



UNITED STATES MARINE CORPS
MARINE CORPS INSTALLATIONS EAST-MARINE CORPS BASE
PSC BOX 20005
CAMP LEJEUNE NC 28542-0005

12000
CHRO
22 JAN 2014

COMMANDING GENERAL'S POLICY LETTER 01-14

From: Commanding General
To: All Commanders, Marine Corps Installations East-Marine
Corps Base, Camp Lejeune and General and Special Staff
Department Heads

Subj: POLICY ON QUALITY STEP INCREASES

Ref: (a) MARADMIN 691/10 of 10 Dec 10
(b) MARADMIN 154/11 of 10 Mar 11
(c) MARADMIN 302/11 of 20 May 11

1. Purpose. To establish policy concerning quality step increases (QSI).
2. Cancellation. CG MCIEAST Policy Letter 002-11.
3. Background

a. References (a) through (c) imposed a Marine Corps-wide civilian hiring freeze in response to the Department of Defense's call to reduce overhead costs and institute savings initiatives. Reference (c) allows for units that are under-executing their labor controls to be lifted from the freeze by their higher headquarters' competent authority. Currently, Marine Corps Installations East-Marine Corps Base, Camp Lejeune (MCIEAST-MCB CAMLEJ) is over-executing its labor controls, and this is forecasted to continue through Fiscal Year 2014.

b. A QSI is a step increase granted in addition to a regular within-grade increase. QSIs are used to recognize exceptional performance and are rarely given due to long-term financial impacts. Authorizing QSIs during these fiscally challenging times is not prudent. Steps must be taken to reduce our labor overhead and instill a culture of savings and restraint across the installations.

4. Policy. Effective immediately, requests for QSIs shall be forwarded to the MCIEAST-MCB CAMLEJ Assistant Chief of Staff (AC/S), G-1 for review by the Position Management Review Board and approval by me.

5. Point of contact is MCIEAST-MCB CAMLEJ AC/S, G-1 at (910) 451-2203.


R. F. CASTELLVI

Copy to:
COMMCICOM
AC/S, G-8
SJA
COMP
EACO