



**DEPARTMENT OF THE NAVY**  
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From: Commandant of the Marine Corps  
To: All Commanding Generals  
All Commanding Officers  
All Officers In Charge

Subj: EQUIPMENT ACCOUNTABILITY

1. Sustained combat operations of Marine forces present myriad challenges to commanders at all levels. One such challenge, equipment accountability, based on recent reports by the Inspector General, must be improved to ensure the Marine Corps can effectively meet ongoing and future mission requirements. Accurate equipment accountability ensures accurate readiness reporting, successful justification of resource requests to Congress, and continued ability to provide well-equipped forces to answer our nation's call as her force in readiness. As we prepare to reset and modernize our forces, I need the personal commitment of every commander to ensure accurate accountability of our equipment.

2. Commanders must apply the appropriate level of attention in the areas of equipment accountability and readiness. Adhering to existing equipment accountability policy and procedures, I expect commanders to conduct the following:

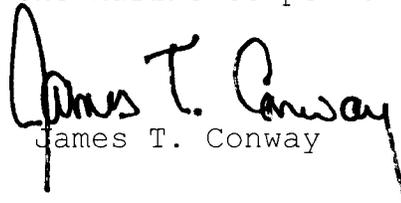
- appropriate and complete account turnovers between outgoing and incoming commanders and responsible officers;
- periodic validation of equipment accounts by commanders and responsible officers;
- accurate and timely serialized items management, to include serialized small arms and Communication Security Equipment/Electronic Key Management System; and
- comprehensive, weekly maintenance management/supply reconciliations, supporting accurate reporting of unit readiness status.

3. Commanders should leverage available resources to assist with identifying and correcting equipment accountability

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discrepancies. This includes the use of the Marine Corps Equipment Information Readiness Tool (MERIT) for equipment readiness reporting and the use of MEF-based Data Assurance Teams (DATs) to conduct supply accountability and equipment readiness assistance visits.

4. Equipment accountability is a warfighting and readiness issue, and this must be a priority. As we commence resetting our warfighting capabilities in a period of limited resources, the challenge is clear: we must be good stewards of the resources entrusted to us. This will continue to be one of my highest priorities as we shape the Marine Corps for the future.

  
James T. Conway