



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

MCO 7110R.3F
RESB-PAB-jms
28 May 1985

MARINE CORPS ORDER 7110R.3F W/CH 1

From: Commandant of the Marine Corps
To: Distribution List

Subj: Budgeting and Reporting of Marine Corps Reserve Clothing Allotments and Planning Estimates

Ref: (a) MCO P7301.104

Encl: (1) Clothing Estimate Format, Reserve Personnel, Marine Corps, for 4th Marine Division, 4th Marine Aircraft Wing, and Marine Corps Reserve Support Center (MCRSC)
(2) Clothing Estimate Format, Reserve Personnel, Marine Corps for Marine Corps Recruit Depots
(3) Clothing Estimate/Quarterly Budget Execution Format, Reserve Personnel, Marine Corps for Marine Corps Districts' Junior ROTC

Reports Required: I. Clothing Budget Estimates (Report Control Symbol EXEMPT) paragraphs 3.a.(1), 3.a.(2) and 3.a.(3)
II. Flash Obligation Report (Report Control Symbol MC-7110-06) paragraph 3.a.(4)
III. MCRD Clothing Management (Report Control Symbol MC-7110-07) paragraph 3
IV. Budget Execution (Report Control Symbol EXEMPT) par 3.a.(3)

1. Purpose. To provide instructions for the annual submission of budget estimates and for the reporting of budget execution of Marine Corps Reserve clothing funds.

2. Cancellation. MCO 7110R.3E.

3. Action. Addressees will submit clothing budget estimates for "Reserve Personnel, Marine Corps" on an annual basis to Commandant of the Marine Corps (RESB) in the formats shown in enclosures (1), (2), and (3) as appropriate. Addressees, except Marine Corps Recruit Depots, will submit a monthly "Flash Obligation" report via message to Commandant of the Marine Corps (RESB) to arrive not later than the tenth day of the following month. Format will be as shown in paragraph 3.a.(4). Recruit Depots will submit a MCRD Clothing Management Report in accordance with paragraph 2002.1e, page 2-5 ch 1 of the reference. Each Clothing Management Report will site Report Control Symbol (RCS) MC-7110-07 in subject line as shown on Format for Flash Obligation Report in paragraph 3.a.(4).

a. Scope and Format. Budget estimates shall include funds required for initial and replacement uniform issues, and clothing alterations.

(1) Commanding Generals, 4th Marine Division and 4th Marine Aircraft Wing will budget for cash sales. Cash sales will be accounted for at this Headquarters on a predetermined basis; therefore, no losses will be experienced at division/wing levels through disbursements involving cash sales transactions. Requirements for officer uniform gratuities, clothing, and/or alterations for active duty personnel shall not be included nor will funds allotted under this Order be used for these purposes. Format for clothing estimates will be as shown in enclosure (1).

(2) Marine Corps Recruit Depots will submit requests in format as shown in enclosure (2). All issues by Marine Corps Recruit Depots to 6-month trainees will be charged to "Training, Pay Group 235," and as provided in the reference, will be carried under Project 15.

(3) District Directors will submit requests for Junior ROTC clothing information as shown in enclosure (3). Beginning in FY 1985, District Directors will submit a quarterly budget execution report using the same format of enclosure (3). This report is due to the Commandant of the Marine Corps (RESB) on 31 January, 30 April, 31 July, and 31 October.

(4) Format for "Flash Obligation" report:

UNCLAS //N07300//

CMC//CODEXRESB/

SUBJ: MONTHLY FLASH REPORT ON OBLIGATIONS (REPORT CONTROL SYMBOL MC-7110-06)

A. MCO 7110R.3F

1. IAW THE REF, INFO SUB AS OF (list date of applicable month).

SUBHEAD AUTH CURR MO OBLIG YTD OBLIG AVAIL BAL

b. Time for Submission. Original and one copy of the annual budget estimate will be submitted to the Commandant of the Marine Corps (RESB) to arrive not later than 1 June annually.

c. Records Disposition Instructions. Flash Obligation Reports (RCS MC-7110-06) and MCRD Clothing Management Reports (RCS MC-7110-07) will be retained as records for a minimum of one year.



J. J. WENT
Deputy Chief of Staff
for Reserve Affairs

DISTRIBUTION: 7000062 (15)
7315/7401/(4)
6600004, 6927, 7501, 8145004, 005 (2)

Copy to: 7450 (2)
8145001



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

MCO 7110R.3F Ch 1
RESB
16 Oct 1987

MARINE CORPS ORDER 7110R.3F Ch 1

From: Commandant of the Marine Corps
To: Distribution List

Subj: Budgeting and Reporting of Marine Corps Reserve Clothing
Allotments and Planning Estimates

Encl: (1) New page insert to MCO 7110R.3F

1. Purpose. To transmit a new page insert and direct a pen change to the basic Order.

2. Action

a. Remove present enclosure (3) of the basic Order and replace with corresponding page contained in the enclosure.

b. Pen change the title of enclosure (3) in the "Encl." section to read the same as shown on the new enclosure (3).

3. Summary of Change. To provide a revised listing of Clothing Estimate/Quarterly Budget Execution Format.

4. Change Notation. The significant change contained in the revised page of this change is denoted by an asterisk (*) symbol.

5. Filing Instructions. This Change transmittal will be filed immediately following the signature page of the basic Order.


J. W. MOORE
Deputy Chief of Staff
for Reserve Affairs

DISTRIBUTION: 7000062 (15)
7315/7401 (4)
6600004/6927/7501/8145004, 005 (2)

Copy to: 7450 (2)
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PCN 102 097600 01

CLOTHING ESTIMATE FORMAT, RESERVE PERSONNEL, MARINE
CORPS, FOR 4TH MARINE DIVISION, 4TH MARINE AIRCRAFT WING,
AND MARINE CORPS RESERVE SUPPORT CENTER (MCRSC)
(Report Control Symbol EXEMPT)

Fund Requirements for FY _____:

<u>Item</u>	<u>1st Qtr</u>	<u>2d Qtr</u>	<u>3d Qtr</u>	<u>4th Qtr</u>	<u>Total</u>
Initial Issues	_____	_____	_____	_____	_____
Replacement Issues	_____	_____	_____	_____	_____
Uniform Alterations	_____	_____	_____	_____	_____
Cash Sales *	_____	_____	_____	_____	_____
Reserve (Not to exceed 5% of Gross Requirements)	_____	_____	_____	_____	_____
Total Gross Requirements	_____	_____	_____	_____	_____

NOTE: MCRSC will submit a separate estimate for Pay Group A,
B, C and D.

* Not applicable to MCRSC

ENCLOSURE (1)

CLOTHING ESTIMATE FORMAT, RESERVE PERSONNEL, MARINE
CORPS FOR MARINE CORPS RECRUIT DEPOTS
(Report Control Symbol EXEMPT)

Fund requirements for FY _____:

1. Trainee input by quarter:

	<u>1st Qtr</u>	<u>2d Qtr</u>	<u>3d Qtr</u>	<u>4th Qtr</u>
Phase I	_____	_____	_____	_____
Phase II	_____	_____	_____	_____
Total	_____	_____	_____	_____
	_____	_____	_____	_____

2. Initial issues cost computation:

a.	<u>1st Qtr</u>	<u>Number of Trainees</u>	<u>Cost Per Issue</u>	<u>Total Cost</u>
Phase I		_____	_____	_____
Phase II		_____	_____	_____
Total Initial Issue Requirements				_____
Estimated Alteration Costs (Rate X Number)				_____
Total Funds Required				
b. <u>2d Qtr</u> Format same as paragraph 2.a.				
c. <u>3d Qtr</u> Format same as paragraph 2.a.				
d. <u>4th Qtr</u> Format same as paragraph 2.a.				

ENCLOSURE (2)

CLOTHING ESTIMATE/QUARTERLY BUDGET EXECUTION FORMAT,
RESERVE PERSONNEL, MARINE CORPS FOR
MARINE CORPS DISTRICTS' JUNIOR ROTC
(Report Control Symbol EXEMPT)

Fund requirements for FY _____:

<u>Item</u>	<u>1st Otr</u>	<u>2d Otr</u>	<u>3d Otr</u>	<u>4th Otr</u>	<u>Total</u>
Initial Issues					
Male	_____	_____	_____	_____	_____
Female	_____	_____	_____	_____	_____
Replacement/ Replenishment Issues					
Male	_____	_____	_____	_____	_____
Female	_____	_____	_____	_____	_____
Alteration (includes drycleaning, laundry, repair of clothing)					
Male	_____	_____	_____	_____	_____
Female	_____	_____	_____	_____	_____
Dress Blues (Drill Team/ Color Guard)					
Initial Issues	_____	_____	_____	_____	_____
Replacement	_____	_____	_____	_____	_____
TOTAL	_____	_____	_____	_____	_____

ENCLOSURE (3)
Ch 1 (16 Oct 1987)