



**DEPARTMENT OF THE NAVY**  
HEADQUARTERS UNITED STATES MARINE CORPS  
3000 MARINE CORPS PENTAGON  
WASHINGTON DC 20350-3000

MCO 5800.16 CH-7  
JA  
26 AUG 2021

MARINE CORPS ORDER 5800.16 CHANGE TRANSMITTAL 7

From: Commandant of the Marine Corps  
To: Distribution List

Subj: LEGAL SUPPORT AND ADMINISTRATION MANUAL (SHORT TITLE: LSAM)

Ref: (a) 10 U.S.C. §§ 8041-8043  
(b) DoD Directive 5100.01 of 21 December 2010  
(c) U.S. Navy Regulations  
(d) SECNAVINST 5430.7R Ch 2  
(e) 10 U.S.C. § 162  
(f) SECNAVINST 5430.27E  
(g) MCO 5430.2  
(h) NAVMC DIR 5210.11E  
(i) SECNAVINST 5430.25F  
(j) 5 U.S.C. 552a  
(k) SECNAVINST 5211.5F  
(l) SECNAV M-5210.1 CH-1  
(m) MCO 5210.11F

Encl: (1) Listing of Volumes

1. Situation. This correspondence transmits a revision to Volume 4 (Marine Corps Victims' Legal Counsel Organization) of the LSAM.
2. Mission. To notify all on the distribution list of the revised volume.
3. Execution. Volume 4 is revised as follows:

a. The roles and responsibilities of the Marine Corps Victims' Legal Counsel Organization (VLCO) and its personnel were revised, including the designation of the Chief Victims' Legal Counsel of the Marine Corps as the Officer in Charge of the VLCO and designation of the Deputy Officer in Charge, VLCO, as the Director of the Victims' Legal Counsel Assistance Program.

b. The eligibility for Victim's Legal Counsel (VLC) services was expanded to include victims of sexual assault, domestic violence, and other crimes under the Uniform Code of Military Justice as permitted by 10 U.S.C. §§ 1044, 1044e, and 1565b, the Manual of the Judge Advocate General (JAGINST 5800.7G (JAGMAN)), and pursuant to guidance published by the Chief Victims' Legal Counsel of the Marine Corps. The scope of VLC services was also expanded to include confidential counseling and assistance in various areas, including the ability to participate in the Catch a Serial Offender (CATCH) program, the availability of and protections offered by military protective orders and civilian restraining orders, and other rights or benefits provided to victims under military, state, and federal law or regulations.

DISTRIBUTION STATEMENT A: Approved for public release; distribution is unlimited.

c. Every chapter is updated to be consistent with changes to law and policy.

4. Administration and Logistics

a. Distribution Statement A directives issued by CMC are published electronically and can be accessed online via the Marine Corps homepage at <http://www.usmc.mil> and MCPEL CD-ROM.

b. Additional information, forms, and resources are located at (<http://www.hqmc.marines.mil/sja/UnitHome.aspx>).

c. Records Management. Records created as a result of this Order shall be managed according to National Archives and Records Administration (NARA)-approved dispositions per reference (l) to ensure proper maintenance, use, accessibility and preservation, regardless of format or medium. Records disposition schedules are located on the Department of Navy/Assistant for Administration (DON/AA), Directives and Records Management Division (DRMD) portal page at: <https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information-Management/Approved%20Record%20Schedules/Forms/AllItems.aspx>. Refer to reference (m) for Marine Corps records management policy and procedures.

d. Privacy Act. Any misuse or unauthorized disclosure of Personally Identifiable Information (PII) may result in both civil and criminal penalties. The Department of the Navy (DON) recognizes that the privacy of an individual is a personal and fundamental right that shall be respected and protected. The DON's need to collect, use, maintain, or disseminate PII about individuals for purposes of discharging its statutory responsibilities shall be balanced against the individuals' right to be protected against unwarranted invasion of privacy. All collection, use, maintenance, or dissemination of PII shall be in accordance with the Privacy Act of 1974, as amended (reference (j)) and implemented per reference (k).

5. Command and Signal

a. Command. This Order is applicable to the Marine Corps Total Force.

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



D. J. LECCE  
Staff Judge Advocate to the  
Commandant of the Marine Corps

DISTRIBUTION: PCN 10209190807

Listing of Volumes

<b>VOLUME</b>	<b>TITLE</b>	<b>DATE</b>
1	Legal Support Within The Marine Corps	20 Feb 2018
2	Oversight Of The Marine Corps Legal Community	20 Feb 2018
3	Marine Corps Defense Services Organization	20 Feb 2018
4	Marine Corps Victims' Legal Counsel Organization	26 Aug 2021
5	Marine Corps Legal Assistance Program	20 Feb 2018
6	International And Operational Law	20 Feb 2018
7	Ethics	20 Feb 2018
8	Gifts, Civil Litigation, and Claims	20 Feb 2018
9	Dependent Support And Paternity	1 May 2018
10	Indebtedness	1 May 2018
11	Administrative Separations and Investigations	8 Aug 2018
12	Command Responsibilities in the Provision of Legal Services	8 Aug 2018
13	Compliance with Criminal Court Orders By Marines, Dependents, and Civilian Employees Serving Overseas	8 Aug 2018
14	Enlisted Non-Judicial Punishment Matters and Preparation of the Unit Punishment Book	18 May 2021
15	Officer Misconduct and Substandard Performance of Duty	8 Aug 2018
16	Military Justice	14 Jul 2021
17	Judge Advocate Division Awards Program	10 Feb 2021