



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

MCO 1738.1B  
REL  
1 Mar 2023

MARINE CORPS ORDER 1738.1B

From: Commandant of the Marine Corps  
To: Distribution List

Subj: CHAPLAINS RELIGIOUS ENRICHMENT DEVELOPMENT OPERATION

Ref: See enclosure (1)

Encl: (1) References

1. Situation. This Order provides guidance for Chaplains Religious Enrichment Development Operation (CREDO) pursuant to references (a) through (i). This is a complete revision and should be reviewed in its entirety.

2. Cancellation. MCO 1738.1A.

3. Mission. To publish policy, responsibilities, and procedures governing CREDO in the Marine Corps. This order is in accordance with references (a) through (p).

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. Service in the Marine Corps presents unique challenges and opportunities. CREDO increases the spiritual readiness and resilience of service members and other authorized persons as part of the Department of the Navy's (DON) Strategic Plan for Religious Ministry (RM).

(2) Concept of Operations. CREDO programs operate within Command Religious Programs (CRP), per references (d) and (e). CREDO delivers standardized core and core plus products designed to sustain spiritual readiness across the competition continuum. CREDO uses products specifically designed to meet the religious, spiritual, and moral needs of service members and other authorized persons.

(a) Organizational Structure

1. As the Director of Religious Ministry for the DON, and in accordance with reference (d), the Chief of Chaplains (CoC) is responsible for standardizing the delivery of RM through CREDO as described in this Order.

2. Deputy Commandant, Manpower and Reserve Affairs, Marine and Family Programs Division (DC, M&RA MF) serves as the resource sponsor for all United States Marine Corps (USMC) CREDO programs.

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3. Marine Corps Installations Command (MCICOM) and Marine Corps Forces Reserve (MARFORRES) provide administrative oversight for the execution of CREDO programs.

4. Regional commanders exercise operational control of CREDO centers as an element of the region's CRP. The senior chaplain permanently assigned at each CREDO center shall be designated as the CREDO Director for that center.

5. The Force Chaplain, MARFORRES, shall assign the CREDO Director for MARFORRES.

(b) Scope of CREDO Programs. CREDO addresses the broad religious and moral aspects of life consistent with the definition of RM in references (d) and (e). CREDO program activities may be formatted as workshops, seminars, and retreats. CREDO events are voluntary in nature, protect the free exercise of religion, and are conducted in an environment where both presenters and attendees are treated with dignity and respect. Pursuant to references (d) and (j), CREDO activities are held to the standards and expectations of Professional Naval Chaplaincy (PNC) and are delivered from the Chaplain Corps' core competency of care. See additional information concerning PNC and the art of combining the Chaplain Corps' core competencies in references (d), (e), and (j). CREDO products and activities are developed and led by uniformed chaplains of the U.S. Armed Forces and constitute the delivery of RM.

(c) Fiscal Authority

1. CREDO programs are funded with appropriated funds (APF), pursuant to references (b), (d) and (e).

2. In addition to the general responsibility of the commanding officer to support the CRP, Section 1789 of reference (a) authorizes the commander to provide chaplain-led programs, including CREDO, to assist covered individuals. Section 1789 of reference (a) establishes statutory authority to provide transportation, food, lodging, childcare, supplies, fees, and training materials for covered individuals while participating in CREDO programs. A covered individual is further defined in Section 1789 of reference (a).

3. Unlike covered individuals specified in Section 1789 of reference (a), civilian government employees and contractors may participate in CREDO activities and receive the benefits of those activities, but are not authorized to be paid for subsistence (e.g., lodging, travel, or childcare) or to receive food at government expense. These participants may only attend CREDO activities if they are willing to pay for subsistence and food at their own expense. Attendance must be coordinated in advance through CREDO staff due to space contracting issues with site/venue providers.

4. Only a member of the armed forces on active duty, or a member of the reserve components in an active status, and their legally married spouse may attend marriage enrichment workshops, seminars, and retreats. Only a member of the armed forces on active duty, or a member of the reserve components in an active status, their legally married spouse, and their dependent children, may attend family enrichment or parent-child workshops, seminars, and retreats.

5. Pre-marriage workshops, such as PREP, may include non-DoD civilian fiancées as long as no APF are expended contrary to the stipulations listed in Section 1789 of reference (a).

6. CREDO Directors shall consult with Marine Corps legal counsel, Marine Corps Community Services (MCCS), and local comptrollers regarding the spending of APF. However, local comptrollers and MCCS do not have the authority to determine CREDO programming priorities, nor do they have the authority to approve, deny, or reallocate funding for CREDO programs once the relevant FY budget has been approved. CREDO Directors are authorized to use the CREDO budget to train chaplains for CREDO core and core plus products as authorized by the Chaplain of the Marine Corps.

7. No cost Permissive Temporary Additional Duty orders, as described in reference (k), are authorized for Marines and Navy personnel serving under Marine Corps commands to attend CREDO training events.

b. Subordinate Element Missions

(1) MCICOM and MARFORRES

(a) Include CREDO as an integral and essential element of administration, planning, and programming. Coordinate with DC, M&RA MF to ensure CREDO is supported with APF at a level consistent with other personnel programs within the Marine Corps, pursuant to references (d) and (e).

(b) Coordinate with Commander, Navy Installations Command and the Commandant, U.S. Coast Guard for the cooperative, effective, and efficient delivery of CREDO programs.

(c) Coordinate with the Chaplain of the Marine Corps to establish additional policy if required to fully implement this Order. Amplifying CREDO policy could include: organizational structures and staffing requirements; standard operating and registration procedures; standard program, product approval, and review processes; reporting requirements and metrics; training requirements; and, the use of volunteers in compliance with reference (g).

(d) Submit CREDO programming data as requested by the DC, M&RA MF.

(e) Coordinate with DC, M&RA MF staff for the development of annual budgets and fiscal requirements.

(2) DC, M&RA MF

(a) Provide resource sponsorship for CREDO. Per reference (h), CREDO is classified as a Category A Warfighter and Family Services Morale, Welfare, and Recreation program.

(b) Coordinate with Chaplain of the Marine Corps to develop and conduct periodic training and information campaigns to inform and train commanders and personnel on CREDO and its programming consistent with reference (h).

(c) Support the Chaplain of the Marine Corps, CREDO Advisory Group (CREDO-AG), MCICOM, and MARFORRES in the execution of CREDO.

(d) Coordinate with CREDO Directors to collect data necessary to demonstrate program performance and effectiveness.

(e) Coordinate with CREDO Directors for the development of annual budgets and fiscal requirements.

(3) Chaplain of the Marine Corps. Advise Deputy Commandant, Manpower and Reserve Affairs and commanders on the administration and execution of CREDO within the USMC.

(4) CREDO-AG. CREDO-AG provides the CoC reports and advice regarding CREDO policy, operations, administration, activities, and products. The CREDO-AG coordinates CREDO between the Navy and the Marine Corps.

(a) The integrated CREDO-AG is comprised of:

- (Chair)
1. Commander Navy Installations Command Force Chaplain
  2. MCICOM Force Chaplain (Co-Chair)
  3. MARFORRES Force Chaplain
  4. Commanding Officer, Naval Chaplaincy School
  5. Division Director, Operations (N0973)
  6. DC, M&RA MF Chaplain
  7. 21st Century Sailor Office (N17) Chaplain
  8. Navy and Marine Corps Regional CREDO Directors

(b) Conduct review of CREDO products, at least once every two years.

(c) Submit program review recommendations to CoC for approval of core and core plus products.

(d) Establish standard program and product review and approval process.

(e) Establish standard operating procedures to include, but not limited to, reporting requirements, metrics, facilitator training requirements, and participant registration.

## 5. Administration and Logistics

a. 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 (1) to ensure proper maintenance, use, accessibility and preservation, regardless of format or medium. Records disposition schedules are located on the Department of the 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 (m) for Marine Corps records management policy and procedures.

b. Privacy Act. Any misuse or unauthorized disclosure of Personally Identifiable Information (PII) may result in both civil and criminal penalties. The 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 (n)) and implemented per reference (o).

c. Forms. No forms are used in this Order.

d. Records Dispositions

(1) This Order is assigned record schedule 5000-8.

(2) No records schedules are used within this Order.

e. Updates. Updates made to this Order shall be done in accordance with the current iteration of reference (p).

f. Recommendations. Recommendations concerning the contents of this Order are welcomed and may be forwarded to the Chaplain of the Marine Corps via the appropriate chain of command.

## 6. Command and Signal

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

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



G. P. OLSON  
Director, Marine Corps Staff

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References

- (a) 10 U.S.C.
- (b) U.S. Navy Regulations
- (c) DoD Instruction 1304.28, "The Appointment and Service of Chaplains," May 12, 2021
- (d) SECNAVINST 1730.7E
- (e) MCO 1730.6F w/Admin CH
- (f) GAO Principles of Federal Appropriations Law: Third Edition, Volume I, January 1, 2004
- (g) MCO 5380.2
- (h) MCO 1754.6C
- (i) OPNAVINST 1738.1B
- (j) COCINST 5351.1
- (k) DoD Instruction 1327.06 w/CH-4, "Leave and Liberty Policy and Procedures," June 16, 2009
- (l) SECNAV M-5210.1
- (m) MCO 5210.11F
- (n) 5 U.S.C. § 552a
- (o) SECNAVINST 5211.5F
- (p) MCO 5215.1

APPENDIX A

Glossary of Acronyms and Abbreviations

APF	Appropriated Funds
CoC	Chief of Chaplains
CREDO	Chaplains Religious Enrichment Development Operation
CRP	Command Religious Programs
CREDO-AG	Chaplain Religious Enrichment Development Operation Advisory Group
DC, M&RA MF	Deputy Commandant, Manpower and Reserve Affairs, Marine and Family Programs Division
DON	Department of the Navy
DON/AA	Department of the Navy/Assistant for Administration
DRMD	Directives and Records Management Division
MCCS	Marine Corps Community Services
MARFORRES	Marine Corps Forces Reserve
MCICOM	Marine Corps Installations Command
NARA	National Archives and Records Administration
PII	Personally Identifiable Information
PNC	Professional Naval Chaplaincy
RM	Religious Ministry
USMC	United States Marine Corps