



UNITED STATES MARINE CORPS  
MARINE CORPS BASE  
PSC BOX 20004  
CAMP LEJEUNE NC 28542-0004

BO 7100.1  
COMP  
APR 01 2011

BASE ORDER 7100.1

From: Commanding Officer  
To: Distribution List

Subj: FINANCIAL ADVISORY BOARD

Ref: (a) MCIEASTO 7300.1B W/ Ch 1

1. Situation. This Order establishes the Marine Corps Base, Camp Lejeune (MCB CamLej) Financial Advisory Board (FAB). This board will advise the Commanding Officer on the programming, budgeting and execution of his financial resources.
2. Mission. As required, the FAB will convene to provide programming, budgeting and execution recommendations to the Commanding Officer, MCB CamLej.
3. Execution
  - a. Commander's Intent and Concept of Operations

(1) Commander's Intent. The FAB concept enables the Commanding Officer to make the most informed resource allocation decisions. The MCB CamLej Comptroller manages the Planning, Programming, Budgeting and Execution System (PPBES) for MCB CamLej. The FAB provides the expertise for the myriad of functions (manpower, operations, training, logistics, communications, information technology, maintenance, capabilities, etc.) that require financial resources. In accordance with reference (a), the FAB provides counsel by subject matter experts (SMEs) for the integration of resourcing matters across MCB CamLej at all command levels. Ultimately, the FAB concept will result in a vetted resource plan supporting validated requirements.

(2) Concept of Operations

(a) The Executive Officer (XO) will chair the FAB. The FAB will meet as required. Examples of events that would require the FAB to convene are Mid-year Review, Unfunded Priority List (UPL), Program Objective Memorandum (POM) and Program Review (PR).

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(b) Permanent FAB membership will consist of: the XO, MCB CamLej (FAB Chair), MCB CamLej Comptroller (FAB Assistant Chair) and Directors of S-1, S-3, S-4/6/BPO, Department of Public Safety, Installations and Environment, and Marine Corps Community Services. Special Staff and SMEs will be asked to attend FAB meetings as needed in order to provide clarification or additional information on various topics. Only the permanent FAB members will have voting responsibilities.

(c) FAB members will provide functional oversight and advocacy for specific requirements. FAB members will coordinate with their functional counterparts (higher, adjacent and subordinate) as necessary to insure the best information is available for FAB consideration.

b. Subordinate Element Missions

(1) As required throughout the Fiscal Year (FY), MCB CamLej will participate with higher headquarters in various programming, budgeting, and execution activities to identify, validate, justify, defend and/or allocate fiscal resources.

(2) In addition to data/documentation requirements, departments may be called upon to provide SME support to the FAB.

c. Coordinating Instructions

(1) MCB CamLej Comptroller

(a) Provide guidance to FAB members for each FAB meeting/action.

(b) Provide necessary data/documentation to FAB members prior to FAB meetings/actions.

(c) Consolidate FAB actions and develop necessary deliverables for the Commanding Officer's approval, and if necessary, for submission to higher headquarters.

(d) Coordinate the scheduling and agenda of FAB meetings/recommendations.

(e) Conduct appropriate staffing of FAB results with staff principals.

(2) FAB Members

(a) Participate in all FAB meetings/actions.

(b) Identify an alternate to the FAB Chair prior to a FAB meeting if unable to attend.

(c) Make recommendations and proposals on matters brought to the FAB.

(d) Inform principal staff of FAB recommendations and proposals.

(e) Participate in presentations to the Commanding Officer as directed by the FAB Chair.

4. Administration and Logistics

a. Special staff sections will provide appropriate SMEs to the FAB as required.

b. MCB CamLej Comptroller serves as the primary record repository on FAB meetings, recommendations and the Commanding Officer's decisions.

5. Command and Signal

a. Command. This Order is applicable to MCB CamLej.

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

  
D. J. LECCE

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