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MAY 31 1968

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SECOND ENDORSEMENT on CG, 1stMarDiv ltr 3:HIST:ajs over
5750 Ser: 0081-68 of 16Apr68

From: Commanding General, Fleet Marine Force, Pacific
To: Commandant of the Marine Corps (Code A03D)

Subj: 1st Marine Division (Rein) Command Chronology for 1-29
February 1968.

1. Forwarded.

W. E. Deeds
W. E. DEEDS
By direction

Copy to:
CG, 1stMarDiv

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Ser 00124268

20 Apr 1968

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FIRST ENDORSEMENT on CG 1stMarDiv ltr 3:HIST:ajs 5750 Ser:
0081-68 dtd 16Apr68

From: Commanding General, III Marine Amphibious Force
To: Commandant of the Marine Corps (Code AO3D)
Via: Commanding General, Fleet Marine Force, Pacific

Subj: 1st Marine Division (Rein) Command Chronology for
1-29 February 1968

1. Forwarded.

Thomas L. Randall

THOMAS L. RANDALL
By direction

Copy 1 of 6 copies

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HEADQUARTERS
1st Marine Division (Rein), FMF
FPO, San Francisco, California 96602

3:HIST:ajs
5750
Ser: 0081-68
APR 16 1968

~~REDACTED~~ - Unclassified when enclosure (1) is removed.

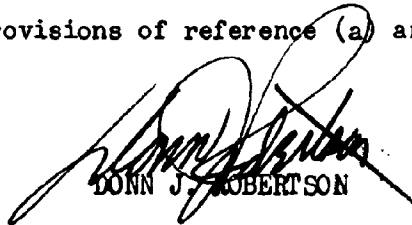
From: Commanding General
To: Commandant of the Marine Corps (Code AO3D)
Via: (1) Commanding General, III Marine Amphibious Force
(2) Commanding General, Fleet Marine Force, Pacific

Subj: 1st Marine Division (Rein) Command Chronology for 1-29 February 1968

Ref: (a) MCO 5750.2
(b) FMFFacO 5750.8

Encl: ✓(1) 1st Marine Division (Rein) Command Chronology for February 1968

1. In accordance with the provisions of reference (a) and (b), enclosure (1) is submitted.


DONN J. ROBERTSON

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1ST MARINE DIVISION, FMF

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HEADQUARTERS
1st Marine Division (Rein), FMF
FPO, San Francisco, California 96602

COMMAND CHRONOLOGY
1 FEBRUARY to 29 FEBRUARY 1968

INDEX

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COMMAND CHRONOLOGY

PART I - ORGANIZATIONAL DATA

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PART 1ORGANIZATIONAL DATA1. (U) DESIGNATION

Commanding General	MajGen Donn J. ROBERTSON
Assistant Division Commander	BGen John N. MCLAUGHLIN (Fr 19Feb68)
Commanding General, Task Force XRay	BGen F. C. LAHUE

SUBORDINATE UNITS

<u>UNIT</u>	<u>COMMANDING OFFICER</u>
Headquarters Battalion	Col W. R. EARNLEY
1st Marines	Col S. S. HUGHES
5th Marines	Col R. D. BOHN
7th Marines	Col R. R. MINER (To 20Feb68)
	Col R. M. HALL (Fr 21Feb68)
11th Marines	LtCol C. V. HENDRICKS
27th Marines	Col A. G. SCHWENK JR
1st Recon Bn	LtCol B. C. STINEMETZ
1st Engr Bn	LtCol L. CASSEY
7th Engr Bn*	LtCol R. FUNDERBURK
9th Engr Bn*	LtCol H. E. PERREA
1st SP Bn	LtCol N. KAVAKICH
1st MT Bn	LtCol C. C. KSYCEWSKI
11th MT Bn	LtCol J. B. BROWN JR
3rd AmFrac Bn	LtCol R. HAEBEL
7th Comm Bn	LtCol H. COWING
1st Tank Bn	LtCol V. GENTILE
1st Med Bn	Cdr C. H. LOWERY MC USN (To 27Feb68)
	Cdr J. V. SHARP MC USN (Fr 28Feb68)
1st Hosp Co	Cdr J. S. MAUGHON MC USN
1st Dent Co	Capt T. J. PAPE DC USN

2. (U) LOCATION

1-29 February 1968; Danang, RVN

3. (U) STAFF OFFICERS

Chief of Staff	Col H. J. WOESSNER II (To 2Feb68)
Deputy Chief of Staff	Col J. C. SHORT (Fr 3Feb68)
Staff Secretary	Col R. E. COREY
	Capt F. L. LOVING

*ADCON only.

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Assistant Chief of Staff, G-1
 Assistant Chief of Staff, G-2
 Assistant Chief of Staff, G-3
 Assistant Chief of Staff, G-4
 Assistant Chief of Staff, G-5

Assistant Chief of Staff, Comptroller
 Adjutant
 Air Officer
 Artillery
 Band Officer
 Career Advisory Officer
 Chaplain
 Clubs Officer

Comm-Electronics Officer
 Dental Officer
 Disbursing Officer
 Exchange Officer
 Embarkation Officer
 Engineer Officer
 Field Historian
 Food Service Officer
 Industrial Relations Officer
 Informational Services Officer
 Inspector
 Legal Officer
 Motor Transport Officer
 Naval Gunfire Officer
 Ordnance Officer
 Photographic Officer
 Postal Officer

Provost Marshal
 Reproduction Officer
 Special Services Officer
 Supply Officer
 Surgeon
 Tank Officer

Col E. W. PAYNE
 Col H. E. ING JR
 Col P. G. GRAHAM
 Col E. K. VICKERS JR
 Col H. BECKINGTON (To 18Feb68)
 Col R. R. MINER (Fr 21Feb68)
 LtCol R. L. BARRETT
 LtCol J. POLIDORI
 Col H. J. FINN
 LtCol C. V. HENDRICKS
 WO T. J. COOK
 Maj R. W. TOPPING
 Capt J. A. KEKLEY CEC USN
 Capt J. J. BOWE (To 31Jan68)
 Maj H. J. MCMULLEN (Fr 1Feb68)
 Col A. CORDES
 Capt T. J. PAPE DC USN
 Maj G. W. GOLBURN
 Capt C. E. LAND
 LtCol C. B. WEBSTER
 LtCol J. W. WILSON
 Capt P. J. HOCKERSMITH
 Capt N. J. ANGELO
 Capt J. D. KINDER
 Capt H. C. JOHNSTON
 Col H. J. WOESSNER II (Fr 2Feb68)
 Col C. R. MANN
 LtCol V. PARRICK
 LCdr T. N. GILES USN
 Maj R. HOXIE
 CWO H. L. HUNTLEY
 WO E. GARCIA (To 31Jan68)
 WO E. T. GARMON (Fr 1Feb68)
 Maj C. A. FOLSOM
 2ndLt J. N. WHEATLEY
 Maj M. V. YOUNG
 Col C. J. EDELMAN
 Capt R. W. JONES MC USN
 LtCol V. GENTILE

4. (U) AVERAGE MONTHLY STRENGTHUSMC

<u>OFF</u>	<u>ENL</u>
1153	20319

USN

<u>OFF</u>	<u>ENL</u>
163	1196

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COMMAND CHRONOLOGY

PART II - NARRATIVE SUMMARY

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PART II

NARRATIVE SUMMARY
AND
PERSONNEL/ADMINISTRATION

1. (C) Replacement and Rotation of Personnel

a. Total of Marine replacements received and Marines rotated during February 1968 were:

Replacements:

Officer 63
Enlisted 3060

Rotated:

Officer 83
Enlisted 1429

b. There were 39 officers and 926 enlisted personnel medically evacuated. Four officers and 57 enlisted who were previously evacuated were returned to duty. A total of 18 personnel departed on emergency leave/permanent change of station orders.

c. A total of 5 officers and 162 enlisted extended their tour for 30 days special leave. Four officers and 165 enlisted departed on special leave.

2. (C) Casualty and Graves Registration. The following casualties were sustained by units ADCON to the 1st Marine Division during February:

	KIA	WIA	**DOW	MIA	CPT	OTHER	*NON-BATTLE DEATH INJURED	**TOTAL
USMC								
OFF	12	90	2	1				103
ENL	304	2238	29	1			5 10	2558
USN								
OFF		3						3
ENL	20	94	2					114
TOTAL	336	2425	33	2			5 10	2778

* Injuries which result in absence from duty for more than 24 hours.

** DOW figures included in WIA totals and not in horizontal totals.

3. (C) Awards. 213 award recommendations were processed and forwarded to higher headquarters for approval. In addition, , 1686 Purple Heart Medals were awarded. 14 Commanding General Certificates of Commendation were awarded.

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4. (C) Discipline, Law and Order. The following criminal investigations were reported for the month of February:

<u>Offenses</u>	<u>Number</u>
Assault	1

Fifty-three traffic violations were reported.

126 offense reports were issued as follows:

<u>Offenses</u>	<u>Number</u>
Drunkenness	1
Weapons violations	8
Unauthorized absence	11
Pass violations	6
Off limits	64
Curfew violations	34
Illegal possession of alcohol	2

5. (C) Industrial Relations. Current utilization totals are:

<u>Number authorized</u>	<u>On Board</u>
669	620

6. (U) Personnel and Morale Services

a. Chaplain. At the end of February, the on board strength of Chaplains assigned was:

<u>Number</u>	<u>Denomination</u>
21	Protestant
10	Catholic
1	Orthodox
32	Total

The following services were conducted during the month:

	<u>Number</u>	<u>Number Attending</u>
Catholic Sunday Divine Services	108	2378
Catholic Weekday Services	117	663
Protestant Sunday Divine Services	175	4227
Protestant Weekday Services	42	1064
Orthodox Divine Services	10	71
Latter Day Saints Services	14	71
Memorial Services	42	2441
Personal Response Programs	34	1278

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- b. Division Clubs. Gross income was \$166,057.50
- c. Division Exchange. Total sales were \$337,845.01 for 14 stores and one mobile unit.
- d. Division Band. The band performed at 8 military formations and one civic action program.
- e. Informational Services. 181 news releases and 2298 Fleet Home Town News Releases were produced during February. 135 Fleet Home Town Radio Tapes and 38 feature tapes were produced for release to major networks.
- f. Postal. The following represent pounds of U. S. Mail received and dispatched during February:

<u>Total Received</u>	<u>Total Dispatched</u>	<u>Total Handled</u>
454,759	252,326	707,085

Air letter mail was not received at Danang on 1, 2, 11 and 17 February.

Financial transactions totalled:

U. S. Money Orders and Fees	\$938,894.14
Stamps, Postage and Insurance Sales	\$25,368.00

FMFPAC Postal Inspection Team inspected 15 mail rooms in addition to the monthly inspection of the Main Office and 13 unit post offices by the Division Post Office.

- g. Career Advisory. Career Advisory results were:

Reenlistment Percentages:

First Term	13.9
Career	92.3
Total	28.4

Extensions of Enlistment

Career	1
Short Term	4
Total	5

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7. (U) 1st Marine Division ARVN Interpreter Program.a. Significant events.

(1) The month of February was a month of increased activity for the ARVN interpreters of this Division. Those who were on leave or liberty at the beginning of the TET holidays were delayed in returning to their units for many days and in some cases for two weeks. Tab A contains a letter from SSgt Nguyen Van KHIEU and SSgt Vuong Van NHUT, a good example of the situation facing men on leave during this period. Those who were with their unit were continuously deployed during the month. Typical of the efforts of interpreters during the TET offensive period was the job done by SSgt Tao KIET and SSgt Hua Trung QUAN who were sent to the Force Logistic Command at the request of CG III MAF to assist in the processing of detainees and refugees. In one days time these men interviewed and assisted in the interrogation of over 1000 Vietnamese detainees and refugees. Other of the Division's interpreters who were caught in the Hue and Saigon areas reported to U. S. and ARVN units voluntarily, to assist in the fight.

(2) During the month of February the following ARVN interpreters were promoted to the rank of Master Sergeant (ARVN):

SSgt Nguyen Minh PHUOC 59/126639 ARVN

SSgt Hua Trung QUAN 60/140942 ARVN

The accompanying photograph (Tab B) shows the newly promoted Master Sergeant QUAN at promotion ceremonies held in the office of the Commanding Officer, Headquarters Battalion, 1st Marine Division (Rein), FMF. (From left to right are WO-1 R. R. FITZGERALD, Cmdr, 1st IT; Master Sergeant QUAN; Colonel W. R. EARNEY CO, HqBn). ARVN interpreters serving with the Division wear the USMC rank insignia of the rank comparable to their ARVN rank. This as well as the wearing of USMC utilities makes them more easily identifiable to their comrades in arms and less of a distinct target for the enemy.

(3) During the month of February the Division joined 19 interpreters with the promise of more to come. However, normal attrition due to normal transfers to other Corps areas, discharges and personnel wounded during the TET offensive period, cancelled out a gain in effective strength. One loss that will be keenly felt was the physical disability discharge of SSgt Tao KIET, probably the most effective interpreter in the Division. Here is a man who speaks, writes and reads, with fluency, three dialects of Vietnamese, two dialects of Chinese and French and English. He is a man who could quickly read a captured document and immediately produce a concise summation of its contents.

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(4) Attached (Tab B) is a roster of the ARVN interpreters assigned to the Division on 15 February 1968.

b. The Senior ARVN Liaison Officer for the 1st Marine Division, Captain Nguyen Hua LUAT was at Hue Citadel when the TET offensive began. As he was unable to return to this Division, he reported to HQ, 1st ARVN Division and went to work. In his absence 1st Lt Tran Van TUY 55/204318, ARVN was assigned as Temporary Senior ARVN Liaison Officer. Dislocation of units and casualties in Northern I Corps resulted in the transfer of Captain LUAT to the 3rd Marine Division on 20 February 1968, to serve as Senior ARVN Liaison Officer of that Command. Captain LUAT will be replaced at this Division by a Major TUONG.

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INTELLIGENCE UNIT1. ADMINISTRATIVE UNIT

a.(U) Services and Support: During the period the unit provided general administrative services for the G-2 Section.

b.(C) Personnel. During the period the G-2 Section operated with an average of 51% of its assigned manning level of 29 officers and 53 enlisted. There is a lack of SNCO's in the OF 02.

c.(U) Logistics and Allowances. During the period approximately 40 percent of materials and supplies necessary for the operation of the section and its attached teams were received as ordered. There is a need for typing chairs and filing cabinets.

2. ACQUISITION UNIT

a.(C) Acquisition section collected information from all areas of interest within the Division AO. AO/VR flights were conducted into the C-3, C-4, C-6, C-7 and C-8 areas and the Reconnaissance Zone throughout the reporting period.

b.(C) The Airborne Personnel Detector (APD) mounted on a UH-1E was only available for one flight of the nine requested during the first two weeks of February. On the 16th, all the experimental APD assets were turned over to the U. S. Army for strength and material testing.

(1)(C) Man packed Detection Devices were mounted on UH-1E's for experimentation and possible replacement of the APD. Results depicted a total failure of the MPDD to even detect large groups of people or large fires from UH-1E's.

(2)(C) Acquisition of timely, accurate, and reliable intelligence on enemy harbor sites, infiltration routes, and enemy movements have been severely limited due to the lack of APD assets. Arrangements have been made with the U. S. Army to obtain one (1) APD for use on approximately 10 March.

c.(C) IR missions have achieved better results within the Division AO during this period due to the decreased amount of moisture and ground haze content in the air. The increased need to change IR flight patterns to include the RZ and changing the TOT for the flights have necessitated changes that is hoped will substantially increase the success of IR missions.

d.(C) The 245th Aviation Reconnaissance Company, U. S. Army, continues to provide SLAR coverage for target acquisition in flat areas, especially the rivers and waterways of Dai Loc, Dien Ban, Hieu Nhon, and

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and Duy Xuyen. The SLAR Data Link Van remained in a down status. In-flight radio relay readouts via G-2 Air Observer TAC net have been successful in providing timely information on targets detected by SLAR and reduces the delay in getting this information to the unit concerned.

(1)(C) The 245th Aviation Reconnaissance Company continued to provide deep AO/VR on alternate days in the C-3, C-4, C-6, C-7 and C-8 areas and have at the same time been used for photo missions with a great degree of success.

e.(C) Photo Imagery Interpretation Unit: The PIU continues to support the 1st Marine Division with vertical aerial photography, high and low altitude panoramic photography, photo mosaics and various overlays associated with photo intelligence. The intensified infra-red program continued during the month of February with a total of 44 hot reports being received during the month. During the period, 17 missions were requested, 5 were received, 3 were cancelled, and 9 are still pending.

(1)(U) One (1) enlisted rotated to CONUS during this reporting period.

f.(C) Air Observation Unit: During the month of February, the Aerial Observation Unit flew 259 sorties for 698.8 hours of visual surveillance in the 1st Marine Division TAOR. In conjunction with normal visual reconnaissance missions, the following missions were performed: 8 photo, 57 artillery, 161 air strikes (TAC A), and 4 Naval gunfire. The AO's also accounted for the following: 113 KIA (C), 25 bunkers destroyed/damaged, 543 structures destroyed, 236 structures damaged, 11 boats destroyed, 6 A/W positions destroyed, 11 tunnels/caves sealed, 110 meters of trench destroyed/damaged, and 7 secondary explosions. During the month of February, the AO Unit provided support for Operation TAMPA.

g.(C) Interrogation-Translation Team (3rd, 9th, and 13th ITT) and Interpretation Team (1st and 7th IT): During the reporting period a total of 272 detainees were interrogated. These were classified as 95 PW's, 36 civil defendants, 2 returnees, and 149 innocent civilians. Number of documents translated totaled 104 batches.

h.(C) Combat Operations Center: COC-2 continues to serve as a focal point for the receipt of spot reports from ITT, CIT, tactical units, adjacent units and higher headquarters. Immediate intelligence requirements generated or suggested by reports, verbal and written, are disseminated to collectors.

(1)(U) Three (3) enlisted were rotated during this reporting period, while two (2) were joined to the Acquisition COC section.

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3.(C) PRODUCTION UNIT: The Basic Intelligence Section continues to maintain background and technical studies, briefings, files on intelligence estimates, enemy units, spot reports, situation reports, climate, population, etc. This information is being constantly updated. Basic Intelligence also continues to receive, evaluate, and process captured enemy ordnance and material.

The Estimative Intelligence Section also disseminates a daily intelligence summary on enemy activity within the 1st Marine Division TAOR.

The following are among the accomplishments of the Basic/Estimates Section during the month of February:

- (1) Completed special projects for CG's use.
- (2) Screened, processed and forwarded captured weapons, plus assorted equipment.
- (3) Issued permits for the retention of war trophies.
- (4) Update of intelligence study of Hue Duc District and Charlie Ridge Area.
- (5) Continued updating of intelligence files.

4.(C) STAFF COUNTERINTELLIGENCE UNIT: During the period the unit provided administrative counterintelligence services to the Division Staff. The unit processed two (2) denials of Security Clearance, forwarded thirty (30) completed NAC/ENT-NAC's to the Regiments, processed three (3) requests for COFRAM access, prepared seven (7) Top Secret accesses, granted four (4) Top Secret Clearances, initiated ten (10) requests for Security investigations and conducted five (5) liaison visits.

a.(C) Kit Carson Scouts (KCS): During the period six (6) KCS trainees were accepted to the program. Reports from the field units show KCS's are continuing to prove their effectiveness against the enemy. Every attempt is being made to procure better qualified people for the program by diligent screening at the Chieu-Hoi Centers.

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ENEMY, WEATHER AND TERRAIN

1. ENEMY

a.(C) Main Force. The following Main Force enemy units are located within the 1st Marine Division's AOR: The Headquarters element of the 368B Artillery Regiment continues to direct it's battalions activities from the "Happy Valley" area. "Elephant Valley" is believed to be the operations base of the 3rd Bn. Elements of the 1st Bn, 368B are estimated to be operating to the south or southwest of Phu Bai.

The 2nd and 3rd Bn's of the 31st Regiment, 341st NVA Division area still believed to be operating in south central Hieu Duc District. The 1st Bn of the 31st is unlocated and may have joined with the 3rd Regiment of the 2nd Division. Company size elements of the 3rd Bn may be occupying positions in the area south of the southern sector and east of the Song Yen (AT 9768).

The 1st Battalion, 68th Artillery Regiment is located in the vicinity of (AT 8144). Military Region 5 Headquarters was reported at (ZC 1038) on 3 March. It's forward headquarters, Group 44 is located in the vicinity of (AT 9652).

The 2nd NVA Division Headquarters is located in the vicinity of (AT 7930). The 1st VC Regiment has given indications of being in the vicinity of (ZC 1843). The 3rd Regiment is located in the vicinity of (AT 9736) and the 21st Regiment is presently located in the vicinity of (AT 9641).

To the north, units identified as operating in the Hue area are the 800th, 802nd, and 806th Battalions of the 6th Regiment; the K-4B and 804th Battalions of the 4th Regiment; the 416th Battalion of the 5th Regiment and the 810th Local Force Battalion also the 7th Battalion of the 9th Regiment; the 7th Battalion of the 90th Regiment. The 12th and Hue City Sapper Battalions' area also believed providing sapper support for the infantry battalions in the area. Locations of individual battalions in the Hue area are undetermined.

Headquarters of the 6th Regiment is believed to be in the vicinity of (YD 7331). The Headquarters, 4th Regiment was reported at (YD 8622). The 804th Battalion has been reported in the vicinity of the 4th Regiment's Headquarters.

Operating in the vicinity of Phu Loc is the 1st Battalion, 4th Regiment, supported by the C-19 and C-24 Sapper Companies.

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b.(C) Local Force. The 402nd Sapper Battalion is located in the vicinity of (AT 8163). The possible 2nd Sapper Battalion is reported to be operating in the area between the Namu Bridge and Hai Van Pass. This unit reportedly as formed with a company of the 402nd Sapper Battalion as nucleus, with NVA personnel and Local Force VC added is also known as the Q-15 or T-87th Sapper Battalion.

Indications are that possibly the R-20th Battalion and V-25th Battalion have incorporated into the Quang Da Battalion. The combined strength of this unconfirmed unit would be 350-400 personnel. It was also reported that the "Quang Da" Battalion is located somewhere to the north of Go Noi Island.

c.(C) Irregular. Irregular activity in the 1st Marine Division's TAOR continued to inflict a significant portion of USMC casualties during February. Mines and other explosive devices accounted for 54% of Marine Casualties taken this month.

2. WEATHER AND TERRAIN

a.(U) General. The weekly maximum and minimum temperatures averaged 75 and 65 degrees respectively for the month of February. The average humidity was 76%. The skies were partly cloudy with .49 inches of rain falling in the Danang area during the month of February.

b.(C) Effects of the Weather. The weather for the month of February had no appreciable effect on any air operations.

c.(C) Effects of the Weather on Terrain. Weather had little or no effect on terrain. Rainfall was at a minimum and had no appreciable effect on troop movement or trafficability.

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ORGANIZATION AND OPERATIONS

1. (S) As a result of the enemy's Tet offensive, all units of the 1st Marine Division were heavily engaged during the month of February. The 1st Marines conducted Operation HUE CITY, which commenced on 31 January 68. Concurrent with this operation, the remainder of the 1st Marine Division conducted offensive operations within the DA NANG area to decisively defeat major units of the 2nd NVA Division and prevent entry and damage to DA NANG City, as occurred in the other major cities throughout South Vietnam. Shortly after the conclusion of the TET offensive, Operation HOUSTON was conducted by the 5th Marines.

2. (S) The initiation of the TET offensive within the 1st Marine Division TAOR on 29 January was preceded by rocket and mortar attacks on key installations such as airfields, artillery positions and command posts and was followed by widely dispersed ground attacks. The techniques employed in these attacks were similar throughout the Division's area. Initial attacks were made primarily by local and main force VC units.

a. In the case of DA NANG, the enemy attempted to seize control of certain sectors of the city, such as I Corps Headquarters and the air base, using forces covertly infiltrated. It appeared that these actions were to be the prelude to a major ground attack from NVA forces, which intelligence indicates were poised in outlying areas.

b. The division responded to these initial attacks by deploying helicopterborne company size units, tank-infantry reaction forces and motorized reaction forces to all major points of enemy contact. The success of these operations are indicated by the enemy casualty figures for the initial 50 hours of his offensive, which showed over 550 enemy killed and 82 prisoners captured.

c. NVA units were detected moving north, through the 3rd Battalion 5th Marines and 2nd Battalion 3rd Marines areas, approximately 15km south of the DA NANG Airfield. These units were subjected to massive attacks by both artillery and air. Tanks were re-positioned to cover enemy routes of approach, as intelligence on enemy dispositions, developed.

d. The enemy threat increased to the point that certain adjustments, in the division's defensive posture, had to be made. Consolidation of forces in the DAI LOC area was indicated in order to enable rapid response to an attack in that vicinity. Company M, 3rd Battalion 7th Marines on Hill 52 was redeployed to Hill 65. A contingent of Nungs from the THUONG DUC CIDG camp occupied Hill 52 during M Company's absence. A company reaction force, directly under division control, mounted in LVT's and escorted by tanks, was placed in the center of the division area and subsequently committed to action. Two of the three provisional rifle companies, organized by the Northern and Southern Sector Defense Commands, were utilized during the first few days of the enemy attacks in the DA NANG area.

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e. On 7 February the 196th Light Infantry Brigade, consisting of two battalions of airborne infantry, with artillery support, was assigned to operational control of the 1st Marine Division from the Americal Division. They were immediately employed in blocking positions in the northern portion of 3/5's area, where several sharp contacts developed. Later, they were employed in search and destroy operations in the central portions of the TAOR, until their redeployment back to the Americal Division on 12 February.

f. During the same period, both 2nd Battalion 3rd Marines and 3rd Battalion 5th Marines were engaged in heavy contact. The brunt of stopping the 2nd NVA Division's attack against the DA NANG area fell to these units. Supported by tanks, artillery and air support, these battalions successfully defeated this strong enemy attack, preventing the enemy from reaching DA NANG City. As a result of the heavy losses incurred in this battle, the 2nd NVA Division withdrew from the Division TAOR.

g. In Operation HUE CITY, the response by the Division, to the initial attacks against that city, could not be as rapid as those conducted in the DA NANG area, due to time and space factors and force commitments extant at that time. As a consequence, enemy forces were able to consolidate their gains before the arrival of the reaction force. The recapture of HUE was relatively slow, due to the efforts to minimize civilian casualties and destruction of the city. Another factor is that many of the houses within the city were constructed of masonry, providing excellent defense against anything, but explosive ammunition. The 1st Marines with the 1st Battalion (-), 1st Marines, the 1st Battalion, 5th Marines and the 2nd Battalion (-), 5th Marines began the operation against the enemy forces entrenched in strong points south of the HUONG River. By 9 February enemy resistance in this area had been reduced to isolated pockets. On 11 February an attack was launched by the 1st Battalion, 5th Marines and the 1st ARVN Division against enemy forces which had fortified the old walled city, known as the Citadel. By 22 February this stronghold was secured after heavy house to house fighting. The capture of the Citadel brought all organized enemy resistance to an end and on 2 March Operation HUE CITY was terminated.

h. Final enemy casualties for HUE CITY were 1931 NVA KIA, 24 VC KIA, 12 NVA PW, 197 detainees, 594 IWC, and 63 CSWC.

3. (S) On 26 February 5th Marines began Operation HOUSTON. This was an offensive operation to reopen and provide security for National Route 1, north of HAI VAN Pass. By 29Feb68, enemy forces had been driven from the immediate area permitting the 35th Engineer Bn (USA) to commence repair and improvement of this main LOC.

4. (C) Major named operations and the controlling headquarters were as follows:

<u>Operation</u>	<u>Headquarters</u>
HUE CITY	TF XRAY
HOUSTON	5th Marines

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5. (C) Heavy contact during the enemy's TET offensive, along with extensive patrolling, security operations and other small unit activities, as well as the major search and destroy operations during the month, accounted for the following total enemy casualty figures; 2646 NVA KIA, 582 VC KIA, 19 VC PW, 371 DET, 770 IWC, 121 CSWC.

6. (C) Normal fixed wing and helicopter support was utilized by the Division during the month of February. 12 Naval gunfire ships fired in support of the Division during February. The supporting ships and missions were as follows: USS Leonard F. Mason (DD 852) supported the Division for 16 days firing 1597 rounds of 5"/38; USS McCormick (DDG 8) supported the Division for 2 days firing 285 rounds of 5"/38. USS Hammer (DD 718) supported the Division for 6 days firing 1287 rounds of 5"/38. USS Johnson (DD 821) fired in support of the Division for 14 days firing 2216 rounds of 5"/38. USS Walke (DD 723) supported the Division for 14 days firing 2542 rounds of 5"/38. USS Manley (DD 940) fired in support of the Division for 1 day firing 42 rounds of 5"/54. USS Providence (CLG 66) supported the Division for 10 days firing 2171 rounds of 6"/47 and 1162 rounds of 5"/38. USS Canberra (CAG 2) supported the Division for 5 days firing 131 rounds of 8"/55 and 601 rounds of 5"/38. USS Newport (CA 148) supported the Division for 4 days firing 756 rounds of 8"/55 and 1136 rounds of 5"/38. USS Hull (DD 945) supported the Division for 1 day firing 190 rounds of 5"/54. USS Hoel (DDG 13) supported the Division for 2 days firing 252 rounds of 5"/54.

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PLANS

1. (S) Re-writing of Operation Order 306-68 (Counter-Rocket) was completed and sent to the Chief of Staff for signature. Rocket belt tasks formerly assigned the 5th Marines were assigned to the 27th Marines. Refined procedures for observation post-Artillery Counter-Rocket Control Center organization, procedures and reporting are reflected. A separate annex for the Provisional Rifle Company has been deleted and reference to Operation Order 102-68 (Provisional Infantry Units) is made in its place. The operations overlay contains recent boundary changes in the DA NANG TAOR. Current directives are referenced. This order will be published as Operation Order 306A-68 at a very early date.
2. (S) Planning for a major change to Operation Order 301-68 commenced. The basic order, Annex A (Task Organization), Annex C (Concept of Operations), Annex D (Operations Overlay) and Annex N (Distribution) are being rewritten to reflect the new forces assigned and the new dispositions of forces in the division occasioned by the arrival of the 27th Marines and the formation and deployment of Task Force XRAY. Changes will also reflect the new instructions contained in CG III MAF LOI 7-68. Change 3 to Operation Order will be published in early April.
3. (S) Operation Plan 107-68 (Counterattack Plan) was written and staffed and is awaiting release in message form. This plan provides for formation of two task units and a division reserve and requires regiments to develop detailed counterattack plans. Operation Plan 107-68 will be published in early March.
4. (C) Annex O (Antimechanized) to Operation Order 301-68 has been completed and is presently awaiting publication. It provides for the delivering of antimechanized fires by all units having that capability and directs units to exert a maximum effort to detect, disrupt and destroy enemy armored forces in the division zone. Included as appendices are a Barrier Plan, an Antimechanized Fire Support Plan and an Antimechanized Overlay. Annex O to Operation Order 301-68 will be published early in March.
5. (U) Division Order 3120.20 (Continuity of Command) has been rewritten and is presently being staffed in draft form. It provides for succession to command in the event that the Commanding General becomes incapacitated and for establishment of an alternate Division Command Post. As the division presently has two Assistant Division Commanders, the senior ADC present and on duty at the Division Command Post is designated first in succession to command. Division Order 3120.20A will be published late in March.
6. (C) Planning for revision of Operation Order 308-68 (Waterway Control) continued. Changes to this order will reflect unit displacements resulting from the execution of Operation CHECKERS and the arrival of the 27th Marines, and will include modified areas of responsibility and realignment

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of tasks of units remaining in the DA NANG TAOR. Publication of this revised order is contingent upon issuance of a new waterway control plan by CG III MAF. Publication of Operation Order 308A-68 is tentatively planned for early April, 1968.

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TRAINING

1. During the month of February 1968 26 officers and 224 enlisted men attended formal school both in and out of country.
2. The 1st Engineer Battalion conducted several three day and one day Demolitions, Land Mine Warfare and VC Booby Trap courses. 89 Marines attended the three day course and 839 attended the one day course.
3. The 11th Marine Regiment conducted one day courses for non-artillerymen in the adjustment of artillery fire. 122 Marines attended.
4. The 27th Marine Regiment joined the 1st Marine Division (Rein) during February and the following training was conducted by a Division MTT contact team.

Subject	Hours
Combined Action/Psychological Operations	1/2
M-16 Rifle (including zeroing and FAM Firing)	4
Peculiar Terminology and Reports	1
Combat Intelligence	11 1/2
Scouting and Patrolling (Hole Hunting)	1/2
Enemy Tactics	1
Motor Convoy Security	1
Riverine Operations (Rocket Belt)	1
Tactical Security	1
Mine Warfare, Demolitions and Booby Traps	3
Use of CS	1/2
Use and Coordination of Supporting Arms	2
Rules of Engagement	1
Background Information on Vietnam	2
Employment of LAAW	1
Total	21

This training was presented to each battalion plus Hq Co. The syllabus was repeated for 1/27 to accommodate their incremental arrival.

5. The division MTT contact team conducted instructions and FAM firing of the M-72 (LAW) Antitank Rocket for 30 ARVN students.
6. Division Leadership School graduated 31 officers 36 SNCO's and 82 NCO's during February.

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LOGISTICS, EQUIPMENT AND SUPPLY NARRATIVE SUMMARY

- (U) 1. Major logistical activity during this period was directed towards support of combat operations.
- (U) 2. During the reporting period, RLIT-27 joined the Division from CONUS. In addition the G-4 Operations Officer, assisted by other special staff officers, conducted materiel-management assistance visits to RLIT-27 and other units. Also numerous informal visits were conducted.
- (U) 3. An Army Instruction Team presented an indoctrination program on selected munitions for the Division on 1 February 1968.
- (U) 4. An Army M16 review board conducted a survey of our units with satisfactory results.
- (U) 5. Instructions on infantry type selected munitions were conducted, allocations published, and authority to stock and use was granted.
- (C) 6. The ammunition situation has improved slightly. Items now above 10 DOA level are:

81MM illumination
 7.62 ball
 M26 frag hand grenades
 non-electric caps
 106 ammunition

New items now below the 10 DOA level include:

8" white bags
 illumination hand grenades
 detonating cord

This leaves us with 16 significant items below the authorized level. However, the majority of these items are in the harbor and the situation should improve with offloading.

- (U) 7. Three Rough Rider convoys were conducted by the 11th MT Bn from DaNang to C.P. #5. All convoys were continually hampered by mortar and small arms fire.
- (U) 8. Between 18-29 February M.T. elements moved troops and cargo of the 27th Marines from 15th Aerial Port to 27th Marines area; moved BLT 1/27 elements from USS VANCOUVER; and assisted in the offloading of the USS BEXAR and USS WASHBURN.
- (U) 9. The total number of surface lifts for February was eleven for a combined total of 110 personnel, 31 vehicles and 1182.33 short tons.
- (U) 10. Airlifts for the same period transported 178 personnel, 3 vehicles and 24.7 short tons in eight lifts.

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- (U) 11. The 1st Engineer Battalion continued to provide close support to the Division. The 7th and 9th Engineer Battalions are supporting III MAF and Division units in the DaNang and Chu Lai area.
- (U) 12. During the month 1st Engineer Battalion and 1st Shore Party Battalion received 33 Division work orders with a total of 37 completed. There are 54 still pending.
- (U) 13. The 35th Engineer Battalion (USA) has assumed responsibility for road upgrading/repair, mine sweep and bridge repair on Route #1 North from Nam O Bridge (AT 928843) to Phu Loc (ZD 085007).
- (U) 14. The 3d LVT cantonment area is 99% completed. Other areas of construction include: 1st MED Battalion's messhall, 11th MT Battalion's Butler Building and messhall.
- (U) 15. Non-Engineer units reported 34 mine/booby trap incidents with 21 involving detonation. Detonation caused 4/WIA's, 2 LVT's destroyed, 1 LVT with severe damage, 11 LVT's with moderate and 1 with slight damage.
- (U) 16. During February, 42 bridge and culvert incidents were reported. Most incidents occurred on Route #1 between Hai Van Pass (AT 932894) and Hue (YD 749212) which resulted in a slowdown of resupply to units in the area. Presently Route #1 North from Song Cau Lau (BT 077550) to Hue (YD 220770) is open.
- (U) 17. A total of 27 aerial road reconnaissance flights were conducted this past month.
- (U) 18. Dental Company has 16 facilities providing support at this time. Two facilities were closed down pending movement of parent units. RIF-27 has the 15th Dental Company, 5th MarDiv for support. Civil action covered 5 villages and hamlets servicing a total of 390 persons.
- (U) 19. The Food Services Officer attended a Food Services Conference held by WestPac Food Services Team. The teams in-country schedule was discussed and a schedule established from 2 March thru 31 April 1968.
- (U) 20. Assistance was rendered to 2nd Battalion, 502 Inf (USA) in establishing liaison with FLC and III MAF Food Services Officer. The production of ice cream was resumed in the Phu Bai area.
- (U) 21. Whole canned potatoes were recommended and approved by the III MAF menu board for unit messes. This item has been ordered. Also available from NSA is duck. Duck was not ordered as per request.
- (U) 22. Alpha Rations were in short supply within the DaNang, Phu Bai and Chu Lai areas. Phu Bai encountered a problem in resupply of Alpha and Bravo Rations because of lack of transportation. Fifteen days Alpha Rations were sent to Phu Bai on 28 Feb. Bravo was not shipped because of transportation problems.

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1. (U) On 8 February, a pig breeding farm project was completed at Phong Bac Hamlet (AT992713). This civic action project was sponsored by First Tank Battalion.
2. (U) On 15 February, 3rd AmTracBn completed their road repair project in Nui Kim Son Hamlet (BT081788). The road was regraded and freshly oiled.
3. (U) On 20 February, at Phouc Ly Hamlet (AT965750), a school house was completed by 1st Recon Bn.
4. (U) Projects underway in the 1st Marine Division CAAOR include: 3 schools, 3 pig breeding farms, 5 wells, 2 dispensaries, 2 maternity hospitals, 1 Buddhist Temple, 1 way station and 1 school addition.
5. (U) Assistance rendered within the 1st Marine Division CAAOR during the month of February 1968 was as follows:

SERVICES

MedCaps	10,907 cases
DentCaps	289 cases
Medical Evacuation Assistance	140 cases
English Language Classes	11.5 hours

COMMODITIES

Animal feed (garbage)	38,325 lbs
Lumber (truck loads)	8
Tin (sheets)	38
Cement (bags)	207
Soap (bars)	688
Foodstuffs	4,245 lbs
Gravel (truck loads)	3
Clothing	260 lbs

FINANCIAL ASSISTANCE

Scholarships (piasters)	7,000 \$VN
Contributions (piasters)	56,630 \$VN

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PSYCHOLOGICAL OPERATIONS

1. Sequential listing of Psychological Operations in support of 1st Marine Division units for the period 1-29 February 1968.

<u>Date</u>	<u>Leaflets Air Dropped</u>	<u>Leaflets Hand Distributed</u>	<u>Aerial Broad- casts (hours)</u>	<u>Ground Broad- casts (hours)</u>
1Feb68	4,300,000	7700	02:40	13:00
2	200,000	3450	:30	08:00
3	1,800,000	1850	-----	07:00
4	2,300,000	3160	-----	02:00
5	4,500,000	700	-----	04:30
6	2,650,000	2100	-----	05:00
7	2,050,000	530	-----	07:00
8	2,600,000	400	-----	12:45
9	200,000	5600	-----	10:00
10	-----	50	-----	08:30
11	2,800,000	1400	:40	08:30
12	1,600,000	7000	01:45	05:00
13	1,500,000	4200	04:05	02:00
14	1,050,000	1450	03:30	02:00
15	1,300,000	3300	12:00	12:00
16	850,000	4500	01:50	03:30
17	950,000	1300	02:30	03:30
18	900,000	2200	03:45	03:00
19	1,950,000	3500	05:10	05:00
20	1,200,000	2400	02:40	03:15
21	700,000	1600	02:10	13:00
22	2,850,000	700	03:55	-----
23	1,300,000	900	:40	05:00
24	3,850,000	400	04:40	08:00
25	1,150,000	400	08:30	-----
26	1,850,000	3050	02:30	05:00
27	1,500,000	650	01:55	08:30
28	1,100,000	900	04:25	10:00
29	1,850,000	850	01:30	02:00

Themes employed were:

- | | |
|--|--------------------------------|
| 1. GVN Provides a Better Life | 7. VC Unjustly Tax/Force Labor |
| 2. USMC Comes in Peace | 8. VC/NVA Face Defeat |
| 3. Reward for Mines, Booby Traps and Information | 9. VC/NVA Hardships |
| 4. Don't Harbor VC | 10. VC Not Welcome by People |
| 5. VC Use Force/Terrorism | 11. GVN/US/FWMAF Offer Peace |
| 6. VC Destroy the Youth | 12. Chieu Hoi |
| | 13. Rocket Rewards |

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CONFIDENTIALCOMMUNICATIONS-ELECTRONICS
NARRATIVE SUMMARY**CONFIDENTIAL**

1. (U) On 1 February 1968 CWO PETERS was relieved by Captain MCVAY. CWO PETERS was transferred to 7th Communications Battalion.
2. (C) On 11 February 1968 Major VERDON attended conference at III MAF on the present employment of total AN/TRC-97 assets in III MAF with a view towards increased economy of employment and distribution. The DCS Circuitry serving the Chu Lai area was now of such stability to permit the disestablishment of the AN/TRC-97, Chu Lai-Danang Link. Reserved assets will be redeployed to the Phu Bai area.
3. (U) On 12 February 1968 Major SIMON relieved Major SCHNEIDER as Assistant Division Communications-Electronics Officer for Electronics. Major SCHNEIDER was transferred to 7th Communications Battalion for duty.
4. (U) On 22 February 1968 Colonel S. B. HUNT (III MAF CEO) visited the Division and inspected the DASC, FSOC, COC, Message Center, Telephone Exchange, Main Frame, and Radio Relay Hill (Hill 244). Various problems areas were discussed and constructive ideas exchanged with the Division Communications-Electronics Office and the Division Communications Company Commander.
5. (C) On 22 February 1968 Major SIMON attended school on AN/PCC-1, AN/VCC-1, and AN/VCC-2 at 5th Communications Battalion. School on these equipments is being conducted by Captain BRIDGES from Development Center. Initial class was for technicians, subsequent classes for operators. This was first day of class and technicians were in process of modifying PRC-25's in order to operate the MUX equipment. Equipment was not operational at this time because of PRC-25 Modifications in progress subsequent visit at a later date is warranted.
6. (C) On 28 February 1968 LtCol MITCHELL and Major VERDON visited 5th Communications Battalion for briefing on items of equipment under development. Briefing and demonstration on PCC/VCC multiplexer, and HYL-3 secure retransmission device. MCDEC representatives were Captain BRIDGES and Captain JONES. Training on multiplexer underway at 5th Communications. 1st Marine Division has students in both repair and operator courses. 5th Communications initial increment of equipment is on board (less combiners needed for 8-channel applications). 2 of 6 existing HYL-3 will be left in Vietnam for use within III MAF.

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7. (U) During February 1968 material assistance visits were conducted at the following units:

1. 3rd Battalion, 5th Marines
2. 2nd Battalion, 3rd Marines
3. 2nd Battalion, 27th Marines

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PART III - SEQUENTIAL LISTING OF SIGNIFICANT EVENTS

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PART IIISEQUENTIAL LISTING OF SIGNIFICANT EVENTS

1. (U) The following distinguished visitors toured/visited the command during the month of February 1968:

<u>DATE</u>	<u>NAME</u>	<u>BILLET</u>
1Feb68	BGen Kenney	CG, Artillery Scol, Ft Sill
5-6Feb68	LtGen V. H. Krulak	CG, FMFPac
14Feb68	Gen W. C. Westmoreland	COMUSMACV
16Feb68	MajGen W. J. Van Ryzin	Dep Cmdr III MAF
23Feb68	BGen H. W. Hise	Asst Wing Cmdr, 1st MAW
24Feb68	BGen E. M. Flanagan, Jr.	Dep C/S Opns, III MAF

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CONFIDENTIALENEMY ACTIVITY

- 1 February (C) 0915H - At (AT 9253) an artillery forward observer with H/2/7 (Opcon 3/7) observed a total of 100 enemy moving from north to south in groups of 5 to 7. Artillery was fired, but results were unknown.
- 1215H - The 1st FAG fired at enemy concentrated at (YD 9122) resulting in 75 enemy KIA and 3 secondary explosions.
- 1230H - At (YD 8214) MCB-3 defense position received nine rounds of unknown type mortar.
- 1345H - At (ZC 0798) D/1/11's CP received approximately 40 rounds of 60mm mortar fire from an unknown enemy position. Area countermortar fire was returned with unknown results.
- 1740H - At (YD 8813) Headquarters Company 5th Marines' defense position received three 122mm rockets from an unknown enemy position.
- 3 February (C) 1140H - At (AT 8847) Cap N-2 received ineffective small arms fire from an estimated 25 VC. Small arms and artillery were employed causing the enemy to break contact.
- 1430H - Recon patrol Saddle Bag observed 36 VC moving to the east. Artillery was fired with unknown results.
- 4 February (C) 1710H - Recon patrol Grim Reaper observed an estimated 33 VC crossing a river in 3 boats. Artillery was called resulting in two boats sunk and two VC KIA.
- 1800H - Recon patrol Barkeep sighted 40 VC moving northeast. Artillery was fired with unknown results.
- 5 February (C) 0105H - At (AT 9580) The Army helo pad received 20 rounds of 82mm mortar fire, and heavy small arms fire from an unknown number of enemy.
- 0310H - 2/3's CP received 20 rounds of 82mm mortar fire.
- 0350H - At (BT 1058) a ROKMC artillery unit received 15 rounds of 122mm rocket fire.
- 1115H - At (AT 9237) recon patrol Barkeep observed 30 VC moving east. Artillery was called with unknown results

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- 6 February (C) 0140H - At (AT 9863) G/2/3, Opcon to 3/5, observed 150 enemy moving southwest. The area was saturated with artillery and mortar with unknown results.
- 1405H - At (AT 9573) a Shore Party OP observed a total of 70 enemy. Artillery and airstrikes were run on the enemy with unknown results.
- 1500H - At (BT 011638) G/2/3, Opcon 3/5, received a heavy volume of small arms fire from the immediate vicinity. Two tanks were moved up for support, small arms and 90mm fire were returned and a flame tank was employed. One platoon from K/3/5 was deployed to defend the right flank. An airstrike was then called. Search of the area revealed 30 VC KIA.
- 1510H - At (BT 014655) M/3/5 search and destroy received small arms and automatic weapons fire. Fire was returned and the enemy positions were assaulted resulting in eight NVA KIA.
- 1640H - At (BT 011638) K/3/5 received heavy small arms fire from enemy positions to the front. Small arms fire and automatic weapons fire was returned, and mortar and artillery missions were conducted. The enemy positions were then assaulted and a search disclosed 35 NVA KIA.
- 1700H - At (BT 015666) F/2/3, Opcon to 3/5 company search and destroy, received heavy automatic weapons fire. Fire was returned and an 81mm mortar mission was conducted. F/2/3 then assaulted the enemy positions and a followup search revealed 31 NVA KIA.
- 1715H - At (AT 9237) recon patrol Barkeep sighted an estimated 30 VC moving southwest. Artillery was called resulting in three secondary explosions.
- 1845H - At (AT 8951) H/2/7 observed 15 to 20 enemy crossing a river in a boat. Artillery was called killing one VC.
- 2325H - At (BT 0765) B/1/12 received 12 rounds of 60mm mortar fire.
- 7 February (C) 1015H - At (BT 002532) G/2/3, Opcon to 3/5 company search and destroy, received small arms fire from an unknown number of enemy. Small arms fire was returned and a fire mission called. The enemy positions were then assaulted, resulting in 12 NVA KIA.

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1150H - At (AT 997635) I/3/5 company search and destroy received small arms and mortar fire. Small arms fire was returned and a 60mm mortar mission was conducted. I/3/5 then assaulted the enemy positions. A search revealed eight NVA KIA.

1230H - At (AT 995630) I/3/5 company search and destroy received small arms fire. A 81mm mortar mission was conducted. The enemy position was assaulted and the area searched. Ten NVA KIA were found.

1310H - At (BT 010637) company search and destroy being conducted by I/3/5 received small arms fire and mortars from an unknown number of enemy. I/3/5 returned fire, assaulted and in the ensuing search, found ten NVA KIA.

1325H - At (BT 011639) I/3/5 company search and destroy received small arms fire from an unknown number of enemy. Elements of I/3/5 were maneuvered to flank the enemy. Following an assault 11 NVA KIA and one 60mm mortar and sight were found.

1749H - At (BT 042622) M/3/5 company search and destroy came in close contact with enemy forces at a distance of five meters. Following an exchange of grenades and small arms fire a search revealed 15 VC KIA.

8 February (C) 0110H - At (AT 9157) the I/3/7 bridge security team received 12 rounds of mortar fire, along with M-79 and small arms fire from an unknown number of enemy.

1245H - At (BT 0270) Cap E-4 came under attack from an estimated 200-300 enemy. Initially the Cap unit was reinforced by Army companies "A" and "B", 1st Battalion, 6th Inf 198 LIB. Later Army company's "A" and "E" along with Marine Companies G/2/3, and I/3/5 moved into contact. At approximately 1730H, G/2/3 returned to it's area. The Army and I/3/5 remained in contact until approximately 1815H. There were 152 NVA killed during the battle.

9 February (C) 1200H - At (BT 0067) G and D Company's 2nd of the 1st Inf, 196th LIB, made contact with an estimated two NVA company's. The contact lasted until darkness with the Army units reporting at 1900H that all was quiet. There were 67 NVA killed during the day.

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1900H - At (BT 0064) "F" and "H" Companies of 2/3 made contact with an estimated 200 enemy. Contact was broken at 2015H. Results of the contact were 12 NVA KIA.

11 February (C) 1310H - At (AT 8486) recon patrol Sailfish observed 20 VC moving northwest. Artillery was called with unknown results.

1730H - At (AT 9337) recon patrol Hanover Sue observed 31 VC moving southwest. Artillery was called with unknown results.

12 February (C) 0930H - At (AT 9337) recon patrol Hanover Sue observed 25 VC moving southwest. Artillery was called with unknown results.

1015H-1815H - At (AT 9337) Hanover Sue observed a total of 32 enemy. All were moving either west or southwest. Artillery was called with unknown results.

1420H-1540H - At (AT 9960) OP at the 7th Marines CP observed a total of 20 enemy moving toward the south. Artillery was called with unknown results.

13 February (C) 1015H-1145H - At (AT 9237) recon patrol Hanover Sue observed a total of 21 enemy moving south or southwest. Artillery was called with unknown results.

1500H - At (AT 9947) Dublin City sighted 40 VC moving southwest. Artillery was called killing 4 VC.

1915H - At (AT 9237) Hanover Sue observed an estimated 130 NVA moving to the southwest. Artillery was fired with unknown results.

14 February (C) 1500H - At (AT 8668) the 1/7 command group observed an estimated enemy company moving west. Artillery and air-strikes were run killing 33 of the enemy.

1830H - At (BT 0044) recon patrol Dublin City observed 20 NVA moving southwest. Artillery was called killing 3 of the enemy.

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2000H - At (AT 9760) K/3/7 ambush platoon was in its ambush position when it took 12 rounds of 60mm mortar fire and automatic weapons fire from an unknown number of enemy. The platoon moved from the position and called in mortar fire with unknown results.

15 February (C) On 15 February, C/1/7 linked up with elements of D/1/7 at (AT 8666) and encountered an estimated two enemy companies. The ensuing heavy contact cost the enemy 31 KIA.

In pursuit of a reported 25 VC moving to the south with several prisoners, one of the helicopters employed in the insertion of reaction forces received small arms fire which damaged its engine and forced it down. Over the next three days, security forces around the downed helicopter reported extraction unsuccessful, and helicopters approaching this area were subjected to intense ground fire. Helicopter extracted 18Feb68.

16 February (C) 0120H - At (AT 9169) Marines at the C/1/7 defensive perimeter observed an estimated 24 enemy moving south. Mortars were fired with unknown results.

2140H - At (AT 8957) a L/3/7 patrol ambushed an estimated 40 VC. The patrol initiated ambush, enemy returned fire and broke contact.

18 February (C) 1430H - At (AT 8050) recon patrol Burlap observed 40 enemy moving east/southeast. Airstrikes were called killing one VC.

1025H - At (AT 8586) recon patrol Gunsmoke observed 40 VC moving northeast. Artillery was fired with unknown results.

1446H - At (AT 8862) a H/2/7 squad patrol observed 50 to 60 enemy moving along ridge line. 82mm mortar along with small arms were fired and the enemy broke contact quickly.

1630H - At (AT 8586) recon patrol Gunsmoke observed 35 enemy moving northeast. Artillery was fired with unknown results.

2200H - At (AT 9573) radar picked up 20 to 30 enemy. Artillery was fired causing enemy to withdraw.

22 February (C) 0945H - At (AT 8367) Choppers carrying recon patrol

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Dublin City received small arms/automatic weapons fire from 25 to 30 enemy upon attempting insertion. Gunships delivered suppressive fire while the chopper lifted out of the area. Another attempt was made to insert the patrol at (AT 8567), but again ground fire forced the mission to be aborted. Artillery was fired but with unknown results.

23 February (C) 1400H - At (AT 8371) recon patrol Dublin City observed approximately 40 enemy.

1500H - At (AT 8148) recon patrol Burlap observed 44 VC moving east. Airstrikes were run with unknown results.

24 February (C) 0430H - At (BT 0673) MAG-16 received approximately 19 rounds of 122mm rockets.

2258H - At (BT 0173) the southeast side of the Danang airfield received 12 rounds of 122mm rocket (two were duds).

26 February (C) 0915H - At (ZD 2001) K/3/5 company search and destroy received twenty rounds of 60mm mortar. Artillery was returned with unknown results.

1018H - At (YD 7519) F/2/5 company search and destroy received small arms, automatic weapons fire, and 20 rounds of 60mm mortar. Fire was returned and a search of the area revealed 12 NVA KIA.

1725H - At (YD 7723) B/1/1 company defensive position received 20 rounds of 60mm mortar. 81mm mortar was returned with unknown results.

1830H - At (YD 7711) recon company 2/327 platoon combat patrol received 12 to 15 rounds of 82mm mortar and two rounds of 75mm RR fire. Artillery was returned with unknown results.

27 February (C) 1210H - At (AT 8673) recon patrol Barkeep observed 20 enemy moving to the northeast. Artillery was called and one secondary explosion was observed.

28 February (C) 0955H - At (AT 9945) recon patrol Dublin City observed

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20 NVA moving southwest carrying what appeared to be one radio and two 82mm mortar tubes. Artillery was called with unknown results.

1130H - At (BT 0147) recon patrol Dublin City observed 25 NVA carrying 3 crates 3x4 feet in size and what appeared to be a mortar tube. Artillery was called killing 4 NVA

1500H - At (AT 9548-9949) Dublin City sighted an estimated 50 enemy moving northeast carrying possible mortars, rockets, and rocket launchers. Artillery and airstrikes were run resulting in 20 enemy KIA.

29 February (C)

1745H - (AT 8450) recon patrol Sail Fish observed 25 NVA moving northeast. A fire mission was called killing 5 enemy.

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ORGANIZATION AND OPERATIONS

- 01 Feb (U) CG 1st MarDiv commended the 11th Marines, Recon Team Rummage, 3rd Bn 5th Marines, 3rd AMTRAC Bn and the SSDC for outstanding combat performance during the early phase of the enemy TET offensive.
Ref: CG 1st MarDiv 011315Z Feb 68
TAB B
- 01 Feb (U) CG 1st MarDiv published change 1 to DivO 1500.30B (1st Marine Division Annual Training Directive 1 July 67 to 30 June 68.)
Ref: Ch 1 to DivO 1500.30B
TAB B
- 01 Feb (S) CG 1st MarDiv suspended movement of personnel on PCS orders.
Ref: CG 1st MarDiv 030404Z Feb 68
TAB B
- 03 Feb (C) CG 1st MarDiv terminated OPN checkers.
Ref: CG 1st MarDiv 031311Z Feb 68
TAB F
- 03 Feb (C) CG 1st MarDiv assigned CG TF XRAY responsibility for providing security for Tan My Port.
Ref: CG 1st MarDiv 030307Z Feb 68
TAB F
- 04 Feb (S) CG 1st MarDiv published the Task Organization as of 31 Jan 68.
Ref: CG 1st MarDiv 041329Z Feb 68
TAB F
- 04 Feb (C) CG 1st MarDiv organized 7 provisional rifle companies for employment in defense of fixed installations.
Ref: CG 1st MarDiv 040932Z Feb 68
TAB F
- 04 Feb (S) CG 1st MarDiv directed 7th Marines to conduct operation Nutcracker, a three company search and destroy operation.
Ref: CG 1st MarDiv 040635Z Feb 68
TAB F
- 04 Feb (S) CG 1st MarDiv requested the CG 2nd Brigade of the ROK Marine Corps to establish a blocking position south of the Song Thanh suit.
Ref: CG 1st MarDiv 031604Z Feb 68
TAB F
- 06 Feb (C) CG 1st MarDiv terminated operation Nutcracker 6 Feb 68.
Ref: CG 1st MarDiv 081528Z Feb 68
TAB F

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08 Feb (C) CG 1st MarDiv directed the 7th Marines and TF X-Ray to provide security for MCB 6 road repair work on Rt 1 for the period 9 Feb-11 March 68.

Ref: CG 1st MarDiv 981555Z Feb 68
TAB F

08 Feb (S) CG 1st MarDiv provided information and required references for employment of COFRAM munitions.

Ref: CG 1st MarDiv 081205Z Feb 68
TAB F

08 Feb (S) CG 1st MarDiv published Frag Order 17-68 (Scheme of Maneuver for counter Tet operation).

Ref: CG 1st MarDiv 071605Z Feb 68

08 Feb (S) CG 1st MarDiv assumed OPCON 196th Light Infantry Brigade.

Ref: CG 1st MarDiv 081635Z Feb 68
TAB F

10 Feb (S) CG 1st MarDiv sent a "Well Done" to the First Marine Division for its successful defense of the Da Nang Area.

Ref: CG 1st MarDiv 101404Z Feb 68
TAB F

10 Feb (S) CG 1st MarDiv deployed one platoon M48A3 tanks to TF-XRay for use in Opn Hue City.

Ref: CG 1st MarDiv 100607Z Feb 68
TAB F

11 Feb (S) CG 1st MarDiv published Frag Order 19-68 (Daily Rough Rider Convoy from FLC to the 2d ROKMC Brigade).

Ref: CG 1st MarDiv 111248Z Feb 68
TAB F

11 Feb (S) CG 1st MarDiv assumed OPCON 1st Bn, 327th Infantry 101st Airborne Div and passed OPCON to TF X-RAY.

Ref: CG 1st MarDiv 110425Z Feb 68
TAB B

12 Feb (S) CG 1st MarDiv passed OPCON of the 196th Light Infantry Brigade to the Americal Div.

Ref: CG 1st MarDiv 121415Z Feb 68
TAB F

12 Feb (S) CG 1st MarDiv published Frag Order 18-68 (Extensive and Aggressive patrolling in the Rocket Belt to exert maximum pressure against the enemy).

Ref: CG 1st MarDiv 120412Z Feb 68
TAB F

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- 15 Feb (S) CG 1st MarDiv issued Frag Order 21-68 (Displacement of 2d Bn 27th Marines to 3d Bn, 5th Marines TAOR).
Ref: CG 1st MarDiv 152145Z Feb 68
TAB F
- 16 Feb (S) CG 1st MarDiv issued Frag Order 22-68 (Recovery of Downed CH 46 by 7th Marines).
Ref: CG 1st MarDiv 161422Z Feb 68
TAB F
- 16 Feb (S) CG 1st MarDiv issued Frag Order 20-68 (Movement of 2nd Bn 502 Infantry to the Hai Van Pass Area).
Ref: CG 1st MarDiv 160310Z Feb 68
TAB F
- 18 Feb (S) CG 1st MarDiv issued Frag Order 24-68 (Displacement of RLT 27 to 2nd Bn, 3rd Marines and 3rd Bn, 5th Marines TAOR'S).
Ref: CG 1st MarDiv 181019Z Feb 68
TAB F
- 18 Feb (U) CG 1st MarDiv published Div Order 3590.1A (Scout Sniper Program)
Ref: Div O 3590.1A
TAB B
- 18 Feb (S) CG 1st MarDiv issued Frag Order 23-68 (Defense of Hoa Vang Sub Sector by a company from 2/27).
Ref: CG 1st MarDiv 180242Z Feb 68
TAB F
- 19 Feb (S) CG 1st MarDiv issued Frag Order 25-68 (A Recon in force in the Charlie Ridge Area by 2 companies in the 7th Marines).
Ref: CG 1st MarDiv 191410Z Feb 68
TAB F
- 20 Feb (S) CG 1st MarDiv issued Frag Order 27-68 (OPCON of 3/5 was passed to CG TF X RAY).
Ref: CG 1st MarDiv 200810Z Feb 68
TAB F
- 22 Feb (S) CG 1st MarDiv issued Frag Order 28-68 (RLT 27 Assumes Responsibility of 2nd Bn 5th Marines and 2nd Bn 3rd Marines TAOR'S).
Ref: CG 1st MarDiv 211443Z Feb 68
TAB F
- 22 Feb (S) CG 1st Mar Div issued Frag Order 26-68 (Displacement of 3/5 from Da Nang TAOR to Phu Bai TAOR).
Ref: CG 1st MarDiv 211445Z Feb 68
TAB F

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- 24 Feb (S) CG 1st MarDiv assumed OPCON of BLT 1/27 and passed OPCON to CO RLT 27.
Ref: CG 1st MarDiv 231545Z Feb 68
TAB F
- ✓ 25 Feb (S) CG 1st MarDiv assumed OPCON of 3rd Bn 5th Armored Cav.
Ref: CG 1st MarDiv 251341Z Feb 68
TAB F
- 25 Feb (S) CG 1st MarDiv assumed OPCON of 2nd Bn, 505th Infantry and passed OPCON to CG TF XRAY.
Ref: CG 1st MarDiv 250013Z Feb 68
TAB F
- 25 Feb (S) CG 1st MarDiv assumed OPCON of 1st Brigade, 101st Airborne and passed OPCON to CG TF XRAY.
Ref: CG 1st MarDiv 250014Z Feb 68
TAB F
- 26 Feb (U) CG 1st MarDiv published DivBul 5041 of 26 Feb 68 (Training Inspection 3rd Quarter FY 68)
Ref: CG 1st MarDiv 270657Z Feb 68
TAB F
- 27 Feb (S) CG 1st MarDiv issued Frag Order 30-68 (Operation Tampa, a Bn search and destroy operation to be conducted by the 7th Marines on 27 Feb 68)
Ref: CG 1st MarDiv 261633Z Feb 68
TAB F
- 27 Feb (S) Operation Tampa commenced 0700.
Ref: CG 1st MarDiv 261633Z Feb 68
TAB F
- 28 Feb (S) CG 1st MarDiv issued Frag Order 31-68 (Area of Operation for Operation Tampa modified to include western portion of 7th Marines TAOR)
Ref: CG 1st MarDiv 280415Z Feb 68
TAB F
- 29 Feb (S) CG 1st MarDiv issued Frag Order 33-68 (Rough Rider Convoy from Da Nang to Phu Bai to be conducted 1 Mar 68)
Ref: CG 1st MarDiv 291331Z Feb 68
TAB F

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LOGISTICS, EQUIPMENT AND SUPPLY

1 February	Army Presentation on selected munitions
1-3 February	Army review board conducted survey of M16's
17 February	Logistics Conference at III MAF
18-29 February	Moved troops, cargo and vehicles of RLT-27 from 15th Aerial Port to 27th Marines area.
19 February	HqBn, Comm Co and Svc Co connected to commercial power
23 February	35th Engineer Bn (USA) assumed responsibility for repair and improvement of a portion of RT #1 north of HAI VAN Pass.
24-25 February	Elements of BLT 1/27 unloaded from VANCOUVER
25 February	DEO attended PAC Engineer Conference at III MAF
27-28 February	Unloaded BEXAR
28-29 February	Unloaded WASHBURN

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CIVIL AFFAIRS/CIVIC ACTION

8 February 1968	Pig breeding farm completed at Phong Bao Hamlet sponsored by 1stTankBn
15 February 1968	Road repair completed at Nui Kim Son Hamlet sponsored by 3rd AmTracBn
20 February 1968	School House completed at Phouc Ly Hamlet sponsored by 1st ReconBn

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PSYCHOLOGICAL OPERATIONS

Narrative summary for the period 1-29 February 1968.

1. (U) The 1st Marine Division continued to run an extensive Rewards Campaign with excellent results.
2. (U) The Chieu Hoi Campaign which was held in temporary abeyance during the TBT offensive has been put back into effect.
3. (U) Armed Propaganda Teams have been used extensively throughout the 1st Division's AOR.

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CONFIDENTIALCOMMUNICATIONS-ELECTRONICS
SEQUENTIAL LISTING OF SIGNIFICANT EVENTS

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- 1 February 1968 (C) CWO PETERS was relieved by Captain MCVAY. CWO PETERS was transferred to 7th Communications Battalion.
- 11 February 1968 (C) Major VERDON attended conference at III MAF on present employment of total AN/TRC-97 assets in III MAF.
- 12 February 1968 (U) Major SIMON relieved Major SCHNEIDER as Assistant Communications-Electronics Officer for Electronics. Major SCHNEIDER was transferred to the 7th Communications Battalion.
- 14 February 1968 (U) Captain MCVAY made assistance visit to 3rd Battalion, 5th Marine Regiment.
- 15 February 1968 (U) Captain MCVAY made assistance visit to 2nd Battalion, 3rd Marine Regiment.
- 21 February 1968 (U) Captain MCVAY made assistance visit to 2nd Battalion, 27th Marine Regiment.
- 22 February 1968 (U) Colonel S. B. HUNT (III MAF CEO) visited Colonel A. M. CORDES (Division Communications-Electronics Officer).
- 22 February 1968 (U) Major SIMON attended school on AN/PCC-1, and AN/VCC-1, and AN/VCC-2 at 5th Communication Battalion.
- 23 February 1968 (U) Captain MCVAY made assistance visit to 2nd Battalion, 27th Marine Regiment.
- 25 February 1968 (U) LtCol B. MITCHELL joined the Division Communications-Electronics Office for duty as Assistant Division Communications-Electronics Officer.
- 28 February 1968 (U) LtCol MITCHELL and Major VERDON visited 5th Communications Battalion for briefing and demonstration on PCC/VCC multiplexer, and HYL-3 secure retransmission device.

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COMMAND CHRONOLOGY

PART IV - SUPPORTING DOCUMENTS

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PART IV

SUPPORTING DOCUMENTS

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 Hq. Bn. Command Chronology
 First Marines Command Chronology
 Fifth Marines Command Chronology
 Seventh Marines Command Chronology
 Twenty-Seventh Marines Command Chronology
 Second Bn Third Marines Command Chronology
 Eleventh Marines Command Chronology
 1st Reconnaissance Bn Command Chronology
 1st Tank Bn Command Chronology
 1st Engineer Bn Command Chronology
 1st Shore Party Bn. Command Chronology
 1st Motor Transport Bn. Command Chronology
 1st Medical Bn. Command Chronology
 1st Hospital Co. Command Chronology
 Third Amtrac Bn. Command Chronology
 Seventh Communication Bn. Command Chronology
 Seventh Engineer Bn. Command Chronology
 Ninth Engineer Bn. Command Chronology
 Eleventh Motor Transport Bn. Command Chronology

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OPERATIONAL DOCUMENTS

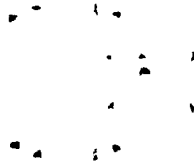
<u>SUBJECT</u>	<u>ORIGINATOR & DTG</u>
1✓ COMBAT PERFORMANCE	CG 1st MarDiv 011315Z Feb 68 (U)
2✓ MOVEMENT	CG 1st MarDiv 030404Z Feb 68 (S)
3✓ MOVEMENT	CG 1st MarDiv 040650Z Feb 68 (C)
4✓ HUE LCU RAMP	CG III MAF 041338Z Feb 68 (S)
5✓ COUNTER OFFENSIVE OPNS	CG III MAF 052256Z Feb 68 (C)
6✓ USE OF COFRAM	CG 1st MarDiv 062310Z Feb 68 (S)
7✓ DANANG TAOR	CG III MAF 070928Z Feb (S)
8✓ AREA OF OPN	CG III MAF 081404Z Feb (C)
9✓ OPCON	CG 1st MarDiv 110425Z Feb 68 (S)
10✓ OFFENSIVE OPNS	CG III MAF 110702Z Feb 68 (S)
11✓ SECURITY	CG III MAF 121520Z Feb (S)
12✓ RELIEF	CG III MAF 171244Z Feb 68 (S)
13✓ CHANGE OF COMMAND	CG 1st MarDiv 180553Z Feb 68 (U)
14✓ PERSONNEL AND FIRE SUPPORT	CG 1st MarDiv 210940Z Feb 68 (S)
15✓ CHANGE OF COMMAND	CG 1st MarDiv 230559Z Feb 68 (U)
16✓ DIV 0 2000.4	CG 1st MarDiv 29 Jan 68 (U)
17✓ DIV 0 1500.30B CH. 1	CG 1st MarDiv 1 Feb 68 (U)
18✓ DIV 0 1700.3I	CG 1st MarDiv 1 Feb 68 (U)
19✓ DIV 0 P7000.3B CH. 2	CG 1st MarDiv 10 Feb 68 (U)
20✓ DIV 0 1020.1C	CG 1st MarDiv 14 Feb 68 (U)
21✓ DIV 0 11240.33A	CG 1st MarDiv 15 Feb 68 (U)
22✓ OPN 9 309-68 CH. 1 TO TAB A	CG 1st MarDiv 15 Feb 68 (C)
23✓ SUPPLY INFO	CG 1st MarDiv 15 Feb 68 (U)
24✓ DIV 0 3590.1A	CG 1st MarDiv 18 Feb 68 (U)
25✓ LESSONS LEARNED	CG 1st MarDiv 19 Feb 68 (C)
26✓ DIV 0 5080.3C CH. 2	CG 1st MarDiv 29 Feb 68 (U)
27✓ DIV 0 5510.8	CG 1st MarDiv 25 Feb 68 (UO)
28✓ DIVBUL 5041	CG 1st MarDiv 26 Feb 68 (U)
29✓ DIV 0 P1560.1A CH. 1	CG 1st MarDiv 26 Feb 68 (U)
30✓ Letter from interpreters 6 Feb 68	
31✓ Photographs	
32✓ List of interpreters	

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HEADQUARTERS
1ST MARINE DIVISION (REIN)
FLEET MARINE FORCE
DANANG, VIETNAM 1 FEBRUARY 1968



COMMAND DIRECTORY

Repro 1stMarDiv

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Tab A

1ST BATTALION, 11TH MARINES	LtCol R. C. V. HUGHES	Oct68	1/11	6	6
Commanding Officer					
Executive Officer	Maj L. E. MOLEMER	Jan69	1/11	5	5
Adjutant	1stLt L. P. ZENOS	Nov68	1/11	1	
2D BATTALION, 11TH MARINES					
Commanding Officer	LtCol D. A. CLARK	Apr68	2/11	6	6
Executive Officer	Maj B. A. MUTCH	Nov68	2/11	5	5
Adjutant	1stLt J. S. PAULK	Dec68	2/11	1	
3RD BATTALION, 11TH MARINES					
Commanding Officer	LtCol G. T. BALZER	Jul68	3/11	6	6
Executive Officer			3/11	5	5
Adjutant	1stLt J. C. FITZSIMMONS	Jul68	3/11	1	
4TH BATTALION, 11TH MARINES					
Commanding Officer	Maj F. B. WOLCOTT	Aug68	4/11	6	6
Executive Officer			4/11	5	5
Adjutant	WO R. P. SANDIDGE	Nov68	4/11	1	
1ST PAV, 11TH MARINES					
Commanding Officer	LtCol J. F. BARR	Sep68	1stPAG	6	6
Executive Officer	LtCol S. F. THOMAS	Oct68	1stPAG	5	5
Adjutant	1stLt B. W. PEARCE	Aug68	1stPAG	1	
1ST DENTAL COMPANY					
Commanding Officer	Capt T. J. PAPE, DC, USN	May68	1stMarDiv	240	466
Executive Officer	LCdr R. H. KIEBT, DC, USN	Jul68	1stMarDiv	240	
Admin Asst	Lt(JG) D. M. BRADFORD, HEC, USN	Jan69	1stMarDiv	240	
1ST ENGINEER BATTALION					
Commanding Officer	LtCol L. CASSEY	Aug68	1stEngBn	6	6
Executive Officer	Maj S. A. JOHNSON	Feb69	1stEngBn	5	5
Adjutant	1stLt R. J. FORBELL	Dec68	1stEngBn	1	
1ST HOSPITAL COMPANY					
Commanding Officer	Cdr J. S. MAUGHON, USN	Jul68	Chn Lai	116	116
Executive Officer	LCdr H. A. FERGUSON, USN	Mar68	Chn Lai	351	
Admin Asst	Lt(JG) E. L. BOYLE	May68	Chn Lai	351	
1ST MEDICAL BATTALION					
Commanding Officer	Cdr G. H. LOWERY, USN	Feb68	1stMedBn	6	106
Executive Officer	LCdr G. R. FORD, USN	May68	1stMedBn	6	10
Adjutant	Lt F. G. COMMER, USN	Jan69	1stMedBn	7	
1ST MOTOR TRANSPORT BATTALION					
Commanding Officer	LtCol G. C. KSYCZSKI	Sep68	1stMTrBn	6	6
Executive Officer	Maj R. M. FLOYD	Oct68	1stMTrBn	5	5
Adjutant	1stLt I. D. MORRISON	Jun68	1stMTrBn	1	
1ST RECONNAISSANCE BATTALION					
Commanding Officer	LtCol B. C. STINCHNETZ	Aug68	1stReconBn	6	6
Executive Officer	Maj J. T. HIGGINS	Feb69	1stReconBn	5	5
Adjutant	1stLt R. E. BURTON	Jul68	1stReconBn	1	
1st Force Reconnaissance Company					
Commanding Officer	Maj R. H. WALKER IV	Jul68	ForReconCo		
Executive Officer	Capt W. E. NELSON	Jul68	ForReconCo		
1ST SHORE PARTY BATTALION					
Commanding Officer	LtCol W. KAVAKICH	Oct68	1stSPBn	6	6
Executive Officer	Maj E. J. KOWEED	Feb68	1stSPBn	5	5
Adjutant	1stLt L. K. KIRKPATRICK	Nov68	1stSPBn	1	
1ST TANK BATTALION					
Commanding Officer	LtCol V. J. GENTILE	Sep68	1stTrkBn	6	6
Executive Officer	Maj G. P. RADTKE	Sep68	1stTrkBn	5	5
Adjutant	1stLt C. S. SCHURING	Nov68	1stTrkBn	1	
3RD AMPHIBIAN TRACTOR BATTALION					
Commanding Officer	LtCol R. E. HAESEL	Aug68	3AmTracBn	6	6
Executive Officer	Maj R. R. BERLING	Sep68	3AmTracBn	5	5
Adjutant	1stLt D. G. BOWLER	Apr68	3AmTracBn	1	
7TH COMMUNICATION BATTALION					
Commanding Officer	LtCol H. O. OWING	Jul68	7thCommBn	6	106
Executive Officer	Maj D. C. KISHOP	May68	7thCommBn	5	106
Adjutant	WO S. RUSSIN	Dec68	7thCommBn	7	

		RTD	OFFICE PHONE	DIAL SYST	QTES
DIVISION COMMANDER	Major Gen D. J. ROBERTSON	June68	1stMarDiv 206	6290	306/6290
Aide-d-camp	Capt J. A. SPRINGER	Jul68	1stMarDiv 213	6290	313
Aide-d-camp	1stLt J. D. DAVIS	Aug68	1stMarDiv 213	6290	313
Sergeant Major	SgtMaj L. G. LEBLANC	May68	1stMarDiv 406		
CHIEF OF STAFF	Col J. C. SHORT	Jul68	1stMarDiv 205	6465	405
Deputy Chief of Staff	Col R. M. COREY	Oct68	1stMarDiv 305	6465	473
Staff Secretary	Capt F. L. LOVING	Aug68	1stMarDiv 236	6465	313
ASST CofS, G-1	Col E. W. PAYNE	Aug68	1stMarDiv 201	6218	465
Asst G-1	LtCol T. L. COBE	Sep68	1stMarDiv 201		
Asst G-1	LtCol H. W. ELTE	Sep68	1stMarDiv 401		
Asst G-1	1stLt D. P. ROUSSEAU	Nov68	1stMarDiv 301		
Special ProjectsO	Major E. M. DUHH	Nov68	1stMarDiv 401		
ASST CofS, G-2	Col H. K. ING JR.	June68	1stMarDiv 202	6262	914
Asst G-2	LtCol J. H. BUTLER	Nov68	1stMarDiv 202	6262	
AcquisitionO	Major R. M. CROLL	Aug68	1stMarDiv 402		
ProductionO	LtCol T. C. FIELDS	Sep68	1stMarDiv 302		
SCI Officer	WO A. G. ANDERSON	Dec68	1stMarDiv 492		
Chief Air Observer	WO R. B. WAINES	Jul68	MAO 16 - 146		
TwoCmr 1ST ITT	WO R. B. FITZGERALD	Jul68	1stMarDiv 397		
TwoCmr 3RD ITT	Capt J. T. THOMS	June68	1stMarDiv 396		
TwoCmr 9TH ITT	Major D. D. MCKINLEY	Jul68	1stMarDiv 494		
TwoCmr 13TH ITT	Capt T. M. FLATTERY	Sep68	1stMarDiv 396		
TwoCmr 3RD CIT	1stLt S. E. BUNTING	May68	1stMarDiv 396		
ASST CofS, G-3	Col F. G. GRAHAM	Oct68	1stMarDiv 203	6307	473
PlansO/Current OpnsO	Col H. PRESTON	Aug68	1stMarDiv 203		
Asst G-3	LtCol R. L. SHUFORD	Jul68	1stMarDiv 303		
OpnsO	LtCol J. D. COUNSELMAN	Mar68	1stMarDiv 403		
OIC OOC	Major P. E. SHAW	Aug68	1stMarDiv OOC		
Asst OpnsO/RptsO	Major W. E. WRIGHT	Nov68	1stMarDiv 493		
Asst PlansO	LtCol R. L. MILBRAD	Aug68	1stMarDiv 293		
TrngO	LtCol R. P. BOCK	Sep68	1stMarDiv 223		
Director Div Schools	LtCol D. N. REDGARD	Aug68	1stMarDiv 223		
Historical ReportsO	Capt F. J. HOOKERSMITH	Aug68	1stMarDiv OOC		
LNO Quang Da Spec 4	Major C. B. OAKLEY	Sep68	Hoi An 303		
ASST CofS, G-4	Col E. K. VICKERS Jr.	Jul68	1stMarDiv 204	6359	467
Asst G-4	LtCol P. D. REISSNER	Aug68	1stMarDiv 304		
PlansO	Major J. L. RIEGLER	June68	1stMarDiv 294		
Asst PlansO	1stLt S. R. BALL	Jul68	1stMarDiv 294		
OpnsO	LtCol D. A. WAGNER	June68	1stMarDiv 404		
Asst OpnsO	Capt J. P. MCDONOUGH	Dec68	1stMarDiv 404		
ASST CofS, G-5	Col H. L. BECKINGTON	Oct68	1stMarDiv 246	6287	463
CAO	Major J. R. LAWS	Mar68	1stMarDiv 246		
Asst CAO	2ndLt K. J. GANNON	Jul68	1stMarDiv 246		
Asst CAO	2ndLt B. G. WELCH	Nov68	1stMarDiv 246		
PayOpsO	Major R. L. PAYNE	Nov68	1stMarDiv 346		
Personal ResponsesO	2ndLt R. F. MURPHY	Jul68	1stMarDiv 346		
OpnsO/IntellO (PayOps)	1stLt P. C. ANDERSON	Aug68	1stMarDiv 346		
ASST CofS, COMPTROLLER	LtCol R. L. BARRETT	Sep68	1stMarDiv 250	6287	468
Asst Comptroller	Capt R. C. RAUSCH	Apr68	1stMarDiv 250		
AREA AUDITOR	Capt F. FERRANTE	Feb68	1stMarDiv 350/351		

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ADJUTANT	LtCol J. A. POLIDORI	Sep68	1stMarDiv 207	6218	474	REPRODUCTION OFFICER	1stLt J. M. VREATLEY	Feb68	1stMarDiv 277	
Asst Adjutant	CWO O. E. MOWERY	Sep68	1stMarDiv 307			SPECIAL SERVICES OFFICER	Maj M. V. YOUNG	Sep68	1stMarDiv 237	
Person	WO J. W. QUISHENBERRY	Nov68	1stMarDiv 247			Custodian Recreation Fund	1stLt E. J. LARKIN	Jul68	1stMarDiv 237	
Operato/TAAC	1stLt B. E. LISHENK	Jun68	1stMarDiv 347			SUPPLY OFFICER	Col G. J. KEDLMANN Jr.	Oct68	1stMarDiv 221	6359 468
NPS Custodian	1stLt B. J. GORLE	Jul68	1stMarDiv 222			Asst SupplyO	LtCol W. E. KIRACOFFE	Jul68	1stMarDiv 321	
CasualtyO	CWO J. H. HUSSELL	Nov68	1stMarDiv 264/407			SURGEON	Capt R. W. JONES, MC, USN	Jul68	1stMarDiv 216	470
AwardsO	Capt J. S. DAVIS Jr.	Jun68	1stMarDiv 497			Admin Officer	LCdr A. N. KENDRICK, MSC, USN	May68	1stMarDiv 316	
SEC Files	1stLt D. J. MYERS	Nov68	1stMarDiv 222			TANK OFFICER	LtCol V. J. GENTILE	Sep68	1stTnkBn 6	
AIR OFFICER	Col H. J. FINE	Aug68	1stMarDiv 214	6115	465	HEADQUARTERS BATTALION (Rein)				
Asst AirO	Maj P. M. SCHMIDT	Jun68	1stMarDiv 214			Commanding Officer	Col W. R. BARNET	May68	1stMarDiv 234	472
AMPHIBIAN TRACTOR OFFICER	LtCol R. E. HANSEL	Aug68	3dAmTracBn 6			Executive Officer	LtCol W. W. BARTON	Aug68	1stMarDiv 334	480
ARTILLERY OFFICER	LtCol C. V. HENDRICKS	Jul68	11thMar 6			Adjutant	Capt P. W. HARDING Jr.	Aug68	1stMarDiv 387	
BAND OFFICER	WO T. J. COOK	Jul68	1stMarDiv 255			HEADQUARTERS, 1ST MARINES				
CARRIER ADVISOR	Maj R. W. TOPPING	Mar68	1stMarDiv 491			Commanding Officer	Col S. S. HUGHES	Jun68	1stMar 6	6
CHAPLAIN	Capt J. A. KNELEY, CHC, USN	Aug68	1stMarDiv 219/319		412	Executive Officer	LtCol A. P. REIBUSCHI	Sep68	1stMar 5	5
Asst Chaplain	Chc C. E. McFARLAND, CHC, USN	Jul68	1stMarDiv 219/319			Adjutant	1stLt E. W. GREGORIUS	Dec68	1stMar 7	
CLUBS OFFICER	Maj H. J. McMULLEN	Oct68	1stMarDiv 260			1ST BATTALION, 1ST MARINES				
COMM HEAD OFFICER	Col A. M. CORDES	Sep68	1stMarDiv 210	6275	472	Commanding Officer	LtCol M. J. GRAVEL	Jun68	1/1 6	6
Asst CHC/Plans/Opns	Maj D. J. VERDON	Aug68	1stMarDiv 310			Executive Officer	Maj E. W. GALLAGHER	Sep68	1/1 5	5
Asst CHC/Fleet	Maj L. A. SCHNEIDER	Aug68	1stMarDiv 410			Adjutant	1stLt W. L. MCIVER	Dec68	1/1 1	
Div Comm Center Off	1stLt C. E. GIRADOT	Jul68	1stMarDiv 311			2D BATTALION, 1ST MARINES				
DivOpsComdO	Capt A. D. MCKNIGHT	Jul68	1stMarDiv 269/369			Commanding Officer	LtCol B. R. DUNCAN	Aug68	2/1 6	6
Maint Specialist	CWO B. F. PETERS	Sep68	1stMarDiv 410			Executive Officer	Maj J. T. HARKELL III	Apr68	2/1 5	5
DENTAL OFFICER	Capt T. J. PAPE, DC, USN	May68	1stMarDiv 240		466	Adjutant	1stLt H. E. COWAN Jr.	Jul68	2/1 1	
Admin Officer	LtJO) D. E. BRADFORD, MSC, USN	Jan69	1stMarDiv 240			2D BATTALION, 3RD MARINES				
DISBURSING OFFICER	Maj G. W. COLBURN	Mar68	1stMarDiv 218			Commanding Officer	LtCol J. W. DAVIS	Nov68	2/3 6	6
Asst Disbursing Off	Maj K. J. SANCHEZ	Dec68	1stMarDiv 218			Executive Officer	Maj J. P. GASLIARDO	Aug68	2/3 5	5
EDUCATION OFFICER	2ndLt G. M. MADDEN	Aug68	1stMarDiv 386			Adjutant	1stLt K. M. MCLEMORE	Nov68	2/3 1	
EXAMINATION OFFICER	LtCol C. B. WEBSTER	May68	1stMarDiv 239/339			HEADQUARTERS, 5TH MARINES				
ENGINEER OFFICER	LtCol J. W. WILSON	Jul68	1stMarDiv 215	6359	470	Commanding Officer	Col R. D. BOEH	Jul68	5thMar 6	6
Asst EngrO	Maj E. C. JONES	Jun68	1stMarDiv 215			Executive Officer	LtCol G. C. McHAUGHTON	Aug68	5thMar 5	5
Asst Base DevelopmentO	Maj W. C. WESSLE	Jun68	1stMarDiv 315			Adjutant	Capt B. J. MULHERIN	Aug68	5thMar 1/101	
Div EquipmentO	1stLt G. O. JOHNSON	Jan69	1stMarDiv 315			1ST BATTALION, 5TH MARINES				
EXCHANGE OFFICER	1stLt D. R. ATKINS	Dec68	1stMarDiv 315			Commanding Officer	LtCol R. P. WHALEN	Aug68	1/5 6	6
FOOD SERVICES OFFICER	Capt C. E. LAND	Mar68	1stMarDiv 244			Executive Officer	Maj P. A. WILSON	Aug68	1/5 5	5
FSOC	Capt W. J. ANGLO	May68	1stMarDiv 256			Adjutant	1stLt W. P. VACCA	Mar68	1/5 1	
INDUSTRIAL RELATIONS OFF	Maj P. J. RYAN	May68	FSOC			2D BATTALION, 5TH MARINES				
INFORMATIONAL SERVICES OFF	Capt J. D. KINDER	Jul68	1stMarDiv 446			Commanding Officer	LtCol E. C. CHATHAM Jr.	Aug68	2/5 6	6
INSPECTOR	Capt H. C. JOHNSTON	Apr68	1stMarDiv 241/341 6287			Executive Officer	Maj M. J. SALVATI	Jul68	2/5 5	5
LEGAL OFFICER	Col H. J. VOESSNER II	Jul68	1stMarDiv 232	6465	405	Adjutant	1stLt R. E. STONER	Jan69	2/5 1	
Chief of Review Off	Col C. R. MAHE	Aug68	1stMarDiv 217	6275	467	3RD BATTALION, 5TH MARINES				
Chief of Trial Counsel	Capt D. HIGGINSBOTHAM	Apr68	1stMarDiv 317			Commanding Officer	LtCol W. K. ROCKEY	Sep68	3/5 6	6
Chief Defense Counsel	Capt R. T. ROBERTS	May68	1stMarDiv 317			Executive Officer	Maj R. C. WISE	Sep68	3/5 5	5
Law Specialist	Capt J. D. RYMONDS	May68	1stMarDiv 317			Adjutant	WO J. S. BISHOP	Dec68	3/5 1	
Claims/Legal Asst	Lt J. J. HARRIS, USN	May68	1stMarDiv 317			HEADQUARTERS, 7TH MARINES				
Admin Law Officer	Capt D. E. MITCHE	Apr68	1stMarDiv 317			Commanding Officer	Col E. R. MINER	Sep68	7thMar 6	6
NAVY TRANSPORT OFFICER	Capt M. P. GRAY	Apr68	1stMarDiv 317			Executive Officer	LtCol T. J. BOHANNON	Sep68	7thMar 5	5
NAVAL SWINE OFFICER	LtCol V. E. PATRICK	Sep68	1stMarDiv 235/335			Adjutant	Capt R. E. PORTER	Aug68	7thMar 1	
ORDNANCE OFFICER	LCdr T. E. OLLES, USN	Dec68	1stMarDiv 214	6115		1ST BATTALION, 7TH MARINES				
PHOTO OFFICER	Maj R. F. HOKIE	Sep68	1stMarDiv 208			Commanding Officer	LtCol W. J. DAVIS	Sep68	1/7 6	6
POSTAL OFFICER	CWO E. L. HUNTLEY	Apr68	1stMarDiv 441			Executive Officer	Maj M. A. SWITZER Jr.	Sep68	1/7 5	5
PROVOST MARSHAL	WO E. GARCIA	Feb68	III MAP 320			Adjutant	1stLt J. P. CURRAN	Aug68	1/7 1	
PROTOCOL OFFICER	Maj C. A. POLSON	Feb68	1stMarDiv 227			2D BATTALION, 7TH MARINES				
	Maj F. J. LEMMARTZ	Jul68	1stMarDiv 338			Commanding Officer	LtCol J. R. LOVE	Sep68	2/7 6	6
						Executive Officer	Maj W. R. HUP	Jun68	2/7 5	5
						Adjutant	1stLt J. M. CARTER	Dec68	2/7 1	
						3RD BATTALION, 7TH MARINES				
						Commanding Officer	LtCol R. M. BARNARD	Aug68	3/7 6	6
						Executive Officer	Maj D. R. BIERKE	Aug68	3/7 5	5
						Adjutant	1stLt J. M. DEITRICH	Dec68	3/7 1	
						HEADQUARTERS, 11TH MARINES				
						Commanding Officer	LtCol C. V. HENDRICKS	Jul68	11thMar 6	106
						Executive Officer	LtCol R. W. STEPHENS Jr.	Oct68	11thMar 5	105
						Adjutant	Capt E. M. ASANOVICH	Jul68	11thMar 1	87

7TH ENGINEER BATTALION
Commanding Officer
Executive Officer
Adjutant

10001 R. F. FULMER
Sep 68
7th Engr Bn
6
5

9TH ENGINEER BATTALION (CHI IAI)
Commanding Officer
Executive Officer
Adjutant

10001 M. E. PEREA
Sep 68
9th Engr Bn
6
5

11TH MOTOR TRANSPORT BATTALION
Commanding Officer
Executive Officer
Adjutant

10001 J. E. BROWN Jr.
Sep 68
11th Mtr Bn
6
5

AMERICAN RED CROSS
Field Director

10001 V. E. BEALL
Aug 68
1st Mtr Div 262/362

J. A. FULMER
J. A. FULMER
10001, U. S. Marine Corps Reserve
Division Adjutant

Res OK

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PP RUMHIE
DE RUMMLA 0107 0321315
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WIE T FIRST HOSP CO

P 011315Z FEB 68

FM CG FIRST MARDIV REIN

T O ELEVENTH MARINES

FIRST RECON BN

THIRD ON FIFTH MARINES

THIRD AMTRAC BN

SOUTHERN N SECTOR DEF CMD

DRAFTER C/S
RELEASES CG

INFO FIRST MARDIV OPCON (LESS ACTION ADDRESSES)
CG TASK FORCE XRAY

BT

UNCLAS E F T O

COMMENDATION FOR COMBAT PERFORMANCE

1. IN THE PST FEW DAYS OF COMBAT THE ENTIRE DIVISION HAS RESPONDED IN AN OUTSTANDING MANNER. SEVERAL UNITS HAVE DISTINGUISHED THEMSELVES BY THEIR EXCEPTIONAL PERFORMANCE DUTY, AND IT IS THE INTENTION OF THIS MESSAGE TO RECOGNIZE THEIR SPECIFIC ACCOMPLISHMENTS.

2. FOR ALL: PASS TO ALCON MY APPRECIATION FOR THEIR EXCEPTIONAL ACHIEVEMENT IN THE OPERATIONS DESCRIBED BELOW:

A. ELEVENTH MARINES AND RECON PATROL RUMMAGE: BETWEEN

1815 AND 2000 ON 30 JAN, RUMMAGE SIGHTED A TOTAL OF 400 ENEMY AT (BT9847) AND CALLED IN ARTILLERY FIRE, SPOOKY AND FIXED WING AIRCRAFT. RESULTS WERE 100 ENEMY KIA (C) THE DESTRUCTION OF THIS SIGNIFICANT NUMBER OF ENEMY IN ALL PROBABILITY DISRUPTED HIS OPERATIONAL PLANS.

B. THIRD BN, FIFTH MARINES, THIRD AMTRAC BN AND SOUTHERN SECTOR DEF CMD: FROM 1200, 30 JAN TO 1500, 31 JAN AT (AT 0372) THE 3/5 CMD GRP COORDINATED WITH ARVN FORCES AN ATTACK ON AN ENEMY UNIT EQUIVALENT TO A BATTALION IN SIZE, BY 1/3/5, A DET OF 3RD AMTRAC BN AND A REACTION FORCE OF SSDC. THIS OPERATION DECIMATED THE ENEMY UNIT AND RESULTED IN 102 ENEMY KIA, 88 PW'S, 15 DETAINEES, 70 LABORERS AND 47 WEAPONS CAPTURED.

3. WELL DONE. MGEN ROBERTSON SENDS

BT

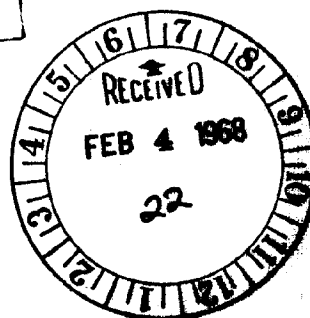
CG FIRST MARDIV REIN

011315Z FEB 68

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 RUMHIE T NINTH ENGR BN
 FIRST HOSP CO

0030404Z FEB 68
 FM CG FIRST MARDIV REIN
 TO ZEN/FIRST MARDIV ADCON
 INFO RUMWAA/CG III MAF

DRAFTER G-1
 RELEASER CG
 CONCUR C/S

BT

SECRET

TEMP SUSPENSION MOVEMENT CERTAIN PERSONNEL

1. UNTIL OTHERWISE DIRECTED SUSPEND MOVEMENT PERS ON PCSO ORDERS
 AND INTRA-DIVISON TRANSFER ORDERS TO DANANG TRANSIENT FACILITIES.
 GP-4

BT

CG FIRST MARDIV

030404Z FEB 68

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OO RUMHIE
 DE RUMHLA 0409 0350650
 Z NY CCCCC
 RUMHIE T NINTH ENGR BN
 FIRST HOSP CO

0040650Z FEB 68
 FM CG FIRST MARDIV REIN
 TO ZEN/FIRST MARDIV ADCOM
 INFO RUMMWAA/CG III MAF

DRAFTER: G-1
 RELEASER: CG
 CONJUR: C/S G-4

BT
 C O N F I D E N T I A L
 MOVEMENT OF PERSONNEL

A. CG FIRST MARDIV 030404Z JAN 68

1. REF A IS CANCELLED.
2. EFFECTIVE IMMEDIATELY UNITS WILL RETAIN ROTATEES UNTIL LATEST PRACTICABLE TIME BEFORE SENDING TO III MAF TRANSIENT FACILITY TO AWAIT TRANSPORTATION.

P-4

BT

CG FIRST MARDIV

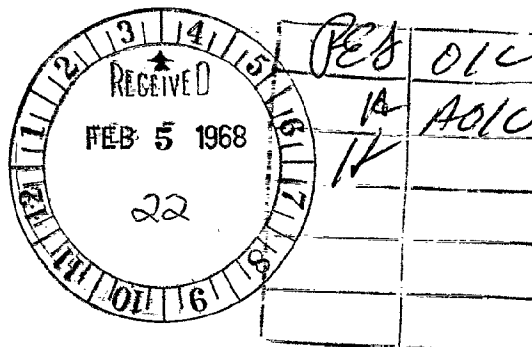
040650Z FEB 68

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1DIV 2100/4

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NNNN VV MFL907
 DE RUMMWAA 0399 0351355
 ANY SSSSS

U 041558Z FEB 68
 FM CG III MAF
 TO CG FIRST MARDIV
 CG FORLOGCMD

INFO CG FIRST AIR CAV DIV
 COMNAVSUPPACT DNG
 FLSG-A
 CG TASK FORCE XRAY
 BT

AEV RT C-4

ATTENTION: G-3
 COC

TCR 041451
 CCR 0630

SECRET

HUE LCU RAMP OPERATIONS.

1. REQUIREMENT FOR ADDITIONAL LOGISTICAL DELIVERY MEANS IN THUA
 WHEN URGENT AS TONNAGE REQUIREMENT EXCEEDS AIRLIFT CAPABILITY.
 2. CONDUCTING MINE SWEEP OF RIVER ROUTE TO HUE RAMP 4 FEB 68 AND
 ESTIMATES LCU TRAFFIC COULD COMMENCE AS EARLY AS 5 FEB 68 CON-
 DINGENT UPON SECURITY OF RAMP AND OF ROUTE 1 TO PERMIT MOVEMENT
 OF CARGO FROM RAMP.

3. FOR CG FIRST MARDIV: REQ YOU ADVISE THIS HQ WHEN RAMP AND RO-
 UT FROM HUE TO PHU BAI IS READY FOR MOVEMENT OF CARGO.

4. FOR CG FLC: WHEN RIE 1 BETWEEN HUE RAMP AND PHU BAI CLEARED

DE RUMMWAA 0399 SECRET

1. COMMENCE TRUCKING OPS TO CLEAR HUE RAMP OF INCOMING CARGO
 AND FUL.

2. WITH ALCON.

101 MAF

0333

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<i>h</i>	<i>101L</i>
<i>H</i>	

VV MFL060
 O RUMHVV
 DE RUMMWAA 0526 0362256
 ZNY CCCCC
 COC-T-CG SECOND ROKMC BDE
 O 052256Z FEB 68
 FM CG III MAF/SAICTZ
 TO RUMHIC/CG AMERICAL DIV
 ZEN/CG FIRST AIR CAV DIV
 ZEN/CG FIRST MARDIV
 ZEN/CG THIRD MARDIV
 ZEN/CG FIRST MAW
 ZEN/CG SECOND ROKMC BDE
 RUMHVV/DSA ICTZ

G-3 052335Z FEB 68
 CCM 2273
 ADV RT G-3

BT

C O N F I D E N T I A L

COUNTER OFFENSIVE OPERATIONS (U)

COMUSMACV 010625Z (C)(PASEP)

1. REF A DIRECTS ATTENTION TO OPPORTUNITIES FOR EXPLOITING SUCCESS IN OPERATIONS NOW IN PROGRESS AND SUGGESTS MEANS BY WHICH MAXIMUM PUNISHMENT MAY BE INFLICTED ON ENEMY FORCES WHICH ATTEMPT TO DIS-ENGAGE AND WITHDRAW.
2. IT IS DESIRED THAT EVERY EFFORT BE MADE TO MAINTAIN CONTINUOUS PRESSURE ON ENEMY FORCES IN ORDER TO ACHIEVE MAXIMUM DESTRUCTION OF ENEMY PERSONNEL AND EQUIPMENT. COMMANDERS ARE REQUESTED TO IMPLEMENT

PAGE TWO. RUMMWAA 0526 C O N F I D E N T I A L
 MEASURES IN CONSONANCE WITH REF A IN ORDER TO ACHIEVE THESE ENDS.
 THEY ARE FURTHER REQUESTED TO ENCOURAGE RVNAF AND FREE WORLD FORCE
 COUNTER PART COMMANDERS TO PARTICIPATE FULLY IN THESE ACTIVITIES.

GP-4

BT

CG III MAF

052256Z FEB 68

1DIV 2100/4

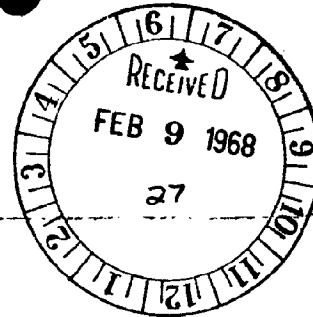
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✓	AOIC
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//////////////////FLASH MESSAGE TO FOLLOW//////////////////

CORRECTED COPY DESTROY ALL
OTHERS

DE RUMH: 0721 0382310

ZNY 55555

Z 062310Z FEB 68

FM CG FIRST MARDIV

TO CG III MAF

INFO CG IF XRAY

DRAFTER C-3
RELEASER C/S

BT

DE C R E T

NOFORN

OPERATIONAL CAPABILITY IN USE OF COFRAM

1. CG III MAF COC 060935Z FEB 68

2. CONUSMACV 230855Z JAN 68

1. REF A REQUESTED ACTION TAKEN REF B.

2. EACH INDIVIDUAL UNIT DOWN TO BN LEVEL NOW PREPARED TO REQUEST
IN-COUNTRY AIR SUPPORT USING COFRAM.

3. EACH INDIVIDUAL UNIT DOWN TO BN LEVEL NOW HAS OPERATIONAL
CAPABILITY TO EMPLOY

A. ARTILLERY CO FRAM.

B. M33 HAND GRENADES.

C. 40MM COFRAM CARTRIDGES.

Gp-4

BT

CG FIRST MARDIV

062310Z FEB 68

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 DE RUMMWAA 0675 0380928
 ZNY SSSSS
 COC -T- CG SECOND BDE ROKMC

Z 070928Z FEB 68
 FM CG III MAF DANANG
 TO RUMHIC/CG AMERICAL DIV
 RUMHLA/CG FIRST MARDIV
 ZEN/CG FIRST MAW
 ZEN/CG SECOND ROKMC BDE

ADV RT
 G-3

TOR 071020
 CCM 2884

INFO RUMSMA/COMUSMACV
 RUMHMA/USMACV FWD PHU BAI
 RUMHVH/CG I CORPS
 RUMHVH/DSA I CORPS
 BT

S E C R E T

DANANG TAOR (U)

(A) CONFERENCE AT III MAF HQ 7FEB68

1. THIS CONSTITUTES AUTHORITY TO IMPLEMENT DECISIONS MADE DUR REF
 A TO REIN DNG TAOR WITH ELEMENTS AMERICAL DIV.

2. FOR CG AMERICAL DIVISION:

A. DEPLOY ONE BN IMMEDIATELY TO NORTHERN PORTION 3/5 TAOR AS
 ASSIGNED BY CG FIRST MARDIV.

B. DEPLOY A SMALL TF HQ AND A SECOND BN TO DNG TAOR ON 8FEB68.

PAGE TWO RUMMWAA 0675 **S E C R E T**

C. PASS OPCON DEPLOYED ELEMENTS TO CG FIRST MARDIV UPON
 ARRIVAL DNG TAOR.

3. FOR CG FIRST MARDIV:

A. ASSUME OPCON FORCE DEPLOYED IAW PAR 2 UPON ARRIVAL DNG TAOR.

B. EMPLOY ABOVE FORCES TO BLOCK EN MOVEMENT TO THE NORTH,
 DENY ENEMY ACCESS TO DNG VITAL AREA, AND DESTROY ENEMY FORCES.

4. FOR CG FIRST MAW: PROVIDE AUGMENTATION AIR TRANSPORT FOR FORCES
 DEPLOYED IAW PAR 2 FROM CHU LAI AREA TO ASSIGNED TAOR.

5. LZ (S) FOR ANY HELO LIFTS REQUIRED IN CONJUNCTION WITH
 DEPLOYMENT WILL BE AS DESIGNATED BY CG FIRST MARDIV.

6. FOR CG SECOND ROKMC BDE: REQ YOU POSITION FORCE IN NORTHERN
 PORTION YOUR TAOR ADEQUATE TO DENY ENEMY MOVEMENT ALONG THE
 GENERAL AXIS OF ABANDONED VN NATIONAL RAIL LINE.

7. DIRLAUTH ALCON.

8. ACKNOWLEDGE RECEIPT III MAF COC EXT 103.

GP-4

B. 11 MFF

070928Z FEB 68

1ST MARDIV 2100/5 (9/67)

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COC

VNNN VV WFL339
DE RUMMWAA 0856 0391124
ZNY CCCCC

P 081424Z FEB 68
FM CG 1ST MAF
TO RUMHLA/CG FIRST MARDIV
INFO ZEN/CG FIRST MAF
ZEN/CG FLC
RUMHLA/CG 17 X-RAY
BT

G-3

ADV RT G-3
TOR 0902 18
CCH 3016

CONFIDENTIAL

PHU LOC AREA OF OPERATIONS (AO) (U)

1. PHU LOC AO, WITHIN FOI BOUNDARIES, APPD FOR OPNS THROUGH 28FEB68:
FM ZD 125124 TO ZD 108082 TO ZD 060290 TO ZD 030080 TO ZD 019093 TO
YD 987370 TO YD 982070 TO YD 975056 TO YD 971049 TO YD 973041 TO
YD 969028 TO YD 980019 TO YC 980857 TO ZC 009855 TO ZC 060850 ALONG
THUA THIEN - QUANG NAM BOUNDARY TO ZC 180925 TO AT 801898 TO AT
813924 ALONG THUA THIEN - QUANG NAM BOUNDARY TO DANANG BAY.

GP-4

BT
CG 1ST MAF

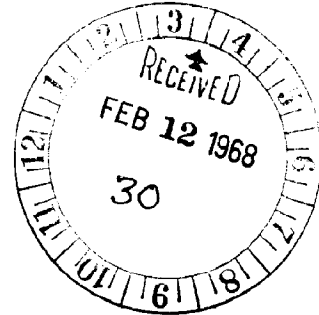
081404Z FEB 68

1DIV 2100/4

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*Brief officer
note*

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OO RUMHVH RUMHIE RUMHIC RUMHIA
DE RUMHLA 1295 0420425
ZNY SSSSS

0 110425Z FEB 68
FM CG FIRST MARDIV REIN
TO RUMWAA/CG III MAF
ZEN/CG TF XRAY

DRAFTER G-3
RELEASER G-3

INFO RUMHIA/CG ONE ZERO ONE ABN DIV
RUMHVH/SA I CORPS ADV GP
ZEN/FIRST MARDIV OPCON
BT

SECRET

OPCON FIRST BN 327 INF 101ST AIRBORNE DIV

A. CG III MAF 090542Z FEB 68

1. FIRST BN 327 INF 101ST AIRBORNE DIV CLOSED PHU BAI 101600H FEB.

CG FIRST MARDIV ASSUMED OPCON ELEMENTS FIRST BN UPON ARRIVAL PHU

BAI AIRFIELD COMMENCING 091500H. OPCON PASSED TO CG TF XRAY SAME

TIME.

GP-4

BT

FIRST MARDIV

110425Z FEB 68

159

1ST MARDIV 2100/5 (9/67)

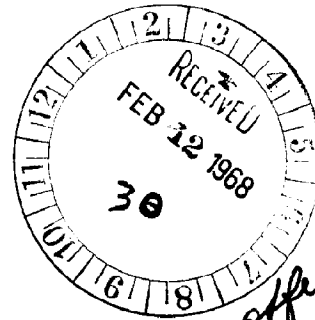
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DE RUMWAA 1127 2420702
LNY S SSS

110702Z FEB 68
FM CG III MAF DANANG
TO RUMHLA/CG FIRST MARDIV
RUMHI/CG AMERICAL DIV
RUMFC/CG FIRST MAW
RUMNG/CG SECOND ROKMC BDE
INFO RUMSMAFCOMUSMACV
RUMV/DEA 1 CORPS
BT

G-3 CCG 111210Z FEB 68
CCN 4763
ADV RT G-3 CCG

2. C R 3.7

DEFENSIVE OPERATIONS AGAINST 2ND NVA DIV.

1. ELEMENTS SECOND NVA DIV APPEAR TO BE WITHDRAWING FROM CONTACT SOUTHWARD ACROSS THE SONG CAU LAU. I DESIRE TO MAINTAIN MAXIMUM PRESSURE ON THE ENEMY TO PREVENT HIS REORGANIZATION AND TO INFLICT MAXIMUM POSSIBLE CASUALTIES.

2. TO THIS END, I DESIRE ADDRESSEES TO EXECUTE A COORDINATED OPERATION ASAP TO FIND, FIX AND DESTROY THE ENEMY AS FOLLOWS:

A. CG FIRST MARDIV

(1) PASS OCON 196TH LIB(-) TO CG AMERICAL DIV AT TIME AND PLACE MUTUALLY AGREEABLE. ADVISE DTG.

NOTE: WO RUMWAA 1127 SECRET

(2) EXERT MAXIMUM PRESSURE AGAINST ENEMY IN SOUTHERN TAOR TO FORCE THEM SOUTH INTO NUTCRACKER AO.

B. CG AMERICAL DIV.

(1) ASSUME OCON 196TH LIB(-) FROM CG FIRST MARDIV AT TIME AND PLACE MUTUALLY AGREEABLE.

(2) DEPLOY 196TH LIB(-) TO NUTCRACKER AO TO DESTROY ENEMY.

(3) BE PREPARED TO CONDUCT AIR ASSAULT OPERATIONS IN FOSTER AREA, AN HOA AREA OR ANTENNA VALLEY SHOULD ENEMY PASS TO SOUTHWEST.

C. CG 2ND ROKMC BDE. REQUEST YOU CONDUCT EXTENSIVE PATROLLING WITHIN YOUR TAOR TO INFLICT MAXIMUM CASUALTIES ON ENEMY WITH PARTICULAR ATTENTION TO AREA WEST OF SONG VINH DIEN AND NORTH OF SONG CAU LAU.

D. CG FIRST MAW. PROVIDE FIXED AND ROTARY WING SUPPORT AS REQUESTED.

3. DISLAUTH ALCON.

GP-4

BT

CG III MAF

110702Z FEB 68

10

1ST MARDIV 2100/5 (9/67)

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S E C R E T SVC

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DE RUMMWAA 1283 0431520

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P 121520Z FEB 68
 FM CG III MAF
 TO RUMHLA/CG FIRST MARDIV
 ZEN/CG THIRD MAF
 RUMSMA/OICC RVN

GP3

TOR:131103

CCN:5690

ADV RT:G-3

COMM NOTE: CORR COPY. CORR THROUGHT
 BY ORIG. DESTROY ALL OTHERS COPIES.

BT

S E C R E T

SECURITY TAN MY COL CO AREA

A. CG THIRD MARDIV 220550Z JAN 68 (NOTAL)

B. CG III MAF 203710Z JAN 68 (NOTAL)

C. CG III MAF 020306Z FEB 68 (NOTAL)

D. CG FIRST MARDIV 030307Z FEB 68 (NOTAL)

E. OICC RVN 010301Z FEB 68 (NOTAL)

1. REFS A, B, AND D RELATE TO RELIEF OF 3D MARDIV UNITS AT COL-CO BEACH TAN MY PORT AREA. REF C AND D RELATE TO DREDGE SECURITY AT TAN MY PORT.

2. CURRENT SITUATION 1ST MARDIV AREA HAS PRECLUDED RELIEF OF 3D MARDIV FORCES AT COL-CO/TAN MY PORT AREA AS SCHEDULED. TO ENSURE CONTINUITY OF COL-CO/TAN MY PORT AREA SECURITY, FOLLOWING ACTION DIRECTED:

PAGE TWO RUMMWAA 1283 S E C R E T

A. FOR CG FIRST MARDIV

(1) CURRENTLY ASSIGNED AO INCLUDES RESPONSIBILITY FOR THE SECURITY OF COL-CO/TAN MY PORT AREA INCLUDING DREDGE SECURITY IAW REF E.

(2) ASSUME OPCON THIRD MARDIV FORCES REMAINING AT COL-CO/TAN MY PORT AREA UNTIL RELIEVED BY 1ST MARDIV FORCES.

(3) EFFECT RELIEF 3D MARDIV FORCES COL-CO/TAN MY PORT AREA SOONEST AND PASS OPCON RELIEVED FORCES CG 3D MARDIV. ADVISE DTG RELIEF.

9. FOR CG THIRD MARDIV: CHOP 3D MARDIV FORCES LOCATED COL-CO/TAN MY PORT AREA TO CG 1ST MARDIV UNTIL RELIEVED IAW PAR 2A.

3. FOR OICC RVN. THIS CONSTITUTES REPLY TO REF E.

4. DIRMANTH CG 1ST MARDIV/CG THIRD MARDIV.

GP-7

BT

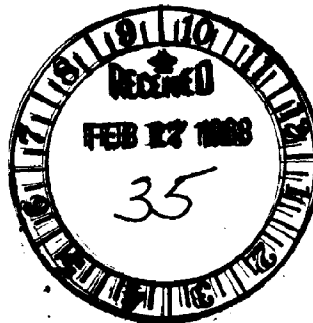
CG III MAF

121520Z FEB 68

SECRET

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OO RUMHVN
DE RUMWAA 1798 0431244
ZNY 06555
O 171244Z FEB 68
FM CG III MAF DANANG
TO RUMHVA/CG FIRST MARDIV
ZIN/FIRST MP BN
INFO RUMHVN/CG I CORPS
RUMHVN/DSA I CORPS

TOR 171416
CCN 7346

SECRET

RELIEF OF ARVN UNITS (U)

1. RECENT ENEMY ACTIVITIES IN DANANG CITY AREA REQUIRED AUGMENTATION OF DANANG DEFENSE FORCES. REQUIREMENT FOR ADDITIONAL ARVN FORCES IN HUE AREA NOW NECESSITATES RELIEF OF CERTAIN ARVN UNITS IN THE DANANG CITY AREA.

2. FM FIRST MARDIV:

A. PROVIDE MINIMUM ONE INFANTRY COMPANY TO CO FIRST MP BN, FOR RELIEF OF 21ST ARVN RANGER BN(-) VIC HOA VANG SUB SECTOR HQ, NLT 1400H FEB TO SUPPORT CMDR DANANG SPECIAL SECTOR IN DEFENSE OF HOA VANG SUB SECTOR HQ AREA.

B. PROVIDE MINIMUM OF ONE PLATOON TO CO FIRST MP BN, FOR RELIEF OF 1ST AND 3D COMPANIES 39TH ARVN RANGER BN VIC POW COMPOUND (BT

PAGE TWO RUMWAA 1798 SECRET
075710Z NLT 181000H FEB TO SUPPORT CMDR DANANG SPECIAL SECTOR IN PROVIDING SECURITY OF POW COMPOUND.

3. FM FIRST MP BN:

A. ASSUME OPCON FORCES PROVIDED IAW PAR 2.

B. WITH FORCES ASSIGNED IAW PAR 2 PROVIDE RELIEF OF ARVN SECURITY FORCES INDICATED PAR 2 NLT 181000H FEB.

C. COORDINATE RELIEF WITH CMDR DANANG SPECIAL SECTOR.

4. FOLLOW-UP FORCES IAW THIS MSG IS TEMPORARY TO BE TERMINATED ON ORDER WHEN DANANG AREA THREAT SUBSIDES TO NORMAL PROPORTIONS.

5. ENCLATH ALCON.

GP-4

BT

171244Z FEB 68

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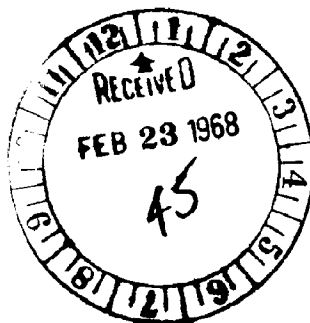
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DRAFTER: S/S
 RELEASER: C/S

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DE RUMHLA 2650 052094Z
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O P 212940Z FEB 68
FM CG FIRST MARDIV REIN
TO RUHHFMA/CG FMFPAC ((23))
INFO RUMMWAA/CG III MAF
ZEN/CG TASK FORCE X-RAY
ZEN/FIFTH MARINES

DRAFTER G-1

RELEASER: CG

BT

S E C R E T

PERSONNEL AND FIRE SUPPORT SITUATION FIRST BN, FIFTH MARINES

1. THIS MSG ADDRESSES TELEPHONIC INQUIRY CONCERNING LESCAZE ARTICLE IN WASHINGTON POST. SEPARATE MSG FOLLOWS CONCERNING OVERALL PERSONNEL SITUATION.
2. FIRST BN, FIFTH MAR WAS CONTINUOUSLY COMMITTED IN THE PHU LOC AREA 29 DEC TO 11 FEB, HAD CASUALTIES OF 51 KIA AND 223 WIAEVAC, AND RECEIVED REPLACEMENTS OF 11 OFF, 9 SNCO'S AND 284 ENLISTED. ON 12 FEB BATTALION MINUS COMMITTED HUE. SEE PAR 3D FOR 12 FEB STRENGTHS.
3. ANSWERS TO SPECIFIC QUESTIONS:
 - A. CO CDR B AND D COMPANIES ONLY OFFICER LEFT IN COMPANY.

PAGE TWO RUMHLA 2650 **S E C R E T**

(1) TRUE IN CASE OF COMPANY B THROUGH 13 FEB AT WHICH TIME A SECOND OFF WAS ASSIGNED. ONE REPLACEMENT OFF AVAIL AND WILL BE ADDED AS SOON AS REPLACEMENTS CAN REACH BN. HELO LIFT OR LANDING CRAFT ACROSS RIVER MUST BE USED. ON 19 FEB HELO/RESUPPLY NOT SUCCESSFUL DUE COMBINATION WEATHER AND ENEMY FIRE.

(2) NOT TRUE IN CASE OF COMPANY D UNTIL 13 FEB. HOWEVER, LESCAZE MAY HAVE CONFUSED COMPANY D WITH COMPANY A. FROM 15 TO 18 FEB COMPANY A HAD ONLY ONE OFF. PRESENTLY HAS TWO.

B. SOME PLATOONS COMMANDED BY CPLS

(1) TRUE. SOME PLATOONS HAVE BEEN COMMANDED BY CPLS AND ARE NOW COMMANDED BY CPLS. THIRD PLATOON, COMPANY B COMMANDED BY CPL SINCE 15 FEB. THOSE CPLS RETAINING COMMAND OF PLATOONS ARE DOING SO BE CAUSE OF OFF AND SNCO SHORTAGES AND ARE CONSIDERED BEST QUALIFIED OF AVAILABLE PERSONNEL TO DO THE JOB. TWHESE YOUNG MEN HAVE RESPONDED TO INCREASED RESPONSIBILITIES AND REQUIREMENTS OF LEADERSHIP IN A FANTASTIC MANNER WHICH AGAIN PROVES THE VALUE OF MARINE CORPS TRAINING AND DISCIPLINE. WHEN A SNCO BECOMES A CASUALTY MORE JUNIOR NCO'S MUST STEP IN TO CONTINUE THE BATTLE. OF THE TEN PLATOONS OF FIRST BN (TWO HAVE BEEN DISBANDED BY UNIT REORGANIZATIONS IN PAST WEEK) THREE ARE COMMANDED BY LTIS, ONE BY GYSGI, TWO BY SSGI, TWO BY SGT AND TWO BY CPL.

FIRST MARDIV REIN

PAGE 1 OF 3

210940Z FEB 68 14

SECRET

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PAGE THREE RUH-LA 2630 S E C R E T

C. YOUNG MARINES WITH LITTLE OR NO EXPERIENCE ACTING AS SQUAD LEADERS, THIS ALLEGATION CANNOT BE CONFIRMED. IN CERTAIN SITUATIONS RELATIVELY INEXPERIENCED PERSONNEL HAVE SUCCEEDED TO SQUAD LEADER BILLETS FOR SHORT PERIODS OF TIME. WHEN REORGANIZATION PERMITS, MORE EXPERIENCED PERSONNEL HAVE REPLACED THEM. THERE ARE MANY YOUNG SQUAD LEADERS, BUT NOT NECESSARILY INEXPERIENCED. CERTAINLY THOSE NOT HAVING SUFFICIENT EXPERIENCE TO DISCHARGE SQUAD LEADER RESPONSIBILITIES ARE REPLACED AT THE EARLIEST OPPORTUNITY. AT PRESENT FOUR SQUADS ARE COMMANDED BY CPLS, FIFTEEN BY LCPLS AND EIGHT BY PFC'S.

D. DID NOT HAVE ENOUGH MEN IN UNIT. ON ROLLS/EFFECTIVE STRENGTHS ON 12 FEB AS FOLLOWS:

UNIT	OFF	ENL
H&S	12/15	313/259
A	4/2	219/164
B	4/1	219/146
C	5/3	207/188
D	6/3	217/172
NAVY	3/3	55/49

ON ROLLS/EFFECTIVE STRENGTHS ON 20 FEB AS FOLLOWS:

UNIT	OFF	ENL
H&S	22/17	331/280 (116)

PAGE FOUR RUH-LA 2652 S E C R E T

A	5/2	215/126 (13)
B	4/2	213/115 (41)
C	5/4	199/118 (20)
D	6/2	194/90 (21)
NAVY	3/3	67/50 (16)

FIGURES IN PARENTHESES ARE PERSONNEL IN PHU BAI VICE HUE AS REAR ELEMENTS, TRANSIENTS IN AND OUT, PERSONNEL RECEIVING TRAINING.

E. DID NOT HAVE ENOUGH AIR SUPPORT. CLOSE AIR SUPPORT FLOWN ON EACH DAY WEATHER PERMITTED. ON ONLY THREE DAYS FROM 13 TO 19 FEB, AND THEN ONLY FOR PORTIONS OF THOSE DAYS, WAS CEILING HIGH ENOUGH FOR DELIVERY OF FIXED WING ORDNANCE. ON TWO DAYS PLANES WERE LAUNCHED BUT COULD NOT BE EMPLOYED DUE TO LOW CEILING.

(1) 14 FEB. SEVEN A-4 SORTIES; THIRTY-TWO 5 INCH RKTS; TWELVE 500 LB NAPALM; FOUR 500 LB CS; TEN 250 LB BOMBS.

(2) 15 FEB. TEN A-4 SORTIES; 32 FIVE INCH RKTS; TEN 500 LB NAPALM; EIGHT 500 LB CS; TWENTY-TWO 250 LB BOMBS; ONE-HUNDRED AND FOURTEEN 2.75 RKTS; TWELVE 500 LB BOMBS.

(3) 16 FEB. FOUR A-4, TWO F-4 SORTIES; TWENTY-FOUR 5 INCH RKTS; TEN 500 LB NAPALM; THIRTY 250 LB BOMBS; ONE-HUNDRED AND FOURTEEN 2.75 RKTS.

F. DID NOT HAVE ENOUGH ARTY SUPPORT.

FIRST MARDIV REIN

PAGE 2 OF 3

210940Z FEB 68

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PAGE FIVE RUMHLA 2650 S E C R E T

(1) DUE TO EXTREMELY CLOSE COMBAT IN A BUILT UP AREA ONLY 8 INCH HOW HAS BEEN USED DUE TO REQUIREMENT FOR PRECISION SO AS NOT TO UNNECESSARILY ENDANGER FRIENDLY TROOPS OR DAMAGE HISTORICAL, RELIGIOUS, PUBLIC BLDGS. FROM 12 THRU 19 FEB, 874 RDS OF 8 INCH HAVE BEEN FIRED IN SUPPORT OF FIRST BN, FIFTH MAR. ANOTHER 566 RDS OF 8 INCH HAVE BEEN FIRED IN SUPPORT OF ARVN UNITS IN THE CITADEL THROUGH 19 FEB.

(2) 139 RDS OF 6 INCH/47 AND 42 RDS OF 5 INCH/54 HAVE BEEN FIRED IN SUPPORT OF FIRST BN, FIFTH MAR THRU 19 FEB. AND ADDITIONAL AMOUNT OF 5 INCH/38 AND 5 INCH/54 HAS BEEN FIRED ON H&I TARGETS IN THE VIC OF THE CITY. REQUIREMENT FOR PRECISION MADE CONTROL BY AO MANDATORY AND THUS NGF MISSIONS IN DIRECT SUPPORT OF FIRST BN, FIFTH MAR WERE DEPENDENT ON WEATHER. UNTIL 20 FEB FIRST BN, FIFTH MAR WAS UNABLE TO GAIN AN OP FROM WHICH IT COULD ADJUST NGF ACCURATELY.

(3) THE FOLLOWING RDS OF OTHER SUPPORTING FIRES HAVE BEEN EMPLOYED IN DIRECT SUPPORT SINCE 130730 FEB.

(A) 4.2 INCH: 158 RDS (HE, WP AND CS)

(B) 81MM: 4010 RDS (HE AND WP)

(C) 106MM: 350 RDS

(D) 60MM: 1725 RDS

(E) 90MM: 438 RDS

4. IN THE PERIOD OF ENEMY OFFENSIVE BEGINNING 30 JANUARY, DIVAA

PAGE SIX RUMHLA 2650 S E C R E T

SION CASUALTIES HAVE BEEN HIGHER THAN AVERAGE. FIRST BN, FIFTH MAR CASUALTIES IN THE INTENSE BATTLE AT HUE HAVE BEEN HIGH OVER A VERY BRIEF PERIOD; A PERIOD IN WHICH REPLACEMENT INPUT HAS BEEN LOW. IN ADDITION TO THE REDEPLOYMENT OF 20 FEB OF COMPANY L, THIRD BN, FIFTH MAR TO OPCON FIRST BN, FIFTH MAR ON 21 FEB; PRIORITY OF INDIVIDUAL OR 03 REPLACEMENTS HAS BEEN GIVEN TO FIFTH MAR FOR PAST WEEK; FIVE OFFICERS IN ADDITION TO THE FEW INCOMING REPLACEMENTS HAVE BEEN ORDERED WITH DIVISION SUPPORTING UNITS TO FIFTH MAR; 60 03 PERSONNEL IN THE INFANTRY UNITS ARE BEING SCREENED TO EFFECT TRANSFER WITHIN NUMBER TO FIFTH MAR. ADDITIONAL PERSONNEL MAY BE TRANSFERRED FROM OTHER INFANTRY UNITS.

GP-4

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FIRST MARDIV REIN

PAGE 3 OF 3

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R 230559Z FEB 68

FM CG FIRST MARDIV
 TO ZEN/FIRST MARDIV ADCON
 INFO RUMMWAA/CG III MAF

DRAFTER SECOND BN SEVENTH MARS
 RELEASER C/S

BT

UNCLAS E F T O
 CHANGE OF COMMAND

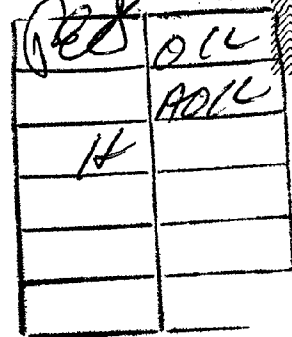
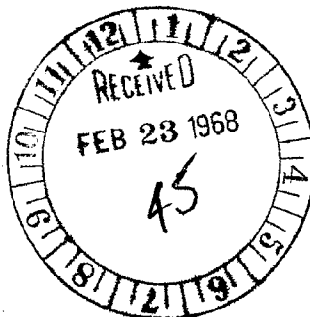
1. AT 1100 ON 24 FEBRUARY 1968 LTCOL C. E. MUELLER WILL ASSUME
 COMMAND OF SECOND BN SEVENTH MAR FROM LTCOL J. R. LOVE.
 ADDRESSEES CORDIALLY INVITED TO CEREMONY.

BT

CG FIRST MARDIV

230559Z FEB 68

NNNN

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O P 210940Z FEB 68
FM CG FIRST MARDIV REIN
TO RUHHFMA/CG FMEPAC (K023)

DRAFTER G-1

RELEASES: CG

INFO RUMWAA/CG III MAF
ZEN/CG TASK FORCE X-RAY
ZEN/FIFTH MARINES
BT

SECRET

PERSONNEL AND FIRE SUPPORT SITUATION FIRST BN, FIFTH MARINES

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PAGE TWO RUMHLA 2650 **SECRET**

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FIRST MARDIV REIN

PAGE 1 OF 3

210940Z FEB 68 14

SECRET

DIVO P 2000.4



COMMUNICATIONS STANDING OPERATING PROCEDURES (COMMSOP)



HEADQUARTERS
1st Marine Division (Rein), FMF
FPO San Francisco, California 96602

DivO P2000.4
10/ANQ/vds
29 JAN 1968

DIVISION ORDER P2000.4

From: Commanding General
To: Distribution List

Subj: Standing Operating Procedure for Communications-Electronics
(COMSECOP)

Ref: (a) DivO P2000.2_
(b) ForceO P2000.1_
(c) FMFM 10-1

Encl: ✓(1) LOCATOR SHEET

Reports Required: See Chapter 10

1. Purpose. To promulgate instructions for the employment of communications-electronics within the 1st Marine Division (Rein), FMF.

2. Cancellation. DivO 2100.1.

3. Action

a. This order is effective upon receipt. The employment of communications-electronics within this Command shall be in accordance with this directive.

b. Published changes to this order will be recorded on the Record of Changes Page.

4. Objectives

a. Set forth policy and standing operating procedures for communications-electronics within the 1st Marine Division (Rein), FMF.

b. Provide comprehensive instructions for the installation, operation, and maintenance of the communication system of the 1st Marine Division (Rein), FMF.

c. When used with reference (a) provides the basic communication plan for the 1st Marine Division (Rein), FMF.

DivO P2000.4
10/AMC/wdc

d. Implements the policies contained in reference (b), and amplifies the doctrine contained in reference (c).

5. Certification. Reviewed and approved this date.

H. J. Woessner
H. J. WOESSNER
Chief of Staff

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CMC (AO4C) (1)
COMSEVENTHFLT (1)
CG FMFPAC (1)
CG III MAF (1)
CG 2ndMarDiv (1)
CG 3rdMarDiv (1)
CG 4thMarDiv (1)
CG 5thMarDiv (1)
CG 1stMAW (1)
CG 2ndMAW (1)
CG 3rdMAW (1)
CG FLC (1)
CG Task Force XRAY (5)
CTF 79/9th MA B (5)
CTF 76 (5)
Comdt, MCS QUANT (1)
RLT-26 (1)
RLT-27 (1)
30th NCR (1)
5thCommBn (2)
9thCommBn (2)
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2nd ARVN Div (3)
CTG 70.8 (1)
CTG 115.1 (1)

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1. The Communication Battalion is authorized the following equipment and ord vehicle parts stocks, while in AFM:

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DivO F2900.4

LOCATOR SHEET

Subj: Standing Operating Procedures for Communications-Electronics
(CONSOP)

Location:

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ENCLOSURE (1)

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CHAPTER I

COMMAND AND COMMUNICATIONS

101. FUNDAMENTALS

1. Responsibility for communications is a function of command.
2. Technical control of communications provides the flexibility that is essential to ensure the best possible communication service from available resources. Technical control is a function of the unit communication officer.
3. The mission of COMMUNICATIONS is to provide and maintain reliable, secure and rapid communications based on war requirements, primarily for operations, secondarily to facilitate administration.

102. COMMUNICATIONS AS A FUNCTION OF COMMAND

1. Each Commanding Officer is responsible for his internal communication system and its efficient operation in the external system of the next senior echelon or agency, including supporting arms communications within his command.
2. It is mandatory that higher, lower, and adjacent echelons be notified in advance of the movement and proposed location of the command post.

103. CONTROL AND SUPERVISION

1. Control of communications is exercised through the command structure. The Communication Officer is responsible to the Commanding Officer for the supervision of the communication system of the command. This supervision includes all matters pertinent to the installation and operation of the communication system, communications supply and maintenance, and training and assignment of communication personnel.
2. The Division Communications-Electronics Officer is responsible to the Commanding General for supervision of the First Marine Division (Rein), communication system. The Communication Officer of a regiment or battalion has responsibility for supervision of the communication system of the entire regiment or battalion.

104. COMMANDING OFFICER RESPONSIBILITIES

1. Complete responsibility for the efficient operation of the organization's communication system rests with the individual commander.

2. Commanding Officers shall:

a. Familiarize themselves with Chapter 2 of NWP-16()(Command and Communications).

b. Ensure that the technical, tactical and preventive maintenance training program for communication-electronics personnel is thorough, continuing and supervised.

c. Ensure communication personnel are utilized in their assigned MOS.

d. Ensure that staff officers and other users of the communication system understand the purposes, capabilities and limitations of communications means and agencies within their command. Special attention should be directed to the use of call signs, authentication systems, shackle ciphers and operation codes.

e. Ensure that non-communication personnel who use radio equipment are instructed in the proper radio operating procedures and the necessity for the careful evaluation of all plain language transmissions relative to the security aspects involved.

f. Ensure that the tactical estimate includes consideration of the effects of terrain and unit separation on the capability of communications to support the proposed plan.

g. Ensure that the Communication Officer is kept informed of the existing and proposed tactical, command, administrative and liaison situation.

h. Provide for the continuity of communications in the event of casualty or loss of key communication personnel.

i. Ensure that communication-electronics equipment, with particular attention directed to vehicular equipment, is utilized only in the manner and purpose for which intended.

105. COMMUNICATION OFFICER RESPONSIBILITIES

1. Communication Officers are responsible for the conduct of technical and tactical supervision of communication-electronics operations within the command, including the coordination of the employment and training of communication elements of subordinate organizations or units.

2. Communication Officers shall keep their commanders advised on matters pertaining to the tactics and techniques of communications as well as the communication-electronics situation within the command.

3. Specifically, the Communication Officer shall:

a. Install, operate and maintain the communication system serving the headquarters.

b. Ensure that the flexibility of all available communications is exploited to accomplish the operational requirement.

c. Assure that adequate communication personnel are assigned to meet requirements, and that equipment is adequate and in operating condition.

d. Determine by regular inspections the proficiency of communication personnel and the operational readiness of all communication-electronics equipment throughout the organization.

e. Supervise the correct and timely submission of requisitions and reports. Initiate follow-up action with appropriate supply agencies to ascertain that requisitions have been received and are being acted upon.

f. Maintain a continuing program of preventive maintenance on communication-electronics equipment.

g. Exercise supervision of all matters pertaining to communication security.

106. PRINCIPLES OF COMMUNICATION RESPONSIBILITY

1. Communications between a senior and subordinate unit is the responsibility of the senior.

2. Communication responsibility between adjacent units is as directed by the next common superior.

3. Communications between a supporting and a supported unit is the responsibility of the supporting unit.

4. Communications between a reinforcing and a reinforced unit is the responsibility of the reinforcing unit.

5. Communications between a unit and an attached unit is the responsibility of the unit to which the attachment is made.

6. Units neither attached, supporting nor reinforcing and without organic communication equipment will be provided communication services by the nearest unit possessing the capability.

7. The above principles of responsibility are not to be considered inflexible; common sense, initiative, cooperation and mutual assistance shall prevail in the application of these principles.

107. FUNDAMENTALS OF COMMUNICATIONS

1. The fundamental requirements of communications are reliability, security and speed. Reliability is always paramount and will never be sacrificed to meet conflicting demands of security and speed or mere convenience. The relative importance of speed and security varies depending upon the existing situation and will be considered accordingly.

2. The most frequent causes of unsatisfactory communications are the failures within the affected command to inform the proper personnel of communication requirements and the lack of supervisory action to insure adequate testing, timely activation and efficient operation of communication facilities. These failures can be eliminated or minimized by assigning qualified personnel to study the problem and to provide the necessary personal supervision.

3. Testing of circuits and equipment must be done well in advance of intended use to permit correction of deficiencies. Perfunctory testing serves no useful purpose and is next to useless. Successful testing depends upon competent supervision.

4. Alternate circuits with standby equipment must be established prior to anticipated use in order to meet the varying operational requirements as they develop.

108. EMERGENCY COMMUNICATIONS

1. Organizations and units shall provide for alternate routing in the event of failure of normal communication channels. Headquarters, 1st Marine Division will be the coordinating and directing command for redistribution and redeployment of all tactical equipment to meet the emergency requirement. This will include the preemption of frequencies, equipment and circuits, where deemed necessary to insure the continuity of communications.

109. MISSION

1. 1st Marine Division:

a. Install, operate and maintain a communication system to support the mission of the 1st Marine Division.

b. Establish and maintain liaison with higher and adjacent Headquarters for the employment of communication assets and the development of communication systems.

c. Develop and publish communication doctrine and policy for First Marine Division organizations and units.

2. First Marine Division Organizations/Units

a. Install, operate and maintain internal communications to support the assigned mission.

b. Be prepared to provide such other communication support as may be directed by the Commanding General, First Marine Division.

CHAPTER 2

COMMUNICATION ADMINISTRATION AND MANAGEMENT

201. ADMINISTRATION

1. Communication administrative and management procedures will be structured to meet any given situation for any period of time. Further, they will provide for rapid reaction time, allow for flexibility of implementation, simplicity and economy of personnel and equipment.

2. All organizations will develop and publish a Communication SOP. A copy will be forwarded to the Commanding General, First Marine Division, Attn: CEO.

202. MANAGEMENT

1. Personnel:

a. The Division Communications-Electronics Officer will be responsible for recommending the proper assignment and effective utilization of all communication-electronics personnel assigned to the First Marine Division.

b. All First Marine Division administratively controlled (ADCON) units shall:

(1) Ensure that all communication and electronics personnel are properly assigned and effectively utilized within their assigned military occupational specialty.

(2) Promptly initiate action to obtain the requisite security clearance and access required for the billet assignment.

(3) Unit Communication Officers will notify the Division CEO Office of any communication personnel killed in action, wounded in action, or other unforeseen losses so that replacements can be provided promptly.

(4) The Division Communications-Electronics Officer will be consulted prior to initiating any action to change of MOS of any communicator to an MOS other than 25 or 28.

(5) Special Communications Personnel (MOS 257_) will be assigned by the Division G-2.

2. Training:

a. Communication-Electronics training will be programed and implemented to increase the technical skill of each individual communicator on a continuing basis.

b. Since a significant increase in skill can be obtained through well supervised on-the-job training, emphasis should be on proper supervision of all communication-electronics personnel while performing their assigned tasks.

c. All units will have a quarterly communication training program. The training program should include as a minimum the following:

- (1) Cross-training within OF 25.
- (2) Electrical safety and treatment of electrical shock.
- (3) Use of applicable Maintenance and Supply Publications.
- (4) Use of currently employed Authentication and Numeral Codes.
- (5) Transmission Security.
- (6) Safeguarding classified information.
- (7) Actions to be taken incident to the suspected loss or compromise of classified material.
- (8) Mines and Booby Traps.

d. Communication critiques should be conducted on a timely basis following each operation to ensure that maximum benefit is derived from lessons learned.

e. Lesson Plans will be prepared to complement each segment of instruction.

CHAPTER 3

AMPHIBIOUS COMMUNICATIONS301. GENERAL

1. An amphibious operation requires an elaborate and secure system of rapid communications to control and coordinate the actions of naval, ground and air components. Superimposed on the normal communication requirements of each of the participating forces are additional requirements for command and control of the force as a whole, and for communications between components of the forces for the execution of common or coordinated functions. Additionally, changes in command relationships during the course of an amphibious operation dictate maximum flexibility in communication plans.
2. Communication-Electronics planning begins simultaneously with general planning. Communication-Electronics Officers must have complete and accurate information of the tactical plan and of the task organization to be employed. They should participate in all major conferences in order to keep abreast of changes in the plan.
3. Communications must be established at the commencement of the planning phase between all major participating commands. The preservation of maximum communication security is essential during this phase. It must be maintained even though planning headquarters are separated by great distances. Personal liaison will reduce the communication security problem as well as facilitating concurrent planning.
4. The wide separation of units and the emphasis on rapid movement over extended distances by use of helicopters and vehicles, generated by the modern doctrine of amphibious operations has resulted in problems of command, control and coordination which call for departures from previous conventional communication procedures. Hence planning must be concurrent, thorough and flexible to cope with the problems inherent in amphibious operations.
5. To insure readiness for missions which pose such requirements, emphasis must be placed on:
 - a. Concurrent planning between Navy and Landing Force units.
 - b. Increased use of multi-channel radio, in lieu of wire.
 - c. Use of SSB radio equipment for reliable point-to-point circuits.
 - d. Use of airborne radio retransmission.

e. Use of secure radio circuits.

f. Continuous and intensive training of communications and staff personnel to include emphasis on the use of operation codes, shackle ciphers and authentication tables.

302. MAJOR COMMUNICATION PLANNING RESPONSIBILITIES OF THE AMPHIBIOUS TASK FORCE COMMANDER (CATF)

1. The determination of communication requirements of Navy Forces, review and approval of the communication requirements of the Landing Force and other forces, and for consolidation of communication requirements for the Amphibious Task Force as a whole.
2. The acquisition and assignment of necessary technical facilities to the Landing Force.
3. The determination of priorities and allocation of shipboard communication facilities to each participating force.
4. The determination, consolidation and coordination of the electronic warfare requirements of all participating forces.
5. The announcement of requirements for establishing liaison between all commands of the participating forces for communication planning.
6. The preparation and promulgation of a complete and coordinated plan for the employment of communications during the operation.

303. MAJOR COMMUNICATION PLANNING RESPONSIBILITIES OF THE LANDING FORCE COMMANDER (CLF)

1. Establish provisions for adequate landing force communications during the planning phase.
2. The determination of requirements for communication facilities controlled by higher headquarters and submitting these requirements to the Amphibious Task Force Commander.
3. The preparation of requests for the allocation of shipboard communication services or maintenance facilities for use by landing force units while embarked.
4. The maintenance of liaison with the Amphibious Task Force Commander and subordinate landing force units in all communication planning matters.

5. The preparation and promulgation of a complete and coordinated communication plan for the Landing Force, to be submitted to the Amphibious Task Force Commander for review, approval and inclusion in the Amphibious Task Force communication plan.

304. THE COMMUNICATION PLAN

1. The communication plan is based on the operation and administration plans it supports, and must reflect the total requirements of the Landing Force. These will include call signs, cryptographic and authentication systems, special communications equipment and radio frequencies for communications and aircraft guidance and control.

2. The communication plan fulfills the communication requirements of the operation in terms of circuits, channels, policies and procedures governing the operation of the overall system. The plan includes:

- a. Announcement of the communication mission.
- b. Delegation of communication tasks and responsibilities to major components of the Landing Force.
- c. Detailed instructions relative to the organization, installation, operation, coordination and maintenance of the communication system.
- d. Assignment and employment of call signs, frequencies, cryptographic aids and authentication systems.
- e. Instructions concerning security, recognition and identification, navigation aids and other special communication-electronics functions.
- f. Communication-Electronics logistics support.

3. The plan is prepared in minute detail to facilitate its use by participating commanders at all echelons of command. When information contained in any of the various appendixes to the communication plan should be included in subordinate commanders communication plans; sufficient copies should be provided to permit inclusion therein. This procedure eliminates duplication of preparation and reproduction, and minimizes the possibility of errors.

305. COORDINATION

1. The nature of an amphibious operation requires precise coordination between all parallel echelons of the amphibious task force. Landing Force communication officers shall establish direct liaison, when authorized, with the communication officers of corresponding Navy echelons as soon as possible to facilitate communication planning.

2. Communication Officers of all Landing Force echelons shall maintain continuous coordination throughout the amphibious operation.

306. SHIP-TROOP PLANNING

1. LIAISON. As early as practicable, liaison will be established between the ship's communication officer and the senior troop communication officer to be embarked. The purpose of this liaison is to plan in advance for the joint use of shipboard facilities and to insure the smooth functioning of communications.

2. PREPARATION OF INSTRUCTIONS. To ensure reliable, rapid handling of communication services within the ship while troops are embarked, and to provide adequate instructions on the proper use of interior communication facilities, the ship's communication officer (the Naval Staff Communication Officer in the case of flagships) and senior troop communication officer shall jointly prepare appropriate instructions as desired by the commanding officers concerned. Such instructions shall include:

- a. Message releasing procedures.
- b. Number of copies required.
- c. Procedures for handling high precedence traffic.
- d. Routes for messengers.
- e. Diagram of office and communication spaces.
- f. Roster of troop and Navy officers aboard, and location.
- g. Cryptographic arrangements, to include the specimen signature and degree of security clearance granted to each messenger assigned.
- h. Radio and teletype guard list for embarked troops, indicating time guard is to commence and terminate.

3. MARINE COMMUNICATION DETACHMENTS. Marine Corps Communication Detachments are assigned to amphibious command ships (AGC) with a primary mission of augmenting embarked troop communication elements, and to ensure continuity of Landing Force communications during the ship-to-shore movement.

4. ACTION UPON EMBARKATION. Immediately upon embarkation, troop communication officers shall personally visit the ship's communication officer to ensure that the ship will provide communication and crypto guard for all embarked troop units.

5. TROOP MESSAGE CENTER. A troop message center shall be established aboard ship as a part of the embarked unit's advance echelon.

6. EQUIPMENT AND FACILITIES. NAVSHIPS 0967-006-1002 (Compilation of Electronic Equipment in the Active Pacific Fleet) provides a listing of all communication-electronics equipment installed in amphibious ships of the Pacific Fleet. The troop communication officer of the unit to be embarked is responsible to insure that the troops portion of shipboard equipment is made available for testing, calibration, remoting and tagging prior to embarkation.

307. PREPARATION OF EQUIPMENT TO BE LANDED

1. Prior to embarkation, all troop communication equipment shall be tested and radio sets calibrated on assigned frequencies.

2. All equipment shall be waterproofed for operation during the landing or for transportation ashore. If rubberized canvas or plastic bags are not available, improvised covers can be made from shelter halves, ponchos, or other similar materials.

308. RADIO SILENCE

1. During the movement to the objective, radio silence is maintained on troop circuits. No troop equipment will be activated during this period unless specifically authorized by the Amphibious Task Force Commander.

2. On rehearsal and D-Day, radio silence is lifted on order of the Amphibious Task Force Commander.

309. TACTICAL LOGISTICS CONTROL PARTY (TACLOG)

1. Communication personnel to man TACLOG radio nets are provided by the headquarters furnishing the TACLOG group.

2. Because of the equipment limitations aboard ships used as control ships, the TACLOG groups will be prepared to embark sufficient man and team pack communication equipment to accomplish their mission.

310. HELICOPTER COMMUNICATIONS

1. See FMFM 24 and FMFM 10-1
2. The direct control of radio sets installed in helicopters by the embarked troop commander is not possible. Any contemplated use of these sets must be coordinated with the pilot prior to take-off.

311. SUPPORTING ARMS COORDINATION

1. For the coordination of supporting arms when control is afloat, see NWIP 22-7.
2. For coordination of supporting arms when control is ashore, see LFM 22.

312. AIR SUPPORT COMMUNICATIONS. See NWIP 22-3 and FMFM 10-1.313. NAVAL GUNFIRE SUPPORT COMMUNICATIONS. See NWIP 22-2.

314. EMBARKATION PHASE. Before embarkation commences, plans must provide for adequate communications between naval elements and the forces to be embarked. The Landing Force Commander normally will be assigned the responsibility of planning for, and providing or obtaining, communications in the embarkation area. This includes the coordination of both military and civilian facilities. Plans must provide for the establishment of communications in the pier or beach areas to control embarkation. Early liaison must be established to insure efficient functioning of communications during embarkation.

315. REHEARSAL PHASE

1. It is vital that communication rehearsals be conducted prior to an amphibious assault. It is to be expected that communication difficulties will develop; such problems as malfunctioning of equipments, radio interference, ship's antenna problems and confusion resulting from unfamiliarity with new call signs will arise.
2. It is mandatory that all shipboard radio, radio relay, tele type equipment and Marine Corps radio equipment that will be used on D-Day be tested. It is highly desirable that a sufficient time lapse be provided between rehearsal and D-Day to permit repair of equipment and to modify operating instructions as necessary.

316. ASSAULT PHASE

1. Continuity of communications must be maintained during the ship-to-shore movement. This is a joint responsibility of the Amphibious Task Force Commander and landing Force elements.

2. Heavy reliance will be placed on radio and radio relay during the movement. Other means and methods, such as visual, underwater wire, boat messenger or helicopter will be employed as appropriate.

317. PLANNING FACTORS DURING THE EMBARKATION AND AFLOAT PHASES

1. For simplicity, communication planning factors are generally grouped to complement the progressive phases of an amphibious operation through the consolidation of the objective area. The following planning factors are presented as a general guide relative to the specific phase involved.

2. EMBARKATION PHASE

- a. Continued liaison with the ship's or naval staff communication officer.
- b. Preparation of joint instructions governing:
 - (1) Message handling procedures.
 - (2) Cryptographic arrangements.
 - (3) Guard Lists.
- c. Employment of Marine Communication Detachment. (Flagship-AGC only)
- d. Communications in the embarkation area.
- e. Communication for the control of loading operations.
- f. Communications training for embarked communications personnel. (i.e., augmenting ships communication personnel enroute to the objective area.)
- g. Equipment and facilities.
 - (1) Availability for use by embarked troops.
 - (2) Operation of troop man or team pack equipment in the event installed equipment is deemed insufficient.
 - (3) Troop use of interior communications.

(4) Maintenance of troop communication. equipment.

(5) Troop Message Center facilities.

h. Preparation of equipment and vehicles to be landed, to include waterproofing and installation of fording equipment.

i. Shipboard stowage requirements.

(1) Accessibility.

(a) Hold spaces.

(b) Deck spaces.

(c) Troop spaces.

(2) Pyrotechnics.

(3) Batteries.

(4) Classified material.

j. Coordination of requirements with other troop headquarters embarked in the same ship.

3. MOVEMENT TO THE OBJECTIVE AREA

a. External and intership communications to higher, lateral or subordinate commands.

b. Reports of advanced operations, such as reconnaissance, air and naval gunfire operations.

c. Maintenance of equipment while enroute.

(1) Control of testing under EMCON conditions.

(2) Exercise periods for motor vehicles.

(3) Battery charging.

d. Delivery of maps, photographs and other bulky classified material.

e. Debarkation Procedures.

(1) Unloading vehicular equipment.

(2) Unloading of non-vehicular equipment.

(3) Security problems presented by off-loading crypto materials.

f. Final preparation of equipment to be landed.

- (1) Battery condition check.
- (2) Portable equipment check.
- (3) Vehicular engine check.

4. REHEARSAL PHASE

a. Extent of communications to be employed in the conduct of rehearsal.

b. Observation and critique.

c. Resolution of problem areas disclosed.

5. ASSAULT PHASE

a. External communications.

b. Local area task force broadcast.

c. Ship-to-shore movement.

(1) Execution.

(2) Sharing parallel facilities and means.

(3) Naval control of communications for the ship-to-shore movement.

(4) Naval control communications for beach development.

(5) TACLOG communications.

(6) Shore Party communications.

(7) Peculiar requirements for vertical assault, if applicable.

318. ADVANCED BASE COMMUNICATIONS

1. The Amphibious Task Force Commander is initially responsible for all communications in the objective area.

2. Tactical communications ashore are always the responsibility of the Landing Force Commander. As the operational situation ashore progresses, control of air, naval gunfire and logistics responsibilities will pass to the Landing Force Commander ashore.

3. If the amphibious operation has been conducted for the purpose of obtaining an advanced naval base, the control of air, naval gunfire and logistics responsibility will pass from the Landing Force Commander to the Advanced Base Commander upon consolidation of the objective area.

4. Incident to the development of the advanced base, the Advanced Base Commander may request communication augmentation from the Landing Force Commander. Such support will be provided, consistent with the tactical situation.

5. Advanced base mobile services.

a. The mobile communication unit is an advanced echelon of the base communication force. It is landed as soon as the beach is reasonably secure and serves the dual purpose of supplementing landing force communications and of initiating the establishment of permanent base facilities.

b. The mobile communication unit is a naval component of the advanced base force rather than a component of the landing force. However, it is embarked and landed on order of the Landing Force Commander and remains under his control until the Advanced Base Commander assumes command. At such time as semi-permanent facilities become available, the mobile communication unit may be withdrawn for redeployment. The equipment of the mobile communication unit is designed for early landing by either surface or aerial delivery and is capable of rapid activation.

c. The transition of command from the Landing Force Commander to the Advanced Base Commander can be accomplished with a minimum of delay and possible confusion if the mobile communication unit is established and functioning as the base communication center.

d. The types of communication services normally required during the consolidation of the objective area and the initiation of advanced base functions are:

(1) Assault force tactical radio nets established by the landing force and augmented by mobile communication units of the advanced base.

(2) Communications for air support and air defense established by the Tactical Air Control Center (TACC), Tactical Air Direction Centers (TADC) Direct Air Support Center (DASC) and the Combat Air Operations Center (CAOC) ashore.

(3) Airways and air communication established by the mobile communications units.

(4) The base communication center established by the mobile communication units, to include:

- (a) Advanced base point-to-point circuits.
- (b) Broadcast intercepts.
- (c) Special communication services.
- (d) Local radio nets as required by the Advanced Base Commander.
- (e) Cryptographic facilities.

CHAPTER 4

ESSENTIALS OF OPERATIONAL COMMUNICATIONS401. CONTINUITY OF COMMUNICATIONS

1. Command Posts shall be displaced so that communication is continuous; an operating CP shall not close until a new CP has established a communication system capable of providing command and control.
2. All commanders shall make provisions to assume communication responsibility at an alternate command post in the event of casualty to the primary command post. Alternate CP's shall use their assigned call signs until the commander establishes the alternate CP as the primary CP.
3. Within the limits of their communication equipment, alternate headquarters will assume net control of all radio nets previously controlled by the primary CP and will assume guard on all nets to higher headquarters.

402. TYPES OF TRAFFIC

1. The two basic types of traffic are operational and administrative.
2. Special types of traffic are exercise and drill.

403. OPERATIONAL TRAFFIC

1. Communications directing or effecting the actual use or movement of forces, troops or aircraft in an area of combat.
2. Communications relating to exercises and operations conducted under simulated combat conditions in the interest of training and readiness will be handled in the same manner as operational traffic, unless otherwise specified.

404. ADMINISTRATIVE TRAFFIC

1. Administrative communications are described as those which deal with routine matters, reports, personnel, logistic requirements and similar matters.
2. The highest precedence which may be assigned to administrative traffic is PRIORITY. When required, urgent handling instructions may be included in the message text.

405. EXERCISE TRAFFIC

1. Exercise traffic can be both operational and administrative.

2. Messages pertaining to the planning and execution phase of amphibious exercises, field training exercises and command post exercises conducted for the purpose of training and readiness will be identified as "EXERCISE MESSAGES". The following instructions apply to exercise messages:

a. IDENTIFICATION OF EXERCISE MESSAGES

(1) UNCLASSIFIED MESSAGES. The originator will include the identifying phrase of the exercise preceded by the word "EXERCISE" in the first line of the message text immediately following the word UNCLAS.

(2) CLASSIFIED MESSAGES. The originator will include the identifying phrase of the exercise preceded by the word "EXERCISE" in the first line of the message text immediately following the classification. Special handling instructions, if applicable, will follow the classification.

(3) In off-line cryptosystems, the identifying phrase of the exercise preceded by the word "EXERCISE" will be transmitted in the clear preceding the crypto system indicator. In the event the identifying phrase for the exercise is classified, the word "EXERCISE" will be transmitted preceding the crypto system indicator and the identity of the exercise will be included in the encrypted text immediately following any special handling instructions.

b. ORIGINATORS RESPONSIBILITIES

(1) "EXERCISE TRAFFIC" will not be addressed to non-participating forces or commands.

(2) Exercise traffic which directs addressees to carry out or perform missions in which the originator desires passive action only, will contain the word "CONSTRUCTIVE" as the first word of the sentence(s) or paragraph(s) which directs such action.

(3) Simulated addressals to non-participating forces or commands may be accomplished by inserting the word "SIMULATED" immediately following the intended addressee. Communication center personnel will insert the prosign "ZEN" immediately preceding the simulated addressee(s) to preclude inadvertent delivery.

c. DISCONTINUANCE OF EXERCISE CONDITIONS. The phrase "EMERGENCY STOP EXERCISE" transmitted by any means will indicate the immediate discontinuance of exercise conditions. All stations will maintain established communication channels until further notice for traffic pertaining to the emergency.

d. RESUMPTION OF EXERCISE CONDITIONS. Unless otherwise directed, a message directing the resumption of exercise conditions shall be originated only by the officer conducting the exercise (OCE).

406. DRILL TRAFFIC

1. Drill traffic is that traffic drafted, processed and transmitted solely for the purpose of training or exercising communication personnel and facilities.
2. Extreme care should be taken to insure that all proper procedures are utilized to preclude misinterpretation or action on drill messages.

a. IDENTIFICATION OF DRILL MESSAGES

(1) Drill traffic will be identified by inserting the word "DRILL" immediately following the classification and again after the last word of the text.

(2) In off-line crypto systems the word "DRILL" will be included in the encrypted text immediately following the classification and again following the last word of the message text.

(3) When counting groups or letters for authentication purposes, the word "DRILL" will not be counted as a part of the text.

407. ECONOMY OF COMMUNICATIONS

1. Consistent with mission requirements, the use of electrical communications will be limited to the transaction of official business which requires immediate action or to essential matters that cannot be handled satisfactorily by mail, air mail or courier service.
2. Personnel authorizing release of messages or approving long distance calls will exercise control over the type and volume of messages and calls originated within their activities. Brevity and proper composition, elimination of unnecessary words such as prepositions and conjunctions and using message format instead of letter style will be emphasized.

408. RADIO NETS

1. COMMAND NETS. A command net links a commanding officer with his immediate subordinates in the chain of command. It will normally be terminated at the communication center.

2. FUNCTIONAL NETS

a. A functional net is one used to carry out rapid communications concerned with a specific operational function. Functional nets connect directly those officers delegated control of a specific function, the net title generally indicating the function for which the net is provided. Messages passed over a functional net are not processed by the communication center.

b. Although functional nets are designed and provided to fulfill certain specific requirements, they are considered part of the overall communication system. Command and administrative traffic may be processed by the communication center for ultimate delivery over functional nets, in the event command channels fail. The communication center will consider all circuits as being available.

409. AMATEUR RADIO. The operation of an Amateur Radio Station within the Republic of Vietnam is prohibited.

410. MILITARY AFFILIATED RADIO SYSTEM (MARS)

1. The government of the Republic of Vietnam has granted permission for the establishment of a MARS network to operate under the direct supervision of the U. S. Military Assistance Command, Vietnam. The U. S. Embassy has assured the government of Vietnam that MARS will be a closely controlled and military operation with all amateur radio operations prohibited.

2. Additional information concerning MARS operation is set forth in MACV Directive 105-16.

411. RED CROSS COMMUNICATIONS

1. The Red Cross Director and his assistant directors are authorized to release and file Red Cross messages at the Division Communication Center or subordinate unit communication centers for entry into the DCS in accordance with DNC 5().

2. Specimen releasing signature(s) will be required at each communication center.

3. During MINIMIZE, all Red Cross messages must be released by the Chief of Staff, 1st Marine Division.

412. REDUCTION OF COMMUNICATION TRAFFIC (MINIMIZE)

1. In time of peace or war and during states of emergency it may be necessary to drastically reduce general message and telephone traffic.

This reduction has proven to be the only effective method presently available that has assured delivery of operational message traffic with a minimum of delay.

2. The instruction to reduce general message and telephone traffic will be made by the promulgation of the word "MINIMIZE" which means: "It is now vital that normal message and telephone traffic be drastically reduced in order that messages connected with the present emergency or operation shall not be delayed."

3. The following is quoted from FMF PacO P02000.2C for the information and guidance of commanders:

"It is not the intent of the Commanding General, Fleet Marine Force Pacific that commanders rigidly adhere to MINIMIZE restriction when their sound judgement dictates otherwise. Like other regulations, those applying to MINIMIZE are subject to interpretation in the light of the individual set of circumstances existing at the moment. It should be understood that during peacetime certain messages such as death messages, reporting of cryptographic compromises, local disaster and extreme personal hardship messages are permitted under MINIMIZE conditions whereas routine Red Cross and Class "A" messages are not permitted."

4. Within the 1st Marine Division, when minimize is in effect, only the Commanding General, Assistant Division Commander, Chief of Staff and Deputy Chief of Staff may release messages which must leave or enter a minimize area. Message drafters are responsible for obtaining the proper release prior to submitting the message to the communication center. The Communication Watch Officer or Noncommissioned Officer is responsible for screening outgoing messages to insure compliance with releasing authority.

5. Upon receipt of a message imposing minimize, sufficient copies will be reproduced to ensure the widest staff distribution. Further, the message shall be disseminated to all subordinate units by the concerned Communication Center. An appropriate "communication note" shall be placed on the message emphasizing the minimize condition and indicating the area involved.

413. ENCRYPTED FOR TRANSMISSION ONLY. EFTO procedures are employed to protect certain unclassified messages from interception and analysis. Specific instructions concerning the use of EFTO procedures are contained in NWP 16 (). Transmissions to or from Vietnam will be handled EFTO. Exceptions to this rule are Red Cross messages and messages which include a hospital ship as an addressee. Unclassified messages to these addressees will be sent in plain text.

414. PRECEDENCE

1. Precedence indicates only the desired speed handling of a message by communication personnel. It does not indicate either the importance of a particular message or the speed with which the addressees are to react.
2. The judicious selection of the lowest possible precedence by the drafter should consider the required delivery time, office hours, and the difference in time zones. The importance of the selection of the lowest precedence consistent with the urgency of the message cannot be overemphasized.

415. DUAL PRECEDENCE

1. Multiple address messages having both action and information addressees may either be assigned a single precedence, in which case it indicates the precedence for all addressees; or the message may be assigned two precedences, one precedence for all action addressees and a lower precedence for all information addressees.
2. It is most important that the assignment of dual precedence be considered on all messages with an information addressee(s) when a lower precedence may be assigned to the information addressee(s) than that assigned to the action addressee(s).

416. CLASSIFICATION

1. The originator of any message, document, device or material is responsible for assigning the proper classification. Classification is assigned in accordance with instructions set forth in OPNAVINST 5510.1(), DMC 5() and DOD DIR 5200.10().
2. Overclassification is a practice that will be avoided. It diminishes the overall effectiveness of the classification system and introduces stowage problems of significant magnitude. Further, and perhaps more important, it limits distribution where there may be a definite "need to know" but where there is not the required clearance or access to the matter involved.
3. Reclassification may be accomplished only by the originator, higher authority, or as indicated in DOD Directive 5200.10().
4. In order to upgrade a previously transmitted unclassified message to a classified message, a new message, classified, will be sent to all addressees of the original message stating the degree of classification desired to be applied to the original message.

417. MESSAGE PREPARATION

1. GENERAL. Instructions concerning the preparation of messages are contained in MCP 121 and DMC 5(). Instructions concerning the preparation of the message text format are set forth in OPNAVINST 2110.17().

2. DELIVERY TO COMMUNICATION CENTER. Prompt release and delivery of messages to communication center will be expected in order that the workload may be distributed as evenly as possible throughout the day. Accumulating and delivering messages for transmission at the close of the day shall be avoided. Such action defeats precedence assignment, degrades the entire communication system and places an unnecessary burden on communication center circuits and facilities.

3. See DNC 5() and Chapter 6, this order.

4. ABBREVIATIONS

a. Only those abbreviations which have become common knowledge through long usage and are readily comprehended will be used in message texts.

b. See Annex B to DNC 5() and paragraph 17052, Marine Corps Personnel Manual for a detailed listing of commonly used abbreviations.

418. USE OF PHRASE ADMIN FIRST MARDIV

1. When the Commanding General, 1st Marine Division is temporarily absent from his command, all messages originated by the Division staff will be transmitted using the phrase "ADMIN FIRST MARDIV", in conjunction with the plain language designator or by using the conjunctive address group meaning "ADMINISTRATIVE OFFICE OF" with the Division's address group.

2. All messages addressed to Commanding Generals will be addressed to the Commanding General whether or not the Commanding General is present.

419. COMMUNICATION SECURITY

1. There are three types of communication security: physical, cryptographic and transmission.

a. Physical security is that component of communication security which results from all measures necessary to safeguard classified communication equipment and material from access thereto by unauthorized persons. The commanding officer is responsible for all measures to insure physical security of classified material in his command.

b. Cryptographic security is that component of communication security which results from the proper employment of codes and ciphers.

c. Transmission security is that component of communication security which results from all measures designed to protect transmissions from interception, traffic analysis, and imitative deception. It consists of two fundamental precautions:

(1) The withholding of information from the enemy by the minimum use of electrical communication means.

(2) Proper use of the electrical means of communications through concise and clear telephone conversations, and stringent adherence to radio procedure.

d. Lack of circuit discipline and operator training are responsible for most of the violations which endanger transmission security. Commanding Officers must maintain a constant training program to overcome these problem areas.

e. All users of a communication system are responsible for the maintenance of communication security.

420. AUTHENTICATION/NUMERAL CODE. See 1stMarDiv Order P02000.2_.

421. ELECTRONICS WARFARE (EW)

1. Electronic Warfare is the term applied to that division of the military use of electronics involving actions taken to prevent or reduce an enemy's effective use of radiated electromagnetic energy and actions taken to ensure our own effective use of radiated electromagnetic energy. EW is subdivided into two functions, electronic countermeasures and electronic counter-counter measures, which are defined as follows:

a. ELECTRONIC COUNTERMEASURES (ECM). That major subdivision of EW involving actions taken to prevent or reduce the effectiveness of enemy equipment and tactics employing or affected by electromagnetic radiations, and to exploit the enemy's use of such radiations.

b. ELECTRONIC COUNTER-COUNTERMEASURES (ECCM). That major subdivision of EW involving actions taken to ensure our own effective use of electromagnetic radiations despite the enemy's use of countermeasures.

2. The electronic countermeasures (ECM) activities of electronic warfare are divided into two main agents, passive ECM and active ECM.

a. PASSIVE ECM. Passive ECM activities include the conduct of such search, intercept, direction finding, range estimation, and signal analysis of communication and noncommunication radiations as may be undertaken to permit immediate operational use of the information. These are measures involving no friendly electronic emission and are therefore not detectable by the enemy. The information gained from passive ECM provides the basis for active ECM operations and may be used for other immediate operational purposes.

b. ACTIVE ECM. Active ECM is that major subdivision of electronic countermeasures concerning electronic jamming and electronic deception.

(1) Electronic Jamming. Electronic jamming is the deliberate radiation, reradiation, or reflection of electromagnetic signals with the object of impairing the use of electromagnetic devices by the enemy. Jamming may be employed against communication or noncommunication electronic equipment.

(2) Electronic Deception. Electronic deception is the deliberate radiation, reradiation, alteration, absorption, or reflection of electromagnetic radiations in a manner intended to mislead an enemy in the interpretation of data received by his electronic equipment or to present false indications to his electronic systems. Deception may also be employed against communication or noncommunication electronic targets.

3. ECCM activities include actions taken to ensure our own effective use of electromagnetic radiations despite the enemy's use of countermeasures. These actions consist essentially of defense against enemy passive and active ECM. Examples of these activities are the EMCON (emission control) and the CONELRAD (control of electromagnetic radiations) plans, which are concerned primarily with preventing the enemy from using our radiations for navigation, guidance, and homing.

422. TRAFFIC ANALYSIS

1. Traffic analysis is the technique of obtaining intelligence from a study of communication traffic without recourse to crypto analysis. It includes, statistical study of message handling, receipts, acknowledgements, relays, and many other message externals that would indicate a departure from normality.

2. It is mandatory that command and communication personnel be familiar with defensive measures to be taken to render traffic analysis by the enemy more difficult and less reliable.

3. ACP 122, DNC 5(), NWP 16() and NWP 33 contain detailed information and instructions relative to this subject.

CHAPTER 5

COMMUNICATION CENTER501. GENERAL

1. The communication center is the communication agency within an Organization/Unit responsible for the receipt, transmission, local delivery and necessary encryption and decryption of messages, with the exception of those messages originated or received over functional radio nets or radio relay circuits.
2. Operation of a communication center will be continuous at each command post and each echelon of the command.
3. U. S. mail and administrative guard mail will not be handled or cleared through the communication center. Guard mail and general messenger service are the responsibility of the Adjutant Section.
4. In the event of apparent message traffic discrepancies as to the correctness of text, procedure, authentication, precedence, etc., the communication center will DELIVER THE TRAFFIC WITHOUT DELAY with appropriate annotations, and then initiate corrective action as soon thereafter as practicable.
5. The communication center of each organization will be prepared to furnish an accurate time check daily.
6. Greenwich Mean Time (GMT) (Zone ZULU) will be used in the date-time-group of all joint communications and in all communications requiring a basic time zone for reference purposes; e.g., messages incorporating a cryptographic system, or the use of authentication, the changing of which is based on time.

502. COMPOSITION

1. The communication center is composed of components, each charged with specific functions. These components enable the communication center as an entity to discharge the responsibilities of receipt, transmission and delivery of messages. The components are as follows:
 - a. The Message Center.
 - b. The Transmitting and Receiving Section.
 - c. The Crypto Center.

503. LOCATION

1. The communication center should be located so as to best serve the needs of the command. The actual location is usually designated by the G-1/S-1, based on recommendations made by the communications officer.
2. The communication center should be as close as possible to the internal distribution agency of the headquarters.
3. The communication center should be located so as to afford the maximum physical security.

504. ORGANIZATION

1. The communication center should be organized to:
 - a. Keep access to a minimum consistent with efficient operation.
 - b. Prevent crowding of personnel.
 - c. Require minimum movement of operating personnel.
 - d. Provide adequate space for maintenance personnel to work without interfering with operators or operations.
 - e. Provide an exclusion area for cryptographic operations.
 - f. Provide adequate personnel and equipment to displace the command post without interruption of operations.

505. OPERATIONAL REQUIREMENTS

1. Operating instructions and procedures will include but not be limited to the following:
 - a. A current list or card file, to include specimen signatures, of officers authorized to release messages.
 - b. Procedures for maintaining current information concerning availability of communication means and the location of senior, adjacent and subordinate command posts.
 - c. An expedient system for adequate handling, logging, encrypting, decrypting and delivering messages.
 - d. Special instructions for the advance routing of high precedence messages.

- e. Maintenance of files and logs.
- f. Provisions for the administrative privacy of messages.
- g. Special routing instructions in force.
- h. Current task organizations.

506. OPERATION

1. The operation procedures and practices for processing messages within a communication center will be clearly set fourth in a "Communication Center SOP".
2. The traffic handling capabilities of the communication center should be planned to accommodate increased traffic flow, rather than simply addressing the instant requirement.
3. Training and cross-training of personnel is of the utmost importance in the efficient functioning of a communication center. Progressive programs should be instituted to insure that personnel are provided a full and comprehensive understanding of communication center functioning and procedures.
4. The communication center officer will coordinate with the Adjutant and/or the Staff Secretary in establishing messenger service to insure accurate and rapid service with maximum personnel economy.

507. TELETYPEWRITER OPERATING PROCEDURES

1. Field teletypewriter operating procedures will be in accordance with ACP 126.
2. When operating directly as subscriber to the Defense Communications System (DCS), operating procedures will be in accordance with ACP 127 and the U. S. Supplement thereto.

508. EMERGENCY POWER REQUIREMENTS. Organizations/Units operating communication centers utilizing camp power will provide for a ready source of auxiliary power in the event of a camp power failure.

CHAPTER 6

MESSAGE PREPARATION601. GENERAL

1. The information presented herein is intended to assist the personnel of this Division in the preparation and handling of messages. These instructions and procedures are amplified in pertinent publications and directives concerning communications.

2. Commanding Officers of organizations/units within this Division shall execute a periodic command review of all outgoing message traffic for the purpose of insuring that:

- a. Messages are sent by electrical means only when required.
- b. Proper precedence is assigned.
- c. Proper security classification and declassification code is assigned.
- d. Message texts are properly drafted.

602. DEFINITIONS

1. MESSAGE. A message is any thought or idea expressed briefly in plain or cryptic language, prepared in a form suitable for transmission by any means of communication.

2. ORIGINATOR. The originator of a message is the commander by whose authority a message is sent.

3. RELEASING OFFICER. A releasing officer is the individual designated to authorize the transmission of a message for and in the name of the originator/commander.

4. DRAFTER. A drafter is an individual who actually composes a message for release by the originator or designated releasing officer.

5. WIRENOTE. A wirenote is an informal communication sent by electrical means. It is distinguished from a command message by internal passing instructions within the text of the message; e.g., "WIRENOTE FROM COL BLACK G-1 TO COL KNOX G-1." Precedence and classification requirements are the same as those for a command message.

603. MESSAGE FORM. A message form is a standard form used in the preparation of a message for release. Within the Division Headquarters, reproduction mats (ditto) are used for the preparation of incoming messages to facilitate reproduction and distribution of copies. Subordinate commanders may use such forms or procedures that will best facilitate the rapid processing of messages within the individual command.

604. MESSAGE ADDRESS. The designation of addressee is the responsibility of the originator. The number of addressees should be kept to a minimum consistent with the requirement that all who need to know are included.

1. ADDRESS COMPONENTS

- a. FROM (FM). Designation of the originator of the message.
- b. ACTION (TO). Action addressees are those required to take action on the message.
- c. INFORMATION (INFO). Information addressees are those who require the message for information. They are not required to take action on the message.
- d. COLLECTIVE CALL. Collective Call Signs are those which represent two or more facilities, commands, authorities, or units. They include the commander thereof and all subordinate commands therein. Use of Collective Call Signs or Address is reserved for use by the Commanding General. Collective Calls presently employed by this headquarters are:
 - (1) FIRST MARDIV OPCON - Units under the operational control of the 1st Marine Division.
 - (2) FIRST MARDIV ADCOM - Units under the administrative control of the 1st Marine Division.
- e. EXEMPT (XMT). Exempt addressees are those excluded from a collective address. They do not require the message for either action or information.

2. DESIGNATION OF ADDRESSEES. Addressees shall be designated in accordance with the following instructions:

- a. Messages shall be addressed using approved short titles only.
- b. Messages are automatically intended for the commanding officer of the addressed command. The abbreviation "CO" or "OIC" shall not

be used. Appropriate titles shall be used when addressing messages to organizations commanded by flag or general officers.

c. Designation of staff sections or other subordinates is not permitted in the address component. If such instructions are considered essential, they shall be included as passing instructions within the message text, immediately following the classification.

d. Messages shall be addressed to the command even though the commander may be absent. It is the responsibility of the staff to screen traffic and forward that which requires the personal attention of the commander. Only the commander may address a message to his administrative headquarters using the prefix "ADMIN". Messages originated by the administrative headquarters shall be indicated by the word "ADMIN" preceding the short title of the command.

e. Numbers contained in the address of a message shall be spelled out.

f. Except in the case of a collective address, the short title of each addressee shall be listed individually in the address component.

g. The use of mail to effect delivery of messages to all or selected information addressees is encouraged. Delivery by mail shall be authorized by the word "MAIL", "AIRMAIL", "GUARD MAIL", or "COURIER" after the addressee so designated.

h. Messages intended for delivery to individuals at non-military addressees shall include the complete mailing address of the addressee.

605. MESSAGE TEXT. The message text contains the thought or idea which the originator desires to express. The message text shall be prepared in accordance with the following instructions in the order indicated. The elements which are not applicable may be eliminated. The message text is separated from the message heading and the message ending by the prosign "BT", inserted by the communication center.

1. CLASSIFICATION. The first word of the message text shall indicate the classification of the message. If operational Requirements dictate the transmission of a classified message in the clear the first word of the text shall be "CLEAR". The word "EFTO" as the first word of the text indicates the message has been encrypted for transmission only.

2. SPECIAL CATEGORY MARKINGS. Special category markings are used to identify messages concerning special programs or subjects which require privacy not guaranteed by normal security classification. Such messages will be handled and viewed by specially authorized personnel. Specific handling procedures for each type of SPECAT message are prescribed in individual letters. These letters are maintained at the Division Communication Center.

3. SPECIAL HANDLING SECURITY MARKINGS. Special handling markings are used to identify messages which require special handling during communications processing, or in distribution or both. Special handling security markings are placed immediately after the classification. An example would be: SECRET NOFORN.

4. FLAGWORDS. Flagwords are used to identify messages which are sensitive or personal in nature, or which require expeditious action. The flagword will indicate that the message requires special distribution and handling.

5. PASSING INSTRUCTIONS. Passing instructions shall be used to indicate the message requires distribution to a specific individual or staff section within a headquarters. Passing instructions shall be inserted immediately after the classification.

6. MESSAGE SERVICE INSTRUCTIONS. These instructions are used to improve the overall effectiveness of the communication system. Messages which will be followed-up by mail fall into the category to which message service instructions may be applied. Examples of message service instructions are: "FORWARD WITHOUT SERVICE - PERISHABLE INFORMATION", "FORWARD WITHOUT SERVICE - MAIL COPY FOLLOWS". Message service instructions shall be inserted immediately preceding the subject line.

7. SUBJECT LINE. The subject line, when required, shall be concise and untitled. On classified messages the classification of the subject line shall be indicated by the use of the appropriate abbreviation (U, C, S, TS) within parenthesis immediately following the subject line.

8. REFERENCES

- a. References should be used only when essential for clarity.
- b. References consist of "YOUR", "MY", or the short title of a third party, followed by the date-time-group of the message cited.
- c. When referring to a message that has been readdressed, only the original date-time-group shall be used.
- d. When references are placed in a message destined for several addressees, care must be exercised to ensure that the references are held by all addressees. In cases where a reference is not held by all addressees and the originator determines that they do not need it, the reference will be indicated as "NOTAL", meaning "NOT TO NOR NEEDED BY ALL".

e. When a reference not held by an addressee is being sent by separate means, the reference will be indicated as "PASSP", meaning "BEING PASSED SEPARATELY".

f. General messages are referred to by identifying title and serial number. An example would be: ALMAR 17.

g. When referring to a message originated by the JCS, other services, nations or allied commands which contains a cite number, the cite number shall be listed as an element of the reference.

9. TEXT. The text of the message should be accurate, brief and clear and unmistakably express the thought or idea the originator desires to convey.

a. FORMAT

(1) NAVAL MESSAGE. A naval message is prepared in a modified letter format in accordance with LNC 5().

(2) PROFORMA MESSAGE. A proforma message is prepared in accordance with an established standard format. Examples include movement reports and MILSTRIP messages.

b. BREVITY. The need for brevity is essential. Eliminate all words possible without being vague or ambiguous. State exactly what is meant. Commonly used conjunctions, prepositions and articles should be eliminated unless essential to the meaning.

c. ABBREVIATIONS. Brevity can be attained through the judicious use of recognized abbreviations. Abbreviations shall not be used unless the drafter can reasonably assume that the meaning will be clear to all addressees.

d. PUNCTUATION. Punctuation may be used when essential for clarity.

e. NUMBERS. Numbers in the text may be written as digits or spelled out. To ensure clarity, numbers should be spelled out whenever practicable. Large numbers may be written as digits and repeated only if it is considered absolutely necessary.

f. TIME. Times expressed in messages shall include a zone suffix. When it is necessary to use times extensively throughout a message, a covering phrase such as: "ALL TIMES ZULU" may be used.

g. REPETITION. A word or number may be repeated to prevent errors in transmission. It is not to be repeated solely for the purpose of emphasis.

10. DOWNGRADING AND DECLASSIFICATION INSTRUCTIONS. Downgrading and declassification instructions shall be included in all classified messages. Specific instructions are set forth in OPNAVINST 5500.40_.

606. GENERAL MESSAGES

1. Responsibility for relay of general messages lies with the communication center of each command. Each communication center down to and including battalions shall automatically relay all general messages to each unit for which they are communication guard.

2. Frequently the I Corps Area Coordinator will originate messages of widespread interest to all U. S. Forces in I Corps. These messages will be known as "I Corps Coordinator Collective Messages" and will be numbered consecutively by calendar year in the same manner as other general messages.

a. The I Corps Collective Messages will be addressed simply to "I Corps". Messages with this address will be handled by all communications and message centers in the same manner as a general message as described in paragraph 309 of ACP 121, U. S. Supplement 1 (). The Division Communication Center will transmit the message to all tributaries and provide copies to local units for which they guard. All tributaries will continue the process of widespread dissemination to all units for which they are responsible.

b. Communication Centers will maintain a general message file of I Corps Collective Messages in the same manner as prescribed for other general messages.

607. SPECIAL PROCEDURES

1. READDRESSAL. An addressee may readdress a message to others not included in the original address provided no alteration is made to the original message. A message received for information may not be re-addressed for action.

2. ACKNOWLEDGEMENT. An acknowledgement is a communication indicating that the message has been received and is understood. An acknowledgement should not be confused with a reply. A prompt reply may serve in lieu of an acknowledgement. Acknowledgement to messages will be made only when requested within the text of the received message.

3. VERIFICATION. A request for verification requires the originator to verify the complete message or the portions indicated. Communication centers cannot verify messages.

4. CANCELLATION. Only the originator may cancel a message once it has been transmitted. The cancellation may be in the form of a new message or may be included in a message which supercedes the one

cancelled. An unclassified message may be used to cancel a classified message only when direct communications have been established and the message authenticated. In all other cases a classified message must be used to cancel a classified message.

608. DESTRUCTION

a. All communication centers will publish and post an Emergency Destruction Bill.

b. It is important that routine destruction be carried out promptly at the times specified in order that the amount of material which would require destruction in an emergency may be kept to a minimum. Messages should not be permitted to accumulate to a greater extent than is required.

609. ORIGINATORS/DRAFTERS RESPONSIBILITIES. ACP 121 () and DNC 5 () prescribe the duties of the originator and drafter in detail.

610. RELEASING OFFICERS RESPONSIBILITIES. The releasing officer shall:

- a. Verify the requirement for the message.
- b. Verify the accuracy of the addressees.
- c. Verify the security classification.
- d. Verify the precedence assigned.
- e. Ensure that the message is accurate in all respects.
- f. Release the message.

611. MESSAGE RELEASE AUTHORITY

1. POLICY

a. Only the Commanding General, Assistant Division Commander, the Chief of Staff or Deputy Chief of Staff are authorized to release messages concerning the following:

- (1) Policy matters.
- (2) Matters which reflect adversely on any command.
- (3) Presidential or special interest inquiries or requests.

(4) Communications to the Commandant of the Marine Corps, Commanding General, Fleet Marine Force Pacific, and other General or Flag Commanders, the nature of which will probably cause the contents to be brought to the attention of the immediate office of the addressee.

(5) Disapproval of recommendations or requests of subordinate commanders.

(6) Significant tactical employment of units.

b. Message releasing authority for members of the Division General and Special Staff is the subject of a separate directive.

c. Subordinate organization commanders may release messages to:

(1) Commanding General, 1st Marine Division.

(2) Any organization within the 1st Marine Division.

(3) Members of their command concerning leave, leave status and replies to personal queries of any nature from such members.

612. REQUEST RELEASE

1. Messages may be originated by subordinate commanders; however, these messages must be reviewed and released by the appropriate staff sections of this Headquarters before transmission by the Division Communication Center.

2. Subordinate commanders desiring to release messages as indicated in the above paragraph will submit the message in the following format to the Commanding General, 1st Marine Division:

FM: FIFTH MARINES
TO: CG FIRST MARDIV (REIN)

REQUEST RELEASE

FR: CG FIRST MARDIV (REIN)
TO: CG FMFPAC
INFO: FIFTH MARINES

TEXT

a. Originating unit will include itself as an information addressee in the message being requested for release.

b. In drafting request release messages attention is directed to the fact that the message will be a Commanding General, 1st Marine Division message and not an organizational message. Therefore, terms such as "this organization" will not be used in the text but rather "Fifth Marines reports" the following information. When using messages as references do not use terms "Your" or "My". Identify referenced messages by originators short title as appropriate.

c. Units that are served by "over-the-counter" delivery will deliver request release messages to the cognizant division staff section for release. If the cognizant staff section finds it necessary to make extensive changes prior to release, the message will be retyped prior to presentation to the Division Communication Center.

CHAPTER 7RADIO OPERATIONS701. GENERAL

1. The advantage of radio with the absence of physical linkage between terminals is considerably offset by high vulnerability to atmospheric disturbances, crowded frequency spectrum and enemy countermeasures potential. Only by the most comprehensive training and thorough indoctrination of operating personnel can these vulnerabilities be reduced or overcome.

2. Radio is considered the primary means of communications during the movement of forces. Radio must be recognized as the least secure means of communications unless protected by cryptographic devices. The following principles apply to the use of radio:

a. Circuit discipline and proper operating procedures are essential and will receive ~~continuous~~ command attention. The use of speech cipher devices increases the need for circuit discipline, and does not allow for a relaxation of procedures. DMC 5 (), ACP 121, ACP 124 and ACP 125 apply.

b. Authentication, numeral encryption, and KAC operations codes shall be used to the maximum extent possible.

c. When wire/radio relay communications are firmly established, radio communication shall be utilized to the minimum extent consistent with the successful accomplishment of the assigned mission.

d. Radios will be habitually operated on low power, unless high power is a definite operating requirement.

702. TRAINING

1. Training for radio personnel must include preparation and maintenance of equipment, on-frequency operation with minimum power to maintain reliable communications, installation of the most efficient antenna systems; how to minimize the effects of atmospheric, friendly and enemy interference.

2. Commanding Officers will require frequent monitoring of their own nets and those of subordinate units. Discrepancies noted shall be corrected by one or more of the following methods:

- a. Immediate correction over the radio net or operating position.
- b. Oral or written correction by improvement memorandum.
- c. Disciplinary action when the discrepancy is of a serious nature.

703. OPERATIONS

1. Radio transmissions shall be kept to a minimum. Unnecessary use of preliminary calls, long calls, test counts and excessive exchange of radio checks are prohibited. Calls will be abbreviated after initial contact has been established.
2. Net Control Stations (NCS) shall act in a firm and positive manner to suppress procedural violations, insure net discipline and minimize outage time.
3. Imposition or lifting of radio silence will be authenticated.
4. All radio stations shall maintain radio station logs consistent with the type of net and the tactical situation.
5. Radio sets shall be removed to the maximum extent possible.
6. Unless otherwise directed, the senior station operating in a radio net will be the net control station.
7. Radio stations shall secure only on order.
8. Antennas which present a safety hazard to helicopters and other low flying aircraft shall be conspicuously marked with panels VS-4/U, VS-6/U, or other suitable material.
9. Net Control Stations are authorized to change emission and frequencies as required to maintain communications.
10. All radio operators and other operating personnel shall be instructed in, and prepared to use appropriate authentication/operational codes.
11. Messages shall be copied by the operator in such a manner that re-writing is not necessary prior to delivery.

704. RADIO VEHICLES

1. Vehicles with the primary function of transporting radio communication equipment lose their identity as motor transport equipment and become a component of the radio equipment with which associated.

2. In light of the above, and the premise that the commander who economically utilizes his communications equipment seldom suffers communication failures, the following measures are directed to ensure the availability of vital communication vehicles when required:

- a. Radio jeeps will not be used to pull a towed load except under emergency conditions.
- b. Radio jeeps will not be used as personnel carriers.
- c. A thorough and continuing operator maintenance program will be in force.
- d. Exact and detailed running operating logs which show both mobile and stationary operating times will be maintained.
- e. Mechanical maintenance and repair of radio vehicles will be expedited to preclude the deadlining of vital communication equipment.
- f. Due to the sensitivity of electronics equipment to moisture and dust, radio vehicles will be given priority for covered vehicle stands.
- g. Scheduling of mechanical maintenance for radio vehicles will consider the fact that indicated mileage is not a measure of engine running time. These vehicles accumulate many engine hours at a stationary fast idle.
- h. Radio vehicles operated by remote control will be frequently inspected to ensure proper idling speed, generator output, engine temperature, oil pressure and fuel level.
- i. During periods of prolonged inactivity, radio vehicles will be occasionally "exercised", such exercise to include moderate runs over smooth roads during which the entire gear range and front wheel drive assembly is used.

705. SITING OF RADIO EQUIPMENT

- 1. Location is a primary consideration when installing radio equipment. Within the limits imposed by the tactical situation and the length of remote lines, the radio site should be on the highest available terrain.
- 2. Dips, depressions, valleys and low places are poor for radio transmission and reception and will be avoided. Weak signals can be expected if radio antennas are installed close to steel bridges, underpasses or other structures that contain a high percentage of steel.

Power lines will absorb radiated energy as well as inducing noise in the receiver. Locations near highways and other concentrations of motor vehicles will also increase receiver noise.

3. For operation at frequencies above 30 megacycles, choose a location that gives line of sight communication paths. In dense woods or jungle every effort must be made to locate antennas above the growth or in a clearing. Transmissions over open paths, across a river or along open river valleys is recommended. In the VHF band standing waves tend to cause relatively large changes in field intensity for small changes in antenna location. Therefore, it will be necessary to try various antenna locations in an effort to locate the position from which the best results can be obtained.

706. ANTENNA CONSTRUCTION

1. GENERAL. In general, the best transmission and reception of radio signals is obtained when the antenna is constructed so that its length is equal to multiples of a quarter-wave length at the operating frequency. When an antenna is used which is not a multiple of a quarter-wave length at the operating frequency, antenna loading coils and capacitors must be used in the transmitter to cause the antenna circuit to appear to be a multiple of one quarter-wave length.

2. POLARIZATION. For practical purposes, in the VHF band, radio waves transmitted from a vertical antenna are usually regarded as being vertically polarized; those from a horizontal antenna are regarded as being horizontally polarized. Either type of polarization may be used for VHF transmission, but the performance will be different under certain situations. In any case, the orientation of the antennas of all stations on a net should be the same for optimum performance.

a. Vertically polarized antennas have the following advantageous characteristics:

(1) Simple vertical dipole or whip antennas are non-directional in a horizontal plane.

(2) Where antenna elevations are limited to 10 feet or less, as for motor vehicle applications, vertical polarization results in a signal at least twice as strong in the 20-40 megacycle band as would be obtained with horizontal polarization using antennas at the same elevation.

(3) For transmission over sea water, vertical polarization is decidedly better than horizontal, when antennas are below 40 feet in elevation and operating frequency is less than 100 megacycles.

b. Horizontal polarization has the following advantageous characteristics:

(1) A simple horizontal antenna pointed east and west transmits and receives best in north and south directions. Conversely, it performs poorly in east and west directions. This inherent directivity is sometimes an advantage as a means of minimizing interference.

(2) Horizontal antennas are less apt to pick-up man made interference which is ordinarily vertically polarized.

(3) Horizontally polarized waves usually suffer lower losses than vertically polarized waves in fairly dense woods. In very dense jungles, performance is universally poor and is not affected by polarization.

3. GROUNDING. An excellent ground connection is essential to optimum radio communications, particularly when a quarter-wave antenna is being used. Every effort should be made to get low resistance grounding connections. The grounding resistance may be reduced by using ground rods connected in parallel and by applying a salt solution to the ground at each rod. An alternate method is the construction of a counterpoise composed of eight radial wires about 25 feet in length laid on the ground and connected together at the ground terminal of the radio set. Either of these techniques will significantly improve field intensity where a low resistance ground is not possible. In vehicular mounted radio sets the vehicle serves as the ground. However, as a result of the positioning of the antenna at the rear of the vehicle an uneven field strength is generated toward the right front of the vehicle. This uneven pattern can be partially eliminated by the use of one of the aforementioned counterpoises when the vehicle is operated in a fixed position.

4. FIELD EXPEDIENT ANTENNAS. FM 24-18 and TM 11-486 provide a detailed analysis and construction procedures for field expedient antennas.

707. FREQUENCIES. Control, allocation and coordination of all tactical frequencies for 1st Marine Division organizations is reserved to this Headquarters.

708. ALLOCATION

a. SB frequencies are normally assigned on a sole user basis to subordinate organizations by this Headquarters.

b. FM frequencies are in demand far exceeding the available supply. As a result, these frequencies will normally be assigned to several areas, and in some cases will be assigned to two users in the same area. The present areas of frequency clearance generally conform to the TAOR's centered on Danang, Hue-Phu Bai and Chu Lai.

c. Shifts of units from one TAOR to another present the possibility of mutual interference occurring between units due to the multiple assignment of frequencies. In this event, the Commanding General who exercises responsibility for the TAOR will coordinate the frequencies of the affected unit.

d. Current frequency assignments for organizations of the 1st Marine Division are contained in DivO P02000.2.

e. Requests for new frequency assignments will be submitted to this Headquarters, Attn: CEO, with appropriate justification. Approximately two months is required to obtain clearance for requested frequencies.

709. FREQUENCY INTERFERENCE. Frequencies are assigned with the understanding that some interference may be expected and must be tolerated. Interference that is considered intolerable or suspected to be intentional jamming should be reported in accordance with Chapter 10 this order. Mere reception of another station on the same frequency does not constitute intolerable interference. Signal strength of the interfering station must be sufficient to "capture" the frequency and/or prevent communications between affected stations.

710. INTRA-AREA INTERFERENCE

1. Between units of the 1st Marine Division or between III Marine Amphibious Force units: Cases of harmful or intolerable interference shall be referred to this Headquarters for resolution.

2. Between U. S. units in I Corps Tactical Zone and facilities operated by the Government of Vietnam: Cases of harmful or intolerable interference should be resolved between the Commander of the U. S. Facility and the U. S. Advisor of the Government of Vietnam Facility, if possible. When direct liaison between the U. S. Commander and the U. S. Advisor cannot resolve the interference problem, such will be reported to this Headquarters in accordance with Chapter 10 this order.

711. INTER-AREA INTERFERENCE. When harmful interference is experienced from stations outside of I Corps Tactical Zone, it will be reported to this Headquarters in accordance with Chapter 10 this order.

712. JAMMING AND DECEPTION

1. Any suspected enemy jamming or deception shall be reported by the most expeditious means to this Headquarters, Attn: G-2, in accordance with Chapter 10 this order.

2. The employment of jamming or deception by any organization of this Division is prohibited, unless specific authority is obtained from this Headquarters.

713. VOICE/CW CALL SIGNS. Voice and CW call signs for units of the 1st Marine Division are contained in DivO PG2000.2_.

714. RADIO NETS

1. The following is a description of current 1st Marine Division radio nets.

a. Division Tactical #1. FM VHF simplex voice circuit, KY-8 covered, terminated in the 1st Marine Division Combat Operations Center.

b. Division Special Purpose #1. FM VHF simplex voice circuit, uncovered, terminated in the 1st Marine Division Combat Operations Center.

c. Division Special Purpose #2. AM SSB simplex voice circuit, uncovered, terminated in the 1st Marine Division Combat Operations Center.

d. Division Convoy. FM VHF simplex voice circuit, uncovered, terminated in the 1st Marine Division Combat Operations Center.

2. All radio nets are established to serve command. Messages shall be transmitted over any radio net regardless of net nomenclature if the situation so dictates.

3. Commanding Officers will analyze all aspects of their communication system before assigning radios to staff sections. Such assignments may speed communications between staff sections for limited periods; however, such assignments eventually result in excessive employment of communication assets and facilities.

CHAPTER 8

WIRE AND MULTI-CHANNEL RADIO801. GENERAL

1. Whenever practicable, an integrated wire and multi-channel radio system will be installed to serve as the principal means of communication within the 1st Marine Division.
2. Field wire systems incorporate trunk lines, long locals and command post installations.
3. Normally, wire will be used only within command posts and for short trunks in secure areas.

802. WIRE INSTALLATION

1. In the initial installation of a command post, the installation of radio relay terminal trunk lines takes priority over all other wire installation requirements.
2. Priority of installation of trunks/remotes/locals within the 1st Marine Division is:
 - a. Radio relay trunk lines and radio remote lines to G-3/COC.
 - b. Radio relay trunk lines and radio remote lines to communication center.
 - c. Radio relay trunk lines to switchboard.
 - d. Local telephones.
 - (1) Communication Center.
 - (2) G-3/S-3.
 - (3) Chief of Staff/Executive Officer.
 - (4) Commanding General/Commanding Officer.
 - (5) G-2/S-2.
 - (6) G-4/S-4.
 - (7) G-1/S-1.
 - (8) CEO/CommO.

(9) Adjutant.

(10) Others as directed.

3. During the planning for installation, the requirements for permanent telephone and teletype facilities should be considered. If practical, wire lines required for the tactical situation should be constructed in such a manner that they can be incorporated into the permanent wire system with a minimum of modifications.

803. WIRE CONSTRUCTION

1. GENERAL

a. The following construction techniques shall be used within the 1st Marine Division:

(1) Telephone lines will be laid clear of and on south and east sides of roads.

(2) Wire construction crossing primary roads will be overheaded at least 20 feet; over secondary roads at least 18 feet.

(3) Wire construction at road crossings will be buried to a depth of at least eight inches. The buried wire will extend to tagged stakes well beyond the shoulders of the road.

(4) A conspicuous flag or panel will be secured to the center of spans over roadways. Long spans, such as those over valleys and rivers shall be marked every 50 feet.

(5) Telephone cable, either fabricated or standard will be used to connect the switchboard to a terminal frame outside the immediate command post area.

(6) All internal command post wire construction shall be buried and/or overheaded. This includes radio remote lines entering the command post.

2. SAFETY

a. UNDER NO CONDITION WILL WIRE LINES EVER CROSS OVER POWER LINE CONSTRUCTION.

b. Wireman working on poles that carry both power and telephone lines will remain at least six feet away from power lines.

3. CABLE MARKING

a. BURIED CABLE MARKING

(1) The history of damage to cables containing high priority circuits emphasizes the importance of insuring that buried cables are properly marked.

(2) The following procedures will be used to permanently mark all U. S. Military buried cable:

(a) Permanent cable markings will be placed every 300 feet on main cable runs within secure areas. Permanent markings will also be placed at both extremes of the right of way at road crossings, fence lines, changes in direction of cable runs, splice points and locations of pressure equipment not mounted on posts. Cable markings will not be placed outside of secure areas.

(b) All permanent markings for buried cable will conform with the instructions outlined in this paragraph. Wooden markings of the same dimensions may be substituted in lieu of concrete markings. All markings will have a four inch metal number plate securely affixed to the top of the markers. Numbers will be stamped with steel dies and the plates attached to concrete markers with one inch lead anchor and one inch No. 10 RH galvanized wood screws. If wooden markings are used in lieu of concrete, a similar number plate of suitable material will be affixed to the top of the marker.

(c) As an added precaution to prevent construction or excavation crews from damaging buried cable, signs will be posted in prominent locations inside secure areas stating that buried cables are located in the immediate area and that no construction, excavation, demolition or placing of fence poles will be done without obtaining prior clearance from the area Communications-Electronics Officer or Base Communication Officer.

b. OVERHEAD CABLE MARKING

(1) Proper identification of overhead wire and cables is mandatory in the Republic of Vietnam due to the joint use of poles by civilian agencies and the various military services.

(2) Minimum information on all tags will include; unit number of pairs or cable/line identification, ~~gauge~~ and date of installation. Proper markings of overhead cable/wire will be in accordance with FM 24-20 and the following instructions.

(a) All cables/wire will be tagged, at time installed, at the following points:

1. Where cable/wire routes intersect.
2. Where cable/wire crosses highways, railroads, bridges and large natural obstacles.
3. Splice points.
4. Whenever construction changes from overhead to buried or buried to overhead.
5. At all anticipated trouble areas.
6. All branch points.
7. Terminal boxes.
8. Cable hooks.

804. WIRE CIRCUIT NUMBER ASSIGNMENTS. The 1st Marine Division has been assigned circuit numbers 30,000 to 39,999 for use in the Republic of Vietnam. Sub-assignment is as follows:

B-1BN	
CommCo	30,000 to 31,000
1stMar	31,001 to 31,500
5thMar	31,501 to 32,000
7thMar	32,001 to 32,500
11thMar	32,501 to 33,500
1stEngr	33,501 to 33,599
7thEngr	34,000 to 34,099
1stTanks	34,100 to 34,199
1st AT	34,200 to 34,299
1stMed	34,300 to 34,399
1stRecon	34,400 to 34,499
1st SF	35,500 to 35,599
1st MT	36,000 to 36,099
3dAMTrac	36,100 to 36,199
7thComm	36,200 to 38,200
SPARES	38,201 to 39,999

805. WIRE TAGGING

- a. Wire Tag Color Code assignments are as follows:

RED (MX-892/6)	Artillery Units
YELLOW (MX-893/G)	Infantry and Ground Recon
GREEN (MX-894/G)	Headquarters and Supporting Units
WHITE (MX-895/G)	Aviation Units

806. TELEPHONE SWITCHBOARD OPERATIONS

1. GENERAL

- a. Telephone switchboard operations shall be in accordance with ACP 134.
- b. Telephone switchboard code names will not be used within the 1st Marine Division.
- c. Operators will answer calls with unit designation, such as "1st Recon Battalion", "Fifth Marines", etc.

2. PRIORITY SERVICE

- a. Trunk calls will be answered and handled on a priority basis.
- b. Flash Call (concerning initial enemy contact) will be immediately serviced by the operator regardless of preemption required.
- c. Priority call procedures exercised under the Joint Uniform Telephone Communication Precedence System may be encountered within the Division telephone system. A calling party who claims precedence under this system will be honored. Provisions of this system make it mandatory that switchboard operators within the 1st Marine Division be familiar with the purpose and precedence assignments of the Joint Uniform Telephone Communication Precedence System.

3. SPECIAL PROCEDURES FOR GENERAL/FLAG OFFICER TELEPHONE CALLS

- a. GENERAL. Telephone calls placed by or for general/flag officers, and civilian officials of equivalent grade (GS-16 and above) are of extreme importance and should receive preferential handling by switchboard operators. It is imperative that the operator who accepts a call, assures that it is completed rapidly over quality circuits. To assure positive identification of general/flag officer calls, the phrase BLUE ARROW will be used by personnel authorized to use this designator.
- b. PROCEDURE. BLUE ARROW calls will be handled by operators at all U. S. Military switchboards throughout Vietnam as follows:

(1) The call will be afforded an automatic precedence of IMMEDIATE by the operator, unless a FLASH precedence is assigned by the calling party. Accordingly, the call will preempt others in progress, except for calls of similar precedence.

(2) The operator will ask for the name and telephone number of the called party, and will route the call to the desired party, devoting full attention to it until completion.

(3) The operator accepting the call is responsible for routing it via quality circuits to the final destination.

(4) The call will be identified to all subsequent operators as a BLUE ARROW call.

(5) Progress of the call will be supervised to assure continued circuit quality, and to determine when the call is completed.

(6) The switchboard supervisor or chief operator will be informed that a BLUE ARROW call is being placed; they will assure that the instructions listed above are followed by the operator.

4. PREEMPTION. Calls from any source will be put through by any available means when the calling party insists on his need for such measures. When preemption is demanded, the calling party will give his name to the operator, after which preemption will be accomplished. Unit Communication Officers will review cases of preemption and determine if an abuse is evident. A report of abuse(s) will be sent to this Headquarters, Attention: CEO.

807. OUTSIDE PLANT

1. Requests for pole line construction and/or assistance will be submitted to this Headquarters, Attention: CEO for action. Request will show desired routing, terminal box locations, number of pairs required and number of pairs to be dropped at each terminal box.

2. The 7th Communication Battalion will provide technical and construction assistance to the Commanding General, 1st Marine Division in outside plant matters to include survey of routes and pole line planning.

3. Field wire cable may be installed on 1st Marine Division poles only by specific authority of this Headquarters. Authority will be granted for essential and justified cases, where assignment on existing cable pair will not meet the requirement. Requests should be submitted to this Headquarters, attention CEO. Each request will include a line route map of the proposed project. Units authorized to install wire or cable on 1st Marine Division poles shall effect liaison with the Division Communication Company and the 7th Communication Battalion to coordinate installation and to ensure minimum interference with future construction effort.

808. TELEPHONE SERVICE

1. All unit Commanding Officers will take aggressive actions to limit the use of the telephone system to official business.
2. Upon displacement and/or relocation, each staff section shall inform the chief operator or wire chief that the section is moving and telephone service may be terminated. No telephones will be removed from a local line without advising the operator.

809. RADIO RELAY OPERATIONS

1. Terminal and Relay Teams will be attached to subordinate units as required and will operate under the cognizance of the subordinate unit communication officer.
2. Radio Relay Stations will be located to meet the requirements for dispersion, camouflage, power and ease of supervision, consistent with the tactical situation.
3. Specific radio relay system requirements will be contained in the Communications-Electronics Annex to each operation order.
4. Coordination and assignment of radio relay frequencies within the 1st Marine Division is reserved to this Headquarters.
5. All unit Commanding Officers will ensure that prime power for an assigned radio relay terminal or relay is given the highest priority in the event of failure of the terminal's/relay's normal power source.

CHAPTER 9

VISUAL - SOUND - PYROTECHNIC901. GENERAL

1. Visual, sound and pyrotechnic signals are a supplementary means of communications and are transmitted by panels, flashing lights, signal flags, pyrotechnics and noise making devices.
2. Visual recognition and identification signals for joint use between U. S. and RVNAF Units are contained in FM 21-60. Other pertinent publications that contain information concerning procedures and signals for visual and sound communications are ACPs 129, 136, 150 and 168. Additional information is set forth in NWP 16 and DNC 5 ().
3. Unit CW call signs shall be used on visual circuits.

902. FLASHING LIGHT

1. GENERAL. Flashing light as a method of visual signaling is available to every Marine who is equipped with a flashlight and who has a knowledge of International Morse Code.
2. PROCEDURE. Each character shall be transmitted clearly and distinctly. The speed of transmission will be governed by the prevailing conditions and the capabilities of the transmitting and receiving operators. Accuracy in transmission is far more important than speed.
3. PROSIGNS. All authorized prosigns are applicable to flashing light procedure. In addition, the following prosigns are authorized:
 - a. D - - - - Reduce brilliance or use smaller light.
 - b. L - - - - Relay or Relayed.
 - c. W - - - - Your light is unreadable.

4. FLASHING TO AIRCRAFT

1. Visual signaling between the ground and an aircraft is only possible when the aircraft is occupying certain positions relative to the line of sight from the station with which signaling is taking place. Therefore, it is essential that the light be properly trained throughout all transmissions with aircraft.

2. Most high performance aircraft cannot signal by flashing light. If it is necessary to communicate with such an aircraft, the message will be transmitted twice, the repetition will be preceded by the presign IMI. The aircraft will indicate receipt by rocking the wings of the aircraft.

903. SEMAPHORE. Semaphore provides a very rapid means of visual communications. However, it is limited to short distances and necessitates exposure of the transmitting operator. Within these limits it may be used to distinct advantage, particularly during periods of radio silence, or where other means of communications are not available.

904. WIGWAG AND MORSE FLAG. Both of these methods of visual signaling are slower than semaphore. However, once the direction in which the transmitting operator is facing is known, the operator may remain concealed during the transmission. The standard device for both systems is a hand flag, but a simple transmitting device may be made from anything at hand.

905. PANELS

1. Panel communications are a very effective supplementary means of communications. They should be planned for and used when radio communications are either inadvisable or impossible.

2. Panels are considered ideal for use by patrols, landing craft and vehicles, or by troops that are in an isolated area.

3. When panels are used for communication purposes, specific instructions for their use must appear in the operation plan or order.

4. Instructions in the use of panel communications is set forth in AGP 136.

906. PYROTECHNICS

1. The pyrotechnic code for use in RVN is published by the RVNAF JGS. The code will also be used by U.S. Forces. Division Order P02000.2C contains the current pyrotechnic code for use by U.S. Forces.

2. The chief value of pyrotechnics lies in the speed with which certain information may be transmitted. This information is limited to specified and prearranged items. There can be little or no flexibility in the use of pyrotechnics.

3. The limitations which are intrinsic in pyrotechnic signals should be fully appreciated before attempting to devise signals for use in the field. Some of the factors which must be considered before employing pyrotechnic signals are as follows:

a. Simplicity is essential. Signals consisting of a succession of pyrotechnics or a combination of colors should be avoided. There is always the danger that an observer will see only part of the signal and misinterpret the meaning.

b. The standard colors are the only ones that give satisfactory service under the varying conditions of visibility. These are red, white (or yellow) and green.

c. Pyrotechnic signals are easily imitated by the enemy. Little reliance can be placed on them unless the source of origin can definitely be ascertained.

d. Under certain atmospheric conditions, white signals may appear as yellow. They should be considered synonymous when devising signals.

e. Under certain conditions of humidity, white signals may appear as green.

f. There is no method of cancelling a pyrotechnic signal once it has been fired except by another means of communication.

g. Many pyrotechnics are high angle signals which may be seen for great distances. Often it is difficult, if not impossible, to locate the exact point of origin. Since the signals may be visible to many different units the meaning assigned to particular signals must be coordinated at the highest level of command operating in a given area.

CHAPTER 10

REPORTS

1001. PERSONNEL REPORT

1. All 1st Marine Division administratively controlled (ADCON) units will submit as of the first day of each month, and no later than the fifth day, a communications-electronics personnel report to this Headquarters Attn. CEO.

- a. 1stMarDiv Form 1200/3, enclosure (1) will be used.
- b. Accuracy in reporting is essential.
- c. The report will bear the date of compilation.
- d. Regiments will submit a compiled report to include all Battalions and attached units.
- e. The name, rank, billet assignment and RTD for all key communications personnel will be indicated on the reverse of Form 1200/3.

1002. LOSS OR CAPTURE OF VRC-12/PNC-25 SERIES RADIOS

1. Upon loss or capture by the enemy of any VRC-12/PNC-25 series radios submit a report immediately to this Headquarters, Attn: CEO, containing the following information:

- a. Type radio, quantity, serial number and number of batteries.
- b. Lost or Captured.
- c. When.
- d. Where.
- e. Condition of radio, operative or inoperative.
- f. Any known or suspected use of this radio by the enemy such as jamming or deception.
- g. Additional comments (operating frequency, etc).

1003. FREQUENCY USAGE. 1st Marine Division units are not required to submit frequency usage reports. Change 1 to OPNAVINST 2400.7_ applies.

1004. FREQUENCY INTERFERENCE

1. Cases of interference from stations outside I Corps Tactical Zone or intra-area interference that cannot be resolved locally will be reported to this Headquarters, Attn: GEO, using the following format:

- a. Station causing interference. Call sign or other identification.
- b. Measured frequency.
- c. Type of emission and type of traffic being submitted.
- d. Signal strength. (Scale 1 to 5)
- e. Measured bandwidth of interfering signal.
- f. Nature or severity of interference (Indicate severity as a percentage of copy or intelligence lost due to interference.).
- g. Date and time that interference commenced and duration in minutes.

1005. JAMMING AND DECEPTION

1. Cases of jamming and/or deception will be immediately reported to this Headquarters using the format in paragraph 1004 above.

1006. UNSATISFACTORY EQUIPMENT REPORTS (UER). MCO 4700.1 established a requirement and means for reporting unsatisfactory equipment to the Commandant of the Marine Corps.

1007. COMMUNICATIONS-ELECTRONICS EQUIPMENT STATUS REPORT

1. This report will be submitted on the 15th and 30th of each month to this Headquarters Attn. GEO.
2. The report will be completed in accordance with instructions set forth in Annex A of this order.
3. Selected items of equipment will be added to the report as the need arises. When a new item is added to the report, a Status Report Form will be furnished to the unit communication officer for completion and return. Status change reports will be on an exception basis. Reports may be submitted either handwritten or typed.

1008. BATTERIES

1. Upon receipt of batteries with expired shelf life from the supply source, a report shall be submitted to this Headquarters providing the following information.

- a. Type of battery.
- b. Quantity drawn.
- c. Manufacturer's identity.
- d. Date code of manufacture.
- e. Manufacturer's order number.
- f. Date drawn from supply source.
- g. Number of batteries tested and found unsatisfactory.

CHAPTER 11

COMMUNICATION-ELECTRONICS SUPPLY AND MAINTENANCE1101. GENERAL

1. This chapter provides commanding officers and communication officers of this Division with the instructions, information and guidance required to manage electronics supply and maintenance functions of their units. The instruction, information and guidance provided herein are primarily intended for the use of the communication officer and do not modify or cancel existing supply and maintenance orders and procedures.

1102. MAINTENANCE MANAGEMENT

1. GENERAL. Officers and staff noncommissioned officers who have the responsibility for making certain that communication-electronics equipment in their charge is in combat ready condition must apply every principle of leadership properly adapted to the maintenance management situation. This area of responsibility is perhaps one of the most challenging tasks in communication-electronics. It demands systematic planning, close supervision, and vigorous follow through.

2. PRINCIPLES OF MAINTENANCE MANAGEMENT. Principles which apply to management of maintenance activities are covered in DA Pamphlet 750-1. Some of the most important principles for supervisors in the communication-electronics field are:

a. Maintenance tasks must be scheduled. Scheduling of work is the only way to ensure that all equipment is properly serviced.

b. Responsibility for performance of maintenance tasks must be clearly assigned. An individual must be identified with the items of equipment that he is to maintain. For example, a driver-operator should be permanently assigned to each radio vehicle with the clear understanding that both the driver maintenance of the vehicle and the operator maintenance of the radio set are his responsibility.

c. Personnel must clearly understand how to accomplish their assigned maintenance tasks. Personnel must be familiar with the TM's for the equipment being maintained. They must be required to demonstrate their knowledge, but they should be urged to make continual reference to the TM rather than depend on memory. When the "buddy system" is used to indoctrinate new men, the "old timer" must be required to make the new man proficient in the procedures outlined in the manuals before passing on the short cuts.

d. Maintenance tasks must be supervised. The supervisor himself must know the details of the required tasks. He must observe the performance of operators and make immediate corrections as necessary. Unit technical personnel should be available to assist in supervision of operators performing maintenance.

e. Maintenance tasks must be approved by the supervisor before the worker secures. Unit technical personnel can be required to furnish standards of quality for the supervisor's use. These would enable him to judge the quality of the work performed. A final quality assurance inspection is a necessity.

3. TOOLS OF MAINTENANCE MANAGEMENT. Certain procedures and records are mandatory elements of the maintenance program. The scheduled preventive maintenance and the equipment records are tools with which the communication officer and his staff can work in the management of their maintenance effort.

a. The communication officer should schedule the quarterly second/third echelon technical inspection. This schedule should be displayed on a status board which will readily show when the work is due and accomplished. The unit technician should be required to maintain this status board.

b. Maintenance records can be used for many purposes in managing the maintenance program.

(1) Responsibility for the operator maintenance of each piece of equipment is monitored by proper use of the Maintenance Checklist. This form associates each man officially with the work he has done.

(2) Information on the condition of each item of equipment is available to the communication officer through a review of the Maintenance Checklist:

(a) The operator knows his equipment better than anyone else. When he notices a defect or discovers an inventory shortage, he should note it in the blank area provided on page 4 of the Checklist.

(b) The technician is able to determine the performance of the equipment with his test equipment. The receiver sensitivity and transmitter power output recorded on the bottom of page 4 of the Checklist during the quarterly second/third echelon preventive maintenance of the subject equipment will give quantitative evidence of its condition.

(3) Such information is available only if the Maintenance Checklists are periodically and systematically reviewed.

(4) The NCO supervising operator maintenance can use the maintenance Checklist as an opportunity for instruction. All Checklists should be collected by the supervisor when servicing of the equipment has been completed. After determining that the form is correctly completed and signed, the supervisor should require each individual to explain in detail the various entries on the Checklist. Areas of misinformation and lack of knowledge can be corrected at this time.

(5) Maintenance and Modification Record Cards, if properly maintained, should reveal helpful information to unit technicians for troubleshooting. Recurrent problems are a matter of record. These should alert a technician to a possible defect.

(6) Maintenance and Modification Record Cards can be of assistance in qualifying equipment for retirement.

c. Clear assignment of responsibility is one of the most useful tools for management of maintenance.

(1) Operators will be informed of their responsibility for the following tasks:

- (a) Daily preventive maintenance care of communication-electronics equipment while it is in use.
- (b) Proper cleaning and storage of equipment after operation.
- (c) Monitoring inventory of assigned equipment.
- (d) Inform supervisory personnel of equipment defects discovered while working with the equipment.
- (e) Operator maintenance on the vehicular part of radio sets.
- (f) Proper care of equipment accessories.
- (g) Monitoring supply status of inventory deficiencies.

(2) Technicians will be informed of their responsibility for the following tasks:

- (a) Scheduled preventive maintenance of all communication-electronics equipment.
- (b) Determining condition of communication-electronics equipment.
- (c) Minor mechanical adjustments and electrical alignment of communication-electronics equipment.

- (d) Replacement of defective pluck-out parts.
- (e) Replacement of defective "black boxes".
- (f) Technical assistance and instruction to operators.
- (g) Technical supervision during operator maintenance.
- (h) Technical advice to the communication and supply officers.
- (i) Inspections for the Communication Officer.
- (j) Preparation of Tactical Equipment Repair Order for equipment requiring evacuation.
- (k) Liaison with supporting maintenance activities with regard to maintenance status of evacuated equipment.
- (l) Proper care, inventory and calibration, of test equipment.
- (m) Control of equipment modification in the unit.
- (n) Keeping the Communication Officer informed of equipment condition.
- (o) Advice to Communication Officer when an Unsatisfactory Equipment Report should be prepared.
- (p) Proper use of equipment records.
- (q) Responsible custody of equipment in the shop awaiting work or parts.
- (r) High standards of craftsmanship in their wiring and mechanical practices.
- (s) Supply status of requisitions for repair parts for sets awaiting parts in their shop.
- (t) Conscious effort for safety in every aspect of shop routine.
- (u) Responsibility for security of hand tools.

1103. PUBLICATIONS

1. The following publications contain information with which communication-electronics personnel should be completely familiar:

a. TABLE OF ALLOWANCES (T/A). This publication lists all items of material authorized for FMF use.

b. TABLE OF EQUIPMENT (T/E). This publication lists allowances of Class II, Type 1 items for a particular unit. Each T/E is identified by a number which corresponds to the Table of Organization (T/O) under which the unit is organized.

c. MARINE CORPS STOCK LIST, SL 1-2. This publication is an index of all current supply and maintenance publications required for each item of equipment authorized for Marine Corps use.

d. MARINE CORPS STOCK LIST, SL-3 SERIES. This is a series of publications providing component listing for each item of equipment. These publications are identified by the equipment item designator number.

(1) Operators will have the Operator's Manual and Stock Lists, SL-3 for their equipment. An up-to-date SL-3 is the basis for equipment inventory; therefore, an extract shall be made for each Equipment Records Folder.

e. MARINE CORPS STOCK LIST, SL-4. This series is identified in the same manner as the SL-3 above. It provides a listing of all maintenance repair parts for the subject equipment.

(1) Technician libraries shall consist of SL-4's and TM's commensurate with the unit's authorized echelon of maintenance, and all MI's and TI's that apply to the unit's equipment

f. TECHNICAL MANUALS (TM)

(1) Technical Manuals (TM) are associated with the applicable equipment by means of the equipment identification (ID) numbers. TM's are associated with using personnel by an echelon of interest indicator. For example, the TM for operators of the Radio Set AN/PRC-47 is TM-038-17A-12/1. The ID number, 03817A, indicates the subject equipment and the number "12" indicates that the manual will be useful at the 1st and 2nd echelon of maintenance. The number "35" would indicate the manual is for personnel performing Field (3rd and 4th echelon) and Depot Maintenance.

(2) Only those TM's relating to a unit's authorized echelon of maintenance will be requisitioned or maintained. This policy is established by SL 1-3, paragraph 7 of preface and MCO 5215.14, paragraph 14 which stresses distribution of publications on a "need to know" basis.

g. TECHNICAL INSTRUCTIONS (TI). These directives contain information of a technical nature for users of all Marine Corps Tactical Equipment. Generally the areas covered are:

- (1) Special techniques and maintenance procedures.
- (2) Supplementary TM information pending TM revision.
- (3) Administrative technical details.
- (4) Safety standards.
- (5) Serviceability standards.
- (6) Non-urgent instructions for modifying equipment that may effect physical, technical, operational or military characteristic.
- (7) Proper use, operation and maintenance of equipment.

h. MODIFICATION INSTRUCTIONS (MI). These directives are published to effect modifications on a specific item of equipment. The MI's can be readily associated with an end item of equipment by the ID number appearing in the upper right hand corner. This number will also designate the echelon of maintenance authorized to effect this particular MI. To insure timely application of MI's and to improve the operational capabilities of tactical equipment, it is necessary that all 2nd echelon and above maintenance shops receive and maintain copies of ALL MI's regardless of the echelon of maintenance authorized in order to accomplish the modification which has been promulgated and to make the necessary arrangements with the appropriate echelon maintenance shop to accomplish the required modification.

i. PRESCRIBED RECORDS. The following records are essential to proper communications-electronics supply functioning and shall be maintained by each unit.

(1) SUPPLY REQUESTS. A copy of all requisitions submitted to the unit supply officer shall be maintained. These requisitions should reflect the document number assigned by the unit supply officer. To provide a means of rapidly reviewing outstanding requisitions at issue points, duplicates shall be filed in document number sequence. As a requisition is filled it should be removed from the files. Partially filled requisitions should be marked appropriately and retained until all items are received. In the absence of a requisition file a log with all pertinent requisition data shall be maintained.

(2) STOCK RECORDS. Stock Records and Inventory Control Cards (NAVMC 708-SL Rev 1-59) are established and maintained, as appropriate, by the unit Supply Officer, for every expendable and repair item used by the communication section or platoon, with the exception of components or quantities of repair parts which are included as a part of the equipment initial issue. Section I, Part B of MCO 4400.15 provides detailed instruction on the proper maintenance of the NAVMC 708-SL. These cards

provide a means by which communication officers can obtain usage data and other statistical information required for effective supply management. Stock items which have been received through other than normal supply channels shall be reflected on the cards.

(3) EQUIPMENT CUSTODY RECORD CARDS. One copy of the Equipment Custody Record (NAVMC 10359-SD) shall be maintained by the communication officer.

j. EQUIPMENT ALLOWANCES. No single publication provides all allowance data. The basic allowance of communication-electronics equipment is contained in the Table of Equipment list for that particular unit. Special allowances are promulgated by other documents, letters, messages, etc. Additionally, the effective edition of the Table of Allowance authorizes certain items on an "as required" basis. It should be borne in mind that allowances are prescribed to meet the needs of using units. When an allowance does not meet these needs or is in excess of needs, liaison shall be established with the unit's supply officer for the purpose of initiating corrective action.

(1) OPERATING STOCKS. Each issue point is authorized to stock an average 30 day operating level of expendables and repair parts based on past usage experience. This allowance is computed by dividing the quantity of an item used by the number of months during which the quantity was used. The period of such computation is six months. Operating stock levels shall be reviewed periodically to insure that adequate stocks are maintained. Units shall requisition and stock only those repair parts authorized their echelon of maintenance.

(2) MOUNT OUT. No mount out stockage is authorized in RVN.

(3) AUGMENTATION ITEMS. Augmentation items are any repair parts or consumable items which are considered essential for combat and for which no usage or demand history yet exists.

k. All Marine Corps, FMFPac, Force and Division orders pertaining to supply and maintenance are listed in Figure 8, Appendix A.

1104. DISPOSITION OF EXCESS PROPERTY. Property in excess of authorized current regulations shall be reported to the unit supply officer for disposition.

1105. EQUIPMENT MODIFICATION

1. MCO 10010.27 established management procedures for insuring that MI's are properly effected. DivO 10010.1 delineates responsibilities in this same area. Instructions of particular interest to the communication officer are:

a. Maintain an up-to-date file of MI's.

b. Know the modification status of organic equipment.

c. Have all the required modifications effected.

(1) For equipment requiring 1st and 2nd echelon modifications submit (NAVMC 10493-SD) for necessary modification kits or material to this Headquarters (G-4) via the administrative chain of command to arrive not later than ten days after receipt of the Division's notification message. For urgent modifications this action will be accomplished within five days. Do not submit requisitions directly to FLC/FLSG.

(2) Requisitions will be completed in milstrip format, by the unit supply officer as requested by the unit communication officer.

(3) For equipment requiring 3rd and 4th echelon modifications, submit a work request (Tactical Equipment Repair Order NAVMC 10245-SD) to this Headquarters (G-4) via the administrative chain of command to arrive not later than ten days after receipt of Division's notification message. For urgent modifications this action will be accomplished within five days.

(4) A separate work request, completed as shown in Figure 6, Appendix A will be submitted for each required modification/technical instruction. A separate work request will be submitted for each individual item of equipment requiring action.

(5) Commands having a 3rd echelon maintenance capability authorized by this or higher headquarters are required to submit a work request as noted above; however, they will annotate their work requests with the following statement: Type material as authorized by authority/Reference. Work requests so annotated will be considered as valid requirements by the applicable Modification Support Center to requisition kits/material as required in the same manner as if their own shops were accomplishing the necessary work.

(6) When turning in equipment for repair to a field maintenance activity, record 3rd and 4th echelon modifications required but not accomplished, if known, on the Tactical/Equipment Repair Order.

2. Report modification effected in accordance with MCO 10010.27. Additional reporting instructions are contained in the "report required" paragraph of the MI directing the modification. These reports will be submitted to Commanding General, Marine Corps Supply Center, Barstow.

3. Record the applicable modification in accordance with instructions in the MI.

1106. COMMUNICATIONS-ELECTRONICS EQUIPMENT STATUS REPORT. This report is required by the Division Communications-Electronics Officer to keep him abreast of the asset posture within the Division so that he can effectively manage these assets to satisfy tactical requirements. Selected items of equipment will be added to the report by the Division CEO as the need arises. When a new item is added to the report, a Status Report Form will be furnished to the unit Communication Officer for completion and return. Once an item is added to the report, all status changes will be reported to the Division CEO on the 15th and 30th of each month. Status change reports will be on an exception basis, that is, only equipment with changes in status will be reported. Reports may be in any format, handwritten or typed.

1107. EQUIPMENT RECORDS

1. The following documents will be maintained on all major items of equipment as specified in Figure 2, Appendix A:

a. MAINTENANCE CHECKLIST (NAVMC 10559-SD) FSN 000-005-9900

- (1) This checklist will be maintained on all major items of equipment.
- (2) See Figure 10, Appendix A.
- (3) This form has been prepared to record work done by the individual performing the preventative maintenance. The user lines through those items not applicable. He indicates by checks in appropriate blocks that he has performed the maintenance tasks specified by the TM.
- (4) Item 27 requires a check for normal performance by the technician conducting the 2nd and 3rd echelon inspection. For this he will determine receiver sensitivity, transmitter power output, for transceivers, whether or not the transmitter and receiver are on the same frequency. Sensitivity and power will be recorded in the "Performance Data" block. If these indicate normal performance, the technician will place a check in block 27.
- (5) Indicate the TM used as a guide next to the word "Instructions".
- (6) Completed checklists will be kept on file for six months.
- (7) Forms may be obtained through Unit Supply Officer.

b. MODIFICATION CHECKLIST

- (1) See Figure 5, Appendix A for format and additional instructions.

(2) Locally reproduced forms will be used.

(3) This checklist will be maintained on all major items of equipment.

c. MODIFICATION AND MAINTENANCE CARD (NAVMC 10530-SD) (FSN 000-005-7000) and NAVMC 10259-SD) (FSN 0000-005-6900)

(1) NAVMC 10530-SD. See Figure 4, Appendix A. This card will be kept on those major items for which an Equipment Records Folder is maintained.

(2) Procedures for the use of the Modification and Maintenance Cards are established by TM 4700-15/1. This publication contains a partial listing of the type of equipment requiring modification and maintenance labels, (FSN 7530-270-6673). If these labels are not attached when equipment is received by the unit, they will be requisitioned and placed on major components and modules within the unit's authorized echelon maintenance.

(3) Forms are obtained through Unit Supply Officer.

d. CARE AND USE OF CARDS

(1) The date the record is opened should be first entry. The condition of the item at the time should be noted.

(2) All parts replaced in 2nd echelon maintenance should be listed.

(3) All modifications which apply to the equipment should be listed. When the modification has in fact been performed, the date and organization doing the work should be added. When an equipment appears at a Field Service unit for repair with undated MI's listed, the technician should inspect to determine if these modifications have been performed. If they have, he should enter the date and note "Verified, (FSR)".

(4) The record should be continuous. A new card will be attached to the old one when lack of space requires. This insures that the complete history of the equipment is preserved.

(5) Duplicate cards will be kept so that loss of a card at a maintenance activity will not result in a complete loss of history. It is imperative that both cards contain the same information.

(6) When equipment is evacuated to a supporting activity for maintenance, Modification and Maintenance Record Cards will be attached to the Tactical Equipment Repair Order. If the card does not return with the equipment from the maintenance activity, immediate action should be instituted to recover it. If the card cannot be found, prepare a replacement using the information of the duplicate.

1106. MAINTENANCE RECORDS

1. These records will either be kept in an Equipment Records Folder or in conjunction with an Equipment Log Book. Figure 2, Appendix A indicates which major item requires an Equipment Records Folder and which requires an Equipment Log Book.

a. EQUIPMENT RECORDS FOLDER contains the following items:

- (1) Maintenance Checklist
- (2) Modification Checklist
- (3) Modification and Maintenance Card
- (4) Preventive Maintenance Instructions. These are extracts from the TM for each item of equipment.
- (5) Inventory. This is based on Stock List SL-3. It should consist of a list of all components of the end item. Information concerning supply action in progress to obtain missing components will be shown.

b. EQUIPMENT LOG BOOK. Maintained on all major items not requiring an Equipment Records Folder. This log is a permanent part of the equipment containing its detailed history. It is required for large items composed of permanent components or subassemblies. See example in Figure 3, Appendix A.

(1) CONTENTS OF LOG BOOK (FSN 7530-286-6945)

- (a) A list of major components; including the nomenclature and serial number of each component. Serial of components, shall be recorded in pencil.
- (b) Modification checklist.
- (c) Record of repairs performed, including symptoms of failure requiring repair.
- (d) Normal performance information for the equipment.
- (e) Corrective Maintenance.
- (f) Running Time Log.

(2) In conjunction with the Log Book, Maintenance Checklists will be maintained. Completed checklists will be kept on file for a period of six months.

(3) CARE AND USE OF LOG BOOKS. These logs must accompany equipment to the field and should be protected by bellows type envelopes (FSN 7530-281-4884). On the outside of this envelope should appear: "Logbook for (Name and Nomenclature of the equipment), serial number _____". The operator should use the checklists to record the maintenance he accomplishes. The log must accompany the equipment when it is serviced by unit technicians or evacuated to a supporting unit for maintenance. The envelope containing logs shall be kept in a plastic bag.

c. CONSOLIDATED EQUIPMENT LOG. This log can, at the option of the unit, be used for high density equipment that would normally require individual equipment folders. The log will contain:

- (1) Modification Checklist
- (2) Preventive Maintenance Checklist
- (3) Extracts from SL-3
- (4) Preventive Maintenance Record Section
- (5) Maintenance Record Section
- (6) Modification Record Section

1109. VEHICLE MAINTENANCE

1. In coordination with the motor transport officer, the communication officer will insure that:

a. Provision is made for thorough and continuing operator maintenance. In addition to positive operator maintenance, exact and detailed running operating logs must be maintained which record both mobile and stationary operating times.

b. Vehicles are frequently inspected and that all operating accessories, operator tool kits and fire extinguishers, are present and in good condition.

c. Frequent periodic inspections of electrical fixtures and electronics components are conducted by technical personnel.

d. Mechanical maintenance and repair of radio vehicles is expedited to preclude deadlining of this vital equipment.

e. Indicated mileage is not a measure for actual engine operating time. Radio vehicles accumulate many engine hours at a stationary fast

idle. Therefore, provisions should be made for scheduling motor transport maintenance based on actual engine operation. FM 11240-1 states, "Tactical Vehicles will be serviced quarterly, every 360 hours, or every 3600 miles, whichever occurs first". With this consideration in mind, particular attention should be given to the operating hours reflected on the time lapse meter when scheduling preventive maintenance.

f. Consideration is given to actual operating hours rather than road mileage when scheduling vehicles for the PM program.

2. The relative sensitivity of electronics equipment to moisture and dust demands that priority be given to radio vehicles for covered stands, where available.

3. When radio vehicles are operated by remote control, there will be a frequent inspection of each vehicle to insure proper idling speed, generator output, engine temperature, oil pressure and fuel level.

1110. ORGANIZATION FOR MAINTENANCE

1. There are five echelons of maintenance. The following establishes divisions of responsibility in the performance of tasks.

a. Organizational maintenance (1st and 2nd echelon) will be performed within 1st Marine Division (Rein), MAF. The exception is 1st Medical Battalion. This organization possesses only 1st echelon capability for maintaining communication - electronics items and therefore will rely on 1st PSR for 2nd echelon maintenance of these items.

b. 1st Force Service Regiment provides field maintenance support (break-up 3rd and 4th echelon) for this Division.

c. Supply Centers provide depot maintenance (5th echelon).

d. Communication Company, Headquarters Battalion, is authorized 3rd echelon maintenance and 3rd echelon parts stockage while in RVN.

1111. EQUIPMENT EVACUATION

1. A maintenance chain is established to evacuate defective equipment to the repair facility qualified to perform the required echelon maintenance.

a. Regiment and/or battalions, with 2nd echelon maintenance capability, having equipment requiring 3rd echelon maintenance or higher, will evacuate their equipment directly to 1st PSR.

b. Battalions without a 2nd echelon maintenance capability, not attached to a regiment; e.g., 1st Medical Battalion, requiring 2nd echelon maintenance, or higher, will evacuate equipment directly to 1st FSR.

c. Companies and lower echelons, regardless of maintenance capability, will evacuate equipment via their parent organization or the organization to which they are attached. If it is determined that 3rd echelon or higher maintenance is required, the senior unit shall be responsible for the evacuation of equipment to 1st FSR.

2. Prompt evacuation of equipment requiring maintenance beyond the using unit capability is a necessity to insure timely repair and a balanced work load at the appropriate repair facility.

1112. REQUEST AND DELIVERY INSTRUCTION (FIELD MAINTENANCE). Units requesting field maintenance services will prepare a Tactical Equipment Repair Order (TERO) (NAVMC 10245, Rev 2-61) and submit to the 1st FSR.

1. COMMUNICATIONS-ELECTRONICS ITEMS. The following information will be included in the "Remarks" column of the TERO:

a. Is the deadline equipment combat essential as defined by Division Order 4000.11.

b. If "On Deadline Combat Equipment Report" has been submitted, indicate if voluntary or involuntary basis and date of submission.

c. Date the equipment became inoperable.

d. AC of the unit and ID number of equipment.

e. USMC or other serial number.

f. See example in Figure 6 of Appendix A.

2. ENGINEER ITEMS. TERO's submitted for the repair of engineer generator items must contain the following additional information and be accompanied by the equipment folder.

a. Make and model.

b. Accumulated months in use.

c. Accumulated cost of repair.

d. Accessories or attachments missing.

3. COMPONENTS. In the event a component turned in for repair deadlines a combat essential item of equipment, the end item will also be indicated in the "Remarks" column.

a. The commander will sign all priority 1-4 TERO's, and will certify combat essentiality.

b. Commanding Officer will designate one officer who will be authorized to sign priority 5-8 TERO's.

4. TURN-IN INSTRUCTIONS

a. Equipment requiring field maintenance repairs will be delivered to the Electronics Maintenance Company, 1st FSR, accompanied by the TERO properly prepared per paragraph 1112.

b. Organizational maintenance will be completed within the unit's capability prior to delivery of equipment for higher echelon maintenance. Document numbers MUST be shown for repair parts required to complete organizational maintenance. Equipment with parts missing will be accompanied by a listing of the missing parts and the reason therefor.

c. Equipment requiring maintenance for causes other than normal wear will be accompanied by written certification on the TERO's that investigations or reports have been completed. If the certification is not received, FSR maintenance facility will segregate and tag the equipment and report the details to this Headquarters. Further inspection or repair will be suspended pending clarification.

d. Records of technical inspections or other pertinent data, i.e., maintenance records and log books which will assist in the accomplishment of the repairs will accompany all equipment.

5. COMPLETED WORK

a. Upon completion of all 3rd echelon maintenance, the using unit will be notified by 3rd FSR. All equipment must be picked up within 48 hours after such notification.

b. Items will be inspected jointly by qualified personnel designated by the organizational commander and the maintenance facility inspector. Discrepancies noted will be corrected as soon as possible. The unit representative will be advised as to the estimated date of completion if it is not feasible to correct the discrepancy immediately. After completion, the unit will again be notified.

c. Upon acceptance, the unit representative will return the receipt and receive a completed copy of the TERO upon which all maintenance repair cost data will have been entered.

d. The green copy of the TERO will be retained in the permanent files of the maintenance facility for future reference.

1113. REPAIRS THAT EXCEED THE CAPABILITY OF THE MAINTENANCE UNIT IN RVN

1. Items requiring repairs which either exceed the authorized echelon of maintenance or exceed the physical capabilities of the field maintenance facility will be processed for evacuation to 3rd Force Service Regiment in accordance with established procedures.

2. Items of equipment to be evacuated to 3rd Force Service Regiment for overflow third echelon, fourth and fifth echelon repair and Code M items will be invoiced by 1st FSR to FRC-14. A copy of transfer document will be forwarded to the unit originally turning the item in for repair. Upon receipt of the notice of evacuation or "X" Coding, the using unit will drop the subject from their account and submit a requisition through normal channels for replacement item citing the 1st FSR notice in block 25.

1114. CORRECTIVE MAINTENANCE

1. Operators of equipment may replace burned out dial lamps and fuses. They must be trained to immediately report equipment failures so that unit technical personnel can correct faults and prevent increased damage to the equipment.

2. Specific corrective maintenance which can be accomplished by technical personnel is determined not only by the echelon of maintenance authorized their unit in the Table of Organization but by the way the equipment is constructed.

a. 2nd echelon maintenance tasks for the equipment composed of "black boxes" and modules are limited to the identification and replacement of defective "black boxes". Where more conventional construction techniques have been employed, 2nd echelon limits technicians to the replacement of "pluck out" parts; i.e., electron tubes. The echelon of maintenance authorized to replace a specific repair part is indicated in the equipment's SL-4. It is found in the maintenance part of the Source-Maintenance-Recoverability (SMR) code. Replacement of parts coded "O" is authorized as 2nd echelon.

b. 3rd echelon maintenance permits the technician to troubleshoot as far as defective modules. At this level, defective modules can be replaced from the Maintenance Float. In conventionally constructed equipment, the technician can troubleshoot directly to the defective part and replacement can be accomplished with small hand tools. Repair parts coded "F" in the SL-4 can be replaced at 3rd echelon. These parts are stocked at FLAG/FLC.

3. When repair is beyond the authorized limit of the unit technician, the equipment must be evacuated to the supporting maintenance activity. However, if equipment has been deadlined for an excessive period of time for 2nd echelon maintenance, and 3rd and 4th echelon maintenance is obviously required, the item of equipment may be evacuated to the authorized service support facility. In such cases, if the required 2nd echelon repair part is readily available at the service support facility, it will be applied, the 3rd and 4th echelon maintenance accomplished, and the equipment returned to the using unit. If the 2nd echelon repair part is not readily available, the required 3rd and 4th echelon maintenance will be accomplished and the equipment returned to the using unit for completion of 2nd echelon maintenance requirements. If the required 2nd echelon repair part has been requisitioned by the using unit, this will be so indicated on the Tactical Equipment Repair Order (TERO) (NAVMC 10245-SD) prior to turn-in. This will preclude a duplicate issue of the required part. For the trip to and from the supporting unit, the equipment must not be allowed to bounce around in the back of a vehicle. Old mattresses or soft packing material placed in the vehicle bed is ideal for protection of transported equipment. The equipment must be accompanied by its maintenance records and a T&O.

4. When a unit is unable to perform repairs which fall within its echelon of maintenance due to lack of shop space or personnel, a portion of the workload may be passed on to the supporting service unit. Under the circumstances, a justifying phrase such as "2nd echelon overflow" should be entered on the Tactical Equipment Repair Order.

1115. COMMUNICATION-ELECTRONICS TECHNICAL ASSISTANCE TEAMS

1. Technical Instruction Teams and Maintenance Contact Teams are available from the FSR. These teams are organized in each case to accomplish the specific task to be performed.

2. TECHNICAL INSTRUCTION TEAMS. The Technical Instruction Teams will be composed of personnel capable of conducting technical instruction on the maintenance and operation of the equipment in question. Requests for teams will be addressed to this Headquarters (Attn: CEO) at least seven days prior to the dates desired.

3. MAINTENANCE CONTACT TEAMS. Maintenance Contact Teams will be furnished upon request by the 1st FSR or Division Communication Company to perform maintenance beyond the capability of the requesting unit, assist in recovery of items and provide such technical assistance as is needed. The ability to meet these demands successfully is predicated upon having maximum available knowledge prior to dispatching the contact team. Every effort will be made to schedule contact teams at a time convenient to all. To coordinate and expedite a request for contact team assistance, the following procedure will be followed:

a. A Tactical Equipment Repair Order (NAVMC 10245-SD) will be prepared and delivered to this Headquarters (Attn: CEO). The request will contain information on the nature of work requested and date desired.

b. Emergency requests will be limited to combat essential items. Emergency requests will be ~~submitted~~ informally by the most expeditious means to the 1st FSR. A NAVMC 10245-SD will be furnished to the contact team on its arrival or as soon thereafter as possible.

1116. DRY CELL BATTERIES

1. It is essential that dry cell batteries be stored in a cool dry area because of their perishable nature. Stocks of dry cell batteries in hands of Division units will not exceed initial requirement plus 30 days based on usage (FMFPacO 4000.2 applies). Accordingly, usage data on dry cell batteries will be computed by all units.

2. Each battery is stamped with a date code number. This code number indicates the month and year of manufacture by means of three digit number. The first two digits indicate the month and the third digit the year. Months earlier than the tenth month are preceded by "0".

EXAMPLE: A battery manufactured in January 1967 will be stamped "017".

3. COMPUTATION PROCEDURE. Unit allowances are computed by multiplying the initial allowance of each type of battery by the usage rate.

4. REPORTS

1. Upon receipt of batteries with expired shelf life from the supply source, a report shall be submitted to this Headquarters immediately, providing the following information.

- a. Type of battery.
- b. Quantity drawn.
- c. Manufacturer's identity.
- d. Date Code of Manufacture.
- e. Manufacturer's order number.
- f. Date drawn from supply source.
- g. Number of batteries tested and found unsatisfactory.

5. DESTRUCTION OF DRY CELL BATTERIES. All unusable dry cell batteries will be chopped up and burned to ensure complete destruction.

1117. INSPECTIONS AND STAFF VISITS

1. The Division CEO will schedule periodic inspections of equipment and records. These inspections will be informal; i.e. no equipment displays, etc. The inspection will consist of a records and maintenance management inspection, technical inspection of selected items of equipment, installed facilities inspection as well as an inspection of procedures, supply management and maintenance training. A written report will be submitted to the G-4.

2. Staff visits will be made on an unscheduled basis. The primary purpose of a staff visit is to discuss problems the unit may have that cannot be solved internally. This is an informal visit and no report will be written unless it is required to obtain a desired result.

3. Courtesy Inspections. A courtesy inspection will be conducted by the Division CEO when requested by the unit. The scope of this inspection will depend on the desires of the unit and may range from an inspection of one item to a complete inspection as described in paragraph 1117.1. A written report, oral brief or both will be furnished according to the desire of the Unit Commander.

4. The primary purpose of the CEO inspections and visits is to assist the unit in maintaining and bettering their communication capability.

1118. FIELD TELEPHONE CABLE. Field Telephone Cable WD-1/TT will be recovered and serviced to the maximum extent possible consistent with the tactical situation.

1119. WATERPROOFING OF COMMUNICATION-ELECTRONICS EQUIPMENT. All communication-electronics equipment being embarked for amphibious operations will be waterproofed. During periods of inclement weather all communication-electronics equipment being tactically employed will be waterproofed/protected to the maximum extent possible. Figure 7 of Appendix 1 lists the most commonly employed waterproofing materials.

1120. SPECIAL CONSIDERATIONS. All communication-electronics equipment and supporting generators, when possible, will be shielded from the direct rays of the sun. Experience in RVN has confirmed that a higher failure rate is experienced when the communication-electronics equipment and supporting generators are not shielded from the direct rays of the sun and properly ventilated.

CHAPTER 12

SAFETY REGULATIONS1201. GENERAL

1. Many Marines are injured each year by accidents that result from poor safety programs that are not properly supervised and enforced.
2. Commanding Officers and Communication Officers will periodically review their unit safety program and conduct inspections to insure the practical application of common sense safety regulations. Particular attention will be paid to those areas outlined in this order. Publications relative to safety are listed in Appendix A, Figure 8.

1202. ELECTRONIC REPAIR AREAS

1. SECURING EQUIPMENT. Electronic repair shops will establish a specific routine for securing equipment upon completion of working schedules. Some items may be left on at all times; other items must be turned off and unplugged to avoid fire hazards. Particular attention will be given to soldering irons, heating equipments and coffee pots.
2. Areas adjacent to work benches and other sources of high voltage should have rubber floor matting or suitable floor insulation to reduce the electric shock hazards.
3. Trouble shooting and repair of electronic equipment will not be accomplished by one person working alone or in the absence of someone who knows the equipment or location of the power on-off control switches.

1203. BATTERY CHARGING

1. Most wet batteries will give off hydrogen gas during the charging cycle. Battery chargers shall be placed in a well ventilated area physically removed from the main shop area. "NO SMOKING" signs will be prominently posted and electrolyte neutralizing agents such as vinegar will be kept readily available in the area along with five gallons of fresh water. Distilled water and boric acid will also be kept available.
2. BB-451 batteries that use a potassium hydroxide electrolyte will react violently to sulfuric acid. These batteries must not be charged in the same area as lead acid type batteries. Overcharging should be avoided.
3. MERCURY BATTERIES. Mercury batteries when discharged below 70% of their normal operating voltage may give off water which is further broken down by electrolysis to hydrogen and oxygen. This causes a dangerous concentration of explosive gas within the case of the battery.

Never discharge this type of battery beyond the intended useful life. Explosions occur only due to mishandling. Puncture the battery jacket before discarding to release any gas present.

1204. CLEANING AGENTS. Many cleaning agents such as carbon tetrachloride, gasoline, ditto fluid, and other solvents give off toxic vapors that are harmful or explosive. Never allow use of such agents without proper ventilation and fire hazard protection afforded by sand buckets, water buckets or an approved type fire extinguisher.

1205. RADIO SET OPERATION

1. The antennas and antenna lead-in wires used with radio sets AN/TRC-75, AN/MRC-83 and 87 and AN/TSC-15 are capable of causing serious bodily harm and constitute a dangerous fire hazard if inadvertently contacted.

2. Signs with the phrase "DANGER HIGH VOLTAGE" in both English and Vietnamese will be displayed in the vicinity of the antenna base when these sets are operating.

Example: DANGER HIGH VOLTAGE

NGUY-HIEM

DIEN NAMH

3. Vertical whip antennas on moving vehicles will not be higher than 15 feet to avoid contact with high voltage transmission lines.

4. Radio antennas will not be erected under or near high voltage transmission lines or in areas where the antenna could contact a power line if the antenna or the power line should fall.

1206. POLE CLIMBING

1. Instruction in pole climbing involving the use of climbing gaffs will be closely supervised by qualified personnel at all times.

2. The wearing of climbing gaffs except when actually engaged in climbing is prohibited.

3. Wiremen working on poles that carry both power and telephone lines will not climb closer than 6 feet to the power lines.

1207. HELICOPTER WIRE PLACEMENT

1. Routes taken by helicopter or observation aircraft when laying wire lines must be carefully selected to avoid power lines, populated areas and road nets.

2. The wireman attendant in the helicopter will observe all safety regulations pertaining to passengers and will wear a safety belt.

1208. LIGHTNING PROTECTION. See Division Order 5100.10

COMMUNICATION-ELECTRONICS EQUIPMENT CROSS REFERENCE

EQUIPMENT	T/A	ID	FSN	MAINT RECORDS	
				GROUP	
ACCESSORY KIT, RADIO SET, MK-706/PRC-41	20005	04177A	5820-987-9020	2	
AMMETER, ME-156/U	20030	04191A	6625-620-1405	4	
ANOMOMETER, MI-433/FM	20070	01491A	6660-663-8090	4	
ANTENNA, AT-399/PRC	20090	00139A	5820-284-4203	2	
ANTENNA, RC-292	20120	00266A	5820-497-8554	2	
AXEL, RL-27-B	20130	00376A	3895-162-1171	6	
BATTERY CHARGER, BP-3240A/U	20132	03904B	6130-987-9503	2	
BINDER, LOAD, LC-40	20140	00198A	3990-244-1744	6	
BRIDGE CAPACITANCE, ZM-11A/U	20150	01247A	6625-643-1866	4	
CABLE ASSEMBLY SET, AN/PRA-4	20175	04155A	5995-973-3686	2	
CABLE LAYER, UNDERGROUND, LC-61	20200	00204A	3895-223-9809	6	
CABLE SPLICER KIT, TE-56	20220	00299A	5975-408-1867	3	
CALIBRATOR, FREQUENCY, TS-650/FM-1	20265	00313B	6625-557-0038	4	
CALIBRATOR, RANGE INDICATOR, TS-102B/AP	20270	03459A	6625-519-5588	4	
CALIBRATOR, RANGE, AN/UHM-11 A	20300	00753B	6625-519-3803	4	
CAVITY TUNED, TS-488A/UP	20335	01444A	6625-519-7584	4	
CENTRAL OFFICE SET AN/TTC-7A		06226A	5805-820-9549	2	
CENTRAL OFFICE SET AN/TTC-9	20340	00112A	5805-538-0248	2	
CHANNEL ALIGNMENT INDICATOR, ID-292/PRC-6	20380	00181A	6625-355-7826	4	
COMMUNICATIONS CENTRAL UHF, AN/TSC-15	20447	02968A	5895-788-4555	1	
CONTROL, RADIO SET, AN/GRA-6	20450	00044A	5820-644-4554	2	
CONVERTER, TELEGRAPH, TELEPHONE, TA-182/U	20460	00286A	5805-263-3326	2	
CRYPTO SHELTER MOBILE, AN/MSG-42	20480	03484A	9999-893-4721	1	
DETECTING SET, MINE, PORTABLE METALIC	20520	03701A	6665-966-9071	2	

Figure 1

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DECLASSIFIED

EQUIPMENT	MAINT RECORDS			
	T/A	ID	PSN	GROUP
DETECTING SET, MINE, AN/PRS-4	20530	00090A	6665-537-4001	2
DISTANCE MEASURING SET, AN/TRQ-19	20590	01263A	5825-647-0003	2
DUMMY LOAD DA-64A/UP		01004A	5895-669-9905	
DUMMY LOAD DA-115/U	20595	03964A	4931-346-8264	6
DUMMY LOAD DA-371/U	20615	04386A	5985-072-4883	6
FREQUENCY METER, AN/URM-32	20710	00762A	6625-553-0060	4
GENERATOR, 60 KW 60 CPS, DE, SKID MTD	20800	00038A	6115-542-6083	8
GENERATOR, TRAINING, SIGNAL, AN/URA-TTX	20805	01128A	6940-646-9415	2
GENERATOR SET, DE, TRLR MTD, PU-239()/G	20820	00258E	6115-508-1546	8
		00258F	6115-590-0705	8
		00258G	6115-624-4499	8
GENERATOR, SET, DE, PU-346A/G	20915	00263B	6115-688-4769	8
GENERATOR SET, DE, PU-348A/G	20930	01473A	6115-682-3414	8
GENERATOR, PU-463/ MRC	20935	05497A	6115-721-4526	8
GENERATOR, PU-549/G	20940	00905A	6115-856-9990	8
GENERATOR SET, DE, PU-482/M	20945	00920G	6115-721-4525	8
GENERATOR SET, DE, PU-587/M	20947	04074A	6115-987-8753	8
GENERATOR SET, GE, PE-75	20950	00241A	6115-228-5815	8
GENERATOR SET, GE, PE-214-C	20980	00243B	6115-525-6248	8
GENERATOR SIGNAL AN/URM-25E	20990	00124B	6625-643-1549	4
GENERATOR, SIGNAL AN/URM-26B	21000	01256A	6625-557-0523	4
GENERATOR, SIGNAL AN/URM-48	21010	00127A	6625-545-7954	4
GENERATOR, SIGNAL AN/USM-16	21035	03281A	6625-692-4549	4
GENERATOR, SIGNAL TS-382F/U	21050	00321C	6625-519-3815	4
GENERATOR, SIGNAL, TS-452G/U	21060	00322A	6625-643-1591	4
GENERATOR, SIGNAL, AN/USM-44A	21070	00036B	6625-539-9685	4

Figure 1 (con't)

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DECLASSIFIED

EQUIPMENT	T/A	ID	FSN	MAINT RECORDS
				GROUP
INTERCOMMUNICATION SET, AN/GIC-1	21190	00042A	5830-038-3655	2
INVERTER, POWER STATIC, PP-2739/U	21230	00253B	6125-796-5162	2
MAINTENANCE KIT, ELECT EQUIP, MK-629/U	21295	03450A	5820-856-1113	3
MAINTENANCE PARTS KIT, MK-42A/U	21310	00220A	6145-574-7507	3
METASCOPE ASSEMBLY, IR, T-7	21320	03449A	1090-790-6197	2
METER, AUDIO LEVEL, TS-585D/U	21325	02542A	6625-684-5438	4
METEOROLOGICAL STATION MANUAL, AN/TM-4	21327	02391A	6660-537-9195	1
METEOROLOGICAL STATION MANUAL, AN/TM-7	21330	00098A	6660-574-6035	1
METER, FIELD STRENGTH TS-509/UR	21340	00323A	6625-669-4032	4
METER, TS-125A/P			6625-229-1038	4
TEST SET, AN/GRM-55	21357	04662A	6625-973-2117	4
TEST SET, AN/VRM-1	21359	04663A	6625-892-5542	4
MOTOR, 400 CPS, PD-83/U	21367	03309A	6105-798-0350	2
MOTOR GENERATOR PU-143C/U	21380	00257A	6125-553-1745	2
MOTOR GENERATOR PU-499/U	21385	03340A	6125-830-3248	2
MOTOR GENERATOR PU-565/U	21395	03965A	6125-889-0874	2
MULTIMETER, 22195	21400	00341A	6625-153-4028	4
MULTIMETER, AN/PSM-4A	21430	00091A	6625-537-5707	4
MULTIMETER, AN/URM-105	21432	04079A	6625-581-2036	4
MULTIMETER, TS-505D/U	21450	00836C	6625-620-6366	4
OHMMETER, ZM-21A	21460	00015A	6625-643-1030	4
OSCILLOSCOPE, AN/USM-50C	21490	02349A	6625-892-6065	4
OSCILLOSCOPE, AN/USM-32	21495	01262A	6625-510-1824	4
OSCILLOSCOPE, AN/USM-105A	21496	03486A	6625-785-6500	4

Figure 1 (con't)

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EQUIPMENT	T/A	ID	FSN	MAINT RECORDS	
				GROUP	
OSCILLOSCOPE, AN/USM-117()	21498	04310A	6625-787-0304	4	
OSCILLOSCOPE, AN/USM-140B	21499	04310B	6625-902-3033	4	
OSCILLOSCOPE, OS-8E/U	21500	04436A	6625-051-3141	4	
OVEN, HD-43/U	21540	00239B	6625-649-9284	4	
POWER SUPPLY, PP-388()/U	21650	00175A	4430-466-3651	6	
POWER SUPPLY, PP-2953/U	21665	00251A	6130-635-1655	2	
PUBLIC ADDRESS SET, AN/PIQ-5	21675	00251B	6130-635-6825	2	
PUBLIC ADDRESS SET, AN/TIP-2	21680	04626A	6130-985-7899	2	
PUBLIC ADDRESS SET, AN/TIQ-2A	21690	02543A	5830-688-6633	2	
PULLER KIT, MECHANICAL	21693	00094A	5830-538-2602	2	
RADAR BEACON, AN/TPN-7	21700	00095B	5830-164-6622	2	
RADAR SET, AN/MP-10A	21740	03908A	5120-857-0031	3	
RADAR SET, AN/KP-1	21770	00743A	5825-501-0639	2	
RADAR SET, AN/TPS-21	21785	00058B	5840-505-0737	1	
RADIAC COMPUTER INDICATOR, CP-95A/PD	21805	00723A	5840-605-8232	1	
RADIAC DETECTOR CHARGER, PP-354D/PD	21810	01436A	5840-631-1089	2	
RADIAC SET, AN/PDR-27J	21830	02394A	6665-526-8645		
RADIAC SET, AN/PDR-54	21835	00080A	6665-543-1435	2	
RADIAC METER, IM-174/PD	21840	02424A	6665-542-1587	2	
RADIAC METER, IM-143/PD	21860	03963A	6665-856-8037	6	
RADIO INTERFERENCE MEASURING SET, AN/ URM-47A	21900	00796A	6665-540-9004	6	
RADIO INTERFERENCE MEASURING SET, AN/ PHM-1A	21905	00126B	6625-621-9038	1	
RADIO SET CONTROL GROUP, AN/GRA-39	21907	00088A	6625-553-0216	2	
		04616A	5820-082-3998	2	

Figure 1 (con't)

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DECLASSIFIED

EQUIPMENT	T/A	ID	FSN	MAINT RECORDS	
				GROUP	
RADIO SET, AN/GRC-125	21954	04617A	5820-086-7536	2	
RADIO SET, AN/MRC-60	22025	00729A	5820-624-0734	1	
RADIO SET, AN/MRC-63	22030	00073A	5820-519-5525	1	
RADIO SET, AN/MRC-83	22040	02474A	5820-629-8244	1	
RADIO SET, AN/MRC-109	22052	04660A	5820-912-4545	1	
RADIO SET, AN/MRC-110	22054	04661A	5820-912-4544	1	
RADIO SET, AN/PRC-6	22060	00083A	5820-194-9928	2	
RADIO SET, AN/PRC-25	22101	04618A	5820-857-0759	2	
RADIO SET, AN/PRC-41	22104	03816A	5820-889-3997	2	
RADIO SET, AN/PRC-47	22105	03817A	5820-861-3539	2	
RADIO SET, AN/PRC-77	22108	05916A	5820-930-3724	2	
RADIO SET, AN/TRC-27	22110	00006A	5820-564-2504	2	
RADIO SET, AN/TRC-75	22120	00490A	5820-674-0580	2	
RADIO SET, AN/VRC-47	22155	04622A	5820-892-0864	2	
RADIO SET CONTROL AN/GRA-11	22160	00045A	5820-228-6108	2	
RADIO TERMINAL SET AN/MRC-62	22190	00072A	5820-519-5524	1	
RADIOSONDE RECORDER, AN/TMQ-5A	22110	00097A	6660-393-2234	2	
RADIOSONDE BASELINE CHECK SET, AN/GMM-1	22115	00017A	6660-356-5059	2	
RAWIN SET, AN/GMD-1A	22240	00043B	6660-526-7858	1	
RECEIVER, RADIO, R-390/URR	22280	01450A	5820-503-1242	2	
RECEIVER SET, RADIO AN/GRE-5	22370	00053A	5820-248-3508	2	
RECEIVING SET, RADIO, AN/URR-23A	22390	00129B	5820-642-6855	2	
RECORDER REPRODUCER SET, AN/UNH-3A	22430	02544A	5835-810-7250	2	
REELING MACHINE RL-26	22460	00271A	3895-537-7953	2	

Figure 1 (con't)

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DECLASSIFIED

EQUIPMENT	T/A	ID	FSN	MAINT RECORDS GROUP
SHELTER, ELECTRICAL EQUIP. S-126/G	22500	00006A	5410-508-1547	1
SHELTER, ELECTRONIC MAINTENANCE SUPPORT AN/GRM-86	22505	05476A	4940-999-8348	1
SHOP, ELECTRONIC AN/GRM-32()	22540	02819A	4940-770-9544	1
		02819B	4940-791-7400	1
		02819C	4940-992-5735	1
SHOP, ELECTRONIC AN/GRM-38()	22545	03312A	4940-788-4556	1
		03312B	4940-953-9427	1
SIGNAL ASSEMBLY, SWITCHBOARD, TA-207/P	22560	00386A	5805-50302616	2
STAMP, TIME SWITCHBOARD, MANUAL, SB-22/PT	22620	00022C	6645-526-6264	6
	22650	00276A	5805-257-3602	2
SWITCHBOARD, MANUAL, SB-86/P	22660	00277A	5805-503-2660	2
TABLE, ELECTRICAL TEST AND MAINTENANCE	22663	03327A	6625-792-3060	6
TELEGRAPH TERMINAL GROUP, AN/TCG-14	22670	00092A	5805-238-9873	2
TELEPHONE SET, TA-312/PT	22680	02336A	5805-543-0012	5
TELEPHONE SET, TA-1/PT	22730	00826A	5805-521-1320	5
TELEPHONE SET, TP-9	22760	00309A	5805-164-7092	2
TELETYPEWRITER SET, AN/GGC-3	22770	00041A	5815-503-3309	2
TELETYPEWRITER SET, AN/TCG-14A (V)	22783	03315B	5815-078-5480	2
TEST KIT, MK-992/ VRC-12	22786	04680A	6625-930-0935	4
TEST KIT, MK-993/ PRC-25	22788	04679A	6625-930-0938	4
TEST SET, BATTERY TS-183()/U	22840	00318A	6625-553-1565	4
		00318B	6625-224-5174	4
TEST SET, COMMUNI- CATIONS CENTRAL, AN/TGM-1	22845	04125A	6625-889-1734	4
TEST SET, ELECTRICAL POWER, AN/USM-86B	22849	00827C	6625-763-2252	4
TEST SET, COUPLER CONTROL, TS-1324/TRC-75	22860	02600A	6625-709-0801	4
TEST SET, ELECTRON TUBE, TV-7D/U	22880	00020F	6625-820-0064	4
TEST SET, RADAR, AN/UPM-32	22940	01446A	6625-504-2488	4

Figure 1 (con't)

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DECLASSIFIED

EQUIPMENT	MAINT RECORDS			
	T/A	ID	FSN	GROUP
TEST SET, RADAR TS-89C/AP	22957	04528A	6625-724-9058	4
TEST SET, RADAR TS-147D/UP	22960	00316B	6625-643-8560	4
TEST SET, RADIO, AN/GRM-21	22970	02409A	6625-765-0982	4
TEST SET, RADIO, AN/GRM-46	22975	03303A	6625-775-2803	4
TEST SET, RADIO, AN/URM-113	22995	00975A	6625-585-5946	4
TEST SET, RADIO, AN/URM-124	23000	02599A	6625-684-5805	4
TEST SET, RADIO, AN/URM-43C	23020	00125C	6625-580-0390	4
TEST SET, RF POWER AN/USM-68	23025	02351A	6625-541-2585	4
TEST SET, RADIO TS-1310/TRC-27	23050	02646A	6625-729-6762	4
TEST SET, RADIO TS-1325/TRC-75	23060	02598A	6625-711-5586	4
TEST SET, TELEPHONE I-51	23070	00179A	6625-188-3236	4
TEST SET, TELEPHONE TS-26A/TSM	23110	00014B	6625-594-2103	4
TEST SET, TELETYPE- WRITER, AN/UGM-5	23125	04084A	6625-952-3236	4
TEST SET, TRANSISTOR TS-1294A/U	23130	03062A	6625-834-9485	4
TEST SET, TRANSISTOR TS-1622/U	23140	03723A	6625-856-1320	4
TEST SET, TS-1760/ TSC-15	23145	03713A	6625-064-5796	4
TOOL EQUIPMENT, TE-49	23160	00295A	5180-408-1863	3
TOOL EQUIPMENT, TE-111	23170	00301A	5180-408-1877	3
TOOL EQUIPMENT, TE-114	23190	00304A	5180-408-1879	3
TOOL KIT, AN/USM-15	23200	00131A	5180-567-2966	3
TOOL KIT SUPPORT RADIO AND RADAR, TK-88/U	23215	03734A	5180-893-1389	3
TOOL KIT, TELETYPE- WRITER, TK-122/UG	23220	00296C	5180-897-7521	3
TOOL KIT, TK-87/U	23240	03746A	5180-6904452	3
TRAILER BOLSTER K-36	23260	00189A	2330-498-8375	6

Figure 1 (con't)

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DECLASSIFIED

EQUIPMENT	T/A	ID	FSN	MAINT RECORDS GROUP
TRAILER, CABLE ROD AND POLE, K-37	23270	00190A	2330-287-3725	6
TRAILER, CABLE SPLICER, MAINT- ENANCE, K-38	23280	00191A	2330-407-7883	1
TRAINER, TELE- GRAPHIC CODE, OAH-4	23290	00232B	6940-375-9160	2
TESTOR, TRANSISTOR, AN/USM-206	23295	04521A	6625-764-5783	4
VOLTMETER, ME-30C/U	23305	02546C	6625-818-2360	4
WAVEMETER, TS-117/GP		01161A	6625-669-4594	4
WIRE SPLICING KIT, MK-356-G	23335	04120A	5975-657-2183	3

Figure 1 (con't)
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REQUIRED MAINTENANCE RECORDS

REQUIRED RECORD	MAINTENANCE GROUPS							
	1	2	3	4	5	6	7	8
BELLOWS ENVELOPE	X							
MAINTENANCE LOG	X							
CONSOLIDATED LOG					X			
MAINTENANCE FOLDER		X		X				
MODIFICATION-MAINT CARD	X	X		X				
MODIFICATION CHECK LIST	X	X		X				
NAVMC 10559-3D	X	X		X				
EXTRACT OF SL-3	X	X		X	X			
PM CHECK LIST	X	X		X	X			
CALIBRATION RECORD				X				
INVENTORY			X					
<p>NOTE: High density items such as telephone, TA-1/PT may be placed in maintenance group 5 at the option of the unit.</p>								

Figure 2
A-9

MAINTENANCE LOG BOOK

FOR

AN/MRC-62

SERIAL NUMBER 83

(As an illustrative example, a typical maintenance logbook has been prepared for Radio Set AN/MRC-62. The entries in this sample maintenance logbook are typical entries. Actual entries should include, but not be limited to, the sample entries shown.

NOTE: Use book, MEMORANDUM, RULED.)

EXAMPLE OF EQUIPMENT LOG

Figure 3

A-10

INDEX

LIST OF MAJOR COMPONENTS

MODIFICATION CHECK LIST

REPAIRS PERFORMED

NORMAL PERFORMANCE DATA

MOTOR TRANSPORT/ENGINEER INFORMATION

SECTION 1

SECTION 2

SECTION 3

SECTION 4

SECTION 5

INDEX PAGE OF EQUIPMENT LOG

Figure 3.1
A-11

LIST OF MAJOR COMPONENTS

Date Log Open 1 July 1966

<u>Name</u>	<u>Nomenclature</u>	<u>Serial No.</u>	<u>Remarks</u>
Amplifier Power Supply	AM-682/TCC-3	615	
Dynamotor Power Supply #1	DY-94/GRC-10	851	
Dynamotor Power Supply #2	DY-94/GRC-10	114	
E -			
T -			
C -			
Radio Receiver #1	R-125/GRC-10	324	See Note #1
E -			
T -			
C -			

Note #1 - Replaced by R-125 serial number 126 at 450 hours.

SECTION 1 OF EQUIPMENT LOG

Figure 3.2
A-12

MODIFICATION CHECK LIST

MI/TI No & Category	Date Completed	Date of Request	Maint Echelon	Request No	Remarks

MODIFICATION CHECK LIST INSTRUCTIONS

- Column 1 - Insert all applicable MI/TI's for the end item
- Column 2 - Enter the date the modification was accomplished
- Column 3 - Enter date of modification request
- Column 4 - Echelon of maintenance responsible for accomplishing
- Column 5 - Request number
- Column 6 - Self explanatory

SECTION 2 OF EQUIPMENT LOG

Figure 3.3
A-13

REPAIRS

<u>Date</u>	<u>Comp Failed</u>	<u>Ser No.</u>	<u>Symptom</u>
22Aug60	R-125	324	Low sensitivity
14Oct60	T-235	62	low power out
15Dec60	C-632	126	Unable to cable set

LEFT PAGE OF SECTION 3 OF EQUIPMENT LOG

Figure 3.4
A-14

DECLASSIFIED

PERFORMED

<u>Action Taken</u>	<u>Hrs On to Date</u>	<u>Replaced Part</u>
Realigned	380	None
Repaired locally	392	4X150D (V-205)
Repaired locally	456	Plug (P-405)

RIGHT PAGE OF SECTION 3 OF EQUIPMENT LOG

Figure 3.5
A-15

DECLASSIFIED

NORMAL PERFORMANCE DATA

Receiver R-125

Sensitivity

How obtained

Remarks

Transmitter T-235

Power Output

How obtained

Remarks

SECTION 4 OF EQUIPMENT LOG

Figure 3.6

A-16

TELEPHONE, TA-312/PT

ORGANIZATION

[illegible]

MODIFICATION AND MAINTENANCE RECORD - TACTICAL EQUIPMENT
NAME: 40000-00 (10-01)

MODIFICATION CHECK LIST

MI/TI No	Date Completed	Date of Request	Maint Echelon	Request No	Remarks

MODIFICATION CHECK LIST INSTRUCTIONS

- Column 1 - Insert all applicable MI/TI's for the end item
- Column 2 - Enter the date the modification was accomplished
- Column 3 - Enter date of modification request
- Column 4 - Echelon of maintenance responsible for accomplishing
- Column 5 - Request number
- Column 6 - Self explanatory

Figure 5
A-19

NAYMG 10845-02 (REV. 2-81) (SUPERSEDES PREVIOUS EDITIONS WHICH ARE OBSOLETE AND WILL NOT BE USED)
ORGANIZATION TO WHICH VEHICLE IS ASSIGNED

USMC REGISTRATION NO.

MODEL

TYPE

CAPACITY

LW 0# 0430

1036

1 MILEAGE/HOUR READING

317

HA5/PRC-45

SPECTRUM GEN

N/A

N/A

~~N/A~~

PHONE NO

AUTHORIZED BY (Signature)

DATE _____

REQUEST NO.

~~ELECT. MAINT. COMM. CO. HQ. BN. 1ST MAR. DIV. COMM. CO. 19~~

COMM. CO. 19

L.A. LONG

20 DEC 67
DATE

PAIR ORDER

CONDUCTED BY THE PERSONNEL DEPARTMENT

ACCEPTED BY _____

DATE _____

1990

~~ELECT. MAINT. CO. 1ST FSB~~

ACCEPTED BY (signature)
K. J. Milowski

DATE
20 Dec 67

N-1076-68

Bom No.	DESCRIPTION OF WORK	LABOR (Hours)	MECHANIC (Signature)	MATERIAL USED	STOCK NO.	QTY.	COST
	UNABLE TO TUNE L-208						
TOTAL LABOR HOURS						TOTAL MATERIAL COST	\$

1992

1. YES
2. INVOL.
3. 20 DEC 67
4. 11001/03816A
5. 8A0AA11--000

6. 317
7. N/A
8. AN/PRC-41
9. PRI-Ø2

WORK COMPLETED		INSPECTED BY		USING UNIT NOTIFIED		DELIVERED TO	
SIGNATURE	DATE	SIGNATURE	DATE	SIGNATURE	DATE NOTIFIED	INDIVIDUAL'S SIGNATURE	DATE DEL'D

DECLASSIFIED

Figure 6 **4-20**

DECLASSIFIED

WATERPROOFING MATERIAL REQUISITIONING DATA

	<u>Stock Number</u>	<u>Nomenclature</u>	<u>Unit of Issue</u>	<u>Price</u>
1.	8030-598-3059	Asbestos Grease (AWG)	pl	25.10
2.	9160-253-1171	Beeswax technical	cake (1 lb)	.75
3.	8030-282-2337	Compound, sealing "Duxseal" #4951	bag (5 lb)	2.18
4.	8465-185-0723	Cover, waterproof, rifle or carbine	ea	.35
5.	8465-185-0724	Cover, waterproof, sub-machine gun	ea	.45
6.	8465-185-0725	Cover, waterproof, machine gun	ea	1.00
7.	8465-185-0726	Cover, waterproof, pistol	ea	.18
8.	6850-264-6562	Desiccants, activated	cn (5 gal)	7.10
9.	8135-171-1552	Paper, wrapping, waxed 18" X 100 yards	rl	9.40
10.	8030-275-8096	Plastic Coating Compound, strippable	case (50 lbs)	35.50
11.	6685-752-8240	Indicator, humidity, card	ea	.01
12.	5970-284-8613	Insulation compound, electrical ignition	ea	13.00
13.	5970-159-1598	Insulation compound, silicone	tube (8 oz)	1.40
14.	8135-926-8938	Tape, pressure sensitive adhesive 1" X 60 yds (cloth)	rl	1.50
15.	8135-926-8939	Tape, pressure sensitive adhesive 3" X 60 yds (cloth)	rl	4.50
16.	8135-926-8940	Tape, pressure sensitive adhesive 4" X 60 yds (cloth)	rl	6.00

Figure 7

A-21

DECLASSIFIED

	<u>Stock Number</u>	<u>Nomenclature</u>	<u>Unit of Issue</u>	<u>Price</u>
17.	8135-926-8941	Tape, pressure sensitive adhesive, 6" X 60yds (cloth)	rl	9.00
18.	8135-914-1614	Tape, pressure sensitive adhesive, 2" X 60 yds (cloth)	rl	3.00
19.	8105-507-6493	Waterproof Bag CW-436/PR	ea	.55
20.	8105-699-6947	Waterproof Bag CW-437/PR	ea	1.00
21.	5895-356-3902	Chest, Waterproof BC-5	ea	33.50

Figure 7 (con't)
A-22

DECLASSIFIED

ORDERS AND DIRECTIVES APPLICABLE TO
COMMUNICATION-ELECTRONICS MAINTENANCE

1. Dry Cell Batteries

MCO 4449-7
FMFPAC 4410.1

DivO 4525.1

Dry Cell Batteries
Computation of Dry Cell
Battery Requirements

Destruction of Energy
Developing Devices

2. Engineer Equipment

MCO 4710.2

FMFPAC P3000.1

ForO 10260.1

DivO P4700.6

Engineer Equipment
Repair Program

Engineer Equipment
Repair Program

Electrical Generator
Operation and Maintenance

SOP for Maintenance
of Engineer Equipment

3. Maintenance Programs

MCO 2000.1

MCO 4000.6

MCO 4000.11

MCO 4000.12

Communication and Electronics Maintenance Procedures

Maintenance Float for
Third and Fourth Echelon
Maintenance Facilities

Components/Module Replacement and Repair Program

Readiness for Combat
Essential Equipment

Figure 8

A-23

MCO 4400.4	Recoverable Items Program-Fifth Echelon
MCO 4400.28	Replacement-Evacuation Program
MCO 4400.32	Policy for support of new equipment
MCO 4423.2	Management of "On Equipment Material" used with Major Items of Marine Corps Equipment, Procedure for
MCbul 4700(Series)	Technical Information Bulletin
MCO 4700.1	Submission of UER's
TI 5820-25/6A	Allocation of Modules and Components: Communication-Electronic Equipment
MCO 10010.27	Management Procedures for Modification of Marine Corps Equipment
MCO 10550.5	Field and Depot Maintenance of Vehicles used as Major Components of Electrical Equipment; Responsibility of
FMFPACD 4710.1	Maintenance Support
NAVSHIPS 0967-001-3700	Electronics Information Bulletin
DivO 4000.10	Maintenance Float and Repairable Items Control
DivO 4000.11	Report of Deadlined Combat Essential Equipment
DivO 4000.12	Equipment Operation and Maintenance
DivO 4000.15	Maintenance Float and Items, Control of

Figure 8 (con't)

A-24

DivO 4700.1	Unsatisfactory Equipment Report
DivO 4700.6	SOP for Maintenance of Engineer Equipment
TM-4700-15/1	Tactical Equipment Record Procedure
4. <u>New Equipment</u>	
MCO 2302. (Series)	Advanced Information on New Items of Equipment (Scoop Loader Letter)
MCO 4423.1	Provision Initial Issue Repair Parts
MCO 4400.79	Provisioning Manual
5. <u>Publications</u>	
SL 1-3	Index of Publications Stocked by USMC
MCO 5215.14	Marine Corps Technical Publications System
MCO P5600.31	Marine Corps Publications and Printing Regulations
MCO 5600.32	Retention of Technical Equipment Publications for Marine Corps Equipment
MGBal 5215	Marine Corps Directive System Check List
FMFPAC Bal 5215	Numerical Index of Effective Fleet Marine For, Pacific Directives
Div Bal 5215	Numerical Check List of Effective Directives

Figure 8 (con't),
A-25

6. Safety

OPNAV 34PI

MCO 5100.9

United States Navy
Safety Precautions

Safety Precautions,
Electronics Warning
of Potential Hazard
Hand Tools Containing
Flammable Plastics

7. Supply

U. S. Government Printing
Office 1960 - G-207-350

MCO 4400.70 through 4400.86

MCO 4400.100

The Millsey Twins

MUMMS Manuals

Wholesale Supply
Support Agreements

Figure 8 (con't)

A-26

HEADQUARTERS
1st Marine Division (Rein), FMF
APO San Francisco, California 96602

10/LAS/ljc
2000

From: Commanding General
To: Commanding Officer,

Subj: Communication Equipment Status Report

Encls: (1) Communication Equipment Status Report Form

1. The Communication-Electronics Office is in the process of establishing a status log for major items of communication equipment. As each item of communication equipment is added to the status log, a copy of enclosure (1) will be forwarded to you for completion and return. A duplicate copy will be furnished for your record. Once the initial submission has been made for an item, a report of changes will be submitted on the 15th and 30th of each month.

2. Procedure for completing the Communication Equipment Status Report Form:

<u>Para</u>	<u>Information Required</u>
1	Self explanatory
2	Self explanatory
3	Verify information supplied by CEO
4-5-6	Do not include equipment on loan from another unit
7	Self explanatory
8-9	Identify unit in remarks
10	Any additional information that will assist in establishing equipment status

3. This procedure will be made part of the forthcoming Communication-Electronics SOP. Comments and suggestions to make the program more meaningful will be welcomed.

A. M. Cordes
A. M. CORDES
By direction

COMMUNICATION EQUIPMENT STATUS REPORT

1. EQUIPMENT _____ TA _____
2. UNIT _____ REPORT DATE _____
3. ALLOWANCES:
- | T/A NO | QTY | SPECIAL | QTY | TOTAL |
|--------|-------|---------|-------|-------|
| _____ | _____ | _____ | _____ | _____ |
4. NUMBER ON HAND IN OPERATING CONDITION _____
5. NUMBER ON HAND IN DEADLINED STATUS _____
6. NUMBER IN HIGHER Echelon MAINTENANCE _____
7. NUMBER CODE X - NOT REPLACED _____
8. NUMBER ON LOAN FROM ANOTHER UNIT _____
9. NUMBER ON LOAN TO ANOTHER UNIT _____
10. REMARKS:

Figure 9 (con't)
A-28

CONTINUED ON PAGE 4

Figure 10 (cont'd) 1-30

ADDITIONAL ITEMS FOR 2D AND 3D ECHELON INSPECTIONS		CONDITION	MAINTENANCE CHECK LIST FOR ELECTRONIC EQUIPMENT	
26. INSPECT ANTENNA FOR ECCENTRICITIES, CORROSION, LOOSE FIT, DAMAGED INSULATORS AND REFLECTORS.		✓	EQUIPMENT NOMENCLATURE AN/PRC-25	
27. CHECK FOR NORMAL OPERATION.		✓		
28. BEFORE SHIPPING OR STORING, REMOVE BATTERIES.		✓		
IF DEFICIENCIES NOTED ARE NOT CORRECTED DURING THE INSPECTION, INDICATE ACTION TAKEN FOR CORRECTION. ACCESSORY BAG TORN- ORDERED 20 DEC 67 BN DOC# 7356/0012 Q PM- PERFORMANCE DATA SHEET ATTACHED RECALL TO MAINTENANCE 20 DEC 67 ON LWO# 1240-68, FOR FRAYED CORD.			EQUIPMENT SERIAL NUMBER 232	
			INSTRUCTIONS This form may be used for a period of one month by using the correct dates and weeks of the month. It is to be used as a Preventive Maintenance check list for Electronics equipment in actual use, or for a check on equipment prior to issue. 1. For detailed Preventive Maintenance instructions see the Technical Manual for the equipment. 2. The following action will be taken by either the Communications Chief for 1st echelon, or the Technician for higher echelon: a. Enter Equipment Nomenclature and Serial Number. b. Strike out items that do not apply to the equipment. 3. Operator/Technician will enter in the columns titled CONDITION , on the proper line, a notation regarding the condition, using symbols specified under LEGEND . 4. After operator completes each daily inspection he will initial over the appropriate dates under "Daily Condition for Month", then return form to his Communications Chief.	
			TYPE OF INSPECTION	
OPER-ATOR	2/3 ECHELON	DATE	SIGNATURE	
✓		6 DEC 67	Kenneth J. Milowski	
✓		20 DEC 67	Z. D. White	
	✓	23 DEC 67	Kenneth J. Milowski	

HEADQUARTERS
1st Marine Division (Rein), FMF
FPO, San Francisco, California 96602

DivO 1500.30B Ch 1
3/RPH/ckm
1 Feb 1968

DIVISION ORDER 1500.30B Ch 1

From: Commanding General
To: Distribution List

Subj: 1st Marine Division Annual Training Directive 1 July 1967 to 30 June 1968

1. Purpose. To direct a pen and ink change to the basic order.

2. Action

a. On page 1, add the following reference:

"(s) FMFPacO 1500.8_".

b. Add the following sentence to the end of paragraph 3:

"Reference (s) provides instructions for the conduct of revolutionary development support training within each unit."

c. In paragraph 5 add a new subparagraph n as follows:

"n. All units of this division will as a minimum conduct sufficient training in revolutionary development to ensure that each Marine understands the following. (Sample lesson plans for conduct of the required training are provided in reference (s):

(1) Parent unit revolutionary development support mission and tasks.

(2) Local RVN Governmental organization.

(3) Local religious customs.

(4) Local ARVN military dispositions.

(5) Individual responsibility regarding the accomplishment of the unit's mission."

H. J. WOESSNER
Chief of Staff

DISTRIBUTION: "A" & "B"

HEADQUARTERS
1st Marine Division (Rein), FMF
FPO San Francisco, California 96602

DivO 1700.3I
32/REC/jet
1 Feb 1968

DIVISION ORDER 1700.3I

From: Commanding General
To: Distribution List

Subj: Request Mast and Correspondence with Individual Members of Congress

Ref: (a) 10 U. S. Code 1034 (Notal)
(b) U. S. Navy Regulations, 1948
(c) MCO 5216.10
(d) MARCOMMAN
(e) RAEPacO 1740.1_
(f) ForceO 1740.1_

1. Purpose. To promulgate information, policy and procedures to insure that all personnel are accorded their rights to request mast and to communicate with individual Members of Congress.

2. Cancellation. DivO 1700.3H.

3. General Information

a. Reference (a) and Article 1249 of reference (b) provide, in effect, that no person shall restrict or prevent any member of the Naval Service from communicating, directly or indirectly, with individual Members of Congress concerning any subject, provided that such communication is not in violation of law or naval security regulations.

b. Article 1244 of reference (b) establishes the right of an individual to communicate directly and privately with his commander at a proper time and place. Reference (c) sets forth information and policy guidance concerning the right of Marine Corps personnel to communicate with individual Members of Congress and to emphasize the relationship between this right, the right to request mast, and the related duties and responsibilities of commanders at all echelons. References (d), (e) and (f) direct the establishment and publication of procedures which will be followed for request mast.

4. Policy Guidance

a. It is a basic principle of leadership that an individual Marine fully understand that he may seek the advice, understanding and appropriate assistance of his superiors at the lowest echelon of command in effecting solutions to his personal problems.

DivO 1700.3I
1 Feb 1968

b. As noted in paragraph 5390 of reference (d), commanders at all echelons are responsible for promoting the morale, physical well-being, and the general physical, mental and moral welfare of the personnel under their command. In discharging this responsibility, commanders are required to endeavor to remove causes for misunderstanding and dissatisfaction; to inform the troops of plans of action and policies and the reasons therefor, whenever it is possible and practicable to do so; to ensure that all members of the command are acquainted with procedures for registering complaints, together with the action taken thereon; and to build a feeling of confidence which will assure the free approach by subordinates for advice and appropriate assistance, not only in military matters, but for personal problems as well.

c. Personnel availing themselves of the right to correspond with individual Members of Congress within the purview of reference (a) and Article 1249 of reference (b) may do so without fear or prejudice to their interests.

d. Any person availing himself of the right to request mast in good faith may do so without fear of prejudice to his interest. Further, he need not state the nature of his problem to anyone except the officer before whom he wishes to appear.

e. Procedures established to implement the right of request mast must not operate so as to unduly impede an individual's ready access to his Commanding Officer or such other officer before whom he wishes to appear.

4. Opportunities for Request Mast

a. Request mast with the Commanding General, 1st Marine Division (Rein) will normally be scheduled for the first and third Tuesday of each month at 1000 hours in the Commanding General's office.

b. Request reports, or statements which individuals consider to be of an urgent nature will be heard by the Commanding General at the earliest practicable time.

c. Opportunity for request mast will also be available to personnel during the Commanding General's regularly scheduled inspections of ~~the~~

5. Procedure

a. Persons desiring request mast with the Commanding General will submit a request in duplicate via the chain of command on a Request Mast Record (1 Div 1700/1 2-66).

DivO 1700.3I
1 Feb 1968

b. Commanding Officers in the chain of command will forward those requests which they are unable to resolve to the next higher headquarters. The request in duplicate will contain statements, recommendations and other pertinent information to include action taken by intervening commanders. The individual's Service Record Book or Officer Qualification Record will accompany the Request Mast Record.

6. Action. Commanding Officers will:

a. Publish Request Mast procedures in accordance with para 1701 of reference (d), and references (e) and (f).

b. Apprise all individuals of their rights to request mast and to correspond with individual Members of Congress within the purview of reference (a) and Article 1249 of reference (b).

c. Ensure that advice and appropriate assistance in effecting solutions to personal problems, as well as military matters, is available, and is known to be available to all members of their commands at the lowest echelon thereof.

H. J. Woessner
H. J. WOESSNER
Chief of Staff

DISTRIBUTION "A" and "B"

DECLASSIFIED

HEADQUARTERS
1st Marine Division (Rein), FMF
FPO, San Francisco, California 96602

DivO P7000.3B Ch 2
12/RIB/mgt
10 Feb 1968

DIVISION ORDER P7000.3B Ch 2

From: Commanding General
To: Distribution List

Subj: Standing Operating Procedure for Financial Management, 1st Marine Division (Rein), FMF

Encl: (1) New page inserts to DivO P7000.3B

1. Purpose. To transmit new page inserts and direct a pen change to the subject order.

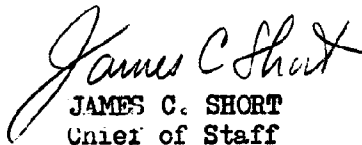
2. Action

a. Remove and destroy the present pages iii, iv, 2-1, 2-2, 2-3, 3-3, 3-4, 3-5, 4-1, 4-2, 5-2a, 5-3, 5-4, 5-5, F-1, F-2, F-3, F-4, F-5, G-1, G-2, G-3, and J-1, and replace them with corresponding pages in enclosure (1) hereto.

b. Insert new pages F-6 and G-4.

c. Paragraph 502.6 line 3 change 8CØZx// _ _ØØØ to 8CØZX11 _ _ØØØ.

3. Certification. Reviewed and approved this date.


JAMES C. SHORT
Chief of Staff

Distribution: "A" & "B"

Copy to: CG FMFPAC (2)
CG FMFPAC (FWD) (2)
CG III MAF (2)
CG FLC/1ST FSR (5)
CG 3D FSR (2)

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BUDGETING & REQUEST

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SECTION II

PLANNING ESTIMATE AND OPERATING BUDGET ADMINISTRATION

201. Planning Estimate System

1. Certain costs incurred by this Command result from transactions which do not effect the stock assets of the 3d Force Service Regiment. "Hard Dollar" obligations are, nevertheless, incurred. To fund these costs, the Commanding General, 1st Marine Division is provided with a Planning Estimate (PE) ceiling by the Commanding General, Fleet Marine Force, Pacific. This ceiling is determined on the basis of the most current budget estimate submitted by this Command.
2. Planning Limitation letters are utilized to assign responsibility for administration and management portions of the overall PE Authority received by this Command. The recipient of a Planning Limitation letter is a Program Administrator.
3. Planning estimate program description, program codes and program administrators are set forth in paragraph 102.2.
4. The Planning Limitation form illustrated in Figure 1 will be utilized by this Command for the authorization of these funds.
5. The Program Administrator will notify this Headquarters (Attn: ACofS, Comptroller) immediately if the assigned program ceiling is either insufficient or excessive for the assigned mission. In no case will cost be incurred in excess of the Planning Limitation authorized.
6. Cost collection for Planning Estimates is the responsibility of the Program Administrator, who will submit "Fiscal Document Transmittals" (FDTs) in accordance with Paragraph 404.1. However, all originators of Planning Estimate transactions, for example Emergency Leave Orders, are responsible for providing three copies of the orders, within three days of issuance, to the Program Administrator. These orders must contain the correct current appropriation data, cost code and a travel order number (TON), as described in paragraph 503.

202. Operating Budget System

1. General. In addition to receiving a Planning Estimate ceiling as described in paragraph 201, the Commanding General, 1st Marine Division is also issued OPBUD Ceilings by the Commanding General, Fleet Marine Force, Pacific, for Operation and Maintenance, Marine Corps, Project 11, and Operation and Maintenance, Navy, Project 10 (Care of the sick). These OPBUDS authorize a specific dollar amount of requisitional authority that may be levied against assets of the 1st and 3d Force Service Regiments' Fleet Stock Accounts by 1st Marine Division units in WESTPAC.

a. The Commanding General, 1st Marine Division may authorize OPBUD amounts in the form of Requisitional Authority, to subordinate units, utilizing the format illustrated by Figure 4.

b. OPBUD program codes, program purpose and program administrators are set forth in paragraph 102.1c.

202.1

c. When it is determined that the Requisitional Authority (RA) is insufficient or in excess of the amounts required in the performance of the assigned mission, timely notification will be submitted to this Headquarters (Attn: ACofS, Comptroller).

2. Concept

a. In order to relieve RA holders of the burden of maintaining detailed financial records, only the minimum of records is required. Figure 5 is the recommended format. All items listed thereon must appear on the memorandum records.

b. Requisitional Authority holders are authorized to submit requisitions to the supply source, and Tactical Equipment Repair Orders (TEROs) to authorized maintenance activities, except as may be modified by current directives.

c. Requisitional Authority holders will use their regularly assigned unit code in the Cost Code Construction (see Figure 6) on all requisitions and TEROs prepared by that unit.

203. Statistical Cost System

1. General. The basic premise around which the centralized accounting concept has been developed is that the normal supply procedures employed within the Fleet Marine Force develop a wealth of managerial information that can be readily captured by data processing procedures. The magnitude and detail of information that can be accumulated is such that it can provide the foundation for budget preparation and budget execution. Furthermore, the data can provide the unit commander with the information he requires to determine the responsiveness of the supply system to his requirements and the effectiveness of his own internal supply procedures.

2. Concept. The basic source documents for the statistical cost system are requisitions submitted to supply sources. Statistical cost cards are the by-products of these documents when processed by the 1st or 3d Force Service Regiments. The statistical cost cards are then used in the preparation of the statistical cost reports received by this Command. The system will capture all costs incident to the operations of this Command, providing that three very basic requirements are satisfied:

- a. Every material issue must be supported by a document.
- b. A properly constructed Cost Code (CC) must be on the document.
- c. The document must be introduced into the statistical cost system.

h. Digit position eleven and twelve of the cost code are reserved for special use codes assigned to accumulate specific data for management, budgeting, and reporting purposes. Only the following listed codes will be used:

- (1) Ø1 - For POL Products.
- (2) Ø2 - For Dry Batteries.
- (3) Ø3 - For Communications Wire and Cable.

These codes will only be used with cost account code Ø1.

- (4) Ø4 - Self Service Store Purchase.
- (5) MR - Monsoon Requirement.

These codes are for use with the applicable Cost Code in accordance with Figure 7. When no special use code is assigned, zeros will be inserted in digit positions eleven and twelve.

i. Once the elements of the cost code have been determined, the first five digits will remain constant for any given unit. For the vast majority of using units, digit position ten, the Program Code will also remain constant. The Budget Project changes only when requisitioning medical items, leaving only the Cost Account and Special Use Codes as variable elements on each requisition. Every effort must be made to ensure proper use of these two elements.

j. No fund code will be cited on OPBUD requisitions. The fund code will be left blank.

4. Examples of Cost Codes follow:

a. The following CC represents an expense incurred by the 2nd Battalion, 1st Marines for the replacement of general property T/E items. The first digit represents the fiscal year. The second digit is the MCC, "A". The third digit is the PCC, "A". The fourth and fifth digits are the UC, "AR". Digit positions six and seven represent Budget Project "11". The cost account N3, in digit positions eight and nine, represents replenishment of General Property T/E equipment. In the tenth position, Ø identifies the Program Code to be charged. Digit positions eleven and twelve, are ØØ because no special use code is authorized with a cost account other than Ø1 except for Monsoon Requirements or Self Service requisitions.

Example: 8AAAR11N3ØØØ

b. The following CC represents a requisition for 1st and 2nd echelon repair parts in support of Communication-Electronics equipment by Headquarters Battalion, 1st Marine Division. Note that the third digit (PCC) is Ø as this is a separate battalion.

Example: 8AØAAL1B1ØØØ

c. For requisitions citing cost account Ø1, Administrative and Operating, the following special use codes will be used in digit positions eleven and twelve of the cost code, when applicable:

301.4

- (1) For POL requisitions, the numbers "01".

Example: 8A0DN1101001

- (2) For communication battery requisitions, the numbers "02".

Example: 8AAAP1101002

(Batteries installed in vehicles will be charged to the appropriate maintenance cost account (CA).

- (3) For communication wire and cable requisitions, the numbers 03.

Example: 8A0A1101003

d. The cost account 04 identifies Emergency Leave Travel. The Unit Code is for Headquarters Battalion, 1st Marine Division, thus Parent Command Code, "0" and the Program Code "D" identifies Emergency Leave cost.

Example: 8A0A1104000

*** The applicable PCC and UC of each individual will be cited when personnel are from different units on group orders.

e. The CA "44" identifies the charges for Medical supplies funded by the appropriation Operation and Maintenance, Navy, Project 10, (Medical Care). Units requisitioning medical supplies, except replacements of components of First Aid Kits, Individual, will cite the below CC on all requisitions.

Example: 8A***1044000

*** Applicable PCC & UC

Components for First Aid Kits are charged to CA 01, Administrative and Operating.

*** Applicable PCC & UC

f. No cost code will be used when requisitioning the below listed items. These transactions do not result in a charge to the OPBUD. They will not be posted to the memorandum records.

- (1) Class I Supplies (subsistence)
- (2) Class V Supplies (ammunition)
- (3) "In kind" clothing
- (4) Garrison Property

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SECTION IV
RECORDS AND REPORTS

401. OPBUD (Requisitional Authority) Records

1. Unit Commanders holding Requisitional Authority will maintain informal memorandum financial records following the format shown in Figure 5. These records will show cumulative total authorizations, obligations and available balance for the entire year. Also included will be the quantity requisitioned and "cancelled" notated as requisitions are cancelled pending receipt of a credit on the OPBUD report.

2. The memorandum records will provide the Commander with adequate information on which to base fund requests, and to determine if there is, or will be, a surplus available for recovery by the Division Comptroller.

3. Unit Commanders are responsible for using the OPBUD Requisitional Authority in an economical and efficient manner. In order that Commanders may be able to fulfill their financial management responsibilities, the following reconciliation and analysis between memorandum records and OPBUD reports will be accomplished:

a. Reconcile the OPBUD Unit Code Report with the unit's memorandum record to ensure all requisitions have entered the Statistical Cost System and to adjust the available balance.

(1) Check-mark those transactions appearing on the OPBUD report and not on the unit memorandum record.

(2) Check-mark on memorandum records those transactions appearing thereon, and on the OPBUD report.

(3) Identify errors and submit a request for corrective action in accordance with paragraph 403.3.

(4) Investigate transactions over 60 days old which have not appeared on the OPBUD report.

(5) Investigate credits appearing on the OPBUD report, visually check source documents (requisitions) to determine reason for the credits to insure they are valid. Take appropriate supply action in the event they are not valid, if unit has cancelled this requisition the credit is included in the adjustment to the memorandum records. Cancellation credits cannot be posted until credit appears on the OPBUD report.

(6) Charges for maintenance performed by 3d Force Service Regiment or FLC/FLSG cannot always be reconciled due to lack of document identification or non-receipt of a completed TERO(s). These charges must be accepted unless they are suspect due to, for example, high dollar cost. In that case the charge will be researched and posted if found to be valid. Figure 6 lists maintenance shop AC's.

(7) Bulk POL Charges from roadside issue points will appear on OPBUD reports. They cannot be reconciled to unit records and will be accepted. If suspect they must be researched and corrected by the unit, or posted if valid.

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401.3

(8) Transactions appearing on the OPBUD report citing "force issue" or invalid document numbers can be reconciled by comparing the FSN on the report to the unit 708 cards to check the validity of the transaction.

(9) Identify changes in transaction dollar amounts between OPBUD reports and memorandum records. Annotate the amount of the increase (decrease) to the right of transaction on the OPBUD report.

(10) Identify valid charges on the OPBUD report resulting from TEROS, bulk fuel issues, force issues, and cancellations not appearing in the memorandum records and post these to the right of the transactions on the OPBUD.

(11) Total (9) and (10) above, and enter the sum and date posted to memorandum records on the face of the OPBUD report i.e., "total increase/decrease charges this report \$Value", posted "(Date)".

(12) Post the sum obtained in (11) to the memorandum records with the notation "OPBUD rpt adj (Period of report)".

a. A decrease will decrease the SFA charge balance and increase the SFA available balance. An increase will have the opposite effect.

b. Analyze high dollar transactions on the OPBUD report to determine if they can be reduced, and to ensure that they are not in error. Take corrective action as appropriate.

c. Analyze the Unit Code Management Report for Cost Accounts with apparently high costs for possible corrective action.

d. Compare costs of the current period with prior period. Analyze increases for possible uneconomic use of assets.

503. TAD, Emergency Leave and Special 30 Day Leave Travel

1. TAD, Emergency Leave, and Special 30 Day Leave travel costs are charged to specific program codes. Planning Limitations are issued to the Division Adjutant for the administration of these programs. Cost Codes to be cited on all TAD, Emergency and Special Leave orders are as follows:

- a. 8***1106B00 Special 30 Day Leave program
- b. 8***1105C00 TAD (Administrative)
- c. 8A***1107000 TAD for school training
- d. 8A***1104D00 Emergency Leave travel

*** Parent Command and Unit Code of each individual on the orders.

2. Each set of orders citing any of the above cost codes will reflect a four digit travel order number (TON). If more than one individual is included on a single set of orders, a separate TON will be cited for each individual. Two copies of the orders for each individual will be furnished, with a Fiscal Document Transmittal, to the Division Comptroller by 1600 Friday of each week. More frequent reports may be submitted if volume dictates.

a. To preclude the possibility of duplication of TONs within WESTPAC, a block of TON numbers has been issued to this Command by the Commanding Officer, 3d Force Service Regiment. Request for additional TONs will be submitted to the Division Comptroller. See Figure 11 for assigned TONs.

b. The Division Adjutant is responsible for the assignment of TONs to all travel orders issued by this Command. Additionally, the Division Adjutant will maintain the memorandum records and submit fiscal document transmittal as outlined in paragraph 402 and 404 of this order.

3. The correct current accounting classification code must be cited on all TAD, Emergency Leave, and Special Leave orders. The following Accounting Classification Code will be used on all 1st Marine Division (Rein), financial orders

<u>17-1100.2710</u>	<u>212</u>	<u>11039</u>	<u>67436</u>	<u>20</u>
Appropriation	Object	Bureau	Authorization	Transaction
Subhead	Class	Control	Accounting	Type
		Number	Activity	

* Fiscal Year (1 July 1967 to 30 June 1968 - "8")

a. The order writing organization will provide the Division Adjutant with three copies of each set of orders issued. Copies will not be provided to WESTPAC Fiscal Officer, 3d Force Service Regiment by the order writing organization.

4. To facilitate the early liquidation of obligations for TAD orders, Commanders will ensure that personnel who execute TAD orders are instructed to report to the appropriate disbursing office within 72 hours after return to the parent organization from a TAD status.

504.1

504. Special Instruction for Rotating Units

1. Units of this Command rotating out-of-country to Okinawa will no longer be under the Administrative Control (ADCON) of this Command. Financial support will be received from the Commanding General, 9th Marine Amphibious Brigade FMF. The Major Command Parent Command and unit code assigned units ADCON of the 1st Marine Division will no longer be used on requisitions submitted to supply sources or TEROS. New codes will be provided by 9th MAB.
2. Upon rotation of a unit from the administrative control (ADCON) of this Command to a major command on Okinawa, obligations held at 1st Force Service Regiment for that unit will be cancelled. Units will resubmit valid requirements to the Fleet Stock Account, MRI, 3d Force Service Regiment on Okinawa. The effect of unit rotation from Vietnam to Okinawa is as follows:
 - a. Statistical costs for cancelled obligations will be cancelled.
 - b. New statistical cost cards will be produced upon reestablishment of requisitions at 3d Force Service Regiment.
 - c. Statistical cost accumulated while under ADCON this Command will continue to be reported to this Command.
 - d. Statistical costs accumulated while a member of the command to which ADCON has passed will be reported to that command. This procedure results in each unit "starting new" for statistical costs purposes as it joins a new major command.

505. Medical Supplies (Project 10)

1. Medical supplies are funded through the appropriation Operations and Maintenance, Navy (Care of the Sick). Units of this Command receive OPBUD authorizations for medical supplies from the Division Surgeon who is assigned as Program Administrator for Project 10 OPBUD authorizations issued to this Command by the Commanding General, Fleet Marine Force, Pacific.

506. Financial Support of 1st Marine Division Units not under Operational Control (OPCON) of this Command.

1. All 1st Marine Division (Rein) units that remain ADCON in Vietnam are supported financially by this command regardless of location or operational control.
2. In order to fulfill this financial responsibility the following actions are required of 1st Marine Division units who remain ADCON to this Command.
 - a. Regiments that are ADCON with battalions that are OPCON to another Major Command, will continue to make weekly reports of obligations required by paragraph 403.1 of this Order.
 - b. Companies whose parent battalion is under ADCON of this Command will ensure that each week the fiscal (green) copy of each MILSTRIP requisition is delivered to its parent battalion.

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3. Separate battalions/companies when making the weekly report of obligation to the Division Comptroller, will include the amount(s) obligated in support of all their own companies/sections including those not currently under their OPCON.

507. Engineer and Communication Construction, Repair and Maintenance

1. The Commanding General, 1st Marine Division (Rein), has been assigned certain responsibilities for engineer and land line communication programs in both the Danang and Chu Lai TAOR's. These programs include road and bridge construction, repair and maintenance, repair and minor construction of cantonments, bunkers and land line communication plants.

2. When directed by this or higher Headquarters, engineer and communication battalions of this Command will be instructed to requisition construction material for support of this program.

3. Requisitions submitted by engineer units requisitioning construction material for other than their own organic requirements directed by this or higher Headquarters will cite Program "3" in the tenth digit of the CC.

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APPENDIX F

MAJOR COMMAND, PARENT COMMAND AND UNIT CODES

MAJOR COMMAND CODES

<u>UNIT</u>	<u>MCC</u>
1ST MARDIV	A
1ST MAW	B
FLC/1ST FSR	C
3D MARDIV	D
3D MAW	E
3D FSR	F
5TH MARDIV	K
1ST MARBRIG	M
FORCE TROOPS, FMFPAC	N
9TH MAB	P
CAMP BUTLER	Q
2D BDE ROKMC	R

PARENT COMMAND CODES

<u>UNIT</u>	<u>PCC</u>
1ST MARINES	A
5TH MARINES	D
7TH MARINES	E
11TH MARINES (INCLUDES 3D 155MM GUNBTRY, 3D 8" HOWBTRY, AND 1ST ARM AMPH CO)	G
1ST FSR	2
3D FSR	3
ALL OTHER UNITS WILL USE	Ø

UNIT CODES

<u>UNIT</u>	<u>AC</u>	<u>UC</u>
HQ BN 1ST MARDIV	11001	AA
SU #1 SER CO HQBN (DIV SCHOOLS)	41007	AA
SPL SERV 1ST MARDIV	91100	AA
HQ BN 3D MARDIV	13001	AB
SPL SERV 3D MARDIV	91434	AB
HQ BN 5TH MARDIV	15001	AC
SPL SERV 5TH MARDIV	93550	AC
HQ CO 1ST MARINES	11104	AP
1ST BN 1ST MARINES	11110	AQ
2ND BN 1ST MARINES	11120	AR
3D BN 1ST MARINES	11130	AS

Figure 6. Major Command, Parent Command and Unit Codes

UNIT CODES

<u>UNIT</u>	<u>AC</u>	<u>UC</u>
HQ CO. 3D MARINES	13101	AT
1ST BN 3D MARINES	13110	AU
2D BN 3D MARINES	13120	AV
3D BN 3D MARINES	13130	AW
HQ CO. 4TH MARINES	13151	AX
1ST BN 4TH MARINES	13160	AY
2D BN 4TH MARINES	13170	AZ
3D BN 4TH MARINES	13180	BA
HQ CO. 5TH MARINES	11154	BB
1ST BN 5TH MARINES	11160	BC
2D BN 5TH MARINES	11170	BD
3D BN 5TH MARINES	11180	BE
HQ CO. 7TH MARINES	11204	BF
1ST BN 7TH MARINES	11210	BG
2D BN 7TH MARINES	11220	BH
3D BN 7TH MARINES	11230	BJ
HQ CO. 9TH MARINES	13201	BK
1ST BN 9TH MARINES	13210	BL
2D BN 9TH MARINES	13220	BM
3D BN 9TH MARINES	13230	BN
HQ BTRY 11TH MARINES	11303	BP
1ST BN 11TH MARINES	11310	BQ
2D BN 11TH MARINES	11320	BR
3D BN 11TH MARINES	11330	BS
4TH BN 11TH MARINES	11340	BT
HQ BTRY 12TH MARINES	13301	BU
1ST BN 12TH MARINES	13310	BV
2D BN 12TH MARINES	13320	BW
3D BN 12TH MARINES	13330	BX
4TH BN 12TH MARINES	13340	BY
HQ BTRY 13TH MARINES	15104	BZ
1ST BN 13TH MARINES	15110	CA
2D BN 13TH MARINES	15120	CB
3D BN 13TH MARINES	15130	CC
4TH BN 13TH MARINES	15140	CD
HQ CO. 26TH MARINES	15154	CE
1ST BN 26TH MARINES	15160	CF
2D BN 26TH MARINES	15170	CG
3D BN 26TH MARINES	15180	CH
HQ CO. 27TH MARINES	15201	CJ
1ST BN 27TH MARINES	15210	CK
2D BN 27TH MARINES	15220	CL
3D BN 27TH MARINES	15230	CM

Figure 6. Major Command, Parent Command and
Unit Codes (continued)

UNIT CODES

<u>UNIT</u>	<u>UC</u>
HQ CO. 28TH MARINES	15261
1ST BN 28TH MARINES	15260
2D BN 28TH MARINES	15270
3D BN 28TH MARINES	15280
1ST AT BN	11510
1ST MED BN	11020
1ST ENG BN	11400
1ST MT BN	11650
1ST SP BN	11550
1ST RECON BN	11700
FLSG B/1ST BN	11660
3D MED BN	13020
3D ENG BN	13400
3D SP BN	13550
3D MT BN	13650
3D RECON BN	13700
3D AT BN	13730
FLSG A/3D SERV BN	13660
5TH SERV BN	15660
5TH ENG BN	15400
5TH AT BN	15510
5TH MT BN	15650
5TH RECON BN	15700
5TH SP BN	15550
5TH MED BN	15020
REHAB OF ROTASING MTS 9TH MAB	
DIV EXPENSE	00000
FORTRES EXPENSE	00000
FMFPAC	20020
HQ FLC/1ST FSR	
HAS BN FMFPAC	20021
1ST RADIO BN	21580
1ST ANGLICO	21610
SUB UNIT #1, ANGLICO	61610
HQ FORTRES	20052
SPL SERV FORTRES	20051
5TH BN FORTRES	28360
HAS CO, 111 MAF	20139
HQ 9TH MAB	20134
5TH MEF	20176
HAS CO, 1ST MARBRIG	20082
HQ 1ST FAG	21256
1ST 155MM GUN BTRY	21246
1ST 81 MM BTRY	21270
3D 155MM GUN BTRY	21248

Figure 6. Major Command, Parent Command and Unit Codes (continued)

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UNIT CODES

UNIT	AC	UC
3D 8" HOW BTRY	21288	VS
5TH 155MM GUN BTRY	21257	VT
5TH 8" HOW BTRY	21274	VU
1ST SEARCH LIGHT BATTERY	21503	VV
1ST TANK BN	21410	W
3D TANK BN	21430	VX
5TH TANK BN	21470	VY
1ST AMPHTRAC BN	21800	VZ
3D AMPHTRAC BN	21820	WA
5TH AMPHTRAC BN	21840	WB
1ST ARM AMPH CO.	21497	WC
1ST FORCE RECON CO.	28350	WD
3D FORCE RECON CO.	26347	WE
5TH FORCE RECON CO.	28354	WF
7TH MT BN	28010	WG
9TH MT BN	28020	WH
11TH MT BN	28130	WJ
13TH MT BN	28160	WK
5TH COMM BN	21655	WL
7TH COMM BN	21635	WM
7TH ENG BN	21300	WN
9TH ENG BN	21370	WP
11TH ENG BN	21380	WQ
13TH ENG BN	21390	WR
1ST MP BN	21050	WS
3D MP BN	26360	WT
5TH MP BN	21090	WU
PROV SERV BN 9TH MAR	20155	WV
1ST DENTAL CO.	20062	WW
3D DENTAL CO.	20063	WX
5TH DENTAL CO.	20054	WY
11TH DENTAL CO.	00103	WZ
13TH DENTAL CO.	00303	XA
15TH DENTAL CO.	24715	XB
17TH DENTAL CO.	24717	XC
1ST HOSP CO.	21740	XD
5TH HOSP CO.	21736	XE
1ST BRIDGE CO.	21325	XF
3D BRIDGE CO.	21335	XG
5TH BRIDGE CO.	21355	XH
7TH SEP BULK FUEL CO	24243	XJ
9TH SEP BULK FUEL CO.	24245	XK

Figure 6. Major Command, parent Command and Unit Codes (continued)

UNIT CODES

<u>UNIT</u>	<u>AC</u>	<u>UC</u>
H&S BN 1ST FSR	28301	XP
SUPPLY BN 1ST FSR	28310	XQ
MAINT BN 1ST FSR	28322	XR
H&S BN 3D FSR	29001	YG
SUPPLY BN 3D FSR	29010	YH
MAINT BN 3D FSR	29021	YJ
5TH ECH MAINT BY OTHER SERVICE (3D FSR)	29021	YT
SUPPLY BN 5TH FSR	29410	ZB
MAINT BN 5TH FSR	29421	ZC
1ST CIVIC AFFAIRS GRP	26394	ZH
SU #1 1ST RADIO BN	61580	ZR
III MAF GARRISON PROP ACCT	60130	ZX
2D BDE ROKMC	91320	ZY
CAMPT BUTLER	67400	ZZ
*ELEC MAINT CO. 3D FSR	29024	
*ENGR MAINT CO. 3D FSR	29025	
*MT MAINT CO. 3D FSR	29026	
*ORD MAINT CO. 3D FSR	29027	
*GEN SUP MAINT CO. 3D FSR	29028	
*ORD MAINT CO. FLSC BRAVO	91101	
*MT MAINT, FLSC BRAVO	91102	
*ELECTMAINT, FLSC BRAVO	91103	
*ENGR MAINT FLSC BRAVO	91104	
*2D ECH MT SHOP STORES 1ST SERV BN/FLSC B	91105	
*2D ECH ENGR SHOP STORES 1ST SERV BN/FLSC B	91106	
*DX ISSUE SHOP STORES, 1ST SERV BN/FLSC B	91107	
*SHOP STORES ELEC MAINT 3D FSR	91115	
*SHOP STORES ENGR MAINT 3D FSR	91116	
*SHOP STORES MT MAINT 3D FSR	91117	
*SHOP STORES ORD MAINT 3D FSR	91118	
*SHOP STORES GEN SUP MAINT 3D FSR	91119	
*SHOP STORES FLSC 1	91140	
*SHOP STORES 3D SERV BN/FLSC A	92221	
*SHOP STORES SUP BN 1ST FSR	92222	
*SHOP STORES MT 3D SERV BN/FLSC A	92224	
*SHOP STORES ELEC 3D SERV BN/FLSC A	92225	
*SHOP STORES GEN SUP 3D SERV BN/FLSC A	92226	
*SHOP STORES ENGR 3D SERV BN/FLSC A	92227	
*SHOP STORES ORD SUP BN 1ST FSR	92230	
*SHOP STORES MT SUP BN 1ST FSR	92231	
*SHOP STORES ELEC SUP BN 1ST FSR	92232	
*SHOP STORES GEN SUP BN 1ST FSR	92233	
*SHOP STORES ENG SUP BN 1ST FSR	92234	

Figure 6. Major Command, Parent Command and
Unit Codes (continued)

<u>UNIT</u>	<u>COST CODES</u>	<u>AC</u>	<u>UC</u>
*SHOP STORES ORD DANANG		MC130	
*SHOP STORES MT DANANG		MC131	
*SHOP STORES ELEC DANANG		MC132	
*SHOP STORES GENERAL DANANG		MC133	
*SHOP STORES ENG DANANG		MC134	
*LSU, ANHUA		MC195	
*SHOP STORES ORD CHU LAI		MC201	
*SHOP STORES MT CHU LAI		MC202	
*SHOP STORES COMM CHU LAI		MC203	
*SHOP STORES ENG CHU LAI		MC204	
*SHOP STORES 2D ECH MT CHU LAI		MC205	
*SHOP STORES 2D ECH ENGR CHU LAI		MC206	
*DX ISSUES CHU LAI		MC207	
*SHOP STORES ORD PHU BAI		MR222	
*SHOP STORES MT PHU BAI		MR224	
*SHOP STORES ELEC PHU BAI		MR225	
*SHOP STORES ORD PHU BAI		MR226	
*SHOP STORES ENGR PHU BAI		MR227	
*GENERAL DONG HA		MR240	
*SHOP STORES CENTRAL DONG HA		MR241	
*SHOP STORES ORD DONG HA		MR242	
*SHOP STORE MT DONG HA		MR244	
*SHOP STORES ELEC DONG HA		MR245	
*GENERATOR SHOP DONG HA		MR246	
*SHOP STORES ENGR DONG HA		MR247	

* FOR USE BY 1ST MARINE DIVISION IN RECONCILING MAINTENANCE CHARGES APPEARING ON CPBUD REPORTS ONLY.

Figure 6. Major Command, parent Command and Unit Code (continued)

APPENDIX G

CHARTS OF COST ACCOUNTS

1. Marine Corps Cost Accounts (CA) are comprised of 4-digits (alpha and/or numeric). In the case of FMF units, the 1st and 2d digits are always zeros and will not be used; only the 3d and 4th digits, as listed below, will be used.

2. Cost Accounts are used to classify obligation and expenditures under a given project according to the end use or purpose for which the expenditure is made. The reason for this classification is to provide the means for detailed cost analysis of operations. Therefore, it is very important that originators of obligating documents understand and assign correct CA's.

O&M, MC - PROJECT 11

1. The O&M, MC Cost Account structure for use by 1st Marine Division (Rein) units is arranged in four (4) general categories:

a. Operations (Less material maintenance)

b. Maintenance of Equipment

c. Material

(1) Procurement

(2) Replenishment

d. Increase in Allowance (CMC)

2. The following listing contains all Cost Accounts applicable to the First Marine Division. However, only selected Cost Accounts are applicable to specific areas of expense, i.e. OPBUD or Planning Estimate. Within the OPBUD only certain Cost Accounts are authorized for use by 1st Marine Division (Rein) units on requisitions. The remainder of the OPBUD Cost Accounts are inducted by external sources for charges from Tactical Equipment Repair Orders (TERO's). The following Codes indicate the authorized area of expense:

<u>AREA OF EXPENSE</u>	<u>CODE</u>
Planning Estimate Cost Accounts	(1)
OPBUD Requisition Cost Accounts	(2)
OPBUD External (TERO) Cost Accounts	(3)

3. Assignment and restriction of CAs within this Command will be in accordance with the following definitions.

a. Operations (Less Material Maintenance)

(1) #1 - Administrative and Operating Code (2):

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Basic items necessary for the existence of the organization. To include administrative office supplies, POL, Communication wire and cable, dry batteries, and all consumable and expendable supplies in support of operations and planning. Also included are construction material for both Program Code 0 and 3, components for First Aid Kits, and all charges of an administrative nature except for those used in support of training. These examples are not all inclusive, but rather are intended to assist in a clear understanding of the Cost Account.

(2) 02 - Training - Code (2):

The same as Cost Account 01 except items are expended for training rather than operating. This training is for personnel organic to the unit only. Any cost incurred in training other than organic personnel is chargeable to Cost Account 07.

(3) 04 - Emergency Leave Travel - Code (1):

Cost of military personnel on emergency leave traveling via Military Air Transport Service.

(4) 05 - TAD Administrative - Code (1):

This Cost Account will be used for routine TAD such as conferences, courier, and orientation courses, but will exclude TAD which is direct support of Schools and other specific Programs.

(5) 06 - Special Leave - Code (1):

This Account will be charged for all expenses incident to Special Leave granted to encourage longer service in a combat area where granting of Special Leave in return for a written agreement is authorized by law or regulations.

(6) 07 - Schools Training - Codes (1) and (2):

Code (1) TAD cost for Attending schools.

Code (2) OPBUD cost for all cost directly attributable to organized schools training of military personnel. For this purpose, such schools as Embarkation, Personal Response and other Courses conducted by the Division are chargeable under this Account, most of these expenses are charged against Headquarters Battalion. Other schools that are chargeable, are for example; 1st Engineer Battalion's Land Mine Warfare and Demolition School, or 11th Marines Technique of Adjusting Artillery Fire when students are drawn from other than the organic unit itself. However, such training of those troops organic to the unit should be charged to Cost Account 02.

(7) 09 - Printing and Reproduction - Code (2):

Consumable supplies, procured to support the Division Reproduction Center. (Hq Bn only).

b. Maintenance of equipment

(1) Communication - Electronics

- *(a) B1-1st and 2d Echelon Maintenance-Code (2)
- ** (b) B2-3d Echelon Maintenance-Code (2) & (3)
- *** (c) B3-4th Echelon Maintenance-Code (3)

(2) Engineer

- *(a) C1-1st and 2d Echelon Maintenance-Code (2)
- ** (b) C2-3d Echelon Maintenance-Code (2) & (3)
- *** (c) C3-4th Echelon Maintenance-Code (3)

(3) General Property

- *(a) D1-1st and 2d Echelon Maintenance-Code (2)
- ** (b) D2-3d Echelon Maintenance-Code (2) & (3)
- *** (c) D3-4th Echelon Maintenance-Code (3)

(4) Ordnance

- *(a) E1-1st and 2d Echelon Maintenance-Code (2)
- *** (b) E2-3d Echelon Maintenance-Code (2) & (3)
- *** (c) E3-4th Echelon Maintenance-Code (3)

(5) Motor Transport

- *(a) F1-1st and 2d Echelon Maintenance-Code (2)
- ** (b) F2-3d Echelon Maintenance-Code (2) & (3)
- *** (c) F3-4th Echelon Maintenance-Code (3)

* 1st and 2d Echelon Maintenance: For all cost incurred in performing organizational maintenance on Marine Corps furnished equipment. Costs are limited to purchasing spare parts authorized by applicable SL-4's for 1st and 2d Echelon maintenance. Include all cost for replacements of tools and like items which are components of sets, kits, and chests, except for consumable items. Also included are cost of OVM equipment and spares. Classification of Maintenance is determined by the T/A number of the end item, except for Generators, which have a Communication/Electronics T/A number but maintenance is chargeable to Engineer.

** 3d Echelon Maintenance: For all cost incurred in the performance of field maintenance on Marine Corps furnished equipment. Costs are limited to purchasing spare parts authorized by applicable SL-4's for 3d echelon maintenance. For use only by those units authorized limited 3d echelon maintenance as prescribed by T/O or other special authorizations. Classification of Maintenance is determined by the T/A number of end item. Valid charges will appear on OPBUD reports as a result of TERO's submitted to an external source.

*** 4th Echelon Maintenance: For all cost incurred in the performance of 4th echelon maintenance on Marine Corps furnished equipment. Not authorized for use by 1st Marine Division (Rein) Units. Valid charges will appear on OPBUD reports as a result of TERO's submitted to an external source.

c. Materiel(1) Procurement

(a) H2-Change in allowances Class 2, TYPE II Code-(2): For cost of the initial procurement of Class 2, TYPE II equipment items, caused by a published change in allowance.

(2) Replenishment (T/E Equipment)

- (a) N1-Communication - Electronics-Code (2)
- (b) N2-Engineer-Code (2)
- (c) N3-General Property-Code (2)
- (d) N4-Ordnance-Code (2)
- (e) N5-Motor Transport-Code (2)

These accounts cover replacement procurement of authorized T/E equipment and items only. Classification of replenishment is determined by the T/A number of the item. (NOTE: Changes of allowance are charged to CA BB).

(f) N6-Class 2, TYPE II Requirements-Code (2)

For use in replacement procurement of authorized T/E equipment and items only. Classification of replenishment is determined by the T/A number of the item. (NOTE: Change in allowances are charged to CA H2).

d. Increase in allowances (CMC)(1) BB-Type I, T/E Equipment-Code (2)

For cost of the initial procurement of Type I, T/E equipment, caused by a published change to the T/E or as otherwise directed by CMC.

(2) BD-Special One-Time Procurement-Code (2)

This cost account covers the cost of T/E materiel procured for special requirements to satisfy a one time increase in allowance, but which will not continue for indefinite period. (NOTE: USE ONLY WITH PERMISSION OF THIS HEADQUARTERS. (ATTN: AC/S COMPTROLLER)).

4. When any Cost Account other than those listed above with Code (2) or (3) appear on an OPBUD report a correction notice must be submitted to correct it.

O&M, N - PROJECT 10

1. The following Cost Accounts are for use only with OPBUD Funds by holders of O&M, N Requisitional authority.

44- Medical

This will provide for all expenses related to medical services for the 1st Marine Division (Rein).

45- Dental

This will provide for all expenses related to dental services of the 1st Marine Division (Rein).

From: Commanding Officer
 To: Commanding Officer, 3rd Force Service Regiment (Attn: Fiscal Officer)
 Via: Commanding General, 1st Marine Division (Rein), FMF (Attn: Comptroller)

DATE _____

1/Subj: Correction Notice for Erroneous Data On OPBUD Unit Code Report of _____

I N F O	DIC 1-3	RIC 4-6	FED STK NO. 8-18	QTY 25-29	* C R 30	DOCUMENT NUMBER RUC DATE SERIAL 31-35 36-39 40-43	COST CODE 54-65	TERO NO 69-73	UNIT PRICE 74-80	EXTENDED PRICE	REMARKS
2/E C	632	MCL	2930-632-4048	00002	4/*	11001 7192 0001	810AP11F1000 A	-	8.84	17.68	Unit Code Error
2/E C	631	MRL	5120-473-6726	00001	*	29024 7198 0001	810AP11F1000 2	45678	1.75	1.75	Cost Account Error

- 1/ Do not use this form to request correction of any data that is erroneous in the supply system.
- 2/ Each line will be identified by "E" or "C" to represent Erroneous, or Correct data.
- 3/ Show only those elements to be corrected in line "C".
- 4/ If erroneous entry is a debit, a credit mark (*) must be used on the first (erroneous) line.
If erroneous entry is a credit, a credit mark (*) must be used on the second (corrected) line.
- 5/ To be used only when requesting correction via supply source.

FIRST ENDORSEMENT 5/

From: _____ FSR Stock Account

1. The above described erroneous data is not in the supply system. This correction will not effect any supply data.

S/G _____ (Stock Account Representative)

CORRECTION NOTICE NO. _____ (To be
DATE assigned by AC/S Comptroller)

Figure 10. OPBUD Correction Notice Format

OPBUD CORRECTION NOTICE FORMAT

APPENDIX J

HEADQUARTERS
1st Marine Division (Rein), FMF
FPO, San Francisco, California, 96602

DivO 1020.1C
1/HCC/mlb
14 Feb 1968

DIVISION ORDER 1020.1C

From: Commanding General
To: Distribution List

Subj: Uniform Regulations in the Republic of Vietnam

Ref: (a) ForO 1020.1
(b) MCO P1020.34
(c) U. S. Navy Uniform Regulations

1. Purpose. To promulgate uniform regulations in accordance with the provisions of reference (a), for the members of the 1st Marine Division serving in the Republic of Vietnam.

2. Cancellation. DivO 1202.1B.

3. General. Pride in personal appearance and smartness in military dress are hallmarks of a Marine. These traditions play a vital role in our operations in the Republic of Vietnam. Slovenly appearance can degrade the value of military operations and contribute to apathetic popular support. Personnel will maintain the highest possible standards of cleanliness, neatness and personal appearance at all times.

4. Uniform Regulations. The Uniform of the Day is the utility uniform as prescribed in paragraph 4124 of reference (b) and as modified in paragraph 6 below.

5. Restrictions

a. Mixed articles of civilian and military clothing will not be worn, nor will various articles of the uniform be worn in combination, other than as prescribed by regulation.

b. Camouflage clothing is restricted for wear only by personnel assisting or advising the Vietnamese combat units on the ground during the course of a combat operation, or when living in an isolated area with Vietnamese Armed Forces where wearing of a distinctive U. S. uniform places the wearer in jeopardy from enemy forces. U. S. camouflage clothing may be authorized in the field by tactical commanders when deemed necessary.

DivO 1020.1C

6. Modifications

a. Personnel engaged in flight operations may wear flight suits.

b. Utility shirts may be removed indoors and out-of-doors by personnel engaged in heavy work. Utility shirts will be worn at all times while riding in vehicles. On no occasion will utility shirts be removed while outside the confines of military bases, except by off-base working parties or recreation and athletic parties when authorized by the officer or NCO in charge. At the discretion of the officer or NCO in charge of personnel engaged in heavy work, the removal of the undershirt is permissible. It is the responsibility of the officer or NCO to ensure that personnel do not suffer from over-exposure from the sun.

c. Effective 1 November 1967, the authority to modify the standard utility shirt was cancelled and the provision for replacement upon departing WestPac was revoked. A moratorium has been established to permit the wearing of the modified short sleeve shirt within RVN only until 30 April 1968. Effective 1 May 1968, the modified utility shirt will no longer be an approved article of clothing and will not be worn. Personnel who arrived in RVN prior to 1 November 1967 may exchange two modified shirts for the standard shirts. In the event of non-availability of shirts, the individual will be issued a NAVMC-604 Form indicating entitlement.

d. The lightweight or the standard utility uniform is authorized for wear as the Uniform of the Day. Sleeves may be rolled neatly above the elbow. Commanding officers will ensure that the lightweight utilities are not altered and are recovered upon transfer of personnel. The proper wearing of the lightweight utilities is with the trousers bloused, the coat worn outside of the trousers and one button open at the neck. The standard utilities will be worn with the trousers bloused, coat tucked in the trousers and one button open at the neck.

e. Rank insignia will be worn on utility caps, centered immediately below the stenciled Marine Corps insignia. Officers of the Chaplain Corps will wear the Chaplain Corps insignia in lieu of rank insignia.

f. The standard utility shirt will be plainly and indelibly marked with the owner's name horizontally centered one-half inch above the left breast pocket. Rubber stamp or stencil consisting of block letters not more than one-half inch in size will be used. For units and personnel without stenciling equipment, neat printing with black marking pen is acceptable. The use of embroidered name tags is prohibited. The lightweight utility uniform will be marked similarly to the standard utility shirt except the name will be parallel to the deck and on line with the uppermost corner of the pocket. (For exception see subparagraph 7d)

g. The Naval Aviator, Naval Aviation Observer, Aircrewmen and Parachutist insignia may be worn on the utility uniform by authorized personnel. The insignia will be worn centered one-half inch above the name stamp.

DivO 1020.1C

h. The wearing of the Winter/Summer Service uniforms as prescribed in references (b) and (c) is authorized when prescribed in connection with permanent change of station, leave or R&R.

7. Name Tags

a. The dark blue name tag has been designated for the 1st Marine Division. The tag will be plain and show last name only and will be of standard size, 6 cm x 1-3/4 cm, of plastic material, with white letters 1 cm high. The name tag will be affixed over the right breast pocket, centered, on the utility or summer service shirt.

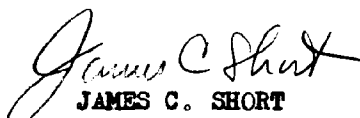
b. Name tags will be worn by all field grade officers. Others may wear the name tag at their option.

c. The purchase of the name tag is an individual responsibility. Name tags may be ordered through the Exchange.

d. Personnel who wear name tags will not mark their names over the left breast pocket as prescribed in paragraph 6f, above.

8. General Appearance. Insofar as compatible with operational conditions footwear will be shined and brass will be polished. All items of clothing will be clean and properly maintained. Hair will be neatly trimmed and all personnel will be clean shaven, operational commitments permitting. It is recognized that under combat conditions, standards of appearance must be relaxed where troops lack time, water and facilities; however, when not exposed on a prolonged basis to this situation, all hands are expected to present a neat military appearance. Conversely, this Order is not intended to alter the accepted rules of camouflage in required areas.

9. Responsibility. Commanding officers will ensure compliance with existing uniform regulations and take necessary action to ensure uniforms are clean, neat and smartly worn.


JAMES C. SHORT
Chief of Staff

DISTRIBUTION: "A" & "B"

HEADQUARTERS
1st Marine Division (Rein), FMF
FPO, San Francisco, California 96602

~~DivO 11240-33A~~

35/VEP/fi

15 Feb 1968

DIVISION ORDER 11240.53A

From: Commanding General

To: Distribution List

Sub.j: Roadmaster Program

Ref: (a) FMFPacO P11240.2C

(b) Div# P11240.30

(c) PGCT 5560-4

Encl: [✓](1) Roadmaster Discrepancy Report

1. Purpose. To establish the procedures for the conduct of thorough and comprehensive spot inspections to assist unit commanders in ascertaining the condition and combat readiness of combat essential motor transport equipment.

2. Cancellation, Division Order 11240.33

3. Background. Numerous violations in motor vehicle operations have been recorded which indicate that more supervision is needed; e.g., unauthorized dispatch, overloaded vehicles, no driver's license, inadequate 1st and 2d echelon maintenance, excess speed, etc. Past experience indicates that the presence on the main service roads of a roadmaster has a decided beneficial effect on motor transport operations within units.

4. Action

* a. 11th Marines, 1st Engineer Battalion, 11th Motor Transport Battalion, 1st Shore Party Battalion, 1st Tank Battalion and 7th Communication Battalion will provide the personnel for employment as Division Roadmasters.

(1) Roadmaster duty schedules will be published separately by this Headquarters. Duty roadmasters will report to the Division Motor Transport Officer by 0700 on each day of duty.

(2) Each roadmaster provided will be appointed in writing by this Headquarters.

(3) Roadmasters will be guided in the performance of their duties by references (a) and (b).

DivO 11240-33A

(4) Enclosure (1) will be used by roadmasters to report discrepancies. Completed reports will be processed in accordance with reference (1).

(5) Roadmasters will use enclosure (1) to report violations of traffic regulations listed in reference (1). Further, the violations will be recorded in the "Remarks" column of the driver's trip ticket.

(6) Vehicles occupied by Division Duty Roadmasters will be identified by the words "1st Mar Div Roadmaster" on a sign affixed to the front of the vehicles.

* b. Requirements will be one Staff NCO OF 3500 per unit mentioned in paragraph 4.a. with the exception of 11th Motor Transport Battalion who will furnish two Staff NCO's. Units will hold roadmaster assignment changes to a minimum.

c. Unit commanders will take expeditious action to correct reported discrepancies and to prevent discrepancy recurrence.

5. Change Notation. Significant changes contained in this revision are denoted by asterisks (*) shown in the outer left margin.

James C. Short
JAMES C. SHORT
Chief of Staff

DISTRIBUTION: "A" & "B"

DECLASSIFIED

ROADMASTER DISCREPANCY REPORT
1 DIV 5041/4 (RE 1-67)

DivO 11240.33A
15 Feb 1968

HEADQUARTERS
1st Marine Division (Rein), FMF
FPO, San Francisco, California 96602

(Date)

NAME _____

VEH NO. _____ TYPE _____ UNIT _____

MILEAGE _____ HOURS _____

ENGINE COMP	_____	CLUTCH	_____
WATER	_____	STEERING	_____
OIL	_____	TIRES	_____
LEAKS	_____	CLEANLINESS	_____
BELTS	_____	BODY DAMAGE	_____
INTERIOR	_____	LUBRICATION	_____
SAFETY DEVICES	_____	POWER TRAIN	_____
INSTRUMENTS	_____	BATTERY	_____
LIGHTS	_____	DRIVER'S LICENSE	_____
BRAKES	_____	TRIP TICKET	_____

LEGEND: OK ☒ M-MISSING X-ADJUST/CORRECT XX-REPAIR

INSPECTED AT _____ TIME _____

- A. _____
- B. _____
- C. _____
- D. _____
- E. _____
- F. _____
- G. _____
- H. _____
- I. _____

(OPERATOR'S SIGNATURE)

(ROADMASTER'S SIGNATURE)

ENCLOSURE (1)

DECLASSIFIED

S & C FILES
HEADQUARTERS
1ST MARINE DIVISION, FMS

HEADQUARTERS
1ST MARINE DIVISION
1st Marine Division (Rein), FIF
APO San Francisco, California 96602

67 5044

Copy 36 of 171 copies

EX-1 TO TAB A
AND TAB B TO
ANNEX F TO
ANNEX F

10/044/104
2000
15 Feb 1968

CONFIDENTIAL

From: Commanding General
To: Distribution List

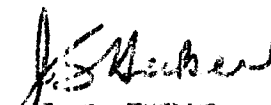
Subj: Change 1 to Tab A (Call Signs) and Tab 3 (Frequency Assignments) to
Appendix 1 (Radio Plan) to Annex F (Communications-Electronics) to
Operation Order 309-68

Encl: ✓ 1 subject change

1. Action: Remove and destroy superseded pages and replace with enclosure
(1). Change Appendix 1 to Annex F (Radio Plan) to reflect new Delta Designa-
tions.

2. This change is effective 200001H February 1968.

3. Letter of promulgation downgraded to UNCLASSIFIED upon removal of
Enclosure (1).


J. S. HECKER
By direction

CONFIDENTIAL

22

DECLASSIFIED

1st Marine Division (Rein), MAF
260000H February 1968

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Change 1 to Tab A (Call Signs) to Appendix 1 (Radio Plan) to Annex F
(Communications-Electronics) to Operation Order 309-68

TASK FORCE XRAY CALL SIGNS

<u>UNIT</u>	<u>RADIO CALL</u>
CG 1st MarDiv	SEASIDE
CG Task Force XRAY	SANDHURST
FSCC	SANDHURST BAILEY
DASC (DANANG)	CARSTAIRS ONE
DASC (DONG HA)	PLUTOGRAT ONE
DASC (PHU HAI)	PLUTOGRAT TWO
Air Observers	BENCH MARK
1st MarRegt	BIG FLOWER
1stBn, 1stMar	MILLBROOK
2ndBn, 1stMar	CAROUSEL
5th MarRegt	OFFSPRING
1stBn, 5thMar	NAIL BRUSH
2ndBn, 5thMar	ROCKMAT
3rdBn, 5thMar	TERRAPIN
1st FAG	HALLMARK
EqBtry	HALLMARK YANKEE
1stBn, 11thMar	DESK WORK
2ndBn, 11thMar	HEAD GOLD
Btry 1, 4thBn, 11thMar	BATTY SHELL LIMA
Btry 6, 2ndBn, 11thMar	HEAD GOLD SIERRA

F-1-001

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1st 155MM GunBtry	DATE PALM
2nd Lt, 3rd 8" HowBtry	RUSH ACT TWO
1st InfBn	DURHAM
1st InfBn	RAZORBILL
B Co, 3rd AmTracBn	FUDGECAKE BRAVO
* Co, 1st TankBn	AIBROOK
A Co, 1st EnginBn	MOVABLE ALPHA
B Co, 9th EnginBn	SHAVING MUG BRAVO
1st Force Recon Co	NIGHT SCHOLAR
	THIN MAN
	DEER LODGE
	PETRIFY
	VEAL STEW
	WEST ORANGE
	MOOSE PEAK
	LUNGA POINT
	PURPLE HEART
	SWIFT SCOUT
	RIO GRANDE
	SENATOR
	SANFORD
	FAST DAY
C Co, 1st Recon Bn	PEL JOEY CHARLIE
	WAR CLOUD
	HAD HATTER
	PANAMA HAT
	MUSK OX
	PONY BOY
	PEARL CHEST
A Co, 1st SFBn	PARKER PEN ALPHA
SLE BRAVO	GOOD BRANDY
BLT 3/1	FLAKY SNOW
1st CIT	BELVEDERE
1st AIRCAV	KUTTY HAWK
1st Bde, 1st Cav	MOISTY SHILO

CONFIDENTIAL

Hue Tactical Ops Center

BEACHBOY KILO

Dong Da Training Center

ANCIENT COMBOY

CAG PHU BAI

MOTOR

MCB 121

POLL TAX

FLSC "A"

ANTHILL

A Co, 1st ATBn (1st TcBn)

SLATE CREEK ALPHA

3rd Bridge Co

MCUHOE

* When supporting Task Force XRAY, "Letter" Company voice call formed by adding "ALPHA", "BRAVO" etc., to basic voice call of parent Battalion.

DISTRIBUTION: Annex H (Distribution) to Operation Order 309-68

COMINTON 1244

1st Marine Division (Rein), FMF
250001H February 1968

Change 1 to Tab B (Frequency Assignments) to Appendix 1 (Radio Plan) to
Annex F (Communications-Electronics) to Operation Order 309-68

EFFECTIVE FOR TASK FORCE XRAY OPERATIONS

NAME	FREQUENCY	DESIGNATOR	EMISSION	POWER WATTS
TFX Cmd (V/RATE)	(P) 4431 MC (S) 3676 MC	M-953 M-833	C C	100 100
TFX Esc # 1	(P) 63.4 MC (S) 40.35 MC	M-1039 M-285	G G	40 40
TFX Esc # 2	(P) 55.5 MC (S) 59.1 MC	M-137 M-706	G G	40 40
TFX Spl Purpose # 1	62.75 MC	M-216	G	25
TFX Spl Purpose # 2	4424 MC	M-896	C	100
TFX Spl Purpose # 3	57.3 MC	M-325	G	16
TFX Comms Control	(P) 32.1 MC (S) 35.3 MC	M-683 M-263	G G	16 16
TFX Comms GOF # 1	57.9 MC	M-129	G	16
TFX Comms GOF # 2	10285 KC	M-933	C	16
TFX Comms GOF # 3	321.3 MC	M-333	G	40
TFX Com Coordination	15022 KC	M-821	G	40
TFX Recon Cml	12763 KC	M-999	G	40
TFX AO # 1	35.6 MC	M-93	G	16
TFX AO # 2	47.8 MC	M-567	G	16
TFX ESC Common	59.85 MC	M-557	G	16
TFX CEF Support	3271 KC	M-925	C	100
TFX CEF Spct	47.4 MC	M-1060	G	16

F-1-3-1

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<u>NET</u>	<u>FREQUENCY</u>	<u>DESIGNATOR</u>	<u>EMISSION</u>	<u>POWER WATTS</u>
TFX NGF Air Spot	239.9 MC	M-64	F	100
TFX TAR # 5	(P) 5565.5 KC (5564 KC)	M-920	E	180
	(S) 2201.5 KC (2200 KC)	M-971	AD	180
TFX TAD # 7 (Lime)	248.7 MC	M-202	F	100
TFX TAD # 3 (Tan)	314.6 MC	M-426	F	40
TFX HD # 10 (Khaki)	258.8 MC	M-566	F	100
TFX HD # 4/TAR # 4 (Yellow)	43.5 MC	M-135	G	16
TFX LZ Control (Common)	49.2 MC	M-637	G	16
*TFX Med Evac Common (Vermillion Alpha)	45.7 MC	M-242	G	16
Med Evac (Vermillion)	35.5 MC	M-177	G	16
TFX HBT/LOG	2542 KC	M-955	F	100
1st Cav Brigade Cmd/Ops	45.45 MC	M-16		

MED EVAC INFORMATION1. PROCEDURE FOR REQUEST:

a. Evacuation of casualties by helicopter will be requested via the TAR #5 or MC #M/TAR #4 button (YELLOW) or by telephone to the DASC.

b. Request for med-evac will include:

- (1) Precedence of evacuation, ROUTINE, PRIORITY or EMERGENCY.
- (2) Radio call sign of unit requesting med-evac.

2. COORDINATION:

a. For coordination between ground forces and the med-evac helicopter after initial med-evac request has been made, unit will guard med-evac net 35.5 MC, M-177, color (VERMILION), to assist the med-evac helicopter to the landing zone.

* b. In certain designated areas in the Northern sector I Corps Zone (LH 10) Med Evac net will be 45.7 MC, M-242 (VERMILION ALPHA) vice that indicated in para 2 a. above.

F-1-B-2

CONFIDENTIAL

1st MARINES

TIME	ENERGY	DESIGNATOR	MISSION	POWER
Light Cond	(P) 2778 KC	M-924	C	100
	(S) 11595 KC	M-797	C	100
Light Cond	(P) 70.3 KC	M-2027	G	40
	(S) 66.75 KC	M-220	G	10
Light Cond	(P) 2705 KC	M-909	C	100
	(S) 55.7 KC	M-233	C	40
Light Cond	62.8 KC	M-558	G	10
Light Cond	55.75 KC	M-247	G	10

1st BATTALION 1st MARINES

Light Cond	5637 KC	M-834	A	100
Light Cond	(P) 68.0 KC	M-503	G	40
	(S) 39.75 KC	M-208	G	40
Light Cond	57.0 KC	M-474	G	10
Light Cond	62.05 KC	M-344	G	10
Light Cond	46.65 KC	M-1093	G	10
Light Cond	59.2 KC	M-640	G	10
Light Cond	65.35 KC	M-318	G	10

2nd BATTALION 1st MARINES

Light Cond	5950 KC	M-997	A	100
Light Cond	(P) 39.35 KC	M-284	G	10
	(S) 37.2 KC	M-584	G	10
Light Cond	55.35 KC	M-301	G	10
Light Cond	62.9 KC	M-132	G	10
Light Cond	36.95 KC	M-120	G	10
Light Cond	59.65 KC	M-723	G	10
Light Cond	62.25 KC	M-631	G	10

CONFIDENTIAL

5th MARINES

<u>NET</u>	<u>FREQUENCY</u>	<u>DESIGNATOR</u>	<u>MISSION</u>	<u>POWER WATTS</u>
Regt Cmd	(P) 4066 KC	M-810	G	100
	(S) 11427 KC	M-1012	G	100
Regt Tco # 1	(P) 43.05 MC	M-507	G	40
	(S) 58.25 MC	M-606	G	16
Regt Tco # 2	(P) 3217 KC	M-800	G	100
	(S) 35.15 MC	M-671	G	40
TACF Local	40.6 MC	M-449	G	16
106 Regt AR Cpl	44.05 MC	M-482	G	16

1st BATTALION 5th MARINES

Bn Tco # 1	9270 KC	M-765	A	100
Bn Tco # 2	(P) 67.55 MC	M-174	G	40
	(S) 58.9 MC	M-1097	G	16
81 MM Mort COF	64.65 MC	M-472	G	16
Co A Tco	64.05 MC	M-345	G	16
Co B Tco	59.95 MC	M-42	G	16
Co C Tco	46.45 MC	M-1092	G	16
Co D Tco	57.5 MC	M-139	G	16

2nd BATTALION 5th MARINES

Bn Tco # 1	4137 KC	M-926	A	100
Bn Tco # 2	(P) 30.3 MC	M-293	G	40
	(S) 68.1 MC	M-697	G	16
81 MM Mort COF	34.95 MC	M-1090	G	16
Co E Tco	31.2 MC	M-663	G	16
Co F Tco	39.55 MC	M-156	G	16
Co G Tco	44.75 MC	M-210	G	16
Co H Tco	60.2 MC	M-615	G	16

F-1-B-4

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1st FIELD ARTY GROUP

<u>NET</u>	<u>FREQUENCY</u>	<u>DESIGNATOR</u>	<u>EMISSION</u>	<u>POWER WATTS</u>
Arty Group Cmd	(P) 7510 KC	M-819	A	180
	(S) 2075 KC	M-939	A	180
Arty Group Tac	45.0 MC	M-337	G	40
Arty Group FD	(P) 45.6 MC	M-453	G	40
	(S) 50.0 MC	M-338	G	40
Arty Airspot	40.5 MC	M-187	G	16
Arty Survey	36.65 MC	M-456	G	16
FSOC Cannon	48.6 MC	M-464	G	40

1st BATTALION 11th MARINES

Bn Cmd/ FD	(P) 66.05 MC	M-347	G	16
	(S) 59.75 MC	M-232	G	16
Btry A COF	51.2 MC	M-638	G	16
Btry B COF	53.6 MC	M-90	G	16
107 MM Mort Btry COF	45.65 MC	M-431	G	16

2nd BATTALION 11th MARINES

Bn Cmd/FD	(P) 62.5 MC	M-142	G	16
	(S) 60.05 MC	M-509	G	16
Btry D COF	45.35 MC	M-286	G	16
Btry E COF	58.05 MC	M-369	G	16
Btry F COF	45.85 MC	M-549	G	16
Btry S COF (155 How Towed)	35.55 MC	M-191	G	1800

4th BATTALION 11th MARINES

Btry L COF	63.65 MC	M-462	G	16
------------	----------	-------	---	----

1st 155" HOWITZER BTRY (-) (SP) FIF

COF	56.5 MC	M-138	G	16
-----	---------	-------	---	----

F-1-B-5

CONFIDENTIAL

3rd ALPHIDIAN TRACTOR BN (-)

<u>NET</u>	<u>FREQUENCY</u>	<u>DESIGNATOR</u>	<u>MISSION</u>	<u>POWER WATTS</u>
Co B Cmd	56.55 MC	M-458	G	16
1st Plt Cmd	63.5 MC	M-143	G	16
2nd Plt Cmd	52.0 MC	M-339	G	16
3rd Plt Cmd	57.2 MC	M-613	G	16
4th Plt Cmd	60.75 MC	M-251	G	16

1st MOTOR TRANSPORT BN

Bn Cmd/Convoy Control (P)	44.3 MC	M-291	G	16
(S)	48.2 MC	M-585	G	16

1st MP's

1st MP Cmd	57.6 MC	M-435	G	16
------------	---------	-------	---	----

1st CIT

1st CIT Sec (P)	40.75 MC	M-209	G	16
(S)	60.35 MC	M-305	G	16

PHU BAI BASE DEFENSE

Base Defense (P)	46.85 MC	M-115	G	16
(S)	43.25 MC	M-592	G	16

CAG (PHU BAI)

CAG Hq (P)	44.1 MC	M-733	G	16
(S)	40.1 MC	M-705	G	16
CAG A (P)	39.5 MC	M-112	G	16
(S)	39.7 MC	M-205	G	16
CAG I (P)	52.4 MC	M-1050	G	16
(S)	51.6 MC	M-89	G	16

DISTRIBUTION: Annex H (Distribution) to Operation Order 309-68

NOTE: To change to Radio Relay Plan.

[illegible]

2017年10月12日 星期五

PROV BTR: 155" HOWITZER 1 TRY TOWED

1st FORCE RECON COMPANY

Spares	36.6 MC	M=1.04	G	16
	45.8 MC	M=1.04	G	16
	47.0 MC	M=1.13	G	16
	39.8 MC	M=1.40	G	16
	33.1 MC	M=1.6	G	16

15. ENGINEER BATTALION

9th ENGINEER BATTALION

CO "A" (-) (Roin). 1st SP BN

CO "D" (-) (Boys), 1st SP BN

Co B/Local Seal 37.15 MC M-673 G 16

3rd PLT (Main) A Co (Main) 1st TANK BN

Plt Cmd	(P) 40.55 AC	14-157
	(S) 70.85 AC	14-1051

Co (Rein) (AF), Lt: TANK BN

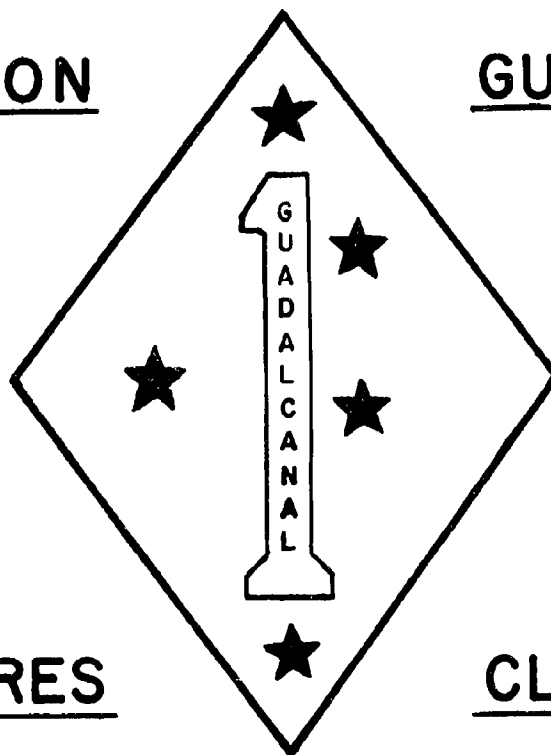
FILE NO. 100-457891-10

PE
H
OIL
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DIVISION SUPPLY
MONTHLY NEWSLETTER

INFORMATION

GUIDANCE



PROCEDURES

CLARIFICATION

1ST MARINE DIVISION (REIN)
FLEET MARINE FORCE

DECLASSIFIED

HEADQUARTERS
1st Marine Division (Rein), FMF
FPO, San Francisco, California 96602

21:WRD:jsc
4400
15 February 1968

From: Commanding General
To: Distribution List

Subj: Supply Information Newsletter 2-68

Encl: (1) Newsletter Items

1. Purpose. To publish periodic Supply Information Newsletter 2-68 to 1st Marine Division Units.

2. Newsletter Items are hereby forwarded as Enclosure (1).


G. J. EDELMANN
By direction

DISTRIBUTION: "C" Plus 21 {30 copies}
 C/S {2 copies}
 ACofS, G-4 {2 copies}

DECLASSIFIED

NEWSLETTER ITEMS1. ADVICE CODES.

A. Advice Codes 4G, 4H and 5D are still not being utilized as required by paragraph 402.2 of Division Order P4400.7C. Requisitions for all major end items and Secondary Depot Reparables listed in Division Order 4000.10 must be annotated with Advice Code 4G, 4H in lieu of reference to a letter of unserviceability and 5D for initial issue requisitions. Requisitions received for major end items without advice code will be returned with no action taken.

2. NORS AND PRIORITY 02/999 REQUISITIONS.

A. Priority 02/999 is required on all NORS requisitions. NORS requisitions must be submitted for repair parts required to remove combat essential equipment from involuntary deadline. Division Order 4400.19B lists combat essential items. NORS requisitions are for critical repair parts only and not for end items (Example: A requisition for a firing pin for a Cal..50 Machine Gun which has the item on deadline must be submitted on a NORS 02/999 requisition. Requisition for a Cal..50 Machine Gun itself should be submitted on a 02/999 requisition, not a NORS).

NORS Note: NORS requisitions require that the Supplementary Address block of the DD-1348 have the following information: CC 45 (Y), CC 46-50, End Item, ID Number (Example: 0659B). The ID Number is inserted by dropping the first digit a "zero". (Paragraph 402.3, DivO P4400.7C)

3. REQUISITIONS FOR GUIDONS.

A. First Marine Division 180730Z Jan68 outlines procedures for requisitioning guidons. Requisitions must be submitted to Marine Corps Supply Activity, Philadelphia (Code 826) via Third Force Service Regiment (MR1). Format for DD-1348 is as follows:

"Send To":	MCSA, Philadelphia, Pennsylvania (Code 826).
"From":	The "in the clear" address of requesting unit.
"DIC":	A05
"RIC":	MPU
"FSN":	8345-262-3702
"Cost Code":	Blank
"Remarks Block":	Insert unit designation to be used on guidon.

4. Have you complied with DivO 4400.19B, Paragraph 3d, 3e and 3f?

ENCLOSURE (1)

5. CRYPTO REPAIR.

A. CG, ForLogComd message 011338Z Jan68, provides instructions for requisition of crypto repair parts. To expedite your receipt of these parts the additional information is provided. Requisition for part number should include the below information:

- (1) Unit Cost Code.
- (2) Military Publication, Figure Number and Index Number.
- (3) End Item Application.
- (4) Nomenclature.
- (5) Stores Account Code.
- (6) Unit Price.

6. M-16 CLEANING GEAR.

A. M-16 cleaning gear on order in sufficient quantity to meet demands complies with the "letter" of Div0 8370.4. M-16 cleaning gear on hand in sufficient quantity to meet demands complies with the "spirit" of the order. First Marine Division 241350Z Jan68 recommends complying with the "spirit" of the order by utilizing priority 02 requisitions for "zero" balance items, and priority 05 for requisitions to bring assets up to requisition objective.

7. MAINTENANCE BALANCE REPORT FORMAT.

A. Third Force Service Regiment message 190135Z Jan68 PASEP provides the key to reports of receipt you will be receiving from Third Force Service Regiment on equipment evacuated to Okinawa for repair. Below is the format used in the report:

A - Type Vehicle/Equipment	G - TERO Received
B - USMC/Serial Number	H - Records Received
C - Date Received	I - Designated Red Ball
D - Using Unit TERO Number	J - Estimated Completion Date
E - Third ForServRegt TERO Number	K - Remarks
F - Condition Code	

ENCLOSURE (1)

8. SUPPLY PERSONNEL STATUS.

A. CG, First Marine Division letter 1/21/WRD 1300 of 23 Jan68 requires a report of supply personnel status no later than the fifth day of March, June, September and December. This report will be used by the Division Supply Office in making equitable distribution of supply personnel assignments. This will also provide this office with the company supply personnel status. Request that all supply officers check with your battalion S-1 to ensure these reports are submitted. If and when sufficient personnel become available, this will ensure assignment of supply personnel as authorized by the units T/O.

9. SUPPLY SOP, DIV O P4400.7C.

A. Units are requested to review the Division Supply SOP and submit recommended changes, deletions and/or additions to this office by 1 March 1968. Message will follow requesting this information.

10. T/E CHANGES.

A. Change 4 to the T/E is now out. If you haven't received yours, now is the time to order a copy from Philadelphia. Remember to update your allowance list to reflect the new allowance. This is to ensure that you are on distribution for the next change.

11. MED-EVAC WEAPONS.

A. The contents of First Marine Division 171015Z Jan68 are again stressed. Units are still failing to pick up weapons from First Medical Battalion when notified. If weapons are not picked up in a timely manner they are delivered to Force Logistic Command, resulting in the units loss of the weapons. All weapons must be picked up within 72 hours after notification.

12. REQUISITIONING PUBLICATIONS.

A. Field Supply Analysis Office, Supply Newsletter of 26 January 1968, states that DD-1348 must be used to requisition publications, including Manual Type (P) Directives. Details on preparation of DD-1348 will be included in the next printed change to MCO P5600.31. Requisitions should cite document identifier code AO4 and show the publication Prefix Control Number in the stock number field. The "In the Clear" address should be included in the "To" and "From" block. Don't forget to include your Activity Control Number (ACN) following your unit address. Your battalion S-1 officer can furnish this information.

13. DOCUMENT IDENTIFIER (DIC) AT _____ SERIES

A. Third ForSerRegt Msg 161045Z Feb68 advised the inventory update program will now accept AT Follow-up Document. The AT Series may be used to Follow-up to MR100. Only AF Follow-ups will be submitted to MC100.

ENCLOSURE (1)

14. FIELD SUPPLY ANALYSIS OFFICE INSPECTION RESULTS.

A. During the recent Field Supply Analysis Office visit to units of the First Marine Division, the following discrepancies were prevalent throughout most of the accounts: No desk top procedures, lack of turn-over files, and improper maintenance of publications. Watch for a forthcoming Division Supply Office letter on clarification and guidance in the above areas. In the future, the Supply Materiel Management Team will devote approximately six hours in the area of publications review on all formal inspections. If help is desired in any of the above areas, contact the Supply Material Management Assistance Team.

15. RELIEF OF COMMANDING OFFICERS/RESPONSIBLE OFFICERS.

A. Forthcoming change to the Division Supply SOP will include minimum information required on certificates of relief for commanding officers. Units will be required to include this information in their unit SOP's. In brief, the following will be required:

- (1) Results of recent supply inspections, and remedial action taken.
- (2) Overages and shortages.
- (3) Accuracy of records.
- (4) Supply personnel situation.
- (5) Effectiveness of established Supply SOP.
- (6) Accuracy of allowance lists.
- (7) Condition of materiel in stock and in use.

B. Units will be required to furnish a copy of all certificates of relief to this Headquarters (Attn: DivSupO). Units are also reminded of the requirements of MCO P4400.15G, Paragraph 6082 which sets forth requirements for a formal relief of responsible officers.

16. SUPPLY ASSISTANCE.

A. Units are reminded that a supply assistance team is now available for the purpose of assisting unit's in problem areas. These assistance visits are based on your needs and are not formal type inspections. Results of these visits are between the Division Supply Officer and the Commanding Officer only. If you desire an informal visit for the purpose of pointing out discrepancies, clarification of orders, or help in any other area, contact the Division Supply Officer.

ENCLOSURE (1)

17. SHORTAGE OF BLANK FORMS.

A. The Division Supply Office still has on hand quantities of the following blank forms; NAVMC 708, NAVMC 10123; and NAVMC 10359. Units desiring these forms may pick them up at the Division Supply Office. No requisition is required.

18. REQUISITION JUSTIFICATION.

A. Division Order P4400.70, Paragraph 415 and 416 requires that all priority 02 and 03 requisitions be signed by the commanding officer or his designated representative and include justification either on the reverse of the requisition or furnished separately. Many priority 02 and 03 requisitions are being received without justification. Justification is required on all priority 02 and 03 requisitions (including walk-thru's). Requisitions received without justification will be returned.

19. ISSUE/RECOVERY OF WEAPONS.

A. It has been an established practice for a commissioned officer or staff NCO to be appointed to witness the issue and recovery of individual weapons. Change 18 to MCO P4400.19, indicates that this requirement may be waived provided the weapon is inspected by a qualified armorer. (Paragraph 102703).

20. INDIVIDUAL EQUIPMENT.

A. It is recognized that instructions concerning individual equipment are not completely clear. Two points which have caused confusion are:

(1) Use of the Document Identifier Codes (DIC's) B6A and B7A for issues to, and turn-in by individuals. These DIC's affect the accountable balance, and should not be used for issue and turn-in transactions for individual equipment.

(2) The requirement to initiate stock replenishment requisitions when the quantity in the accountable balance column equals or falls below the Reorder Point. This must be done and in a timely manner.

B. A modification of Paragraph 3009.1a of MCO P4400.15C will change that paragraph to read: "It is recognized that the volume of transactions might preclude the maintenance of the available-for-issue column current at all times. Units will ensure that memorandum records are maintained at the issue point to reflect the true status of available-for-issue column of the stock record card will be updated in pencil at least weekly". (Weekly updating of the available-for-issue column eliminates the use of DIC's B6A. Simply erase the old balance and pencil-in the new.

ENCLOSURE (1)

21. INTRA/INTER DIVISION TRANSFERS.

A. Paragraph 305 of Division Order P4400.7C provides the accounting instructions for individual weapons and individual equipment for personnel being transferred within III Marine Amphibious Force. Units are requested to review this paragraph and insure that when a man is transferred that he has all available equipment prior to departure, and that he does take all his gear to the new unit.

22. WALK-THRU NIS.

A. Units are failing to check with the Division Liaison NCO's when receiving a NIS. The Division Liaison NCO is there to help and will be able to provide assistance in many cases. So be sure and remind your pickup men that they must not depart from Force Logistic Command until all NIS documents have been checked through the Division Liaison NCO.

23. INDIVIDUAL CLOTHING PICKUP.

A. DaNang TAOR units are not picking up individual clothing on a timely basis. Ensure that your Force Logistic Command run includes a stop at the Individual Clothing Store.

24. PROCEDURES FOR COMPUTING INVENTORY CONTROL DATA AND AVERAGE MONTHLY RECURRING DEMAND.

A. Average Monthly Recurring Demands (AMRD): AMRD's should be computed in the following manner; when an issue is made it is normally posted as a recurring demand. Recurring demands will be accumulated in each fiscal quarter starting with (0) at the beginning of each quarter. At the end, or last day of each quarter (i.e., 31 March, 30 June, 30 September and 31 December) the total replenishable demand issue column will be circled in ink or pencil, and a new total begun for the next quarter, starting with (0). AMRD's will be computed each quarter. Strict attention should be paid to the following:

(1) (MCO P4400.15C, Paragraph 3001.2d) Backorders for Replenishable demands still outstanding at time of AMRD computation will be included in the computation. Backorders for stock demands will not be included in computations (neither should they be posted to the back order card). The correct procedures for posting AMRD computations are spelled out in MCO P4400.15C, Paragraph 3007.4C, example: The date of the AMRD computation, the number of quarters used, and the total quantity of RD issues for the review period, (to include outstanding demands on B/O card), will be entered in the NRD column on the same line used for the quarterly total included in the ICD computations: e.g., 7280 (4) (205). If there are no issues or demands, the Julian Date and a (0) will be posted e.g., 7280 (0). During this computation, NAVMC 708 Cards with a (0) balance and no issue for a six month period and no outstanding demands posted, will be pulled and filed in the dead card file.

ENCLOSURE (1)

DECLASSIFIED

In the AMRD computation, at least two movements during the previous 6 month period are required. If less than two movements are posted, no AMRD will be computed and the item will be invoiced out as excess. "TWO MOVEMENTS ARE REQUIRED FOR COMPUTATIONS". Computations may be based on the last 2, 3, or 4 quarters, but never on one quarter.

B. Inventory Control Data (ICD): ICD will be posted concurrent with each AMRD computation, using the AMRD figure as the operating level (OL) and the figure (1) in the months block of the OL. Use $\frac{1}{2}$ this figure as the amount to post as the reorder point (ROP) and the lead time (LT). In this Division, the lead time and reorder point will be identical. The requisition objective is computed by adding the operating level (OL) and the reorder point (ROP) e.g.,

AMRD 4
OL 4 (1 Month)
ROP 2 ($\frac{1}{2}$ Month)
LT 2 ($\frac{1}{2}$ Month)
RO 6 ($1\frac{1}{2}$ Months)

		OPDEPS		M/O	S/L	L/T	ROP		O/L	REQ	OB
UNIT	PACK	PRICE	QTY	QTY	MO	QTY	MONTHS	MO	QTY	MO	QTY
AMRD	T/A	PC	0	0			$\frac{1}{2}$				
4	22480	98	0	0	0	0	2	$\frac{1}{2}$	2	1	4
										$1\frac{1}{2}$	6

Requisitions should always be submitted immediately when the NAVMC 708 shows a balance equal to or below the reorder point. Timely requisitions cannot be over emphasized and must be submitted when the (ROP) is reached.

C. Individual Equipment: Individual equipment will be handled as outlined in preceding paragraphs with the following modifications: AMRD figure will be posted as the operating level. One half ($\frac{1}{2}$) of this amount, plus the units allowance (based on T/O or Manning Level) will be posted as the Reorder Point (ROP). One half ($\frac{1}{2}$) the amount shown as the operating level (OL) will be posted for lead time (LT). The total of the operating level (OL) and the reorder point (ROP) will be entered as the requisition objective (RO). These procedures are detailed in MCO P4400.15C, Paragraph 3009 (Fig. 3-5).

ENCLOSURE (1)

Inventory Control Data

UNIT PACK		UNIT PRICE		MO	SAFETY LVL		LEAD TM	REORDER PT		OPR LVL		REQN	OBJ
		1.20		QTY	MO	QTY	MONTHS	MO	QTY	MO	QTY	MO'S	QTY
AMRD	T/A	PC	N/A	0	0	0	$\frac{1}{2}$	$\frac{1}{2}$	1005	1	10	$1\frac{1}{2}$	$10\frac{1}{5}$
10	4301			0	0	0	5						
STOCK NUMBER				ITEM NAME				UNIT	SFA	ALLOW	OBLIG		
8465-823-6937				BELT CARTRIDGE				EA	X	1000			

Stock Record and Inventory Control Card, Form NAVMC 708-SD (Individual Equipment)

25. DOCUMENT IDENTIFIER (TRANSACTION) CODES.

A. Recent visits by the Supply Material Management Team and comments noted during the recent Field Supply Analysis Office-3 visit to units of this Division, indicates that many units are still using erroneous Document Identifier (Transaction) Codes for adjustment of stock records. Below are examples of the most frequent used and misunderstood Document Identifier (Transaction) Codes:

- B7A - Issue to a Marine Corps Responsible unit. (Utilized to record issues to subordinate units, issue from stock to using units).
- B7J - Turn-In to Disposal Activity. (Used to record drops of items that are deemed unserviceable, Code H, and invoiced to a higher echelon for repair).
- B7P - Return of items to Marine Corps Supply source. (Utilized to record turn-in of excess items to MC100).
- B8A - Inventory Gain Adjustment. (Used to record inventory gains, discovered by physical inventory).
- B9A - Inventory Loss Adjustment. (Used to record inventory losses, discovered by physical inventory). Wall to wall inventory results should be recorded by utilizing either B8A (Gain) or B9A (Loss), transaction codes.
- B8Z - Miscellaneous Gain Adjustment. (Increase other than by physical inventory, i.e., M16A1 Rifle picked up during a combat operation. (Used to record invoices from other units).
- B9Z - Miscellaneous Adjustment. (Decreases other than by physical inventory, i.e., operational losses, letters of investigation, and invoices to other units).

ENCLOSURE (1)

26. MATERIAL MANAGEMENT QUIZ.

A. Test your knowledge of Document Identifier Codes, by placing the correct code from Column B in the appropriate Blank of Column A.

<u>CLOUMN A</u>	<u>COLUMN B</u>
(1) ____ Expendable items turn-in by a Responsible Officer.	B7Y
(2) ____ Items of excess property to MC100.	B6A
(3) ____ Document Identifier Code used to drop items that are Code H is.	B7J
(4) ____ Issue of expendable and non-expendable supplies to a using unit.	B7A
(5) ____ Document Identifier Code used to record losses disclosed by inventory is.	B9A
(6) ____ An inventory gain is posted to the NAVMC 708 by which Document Identifier Code?	B7P
(7) ____ What Document Identifier Code is used to record a miscellaneous gain?	B9Z
(8) ____ The Document Identifier Code used to record a miscellaneous loss is.	B6K
	B8A
	B7B
	B8Z

B. TRUE or FLASE.

- (1) ____ The required time to complete the action of MarCorBul 5215 Directives Checklist is 20 days.
- (2) ____ A replacement sale is the sale of an item which has been previously dropped from the property records.
- (3) ____ The duplicate copy of the Cash Sales Slip, NAVMC-734 will be given to the purchaser.
- (4) ____ Funds received as a result of replacement/reimbursement sales are credited to Navy General Fund Account 173017.
- (5) ____ Verification of funds must be performed at least once every quarter.
- (6) ____ Miscellaneous Adjustment Vouchers are used when negligence or fault is suspected.
- (7) ____ Miscellaneous Adjustment Vouchers are required for materiel being evacuated for repair.

(6) False; (7) False.

(1) True; (2) False; (3) False; (4) False; (5) True;

B. TRUE AND FALSE.

(7) B8Z; (8) B9Z.

(1) B6A; (2) B7P; (3) B7J; (4) B7A; (5) B9A; (6) B8A;

A. DOCUMENT IDENTIFIER CODE.

ANSWERS

27. COMPTROLLER NOTE.

A. Many units are requisitioning components to Jungle Kit, First Aid Kit, Individual, and First Aid Kit, General Purpose with Project 10 O&MN funds. These items and all Marine Corps property are replenished with Marine Corps funds. The correct Cost Code to be used when requisitioning components for the above items is as follows: 8A***1101000.

*** - Applicable Parent Command and Unit Code.

ENCLOSURE (1)

DECLASSIFIED

ACROSS

1. Code that tells how status is to be transmitted.
7. Primary mission of Supply.
14. Type of allowance.
15. Boola Boy.
16. Child's Delight
17. Basis for computing needs.
18. Contract condition.
19. Marine Corps service assignment code.
20. Kind of handling. (Abbr.)
22. Length of your life.
25. Series of publications containing item identification and supply management information.
26. Hero of San Juan Hill.
27. Part of every MILSTRIP DIC.
28. Basis for assigning Priority.
32. You old-timers.
33. Low level for reordering.
35. Wind direction.
36. Columbus sailed west to find it.
38. Caustic material.
41. Teacher of the old school.
43. Determined by urgency of need.
46. French coast.

47. Type measure
49. Where to go for supplies.
51. Half (prefix)
53. Put an "S" in front of it, and it becomes a working guide.
54. You may find yourself in one if you don't plan ahead.
57. New dealer
59. Goes with 1 across.
63. CO's after-hours rep.
67. Quantity needed on hand to fill RD's (Abbr.).
68. Half a Qt.
69. Basis for management decisions.
71. One.
73. 17 x 4913
75. Time to break out a working party.
76. One-Time requirement; do not add to 17 across.
77. Media for recording transactions.
78. Resort area.
80. Used with 54 down.
81. Refuse a customer's requisition.
82. Fill a customer's requisition.

1	2	3	4	5	6		7	8	9	10	11	12	13
14							15				16		
			17			18				19			
20	21			22	23				24			25	
26			27		28		29		30		31		32
33		34			35					36	37		
		38	39	40			41		42				
43	44				45			46				47	48
	49						50			51	52		
				53			54		55				
56		57	58					59	60	61		62	
63	64				65	66			67			68	
69		70			71			72		73		74	
75				76		77					78	79	
80					81					82			

DOWN

1. The way we get and give out gear.
2. Half of 47 across.
3. Marine Maker.
4. First stop after boot camp.
5. Verdi's girl friend.
6. Another way.
7. Uniform material.
8. Shade tree.
9. Replaces account number, among other things.
11. Clara Bow was noted for it.
12. The Old Man.
13. Material like a punched card.
21. A master.
23. A Marine wouldn't be caught dead with one.
24. Identifies a cancellation request.
25. Supply Network.
29. Famous woodcutter.
30. Completes 28 across.
31. Make up 22 across.
34. Pleio (variant).
37. Replaced by routing identifier.
39. "I need a volunteer; _____".
40. Trouble Maker.
42. He holds that most important record.
44. Warehousing and shipping activity.
45. Inventory Control Point (Abbr.)
48. The way we show and tell about the gear we get and give out.
50. Identifies a reply to a follow-up.
52. Not a firm price. (Abbr.)
54. Standard calendar for MILSTRIP and MILSTRAP.
55. Combination of 1 and 59 across. (Abbr.)
56. Form in which data is transmitted.
58. Single source of supply for common items.
60. Throw.
61. Sun flower.
62. Cost per item.
64. Information.
65. Chinese coin.
66. "_____ a Marine".
70. Crochet.
72. Attempt.
74. Left over from burning.
79. Home of 3 down.

ENCLOSURE (1)

ANSWERS

M	E	D	I	A		A		S	E	R	V	I	C	E
I	N	I	T	I	A	L		E	L	I		T	O	Y
L			R	D		T	E	R	M		M			E
S	P	L		A	G	E		G		A			S	L
T	R		A		U	R	G	E	N	C	Y		Y	E
R	O	P			N	N	W		E		E	A	S	T
I		L	Y	E		A		P	E	D	A	N	T	
P	R	I	O	R	I	T	Y		D	O	R		E	M
	S	O	U	R	C	E		A			S	E	M	I
	A			O	P		J	A	M			S		L
C		F	D	R			U		S	T	A	T	U	S
O	D		S		P	O	L			O	L		P	T
D	A	T	A		U	N	I	T		S	F	A		R
E	T	A		N		C	A	R	D	S		S	P	A
D	A	T	E		D	E	N	Y			S	H	I	P

ENCLOSURE (1)

HEADQUARTERS
1st Marine Division (Rein), FMF
FPO, San Francisco, California 96602

Re 2 011
P. HOLL

DivO 3590.1A
3/RPH/clm
18 Feb 1968

DIVISION ORDER 3590.1A

From: Commanding General
To: Distribution List

Subj: Scout Sniper Program

Ref: (a) T/O M1096, HqCo, Inf Regt, MarDiv FMF (NOTAL)
(b) T/O M1427, H&S Co, Recon Bn, MarDiv FMF (NOTAL)

Encl: (1) Scout Sniper Training Syllabus
(2) Monthly Scout Sniper Platoon Report

Report Required: Monthly Scout Sniper Platoon Report per 8b(1)

1. Purpose. To publish instructions for the organization, training and employment of Scout Snipers within the 1st Marine Division.

2. Cancellation. Division Order 3590.1.

3. Background. The Scout Sniper Platoon, authorized each infantry regiment by reference (a) and the Reconnaissance Battalion by reference (b), is organized to provide specially trained and equipped personnel capable of killing individual enemy personnel with single shots from positions of concealment.

4. Organization and Employment. The Scout Sniper Platoon organic to the infantry regimental headquarters company consists of a platoon leader, a platoon sergeant, and three squads of five two man teams supported by a rifle team equipment (RTE) armorer (MOS 2112). The Reconnaissance Battalion Scout Sniper Platoon organic to the headquarters and service company consists of a platoon leader, platoon sergeant, four squads of three two man teams and is also supported by an RTE armorer. The basic element of the Scout Sniper Platoon is a team composed of two men, each trained as a sniper and an observer. The platoon may be employed as a unit or subdivided into squads and teams for attachment to any sized tactical organization. Each team is equipped with one high powered sniper rifle with telescopic sight and wide angle binoculars which are used by the observer member of the team for observing and seeking targets. Team members alternate in performing the duties of sniping and observing.

5. Selection of Personnel. Personnel will be selected from organic resources

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and will possess the following qualifications:

- a. Expert rifleman with demonstrated superior marksmanship ability.
- b. Volunteer for the program.
- c. Above average physical and mental ability.
- d. 20/20 uncorrected vision.
- e. Six months remaining in country or extend to qualify.
- f. Recommended by commanding officer.

6. Training

a. The training of each scout sniper team must be vigorous, progressive, and continuing. The end product is a team which can live and work together in harmony, move with stealth and find and kill the enemy with single shots. Those organizations possessing scout sniper platoons will ascertain that intensive training is accomplished to maintain the platoon at maximum efficiency and ensure that platoons are utilized to optimum advantage.

b. The Division Scout Sniper Instruction Team, as part of the G-3 section, will conduct periodic instruction to ensure that the desired standard of proficiency is maintained. Scheduled courses will be coordinated with parent organizations for availability of personnel considering operational commitments.

c. Enclosure (1) is a typical schedule utilized by the Division Scout Sniper Instruction Team. It will be modified to conform to specific needs of the scout snipers being instructed and will be updated as new techniques and tactics are developed.

7. Maintenance

a. The Rifle Team Equipment Armorer, MOS 2112, will be the only person to perform second echelon maintenance on sniper rifles.

b. Rifles requiring third echelon or higher maintenance will be turned in to the appropriate repair facility.

8. Action

a. Scout Sniper Teams are a valuable asset to the combat capability of this Division. Commanding Officers will ensure that this asset is profitably utilized. Further, Commanding Officers are encouraged to submit suggestions that will enhance the employment and effectiveness of these teams.

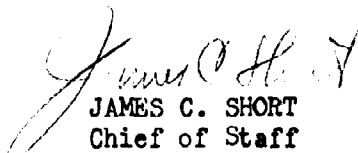
b. In order for the scout sniper program to be properly monitored and its effectiveness evaluated, the following reports will be submitted as in-

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licated:

(1) Monthly Scout Sniper Platoon Report-- to be submitted by the 5th day of each month by each infantry regiment and the Reconnaissance Battalion. The report will cover the preceding month's operation. First report will be submitted by 5 March 1968 for the month of February. Enclosure (2) contains the format for this report.


JAMES C. SHORT
Chief of Staff

DISTRIBUTION: "A" & "B"

DivO 3590.1A
18 Feb 1968

HEADQUARTERS
Division Scout Sniper School
1st Marine Division (Rein), FMF
FFO, San Francisco, California 96602

TRAINING SCHEDULE

ENCLOSURE (1)

DAY	TIME	SUBJECT	TYPE	REF	AREA	UNIF	EQUIP	INSTRUCTOR
1st	0730-0800	Orientation	L	Sch Bul	CR	Util.		NCOIC
	0800-1000	Mapping & Compass	LD	IP #18	CR	U	Compass	Asst NCOIC
	1000-1030	Effects of Weather	LD	IP #8	CR	U		NCOIC
	1030-1100	Effects of Ammo	LD	IP #9	CR	U		NCOIC
	1100-1130	Application of Wind Reading - M-49 Scope	LDA	IP #10	CR	U	Field Glass	NCOIC
	1300-1400	Leads and Hold-off	LD	IP #17	CR	U		Asst NCOIC
	1400-1430	Technique of slow fire	LD	IP #2	CR	U		NCOIC
	1430-1500	Redfield Scope - Mech & True Zero	LD	IP #10	CR	U		Asst NCOIC
	1500-1600	M-16 & M-700 Care and Cleaning	LD	IP #6&7	CR	U	M-16, M-700	NCOIC
	1800-1900	Critique			CR	U		NCOIC
2nd	0730-1900	Weapons Zero - field firing			RR	U	All Weapons	All Inst.
3rd	0730-1100	Artillery & FO procedures	LD	11 Mar FO School	11 Mar CP	U	Compass & Field Glass	Guest Inst.
	1300-1900	Application, FO - field firing			field	U See Note	Comp. field Glass, All Weapons	Guest Inst.
4th	0730-1900	Moving targets, and 1000 yd - Field firing			RR	U	All Weapons	All Inst.
5th	0730-1600	Moving targets - Team Match - Field firing			RR	U	All Weapons	All Inst.
	1800-1900	Critique			CR	U		NCOIC

Note: Flack Jacket & Helmet.

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DivO 3590.1A
18 Feb 1968

Monthly Scout Sniper Platoon Report

From: Commanding Officer
To: Commanding General, 1st Marine Division (Rein), (Attn: G-3)

Subj: Scout Sniper Platoon Report for the Month of _____

Ref: (a) DivO 3590.1A

1. The following report is submitted in accordance with reference (a):

- a. Roster of personnel with rank, service number, MOS, RTD with KIA and WIA credited each individual.
- b. Number of teams available for employment.
- c. Number of teams employed.
- d. Cumulative results KIA, WIA.
- e. Equipment on hand (Rifles, scopes, binoculars, starlight scopes, etc., and condition).
- f. Remarks.

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HEADQUARTERS
1st Marine Division (Rein), FMF
FPO, San Francisco, California 96602

3/WRW/ckm
3480
Ser: 047-68
19 Feb 1968

CONFIDENTIAL -- Unclassified Upon Removal From Enclosure (1)

From: Commanding General
To: Distribution List

Subj: Lessons Learned

Encl: ✓(1) Extracts of Lessons Learned during January 1968

1. Enclosure (1), summarizing lessons learned by the 1st Marine Division and other III MAF units during the month of January 1968, is forwarded for your information and appropriate action.

Paul G. Graham
PAUL G. GRAHAM
By direction

DISTRIBUTION: "A" & "B"

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Unclassified Upon Removal From Enclosure (1)

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1. Operationsa. ITEM: Enemy road mining techniques

COMMENT: The recent mining of an M54 cargo truck revealed a new enemy method of channelizing vehicular traffic into a mined area. By digging a trench four feet deep by three feet wide extending three fourths of the width of the paved roadway, the lead vehicle of a convoy was forced to pull off the paved portion of the roadway. A mine had been placed at the end of the trench which was detonated by the vehicle's right front tire. The explosion caused the vehicle to slide to the left where the left rear duals detonated another mine.

LESSON LEARNED: Convoy commanders should be alert for obstructions or barricades that divert traffic from paved surface of roadway.

b. ITEM: Use of vehicles fitted with armor plate.

COMMENT: An M54 cargo truck fitted with fragmentation shield, used as the pace vehicle on a rough rider convoy, recently detonated two mines simultaneously. The fragmentation shield prevented serious injury to personnel in the truck and reduced damage to the vehicle.

LESSON LEARNED: That vehicles equipped with armor plate should be used as pace vehicles for convoys traveling unsecured roads.

c. ITEM: Emergency lighting of FDC, COC.

COMMENT: Continuous lighting for fire direction centers, command operations centers, and other bunker-like structures is often required but is made difficult by generator breakdown or daily preventive maintenance without availability of back up generators. A BA-386 battery, after it has expended its useful life in the AN/PRC radio has sufficient residual power to be combined with other batteries and used in series as a power source for standard light bulbs for several hours.

LESSON LEARNED: Expended BA-386 batteries provide a power source for emergency lighting.

d. ITEM: Seating of rubber gasket in handset audio connector.

COMMENT: The absence of the rubber gasket in the handset audio connector has caused numerous instances of intermittent radio transmissions. It was found that personnel were experiencing difficulty in attaching the handset audio connector to the radio and were discarding the rubber gasket. By wetting his finger and running it over the rubber gasket, the operator can easily seat the gasket firmly and thus eliminate a cause of intermittent transmissions.

DOWNGRADED AT 3 YEAR INTERVALS
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DOD DIR 5200.10

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LESSON LEARNED: That the rubber gasket in the handset audio connector can be easily seated if moistened.

e. ITEM: Ambush techniques

COMMENT: Recent activities show a number of Marine initiated night contacts. Often the results of the engagement are enemy KIA suspected or unknown because of lack of observation due to darkness or distance.

LESSON LEARNED: Each night activity should have the capability to immediately illuminate the area during the contact while waiting for artillery or mortar illumination to be fired.

f. ITEM: Enemy ambush techniques on MSR

COMMENT: A number of enemy ambush incidents have been noted in which the ambush was initiated by a command detonated mine followed immediately by heavy concentration of automatic weapons fire. Search of the area determined that the enemy was deployed in a formation perpendicular to the road and at a distance of 75 to 150 meters from the road.

LESSON LEARNED: Units should emphasize flank security with personnel trained to react immediately with maximum fire power.

g. ITEM: Employment of combat engineers

COMMENT: Combat engineers are, for the most part, limited both in training and equipment to dispose of mines, booby traps, and dud ordnance by blowing these devices in place. Extensive or sensitive minefield clearance, while within the capability of a Division Engineer Battalion, must be undertaken with a maximum of supervision and under closely controlled conditions.

LESSON LEARNED: To minimize casualties in the disposal of mines and other explosive devices, constant indoctrination relative to the capabilities and proper employment of combat engineers in this regard is required for both infantry and engineer personnel. Emergency and/or unusual situations must be handled on a case-by-case basis.

h. ITEM: Emplacement of the M-18A1 Claymore Mine

COMMENT: During a recent patrol a Marine was observed by the enemy emplacing a claymore mine during daylight hours. This sighting by the enemy resulted in one USMC WIA (evac) and a compromise of the defensive posture of the patrol.

LESSON LEARNED: The claymore mine should be emplaced during periods of reduced visibility precluding the possibility of compromise.

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i. ITEM: Patrol Movement

COMMENT: Experience has shown that patrol movement during periods of extreme heat increases the probability of heat casualties and decreases the mental alertness of patrol members.

LESSON LEARNED: Movement should start at first light and stop during the hottest period of the day i.e. 1200-1530.

j. ITEM: Observation in thick secondary growth

COMMENT: Secondary growth greatly limits the field of observation.

LESSON LEARNED: In many instances best observation is obtained by viewing along ground level and/or underneath secondary growth.

k. ITEM: Field expedient signal device

COMMENT: It has often been found beneficial in the field to have a directional light for signalling helicopters or other ground units with minimum possibility of enemy detection.

LESSON LEARNED: A good field expedient for directional light is available by placing a flash light against or within the breach of an opened M-79 grenade launcher and aiming the launcher in the direction you want to signal.

l. ITEM: NVA ambush tactics

COMMENT: Recent incidents indicate that NVA ambushes are frequently set up to engage units traveling roads and trails where restricting terrain and vegetation channel movement in the area. Enemy personnel are usually well dug in and may employ mortars to separate friendly elements from the main body of the unit and force them into the most favorable position for ambush. Trenchlines parallel to the trail or roads within grenade throwing range are often utilized.

LESSON LEARNED: The enemy carefully picks his ambush sites to inflict maximum casualties. Personnel, particularly point men, must be trained to be alert for possible ambush sites and report them. Mortar and artillery fire should be planned to prepare far side of clearings that must be crossed. Direction of march should be changed frequently to prevent the enemy from anticipating the objective and preparing ambush sites well in advance. Whenever possible avoid roads, trails, and terrain which restricts deployment. Unit integrity must be maintained.

m. ITEM: Employment of Scout/Sniper Teams

COMMENT: Scout Snipers constitute a most valuable asset to the Division. Experience reveals that the capability of Scout Snipers is not under-

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stood by all units employing them and consequently they are not always utilized to maximum advantage and are sometimes assigned duties for which they are neither trained nor equipped.

LESSON LEARNED: Commanders should review the employment of Scout Snipers within their unit to ensure that techniques take full advantage of Scout Sniper potential. The following factors should be considered when employing Scout Snipers:

(1) Use as a team - one man to act as sniper the other as observer in seeking targets. Team members alternate duties to minimize eye fatigue from continual surveillance.

(2) They should be positioned well forward but never as a point or flank element.

(3) They are particularly effective when utilized in defensive positions, blocking forces, or daylight ambushes.

(a) Defensive positions - Pre selected vantage point 300 - 500 meters in front of friendly lines occupied before first light and vacated during darkness denies the enemy freedom of movement within 1300-1500 meters of friendly position as snipers are capable of kills at a range of 1000 meters.

(b) Blocking Forces - The Scout Sniper Team can seal off routes of egress for enemy attempting to evade capture during S&D operations. The team's long range observation and kill capability permits coverage beyond that possible with organic personnel and equipment.

(c) Daylight Ambushes - May be either extended or close. Position should be occupied before first light and vacated during the hours of darkness.

(4) The full range of the Scout Sniper Teams capability is limited only by the imagination of the employing unit commander.

2. Logistics

a. ITEM: Use of Pile Bents, Pile wing walls and abutments, deadman, extended wing walls - abutment "bottom" board in Vietnam bridge construction.

COMMENT: The following applies with a few exceptions, such as solid rock stream or river bed or a stream or river whose velocity and volume of water does not change appreciably during the monsoon season. In most cases when a trestle bent pier was utilized, the sudden upsurge in water velocity and water volume at the advent of the monsoon season washed the entire bridge away. Where posts alone were used to retain abutments and wing walls, the increased weight of the wet approach soil tended to buckle the abutments and

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wing walls. Piers and abutment sill, even with well placed footings, tend to sink if they receive constant and heavy use during the monsoon season eventually causing the bridge to buckle if not corrected.

LESSON LEARNED: Use pile bents and pile abutments/wing walls whenever the bottom permits. Rest abutment sill on top of piles and deadman according to diagram #1 (see page #8). Use extended wing walls and "bottom" board to help prevent approaches from washing out. Bottom board shown in diagram #2 (see page #8).

b. ITEM: Waterproofing the AN/PRC-25

COMMENT: It has been found that the rains in RVN have created a need for field expedient waterproofing of the PRC-25. The entry of water into one or both of the audio receptacles will cause interference and keying out of the radio. The occurrence of this on a single radio in a net will cause the entire net needless down time.

LESSON LEARNED: When employing the RC-292 antenna with the PRC-25 a drip loop should be made in the coaxial cable in order to prevent water running into the equipment's audio receptacle. When employing either the tape or whip antenna either bees wax or candle wax can be placed in the unused audio receptacle. The protective plastic bag from the organic battery BA-386 if laid over the long axis of the control panel will prevent water entry. The battery compartment can be effectively waterproofed by placing waterproof tape on the seams of the compartment. The plastic waterproofing bag (FSN-8105-699-6947) which may be ordered for the PRC-25 is ideal in a static situation. The bag should be promptly removed upon cessation of the rain since a steaming effect is as dangerous to the radio as direct exposure to the rain. The plastic covering used as protection for the handset should also be removed for the above reason.

c. ITEM: Increase Battery Life

COMMENT: Battery life is important to maintaining communications while on extended operations in remote areas where resupply may be difficult or during extended combat engagements when resupply is difficult. Battery storage in a cool, dry area is essential to all dry cell batteries due to their perishable nature.

LESSON LEARNED: Favorable weather in the field will allow the exchange of two PRC-25 batteries. Rotating batteries each (8) eight hours and then placing the unused battery atop the pack or packboard to allow regeneration by the sun will increase battery life. This principle may be applied to the static position as well. The rotation cycle increased to six batteries, one each four hours, has increased usage time by 50%. It has been found that a battery bunker with adequate ventilation, waterproofing and drainage will protect and extend battery life.

d. ITEM: Water Purification

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COMMENT: Very frequently Marines will replenish their canteens from streams or wells. This water must be treated with water purification tablets. Quite often Marines carry their tablets in hard to get at places. Consequently the water is consumed untreated.

LESSON LEARNED: Tape bottle of purification tablets to the retaining strap/chain of the canteen cap.

e. ITEM: M51A2 - M52A2 Fuel Tank Ruptures

COMMENT: The right fuel tank on M51A2 dump trucks and M52A2 truck tractors has a tendency to slide forward and contact the electrical fuel pump mounted at the rear of the battery compartment. The metal contact between the tank and the pump, when subjected to constant road vibration, has caused some tanks to rupture.

LESSON LEARNED: A piece of lumber secured to the rear end of the right running board will reduce the possibility of metal contact between the tank and the pump in turn eliminating the possibility of having a ruptured gas tank. This is a field expedient prior to modification. An unsatisfactory equipment report (UER) has been submitted on this item.

f. ITEM: Sling Cargo, Aerial Delivery (Helicopter) FSN 1670-823-5044

COMMENT: During recent helicopter resupply of units, it was noted that many nylon slings were becoming frayed and therefore unserviceable. Additionally, several loads were inadvertently dropped while being transported. Upon examination of these slings, it was discovered that in practically all instances the cause of fraying and dropped loads was a result of the cutting action of the metal, "D" ring on the "A" length of each of the four legs. The inside edges of the triangular shaped "D" rings are relatively sharp and "bite" into the leg causing it to fray, tear or break.

LESSON LEARNED: An unsatisfactory equipment report (UER) has been submitted, but as an interim measure all "D" rings have been removed from the slings to stop this cutting action with satisfactory results.

g. ITEM: Voltage Control Box mounted on 2½ ton "M" Series Multifuel Vehicles.

COMMENT: Location of the Control Box has it exposed to mud, dirt and rocks being thrown up on the unit by the left front tire, making the Control Box difficult to maintain, impossible to keep clean and subject to damage in its present location.

LESSON LEARNED: By drilling two 1/8" holes in the fire wall and relocating the control box, damage and deterioration can be prevented. An unsatisfactory equipment report (UER) has been submitted on this item.

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h. ITEM: Synchronizers for M-38A1 and M151 transmissions spare parts shortages for certain major assemblies during rebuild in the 4th echelon rebuild shop.

COMMENT: Experience in the 4th echelon repair shop has shown that the 2d and 3d gear synchronizer of the M38A1 transmission and the 3d and 4th gear synchronizers of the M151 transmission, less rings and sleeves, are compatible and interchangeable. If only one type of synchronizer is available, remove the 2d and 3d gear synchronizer from the M38A1 synchronizer with sleeve assembly or the 3d and 4th gear synchronizer from the M151 synchronizer with the sleeve assembly and make the appropriate repairs.

LESSON LEARNED: When repairing or rebuilding M38A1 or M151 transmissions and only one of the above mentioned synchronizers is available, utilize the 2d and 3d gear synchronizer from the M38A1 with sleeve assembly FSN 2520-737-4999 or the 3d and 4th gear synchronizer from the M151 with sleeve assembly FSN 2520-678-1763 and interchange to either transmission as required.

i. ITEM: Washing and cleaning of retrograde brass cartridge cases and ammunition packaging materials.

COMMENT: Lack of adequate supply of water for cleaning retrograde brass cartridge cases and ammunition packaging materials to meet the agricultural standards upon arrival in CONUS. All soil matter, plant life and extraneous material must be removed prior to packing retrograde items in shipping containers. Normally this is accomplished with the use of a stream of water under high pressure and many thousands of gallons of water daily. Due to the lack of water linear charge pallets are placed on pallets to provide a comfortable working height and then filled with non-potable water. They are then positioned between the retrograde items to be washed and the shipping container. Two linear charge pallets are required, one for washing and the other for rinsing. The above has been in use for several months with good results. A seven man working party can wash, rinse and stack in shipping containers 45,000 lbs of brass cartridge cases daily using 1,200 gallons of water each day. A five man working party can wash, rinse and stack in shipping containers 27,000 lbs of propelling charge containers daily using 800 gallons of water each day.

LESSON LEARNED: That linear charge pallets and non-potable water is an acceptable substitute for water under high pressure. Continue to utilize linear charge pallets and non-potable water for washing retrograde brass cartridge cases and ammunition packaging materials until a high pressure water system becomes available.

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CABLES CONNECTING PILES
SUPPORTING WINGWALLS

DEADMAN

WINGWALLS

CABLES

ABUTMENT SILLS
RESTING ON PILES

PILE BENT

DIAGRAM #1

ABUTMENT SILL

PILES

BOTTOM BOARD

STREAM BED

DIAGRAM #2

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HEADQUARTERS
1st Marine Division (Rein), FMF
FPO San Francisco, California 96602

DivO 5080.3C Ch 2
46/HLB/jah

20 FEB 1968

DIVISION ORDER 5080.3C Ch 2

From: Commanding General
To: Distribution List

Subj: Assignment of Civic Action Areas of Responsibilities within the
1st Marine Division TAOR

1. Purpose. To direct pen changes to the basic order.

2. Action

a. Change reference (a) to read ICGI 5080.2C and insert the following as new reference; "Ref: (b) CG III MAF msg 180548Z DEC67"

b. In paragraph 4 of the basic order delete present sub-paragraph 4a and insert new sub-paragraphs 4a and 4b as follows:

"a. The CAAOR of the 7th Marines will correspond to the AOR assigned by this Headquarters except for that portion assigned to Force Logistics Command by reference (a)."

"b. The CAAOR of Task Force X-Ray will correspond to the AOR assigned."

c. Re-number present sub-paragraphs 4b and 4c as 4c and 4d.

d. In paragraph 6 of the basic order add new sub-paragraph 6c as follows:

"c. Units within Task Force X-Ray's AOR will not utilize the Project Submittal Sheets. Guidance for initiation of Civic Action projects will be published by Commanding General, Task Force X-Ray."

e. In paragraph 7a of the basic order change the period at the end of the sentence to a comma and add the following:

"as modified by reference (b)."

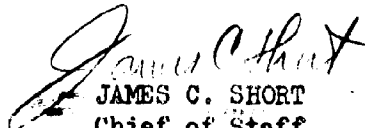
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DivO 5080.3C Ch 2

20 FEB 1968

f. On page 1 of enclosure (2), under Unit column, Hamlet number 30, delete 1stMTBn and insert 4thBn, 11thMar.


JAMES C. SHORT
Chief of Staff

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Ref OLC
A AOLL

HEADQUARTERS
1st Marine Division (Rein), FMF
FPO, San Francisco, California 96602

DivO 5510.8
2/CEC/mts
25 Feb 1968

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DIVISION ORDER 5510.8

From: Commanding General
To: Distribution List

Subj: Propaganda Material

Reports Required: I. Spot Report par. 4a

Ref: (a) MACV Dir 380-20 (NOTAL)

1. PURPOSE To announce policy and prescribe responsibilities and procedures for the handling and reporting of enemy propaganda and subversive materials directed toward FWMAF, other than those in the Vietnamese language, acquired by members or units of this command.

2. GENERAL

a. Propaganda materials disseminated by the enemy may include pictures, leaflets, booklets, so-called "safe conduct passes", and audio presentations.

b. The quality of enemy propaganda materials and his exploitation of current events reflect a professional program and constant attempts to subvert FWMAF/RVNAF personnel.

c. The nature and extent of enemy propaganda must be constantly evaluated.

3. RESPONSIBILITIES

a. All personnel will:

(1) Report to their supervisors or commanding officers all propaganda materials encountered.

(2) Turn-in all propaganda materials to their commanding officers or designated representatives.

b. Commanding Officers and Supervisors will:

(1) Brief all newly assigned personnel concerning enemy propaganda.

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Bivo 5510.8

18 Feb 1968

(2) Take appropriate action to neutralize any adverse effect on troop morale.

(3) Report propaganda in accordance with paragraph 4. below.

4. REPORTING PROCEDURES

a. Enemy propaganda efforts that are dramatic in nature or are considered to have a significant influence on FMAF personnel will be reported to this Headquarters, (Attn: G-2) by spot report.

b. Enemy propaganda materials collected by subordinate commands will be forwarded to this headquarters (Attn: G-2) for evaluation. Letter of transmittal will include the following:

(1) Identifying data of the capturing unit.

(2) UTM grid coordinates of the location, name of the location, and date of acquisition.

(3) Circumstances surrounding acquisition.

c. Materials to be reported include every type of printed or photographic matter and tape recordings acquired in an operational, bivouac, or rest area of any friendly military force, excluding that in the Vietnamese language. Should the same written material be printed on different kinds and sizes of paper in various colors and different styles of type, specimens of each should be forwarded.

d. This report is exempt from reports control under provisions of EOC 5213.6A.

H. J. Woessner
H. J. WOESSNER
Acting Chief of Staff

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HEADQUARTERS
1st Marine Division (Rein), FMF
FPO, San Francisco, California 96602

DivBul 5041
3/RPH/ckm
26 Feb 1968

DIVISION BULLETIN 5041

From: Commanding General
To: Distribution List

Subj: Training Inspection, Third Quarter FY68

Ref: (a)

Encl: (1) Schedule of Training Inspections
(2) Inspection Check List

1. Purpose. To announce the schedule of Training Inspections for the Third Quarter FY68.

2. Information

a. Units listed in enclosure (1) will be inspected on the dates shown.

b. In consideration of operational commitments, the inspections will be carried out informally and are intended to assist the unit commander as well as apprise the Commanding General of the status of training within the unit.

c. The scope of the inspection will include those items listed in enclosure (2).

3. Action. Unit commanders will ensure that cognizant staff members are available to provide information and assist the inspecting officer.

4. Schedule Adjustment. Should the scheduled inspection date conflict with operational commitments, units may request alternate dates by contacting the Assistant Chief of Staff, G-3.

5. Self-cancellation. 31 March 1968.

H. J. Woessner

H. J. WOESSNER
Acting Chief of Staff

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DivBul 5041
26 Feb 1968

Schedule of Training Inspections

Unit	Date
Headquarters, 7th Marines	5 March
1st Engineer Battalion	8 March
2nd Battalion 3rd Marines	12 March
1st Battalion 7th Marines	15 March
1st Shore Party Battalion	19 March
2nd Battalion 7th Marines	22 March
3rd Battalion 7th Marines	26 March

DivBul 5041
26 Feb 1968

G-3 TRAINING INSPECTION CHECKLIST

1. Have provisions of DivO 1500.30_ been initiated and what training has been accomplished with respect to:
 - a. Formal schools training?
 - b. Orientation training of replacements?
 - c. Training emphasis?
 - d. GMS training?
 - e. Correspondence courses?
 - f. Technical MOS training?
2. What procedures are used for:
 - a. Determination of training needs?
 - b. Selection of nominees to formal schools?
 - c. Utilization of formal schools graduates?
 - d. Selecting personnel for OJT in short MOS fields?
3. How many personnel have been to (or are currently attending) VN language course? How adequate are graduates? How are they utilized?
4. How many personnel have attended 3 day Landmine Warfare, Booby Trap & Demolition Course and qualify under ForceO 1550.3_?
5. Is a training officer designated?
6. Are training records maintained? Describe.
7. What system is used to maintain battle sights and marksmanship ability of personnel?
8. Weapons familiarization firing:
 - a. What firing has been conducted, what weapons, and how many personnel?
 - b. What improvised range facilities have been used?
 - c. Was appropriate coordination effected prior to firing?

ENCLOSURE (2)

DECLASSIFIED

DivBul 5041
26 Feb 1968

- d. What training has been conducted with grenades?
- 9. What schooling is provided officers and staff NCO's?
- 10. What training of Headquarters personnel has been accomplished?
- 11. How is information contained in FMFPac Tactical Trends and Training Tips disseminated to the individual Marine?
- 12. How often are weapons inspected? By whom?
- 13. Is orientation conducted in accordance with current directives? Are Rules of Engagement thoroughly covered?
- 14. What NBC training has been conducted in the unit and when?
- 15. Are replacements suitably NBC trained?
- 16. Is minimum required NBC training accomplished?

ENCLOSURE (2)

HEADQUARTERS
1st Marine Division (Rein), FMF
FPO, San Francisco, California, 96602

REC'D. OCC
11 FEB 1968
H
DivO P1560.1A Ch 1
37/HWH/mlb
26 Feb 1968

DIVISION ORDER P1560.1A Ch 1

From: Commanding General
To: Distribution List

Subj: Education Program

1. Purpose: To promulgate a pen change to the subject order.
2. Action: On page 1-1, following paragraph 1d, insert the following new subparagraphs:

"e. Will handle, administer and safeguard all USAFI test material, ensuring all USAFI test material is stored in metal file cabinets, each equipped with a steel lock and bar and approved three-combination dial-type padlock, or properly secured field safes or upright safes.

f. Will account, by serial number, for all USAFI test materials furnished by the servicing USAFI.

g. Will return all USAFI test material in double envelopes to the servicing USAFI for destruction when they become worn, torn, or otherwise no longer usable, after replacement tests have been received. Testing materials marked "controlled items (USAFI test materials)" will not be destroyed in the field. Receipts (DD Form 815) will be requested from USAFI when test materials are returned.

h. Will ensure that tests are not loaned to any other activity for use."

3. Certification. Reviewed and approved this date.

H J Woessner

H J WOESSNER
Acting Chief of Staff

DISTRIBUTION: "A" & "B"

Feb. 7, 1968

Dear Sir,

S/Sgt VUONG VAN NHUT and I should have been back to the Div. by Feb. 2 as we are supposed to. The VC attack on Saigon and many provinces keeps us stuck in the Mekong Delta. We are very anxious to be back to resume our duties but there is not any possibility of getting out of here as the road communication to the Capital is completely cut and Saigon is still closed for outsiders. We are contacting the American Advisors here for assistance but it does not seem easy to get a flight from them right now. We hope the situation will clear up and we can report back for duty soon.

We are really sorry to stay idle
down here while you are in need
of interpreters up there, but we
could not help it because this
matter of states is altogether out
of our control.

We hope to see very soon
Yours respectfully.

S/sgt Luong-van-Nhut
/ Luu

S/sgt NGUYỄN-VĂN-KHIÊN

Nhoktiên

UNCLASSIFIED

AN, LUU-NGOC	SSGT 63/183103
AN, LUU-VAN	SSGT 63/212301
ANH, NGUYEN-HOANG	SSGT 64/143470
BA, TANG-THANH	SSGT 60/130487
BA, TRAN VAN	SSGT /108959
BAC, TRUONG QUANG	SSGT /117176
BE, TRAN VAN	SSGT 64/140575
BEN, NGO-HUU	SSGT 59/152243
CHAU, VO VAN	SSGT 62/138302
CHIEU, TANG-VAN	SSGT 60/127816
CHUC, MAI-NGOC	SSGT 60/179954
CUNG, DUONG DUC	SSGT 64/164703
DAI, DOUNG MINH	SSGT 67/810461
DAM, TRUONG CONG	SSGT 66/117148
DINH, NGUYEN-BA	SSGT 64/106821
DOANH, TRAN-VAN	SSGT 65/413406
DONG, NGUYEN-TRONG	SSGT 65/181815
DUNG, MAI-TAN	SSGT 69/201406
HA, PHAM VAN	SSGT 66/117/75
HAI, NGUYEN-TU	SSGT 64/164424
HOAN, NGUYEN-NGOC	SSGT 66/401052

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HOANG, TRAN-DINH	SSGT 67/194654
HOANG, TRINH VAN	SSGT 56/123544
HOANG, VU-KHAC	SSGT 63/161811
HUNG, CAO DUC	SSGT 66/117057
HUNG, DO-PHI	SSGT 62/166161
HUNG, NGO-DUC	SSGT 59/184104
HUNG, NGUYEN-THUC	SSGT 67/194599
HUY, LUONG-CAM	SSGT 64/191949
HUY, LA-DUC	SSGT 64/106378
KHIEU, NGUYEN-VAN	SSGT 56/120962
KIEU, MAI-HUU	SSGT 61/159113
LIEM, TRAN-THANH	SSGT 65/132991
LIEN, NGUYEN THUY	SSGT 57/179813
LONG, NG. HO TRUNG	SSGT /194754
LONG, NGUYEN VAN	SSGT 64/117185
LUAN, NGUYEN-VAN	SSGT 64/111776
LUAT, PHAN-HUU	SSGT 63/170822
NGHIA, NGO-TUAN	SSGT 61/190567
NGOC, HUYNH-THANH	SSGT 61/116505
NHUT, VUONG-VAN	SSGT 56/151430
PHU, NGUYEN VAN	SSGT 66/133201

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PHU, TRAN-THO	SSGT 65/161875
PHU, TANG	SSGT 56/159201
PHUOC, DOAN NGOC	SSGT 66/205303
PHUOC, NGUYEN MINH	SSGT /126633
QUAN, TRAN-LAC	SSGT 66/133204
QUAN, HUA-TRUNG	GYSGT 60/140942
QUAN, NGUYEN-DINH	SSGT 58/800864
QUYNH, DOAN-VAN	SSGT 66/143000
SON, NGUYEN MINH	SSGT 55/804799
SONG, HOANG-NGOC	SSGT 64/106106
TAM, LE-TAN	SSGT 66/205046
TAM, PHAM-DINH	SSGT 59/165008
TAM, LAI-THE	SSGT 55/181858
TAN, LE VAN	SSGT 67/203414
TANG, VUONG THIEN	SSGT 61/101672
THAI, NGUYEN-VAN	SSGT 60/200194
THAM, LE-VAN	SSGT 66/404067
THANG, NGUYEN-TOAN	SSGT 65/162534
THANH, MAI KHANH	SSGT 62/144556
THANH, NGUYEN	1CPL 60/806005
THANH, NGUYEN-VAN	SSGT 67/203498

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THONG, NGUYEN HUU SSGT 56/804942
THUY, NGO-KIM SSGT 67/503415
TOAN, NGUYEN VAN SSGT 59/190552
TRI, NGHIEM-MANH SSGT 65/128135
TRIEU, PHAM VAN SSGT /201462
TRIEU, TRAN THANH SSGT /181385
TRINH, NGUYEN QUANG SSGT 66/133168
TRONG, TRAN DUY SSGT /117162
TRU, NGUYEN-CONG SSGT 65/122555
VIEN, PHAM VAN SSGT 67/801082
VUNG, HUYNH-QUANG SSGT 64/193090
XUAN, HUYNH VAN SSGT /190341
XUAN, NGUYEN DUY SSGT /183049
XUONG, LA-DINH SSGT 66/117063