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MARINE CORPS ORDER 3501.1D

From: Commandant of the Marine Corps
To: Distribution List

Subj: MARINE CORPS COMBAT READINESS EVALUATION (MCCRE)

Ref: (a) MCO 3502.6A
(b) MCO 3500.110
(c) MCO 3502.3B
(d) NAVMC 3500.14C
(e) MCO P3500.72A
(f) MCO 1553.3B
(g) NAVMC 1553.1
(h) MCO 3000.13
(i) SECNAV M-5214.1
(j) 5 U.S.C. 552a
(k) SECNAVINST 5211.5E

Encl: (1) Conduct of a MCCRE
(2) Evaluation Performance Standards
(3) MCCRE Reporting

Report Required: Marine Corps Combat Readiness Evaluation
(MCCRE) Report (Report Control Symbol Exempt),
par. 4b(1)(1) and encl (3)

1. Situation. This Marine Corps Order establishes policy for the evaluation of units in accordance with references (a) through (h). As a Service, we require the formal evaluation of units based on Marine Corps Training and Readiness (T&R) standards derived from core and/or assigned Mission Essential Tasks (METs) to ensure standardization and combat readiness in preparation for operational deployments.

2. Cancellation. MCO 3501.1C (to include Volumes I - XII)

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

3. Mission. Operating Force Commanders formally evaluate their units' core and/or assigned METs through the conduct of a MCCRE in order to ensure Service standardization and combat readiness.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. Commanders will review and approve the MET List (METL), supervise training, and formally evaluate combat readiness through the conduct of a MCCRE ensuring that units are adequately prepared for deployment in concert with reference (a).

(2) Concept of Operations

(a) Infantry regiments, battalions, squadrons, aviation detachments, deployable companies and other independently deployable organizations will conduct a MCCRE once every two years for the active component, and once every five years for the reserve component. Real world contingencies may significantly reduce the time units have to train prior to deployment. In such cases, planners must adjust their training schedules to ensure they have sufficient time to conduct and evaluate the METs that are key to the accomplishment of their assigned mission.

(b) A MCCRE will be conducted as the minimum requirement for a unit to deploy in order to ensure Service standardization and combat readiness of the unit's core and/or assigned METs.

(c) Unit commanding officers are responsible for analyzing their Training Exercise and Employment Plan (TEEP), and determining the appropriate venue for MCCRE execution.

(d) If the MCCRE is conducted following a Service level training venue, those T&R events evaluated by the Service may be waived by the first General Officer in the unit's chain of command during a subsequent formal evaluation.

(e) For those units preparing to conduct a Change of Operational Control (CHOP) to a Marine Expeditionary Unit, the certification exercise will be conducted in lieu of a MCCRE as outlined in reference (c), enclosures (2) through (5).

(f) The results of a MCCRE will assist the unit commander in identifying unit strengths and weaknesses in relation to the unit METL and focus training and remediation in preparation for the Marine Expeditionary Force (MEF) Commander's unit deployment readiness certification.

b. Subordinate Element Tasks

(1) MEF Commanding Generals, and Commander, Marine Forces Reserve shall:

(a) Ensure units are trained to meet the requirements of their METL using tasks, conditions, and standards published within T&R manuals and formally evaluated through a MCCRE to execute core and/or assigned METs.

(b) Ensure a MCCRE is executed to evaluate the readiness of infantry regiments, battalions, squadrons, aviation detachments, deployable companies and other independently deployable organizations.

(c) Ensure units at the company-level and above, at a minimum, are evaluated during a MCCRE, as outlined in this Order.

(d) Ensure approved T&R manual standards are used as a basis for a MCCRE.

(e) Ensure Operations and Tactics Instructors, Intelligence and Tactics Instructors, Weapons and Tactics Instructors, and Expeditionary Logistics Instructors are utilized in the development and evaluation of a MCCRE where applicable.

(f) Ensure remediation is conducted in order to correct any deficiencies identified during the MCCRE, followed by selective follow on evaluation.

(g) Ensure recommendations are provided for improving T&R standards (amplification, clarification, or changes) in accordance with references (d) and (e).

(h) Ensure the functionality of Marine Corps Training Information Management System (MCTIMS) Unit Training Management (UTM) module is utilized to develop training plans and evaluations in support of a Ground Combat Element (GCE) and Logistics Combat Element (LCE) unit's METL. With this tool,

unit commanders will develop a unit METL, and identify all required and supporting Evaluation-coded (E-coded) T&R events.

(i) Ensure Marine Corps Sierra Hotel Aviation Readiness Program (M-SHARP) is utilized to identify required training for Aviation Combat Element (ACE) unit commanders.

(j) Ensure training plans are based on the unit commander's mission analysis and training resources in order to conduct training and evaluation of their respective unit in accordance with references (f) and (g).

(k) Ensure MCCRE results are reviewed, training-related trends are identified, and a training trend reversal and reinforcement process is developed to improve force generation planning and combat readiness.

(l) Provide Commanding General, Marine Corps Combat Development Command (MCCDC) with results of all MCCREs no later than 45 days after exercise completion. This will be conducted per enclosure (3) until the functionality is available via MCTIMS UTM module. This reporting requirement is exempt from reports control according to reference (i), part IV, paragraph 7k.

(2) Commanding General, Training and Education Command (TECOM) shall:

(a) Ensure instruction on the use and application of the MCCRE is provided at the Unit Readiness Planning Course and other courses as applicable.

(b) Develop and maintain the functionality within MCTIMS UTM to develop, report, and archive all MCCREs results based on the unit's METL and T&R events evaluated.

(c) Develop MCCRE reports in MCTIMS UTM for trend analysis.

c. Coordinating Instructions

(1) GCE and LCE MCCRE's will be conducted utilizing the following steps/systems:

(a) A unit METL will be developed in MCTIMS UTM. If a core or template METL exists in MCTIMS Task Master Database for a given unit type, such METL will be initially populated as

the default METL. Based on the unit commander's mission analysis, the unit METL may be modified as required. The unit's METL must be submitted to their higher headquarters for approval.

(b) Based on the unit's METL, commanders must develop a corresponding training plan. E-coded, prerequisite, chained, and related T&R events will be linked to each MET within MCTIMS UTM. Based on the commander's mission analysis, T&R events may be added to, or deleted from this initial list with the exception of E-coded, prerequisite, and chained T&R events which are the irreducible number of events to which a unit must train. E-coded, prerequisite, and chained T&R events may be waived only if the individual or unit has satisfactorily completed those events during the current training cycle.

(c) Based on the unit's METL and training plan identified in the previous step, commanders must develop a corresponding evaluation plan. The evaluation plan will contain all E-Coded T&R events, and all chained 6000 level and above, as outlined by the unit's METL. The evaluation plan will also contain the corresponding level E-coded and chained T&R events for any attachments, which fall under the attachments' respective unit's METL. By exception, those T&R events that are unsupportable during the evaluation, due to geographical constraints or lack of resources, may be waived with Commanding General approval.

(d) The MCTIMS UTM Module will be utilized to generate the training tasks in support of the training plan and the Performance Evaluation Check List (PECL) in support of the evaluation plan.

(e) Record the training completion in MCTIMS UTM.

(f) Record the evaluation results on the PECLs for each T&R event evaluated; and utilizing the results of the evaluated T&R events, determine if the unit is "Trained," "Partially Trained," or "Untrained" to execute each MET contained in the unit's core and/or assigned METL, per enclosure (1). Results will then be reported via the appropriate chain of command, per enclosure (3). Once functionality is available within MCTIMS UTM this will be conducted through automation, providing visibility and reporting up the chain of command to include the Service headquarters.

(g) Conduct remediation in order to correct any deficiencies identified during the MCCRE followed by selective evaluation and reporting via the chain of command.

(h) Reporting of unit readiness via Defense Readiness Reporting System - Marine Corps (DRRS-MC) will continue to be in accordance with reference (h).

(2) An ACE MCCRE will be conducted utilizing the following steps/systems:

(a) Aviation core and assigned METLs are housed in Task Master and are listed in each specific unit T&R. Commanding Officers are expected to train their units to a level that at least meets the minimum standards for MET capability in all core and assigned METs for their unit. In addition, they have the responsibility to train their personnel to a level that maintains a long-term capability in their unit outside of specific deployments or TEEP.

(b) The Marine Aviation Training and Readiness Program Manual, reference (d), describes how units utilize their T&Rs for the generation, tracking and reporting of readiness to deploy through the use of the M-SHARP and DRRS-MC. For the MCCRE, the unit T&Rs themselves provide the specific unit-level codes that represent MET capability. Reference (h) provides the guidance for the application and reporting of the unit-level codes and the unit-specific T&R Manuals provide the actual codes and events each unit is to train to and be assessed upon during a MCCRE.

(c) Utilizing the training plan developed to meet the requirements of the TEEP and manning levels, each unit is to conduct training in accordance with reference (d).

(d) Assessing units for their capability to meet MET requirements is the responsibility of the Marine Aviation Wing (MAW). The MAW Flight Leadership Standardization and Evaluation (FLSE) cadre are the resource used to assess Type/Model/Series units, and Weapons Tactics Instructors are the resource used for aviation ground units for MET capability in accordance with reference (e).

(e) Recording T&R events associated with unit evaluations will be done through the use of M-SHARP, which already records and reports all other Marine Aviation Training and Readiness events.

OCT 17 2014

(f) Reporting of unit Readiness via DRRS-MC will continue to be in accordance with reference (h).

5. Administration and Logistics

a. There are two essential aspects associated with the effective use of the MCCRE as a unit training management tool.

(1) T&R Standards must accurately reflect core missions and their essential tasks to reflect the Marine Corps' minimum accepted standards of performance.

(2) Evaluators must be qualified in accordance with enclosure (1).

b. Recommendations concerning the contents of this MCO are encouraged. Such recommendations will be forwarded to CG, TECOM, G-3/5/7, 1019 Elliot Road, Quantico, VA 22134, via the appropriate chain of command. TECOM G-3/5/7 will exercise staff cognizance and is responsible for periodic review of this MCO.

c. The generation, collection, or distribution of personally identifiable information (PII), and management of privacy sensitive information shall be in accordance with the Privacy Act of 1974, as amended, per references (j) and (k). Any unauthorized review, use, disclosure or distribution is prohibited.

6. Command and Signal

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

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


R. L. BAILEY

Deputy Commandant, Plans, Policies and Operations

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CONDUCT OF A MCCRE

1. General. The procedures outlined below are general guidelines and can be modified based on the type and size of the unit for a formal MCCRE.

2. The Evaluation Structure. The following are the key staffs charged with implementing a MCCRE.

- a. Exercise Commander (EC).
- b. Exercise Director (ED).
- c. Tactical Exercise Commander (TEC).
- d. Tactical Exercise Control Group (TECG).
- e. Evaluators.

3. Exercise Commander (EC). The EC shall be a General Officer. The EC is responsible for the initiation and conduct of a formal MCCRE. Responsibilities and functions of the EC include:

- a. Designating the unit(s) to be evaluated, establishing schedules, and providing resources.
- b. Designating the ED.
- c. Prescribing exercise objectives and desired scenarios, tasks, or events.
- d. Coordinating with external commands or agencies to support the evaluation, when required.
- e. Reviewing and endorsing the MCCRE report before submitting to the higher headquarters.
- f. Instilling quality control over the MCCRE, to ensure the exercises of subordinate units are reported per this Order.
- g. Evaluate the execution of exercises based on the appropriate T&R Manual.
- h. Affect corrective action for deficiencies identified during the exercise, which are beyond the subordinate commander's capability to resolve.

17 OCT 2014

4. Exercise Director (ED). The ED is designated by the EC to prepare for, ensure the conduct of, and report all evaluations. Responsibilities and functions of the ED include:

a. Publishing a letter of instruction (LOI) delineating the T&R events per the unit's METL to be evaluated, timeframe of the exercise, and responsibilities of various elements participating in the exercise, remediation, follow-on evaluations, and coordinating instructions. A copy of the exercise LOI will be provided to the EC 15 days prior to the MCCRE date.

b. Designating the TEC and the TECG to operate as the central control agency for the exercise.

c. Assigning evaluators, to include the senior evaluator, and ensuring evaluator training is planned for and conducted.

d. Prescribing the general exercise scenario, taking into account any objectives/scenario events prescribed by the EC.

e. Ensuring the evaluated scenario reflects the evaluated unit commander's training program goals and objectives.

f. Arranging for training areas, airspace, aggressor forces, and other required support.

g. Supervising the evaluation as required, compiling and analyzing the data, and submitting the MCCRE report to the EC.

h. Keeping the EC apprised of the evaluation.

5. Tactical Exercise Commander (TEC). The TEC is responsible to the ED for ensuring the MCCRE is conducted following the instructions contained in this order, the T&R events, and in support of the unit's METL and any other directions prescribed by the ED. Based on a review/analysis of information/data provided by the senior evaluator, the TEC identifies trends, strengths, and weaknesses of the unit's performance; and provides the MCCRE report to the ED and unit commander per instructions.

6. Tactical Exercise Control Group (TECG). The ED will establish a nucleus TECG to provide continuity for evaluations across the command. The responsibilities and functions of the TECG include:

- a. Developing a detailed exercise scenario to include objectives and events prescribed by the EC/ED and LOI.
- b. Conducting evaluator training.
- c. Coordinating and controlling actor/agent input and aggressor response to unit action or inaction in support of the exercise scenario.
- d. Compiling and analyzing data submitted by individual evaluators, and submitting required evaluation information to the ED.
- e. Preparing and conducting a detailed exercise debrief for the unit being evaluated and the ED.

7. Evaluators. During the formal MCCRE, evaluators must be prepared to perform the following functions:

- a. Exercise Controllers. Ensure the evaluation proceeds as planned. The evaluators will use a combination of prescribed, pre-planned, and inserted events to control and maintain the flow of the exercise evaluation while ensuring the unit is evaluated in a meaningful manner against all designated T&R events. They increase or decrease the tempo of operations and maneuver rates through the use of aggressor maneuver/actions, by inserting actors/agents and by passing intelligence input to cause changes in the plan. They provide necessary information from the scene of action by voice, radio or other means when applicable.

- b. Umpires. Resolve any disagreement between the evaluated force and aggressor forces. They make a determination of, and assess, casualties by analyzing the relative combat power of the forces involved through their own judgment and experience or by utilizing external assets.

- c. Performance Evaluators. Apply the prescribed standards to the unit's performance and evaluate the level of performance as outlined in Figure 1. Evaluators must possess a complete and thorough understanding of the T&R events that are undertaken in the exercise. Evaluators must review in detail the tasks and standards of the T&R for which they are responsible and must be aware of when and where in the scenario these standards and tasks are to be evaluated. They must then determine whether the activity or performance observed fulfills the performance criteria as stated in the standard. When this determination is

made, evaluators simply indicate on the PECL "YES," a performance step was met, "NO," a performance step was not met, or "NA," a performance step was not applicable. "NA" marks will require explanation when it was originally anticipated that those areas would be accomplished. At the same time the evaluators are observing what is happening, they must also be alert to scheduled events that do not occur, tasks and standards not attempted, and the reasons why. In assigning "YES" or "NO" or "NA" marks, evaluators must be closely attuned to the tactical play of the exercise and scheduled scenario events. The evaluators will evaluate overall performance against the task, condition, and performance steps by indicating "Trained", "Partially Trained", or "Untrained." All "Untrained" marks will require an explanation in the MCCRE report to highlight later corrective action. Evaluator remarks must be geared toward assisting the unit in building training programs in the future.

		= Untrained	= Partially Trained	= Trained
Mission Essential Task List				
Type	Title	Readiness		
C	Conduct Amphibious	[Yellow]		
C	Conduct Defensive Operations	[Green]		
C	Conduct Offensive Operations	[Red]		
C	Conduct Stability Operations	[Green]		
Amphibious Operations				
E-Coded Events		Readiness		
INF-INT-7001	Conduct Intelligence Support to Planning (D)	[Green]		
INF-INT-7002	Conduct Intelligence Support to Operations (B)	[Green]		
INF-INT-7004	Conduct Intelligence Integration (D)	[Green]		
INF-FSPT-7001	Conduct Fire Support Coordination (B)	[Yellow]		
INF-FSPT-7002	Conduct Fire Support Coordination (B)	[Yellow]		
INF-CSS-7002	Conduct Combat Service Support (B)	[Yellow]		
INF-C2-7005	Conduct Planning (D)	[Yellow]		
INF-C2-7010	Execute Command and Control (C2) of an Operation (B)	[Yellow]		
INF-C2-7005 Conduct Planning (D)				
Performance Steps		Yes	No	N/A
1. Conduct Problem Framing.		X		
2. Determine planning process (Campaign, MCPP, R2P2, Hasty Planning, or other method)		X	X	
3. Determine Time Available.		X		
4. Establish timeline for planning and preparation.		X		
5. Issue Warning Order			X	
6. Conduct OPT.		X		
7. Implement Cultural Considerations into Mission Planning			X	
8. Create orders (OPORD, FRAGO, Decision Support Tools, etc)		X		
9. Issue orders.		X		
10. Implement feedback mechanisms			X	
11. Coordinate planning with higher, adjacent, subordinate, and supporting units.		X		
12. Supervise.				X
Evaluator Comments (Required):				
Evaluator Assesses T&R Event based on Performance				
<hr/>				
Check Box:	<input type="checkbox"/> Trained	<input checked="" type="checkbox"/> Partially-Trained	<input type="checkbox"/> Untrained	

Figure 1.--Evaluation Process

(1) Evaluator Quality. Individuals selected as evaluators must have credibility and be thoroughly prepared to evaluate performance standards to properly accomplish these important roles. All echelons of the MCCRE structure must make every effort to assign only the most qualified Marines available to be evaluators. Training must be provided to ensure a complete understanding of evaluator functions after identification and selection of the most qualified Marines available.

(2) Evaluator Training. Participants will include all evaluators, the ED's representative, the TEC or appropriate representative, key TEGC staff members, officer in charge of the aggressor force, and representatives from all units participating in the evaluation. Listed below are those key items which should be covered:

(a) Brief/verification of exercise support requirements.

(b) Specific assignment of evaluators to units.

(c) Detailed brief of exercise scenario to include all major TEGC driven events.

(d) Detailed brief of planned aggressor force actions.

(e) Detailed brief of T&R events to be evaluated and how they relate to the exercise scenario, TEGC (higher headquarters input), and aggressor actions.

(f) Specific evaluator responsibilities.

(g) EC, TEC, and senior evaluator instructions/guidance.

(h) Brief on the roles all evaluators must fill.

(i) Administrative instructions pertaining to the conclusion of the evaluation and the constructive requirements of the debrief/critique.

(3) Evaluator Actions during Exercises. During an exercise, evaluators determine what operational functions are taking place; choose the appropriate T&R event applicable to

those functions, and record decisions based on the quality of performance observed in relation to the performance criteria of the standard being evaluated. Evaluators record their notes on the PECLs, as necessary, to support the exercise. Evaluators continue this process throughout the exercise. At the conclusion of the exercise, evaluators review their data and supporting notes to ensure they are a true reflection of the performance they have observed.

(4) Senior Evaluator. The senior evaluator coordinates and supervises all evaluators' activity during the exercise and debrief, and must be aware of the overall effectiveness of the evaluation, to include TEGG effectiveness and the unit's performance in the exercise. The senior evaluator compiles the data sheets from all evaluators at the end of the exercise and conducts the post exercise debrief. Due to the fact that tactical scenarios are used at different levels of a unit's organization at different phases of an exercise, some T&R events may be scored more than once. In these instances where a single T&R event is evaluated multiple times and when calculating the rating for a given MET, the senior evaluator will follow the steps outlined in Figure 2.

In order to determine the "Trained", "Partially Trained", or "Untrained" rating for the same T&R Event evaluated multiple times, or when calculating the rating for a given MET, a "Summative" scale will be utilized as outlined below:

1. Assign the following numerical value for each T&R event evaluated:
 - o "Trained" = 100
 - o "Partially Trained" = 50
 - o "Untrained" = 0
2. Divide the sum of all assigned values by the total number of T&R events evaluated.
3. Use the following scale to determine the rating:
 - o "Trained" = 67 - 100 percentile
 - o "Partially Trained" = 35 - 66 percentile
 - o "Untrained" = 0 - 34 percentile

Example 1:

T&R event 1 has been evaluated on (10) separate occasions resulting in (4) "Untrained"; (2) "Partially Trained"; and (4) "Trained" therefore utilizing the above numerical scale:

- "Untrained" would be calculated as $4 \times 0 = \underline{0}$
- "Partially Trained" would be calculated as $2 \times 50 = \underline{100}$
- "Trained" would be calculated as $4 \times 100 = \underline{400}$
 - o The sum of the above would be $0 + 100 + 400 = \underline{500}$
- Since the total number of events evaluated is (10), the corresponding percentile would be $500 / 10 = \underline{50}$ percentile
- Utilizing the above rating scale the T&R event would be rated as "Partially Trained"

Example 2:

MET 1 has (2) T&R events evaluated as "Untrained"; (2) T&R events evaluated as "Partially Trained"; and (6) T&R events evaluated as "Trained" therefore utilizing the above numerical scale:

- "Untrained" would be calculated as $2 \times 0 = 0$
- "Partially Trained" would be calculated as $2 \times 50 = 100$
- "Trained" would be calculated as $6 \times 100 = 600$
 - The sum of the above would be $0 + 100 + 600 = 700$
- Since the total number of events evaluated is (10), the corresponding percentile would be $700 / 10 = 70$ percentile
- Utilizing the above rating scale MET 1 would be rated as "Trained"

Figure 2.--Calculating Ratings

8. Exercise Debrief. One of the most important elements of the MCCRE is the debrief and the training feedback that is provided to the unit commander. How the ED organizes and conducts the required debrief may vary by type command. The debrief may be conducted in conjunction with the senior evaluator's debrief or the ED may choose to conduct it as a subsequent event. Notwithstanding the organization and the timing of the debrief, the following should be included in all debriefs:

- a. Participation/attendance of the following personnel:
 - (1) ED or appropriate representative.
 - (2) TEC and key TECG staff members.
 - (3) All evaluators.
 - (4) The evaluated unit commander, key staff members and subordinate commanders, and attached unit commanders/noncommissioned officers in charge.
 - (5) Aggressor force commander.
- b. Detailed debrief by the senior evaluator, and other evaluators, as required, of each T&R event as it occurred in the exercise scenario.
- c. Detailed comments on positive and negative trends.
- d. Detailed comments on tasks and standards that were scheduled, but were not evaluated, to include reasons why.
- e. Detailed debrief by the TEC, or representative, concerning TECG support, support/interaction with the evaluated unit, and aggressor forces control/support.
- f. The unit commander's general comments concerning the validity and effectiveness of the evaluation.

g. TEC's comments concerning the validity and effectiveness of the evaluation.

9. Evaluator Staffing

a. The ED is responsible for the selection and training of evaluators. The number of evaluators is not prescribed and varies with the size and type of unit and the T&R events to be tested. It is desirable that evaluators be obtained from commands not directly related to the organization(s) being evaluated.

b. For general guidance, examples of evaluator staffing assignments for selected ground, aviation, and logistics components are listed below:

(1) Evaluator Staffing for a Ground Combat Element

	<u>Officer</u>	<u>Enlisted</u>
Senior Evaluator	1 LtCol	5 SNCOs
Command & Control Evaluator	1 Maj	
Fire Support Coordination Evaluator	1 Maj	1 SNCO
Rifle Company Evaluator	4 Cpts	4 SNCOs
H&S Company Evaluator	1 Capt	
Artillery Evaluator	1 Capt	*2 SNCOs
Acquisition, MET, Survey Evaluator	1 CWO3/4	
Reconnaissance Evaluator	1 Capt	
Cannoneer Evaluator		1 SNCO
Fire Direction Evaluator	2 Cpts	2 SNCOs
Engineer Evaluator	1 Capt	
Tank Evaluator	1 Capt	
Electronic Warfare Evaluator	Lt	
Assault Amphibian Evaluator	1 Capt	
Nuclear Biological Chemical Evaluator	1 CWO	
Rifle Platoon Evaluators		9 SNCOs
81 Mortar Platoon Evaluator	1 Lt	
	<u>19 Off</u>	<u>25 Enl</u>

* MGSgt (Battalion FAC) to evaluate a Rocket Battery and a MSgt (Bn FAC) to evaluate a Cannon Battery.

(2) Evaluator Staffing for ACE Fixed Wing Units

	<u>Officer</u>	<u>Enlisted</u>
Senior Evaluator	1 LtCol	(as reqr)

FLSE Flight Evaluators	1 FLSE*	
Aviation C2 Evaluators	1 Maj**	1 MSgt
Maintenance Evaluators	1 Maj	1 MSgt
NBC Evaluator	1 CWO	
	<u>5+(as reqr)</u>	<u>2+(as reqr)</u>

* Combat qualified pilots/Naval Flight Officers for type aircraft (1 FLSE per Type/Model/Series):
 - Current in aircraft type for unit being evaluated.
 - Designated flight leader.

** 7277 Military Occupational Specialty preferred

(3) Evaluator Staffing for a Logistics Combat Element

	<u>Officer</u>	<u>Enlisted</u>
Senior Evaluator	1 LtCol	
Supply Evaluator	1 Capt	1 SNCO
Maintenance Evaluator	1 Capt	1 SNCO
Logistics Evaluator	1 Capt	1 SNCO
Engineer Evaluator	1 Capt	1 SNCO
Services Evaluator	1 Capt	1 SNCO
Transportation Evaluator	1 Capt	1 SNCO
Medical Evaluator	<u>1 LT USN</u>	<u>1 HM</u>
	8 Off	7 Enl

10. Duration of Formal Evaluation. The EC will ensure the MCCRE is completed in a timely manner. Evaluations will be of sufficient length to allow for a realistic scenario with sufficient time for the evaluated unit to act and react to higher headquarters orders, to follow the troop leading steps, to develop orders and to execute orders and plans, and to adequately be evaluated on all T&R events designated by the ED. Logistics support for the tactical exercise should be an integral part of the exercise and should not exercise disproportionate influence in determining the length of the MCCRE. It is recognized, however, that constraints beyond the unit's control (weather, range non-availability, lack of ordnance, lack of transportation, safety, etc.) may require flexibility.

EVALUATION PERFORMANCE STANDARDS (EPS)

EPS 1 - EC CONDUCTS REQUIRED PRE-/POST-EVALUATION ACTIONS

TASK 1.1 - PLAN AND PREPARE FOR MCCRE EVALUATIONS

TASK 1.2 - CONDUCT POST-EVALUATION ACTIONS

EPS 2 - ED CONDUCTS REQUIRED PRE-/POST-EVALUATION ACTIONS

TASK 2.1 - PLAN AND PREPARE FOR MCCRE EVALUATION

TASK 2.2 - CONDUCT POST-EVALUATION ACTIONS

EPS 3 - TECG CONDUCTS REQUIRED PRE-/POST-EVALUATION ACTIONS

TASK 3.1 - PLAN AND PREPARE FOR MCCRE EVALUATION

TASK 3.2 - CONDUCT POST-EVALUATION ACTIONS

EPS 4 - EVALUATORS CONDUCT REQUIRED EVALUATION ACTIONS

TASK 4.1 - PREPARE FOR AND CONDUCT MCCRE EVALUATION ACTIONS

1. This enclosure contains EPS which are designed as general guidelines to assist all levels of the exercise structure in maintaining quality control for the effectiveness and uniformity of all MCCREs.

2. Recommended changes to these standards should be forwarded to CG TECOM G-3/5/7, 1019 Elliot Road, Quantico, VA 22134, via the appropriate chain of command. TECOM G-3/5/7 will exercise staff cognizance and is responsible for periodic review of this Order. Submission should be in the following format:

- a. Item to be changed (EPS, task, standard, or test location)
- b. Comment
- c. Recommendation

3. The following provides EPS for each level of the MCCRE chain of command.

EPS 1 - EC CONDUCTS REQUIRED PRE-/POST-EVALUATIONS ACTIONS

TASK: 1.1 PLAN AND PREPARE FOR MCCRE EVALUATIONS

Subordinate commands/appropriate staff members perform required actions at the direction and under supervision of the EC.

- ___ Units are evaluated as outlined in this Order.
- ___ The EC maintains a tentative schedule of evaluations by fiscal year.
- ___ Schedule is updated as actual evaluation dates become firm or change.
- ___ ED is designated for each evaluation.
- ___ Overall evaluation/exercise objectives and desired scenario events are published.
- ___ Coordination is made with commands or agencies external to the Marine Corps, as required.

The ED is the EC's representative responsible for the conduct of MCCRE evaluations. Assignments may be promulgated in local MCCRE Standard Operating Procedures.

PRESCRIBE OVERALL OBJECTIVES/DESIRED SCENARIO EVENTS

It may be desirable for the EC to direct the thrust of MCCRE evaluations conducted by his subordinate commands. These objectives and scenario events may be based on an analysis of the existing threat as developed in coordination with the appropriate contingencies or perceived training needs.

COORDINATION WITH EXTERNAL COMMANDS/AGENCIES

Coordination is made with commands or agencies external to the Marine Corps, such as a fleet command, to obtain support for evaluations requiring amphibious shipping/Naval Gunfire or Military Airlift Command for evaluations requiring fixed-wing airlift forces. This coordination normally requires extensive lead-time and planning. Coordination is also made with Marine commands external to the exercise command; i.e., 4th MARDIV staff coordinates with 4th MAW concerning support of 4th MARDIV MCCRE evaluations.

TASK: 1.2 CONDUCT POST-EVALUATION ACTIONS:

Subordinate commands/appropriate staff members perform required actions at the direction and under supervision of the EC.

- ___ MCCRE report is reviewed and endorsed via the appropriate chain of command and received by CG MCCDC within 45 days

after completion of the exercise. This will be conducted per enclosure (3) until the functionality is available via MCTIMS UTM module.

- _____ MCCRE report is reviewed for completeness and accuracy by the ED.
- _____ Deficiencies identified through the evaluation are utilized as the basis for corrective actions taken, remediation, and follow-on evaluation to improve combat readiness.
- _____ Deficiencies beyond the capabilities of the local commander to resolve (e.g., manning, equipment, formal schooling) are forwarded for resolution.

IDENTIFICATION OF DEFICIENCIES

When deficiencies are identified by the ED as a result of an evaluation, corrective action, remediation, and follow-on evaluation should be initiated. Actions taken by the EC to resolve deficiencies should be highlighted in the EC's endorsement to the MCCRE report.

MCCRE REPORT DISTRIBUTION

Organizations providing units or detachments participating in an evaluation should be included for distribution of the MCCRE report. Mass distribution of the report is not required. Portions which apply to each specific unit/detachment should, however, be provided.

EPS 2 - ED CONDUCTS REQUIRED PRE-/POST-EVALUATION ACTIONS

TASK: 2.1 PLAN AND PREPARE FOR MCCRE EVALUATION:

Appropriate staff members perform required actions at the direction and under supervision of the ED.

- _____ Letter of Instruction is published by the ED delineating responsibilities of the various elements participating in the evaluation, with a copy to the EC.
- _____ TEC and a staff TECG are designated to operate as the central control agency for the evaluation.
- _____ Evaluators are selected and assigned.
- _____ Comprehensive evaluator training is planned for, organized, and conducted.
- _____ General exercise scenario is prescribed by the ED to accomplish evaluation/exercise objectives as published in the LOI.
- _____ Arrangements are made by the ED for required training

areas, airspace, aggressor forces, and other necessary support.

_____ The ED staff possesses and utilizes MCCRE SOP which defines the responsibilities for organization and management of MCCRE evaluations and MCCRE reporting within the command.

Items which shall be addressed in LOI include:

- a. Unit(s) to be evaluated.
- b. T&R events to be evaluated.
- c. Evaluation/exercise dates.
- d. Identification of the TEC.
- e. Unit(s) to provide TECG staffing.
- f. Unit(s) to provide aggressor support and type/amount of support required.
- g. Identification of the senior evaluator.
- h. Units to provide evaluator support and amount of support required.
- i. Task organization of the evaluated unit, as required.
- j. Units/agencies tasked to provide other types of support (i.e., communications, Motor Transport, etc.)
- k. Coordinating instructions, to include schedule for evaluator training, evaluators' debrief and evaluated unit debrief.

DESIGNATION OF THE TEC AND TECG

The TEC is appointed by the ED's staff or from a subordinate command. The TEC is the senior member of the TECG and should be senior to the commander(s) of the unit(s) being evaluated. Normally, the TECG is not a permanent element of the ED's staff; however, depending on the frequency of evaluations, a nucleus TECG may be formed on a permanent basis.

SELECTION AND ASSIGNMENT OF EVALUATORS

The ED assigns Marines as evaluators who have demonstrated competence and recent experience in the skills they are assigned to evaluate. The senior evaluator is also appointed by the ED. He or she should be senior, or be of the same grade as the evaluated unit commander, and, if possible have previously participated in a MCCRE evaluation as a unit CO/XO.

TRAINING AREA/AIRSPACE REQUESTED

Training area and airspace reservations necessary for a MCCRE evaluation must normally be requested in advance. Planning should take into account lead-time necessary to ensure their availability.

TASK: 2.2 CONDUCT POST-EVALUATION ACTIONS

Appropriate staff members perform required actions at the direction and under supervision of the ED.

- _____ Results of the MCCRE evaluations are compiled and analyzed at evaluator debrief per this Order.
- _____ Evaluated unit/unit commander is briefed on the evaluation.
- _____ MCCRE report is prepared and forwarded, with a copy of the evaluation LOI, to the ED in a timely manner. This will be conducted per enclosure (3) until the functionality is available via MCTIMS UTM module.
- _____ Information copies of MCCRE reports are distributed to the headquarters of all attached supporting elements which were also evaluated during the exercise.
- _____ Deficiencies identified through the evaluation are corrected at the lowest possible level within the chain of command.

EPS 3 - TECG CONDUCTS REQUIRED PRE-/POST-EVALUATION ACTIONS

TASK: 3.1 PLAN AND PREPARE FOR MCCRE EVALUATION

The TECG staff performs the required actions at the direction and under the supervision of the TEC, per this Order. The EC/ED may apply EPSs to the evaluation as a supervisory means of ensuring the quality control and standardization of evaluations.

- _____ Detailed exercise scenario is developed.
- _____ Scenario provides events that will ensure complete evaluation of the T&R events prescribed in the LOI.
- _____ The TEC provides support to evaluator training as required by the ED.

- _____ The TEC and the TEGC develop, coordinate, and manage a master events list which meets the evaluation requirements of the LOI.
- _____ The TEC and TEGC include actor/agent input and aggressor activity required to support scenario in the master events list.

EXERCISE SCENARIO DEVELOPMENT

The LOI will specify T&R events to be evaluated and evaluation objectives. The TEC and staff, upon review of the LOI, will

design and develop an exercise scenario that provides for a complete evaluation of the T&R events identified in the LOI.

TASK: 3.2 CONDUCT POST-EVALUATION ACTIONS

The TEC/TEGC performs the actions required by this Order following the evaluation. Statistical data is used in analysis and preparation of the report in a timely manner.

- _____ Evaluation data submitted by individual evaluators is compiled, consolidated, and analyzed.
- _____ Evaluation data for the MCCRE report is prepared and provided to the ED.
- _____ Detailed debrief is prepared and provided to the evaluated unit commander.

EPS 4 - EVALUATORS CONDUCT REQUIRED EVALUATION ACTIONS

TASK: 4.1 PREPARE FOR AND CONDUCT MCCRE EVALUATION ACTIONS

The ED has selected and assigned evaluators per this Order. The TEC and senior evaluator have provided guidance to evaluators.

- _____ Evaluators know what tasks they are responsible for evaluating.
- _____ Evaluators demonstrate a clear understanding of the exercise scenario.
- _____ Evaluators attend evaluator training, conducted by the ED.
- _____ Evaluators possess required T&R events and use them as references during the evaluation.
- _____ Evaluators understand interrelated actions required in their roles as evaluators, umpires, and controllers.

_____ Evaluators identify erroneous performance to unit leaders when observed, to prevent continued practice throughout the exercise.

UNIT LEADERS NOTIFIED OF ERRONEOUS PERFORMANCE

Erroneous performance may be noted by evaluators early during the evaluation. When these errors are in the performance of activities which will occur repeatedly throughout the scenario, they should be identified to the appropriate unit leader. Evaluators should not coach a unit in a misguided effort to prevent faulty performance.

MCCRE REPORTING

The purpose of the MCCRE report is to provide the feedback necessary for commanders at all levels to initiate action that will improve combat training. Actions could include the development of improved training support materials as well as changes in personnel assignments, equipment development, logistic support, and changes in the application of other resources to enhance training. Additionally, the reports provide headquarters with the necessary information needed to conduct training trend analysis. Trend analysis serves to highlight problem areas as they are reported.

REPORTS REQUIRED

a. Commanders will provide a copy of their exercise reports to the appropriate chain of command. This will be conducted per enclosure (3) until the functionality is available via MCTIMS UTM module.

b. The report will consist of a MCCRE Report and PECL developed using MCTIMS UTM module in support of the unit's METL.

c. The unit reports will form the data input for trend analysis.

MCCRE Reporting Procedures

Report Control Symbol EXEMPT

1. Commanding Generals, Marine Expeditionary Forces (MEF) and the Commander, Marine Forces Reserve (MARFORRES) shall provide Commanding General, MCCDC with results of all MCCREs no later than 45 days after exercise completion.
2. The EC shall provide the Commanding General, MEF or the Commander, MARFORRES, as applicable, with results of the MCCRE no later than 30 days after exercise completion.
3. Reporting will be conducted via MCTIMS UTM module once functionality is available.
4. In the interim, until functionality is available in MCTIMS UTM module, paper based reporting will be conducted utilizing the example in Figure 1.

DATE (DD MTH YR)

From: (CG, MEF; Commander, MARFORRES; CG, Division; CG, MAW; or CG, MLG)
To: (DC, CD&I/CG MCCDC; CG MEF; or Commander MARFORRES)

Subj: MARINE CORPS COMBAT READINESS EVALUATION (MCCRE) REPORT

Ref: (a) MCO 3501.1D

Encl: (1) PECLs for MET (task number, description)
(2) PECLs for MET (task number, description)
(3) PECLs for MET (task number, description)

1. A MCCRE was conducted from (DD MTH YR) to (DD MTH YR) for (unit) per reference (a).

2. The following is the approved Core and Mission Essential Task List (METL) for (unit):

- a. MET (task number, description)
- b. MET (task number, description)
- c. MET (task number, description)
- d. MET (task number, description)

3. The following Mission Essential Tasks (MET) contained in the unit's Core and METL were not evaluated:

- a. MET (task number, description)
 - (1) Waiver Justification: (justification).

4. The following METs contained in the unit's Core and/or assigned METL were evaluated:

- a. MET (task number, description)
- b. MET (task number, description)
- c. MET (task number, description)

5. The following is a summary of the unit METs evaluated and all E-Coded and Chained T&R events supporting each MET, as outlined in MCTIMS UTM module:

a. MET (task number, description) was evaluated overall as (trained, partially trained, untrained).

T&R Event Code	Event Description	Results	Remarks
INF-C2-7XXX	Conduct Planning	Trained	N/A
INF-MAN-7XXX	Conduct an Offense	Partially Trained	(Justification/Recommendation)
INF-MAN-6XXX	Conduct a Patrol	Untrained	(Justification/Recommendation)
INF-FSTP-7XXX	Conduct fire support planning	Waived	(Justification)

b. MET (task number, description) was evaluated overall as (trained, partially trained, untrained).

T&R Event Code	Event Description	Results	Remarks
INF-C2-7XXX	Conduct Planning	Trained	N/A
INF-MAN-7XXX	Conduct an Offense	Partially Trained	<i>(Justification/Recommendation)</i>
INF-MAN-6XXX	Conduct a Patrol	Untrained	<i>(Justification/Recommendation)</i>
INF-FSTP-7XXX	Conduct fire support planning	Waived	<i>(Justification)</i>

c. MET (task number, description) was evaluated overall as (trained, partially trained, untrained).

T&R Event Code	Event Description	Results	Remarks
INF-C2-7XXX	Conduct Planning	Trained	N/A
INF-MAN-7XXX	Conduct an Offense	Partially Trained	<i>(Justification/Recommendation)</i>
INF-MAN-6XXX	Conduct a Patrol	Untrained	<i>(Justification/Recommendation)</i>
INF-FSTP-7XXX	Conduct fire support planning	Waived	<i>(Justification)</i>

6. Remediation and Evaluation Plan: *(CG, Comments - remediation plan to be conducted to include follow-on evaluation).*

7. Evaluation Remarks: *(CG, Comments - highlights overall assessment to include issues and recommendations).*

CG SIGNATURE

Figure 1.--MCCRE Reporting Example

5. A PECL example is provided in Figure 2.

Performance Evaluation Checklist

MCT 1.1.2 Provide Task Organized Forces

T&R Event: AAV-CMDC-7XXX

TASK: Provide Assault Amphibian Unit(s) In Support of Expeditionary Operations.

CONDITION: Given a higher headquarters' operation order and commander's guidance,

STANDARD: to provide the commander with mechanized, amphibious capability.

PERFORMANCE CHECKLIST (EVENT COMPONENTS)

1. Conduct mission analysis YES / NO / NA

2. Task organize YES / NO / NA

3. CHOP control / command AA Unit to supported command YES / NO / NA

Evaluator Comments (Required):

Evaluated as:	Check Box
Trained	
Partially Trained	
Untrained	

Evaluator Name/Rank: _____

Figure 2.--PECL Example