



DEPARTMENT OF THE NAVY
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
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WASHINGTON, DC 20350-2000

OPNAVINST 1414.4A
N093
20 Feb 04

OPNAV INSTRUCTION 1414.4A

From: Chief of Naval Operations
To: All Ships and Stations (less Marine Corps field addressees not having Navy personnel attached)
Subj: NAVY ENLISTED FLEET MARINE FORCE WARFARE SPECIALIST PROGRAM

1. Purpose. To issue the requirements for qualification and designation of enlisted personnel as Enlisted Fleet Marine Force Warfare Specialists (FMF). This instruction is a substantial revision and should be reviewed in its entirety.

2. Cancellation. OPNAVINST 1414.4

3. Discussion. Attainment of the FMF designation signifies that a Sailor has achieved a level of excellence and proficiency in the Fleet Marine Force. The FMF insignia signifies that Sailors are competent in their rate and has acquired additional general knowledge that enhances his/her understanding of warfighting, mission effectiveness, and command survivability. Sailors who wear the FMF insignia stand out as significant contributors to the U.S. Marine Corps warfighting mission. FMF qualification may only be obtained through the formal qualification program set forth in this instruction.

4. Eligibility. FMF qualification recognizes the efforts of enlisted individuals trained in Fleet Marine Force Warfare Operations. FMF qualification is mandatory for all active duty E-1 and above personnel permanently assigned to a U.S. Marine Corps command and who meet the eligibility requirements. Other enlisted active duty personnel and selected reservists may qualify for the FMF qualification if they meet eligibility requirements. Eligibility to attain the FMF designation is limited to the following:

a. Enlisted personnel permanently assigned to a U.S. Marine Corps command on Type 2 or 4 sea duty, as defined in the Enlisted Transfer Manual (NAVPERS 15909F) and serve a minimum of 12 months consecutively.

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b. Enlisted personnel deployed for a minimum of 90 consecutive days in direct support of a U.S. Marine Corps operational command during combat or peacekeeping operations. Eligibility does not apply to personnel deployed in support of U.S. Marine Corps training exercises.

c. Naval Hospital/Dental Center enlisted personnel assigned to Medical Augment Program (MAP) component unit identification codes (UICs) in direct support of U.S. Marine Corps operational commands.

(1) Serve a minimum of 12 months consecutively in the MAP component UIC of a U.S. Marine Corps operational command.

(2) Complete at least two periods of Medical Augmentation Program (MAP) training with gaining U.S. Marine Corps operational command.

d. Enlisted Full Time Support (FTS) (formally Training and Administration of Reserves (TAR)) and Selected Reserve (SELRES) personnel assigned to Marine Forces Reserve.

(1) Enlisted Full Time Support (FTS) personnel assigned to Marine Forces Reserve must serve a minimum of 12 months consecutively.

(2) Enlisted Selective Reserve (SELRES) personnel must be presently assigned to a Naval Reserve, Program Nine, Marine Forces Reserve command and serve a minimum of 24 months with satisfactory drill attendance.

(3) Personnel who have previously served a minimum of 24 months with a Naval Reserve, Program Nine, Marine Forces Reserve command in the past 60 months and maintained a satisfactory drill attendance, need only to complete a minimum of 12 consecutive months in the presently assigned Naval Reserve, Program Nine, Marine Forces Reserve command.

(4) Complete two periods of Annual Training (AT) of which one will be U.S. Marine Corps specific or an equivalent Active Duty Special Work (ADSW).

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5. Management of FMF Qualification Program Integrity

a. Commanding Generals and Commanding Officers of U.S. Marine Corps commands shall approve FMF designation for only those enlisted personnel recommended by the command FMF coordinator and permanently assigned to their command, with the exception of those personnel designated in paragraph 7.

b. The Program Manager will designate, in writing, Command Master Chiefs (CMDCMs, NEC 9580) or senior enlisted personnel as the command FMF coordinator. The FMF coordinator will establish and be responsible for the operation of the command's FMF warfare program. As FMF coordinators, they must ensure the spirit and intent of this instruction are being followed by members of their command. This shall be accomplished by direct involvement in the FMF qualification process, monitoring of candidates' progress, and evaluation of the professional performance of personnel qualified as FMF warfare specialist within their command. The command FMF coordinator will chair all FMF warfare boards. Additionally, the FMF coordinator will maintain the FMF question/answer bank and ensure that all personal qualification standards (PQS) qualifiers are properly selected and trained.

6. Standards. Candidates for FMF shall:

a. Meet the eligibility criteria outlined in paragraph 4.

b. Demonstrate effective leadership and directing ability, and receive at least one observed evaluation, have an overall trait average of not less than 3.0 and be promotable or above during the most recent reporting period.

c. Complete core and platform specific PQS standards for Enlisted Fleet Marine Force (FMF) Warfare Specialist (NAVEDTRA 43908 series). Initial qualification for core and platform specific PQS must be completed within 18 months of assignment for all enlisted personnel E-1 and above. Platform specific re-qualification must be completed within 12 months of assignment to another FMF platform by all enlisted personnel E-1 and above.

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d. Be recommended for FMF qualification by their chain of command.

e. Display general knowledge of the command's overall organization, mission, assets, employment, combat systems, basic equipment, and Marine Corps common skills through written examination, hands-on demonstration of knowledge, and an oral examination by a multi-member board. The oral board will make a recommendation of qualification to the qualifying officer (in most cases the Commanding Officer at the battalion or squadron level). The qualifying officer will review the results and recommendations of the board and make the final determination of qualification.

7. Approval of Qualification

a. After satisfactory completion of the requirements within this instruction, the Commanding General or Commanding Officer of qualifying U.S. Marine Corps commands will determine approval of the FMF qualification, based upon appropriate recommendation by the program coordinator.

(1) For personnel permanently assigned to a U.S. Marine Corps command, only the Commanding General or Commanding Officer may approve the FMF qualification.

(2) For Naval Hospital/Dental Center MAP component UICs enlisted personnel permanently assigned in direct support of a U.S. Marine Corps operational command, only the Commanding General or Commanding Officer of the gaining U.S. Marine Corps command may approve the FMF qualification.

(a) Written and oral board examinations must be administered by the gaining U.S. Marine Corps command FMF coordinator.

(3) For FTS and SELRES personnel, only the Commanding Officer of the Marine Forces Reserve command may approve the FMF qualification.

(a) Written and oral board examinations must be administered by an appropriate FMF coordinator.

b. When members have qualified or re-qualified for the FMF designation, an entry shall be made in their service record as follows:

(1) Annotation in PQS qualification entry section of Page 4.

(2) Page 13 entry as follows:

“(Date) Qualified/re-qualified) as an Enlisted Fleet Marine Force Warfare Specialist (EFMFWS) (platform type) this date and assigned the Enlisted Fleet Marine Force (FMF) designator.”

c. The appropriate Diary Message Reporting System (DMRS) entry will be submitted by the cognizant personnel office for the qualifying command at the time of initial qualification.

d. In the interest of maintaining consistent standards of qualification, U.S. Marine Corps Forces Atlantic, Pacific, and Reserves (MARFORs) including (MEFs) are directed to ensure that subordinate commands and units follow the spirit and intent of this instruction.

8. Amplifying Information

a. Final qualification must be documented on page 4 in the Sailor's service record. Subsequent re-qualifications will also be documented. Documentation will include the type of FMF platform (PQS) completed as indicated in paragraph 6c.

b. Significant Progress Towards: The term "Significant Progress Towards" is self explanatory and should be utilized only in those rare instances when the Sailor was not able to meet the deadline for qualification (i.e. severe personal hardship/illness). The Commanding General or Commanding Officer, with recommendation from the Command Master Chief, must grant "Significant Progress Towards" status and it should be documented on Page 13 in the Sailor's service record.

c. If qualification has not been achieved upon transfer to another FMF command, the new command shall recognize recorded PQS attainment to date, but may require a re-demonstration of knowledge in any area deemed appropriate.

9. Designation and Authority to Wear the Insignia

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a. The Commanding Officer of the qualifying command is authorized to present the FMF insignia upon qualification. The attainment of the Navy Enlisted FMF Warfare Specialist qualification should be recognized at an appropriate ceremony and relevant comments should be incorporated in the member's next FITREP/evaluation.

b. Those individuals who previously qualified for the FMF ribbon will retain the FMF designator, however they will not be entitled to wear the FMF insignia until completing another FMF assignment and meeting all requirements outlined in this instruction. Those personnel E-1 and above are required to complete core and platform specific PQS requirements as outlined in paragraph 6 upon return to a FMF assignment.

10. Qualification Continuance. FMF qualified enlisted personnel who transfer to another unit unrelated to the FMF will be required to re-qualify upon returning to the FMF. Qualified enlisted personnel who subsequently accept an appointment as commissioned officers will retain the right to wear the FMF insignia per U.S. Navy Uniform Regulations without renewal requirements.

a. When an individual transfers on PCS orders between U.S. Marine Corps commands of the same type, the individual must re-demonstrate general knowledge of the command's overall organization, mission, assets, employment, combat systems, Marine Corps battle skills techniques, basic equipment, and through an oral demonstration of knowledge. Upon a satisfactory demonstration of knowledge, a recommendation will be made to the Commanding Officer for final re-qualification. An individual renewing qualification on the same type platforms shall not be required to re-complete the platform specific PQS if previously completed. However, tailored platform specific PQS may be used to facilitate re-qualification. The individual renewing qualification must update/re-qualify as required to meet requirements indicated in paragraph 6c. Completion of qualification with the new unit must be documented on page 4 in the Sailor's service record per paragraph 7b.

b. An individual renewing qualification on different type unit platforms will be required to complete the platform specific PQS for the unit of qualification, update/re-qualify as required to meet requirements indicated in paragraph 6c.

Completion of qualification with the new unit must be documented on page 4 in the Sailor's service record per paragraph 6b.

11. Failure to Qualify. E-1 and above enlisted personnel, who fail to qualify within the required time limits will have a page 13 entered into their service record. Additionally, this failure will be reflected in the next FITREP/evaluation, additionally their recommendation for advancement will be withdrawn.

12. Disqualification

a. Members previously qualified shall be disqualified by their commanding officers if any of the following conditions exist:

(1) Failure to maintain "Promotable" status" per the FITREP/evaluation guidelines.

(2) Refusal to accept or perform duties while assigned to the U.S. Marine Corps command.

(3) Failure to complete FMF re-qualification within prescribed time limits.

b. Formal notification of disqualification shall be recorded in the member's service record as follows:

"(Date) Failed to maintain qualification as an Enlisted Fleet Marine Force Warfare Specialist (FMF) in that (include specific rationale for disqualification). The member has been informed that as of this date, he/she is disqualified and is no longer authorized to wear the FMF insignia or use the FMF designator."

c. A previous disqualified member may request through their Commanding Officer to re-qualify, as long as they meet the eligible requirements of this instruction and the reason for disqualification has been rectified. After receiving written approval from his/her Commanding Officer, re-qualification commencement must be recorded in the member's service record and the member must follow the initial qualification process.

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13. Review. The MARFORLANT Command Master Chief is appointed as the Program Manager for the Enlisted FMF Warfare Specialist Program. The Program Manager is responsible for the periodic review and update of this instruction. Requests to waive any part of this instruction will be submitted to the Enlisted FMF Warfare Specialist Program Manager.

14. FMF PQS Booklets. Enlisted Fleet Marine Force (FMF) Warfare Specialist PQS Booklets may be ordered through Navy supply channels per NAVSUP P-2002.

M. G. MULLEN
Admiral, U.S. Navy
Vice Chief of Naval Operations

Distribution:
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