



DEPARTMENT OF THE NAVY
OFFICE OF THE SECRETARY
1000 NAVY PENTAGON
WASHINGTON, DC 20350-1000

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SECNAVNOTE 5420
ASN (M&RA)
10 May 2001

SECNAV NOTICE 5420

From: Secretary of the Navy
To: All Ships and Stations

Subj: THE 2000 REPORT OF THE SECRETARY OF THE NAVY'S MARINE
CORPS RESERVE POLICY BOARD (MCRPB)

Ref: (a) SECNAVINST 5420.184D

Encl: (1) The Secretary of the Navy's comments and positions
on the 2000 MCRPB recommendations

1. Purose. To publish the proceedings of the 2000 MCRPB per reference (a). The MCRPB met in annual session 9-17 September 2000 and considered the enclosed policy issues.

2. Action. The Commandant of the Marine Corps will accomplish appropriate action and provide updated, written comments on all the enclosed items to the Deputy Assistant Secretary of the Navy (Reserve Affairs) DASN (RA) by 24 August 2001. Additionally, ensure widest dissemination of this notice throughout the Marine Corps Reserve.

Robert B. Pirie Jr.
Acting

Distribution:
SNDL Parts 1 and 2
MARCORPS PCN 71000000000 AND 71000000100

2000 MARINE CORPS RESERVE POLICY BOARD (MCRPB) ISSUE: 00-001

SUBJECT: TELECOMMUTING

DISCUSSION: The connectivity afforded by the Internet, immediate electronic message traffic, and facsimile transmissions provides the Reserve Force with extraordinary capabilities. Communication, tasking, and assignment/duty performance can be accomplished over great distances via e-mail. The accomplishment of many staff actions are compatible with telecommunication, and would be particularly useful to geographically distant commands such as Marine Forces Pacific, Marine Forces Europe, and joint forces. Many Reservists already "telecommute" via e-mail.

Current policy does not provide a mechanism to compensate Reserve members performing official functions through telecommunication, either monetarily or through retirement point crediting. With new technological capabilities and the improvements that will be available to the warfighting arena, employment of telecommunication is a Reserve mission multiplier. Telecommuting is a complementary management tool offering the Reserve commander greater flexibility in the application of personnel assets to enhance unit readiness and mission accomplishment.

The United States Air Force has recognized the capabilities of telecommuting in its implementation of Air Force Instruction 36-8002. The Marine Corps is currently reviewing a proposed U.S. Joint Forces Command instruction on the subject and has authorized the development of a Mobilization Training Unit (MTU) for the initial exploration of a non-paid application of telecommuting principles.

MCRPB RECOMMENDATION: That the Secretary of the Navy direct the Commandant of the Marine Corps to submit this issue to the Reserve Forces Policy Board to create a Joint Service working group for the development of a Department of Defense policy on telecommuting, to include "virtual" drill considerations.

CMC COMMENT: Concur. The connectivity and capabilities offered by the Internet should be fully explored and developed Department of Defense (DoD) wide to ensure maximum utilization and application of this resource.

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CNO COMMENT: Concur with recommendation to establish a joint service working group to review the feasibility and management of a "virtual" drill program.

SECNAV POSITION: Concur. CMC shall submit this issue to the Reserve Forces Policy Board for consideration.

Enclosure (1)

2000 MARINE CORPS RESERVE POLICY BOARD (MCRPB) ISSUE: 00-002

SUBJECT: DISCHARGE CATEGORY FOR UNSATISFACTORY PARTICIPATION

DISCUSSION: The Reserve Component is an integral part of Total Force readiness. Unsatisfactory participation in the Reserve components of the Armed Forces adversely affects readiness. A discharge category specifically directed at those service members who fail to meet their contractual obligation may impact positively on drill participation.

Service members processed for separation as "unsatisfactory participants" in a Reserve component receive the "other than honorable conditions" discharge. The "other than honorable conditions" discharge category is a broad category that includes numerous reasons for discharge relating directly to the conduct of the service member, i.e.: failure to meet weight standards, unsuitability for military service, illegal drug use etc. A separate and distinct discharge category would provide a more accurate reflection of individual character for unsatisfactory participation of service in the Reserve component.

MCRPB RECOMMENDATION: That the Secretary of the Navy direct the Commandant of the Marine Corps to forward this issue to the Reserve Forces Policy Board recommending a separate discharge category be created to encompass those reserve component service members who fail to meet their contractual obligation.

CMC COMMENT: Nonconcur. The existing policies, procedures, and discharge categories provided by the Marine Corps Separations and Retirement Manual, MCO P1900.16E, adequately provide for the reflection of the basis for separation. The type of discharge, "Other Than Honorable," is provided by statute, and is one of only three non-punitive discharges a service member may receive beyond an entry level separation. Because the services may administratively note the basis of the discharge, as the Marine Corps has done, more specific types of discharges beyond "Other Than Honorable" are not required.

SECNAV POSITION: Nonconcur. No further action required.

Enclosure (1)

2000 MARINE CORPS RESERVE POLICY BOARD (MCRPB) ISSUE: 00-003

SUBJECT: SINGLE HOUR DRILL INCREMENTS

DISCUSSION: Single-hour drill increments provide a means for Reservists to perform scheduled training in 1 hour blocks at the discretion of the Reserve Unit Commander. This change to the mustering process would allow reservists to receive credit for a single drill hour (increment) until they accomplish the appropriate number of increments for a complete drill (4 hours for a paid IDT period and 3 hours for non-pay). The flexibility of the Reserve Component achieved by the utilization of single drill increments would significantly enhance contributions to the unit and to the community. For example, incremental drills would be very useful for training Reservists in short, topical courses or specialized briefs that require one to two hours per class. Furthermore, they may also be used for providing Casualty Assistance Calls Officer (CACO) support, color guard details, and critical administrative support, i.e., Letters of Instruction, Operation Orders, etc. Incremental drills are an adaptive mission accomplishment tool and are not designed to be used for the convenience of the individual Reservist.

Incremental duty would provide the unit commander with additional flexibility to coordinate and achieve missions. Reserve commanders are already empowered to schedule and adjudicate all drill-related matters. They determine whether a drill period is satisfactory or unsatisfactory, if the drill is excused or unexcused, and whether a makeup drill is authorized, with or without pay. Therefore, unit commanders should also be given the authority to decide when it is appropriate for a Reserve member to use an incremental drill.

The 1998 National Naval Reserve Policy Board (NNRPB) pursued this policy initiative and received Secretary of the Navy approval and Chief of Naval Operations (CNO) implementation action direction. The Naval Reserve policy message was published as ALNAVRESFOR 019/98.

MCRPB RECOMMENDATION: That the Secretary of the Navy direct the Commandant of the Marine Corps to adopt a similar policy for use in the administration of the Marine Corps Reserve.

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CMC COMMENT: Concur that the Secretary of the Navy direct the review of the Naval Reserve policy for implementation by the Marine Corps Reserve, with a report via the Marine Corps Reserve Policy Board.

SECNAV POSITION: CMC shall review the Naval Reserve policy for possible implementation by the Marine Corps Reserve.

Enclosure (1)

2000 MARINE CORPS RESERVE POLICY BOARD (MCRPB) ISSUE: 00-004

SUBJECT: INSTITUTIONAL KNOWLEDGE OF THE MARINE CORPS RESERVE

DISCUSSION: Despite Marine Corps progress in achieving Total Force integration, lack of knowledge by Active Component (AC) Marines of Marine Corps Reserve organization, capabilities, and policies continues to present barriers. The Marine Corps presents minimal information on the Reserve Component (RC) during initial training and continuing PME. There are several means by which AC Marines gain knowledge of the RC, none of which are institutionalized. One important means is by assignment to Inspector-Instructor (I-I) staff. This unique system of I-I staffing at Reserve Training Centers is one of the cornerstones to the success of the Marine Corps Reserve.

Unless assigned to I-I duty at some point in their careers, AC Marines in senior positions have minimal exposure to and little knowledge of the RC. These senior Marines may be assigned to positions requiring them to serve alongside or command RC Marines without fully understanding how to best employ them.

MCRPB RECOMMENDATIONS:

That the Secretary of the Navy direct the Commandant of the Marine Corps:

1. To establish and publish principles and guidelines to foster and sustain the Total Force precept at entry level training and continue this education throughout a Marine's career in both components.
2. To incorporate appropriate information regarding the organization and functioning of the Marine Corps Reserve into all levels of PME; and that this information, coupled with Reserve support requirements, be incorporated into a Marine Corps Manual for use by the Total Force.

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CMC COMMENT: Concur. Improving the institutional knowledge of the Marine Corps Reserve and the process and means for informing both Active and Reserve Marines about Reserve programs and opportunities are essential to ensure a Total Force Marine Corps.

SECNAV POSITION: Concur. A Plan Of Actions and Milestones for execution of the MCRPB recommendation shall be developed by CMC.

Enclosure (1)

2000 MARINE CORPS RESERVE POLICY BOARD (MCRPB) ISSUE: 00-005

SUBJECT: PRIOR SERVICE MARINE OBLIGATION

DISCUSSION: Prior Service Marines (PSMs) are categorized as "non-mandatory participants" and are not obligated to serve with a Selected Marine Corps Reserve (SMCR) unit for any period of time. Often, PSMs join an SMCR unit and are sent to Military Occupational Specialty (MOS) producing schools to ensure a Table of Organization (T/O) match of the billet MOS. This school process increases the readiness of the unit. PSMs do not incur a service obligation after attending formal MOS school training, and many times PSMs leave the unit shortly after completing such training. This training is expensive and difficult to coordinate. Reserve units have no recourse if a Marine decides to leave a unit after attending this formal training, resulting in the loss of a valuable school seat and the associated limited fiscal resources. PSMs should agree to a service obligation for receiving formal training for a new MOS.

MCRPB RECOMMENDATION: That the Secretary of the Navy direct the Commandant of the Marine Corps to forward this issue to the Reserve Forces Policy Board (RFPB) recommending a minimum service obligation for PSM's who have been re-trained, similar to the service obligation requirements for "mandatory participation" Reserve Marines.

CMC COMMENT: Concur.

SECNAV POSITION: Return issue to MCRPB for further staffing. MCRPB should conduct an analysis of alternatives, determine required action to implement recommendations, and coordinate as appropriate.

Enclosure (1)

2000 MARINE CORPS RESERVE POLICY BOARD (MCRPB) ISSUE: 00-006

SUBJECT: ADVANCED DISTRIBUTIVE LEARNING (ADL)

DISCUSSION: This issue was addressed by last year's policy board. To date there is no detailed Plan of Action and Milestones (POA&M). Increasing the number of Military Occupational Specialties (MOS) that Marines can earn through ADL improves readiness and is a long term program. Milestones must be identified for each MOS. Funding/personnel requirements must also be identified.

MCRPB RECOMMENDATION: That the Secretary of the Navy direct the Commandant of the Marine Corps to provide a detailed POA&M for MOS producing ADL packages by 1 February 2001.

CMC COMMENT: Concur with a due date for the POA&M of 1 May 2001.

SECNAV POSITION: Concur. A POA&M for execution of the MCRPB recommendation shall be developed by CMC.

Enclosure (1)

2000 MARINE CORPS RESERVE POLICY BOARD (MCRPB) ISSUE: 00-007

SUBJECT: RESTRICTIONS ON CATEGORY P ENROLLMENT

DISCUSSION: The Category P program allows pre-boot camp enlistees to attend drills in the contracted Selected Marine Corps Reserve (SMCR) unit. This program provides benefits to the participating enlistee and the Reserve component. The enlistee is paid for drilling with the contracted unit, and the Marine Corps experiences a lower attrition rate among Category P participants due to the camaraderie developed between the enlistee and the unit. Entering the Category P program also allows the Marine Corps to count the enlistee toward SMCR end strength. The increasingly competitive recruiting environment has elevated the importance of the Category P program as a viable tool to assist the Marine Corps in reducing attrition of enlistees, and in achieving SMCR end strength each year.

Current Marine Corps Orders and the Marine Corps Total Force System (MCTFS) limitations restrict the use of the Category P program. Per current Marine Corps regulations, an enlistee must agree to join the Category P program at the same time the enlistee signs all enlistment documentation. Joining the program at a point later in the enlistee's Delayed Enlistment Program (DEP) time is not allowed. If this is attempted, MCTFS will back date several pay-related edits in the enlistee's data file to the date of original enlistment. This results in immediate pay problems.

Recruiters in the field indicate maximum use of this program cannot be achieved under current guidelines. Recruiters state it is difficult to convince the enlistee to join the Category P program at the same time they are persuading the prospective enlistee to join the Marine Corps Reserve. Once the enlistee takes part in poolee functions, it becomes easier to convince the individual to join the Category P program.

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MCRPB RECOMMENDATION: That the Secretary of the Navy direct the Commandant of the Marine Corps to change regulations and implement modifications to MCTFS that would allow recruiters to join poolees to the Category P program at any time during the enlistee's DEP time.

CMC COMMENT: Concur with the recommendation that the needed changes be reviewed and implemented if otherwise viable.

SECNAV POSITION: Concur. CMC shall review current policy on Category P enrollment and revise as appropriate.

Enclosure (1)

2000 MARINE CORPS RESERVE POLICY BOARD (MCRPB) ISSUE: 00-008

SUBJECT: DISTANCE LEARNING FOR NAVY ENLISTED CLASSIFICATION
(NEC) 8404

DISCUSSION: The 8404 Field Medical Technician NEC is a Navy specialty critical to Marine Corps Reserve readiness. Corpsmen are required for the conduct of much unit training (weapons qualifications, physical readiness training etc.). Navy Reserve Program Nine (medical, dental and religious support of the USMCR) is chronically short of corpsmen. Less than half of the Hospital Corpsmen billets are filled by 8404 qualified individuals.

Field Medical Service Schools are conducted at Camp Lejeune and Camp Pendleton to indoctrinate Navy Medical Dept personnel in support of the Fleet Marine Force. The 8404 NEC is earned by corpsmen completing the school. The Navy Surface Reserve Force offers an NEC Acquisition Program ("NECAP"), requiring five drill weekends and a 17 day AT to complete. Distance learning would enable the individual to complete at least the didactic and testing parts of the NECAP program at the home training center.

MCRPB RECOMMENDATION: That the Secretary of the Navy direct Marine Forces Reserve and the Navy Surface Reserve Force to produce a collaborative distance learning module to help increase the number of qualified corpsmen in Program Nine.

CMC COMMENT: Concur.

CNO COMMENT: Increasing the use of Distance Learning (DL) is encouraged for all courses and NEC attainment programs. However, DL does not provide all necessary requirements (i.e. field training) to all learning curriculums. Recommend research be conducted on the percentage of the NECAP curriculum that can be completed by using distance learning and evaluate the feasibility of its use.

SECNAV COMMENT: The CMC and the CNO shall form a Tiger Team to accomplish a feasibility study of the proposed program.

Enclosure (1)

2000 MARINE CORPS RESERVE POLICY BOARD (MCRPB) ISSUE: 00-009

SUBJECT: RECRUITMENT OF PROGRAM NINE CORPSMEN FOR MARINE FORCES RESERVE (MFR)

DISCUSSION: Shortage of corpsmen in Program Nine (medical, dental and religious support of the MFR) persists as a training and readiness limitation for MFR units. Improved recruiting of prior service and non-prior service Fleet Marine Force (FMF) corpsmen to Program Nine would help alleviate this problem. USMC prior-service recruiters have a record of success for both the Active (AC) and Reserve Components (RC). They specifically target individuals for whom the USMC culture has great appeal. Many FMF corpsmen in the AC are also enamored of the "slay the dragon" culture and would be inclined to continue with a MFR unit upon separation from active duty. They are not always contacted by Navy recruiters prior to separation nor does the Navy recruiting program recruit to specific Navy Enlisted Classifications, e.g. 8404. MFR service could also be "marketed" to potential Naval Reserve Hospital Corps recruits using some of the same promotional tools proven successful in recruiting Marines.

MCRPB RECOMMENDATION: That the Secretary of the Navy direct that Navy and Marine Corps recruiters collaborate to detail AC FMF corpsmen for duty in the RC prior to separation, to recruit prior service FMF corpsmen back to the MFR and to recruit non-prior service individuals specifically for service as MFR corpsmen.

CMC COMMENT: Concur. The persistent shortage of corpsman in Program Nine is a significant challenge for the readiness and training of Marine Force Reserve units.

CNO COMMENT: This is a good recommendation to help generate interest in the reserve FMF corpsman program; however, the recommendation should address "Naval and Marine Corps Reserve Recruiters" collaborating with AC FMF corpsman.

SECNAV POSITION: Concur. The CMC and CNO will incorporate MCRPB recommendation into policy and practices.

Enclosure (1)

2000 MARINE CORPS RESERVE POLICY BOARD (MCRPB) ISSUE 00-010

SUBJECT: DELIVERY OF ORDERS AND TRAVEL ITINERARY

DISCUSSION: Marine Corps Reservists often receive orders and travel itineraries just prior to the commencement date of active duty (often less than 3 days). The current time frame for delivery of orders and travel itinerary creates substantial problems with employers, families, and the individual Marine's schedule. If orders and travel itineraries were completed in a timely manner, cost of travel would be lowered, flexibility of travel would be improved, and employer/employee relationships would benefit.

MCRPB RECOMMENDATION: That the Secretary of the Navy direct the Commandant of the Marine Corps to enforce policy and procedures to issue orders 30 days or more in advance.

CMC COMMENT: Nonconcur. Existing procedures ensure that orders are issued as early as practicable. Mission requirements in contingency operations often preclude more than 30-day notice. Because of the short-fused nature of contingency operations and the time required to identify the Reserve augmentation requirement, some requests for Reserve Marines in support of contingency operations are not received 30 days or more prior to the member's departure. In these situations, additional emphasis is placed on the prompt issuance of orders, and a recent review confirmed Marine Corps Reserve Support Command's (MCRSC) success in this regard. Moreover, in every case there is advance coordination with the members regarding travel, administrative requirements, and the duty commencement date. Ongoing initiatives such as the Marine Corps' Reserve Order Writing System (ROWS), issuing Naval message orders directly to the gaining commands, and improving medical and administrative screening of Reserve members will improve MCRSC's ability to process orders in support of contingencies.

SECNAV POSITION: Nonconcur. No further action required.

Enclosure (1)

2000 MARINE CORPS RESERVE POLICY BOARD (MCRPB) ISSUE: 00-011

SUBJECT: ABSENCE OF RESERVE HEALTH TREATMENT RECORDS (HTR)

DISCUSSION: The Marine Corps Reserve Support Command (MCRSC) is responsible for maintaining all personnel records, including HTR's, for the Individual Ready Reserve (IRR) and Individual Mobilization Augmentee (IMA) program. This population provides a ready source of pre-trained individual manpower. As of 31 January 2000, the IRR population was 58,132. Of that population, MCRSC maintains only 10,337 HTR's, or 18%. This translates into a lack of mobilization readiness.

This situation has developed as a result of the improper execution of a Memorandum of Understanding (MOU) between the Department of Veterans Affairs (DVA) and the Marine Corps. This MOU requires the Marine Corps to send HTR's of all Marines separating from active duty or the SMCR directly to the DVA. The DVA is charged with making a copy of HTR's of Marines with a reserve service obligation, and forwarding the original HTR to MCRSC within 5 working days of receipt.

The DVA has not met the requirements of the MOU. This situation has a direct effect on the ability of the Marine Corps to bring members of the IRR on active duty to provide OpTempo relief to the Active component. The inability of the Marine Corps to confirm the member's physical status can lead to cancellation of orders. In addition, this burdens the military medical system with unneeded physical exams.

This issue has been addressed in various forums, liaison trips to DVA and DOD IRR conferences. No progress has been made to date.

MCRPB RECOMMENDATION: That the Secretary of the Navy, in coordination with the Commandant of the Marine Corps, negotiate a new MOU that allows units to mail HTR's of separating Marines to MCRSC, along with field service records. MCRSC would forward a copy of the HTR to the DVA within 5 working days of receipt.

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CMC COMMENT: Concur with the development of a new Memorandum of Understanding (MOU) between the department of Veterans Affairs (DVA) and the Marine Corps that remedies the well identified and documented deficiency.

SECNAV POSITION: Concur. CMC shall engage DVA on development of a new MOU to implement MCRPB recommendation.

Enclosure (1)