From: Commandant of the Marine Corps  
To: Distribution List  

Subj: ANNUAL TRAINING AND EDUCATION REQUIREMENTS  

Ref: (a) MCO P5354.1D W/CH 1  
(b) MCO 1500.52D  
(c) MCO 1700.28B  
(d) MCO 1720.2  
(e) MCO 1752.5B  
(f) MCO 3400.3G  
(g) MCO 3500.27B W/ERRATUM  
(h) MCO 3574.2L  
(i) MCO 5300.17  
(j) MCO 6100.13 W/CH 1  
(k) MARADMIN 101/10  
(l) MARADMIN 118/11  
(m) MARADMIN 122/13  
(n) MARADMIN 288/13  
(o) MARADMIN 295/12  
(p) MARADMIN 524/12  
(q) MARADMIN 701/11  
(r) MARADMIN 101/10  
(s) 5 U.S.C. 552a  
(t) SECNAV M-5211.5E  
(u) SECNAV M-5210.1  

Encl: (1) Annual Requirements for all Marines  

1. Situation. To publish a comprehensive listing of all required training and education events contained in references (a) through (r), to create efficiencies in training and optimize time available to unit commanders to conduct Mission Essential Task List (METL) based training.  

2. Cancellation. MCBul 1500 DTD 17 Dec 2013.  

3. Mission  
   a. Due to the importance to overall force readiness, the training of certain subject matter is required by law, Department of Defense (DoD), Department of the Navy (DON) or the Commandant of the Marine Corps (CMC) through Headquarters Marine Corps (HQMC). The training of
these events is required for all members of the service, regardless of Military Occupational Specialty (MOS) or rank/grade or component, unless otherwise exempted or waived.

b. CMC has reviewed and approved a reduction in the frequency of many recurring training requirements.

4. Execution

a. Commander’s Intent and Concept of Operations

(1) Commander’s Intent

(a) Enclosure (1) lists the minimum training requirements, the authoritative directive for the required training, and the frequency for completion of the requirements for all active duty and reserve component Marines. Commanders may direct additional training as required.

(b) In cases where the frequency of training specified in this Bulletin differs from the frequency specified in the authoritative directives, the information in this Bulletin takes precedence.

(2) Concept of Operations

(a) Commanders are in the best position to determine the method for training and educating their Marines. MarineNet and other tools are intended to assist commanders in training but are not required unless specified. Annual cyber awareness training (including personally identifiable information (PII) and information assurance (IA)) is the only training required to be conducted using MarineNet. Combatting Trafficking in Persons training can be accomplished by using either DoD approved slides or MarineNet as articulated in reference (r).

(b) Recommended additions or deletions to this Bulletin must be submitted to Commanding General, Training and Education Command (CG TECOM) (C 46) NLT 31 August 2015. CG TECOM will consolidate and staff all inputs and make recommendations to Deputy Commandant, Combat Development and Integration (DC CD&I). CD&I will adjudicate and approve all additions/deletions and will publish the MCBul 1500 no later than 1 January annually.

b. Subordinate Element Missions

(1) DC CD&I

(a) As advocate for training and education (T&E), adjudicate all additions, deletions, or modifications to recurring T&E for Marines.

(b) Publish Bulletin no later than 1 January annually.
(2) **Deputy Commandants and HQMC Directors**

(a) Revise directives that address recurring training to conform to the frequencies specified in this Bulletin. Forward changes to Director, ARD within nine months of this Directive to ensure changes are published within 12 months of this Directive.

(b) Request approval from Commanding General, Marine Corps Combat Development Command (CG MCCDC) before increasing any recurring training requirements that affect all Marines. Coordinate these requests through CG, TECOM (C 46) (C 06).

(c) Engage with the applicable DoD or DON offices and request they revalidate their annual training requirements for active and reserve component Marines.

(d) Continue to review required training with purpose of consolidating or reducing all-hands requirements.

(3) **Marine Force, Marine Expeditionary Force, and Unit Commanders**

(a) Use this Bulletin to aid in the development of annual, short-, mid-, and long-range training plans. This Bulletin lists the minimum annual training requirements for all Marines; Commanders may direct additional training as required.

(b) Develop and execute training to ensure the readiness of your command. In many cases small unit discussions or case studies may be the preferred method of instruction.

(c) Ensure that all reports, qualifications, statistical data, waivers and required information are submitted per the guidance listed in the authoritative directive for each requirement.

(4) **CG TECOM (C 46)**

(a) Within six months of this Directive, review the recurring training requirements with the operating forces and HQMC offices to determine if additional changes are required.

(b) As proponent for T&E, act as custodian for this Bulletin.

5. **Reserve Applicability.** This Bulletin is applicable to the Marine Corps Total Force. Modifications for reserve component Marines apply to Selected Marine Corps Reserve (SMCR) Marines in a drilling status or on active duty orders for less than 275 days. Active reserve and SMCR Marines on orders for 275 days or greater will adhere to active component requirements.
6. Administration and Logistics

   a. 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 (s) and (t). Any unauthorized review, use, disclosure or distribution is prohibited.

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

7. Cancellation Contingency. This Bulletin will expire in one year or when information is incorporated in a Marine Corps Order, whichever occurs first.

   [Signature]

   K. J. GLUECK, JR.
   Deputy Commandant for
   Combat, Development and Integration

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### Annual Training and Education Requirements for all Marines

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<td>MCO 3574.2L, Marine Corps Combat Marksmanship Programs, dtd 04 Sep 14</td>
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<td>Marine Corps Physical Fitness Program - CFT</td>
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<td>Page 5, paragraph 5.8.3 paragraph 3</td>
<td>No waivers or exemptions</td>
<td>Unit Training with DoD provided materials or MarineNet DD01AO0000 (FY) Refresher course authorized if full course completed in previous 3 years</td>
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**NOTE 1:** Unit Training is conducted by the parent unit or a support unit. There are varying requirements for instructors and mediums of training. Original orders should be consulted when developing unit training.
NOTE 2: MarineNet is a USMC web based distance learning system with computer based courses. MarineNet can be accessed at the following link: https://www.marinenet.usmc.mil/marinenet/

NOTE 3: Tobacco Cessation is the only required Semper Fit courses. Commanders may also choose to train using additional Semper Fit courses based on the needs of their units. This Bulletin supersedes MCO 1700.29 which requires two additional Semper Fit courses.

NOTE 4: As of 1 Jan 2015, Unit Marine Awareness and Prevention Integrated Training (UMAPIT) integrates and replaces the previous stand-alone training on Child Abuse and Domestic Violence, Combat Operational Stress Control, Substance Abuse, Suicide Prevention, and Family Advocacy into one package. Information on the objectives and recommendations on presenting UMAPIT is available for download from www.thegearlocker.org, Behavioral Health website.