



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
3000 MARINE CORPS PENTAGON
WASHINGTON DC 20350-3000

MCO 1210.9A
MPP-30
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MARINE CORPS ORDER 1210.9A

From: Commandant of the Marine Corp
To: Distribution List

Subj: LATERAL MOVE (LM) PROGRAMS FOR MARINE CORPS OFFICERS

Ref: (a) MCO 1001.65
(b) MCO 1210.9
(c) MCO 1542.1H
(d) SECNAV M-5210.1 CH-1
(e) MCO 5210.11F
(f) 5 U.S.C. 522a
(g) SECNAVINST 5211.5F

Encl: (1) Voluntary Lateral Move (VLM) Request Form Directions

1. Situation. The purpose of this Order is to reestablish policy for a Lateral Move (LM) program for Marine officers in accordance with references (a) through (h). Previous policy held in MCO 1210.9 Supplementary Military Occupational Specialty (SMOS) program and Voluntary Lateral Move (VLM) Program for Marine Corps officers expired in 2012. The LM program will facilitate inventory management of the Marine Corps officer population. This Order is in accordance with references (a) through (g).

a. The Marine Corps officer population historically suffers from Military Occupational Specialty (MOS) imbalances. Over the years, numerous programs such as the SMOS program and VLM program described in reference (b), were initiated to help balance officer inventory. These programs were discontinued due to a lack of use and requirement.

b. The reestablishment of the LM program is designed to assist in balancing the health of officer Primary Military Occupational Specialties (PMOS) that experience inventory shortages and overages. The LM program will consist of LMs from

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a PMOS with excess inventory to a PMOS experiencing inventory shortfalls.

c. Definitions

(1) Over Military Occupational Specialty (MOS) - A PMOS with an onboard inventory greater than 105% of total manpower requirement or requirement in grade.

(2) Short Military Occupational Specialty (MOS) - A PMOS with an onboard inventory less than 85% of the total manpower requirement or requirement in grade.

(3) Balanced Military Occupational Specialty (MOS) - A PMOS with an onboard inventory that is neither over nor short.

(4) Voluntary Lateral Move (VLM) - A permanent change of PMOS that is initiated at the individual officer's request and approval by the Deputy Commandant, Manpower and Reserve Affairs (DC M&RA), Manpower Management (MM).

(5) Involuntary Lateral Move (ILM) - A permanent change of PMOS that is initiated based on the inventory needs of the Marine Corps. When warranted, DC M&RA, Manpower Plans (MP) will designate PMOSs for ILM to a PMOS with inventory shortfalls.

(6) Extended Active Duty (EAD) - Active duty which is performed by an officer on the active-duty list for a specified period beyond the officer's initial active duty obligation or obligated service.

2. Cancellation. MCO 1210.9

3. Mission. As required, the Marine Corps will approve or designate qualified officers for permanent PMOS changes in order to manage the officer inventory requirements.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. The Marine Corps will execute the LM program for officers in order to meet officer inventory requirements.

(2) Concept of Operations. The Marine Corps will improve officer inventory through the execution of this LM

program. As necessary, DC M&RA (MP) will identify MOSs that are over or under desired inventory requirements for LM programs.

(a) Eligibility for Voluntary Lateral Move (VLM) - Unrestricted officers. Any unrestricted officer in the grade of lieutenant colonel or below who desires to move from an over PMOS to a short PMOS and is deemed qualified, may apply for the VLM Program. Officers may not apply for LM into primary MOSs 4402 or 75XX under this Order. Officers must possess a regular commission and be willing to accept an Extended Active Duty (EAD) to ensure a minimum of three years of service obligation following the completion of the new PMOS school. Officers in short PMOSs and balanced PMOSs will not be considered for the VLM Program. Lieutenant colonels and majors will not be considered qualified for a LM unless they have appropriate previous experience in the PMOS they are requesting. PMOS qualification will be determined by the DC M&RA, Manpower Management Officer Assignments (MMOA) and the gaining occupational field sponsor.

(b) Eligibility for Voluntary Lateral Move (VLM) - Restricted officers. Limited Duty Officers (LDO) and Warrant Officers (WO) are appointed to serve in specific technical/specialist PMOSs that require extensive experience and training. Consequently, restricted officers will not normally be allowed to laterally move except under unusual circumstances, and then, only to meet the specific grade requirements of that PMOS. Restricted officers requesting LM must be in an over PMOS requesting lateral move to a short PMOS. PMOS qualification will be determined by the DC M&RA (MMOA) based on review of the officer's experience and training, and recommendation from the DC M&RA, Manpower Plans and Policy (MPP-35) regarding the impacted MOSs. Restricted officers requesting LM must have completed at least two years of service as a WO or LDO. WOs must have completed at least one year of service subsequent to successful completion of their PMOS qualifying school.

(c) Eligibility for Involuntary Lateral Move (ILM). Any unrestricted officer in the grade of lieutenant colonel or below who is serving in an over PMOS may be selected for ILM. Excess PMOS inventory may be the result of grade imbalances or structure reduction due to force design efforts. Under these extreme circumstances, affected PMOSs will be identified for ILMs. The purpose of these ILMs is to assist in balancing the force. Officers selected for ILM due to inventory overages will be assigned a new PMOS based on the needs of the Marine Corps. Selectees will continue to execute existing contracts or service

obligations. Additional obligated service will not be applied following the completion of the new PMOS school.

(d) Action. Subordinate element commanding officers will ensure that all officers in their commands are thoroughly familiar with the VLM and ILM Programs established in this Order.

b. Subordinate Element Missions

(1) Director, Manpower Plans and Policy (MP), shall:

(a) Establish and maintain LM policy.

(b) Manage and identify the officer PMOSs available for the VLM and ILM Programs.

(2) Director, Manpower Management (MM), shall:

(a) Manage and process individual officers' requests for the VLM and ILM Programs.

(b) Determine an individual's qualification for the gaining PMOS.

(c) Obtain PMOS qualification determination from gaining occupational field sponsor.

5. Administration and Logistics

a. Administrative Instructions. Additional instructions will be provided via Marine Administrative Message (MARADMIN) as necessary.

b. Notification. MOSs available for VLMs and ILMs will be announced via MARADMIN message on a semiannual basis.

c. Application Process. All LM applicants will apply via Administrative Action (AA) Form (NAVMC 10274) to the DC M&RA (MMOA-3) in accordance with enclosure (1). Requests are to be routed through the first O6/Colonel in the chain of command. Officers are highly encouraged to discuss the VLM Program and their suitability for the program with career counselors via the DC M&RA, Manpower Management Records and Performance Branch (MMRP-50).

d. Recommendations concerning the contents of this Order may be forwarded to the DC M&RA (MPP-30).

e. Records Management. Records created as a result of this Order shall be managed according to National Archives and Records Administration (NARA)-approved dispositions per reference (d) to ensure proper maintenance, use, accessibility and preservation, regardless of format or medium. Records disposition schedules are located on the Department of Navy/Assistant for Administration (DON/AA), Directives and Records Management Division (DRMD) portal page at: <https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information-Management/Approved%20Record%20Schedules/Forms/AllItems.aspx>. Refer to reference (e) for Marine Corps records management policy and procedures.

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

6. Command and Signal

a. This Order is not applicable to the Marine Corps Reserve.

b. This Order is effective the date signed.



M. A. ROCCO
Deputy Commandant for
Manpower and Reserve Affairs

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Voluntary Lateral Move (VLM) Request Form Directions

1. Applications for LM will be submitted by AA Form (NAVMC 10274) via the chain of command to the DC M&RA (MMOA-3) and will contain the following information:

a. Name, grade, Electronic Data Interchange Personal Identifier (EDIPI), and PMOS.

b. Date of rank first commissioned as a Second Lieutenant (2ndLt) (unrestricted officers) or as a Chief Warrant Officer 2 (CWO-2) (restricted officers).

c. Expiration of active service date.

d. Statement "I desire to LM to MOS XXXX".

e. Reasons for requesting a LM.

f. Qualifications, training, and experience in the requested MOS(s), if applicable.

g. Statement: "I request necessary EAD to allow for a three (3) year tour after new PMOS qualification is achieved" (as required).

2. Enclosures to the AA Form may be added as necessary; i.e., training completion certificates, letters of recommendation, etc.

3. Commanding officers shall comment appropriately by endorsement knowledge of the applicant's qualifications and/or potential in the requested MOS.

APPENDIX A

Glossary of Acronyms and Abbreviations

2ndLt	Second Lieutenant
AA	Administrative Action
CWO	Chief Warrant Officer
DC M&RA	Deputy Commandant, Manpower and Reserve Affairs
DON	Department of the Navy
DON/AA	Department of the Navy/Assistant for Administration
DRMD	Directives and Records Management Division
EAD	Extended Active Duty
EDIPI	Electronic Data Interchange Personal Identifier
ILM	Involuntary Lateral Move
LDO	Limited Duty Officer
LM	Lateral Move
MARADMIN	Marine Corps Administrative Message
MM	Manpower Management
MMOA	Manpower Management Officer Assignments
MMRP-50	Manpower Management Records and Performance Branch
MOS	Military Occupational Specialty
MP	Manpower Plans and Policy
MPP-30	Manpower Plans and Policy, Officer Plans
MPP-35	Manpower Plans and Policy, Restricted Officer Inventory and Promotion Plans
NARA	National Archives and Records Administration
PII	Personally Identifiable Information
PMOS	Primary Military Occupational Specialty
SMOS	Supplementary Occupational Specialty
VLM	Voluntary Lateral Move
WO	Warrant Officer