



UNITED STATES MARINE CORPS
MARINE CORPS RECRUITING COMMAND
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25 Mar 02

COMMANDING GENERAL'S POLICY LETTER 7-02

From: Commanding General
To: Distribution List

Subj: POLICY CONCERNING MARINE CORPS RECRUITING COMMAND (MCRC)
QUALITY OF LIFE SERVICES AND SUPPORT

Ref: (a) MCO P1700.27A
(b) MCO 1754.6
(c) MCO P1752.3
(d) MCO 1320.11E
(e) MCO P1700.29
(f) MCO 1510.25C
(g) MCO P1050.3H
(h) MCRCO 1320.1A

1. Situation. The majority of Marine Corps Recruiting Command (MCRC) personnel are geographically dispersed throughout the country. They do not normally have access to installation personal and family support programs as identified in paragraph three of this policy letter. It is imperative that commanders ensure equal quality level support beyond the depots to ensure that their MCRC personnel are aware of and have access to these programs.

2. Mission. Effective immediately, and in accordance with reference (a), all Marines and family members of the MCRC are to receive appropriate, quality support provided by the various Marine Corps Community Services (MCCS) program, regardless of where they are assigned.

3. Execution

a. Commander's Intent. My intent is to ensure quality administration of key MCCS programs throughout the MCRC. Responsibility and funding will be aligned to achieve unity of command within both Regions. End state: The optimal quality of

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life service to all Marines and their families exists and is accessible, regardless of assignment within the MCRC.

b. Concept of Operations

(1) The Commanding Generals, Eastern Recruiting Region (ERR) and Western Recruiting Region (WRR), are to ensure established MCCS programs related to quality of life are provided to, and support the needs of, all MCRC personnel. These programs include:

(a) The Key Volunteer Network (KVN). Per reference (b), ensure that Key Volunteers, Key Volunteer Coordinators and Family Readiness Officers are properly trained down to recruiting substation level.

(b) Spouse Leadership Seminar (SLS). Per reference (b), ensure an SLS is established for MCRC spouses.

(c) Family Advocacy Program (FAP). Per reference (c), ensure training is conducted by FAP program managers with the district and recruiting station commanding officers and FAP Officers. This is an annual requirement. In addition, per the reference, ensure unit commanders are members of any local Case Review Committee that concerns personnel within their unit.

(d) Exceptional Family Member Program (EFMP). Per reference (d), ensure EFMP support, education, and tracking is provided to all commanders within recruiting regions.

(e) Semper Fit. Per reference (e), ensure education on health promotion and wellness and the benefits of healthy lifestyle choices and training programs is provided to all Marines.

(f) Financial Fitness. Per reference (f), ensure education, training, brochures, booklets, etc., are provided in support of the unique challenges that face Marines and family members.

(g) Religious Programs. Per reference (f), ensure information regarding the programs throughout regions - - e.g., Prevention and Relationship Enhancement Program (PREP), Chaplains Religious Enrichment Development Operation (CREDO), pastoral counseling, suicide awareness, etc.- - is provided to all Marines and family members.

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(h) Nonappropriated Fund (NAF) Unit Fund Allocations. Ensure full compliance with reference (a).

(2) In addition to the above programs, regional commanders are to ensure the following programs have been established:

(a) Troop Information Program. Per reference (f), a Troop Information Program is to be established including, but not limited to, substance abuse, equal opportunity/sexual harassment, personal affairs (legal assistance, family programs, Service Members Group Life Insurance (SGLI), pay, etc.), personal financial management, and Morale, Welfare and Recreation (MWR) programs.

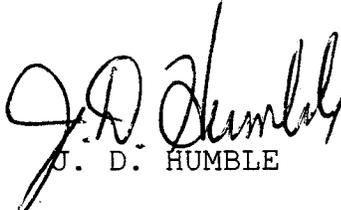
(b) Legal Assistance. Per reference (f), ensure legal assistance is provided to all regional Marines, to include wills, powers of attorney, tax preparation, contract review, and a Preventive Law Guide.

(c) Leave. Per reference (g), ensure annual leave plans are established to ensure personnel are afforded the opportunity to use their annual leave.

(d) Sponsorship. Per references (d) and (h), ensure all newly-assigned Marines are assigned a sponsor. A welcome aboard package. The Deputy Commanding General, MCRC, is to ensure relocation packages are provided to all graduates of the Recruiters School.

4. Administration and Logistics. Ensure the inclusion of all MCRC personnel under respective Regions when establishing budgets and personnel for training, program delivery, and service support requirements.

5. Command and Signal. Command relationships remain the same. MCRC point of contact is Mrs. E. M. Simms at (703) 784-9462/3 or DSN 278-9462/3.


J. D. HUMBLE

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