



DEPARTMENT OF THE NAVY  
HEADQUARTERS UNITED STATES MARINE CORPS  
2 NAVY ANNEX  
WASHINGTON, DC 20380-1775

MCO 1001.39K  
RAM-5  
29 Dec 94

MARINE CORPS ORDER 1001.39K

From: Commandant of the Marine Corps  
To: Distribution List

Subj: PRE-SEPARATION COUNSELING CONCERNING MARINE CORPS RESERVE  
(MCR) PARTICIPATION

Ref: (a) MCO P1040R.35A  
(b) MCO P1070.12H  
(c) MCO P1610.7C

Encl: (1) Ready Reserve Liaison Command Relationships,  
Authorized Billets and Operational Areas  
(2) Reserve Opportunities and Obligations Brief (ROOB)  
Outline

1. Purpose. To ensure that all eligible Marines are provided pre-separation (PRESEP) counseling and assistance regarding opportunities for service in the MCR and affiliation with the Selected Marine Corps Reserve (SMCR).

2. Cancellation. MCO 1001.39J.

3. Background. PRESEP briefs were established in 1977 to provide career counseling and to recruit Prior Service (PS) Marines leaving active duty for service in the MCR. In 1982, the CMC authorized SNCO billets for Procurement Field Liaison, now known as Ready Reserve Liaison (RRL), to the T/O of the CG, Marine Corps Reserve Support Command (CG MCRSC). Operational control (OPCON) was delegated to CG MCRSC and administrative control (ADCON) was delegated to host base or station commanders. In July 1992, the Marine Reserve Force (MARRESFOR) was established (redesignated Marine Forces Reserve (MARFORRES) in November 1994.) In early 1994, the CMC authorized OIC, RRL billets for the East and West coasts. RRL's, OIC's and SNCO's are a critical, first link for recruiting pre-trained individual manpower (PIM), both officer and enlisted, entering the MCR.

4. Information. The primary mission of RRL's is to conduct the Reserve Opportunities and Obligations Brief at PRESEP briefs. RRL SNCO's are assigned the additional MOS of 8411 (Recruiter) and fill an authorized 8411 T/O billet. Command relationships, authorized billets, and RRL operational areas of responsibility are shown in enclosure (1). Commanders of units not in enclosure (1) may request RRL's to conduct Reserve PRESEP briefs or MCR information briefs by contacting the CG MCRSC (RD-4B), 10950 El Monte, Overland Park, Kansas 66211-1408, toll free 1-800-255-5082.

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distribution is unlimited.

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a. The primary focus of RRL's will be to generate interest in Marines anticipating separation from active duty within 180 days to continue service in the MCR. The primary means for conveying information to separating Marines will be the Family Service Center (FSC) PRESEP Brief or by direct coordination with base and station career planners.

b. RRL's will employ systematic recruiting procedures when providing PRESEP briefs or individual counseling.

c. RRL's will assist active duty commanders in administrative procedures related to reenlisting qualified Marines into the MCR. RRL's will also provide troop information training initiatives on MCR related subjects.

5. Action

a. CG's, CO's, and OIC's

(1) Require all separating Marines who are eligible for Reserve Service to attend a PRESEP Brief conducted by the local base/station FSC and a ROOB from RRL personnel.

(2) Authorize and encourage direct liaison between RRL's and commanders at separating activities.

(3) Base/Station CG's will:

(a) Provide RRL's with sufficient office space and utilities to accomplish their mission. Office space should afford sufficient privacy to conduct individual interviews, and be large enough to accommodate other functions related to recruiting operations.

(b) Provide additional support per Letter of Agreement (LOA) negotiated with the CG MCRSC.

(4) Ensure that units under their command effect reenlistment of qualified Marines pending discharge from the active component, into the MCR. Administrative instructions are provided in references (a) and (b).

(a) Marines taking terminal leave may be sworn into the MCR immediately prior to the start of the leave with the effective date of reenlistment on the date following the date of discharge.

(b) Ensure that units issue Reserve identification (DD Form 2MC) cards to all Marines being separated from active duty who reenlisted in the MCR.

b. CG MCRSC

(1) Exercise OPCON and ADCON of RRL personnel. Coordination of this command relationship with base and station CG's will be via separate individual LOA's.

(2) Publish standing operating procedures delineating Recruiting procedures and duties of RRL's. As outlined in enclosure (2), a standard ROOB will be included in this SOP.

(3) Submit fitness reports on assigned RRL personnel per reference (c).

(4) Budget and fund travel/per diem, administration, training, furniture, and equipment expenses for RRL's.

(5) Develop automated reporting system to track program participation by Active component commands, and to gauge RRL effect on MCR recruiting.

(6) Ensure standardization of the ROOB and centrally manage RRL activities.

c. Ready Reserve Liaison Personnel

(1) Solicit maximum attendance at scheduled PRESEP briefings through coordination with local commanders, career planners, and Transition Assistance Management Program (TAMP) representatives.

(2) Conduct ROOB in support of local TAMP. In addition to providing support to programs currently in effect, provide MCR to individual Marines. The ROOB will include the information provided by MCRSC, as outlined in enclosure (2). The content of the ROOB and the supporting presentation will be under the cognizance of the CG MCRSC (RD-4).


(3) Conduct individual interviews with separating Marines who possess MOS's listed in the current fiscal year SMCR Prior Service Manpower Plan or who desire immediate affiliation with the SMCR.

(4) Submit reports as required by the CG MCRSC.

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(5) As directed by the CG MCRSC, provide administrative assistance to commanders reenlisting qualified Marines into the MCR.

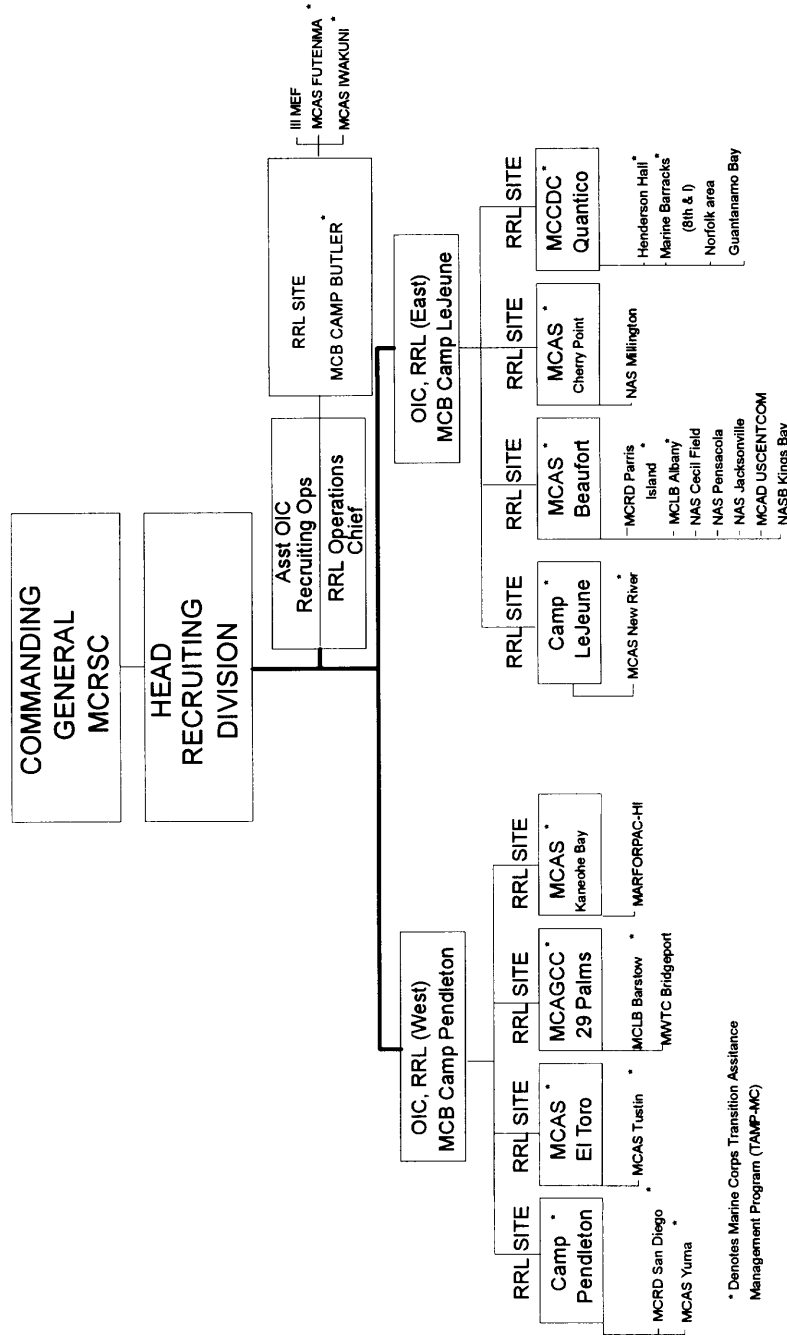
6. Reserve Applicability. This order is applicable to the Marine Corps Reserve.

  
R. G. RICHARD  
Director  
Reserve Affairs Division

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# READY RESERVE LIAISON COMMAND RELATIONSHIPS, AUTHORIZED BILLETS AND OPERATIONAL AREAS



\* Denotes Marine Corps Transition Assistance Management Program (TAMP-AMC)

RESERVE OPPORTUNITIES AND OBLIGATIONS BRIEF (ROOB) OUTLINE

1. The following outline will be used as a basis for structuring the pre-separation brief:

a. Ready Reserve obligation for Marines with obligated service remaining, to include:

(1) Retention of uniforms.

(2) Notification of personal information changes to the CG MCRSC by calling 1-800-255-5082.

(3) Maintenance of weight and appearance standards.

(4) Reserve identification cards.

(5) Annual muster of members of the IRR.

(6) Marine Corps standards concerning drug abuse.

b. Benefits of membership in the MCR:

(1) SMCR opportunities, to include participation as Individual Mobilization Augmentees.

(2) MOS training, educational opportunities, and special projects.

(3) Pay, promotions, and incentive programs.

(4) Life insurance (SGLI).

(5) Travel possibilities and space available air transportation.

(6) Exchange and commissary privileges.

(7) Reserve retirement.

(8) Medical benefits, when applicable.

(9) Mobilization Training Units.

(10) Active duty with the Active Reserve (AR) program.

ENCLOSURE (2)