



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
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MARINE CORPS ORDER 1300R.65D

From: Commandant of the Marine Corps
To: Distribution List

Subj: RESERVE COMMAND SCREENING PROGRAM (RCSP)

Ref: (a) MARINE CORPS MANUAL W/CH 1-3
(b) MCO P1400.31C W/CH 1
(c) SECNAV M-5210.2
(d) 5 U.S.C. 552a
(e) SECNAVINST 5211.5E

1. Situation. To publish the Reserve Component (RC) command screening and slating policy, eligibility criteria, tour length, and board processes for filling reserve unit commanding officer billets through a slating process.

2. Cancellation. MCO 1300R.65C.

3. Mission. This Order establishes a centralized process to evaluate, screen, and slate RC officers through an annual non-statutory board, to reserve commanding officer billets to include the management of their associated tours. To the greatest extent possible, this process will parallel the Active Component (AC) process. Appropriate modifications are included to accommodate circumstances unique to the RC.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. The Reserve Command Screening Program (RCSP) must ensure Marines receive the best possible leadership and every eligible applicant receives fair and equitable consideration for the opportunity to command. Per reference (a), while there are many billets of great responsibility and authority that deserve special consideration for assignment, it is only those billets designated as

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commanding officer billets that grant promotion, retention, and disciplinary authority reposed by the Commandant of the Marine Corps (CMC). The unique responsibilities of command are key distinguishing factors in separating these billets from other critical billets throughout the Marine Corps.

(2) Concept of Operations

(a) Command Billet Identification and Advertisement

1. Annually, CMC (RA), in conjunction with the Commander, Marine Forces Reserve (COMMARFORRES), will validate the current staffing of existing reserve commanding officer billets and any new staffing requirements of emerging structure to slate during the following fiscal year. CMC (RA) will publish a Marine Administrative Message (MARADMIN) to announce the validated billets and application coordinating instructions prior to the board convening date. Approximately one-half of the total RCSP billets will be slated each year.

2. The normal tour length for RCSP billets is 24 months. Per paragraph 4a(2)(b)7, COMMARFORRES may adjust tours to accommodate specific circumstances. Under no circumstance will a commanding officer assignment extend beyond 36 months without approval from CMC (RA).

3. Eligible officers will be notified of annual RCSP opportunities by MARADMIN and individual e-mail accounts as listed in the Marine Corps Total Force System (MCTFS).

(b) Board and Slating Process

1. The Reserve Colonel Command Screening Board will consist of not less than two RC general officers and one AC general officer.

2. The Reserve Lieutenant Colonel Command Screening Board will consist of two RC general officers, one AC general officer, two AR colonels, at least three AC colonels and at least three other than AR colonels (Selected Marine Corps Reserve (SMCR), Individual Mobilization Augmentee (IMA), Individual Ready Reserve (IRR)). Specific criteria for board membership will be published in the annual Marine Corps Bulletin 5420.

3. The RCSP will select those officers who are best and fully qualified for command. In making this

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determination, the board's primary consideration will be the officer's demonstrated leadership and documented technical and tactical proficiency within a Primary MOS (PMOS). Additionally, Professional Military Education plays a substantial role in shaping the professional development of an officer for command and will be considered by the boards when determining the best and fully qualified officers for selection to command.

4. CMC (RA) will furnish the boards with the following information at the convening of the boards:

a. If required, particular skill sets or experience needed for specific billets. This information will be provided to the board to assist in identifying special skills or experience particularly suited for a billet.

b. The Official Military Personnel File (OMPF), which is the primary source of information furnished to a selection board which contains fitness reports, awards, electronic photographs, and other information specified in the announcing MARADMIN. A list of officers applying for the board will be furnished to CMC (MM) after the board application deadline, and not less than five working days before the convening of the board.

c. Each eligible officer is authorized to communicate with the board to call attention to matters the officer considers important to their case. All information, to include third party letters, certificates, etc., must be submitted by the eligible officer to the selection board under a cover letter signed by the eligible officer. Any material received without the applicant's endorsement will not be submitted to the board.

d. Career Retirement Credit Reports obtained from MCTFS will be provided for each applicant.

5. The board will consider all applications submitted from eligible officers. The required PMOS or general billet MOS classifications for the projected commanding officer vacancies will be provided by CMC (RA). The board will attempt to select a sufficient number of officers to fulfill a minimum of 200 percent of billet requirements (one primary and a minimum of one alternate). Additionally, the board retains the ability to consider PMOS qualified applicants for billets they did not list as a preference if the board deems those applicants best qualified. In such cases, applicants who decline a commanding

officer billet for which they did not apply would be allowed to do so without prejudice.

6. The recommendations of the board will be published via MARADMIN upon CMC approval and signature. CMC (RA) will notify slated officers in writing of their command selection. Officers slated to RCSP billets must accept, request deferment, or decline their assignment in writing to CMC (RA) by returning their acceptance/declination letter within 30 days of notification. A copy of this correspondence will be filed in the officer's OMPF. Officers who fail to respond within 30 days will be considered to have declined command and the officer's OMPF will be updated accordingly.

7. The standard commanding officer tour length is approximately 24 months. Should an exceptional circumstance or operational commitment arise for a particular command, COMMARFORRES may curtail or extend the tour length of an incumbent by 12 months. An RCSP tour cannot be modified to less than 12 months or more than 36 months without CMC (RA) approval. COMMARFORRES will notify CMC (RA) of any changes via naval message in order to allow CMC (RA) to adjust the slate of the next board.

8. Should a commanding officer billet incur a vacancy, the permanent replacement will be selected by CMC (RA) from eligible officers selected as alternates on the most recent board. The officer selected as a replacement will get the opportunity to serve a standard 24 month command tour.

9. All officers who are slated as primaries or alternates will have correspondence entered into their OMPF by CMC (RA).

b. Tasks

(1) CMC (RA) will perform the following functions:

(a) Serve as the board sponsor.

(b) Appoint a board administrator from within the CMC (RA) staff.

(c) Publish the announcement and application parameters for the board.

(d) Compile all applications and update material to present to the board; send all electronic board applications, files and updated material to CMC (MM) to be uploaded to the board room software; conduct liaison with CMC (MM) for board membership and recorders; prepare pre-board records; and coordinate boardroom functions with appropriate DC M&RA entities.

(e) Screen applicants for basic eligibility prior to the convening date of the board.

(f) Assist the board president in the conduct of the board.

(g) Prepare the board precepts for CMC signature.

(h) Prepare the out-brief and board report for CMC signature.

(i) Coordinate an adverse material screening of slated and alternate officers with Inspector General of the Marine Corps and Staff Judge Advocate to the Commandant.

(j) Publish the slating assignments via MARADMIN. Distribute slating and alternate letters to officers selected for command. A copy of those letters will be provided to CMC (MM) for inclusion in the officer's OMPF.

(k) Compile slated officer acceptances, requests for deferment, declinations, and coordinate replacements to the slate for declinations and unanticipated vacancies with appropriate staff entities.

(l) Provide CMC decisions to requests for exceptions to policy.

(2) CMC (MM) will identify and coordinate the assignment of board membership and recorders.

(3) COMMARFORRES

(a) Ensure newly slated officers notify CMC (RA) (by naval message) upon assumption of command.

(b) Coordinate and communicate all changes to the reserve command slate with CMC (RA).

(c) Submit requests for deviation to policy to CMC (RA).

(4) Prospective Applicants

(a) Eligible officers are required to submit applications directly to CMC (RA) in order to be considered for any of the validated billets in accordance with the board announcement. The web-based, online screening application is the sole method for officers to apply for command. Applicants may request consideration for up to three prioritized assignments among the advertised billet(s) for which they are qualified. Those officers applying for billets requiring a Military Occupational Specialty (MOS) outside of the applicant's PMOS, will be screened by their Additional MOS (AMOS) only if that MOS qualifies as a PMOS obtained per the current MOS Manual. At a minimum, applications will include the following information:

1. Request for consideration for command billets with a prioritized list of preferences.

2. Current photograph in accordance with the convening MARADMIN for inclusion in their OMPF. If digital photographic equipment is not available, a hard copy photo will be submitted directly to the board president in accordance with the convening MARADMIN; however, it will not be filed in the applicant's OMPF.

3. Aviation Qualification Summary and Up-Chit (Aviators only).

(b) Eligibility Criteria

1. Colonels and Lieutenant Colonels, to include officers selected for those grades in the Active Reserve (AR), SMCR, IMA, and IRR, may apply, except as specified in paragraph 4b(4) (c).

2. Further criteria will be provided in the annual convening MARADMIN.

(c) Ineligibility Criteria

1. Officers with an established separation or retirement date.

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2. Officers, to include those who are retired recalled, with a mandatory removal/retirement date falling within two years of the projected slate tour.

3. Officers who have previously held a RCSP billet for at least 12 months in their current grade, are currently holding a RCSP billet, or were slated on a previous RCSP board and are awaiting assignment to their slated billet.

4. Lieutenant colonels who are in zone or above zone for colonel on the next scheduled promotion board.

5. Officers who are in sanctuary (attained 18 total years of active service), are on current orders that will take them into sanctuary, or if the assignment as commanding officer will take them into sanctuary, will not be considered. This does not apply to AR officers.

6. Officers who are unwilling or unable to attend the mandatory Commandant's Combined Commandership Course as outlined in the applicable MARADMIN(s).

7. Officers failing to achieve a satisfactory year the previous anniversary year, if already retirement eligible. These officers are automatically screened for transfer to the Inactive Status List.

c. Coordinating Instructions

(1) In the event a board-slated commander is deemed unfit to assume the billet following approval of slating, and prior to assuming the billet, the first general officer in the RC chain of command will request for an alternate to CMC (RA), notifying COMMARFORRES of the request. CMC (RA) will assign the board selected alternate from the most recent CMC approved results.

(2) Frothing. Per paragraph 6008.2 of reference (b), CMC (RA) is responsible for the management and disposition of all RC frothing requests. Frothing requests for officers in each competitive category of the Reserve Active Status List shall adhere to the same statutory limitations specified for officers on the Active Duty List. In every case, frothing requests must be essential to the officer's ability to perform the assigned duties and must clearly serve the best interests of the Marine Corps. The precedence and guidelines for frothing RC officers are outlined in reference (b).

5. Administration and Logistics

a. Recommendations concerning changes to this Order may be forwarded to CMC (RA) via the appropriate chain of command.

b. Records created as a result of this Order shall be managed according to National Archives and Records Administration approved dispositions per references (c) to ensure proper maintenance, use, accessibility and preservation, regardless of format or medium.

c. Privacy Act. Any misuse or unauthorized disclosure of Personally Identifiable Information (PII) may result in both civil and criminal penalties. The 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 will be balanced against the individuals' right to be protected against unwarranted invasion of privacy. All collection, use, maintenance, or dissemination of PII will be in accordance with the Privacy Act of 1974, as amended (reference (d)) and implemented per reference (e).

6. Command and Signal

a. Command. This Order is applicable to the Marine Corps Reserve.

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



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