



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

BO 5300.3R
S-1

FEB 22 2011

BASE ORDER 5300.3R

From: Commanding Officer
To: Distribution List

Subj: STANDING OPERATING PROCEDURES FOR THE FLEET ASSISTANCE
PROGRAM (SHORT TITLE: SOP FOR FAP)

Ref: (a) MCO 1000.8
(b) MCO P1080.40D
(c) MCO P1610.7F
(d) MCO P1070.12K
(e) BO 1400.2A
(f) MCO P1400.32D
(g) MCO 1050.3J
(h) MCO P1900.16F
(i) MCO P1040.31J
(j) MCO P3040.4E
(k) MCO 6320.2E
(l) JAGINST 5800.7E
(m) MCO 4050.38D
(n) MCO P1000.6G

1. Situation. To publish policy and guidance on the administration of the Fleet Assistance Program (FAP) for Marine Corps Base (MCB), Camp Lejeune (CamLej) per references (a) through (n).

2. Cancellation. BO 5300.3P and Memorandum of Understanding (MOU) for the Integration of Marksmanship Training Units between Commanding General, II Marine Expeditionary Forces (MEF) and Commanding Officer, MCB CamLej.

3. Mission

a. The Marine Corps Base, Table of Organization (T/O) contains FAP requirements agreed to by the Commanding General, II MEF, Commander, U.S. Marine Corps Forces, Special Operations Command (MARSOC), Commander, Training Command and Commanding Officer, MCB CamLej. Appendix A outlines functional FAP requirements. Appendix B combines tenant command support FAP billets that are established based on unique needs or separate agreements.

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b. Summary of Revision. This Order has been revised and includes updates of the functional support requirements to properly align existing functional support billets with current Total Force Structure Management System (TFSMS) Table of Organizations. This Order consolidates support FAP appendices and incorporates the Marksmanship Training Unit requirements from existing MOU's and separate orders. This Order should be reviewed in its entirety.

4. Execution

a. Instructions contained herein are effective upon receipt.

b. Base organizations/departments who are assigned FAP personnel will monitor and screen FAP requirements to ensure a valid need exists. Submit requests for deletion of existing support to the Commanding Officer, MCB CamLej (Attn: Director, Base S-1). Tenant commanding generals/officers and the Commanding Officer, MCB CamLej will mutually agree to all changes or modifications to this Order.

5. Administration and Logistics. Not applicable.

6. Command and Signal

a. Command

(1) This Order has been coordinated with and concurred on by the Commanding Generals; II MEF, MARSOC, and Training Command.

(2) This Order is applicable to all tenant organizations aboard MCB CamLej.

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


D. J. LECCE

DISTRIBUTION: A, less Cat III

RECORD OF CHANGES

Log completed change action as indicated.

Change Number	Date of Change	Date Entered	Signature of Person Incorporated Change

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Chapter 1

Concept and Organization

1. Concept. As outlined in reference (a), the FAP temporarily assigns tenant Marines and Sailors to MCB CamLej to assist in accomplishing new, current, or additional workload resulting from the presence of tenant commands. The program is intended to provide enhanced training opportunities, ensure the maintenance of occupational skills, and provide personnel requirements beyond the personnel capabilities of MCB CamLej. There are three categories of FAP billets:

a. Category I - Billet requires specific military occupation specialty (MOS). Operational and training opportunities for individual MOS skill maintenance and improvement are found predominantly at the host command, with only limited opportunities at the tenant command. Tenant Fleet Marine Force (FMF) units should support these identified FAP requirements to 100 percent of their assigned onboard strength in that MOS when the situation permits. Examples of billets in this category may include those in postal, disbursing, law enforcement, exchange, fire and rescue, weather forecasting, and air traffic control. Category I personnel will remain in a FAP status unless they are recommended for administrative separation, separated at end of contract, transferred or deployed.

b. Category II - Billet requires specific MOS. Operational and training opportunities for individual MOS skill maintenance and improvement are equally available at both the host and tenant commands. Tenant FMF units should support the identified FAP billet requirements in proportion to their assigned onboard strength in that MOS when the situation permits. Examples of billets in this category may include those in food services, motor transport and communications. Category II personnel will remain in a FAP status unless they are recommended for administrative separation, separated at end of contract, transferred or deployed.

c. Category III - Any billet not in Category I or II. Tenant FMF units should support these billets in proportion to their overall onboard strength when the situation permits. Examples of billets in this category may include those in range, recreation, and other support staff functions. Marines are limited to 6 months to 1 year FAP status depending on the support billet assigned.

2. Objective. This Order establishes detailed formal instructions for the administration, assignment, and relief of FAP personnel provided by tenant organizations to MCB CamLej.

3. Scope. Instructions in this Order are applicable to those personnel assigned duty to MCB CamLej to fill authorized FAP T/O billets.

4. Policy

a. The Commanding Officer, MCB CamLej determines total Base personnel requirements. FAP billet requirements are an integral part of the approved Base T/O. The Base T/O reflects essential and mutually agreed upon billets needed from the tenants to support specific Base functions. A formal review of the FAP will be conducted on an annual basis, or as required to certify the requirements for and ensure the most efficient use of manpower. Unresolved issues between the Commanding Officer, MCB CamLej and the commanding generals/officers of tenant organizations will be referred for resolution to the Commander, U.S. Marine Corps Forces Command (COMMARFORCOM)/Commander, U.S. Marine Corps Bases, Atlantic (COMMARCORBASESLANT) via Commanding General, Marine Corps Installations East.

b. The FAP is not intended to, and will not alter, the established missions of the tenant commanders. The number of Base FAP T/O billets filled by tenant personnel will reflect the support required during periods of full Base occupancy. This support may be reduced proportionately upon departure of operating forces elements, if requirements are reduced.

c. Personnel assigned to a Category I or II Functional FAP billet for the purpose of maintaining occupational skills will remain in the FAP assignment for the duration of their tour, but FAP personnel will return to their parent commands on a time-phased basis in accordance with deployment requirements. Category I or II personnel should only be FAP status terminated when the Major Subordinate Command (MSC) G-1 requests official termination of FAP orders with the Base Manpower Office for deployment or they are recommended for administrative separation, separated at end of contract, transferred or deployed.

d. Personnel assigned to a Category III Support FAP billet will normally consist of a 6 month to 1 year tour depending on billet assignment unless personnel are recommended for administrative separation, separated at end of contract, transferred or deployed.

e. Primary responsibility for readiness training of Category III Support FAP personnel remains with the tenant commands, for 6 month FAP billets only.

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f. Personnel assigned to FAP billets filling Base Billet Identification Code (BIC) numbers will not be assigned to other billets.

g. All Category III Support personnel assigned to FAP will have sufficient active service remaining in order to complete the specific tour length of the assigned FAP billet and allow for 90 days of separation processing, unless otherwise authorized by the Commanding Officer, MCB CamLej.

h. Personnel assigned to FAP may be required to participate in additional military duties such as Officer of the Day, Command Duty Officer, guard duty, duty noncommissioned officer (NCO), and assistant duty NCO.

i. All inquiries regarding the FAP will be made via the appropriate chain of command. This will ensure that the Base Manpower Officer and tenant command counterparts have complete cognizance over the FAP.

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Chapter 2

Administration of FAP Personnel1. General

a. Tenant commanders are responsible for providing and maintaining the required personnel for the FAP.

b. The Base Manpower Officer is responsible for assigning and terminating personnel from FAP.

2. Marine Corps Total Force System (MCTFS) Reporting. Base commanders with assigned FAP Marines will report all required unit diary items in accordance with reference (b). Base commanders with assigned FAP Navy personnel will make liaison and forward administrative correspondence to the Navy Personnel Administration Center (NPAC).

3. Personnel Records

a. All Marines reporting to Base units for the FAP must have their medical and dental records in their possession, except Navy personnel whose records will remain at the NPAC. Records should be screened by parent commands to ensure compliance with FAP assignment criteria outlined in Chapter 3, paragraph 3 of this Order.

b. The Installation Personnel Administrative Center (IPAC) will ensure that officer qualification records (OQRs)/service records books (SRBs) are audited. The Base Manpower Officer is responsible for screening Marine record books prior to assignment. The NPAC is responsible for screening Navy personnel record books prior to assignment.

c. The Base Manpower Officer is responsible for maintaining a complete locator system on all personnel assigned to the FAP.

4. Training/Marksanship Qualification

a. Marines assigned to the FAP will participate in normal military training. Marines assigned to FAP for 1 year may be afforded the opportunity to attend NCO school, Staff Noncommissioned Officer (SNCO) Academy or other developmental courses as qualified and appropriate. Unit commanders will make liaison with the parent unit of Navy personnel for normal training requirements.

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b. MCB Commanders will oversee and provide all Block I and II level training.

c. FAP Marines who have not fulfilled annual requirements will participate in marksmanship training. Personnel exempt from annual marksmanship training must have a MCTFS entry reflecting this requalification exemption.

5. Individual Equipment and Clothing. All personnel reporting for FAP shall be issued the full complement of Individual Issue Facility gear.

6. Billeting and Subsistence. Base commanders will billet and provide subsistence for FAP personnel, as required. Basic allowance for subsistence (BAS) and basic allowance for housing (BAH) authorized by tenant commanders remain in effect during the FAP assignment as long as prerequisites are still met.

7. Disbursing. Base commanders will assume responsibility for all pay related matters for FAP personnel.

8. Fitness Reports and Conduct/Proficiency Markings. Fitness reports are submitted in accordance with reference (c). Conduct and proficiency markings are assigned to corporals and below in accordance with reference (d). The NPAC will provide guidance on the preparation and submission of performance evaluations for Navy personnel.

9. Promotions

a. Base commanders will ensure promotion opportunities exist for FAP personnel. If qualified and recommended for promotion, FAP personnel are promoted by the commanding officer of the organization to which temporarily assigned.

b. All Marines to include FAP Marines are screened and processed for meritorious promotion in accordance with reference (e). Base commanders will ensure that meritorious promotion quotas are not exceeded in accordance with reference (f).

10. Leave and Liberty. In accordance with reference (g), unit commanders will grant leave and liberty for FAP personnel. Normally, annual leave for these personnel should not exceed 2 weeks during a 6 month FAP assignment. FAP personnel desiring separation leave in conjunction with their end of active service (EAS) must submit an Administrative Action (AA) form via their FAP chain of command to their parent command for approval not less than 90 days prior to the requested leave date. FAP termination for

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separation leave of personnel assigned to a category III support billet will be effective only upon assignment of a suitable replacement.

11. Discipline

a. Unit commanders will request the immediate termination of FAP personnel (excludes Category I Functionally FAP personnel) who are on Unauthorized Absence, In Hands of Civilian Authorities and In Hands of Military Authorities in excess of 10 working days or projected to exceed 10 working days. Requests must be in writing to the Commanding Officer, MCB CamLej (Attn: Base Manpower Officer). When termination orders are received, make liaison with the respective parent command for personal effects disposition. In addition, provide the parent command with any correspondence relative to the absentee's status.

b. Unit commanders assume the responsibility for action regarding minor offenses of the Uniform Code of Military Justice (UCMJ) committed by FAP personnel where offenses would normally be referred to nonjudicial punishment (NJP) or summary courts-martial (SCM). Exceptions will be coordinated between the unit commanders and the parent unit commander.

c. In cases where the unit commander deems trial by special or general courts-martial appropriate, immediate steps will be taken to detach the Marine and return them to their parent command. All associated documents/evidence will be hand carried to the detached Marine's parent command for action as the parent commander deems appropriate. Exceptions will be coordinated between the unit commanders and the parent unit commander.

12. Administrative Separation (AdSep). HqSptBn, MCB will initiate and complete all AdSep processing requirements for Category I or II Functional FAP personnel. Functional FAP personnel will remain in a FAP status pending completion of the AdSep process and arbitration of final approval authority by the parent command unless the MOS has been voided. Category III Support FAP personnel recommended by the Base commander for administrative separation will be detached and returned to their parent command. The basis for recommending separation to include all necessary documentation will be forwarded to the parent command for action. Category III Support FAP personnel recommended for separation by the Base commander will not be authorized to return to Base for any FAP assignment if they are retained on active duty by their parent command. Procedures for AdSep will be in accordance with reference (h).

13. Career Retention. Career retention is accomplished in accordance with reference (i) and other applicable instructions. The NPAC will provide guidance on regulations governing career planning for Navy personnel.

14. Death, Serious Injury/Illness and Hospitalization

a. In the event of death or serious injury/illness of FAP personnel, the Base Commander is responsible for accomplishing the following:

(1) In accordance with references (j) and (k) strict adherence will be followed in the handling of hospitalized, injured and ill Marines.

(2) Immediately notify the parent command of the casualty.

(3) Convene an investigation to inquire into the circumstances surrounding the death or serious injury/illness involving the FAP member in accordance with reference (l). The obligation to conduct such an investigation remains with the Base organization even when a termination of FAP assignment request is submitted. Submit the completed investigation to the parent command through the chain of command.

(4) Request immediate termination from the FAP as of the day of death or serious injury/illness. Submit the request to the Commanding Officer, MCB CamLej (Attn: Base Manpower Officer) and include the time, date and reason for termination.

(5) Ensure all appropriate record book and unit diary entries are completed.

(6) Coordinate with the parent command to prepare the appropriate casualty message via Defense Casualty Information Processing System (DCIPS) with a copy to the Base Adjutant and the parent command. The Base Adjutant will coordinate with the parent command to ensure compliance with reference (j).

(7) Collect and inventory personal effects and return government property as required by reference (m). Coordinate with the parent command for appropriate disposition, and notify the Base Manpower Officer and the Base Adjutant when complete.

b. Request termination of FAP assignment for Category III Support FAP personnel in the event of hospitalization, the assignment to a no duty status, or assignment to light duty status which significantly limits ability to perform FAP duties if the

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status is expected to be in excess of 30 days. Submit termination requests with justification to the Commanding Officer, MCB CamLej (Attn: Base Manpower Officer), who will request a replacement.

15. Inspections and Miscellaneous Duties. Include FAP personnel in all formal inspections, as directed. FAP personnel will stand regular duties, and be assigned normal alternate duties, such as Judge Advocate General (JAG) investigations, courts-martial members, and other items as needed by MCB.

16. Humanitarian Transfer Requests. FAP personnel requesting Humanitarian Transfer in accordance with reference (n) will be returned to their parent command once their request is approved by the Commandant of the Marine Corps (CMC). Requests for Humanitarian Transfer will be sent via the parent command. Coordination will be made with the NPAC concerning Navy personnel humanitarian situations.

17. Check In/Out. Category I and II Functional FAP personnel should execute a minimal check in process with the parent command. Functional FAP personnel will spend their entire tour exclusive of deployments with MCB so it is not necessary or desirable to have them execute a standard check-in with simultaneous check-out for assignment to the FAP. These Marines should execute the standard check in with MCB who will exercise command authority over them. Category I and II Functional FAP personnel executing PCS, Permanent Change of Assignment (PCA), being separation or retirement, or deployed, will execute the standard MCB check out with minimal check in/out with the parent command as appropriate to executing their orders.

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Chapter 3

Personnel Procedures for FAP1. Personnel Requirements

a. Functional FAP requirements are identified in the Base and MSC T/Os and are contained in Appendix A. Support FAP requirements are additional FAP requirements and are contained in Appendix B.

b. Personnel are assigned, whenever possible, to a billet commensurate with their grade and primary MOS. Unless otherwise specified, grade substitutions for enlisted requirements are authorized, but limited to one grade above or below the T/O grade requirement.

c. Personnel in receipt of a Selective Reenlistment Bonus must not be assigned to FAP billets outside of the primary MOS for more than 6 months.

d. Personnel assigned FAP should have good military bearing, be neat in appearance, and possess a high degree of maturity.

2. Assignment, Administration and Relief Criteria for Category I or II Functional FAP Billets

a. Functional FAP personnel assigned for the maintenance of occupational skills will remain FAP for the duration of their tour. These personnel are considered an integral part of the FMF, and are available for immediate deployment with the FMF when it is determined that their MOS skills are necessary. Appendix A outlines the current functional FAP requirements per current Total Force Structure Management System (TFSMS) T/O.

b. All qualified postal, exchange, and disbursing personnel reporting to 2d Marine Logistics Group for duty, will be issued FAP orders to MCB to support MCB operations immediately upon reporting. FAP orders should be executed within 5 business days of reporting via PCS, and immediately upon completion of post-deployment training/leave.

c. Personnel executing PCS or PCA orders, retiring, separating, or deploying shall be terminated from the FAP. The termination from the FAP should not occur prior to 14 days before the event date. For deployments, the termination date should correspond to the start of an established work-up training cycle provided with the termination from the FAP request.

d. Request for termination of FAP personnel shall originate from the appropriate MSC G-1 via the II MEF G-1 to the MCB Manpower Officer for staffing by the MCB Manpower Officer. Within the termination of FAP request the MSC will provide the billet and deployment information and the Disbursing/Postal/Exchange Officer and MCB Manpower Officer will nominate the best Marine available from the existing population.

e. Unit commanders will oversee all cases requiring disciplinary action.

3. Assignment, Administration and Relief Criteria for Category III Support FAP Billets. Marines in the following categories will not be assigned to a Support FAP billet (the NPAC can provide guidance concerning equivalent restrictions for Navy personnel):

a. Average conduct or proficiency marks or mark in the past 12 months are below 4.0.

b. Received an NJP within the past 6 months.

c. Convicted by courts-martial within the past 12 months.

d. Displayed pattern of substandard performance or unacceptable conduct during the past 6 months.

e. Convicted by military or civilian court for drug/alcohol related offenses.

f. Chronic physical problems or assignment to the body composition and/or military appearance program.

g. Less than 9 months active service remaining at the time of assignment. Provisions of chapter 1 paragraph 4f, of this Order apply.

h. Previously assigned Category III FAP Support personnel who were returned to their parent unit to be processed for administrative separation for cause, but who were retained on active duty.

i. Personnel with pending or unresolved Family Advocacy, Incident Determination Committee issues.

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4. Operational Commitments/Deployments

a. Category I or II Functional FAP personnel required for operational commitments may be recalled when it is determined that their MOS skills are necessary. FAP personnel will return to their parent commands on a time-phased basis in accordance with deployment requirements.

b. Category III Support FAP personnel will not be terminated from FAP for scheduled operational commitments, unless a replacement is provided by the tenant commander or the overall FAP Support requirements are reduced by the Base Commander as a result of the departure of operating forces elements.

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Chapter 4

Assignment and Relief Procedures1. FAP Orders

a. Tenant commanders will issue FAP orders and provide a copy of the orders to the Commanding Officer, MCB CamLej (Attn: Base Manpower Officer).

b. Include the following information in the orders:

(1) Date and time of reporting for duty

(2) Duty assignment: BIC or Line # _____ for
duty as _____
(Billet description)

(3) Replacement for:

(Name of individual relieved or indicate vacant billet)

2. Reporting Instructions and Orders Endorsement. All personnel reporting for FAP will report to the Commanding Officer, MCB CamLej (Attn: Base Manpower Officer) Building 1, Room 236 (for orders endorsement and instructions).

3. FAP Termination

a. A Marine's FAP status will terminate:

(1) Five working days after a replacement reports for duty. Exceptions require approval by the Commanding Officer, MCB CamLej (Attn: Base Manpower Officer).

(2) For cause when requested in writing by the individual's commanding officer and approved by the Commanding Officer, MCB CamLej (Attn: Base Manpower Officer). The request for termination must include complete justification.

(3) For personnel in receipt of PCS/PCA orders or who are separating from active duty. Termination orders are issued no later than 14 working days prior to the effective date of transfer/separation. Replacements are required sufficiently in advance to ensure a 5 working day turnover.

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(4) When personnel assigned to range duties with Weapons Training Battalion who are not MOS 0931, 0932, 0933 or have failed to complete the three week Combat Marksmanship Coaches Course.

(5) Category III Support FAP personnel recommended by the Base commander for administrative separation will be detached and returned to their parent unit. Marines recommended for separation by the Base commander will not be authorized to return to Base for any FAP assignment if they are retained on active duty.

b. Category III Support FAP personnel are returned to their parent command upon completion of their FAP assignment. Those personnel assigned to 6 month tours can be extended for a period not to exceed an additional 6 months provided both the Base and respective MSC G-1 or the Manpower Officers agree. Those personnel assigned to one-year billets will not be extended on FAP. Submit requests for extensions in writing at least 30 days prior to scheduled termination date to the Commanding Officer, MCB CamLej (Attn: Base Manpower Officer). Requests for FAP extensions must be fully justified in writing by the respective unit commander or authorized representative.

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Chapter 5

Category III Support FAP Definitions

1. Support FAP. Throughout the year, there are requirements for additional FAP billets to better support our service members and their families. Through the agreements by the Commanding General, II MEF; and Commanding Officer, MCB CamLej, these additional billets were established.
2. Tenant Commands. The following combined tenant command support FAP requirements have been established based on unique needs of this organization. (Appendix B details the billet assignments).
 - a. Weapon Training Battalion. Provides necessary Range Operations support to sustain marksmanship training for all units geographically located in the greater CamLej area.
 - b. Beach Detachment. Seasonal billets required to operate the base beach from May through September.
 - c. Tax Center. Seasonal billets with the stand up of the tax center from November through May.
 - d. Camp Lejeune Reception Center (CLRC) Troop Handlers. Provides Troop Handlers to manage personnel reporting to MCB CamLej and tenant commands through the CamLej area.
 - e. Eastern Division and Marine Corps Matches. Requirement will be tasked via CMC/MCB CamLej message during December of each year to support the Marine Corps Matches.
3. FAP Orders. The reporting instructions and orders endorsement are completed in the same manner as chapter 4, paragraph 2 of this Order.

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APPENDIX A

CATEGORY I and II FUNCTIONAL FAP TABLE OF ORGANIZATION AND
REQUIREMENTS

LOCATION		TOTAL FAP BILLETS
POSTAL	84	84
MCX	17	17
DISBO	202	202
TOTAL	303	303

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BASE POSTAL, BASE S-1

MLG BIC	MCB BIC	BILLET DESCRIPTION	T/O GDE	PROV CMD	BMOS
M2710800841 /	M3100100067	POSTAL OFF	CWO4	MLG	0160
M2710800842 /	PEND TOECR	ASST POSTAL OFF	CWO3	MLG	0160
M2710800843 /	M3100100071	POSTAL CHIEF	MGYSGT	MLG	0161
M2710800844 /	M3100100124	INSPECTOR	GYSGT	MLG	0161
M2710800845 /	M3100100090	POSTAL CLERK	CPL	MLG	0161
M2710800847 /	M3100100073	OPS CHIEF	MSGT	MLG	0161
M2710800848 /	M3100100091	POSTAL CLERK	CPL	MLG	0161
M2710800849 /	M3100100082	POSTAL CLERK	SGT	MLG	0161
M2710800850 /	M3100100092	POSTAL CLERK	CPL	MLG	0161
M2710800851 /	M3100100093	POSTAL CLERK	CPL	MLG	0161
M2710800852 /	M3100100094	POSTAL CLERK	CPL	MLG	0161
M2710800853 /	M3100100137	POSTAL CLERK	CPL	MLG	0161
M2710800854 /	M3100100138	POSTAL CLERK	CPL	MLG	0161
M2710800855 /	M3100100139	POSTAL CLERK	CPL	MLG	0161
M2710800856 /	M3100100111	POSTAL CLERK	LCPL	MLG	0161
M2710800858 /	M3100100112	POSTAL CLERK	LCPL	MLG	0161
M2710800860 /	M3100100113	POSTAL CLERK	LCPL	MLG	0161
M2710800861 /	M3100100114	POSTAL CLERK	LCPL	MLG	0161
M2710800862 /	M3100100153	POSTAL CLERK	LCPL	MLG	0161
M2710800863 /	M3100100154	POSTAL CLERK	LCPL	MLG	0161
M2710800864 /	M3100100155	POSTAL CLERK	LCPL	MLG	0161
M2710800865 /	M3100100156	POSTAL CLERK	LCPL	MLG	0161
M2710800866 /	M3100100157	POSTAL CLERK	LCPL	MLG	0161
M2710800867 /	M3100100158	POSTAL CLERK	LCPL	MLG	0161
M2710800868 /	M3100100159	POSTAL CLERK	LCPL	MLG	0161
M2710800869 /	M3100100160	POSTAL CLERK	LCPL	MLG	0161
M2710800870 /	M3100100161	POSTAL CLERK	LCPL	MLG	0161
M2710800871 /	M3100100117	POSTAL CLERK	PFC	MLG	0161
M2710800872 /	M3100100118	POSTAL CLERK	PFC	MLG	0161
M2710800873 /	M3100100119	POSTAL CLERK	PFC	MLG	0161
M2710800874 /	M3100100120	POSTAL CLERK	PFC	MLG	0161
M2710800875 /	M3100100121	POSTAL CLERK	PFC	MLG	0161
M2710800876 /	M3100100122	POSTAL CLERK	PFC	MLG	0161
M2710800878 /	M3100100069	POSTAL OFFICER	CWO2	MLG	0160
M2710800879 /	M3100100070	POSTAL OFFICER	CWO2	MLG	0160
M2710800882 /	M3100100123	INSPECTOR	GYSGT	MLG	0161
M2710800884 /	M3100100127	POSTAL CLERK	SSGT	MLG	0161
M2710800885 /	M3100100128	POSTAL CLERK	SSGT	MLG	0161
M2710800886 /	M3100100129	POSTAL CLERK	SSGT	MLG	0161
M2710800887 /	M3100100130	POSTAL CLERK	SSGT	MLG	0161
M2710800888 /	M3100100131	POSTAL CLERK	SSGT	MLG	0161
M2710800890 /	M3100100161	POSTAL CLERK	LCPL	MLG	0161
M2710800891 /	M3100100083	POSTAL CLERK	SGT	MLG	0161
M2710800892 /	M3100100162	POSTAL CLERK	LCPL	MLG	0161
M2710800893 /	M3100100084	POSTAL CLERK	SGT	MLG	0161
M2710800894 /	M3100100163	POSTAL CLERK	LCPL	MLG	0161
M2710800895 /	M3100100125	POSTAL CLERK	SGT	MLG	0161

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M2710800896 / M3100100164	POSTAL CLERK	LCPL	MLG	0161
M2710800897 / M3100100126	POSTAL CLERK	SGT	MLG	0161
M2710800898 / M3100100165	POSTAL CLERK	LCPL	MLG	0161
M2710800899 / M3100100127	POSTAL CLERK	SGT	MLG	0161
M2710800901 / M3100100140	POSTAL CLERK	CPL	MLG	0161
M2710800902 / M3100100166	POSTAL CLERK	LCPL	MLG	0161
M2710800903 / M3100100141	POSTAL CLERK	CPL	MLG	0161
M2710800904 / M3100100167	POSTAL CLERK	LCPL	MLG	0161
M2710800905 / M3100100142	POSTAL CLERK	CPL	MLG	0161
M2710800906 / M3100100168	POSTAL CLERK	LCPL	MLG	0161
M2710800907 / M3100100132	POSTAL CLERK	CPL	MLG	0161
M2710800908 / M3100100133	POSTAL CLERK	CPL	MLG	0161
M2710800909 / M3100100134	POSTAL CLERK	CPL	MLG	0161
M2710800910 / M3100100135	POSTAL CLERK	CPL	MLG	0161
M2710800911 / M3100100136	POSTAL CLERK	CPL	MLG	0161
M2710800912 / M3100100148	POSTAL CLERK	CPL	MLG	0161
M2710800913 / M3100100149	POSTAL CLERK	CPL	MLG	0161
M2710800914 / M3100100150	POSTAL CLERK	CPL	MLG	0161
M2710800915 / M3100100151	POSTAL CLERK	CPL	MLG	0161
M2710800916 / M3100100169	POSTAL CLERK	LCPL	MLG	0161
M2710800917 / M3100100170	POSTAL CLERK	LCPL	MLG	0161
M2710800918 / M3100100152	POSTAL CLERK	LCPL	MLG	0161
M2710800919 / M3100100143	POSTAL CLERK	LCPL	MLG	0161
M2710800920 / M3100100144	POSTAL CLERK	LCPL	MLG	0161
M2710800921 / M3100100145	POSTAL CLERK	LCPL	MLG	0161
M2710800922 / M3100100146	POSTAL CLERK	LCPL	MLG	0161
M2710800923 / M3100100147	POSTAL CLERK	LCPL	MLG	0161
M2710800924 / PEND TOECR	POSTAL CLERK	LCPL	MLG	0161
M2710800925 / PEND TOECR	POSTAL CLERK	LCPL	MLG	0161
M2710800926 / PEND TOECR	POSTAL CLERK	LCPL	MLG	0161
M2710800927 / PEND TOECR	POSTAL CLERK	LCPL	MLG	0161
M2710800928 / PEND TOECR	POSTAL CLERK	LCPL	MLG	0161
M2710800929 / PEND TOECR	POSTAL CLERK	LCPL	MLG	0161
M2710800932 / PEND TOECR	POSTAL CLERK	LCPL	MLG	0161
M2710800933 / PEND TOECR	POSTAL CLERK	LCPL	MLG	0161
M2710800934 / PEND TOECR	POSTAL CLERK	LCPL	MLG	0161
M2710800935 / PEND TOECR	POSTAL CLERK	LCPL	MLG	0161

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MARINE CORPS EXCHANGE, MARINE CORPS COMMUNITY SERVICE DEPARTMENT

MLG BIC	MCB BIC	BILLET DESCRIPTION	T/O GRADE	PROV CMD	B MOS
M2710800938	/ M3100100468	MEF EXCHANGE OFF	CWO4	MLG	4130
M2710800939	/ M3100100470	EXCHANGE CHIEF	MGYSGT	MLG	4133
M2710800940	/ M3100100475	EXCHANGE MAN	SGT	MLG	4133
M2710800945	/ M3100100471	OPERATIONS NCO	GYSGT	MLG	4133
M2710800948	/ M3100100485	EXCHANGE ACCT CHIEF	MSGT	MLG	4133
M2710800949	/ M3100100477	BOOKKEEPER	SGT	MLG	4133
M2710800952	/ M3100100473	REC/WHSE ASST	SSGT	MLG	4133
M2710800955	/ M3100100479	REC/WHSE MAN	SGT	MLG	4133
M2710800956	/ M3100100481	REC/WHSE MAN	SGT	MLG	4133
M2710800958	/ PEND TOECR	REC/WHSE MAN	SGT	MLG	4133
M2710800959	/ PEND TOECR	REC/WHSE MAN	SGT	MLG	4133
M2710800960	/ PEND TOECR	REC/WHSE MAN	SGT	MLG	4133
M2710800962	/ M3100100486	BRANCH CHIEF	GYSGT	MLG	4133
M2710800963	/ M3100100487	BRANCH CHIEF	SSGT	MLG	4133
M2710800966	/ M3100100482	EXCHANGE MAN	SGT	MLG	4133
M2710800967	/ M3100100483	EXCHANGE MAN	SGT	MLG	4133
M2710800969	/ PEND TOECR	EXCHANGE MAN	SGT	MLG	4133

CONSOLIDATED BASE DISBURSING, COMPTROLLER DEPARTMENT

MLG BIC	MCB BIC	BILLET DESCRIPTION	T/O GDE	PROV CMD	BMOS
M2710800629 /	M3100101167	MEF DISB OFF	LTCOL	MLG	3404
M2710800630 /	M3100101168	ASST MEF DISB OFF	CAPT	MLG	3404
M2710800631 /	M3100101169	DISB CHIEF	MGYSGT	MLG	3432
M2710800632 /	M3100101170	ASST OPS OFF	1STLT	MLG	3404
M2710800633 /	M3100101171	OPS CHIEF	MSGT	MLG	3432
M2710800634 /	M3100101172	ASST OPS CHIEF	SSGT	MLG	3432
M2710800635 /	M3100101173	INT CNTL/QA CHIEF	MSGT	MLG	3432
M2710800637 /	M3100101174	OPS OFF	CWO4	MLG	3402
M2710800638 /	M3100101176	QA AUDITOR	SSGT	MLG	3432
M2710800639 /	M3100101175	QA AUDITOR	GYSGT	MLG	3432
M2710800641 /	M3100101178	FISCAL OFF	CWO3	MLG	3402
M2710800642 /	M3100101179	FISCAL CHIEF	MSGT	MLG	3432
M2710800643 /	M3100101180	FISCAL AUDITOR	SSGT	MLG	3432
M2710800644 /	M3100101181	FISCAL CLERK	SGT	MLG	3432
M2710800645 /	M3100101352	FISCAL CLERK	CPL	MLG	3432
M2710800649 /	M3100101185	DISBURSER	SSGT	MLG	3432
M2710800650 /	M3100101273	DISBURSER	SGT	MLG	3432
M2710800654 /	M3100101351	DISB TECH	CPL	MLG	3432
M2710800656 /	M3100101192	ASST DISB OFF	1STLT	MLG	3404
M2710800658 /	M3100101194	DISBURSER	GYSGT	MLG	3432
M2710800659 /	M3100101195	DISB SNCO	GYSGT	MLG	3432
M2710800660 /	M3100101196	DISBURSER	GYSGT	MLG	3432
M2710800661 /	M3100101197	DOC CNTL CHIEF	SSGT	MLG	3432
M2710800662 /	M3100101198	DISBURSER	SGT	MLG	3432
M2710800663 /	M3100101199	DISBURSER	SGT	MLG	3432
M2710800664 /	M3100101200	DISBURSER	SGT	MLG	3432
M2710800665 /	M3100101201	DISBURSER	SGT	MLG	3432
M2710800666 /	M3100101307	DISB TECH	SGT	MLG	3432
M2710800667 /	M3100101204	DISB TECH	SGT	MLG	3432
M2710800668 /	M3100101205	DISB TECH	SGT	MLG	3432
M2710800669 /	M3100101206	DISB TECH	SGT	MLG	3432
M2710800670 /	M3100101202	PFR CLERK	SGT	MLG	3432
M2710800671 /	M3100101323	DISB TECH	LCPL	MLG	3432
M2710800672 /	M3100101308	DISB TECH	CPL	MLG	3432
M2710800673 /	M3100101209	PFR CLERK	CPL	MLG	3432
M2710800674 /	M3100101210	PFR CLERK	CPL	MLG	3432
M2710800675 /	M3100101211	PFR CLERK	CPL	MLG	3432
M2710800676 /	M3100101309	DISB TECH	CPL	MLG	3432
M2710800677 /	M3100101310	DISB TECH	CPL	MLG	3432
M2710800678 /	M3100101311	DISB TECH	CPL	MLG	3432
M2710800679 /	M3100101312	DISB TECH	CPL	MLG	3432
M2710800680 /	M3100101298	PFR CLERK	CPL	MLG	3432
M2710800681 /	M3100101189	PFR CLERK	LCPL	MLG	3432
M2710800682 /	M3100101190	PFR CLERK	LCPL	MLG	3432
M2710800683 /	M3100101207	PFR CLERK	LCPL	MLG	3432
M2710800684 /	M3100101208	PFR CLERK	LCPL	MLG	3432
M2710800685 /	M3100101212	PFR CLERK	LCPL	MLG	3432
M2710800686 /	M3100101213	PFR CLERK	LCPL	MLG	3432
M2710800687 /	M3100101214	PFR CLERK	LCPL	MLG	3432
M2710800688 /	M3100101215	PFR CLERK	LCPL	MLG	3432

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M2710800689 / M3100101216	PFR CLERK	LCPL	MLG	3432
M2710800690 / M3100101217	PFR CLERK	LCPL	MLG	3432
M2710800691 / M3100101227	PFR CLERK	PFC	MLG	3432
M2710800692 / M3100101228	PFR CLERK	PFC	MLG	3432
M2710800693 / M3100101229	PFR CLERK	PFC	MLG	3432
M2710800694 / M3100101230	PFR CLERK	PFC	MLG	3432
M2710800695 / M3100101241	DISB TECH	PFC	MLG	3432
M2710800696 / M3100101231	PFR CLERK	PFC	MLG	3432
M2710800697 / M3100101232	PFR CLERK	PFC	MLG	3432
M2710800698 / M3100101233	PFR CLERK	PFC	MLG	3432
M2710800699 / M3100101234	PFR CLERK	PFC	MLG	3432
M2710800700 / M3100101235	PFR CLERK	PFC	MLG	3432
M2710800701 / M3100101242	DISB TECH	PFC	MLG	3432
M2710800702 / M3100101243	DISB TECH	PFC	MLG	3432
M2710800703 / M3100101333	DISB TECH	PFC	MLG	3432
M2710800704 / M3100101336	DISB TECH	PFC	MLG	3432
M2710800705 / M3100101236	PFR CLERK	PFC	MLG	3432
M2710800706 / M3100101237	PFR CLERK	PFC	MLG	3432
M2710800707 / M3100101238	PFR CLERK	PFC	MLG	3432
M2710800709 / M3100101245	ASST DISB OFF	CWO2	MLG	3402
M2710800710 / M3100101246	DISBURSER	SSGT	MLG	3432
M2710800711 / M3100101203	PFR CLERK	SGT	MLG	3432
M2710800712 / M3100101218	PFR CLERK	LCPL	MLG	3432
M2710800713 / M3100101219	PFR CLERK	LCPL	MLG	3432
M2710800714 / M3100101247	DISB TECH	SGT	MLG	3432
M2710800715 / M3100101251	TVL TECH	SGT	MLG	3432
M2710800716 / M3100101353	TVL TECH	CPL	MLG	3432
M2710800717 / M3100101313	DISB TECH	CPL	MLG	3432
M2710800718 / M3100101338	TVL TECH	LCPL	MLG	3432
M2710800719 / M3100101276	TVL TECH	CPL	MLG	3432
M2710800720 / M3100101277	TVL TECH	CPL	MLG	3432
M2710800721 / M3100101278	TVL TECH	CPL	MLG	3432
M2710800722 / M3100101339	TVL TECH	LCPL	MLG	3432
M2710800724 / M3100101260	DISB OFF	CAPT	MLG	3404
M2710800725 / M3100101261	DISB OFF	1STLT	MLG	3404
M2710800726 / M3100101262	DISB OFF	1STLT	MLG	3404
M2710800728 / M3100101264	ASST DISB OFF	1STLT	MLG	3404
M2710800729 / M3100101265	ASST DISB OFF	1STLT	MLG	3404
M2710800731 / M3100101266	ASST DISB OFF	CWO2	MLG	3402
M2710800732 / M3100101267	ASST DISB OFF	CWO2	MLG	3402
M2710800733 / M3100101268	FISCAL CHIEF	GYSGT	MLG	3432
M2710800734 / M3100101269	DISB SNCO	GYSGT	MLG	3432
M2710800735 / M3100101270	FISCAL CHIEF	SSGT	MLG	3432
M2710800736 / M3100101271	FISCAL CLERK	SGT	MLG	3432
M2710800737 / M3100101182	FISCAL CLERK	SGT	MLG	3432
M2710800738 / M3100101272	FISCAL CLERK	CPL	MLG	3432
M2710800739 / M3100101186	DATA CHIEF	SSGT	MLG	3432
M2710800740 / M3100101362	TVL TECH	SGT	MLG	3432
M2710800741 / M3100101364	TVL CLERK	CPL	MLG	3432
M2710800742 / M3100101356	DISB TECH	LCPL	MLG	3432
M2710800743 / M3100101350	DISB TECH	CPL	MLG	3432
M2710800744 / M3100101275	TVL TECH	SGT	MLG	3432

M2710800745 / M3100101374	TVL CLERK	LCPL	MLG	3432
M2710800746 / M3100101282	DATA CLRK	CPL	MLG	3432
M2710800747 / M3100101283	DATA CLRK	CPL	MLG	3432
M2710800749 / M3100101288	DISB SNCO	SSGT	MLG	3432
M2710800750 / M3100101289	DISB SNCO	SSGT	MLG	3432
M2710800751 / M3100101360	DISB SNCO	SSGT	MLG	3432
M2710800752 / M3100101285	DISBURSER	SSGT	MLG	3432
M2710800753 / M3100101286	DISBURSER	SSGT	MLG	3432
M2710800754 / M3100101290	DISBURSER	SGT	MLG	3432
M2710800755 / M3100101291	DISBURSER	SGT	MLG	3432
M2710800756 / M3100101292	DISBURSER	SGT	MLG	3432
M2710800757 / M3100101293	DISBURSER	SGT	MLG	3432
M2710800758 / M3100101294	DISBURSER	SGT	MLG	3432
M2710800759 / M3100101295	DISBURSER	SGT	MLG	3432
M2710800760 / M3100101296	DISBURSER	SGT	MLG	3432
M2710800761 / M3100101297	DISB TECH	SGT	MLG	3432
M2710800762 / M3100101299	PFR CLERK	CPL	MLG	3432
M2710800763 / M3100101300	PFR CLERK	CPL	MLG	3432
M2710800764 / M3100101240	PFR CLERK	PFC	MLG	3432
M2710800765 / M3100101301	PFR CLERK	CPL	MLG	3432
M2710800766 / M3100101302	PFR CLERK	CPL	MLG	3432
M2710800767 / M3100101303	PFR CLERK	CPL	MLG	3432
M2710800768 / M3100101304	PFR CLERK	CPL	MLG	3432
M2710800769 / M3100101305	PFR CLERK	CPL	MLG	3432
M2710800770 / M3100101306	PFR CLERK	CPL	MLG	3432
M2710800771 / M3100101314	DISB TECH	CPL	MLG	3432
M2710800772 / M3100101365	DISB TECH	CPL	MLG	3432
M2710800773 / M3100101343	DISB TECH	CPL	MLG	3432
M2710800774 / M3100101344	DISB TECH	CPL	MLG	3432
M2710800775 / M3100101345	DISB TECH	CPL	MLG	3432
M2710800776 / M3100101346	DISB TECH	CPL	MLG	3432
M2710800777 / M3100101347	DISB TECH	CPL	MLG	3432
M2710800778 / M3100101348	DISB TECH	CPL	MLG	3432
M2710800779 / M3100101220	PFR CLERK	LCPL	MLG	3432
M2710800780 / M3100101221	PFR CLERK	LCPL	MLG	3432
M2710800781 / M3100101222	PFR CLERK	LCPL	MLG	3432
M2710800782 / M3100101223	PFR CLERK	LCPL	MLG	3432
M2710800783 / M3100101224	PFR CLERK	LCPL	MLG	3432
M2710800784 / M3100101225	PFR CLERK	LCPL	MLG	3432
M2710800785 / M3100101349	DISB TECH	CPL	MLG	3432
M2710800786 / M3100101226	PFR CLERK	LCPL	MLG	3432
M2710800787 / M3100101254	TVL CLERK	LCPL	MLG	3432
M2710800788 / M3100101255	TVL CLERK	LCPL	MLG	3432
M2710800789 / M3100101256	TVL CLERK	LCPL	MLG	3432
M2710800790 / M3100101257	TVL CLERK	LCPL	MLG	3432
M2710800791 / M3100101258	TVL CLERK	LCPL	MLG	3432
M2710800792 / M3100101280	TVL CLERK	LCPL	MLG	3432
M2710800793 / M3100101281	TVL CLERK	LCPL	MLG	3432
M2710800794 / M3100101366	TVL CLERK	LCPL	MLG	3432
M2710800795 / M3100101367	TVL CLERK	LCPL	MLG	3432
M2710800796 / M3100101324	DISB TECH	LCPL	MLG	3432
M2710800797 / M3100101325	DISB TECH	LCPL	MLG	3432

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M2710800798 / M3100101326	DISB TECH	LCPL	MLG	3432
M2710800799 / M3100101327	DISB TECH	LCPL	MLG	3432
M2710800800 / M3100101328	DISB TECH	LCPL	MLG	3432
M2710800801 / M3100101329	DISB TECH	LCPL	MLG	3432
M2710800802 / M3100101330	DISB TECH	LCPL	MLG	3432
M2710800803 / M3100101331	DISB TECH	LCPL	MLG	3432
M2710800804 / M3100101332	DISB TECH	LCPL	MLG	3432
M2710800805 / M3100101334	DISB TECH	LCPL	MLG	3432
M2710800806 / M3100101239	PFR CLERK	LCPL	MLG	3432
M2710800807 / M3100101248	PFR CLERK	LCPL	MLG	3432
M2710800808 / M3100101249	PFR CLERK	LCPL	MLG	3432
M2710800809 / M3100101315	PFR CLERK	LCPL	MLG	3432
M2710800810 / M3100101316	PFR CLERK	LCPL	MLG	3432
M2710800811 / M3100101317	PFR CLERK	LCPL	MLG	3432
M2710800812 / M3100101318	PFR CLERK	LCPL	MLG	3432
M2710800813 / M3100101319	PFR CLERK	LCPL	MLG	3432
M2710800814 / M3100101320	PFR CLERK	LCPL	MLG	3432
M2710800815 / M3100101335	DISB TECH	LCPL	MLG	3432
M2710800816 / M3100101337	DISB TECH	LCPL	MLG	3432
M2710800817 / M3100101321	PFR CLERK	LCPL	MLG	3432
M2710800818 / M3100101354	DISB TECH	PFC	MLG	3432
M2710800819 / M3100101355	DISB TECH	PFC	MLG	3432
M2710800820 / M3100101322	PFR CLERK	LCPL	MLG	3432
M2710800822 / M3100101359	DISB SNCO	GYSGT	MLG	3432
M2710800823 / M3100101358	DISBURSER	GYSGT	MLG	3432
M2710800824 / M3100101287	DISBURSER	SSGT	MLG	3432
M2710800825 / M3100101361	DISBURSER	SGT	MLG	3432
M2710800826 / M3100101250	TVL CLERK	SGT	MLG	3432
M2710800827 / M3100101252	TVL CLERK	CPL	MLG	3432
M2710800828 / M3100101253	TVL CLERK	CPL	MLG	3432
M2710800829 / M3100101363	TVL CLERK	CPL	MLG	3432
M2710800830 / M3100101368	TVL CLERK	LCPL	MLG	3432
M2710800831 / M3100101369	TVL CLERK	LCPL	MLG	3432
M2710800832 / M3100101370	TVL CLERK	LCPL	MLG	3432
M2710800833 / M3100101371	TVL CLERK	LCPL	MLG	3432
M2710800834 / M3100101372	TVL CLERK	LCPL	MLG	3432
M2710800835 / M3100101373	TVL CLERK	LCPL	MLG	3432
M2710800836 / M3100101340	DISB TECH	LCPL	MLG	3432
M2710800837 / M3100101341	DISB TECH	LCPL	MLG	3432
M2710800838 / M3100101342	DISB TECH	LCPL	MLG	3432
M2710801088 / M3100101193	DISB CHIEF	MSGT	MLG	3432
M2710801089 / M3100101187	DISB TECH	SSGT	MLG	3432
M2710801090 / M3100101184	ASST DISB OFF	1STLT	MLG	3404
M2710801091 / M3100101274	DATA CHIEF	SSGT	MLG	3432
M2710801092 / M3100101279	DATA CLRK	CPL	MLG	3432
M2710801093 / PEND TOECR	TVL TECH	SGT	MLG	3432
M2710801094 / M3100101188	DATA CLRK	LCPL	MLG	3432
M2710801095 / M3100101263	ASST DISB OFF	1STLT	MLG	3404

APPENDIX B

CATEGORY III SUPPORT FAP TABLE OF ORGANIZATION AND SUPPORT REQUIREMENTS

LOCATION	# OF II MEF FAP BILLETS	# OF MCB, SOI-E, MCES, MCCSSS, MARSOC, FAP BILLETS	TOTAL FAP BILLETS
WTBn	57	7	64
BEACH DETACHMENT	32	0	32
TAX CENTER	19	5	24
CLRC TROOP HANDLERS	5	1	6
EASTERN DIV MATCHES	15	0	15
TOTAL	128	13	141

Note 1: Tax Center will be supplemented with five billets from MCB CamLej and tenant commands as follows:

Headquarters and Support Battalion	1
School of Infantry East	1
Marine Corps Combat Service Support Schools	1
Marine Corps Engineer School	1
Marine Special Operations Command	1

Note 2: Troop Handler billets are located within the CamLej Reception Center building 59 and although a 6 month billet, they are to be filled continuously 365 days a year.

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WEAPONS TRAINING BATTALION

LINE NUMBER	BILLET DESCRIPTION	TEAM	BILLET RANK	PROV CMD	BMOS	Duration
0001	COMM OPERATOR	RANGE SPT	SGT	MEF	0612	6 MOS
0002	CORPSMAN	RANGE SPT	HM3	MEF	8404	6 MOS
0003	MAINT MAN	RANGE SPT	SGT	MEF	1371	6 MOS
0004	SECURITY	RANGE SPT	CPL	MEF	8014	6 MOS
0005	SECURITY	RANGE SPT	CPL	MEF	8014	6 MOS
0006	SECURITY	RANGE SPT	LCPL	MEF	8014	6 MOS
0007	SECURITY	RANGE SPT	LCPL	MEF	8014	6 MOS
0008	SECURITY	RANGE SPT	LCPL	MEF	8014	6 MOS
0009	SECURITY	RANGE SPT	LCPL	MEF	8014	6 MOS
0010	SECURITY	RANGE SPT	LCPL	MEF	8014	6 MOS
0011	AMMO TECH	RANGE SPT	CPL	MEF	2311	6 MOS
0012	AMMO TECH	RANGE SPT	CPL	MEF	2311	6 MOS
0013	AMMO TECH	RANGE SPT	CPL	MEF	2311	6 MOS
0014	AMMO NCO	A RANGE	CPL	MEF	8014	6 MOS
0015	ASST PIT NCO	A RANGE	CPL	MEF	0931	9 MOS
0016	ASST TOWER NCO	A RANGE	CPL	MEF	0931	9 MOS
0017	BLOCK SFTY NCO	A RANGE	SGT	MEF	0931	9 MOS
0018	BUTTS NCO	A RANGE	SGT	MEF	0931	9 MOS
0019	RANGE CMT	A RANGE	SGT	MEF	0933	9 MOS
0020	RANGE OFFICER	A RANGE	1STLT	MEF	8006	6 MOS
0021	RANGE SFTY OFF	A RANGE	SNCO/OFF	MEF	8014/8006	6 MOS
0022	TOWER NCO	A RANGE	SGT	MEF	0931	9 MOS
0023	AMMO NCO	B RANGE	CPL	MEF	8014	6 MOS
0024	ASST PIT NCO	B RANGE	CPL	MEF	0931	9 MOS
0025	ASST TOWER NCO	B RANGE	CPL	MEF	0931	9 MOS
0026	BLOCK SFTY NCO	B RANGE	SGT	MEF	0931	9 MOS
0027	BUTTS NCO	B RANGE	SGT	MEF	0931	9 MOS
0028	RANGE CMT	B RANGE	SGT	MEF	0933	9 MOS
0029	RANGE OFFICER	B RANGE	1STLT	MEF	8006	6 MOS
0030	RANGE SFTY OFF	B RANGE	SNCO/OFF	MEF	8014/8006	6 MOS
0031	TOWER NCO	B RANGE	SGT	MEF	0931	9 MOS
0032	AMMO NCO	C RANGE	CPL	MEF	8014	6 MOS
0033	ASST PIT NCO	C RANGE	CPL	MEF	0931	9 MOS
0034	ASST TOWER NCO	C RANGE	CPL	MEF	0931	9 MOS
0035	BLOCK SFTY NCO	C RANGE	SGT	MEF	0931	9 MOS
0036	BUTTS NCO	C RANGE	SGT	MEF	0931	9 MOS
0037	RANGE CMT	C RANGE	SGT	MEF	0933	9 MOS
0038	RANGE OFFICER	C RANGE	1STLT	MEF	8006	6 MOS
0039	RANGE SFTY OFF	C RANGE	SNCO/OFF	MEF	8014/8006	6 MOS
0040	TOWER NCO	C RANGE	SGT	MEF	0931	9 MOS
0041	CHIEF INSTR	IMTU HQ	SSGT	MEF	0931	9 MOS
0042	CORPSMAN	IMTU HQ	HM3	MEF	8404	9 MOS
0043	CORPSMAN	IMTU HQ	HN	MEF	8404	9 MOS
0044	INSTRUCTOR	IMTU TEAM 1	CPL	MARSOC	0931	1 YR
0045	INSTRUCTOR	IMTU TEAM 1	CPL	HQSPTBN	0931	1 YR
0046	INSTRUCTOR	IMTU TEAM 1	CPL	MCCSSS	0931	1 YR
0047	INSTRUCTOR	IMTU TEAM 1	CPL	MCES	0931	1 YR
0048	INSTRUCTOR	IMTU TEAM 1	SGT	HQSPTBN	0931	1 YR

0049	INSTRUCTOR	IMTU TEAM 1	SGT	SOI	0931	1 YR
0050	SNCOIC	IMTU TEAM 1	SSGT	HQSPTBN	0931	1 YR
0051	INSTRUCTOR	IMTU TEAM 2	CPL	MEF	0931	1 YR
0052	INSTRUCTOR	IMTU TEAM 2	CPL	MEF	0931	1 YR
0053	INSTRUCTOR	IMTU TEAM 2	CPL	MEF	0931	1 YR
0054	INSTRUCTOR	IMTU TEAM 2	CPL	MEF	0931	1 YR
0055	INSTRUCTOR	IMTU TEAM 2	SGT	MEF	0931	1 YR
0056	INSTRUCTOR	IMTU TEAM 2	SGT	MEF	0931	1 YR
0057	SNCOIC	IMTU TEAM 2	SSGT	MEF	0931	1 YR
0058	INSTRUCTOR	IMTU TEAM 3	CPL	MEF	0931	1 YR
0059	INSTRUCTOR	IMTU TEAM 3	CPL	MEF	0931	1 YR
0060	INSTRUCTOR	IMTU TEAM 3	CPL	MEF	0931	1 YR
0061	INSTRUCTOR	IMTU TEAM 3	CPL	MEF	0931	1 YR
0062	INSTRUCTOR	IMTU TEAM 3	SGT	MEF	0931	1 YR
0063	INSTRUCTOR	IMTU TEAM 3	SGT	MEF	0931	1 YR
0064	SNCOIC	IMTU TEAM 3	SSGT	MEF	0931	1 YR

Note 1: All billets with MOS 0931 & 0933 are 1 year in duration.

Note 2: Personnel assigned to range duties with WTBn, must complete the Coaches Course to obtain the additional Military Occupational Specialty (BMOS) of 0933; or already possess an MOS of 0931, Safety Block Official; or already possess an MOS of 0932, Small Arms Weapons Instructor prior to being assigned any Range Official billet. The MOS requirement must be met before a Marine being replaced on FAP will be returned to their parent command.

BEACH DETACHMENT

LINE NO	BILLET DESCRIPTION	GRADE	PROVIDING COMMAND	MOS	REMARKS
001	*SNCOIC	GYSGT	MEF	8014	NOTE 1, 2, 4
002	*ASST SNCOIC	SSGT	MEF	8014	NOTE 1, 2
003	LIFEGUARD	SGT	MEF	8014	NOTE 1, 2, 3
004	LIFEGUARD	CPL	MEF	8014	NOTE 1, 3
005	LIFEGUARD	CPL	MEF	8014	NOTE 1, 3
006	LIFEGUARD	CPL	MEF	8014	NOTE 1, 3
007	LIFEGUARD	CPL	MEF	8014	NOTE 1, 3
008	LIFEGUARD	LCPL	MEF	8014	NOTE 1, 3
009	LIFEGUARD	LCPL	MEF	8014	NOTE 1, 3
010	LIFEGUARD	LCPL	MEF	8014	NOTE 1, 3
011	LIFEGUARD	LCPL	MEF	8014	NOTE 1, 3
012	LIFEGUARD	LCPL	MEF	8014	NOTE 1, 3
013	LIFEGUARD	LCPL	MEF	8014	NOTE 1, 3
014	LIFEGUARD	LCPL	MEF	8014	NOTE 1, 3
015	LIFEGUARD	LCPL	MEF	8014	NOTE 1, 3
016	LIFEGUARD	LCPL	MEF	8014	NOTE 1, 3
017	POLICE	SGT	MEF	8014	NOTE 2, 4
018	POLICE	CPL	MEF	8014	NOTE 2, 4
019	POLICE	CPL	MEF	8014	
020	POLICE	CPL	MEF	8014	
021	POLICE	CPL	MEF	8014	
022	POLICE	CPL	MEF	8014	
023	POLICE	LCPL	MEF	8014	
024	POLICE	LCPL	MEF	8014	
025	POLICE	LCPL	MEF	8014	NOTE 4
026	POLICE	LCPL	MEF	8014	NOTE 4
027	POLICE	LCPL	MEF	8014	
028	POLICE	LCPL	MEF	8014	
029	POLICE	LCPL	MEF	8014	
030	POLICE	LCPL	MEF	8014	
031	POLICE	LCPL	MEF	8014	
032	POLICE	LCPL	MEF	8014	

Note 1: Must possess strong leadership skills. Situations that arise at the beach are frequently unique and require incumbent to react using appropriate judgment.

Note 2: No grade reductions authorized because of leadership requirements.

Note 3: Must possess current Lifeguard Course certificate prior to opening of beach.

Note 4: Incumbent will remain after Onslow Beach is closed in order to ensure cleanup and to secure all gear. Termination is to be approximately mid-October.

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TAX CENTER

LINE NO	BILLET DESCRIPTION	GRADE	PROVIDING COMAND	MOS
001	SNCOIC	GYSGT	MEF	8014
002	T&E SNCOIC	SSGT	MEF	8014
003	T&E SNCOIC	SSGT	MEF	8014
004	ADMIN CLERK	LCPL	SOI	8014
005	INTAKE CLERKS	CPL	HQSPTBN	8014
006	INTAKE CLERKS	CPL	MEF	8014
007	INTAKE CLERKS	CPL	MEF	8014
008	INSTRUCTORS	SGT	MEF	8014
009	INSTRUCTORS	SGT	MCES	8014
010	INSTRUCTORS	SGT	MCCSSS	8014
011	INSTRUCTORS	SGT	MEF	8014
012	TAX PREPARERS	CPL	MEF	8014
013	TAX PREPARERS	CPL	MEF	8014
014	TAX PREPARERS	CPL	MEF	8014
015	TAX PREPARERS	CPL	MEF	8014
016	TAX PREPARERS	CPL	MEF	8014
017	TAX PREPARERS	LCPL	MARSOC	8014
018	TAX PREPARERS	LCPL	HQSPTBN	8014
019	TAX PREPARERS	LCPL	MEF	8014
020	TAX PREPARERS	LCPL	MEF	8014
021	TAX PREPARERS	LCPL	MEF	8014
022	TAX PREPARERS	LCPL	MEF	8014
023	TAX PREPARERS	LCPL	MEF	8014
024	TRANSMITTER	CPL	MEF	8014

BO 5300.3R

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CAMP LEJEUNE RECEPTION CENTER, BASE S-1
TROOP HANDLERS

<u>LINE</u> <u>NO</u>	<u>BILLET</u> <u>DESCRIPTION</u>	<u>GRADE</u>	<u>PROVIDING</u> <u>COMMAND</u>	<u>MOS</u>
0001	TROOP HANDLER	CPL/SGT	MEF	8014
0002	TROOP HANDLER	CPL/SGT	MEF	8014
0003	TROOP HANDLER	CPL/SGT	MEF	8014
0004	TROOP HANDLER	CPL/SGT	MEF	8014
0005	TROOP HANDLER	CPL/SGT	MEF	8014
0006	TROOP HANDLER	CPL/SGT	MCB	8014

BO 5300.3R
FEB 22 2011

EASTERN DIVISION AND MARINE CORPS MATCHES

LINE	BILLET		PROVIDING	
NO	DESCRIPTION	GRADE	COMAND	MOS
001	MATCH XO	CAPT	MEF	8006
002	LN BLK OFFICIAL	SNCO	MEF	8014
003	LN BLK OFFICIAL	SNCO	MEF	8014
004	LN BLK OFFICIAL	SNCO	MEF	8014
005	LN BLK OFFICIAL	SNCO	MEF	8014
006	PIT BLK OFFICIAL	GYSGT	MEF	8014
007	PIT BLK OFFICIAL	GYSGT	MEF	8014
008	PIT BLK OFFICIAL	GYSGT	MEF	8014
009	PIT BLK OFFICIAL	GYSGT	MEF	8014
010	PIT BLK OFFICIAL	GYSGT	MEF	8014
011	TYPIST	LCPL	MEF	8014
012	CORPSMAN	HM3	MEF	8404
013	CORPSMAN	HM2	MEF	8404
014	SUPPLY CLERK	CPL	MEF	3051
015	MAINT/TARGET REP	LCPL	MEF	8014