



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
WASHINGTON, DC 20380-0001

MCO 1000.8
MPC-44
12 JUL 1994

**NOTE: MCO 5300.3G was reidentified as MCO 1000.8
by MCBUL 5215 of 30 Mar 00. Additionally, PCN was
changed from 10207730000 to PCN 10200010200**

MARINE CORPS ORDER 1000.8

From: Commandant of the Marine Corps
To: Distribution List

Subj: FLEET ASSISTANCE PROGRAM (FAP)

Ref: (a) MCO P3000.13B, SORTS
(b) MCO P5320.5E, PRCM
(c) MCO 1001R.57
(d) MCO 1001.55A
(e) MCO 1510.39
(f) MCO 1001R.56
(g) MCO P1553.3, USMC UNIT TRNG MGT
(h) MCO P1040.31G
(i) MCO P1000.6F, ACTS MAN
(j) MCO 1130.53L
(k) MCO 1130.57F
(l) MCO 1130.60E
(m) MCO 7220.24M
(n) MCO P3000.15A, MPR UDP SOP
(o) JFTR, Vol. 1
(p) MCO P1080.35H, PRIM

1. Purpose. To publish policy and guidance On the FAP to commanders at Marine Corps bases and stations that host tenant FMF units.

2. Cancellation. MCO 5300.3F.

3. Background. The FAP is a method by which the tenant FMF commanders and the host supporting installation commander agree to personnel requirements beyond the personnel capabilities of the host command. It is intended to provide the host command with sufficient manpower resources to accomplish current, new, or increased workload to support the tenant FMF commands. The agreement will stipulate those host manpower requirements that will be borne by the tenant FMF commands.

4. Information

a. The primary objective of the FAP is to augment the manpower resources of the host activity so that it may provide adequate support to its tenant FMF units without degrading the FMF's combat readiness.

b. A secondary objective of the FAP is to provide enhanced training opportunities for FMF Marines whose MOS could be put to better use in a garrison situation by the host commander. To facilitate accomplishment of this objective, FAP billets will be categorized as follows:

(1) Category 1. Billet requires specific MOS. Operational and training opportunities for individual MOS skill maintenance and improvement are found predominantly at the host command, with only limited opportunities at the tenant command. Tenant FMF units should support these identified FAP requirements to 100 percent of their assigned onboard strength in that MOS when the situation permits. Examples of billets in this category may include those in law enforcement, fire and rescue, weather forecasting, and air traffic control.

(2) Category 2. Billet requires specific MOS. Operational and training opportunities for individual MOS skill maintenance and improvement are equally available at both the host and tenant commands. Tenant FMF units should support the identified FAP billet requirements in proportion to their assigned onboard strength in that MOS when the situation permits. Examples of billets in this category may include those in motor transport, communications, and postal.

(3) Category 3. Any billet not in Category 1 or 2. Tenant FMF units should support these billets in proportion to their overall onboard strength when the situation permits. Examples of billets in this category may include those in range, recreation, and other support staff functions.

5. Policy

a. The FAP will not alter the established mission of either the tenant FMF unit or the host supporting installation.

b. Combat readiness of FMF units remains the primary consideration.

c. Personnel provided to the host supporting installation will remain an integral part of their FMF unit, available for recall and immediate deployment with their FMF unit. For the purpose of this Order, deployment is considered to be associated with operational contingencies, major exercises, and the unit deployment program (UDP) - Commanders of both supported and supporting organizations must remain aware that certain support functions will be required while portions of the FMF unit are deployed. The manpower requirements to support this remaining workload should be taken into consideration and negotiated accordingly. Tenant FMF unit commanders will report and account for all FAP personnel in the Marine Corps Status of Resources and Training System (SORTS) per reference (a).

d. The host supporting installation commander will determine the total number of personnel and specific grade/MOS skills needed to perform the assigned mission using standards provided in reference (b) as a guide. Negotiations between the appropriate tenant FMF commander and the host supporting installation commander

**NOTE: Formerly MCO 5300.3G, PCN 10207730000 - redesignated per SECNAVINST 5212.5D

will then identify the specific billets to be filled by FAP personnel. Negotiations will include the categorization and preparation of position descriptions, to include grade/skill and other required qualifications. The host supporting installation commander and the major tenant FMF commanders will mutually agree to each billet to which a Marine is assigned through FAP. A Marine assigned to a FAP billet will not be reassigned without approval from the parent tenant unit.

e. Host installation commanders should anticipate the disruption and associated manpower shortages that will occur when contingencies require the recall of FAP personnel back to their parent FMF units. Depending on its scope and immediacy, a recall can have little to severe impact on the host installation. To mitigate the impact, host installation commanders should establish and maintain plans that identify and provide for manning critical FAP billets when a recall does occur. Possible resources may include, but are not limited to:

(1) Internal Resources/Reorganization. Host installation commanders should consider their organic resources first. This may require a temporary reorganization in some cases; however, it is probably one of the most reliable and efficient means to meet a contingency.

(2) Temporary Service Contracts. Funding for contracts to temporarily utilize private sector resources is sparse and not readily available. This should not be considered a primary resource. For information concerning policy, procedures, and funding availability, contact the CMC (RFB).

(3) Individual Mobilization Augmentee (IMA) Program. Marines in the IMA Program are a source of trained and qualified individuals to fill a time sensitive portion of the Active Component wartime structure. IMA's are members of the SMCR, and are subject to involuntary recall under Title 10 U.S.C. Sections 672d, 673, and 673b. Under certain conditions, IMA's may be voluntarily ordered to active duty in support of their operational sponsor under the Active Duty for Special Work (ADSW) (Category IV) Program. Marines in the IMA Program are authorized 48 drills and from 12 to 30 days of Annual Training (AT) per fiscal year in their critical mobilization billet. Base/station commanders should identify those billets where assignment of IMA's is required and ensure they have been properly coded on the appropriate T/O's. Reference (c) establishes the IMA Program and provides guidance in its implementation. Reference (d) provides specific guidance on the ADSW (Category IV) Program.

(4) Preassigned Reservists and Retirees. Marines in the IRR and those who have retired (including the FMCR) are preassigned to supporting establishment T/O's which require additional manpower upon mobilization. These preassigned Marines will fall in on some

billets currently filled by active duty Marines who are returned to their parent unit for deployment. Base/station commanders should identify those billets where preassignment of IRR's and retirees is required and ensure they are properly coded on the appropriate T/O's.

f. The CG MCRSC assigns IMA's to critical mobilization billets and preassigns IRR's and retirees to other mobilization billets. These assignments will only be made to valid T/O's found in the T/MR. Orders may be issued as follows:

(1) During peacetime, IMA's or preassigned IRR Marines are authorized training via drills/AT (IMA's only), ADSW (Reserve Component), or the Reserve Counterpart Training (RCT) Program administered by the CMC (RA) - References (e) and (f) refer. Retirees may be voluntarily returned to active duty using the Voluntary Recall Program which is administered by the CMC (MM).

(2) During a contingency short of mobilization, or in direct support of the Active Component, IMA's and/or IRR's may be authorized voluntary active duty under the ADSW (Category IV) Program once requested by the base/station commander. Requests should be forwarded to the CMC (MPP-60) - Retirees may be voluntarily returned to active duty using the Voluntary Recall Program which is administered by the CMC (MM).

(3) During Presidential Selected Reserve Call-up, IMA's may be involuntarily recalled to active duty under Title 10 U.S.C. Section 673b. IRR's may be authorized voluntary active duty under the ADSW (Category IV) Program once requested by the base/station commander. Requests should be forwarded to the CMC (MPP-60). Retirees may be voluntarily returned to active duty using the Voluntary Recall Program which is administered by the CMC (MM).

(4) Upon mobilization, the CMC (MPP-60) may issue to Reserve and retired Marines mailgram orders involuntarily returning them to active duty.

(5) Marines who are preassigned can be tracked using the Marine Corps Preassignment System (MCPS). The MCPS shows the T/O, the T/O line number, and the billet vacancies. Access can be obtained by contacting the CG MCRSC, Systems Management Division (SMD) at 1-800-255-5082.

g. When a major FMF command deploys and retains an extensive rear element, FAP personnel will still be required by the installation proportionate to the level of support required by the rear element. This Order does not preclude any additional cooperative arrangements between FMF and installation commanders.

h. The tenant FMF unit commander and host installation commander should refer any unresolved disagreements through the appropriate chain of command to the common commander for resolution.

i. Formal FAP agreements should be revalidated annually by the host and tenant FMF unit commanders.

6. Administrative Instructions

a. The host supporting installation commander and the tenant FMF unit commanders will enter into a formal agreement to determine the billets to be filled by MOS, category, and other qualifications. A position description should be prepared for each billet. The host installation command does not have the authority to move FMF personnel to billets other than those originally assigned without the express consent of the tenant FMF unit commander.

b. FAP billets will not be counted in the summaries of personnel chargeable to the installation.

c. Responsibility for training FAP personnel per reference (g) will reside with the appropriate host installation commander for the duration of the FAP assignment.

d. Installation commanders will decide billeting and subsisting arrangements for FAP personnel.

e. Both tenant FMF and host commands will formalize local procedures to make sure that career planning responsibilities contained in reference (h) are met.

f. This Order prohibits assignment of FAP personnel exclusively to food service attendant duty for more than 30 days per year or 15 days per 6-month period.

g. In assigning Marines to fill FAP billets, Chapter 3, Section 3 of reference (i) guides the tenant FMF commander. Tenant FMF commanders should screen and select qualified Marines for specific billets.

h. Commanders must not assign Marines to FAP billets when guarantees in their enlistment agreement preclude it. References (j), (k), and (l) outline these enlistment guarantees. An exception would be assignment to those FAP billets that require an MOS consistent with the Marine's guarantee.

i. Per reference (m), Marines who reenlisted for a bonus may be assigned to a FAP billet only if that billet requires use of the bonus skill.

j. Units participating in the UDP will not be overstaffed to offset FAP requirements.

k. Instructions covering per diem entitlement for Marines assigned to FAP and performing duties away from the UDP unit or site of operations are outlined in reference (n).

l. FAP personnel will normally not be assigned duty at any physical location other than their permanent duty station, as defined in reference (o). If such assignments must be made, consider establishing an administrative detachment at the site where the individual is ultimately assigned. Otherwise, properly make such assignments as: temporary additional duty, permanent change of station, or permanent reassignment. References (n) and (o) outline payment of travel or other allowances to include per diem.

m. The standard period for a Category 2 or 3 FAP assignment will be 6 months. To maximize the installation's investment in training the Marine, all assignments should be for a minimum of 6 months. To protect the Marine's career development, assignments to Category 3 billets should be no more than 12 months.

n. Marines assigned to fill FAP billets will be counted on the tenant FMF unit's morning report as in a FAP status. The unit to which the Marine is assigned in a FAP status is administratively responsible per reference (p).

7. Additional Information. Assistance to field commanders in determining manpower requirements is available upon request to the CMC (MPC-40).


J. W. MARSH
Deputy Chief of Staff for
Manpower and Reserve Affairs
Acting

DISTRIBUTION: PCN 10200010200

Copy to: 7000110 (55)
7000033 (20)
7000093/8145005 (2)
7000099, 114/8145001 (1)