



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

12000

G-1

MAY 04 2017

COMMANDING GENERAL'S POLICY LETTER 03-17

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

Subj: POLICY ON QUALITY STEP INCREASES

Ref: (a) MCO 12250.2
(b) MARADMIN 393/13

1. Purpose. To establish policy concerning quality step increases (QSI).
2. Cancellation. CG Policy Letter 01-14.
3. Background

a. References (a) and (b) establish Command Level Strategic Workforce Planning Procedures. Secretary of Defense Efficiency reviews have increased the need for agencies to identify redundancies and create new efficiencies in performing missions. Additionally, Department of Defense budget decisions reduced funding levels used for acquiring and compensating the civilian workforce. Based on these initiatives the U.S. Marine Corps continues to conduct force structure reviews and budget analysis to identify military and civilian requirements and projections. Strategic workforce planning is necessary for effective workforce management in support of command-level decisions throughout the Marine Corps.

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. Requests for QSIs shall be forwarded to the Marine Corps Installations East-Marine Corps Base, Camp Lejeune (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.



T. D. WEIDLEY

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AC/S, G-8