deployment ILOC and post-deployment RILOC periods. In some cases, the activated USMCR unit may be attached to a different Commander for employment in the CCDR's AOR, than assigned at the ILOC. (i.e. 1st MARDIV Supporting ILOC Commander at the ILOC and attached to 2nd MARDIV within the MAGTF in theater).

f. Support. Support is a command authority. The action of a force that aids, protects, complements, or sustains another force in accordance with a directive requiring such action. A support relationship is established by a superior commander between subordinate commanders when one organization is directed to aid, protect, complement, or sustain another force. (Reference (o))

g. Supported Commander. In the context of a support command relationship, the commander who receives assistance from another commander's force or capabilities, and who is responsible for ensuring that the supporting commander understands the assistance required. (Reference (o))

h. Supporting Commander. A commander who provides augmentation forces or other support to a supported commander or who develops a supporting plan. Includes the designated combatant commands and Defense agencies as appropriate. In the context of a support command relationship, the commander who aids, protects, complements, or sustains another commander's force, and who is responsible for providing the assistance required by the supported commander. (Reference (o))

i. Technical Direction (TECHDIR). Marine Corps Manual describes TECHDIR as the performance of a specialized or professional service, or the exercise

of professional guidance or direction through the establishment of policies and procedures in technical matters. Technical direction may include:

- (1) Establishing standards or procedures for performing a technical function.
- (2) Providing professionally trained and qualified personnel to perform a technical function.
- (3) Providing professional advice, guidance or assistance.
- (4) Performing a technical function as a service to the command.

4. Phase I: Pre-activation Command Relationships. Prior to activating a reserve unit, COMMARFORRES and COMMARFORCOM relationship consists of TRO illustrated in figure 3-38.

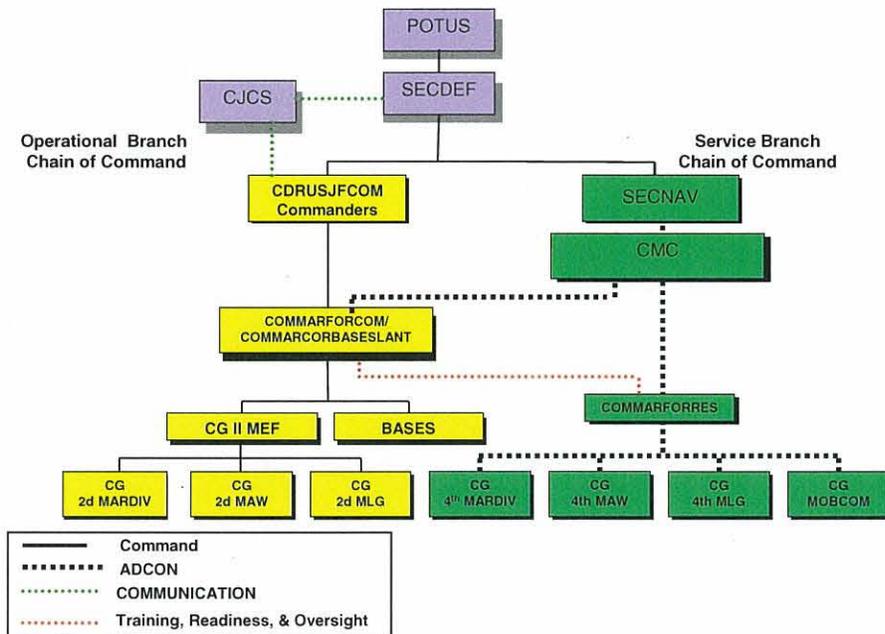


Figure 3-38.—Pre-activation COMMARFORRES and COMMARFORCOM Relationships

5. Phase II: USMCR Unit Activation and Movement Command Relationships. Paragraph 3001 (USMCR Unit and Detachment Activation/Deactivation) describes step-by-step procedures for the activation/deactivation of USMCR units. Activation command relationships begin when activation occurs. Activation occurs between 0001 and 2359 of the first day of active duty (other than for training) as specified in the DC PP&O (PO) activation message. Upon activation, COMMARFORRES directs USMCR unit CO/OIC to report to CDRUSJFCOM COCOM. CDRUSJFCOM commands USMCR units through COMMARFORCOM. COMMARFORCOM is the supported commander and COMMARFORRES is the supporting commander. COMMARFORRES, as the supporting commander, assists COMMARFORCOM with administrative and logistical matters to ensure rapid activation, movement and transfer of the activated USMCR unit to the designated Supporting ILOC Commander. Activation command relationship ends when the Supporting ILOC

Commander assumes ADCON of the activated USMCR unit and the activated USMCR units arrive at the ILOC or POE.

6. Phase III: Pre-deployment Command Relationships. Pre-deployment command relationship begins when the Supporting ILOC Commander assumes ADCON or command of the activated USMCR unit when the activated USMCR unit arrives at the ILOC. Phase III ends when the activated USMCR unit enters the CCDR's AOR. Activated USMCR units deploying directly to the CCDR's AOR may not experience pre-deployment command relationships. The command relationships during this phase are dependant on the assigned ILOC of the activated USMCR unit.

a. COMMARFORCOM directs CG II MEF to command the activated USMCR units for pre-deployment training and operations for units with an East Coast ILOC until the units arrive in the supporting CCDR's AOR.

b. CMC directs COMMARFORCOM to give ADCON authority of activated USMCR units to COMMARFORPAC for pre-deployment training and operations for units with a CONUS/OCONUS ILOC. COMMARFORPAC directs CG I/III MEF to exercise ADCON authority over the activated USMCR units for pre-deployment training and operations until the units arrive in the supporting CCDR's AOR.

7. Phase IV: Deployment Command Relationships. Deployment command relationships begin when the activated USMCR unit enters the CCDR's AOR and end when the activated USMCR unit departs the AOR. Command relationships in the CCDR's AOR are outlined in the SecDef DEPORD.

8. Phase V: Redeployment Command Relationships (Redeployment also refers to deployment outside of CONUS).

a. Redeployment command relationships begin when the activated USMCR unit arrives at a CONUS/OCONUS POD from the CCDR's AOR. Paragraph 3001 to Chapter 3 (USMCR Activation/ Deactivation) describes step-by-step procedures for the activation/ deactivation of USMCR units.

b. Redeployment command relationships for an activated USMCR unit redeploying to another CCDR AOR ends upon entering the other CCDR's AOR. Deployment command relationships outlined in phase IV begin.

c. An activated USMCR unit arriving in CONUS/OCONUS for deactivation is transferred to CDRUSJFCOM COCOM, who transfers the activated USMCR unit OPCON to COMMARFORCOM. Redeployment command relationships are the same as pre-deployment command relationships outlined in phase III. Whether the activated USMCR unit redeploys directly to their HTC or movement through an ILOC or POE, redeployment command relationships end when the activated USMCR unit arrives at their HTC.

9. Phase VI: Deactivation Command Relationships. Deactivation command relationships begin when COMMARFORCOM resumes OPCON (including ADCON) of an activated USMCR unit upon arrival at their HTC and detachment from the Supporting ILOC Commander. Paragraph 3001 to Chapter 3 (USMCR Activation/Deactivation) describes step-by-step procedures for the activation/deactivation of USMCR units. COMMARFORCOM is the supported commander and COMMARFORRES is the supporting commander. COMMARFORRES, as the supporting commander, assists COMMARFORCOM with administrative and logistical matters to ensure rapid deactivation. Deactivation command relationships continue until DC PP&O (PO) directs a deactivation date. COMMARFORRES