

DECLASSIFIED

HEADQUARTERS

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

3/JHS/jhs


5750

SerNo: 0050-71

31 MAR 1971

~~\_\_\_\_\_~~ - Unclassified upon removal of enclosures

From: Commanding General

To: Commandant of the Marine Corps (Code HD) 

Subj: Command Chronology; submission of illegible messages and missing document

Ref: (a) CG, FMFPac ltr 3/JPN/jpn dtd 12 March 1971

Encl: ✓(1) 1stMar msg 040605Z Dec70 (C) (Tab I)  
✓(2) 1stMar msg 142351Z Dec70 (S) (Tab I)  
✓(3) 1stMar msg 150010Z Dec70 (S) (Tab I)  
✓(4) 1stMar msg 150230Z Dec70 (S) (Tab I)  
✓(5) 1stMar msg 250435Z Dec70 (U) (Tab I)  
✓(6) 1stMar msg 251700Z Dec70 (S) (Tab I)  
✓(7) 1stMar msg 301605Z Dec70 (S) (Tab I)  
✓(8) Patrol Debrief to OpOrder 1219-70 - 131300H Dec70 (Tab M)  
✓(9) Patrol Debrief to OpOrder 1220-70 - 131745H Dec70 (Tab M)  
✓(10) Patrol Report to OpOrder 1222-70 - 131400H Dec70 (Tab M)  
✓(11) Patrol Debrief to OpOrder 1243-70 - 241830H Dec70 (Tab M)  
✓(12) Patrol Report to OpOrder 1245-70 - 221000H Dec70 (Tab M)  
✓(13) Patrol Report to OpOrder 1246-70 - 200930H Dec70 (Tab M)  
✓(14) Patrol Debrief to OpOrder 1262-70 - (No DTG) (Tab M)  
✓(15) CG, 1st MarDiv msg 231515Z Dec70 (C) (Tab M)  
✓(16) CG, 1st MarDiv msg 281258Z Dec70 (C) (Tab M)  
✓(17) Supporting document to 1st Engineer Battalion Command Chronology (Tab N) (Company C (Rein), 1st Shore Party Battalion Command Chronology)

1. In compliance with reference (a), enclosures (1) through (17) are submitted for insertion into the 1st Marine Division Command Chronology for December 1970. (1st MarDiv S&C No. 71-0151, Copy 1 of 2 copies)

2. The message listed in paragraph 1a(2) of reference (a), as 1st Marines message 142315Z Dec70 (S) was not issued by the 1st Marines. However, the 2nd Battalion, 1st Marines did issue 1st Marines message 142351Z Dec70 (S), this message is included as enclosure (2), of this letter.

3. Reference (a), also requested the subordinate units command chronologies listed as supporting documents for the 1st Engineer Battalion Command Chronology.


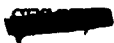
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DOD DIR 5200.10

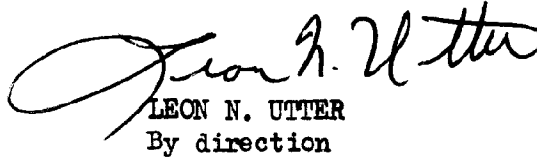
1ST MARINE DIVISION S. & C. FILES  
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The only subordinate unit command chronology to the 1st Engineer Battalion Command Chronology is that of, Company C (Rein), 1st Shore Party Battalion, which is included as enclosure (17) of this letter.

  
LEON N. UTTER  
By direction


Copy to:  
CG, FMFPac w/o enclosures

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- UNCLASSIFIED upon removal of enclosure (1) to the  
basic letter

MAY 27 1971

3/LWB/lsm

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00455

SECOND ENDORSEMENT on CG, 1st MarDiv (-) (Rein) ltr 3/LNU/tsc  
over 5750 Ser No: 00481 of 21 April 1971

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

Subj: Command Chronology for the period of 1-31 March 1971

1. Forwarded, noting the following discrepancies:

a. TAB H; Headquarters Battalion (-) (Rein) Command  
Chronology, Part IV (Supporting Documents):

(1) Personnel Officer, Hq Bn, 1st MarDiv (-) (Rein),  
FMF Command Chronology not provided.

(2) Commanding Officer, Hq Co, Hq Bn, 1st MarDiv (-)  
(Rein), FMF Command Chronology incomplete, no Part II (Narra-  
tive Summary).

b. TAB I; First Marines Command Chronology, Part IV  
(Supporting Documents):

(1) 2d Battalion Command Chronology, Part IV (Support-  
ing Documents), TAB 4, significant messages numbered 8,9,10,  
14, 15, 16, and 17 are illegible.

(2) 3d Battalion (-) Command Chronology, Part IV  
(Supporting Documents), TABS 2 and 6 are illegible.

(3) 3d Battalion (-) Command Chronology, Part IV  
(Supporting Documents), Sections B, C, and D are not included.

c. TAB J; Fifth Marines Command Chronology:

(1) Index of Part IV (Supporting Documents) not  
provided.

(2) 2d Battalion Command Chronology, pages 4 thru  
10 are illegible.

  
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Subj: Command Chronology for the period of 1-31 March 1971

d. TAB N; 1st Engineer Battalion (Rein) Command Chronology, Part IV (Supporting Documents), Company C (Rein), 1st Shore Party Battalion Command Chronology incomplete; average monthly strength not provided (Part I).

2. By copy of this endorsement, the Commanding General, 1st Marine Division is requested to submit missing/legible copies of documents cited above, directly to CMC (Code HD) within 30 days, with notification of submission provided this headquarters.



A. H. ADAMS  
DEPUTY COMMANDER

Copy to:  
CG, III MAF  
CG, 1st MarDiv (-) (Rein)

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003947

3/mep  
5750  
27 April 1971

~~SECRET~~  
(UNCLASSIFIED upon removal of enclosure (1) to the  
basic letter)

FIRST ENDORSEMENT on CG, 1st MarDiv (-)(Rein) ltr 3/LNO/tsc  
5750 Ser No. 00481 of 21 Apr 1971

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

Subj: Command Chronology

1. Forwarded.

  
J. L. GIBNEY  
By direction

Copy to:

CG, 1st MarDiv

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

3/LNU/tso

5750

Serial No. 00481

21 APR 1971

SECRET - Unclassified upon removal of enclosure (1)

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

Subj: Command Chronology

Ref: (a) MCO P5750.1A  
(b) FMFPac O 5750.8B

Encl: (1) 1st Marine Division Command Chronology for March 1971

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

*C. F. Widdecke*  
C. F. WIDDECKE

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

COMMAND CHRONOLOGY  
1 March to 31 March 1971

INDEX

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PART II - NARRATIVE SUMMARY  
PART III- SEQUENTIAL LISTING OF SIGNIFICANT EVENTS  
PART IV - SUPPORTING DOCUMENTS

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COMMAND CHRONOLOGY

PART I

ORGANIZATIONAL DATA

Enclosure (1)

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UNCLASSIFIEDPART IORGANIZATIONAL DATA1. (U) DESIGNATION

Commanding General	MGen	C. F. WIDDECKE
Assistant Division Commander	BGen	E. H. SIMMONS

SUBORDINATE UNITS

HqBn	Col	G. M. BRYANT
1st Marines	Col	P. X. KELLEY
5th Marines	Col	C. V. JUDGE
11th Marines	Col	E. M. RUDZIS
1st Recon Bn	LtCol	B. E. TRAINOR
1st Engr Bn	LtCol	D. E. BENSTEAD
1st MTBn	LtCol	R. B. TALBOT
11th MTBn	LtCol	C. A. ROSENFELD
1st Med Bn	CDR	W. A. ELLIOTT MC USN
1st Bn, 5th Mar	LtCol	F. A. HART

2. (U) LOCATION

1-31 March 1971 - Danang, Republic of Vietnam

3. (U) STAFF OFFICERS

Chief of Staff	Col	D. H. BLANCHARD
Staff Secretary	Capt	S. P. HILL
Assistant Chief of Staff, G-1	Col	W. M. HERRIN
Assistant Chief of Staff, G-2	Col	A. C. SMITH, Jr.
Assistant Chief of Staff, G-3	Col	L. N. UTTER
Assistant Chief of Staff, G-4	Col	W. L. MCCULLOCH
Assistant Chief of Staff, G-5	Col	R. B. BAITY
Assistant Chief of Staff, Compt	LtCol	E. J. REGAN
Adjutant	Major	H. A. ERWIN
Air Officer	Col	H. HART
Area Auditor	CWO	D. M. O'CALLAGHAN
Artillery Off	Col	E. M. RUDZIS
Career Planning Off	Major	J. J. ORAVITS
Chaplain	Capt	T. J. WOOTTEN CHC USN
Clubs Off	Major	J. D. MURRAY
Comm/Elect Off	Col	U. A. LEES
Dental Off	CDR	W. P. ARMSTRONG
Embarkation Off	Major	H. E. KNIGHT
Engineer Off	LtCol	P. J. O'CONNELL
Disbursing Off	Major	R. M. HUSTON
Exchange Off	Capt	H. L. REDDING

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Field Historian  
Food Services Off  
Ground Safety Off  
Industrial Relations Off

Inspector  
Motor Transport Off  
Naval Gunfire Off  
Ordnance Off  
Postal Off  
Provost Marshal  
Public Affairs Off  
Reproduction Off  
Special Services Off  
Staff Judge Advocate  
Supply Off  
Surgeon

Major  
Capt  
1stLt  
1stLt  
1stLt  
Col  
LtCol  
LCDR  
Capt  
Capt  
Col  
Capt  
CWO  
Capt  
Col  
LtCol  
Capt

J. B. MURLAND III  
A. L. MCGRATH  
D. R. MILLER  
H. H. CONOVER (1-11Mar71)  
R. B. SMITH JR. (12-31Mar71)  
W. K. ZAUDTKE  
A. C. STEPHENS  
W. F. HERRIN USN  
W. A. BIGGERS  
W. NEW  
W. K. ZAUDTKE  
F. N. WALDROP  
J. M. WHEATLEY  
L. WALLACE  
D. E. HOLBEN  
L. L. DECARLO  
H. P. PARISER MC USN

4. (C) AVERAGE MONTHLY STRENGTHUSMCOFF   ENL

523   6904

USNOFF   ENL

70   571

OTHEROFF   ENL

0   0

Enclosure (1)

4.

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COMMAND CHRONOLOGY

PART II

NARRATIVE SUMMARY

Enclosure (1)

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a. Total Marine replacements received and Marines rotating during March 1971.

Replacements

Officer - 9

Enlisted - 304

Rotated

Officer - 145

Enlisted - 2,731

b. There were 6 officers and 123 enlisted medically evacuated from RVN. Thirty-six enlisted personnel returned to duty who were previously evacuated from RVN. A total of 2 officers and 37 enlisted personnel departed on emergency leave/permanent change of station orders. A total of 51 departed on emergency leave/TAD orders.

c. A total of 5 enlisted voluntarily extended their tour of duty in Vietnam.

2. (C) CASUALTY AND GRAVES REGISTRATION

a. The following casualties were sustained by units ADCON to the First Marine Division during March 1971.

	KIA	WIA	**DOW	MIA	CPTR	OTHER	*NON BATTLE DEATH/INJ	TOTAL
<u>USMC</u>								
OFF	0	7	0	0	0	0	0	7
ENL	5	67	0	0	0	1	3	77
<u>USN</u>								
OFF	0	0	0	0	0	0	0	0
ENL	0	4	0	0	0	0	0	4
<b>TOTAL:</b>	<b>5</b>	<b>78</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>3</b>	<b>88</b>

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

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

3. (C) AWARDS

a. A total of 820 award recommendations were processed and forwarded to higher authority for approval. In addition, 34 Purple Heart Medals were awarded.

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a. The following criminal investigations were reported for the month of March 1971.

<u>Military Offense</u>	<u>Number</u>
Assault	1
Marijuana Violations	13
Narcotics	13
Larceny	5
Dangerous Drug Abuse	2
Off Limits	59
Weapons Violations	11
I. D. Card Violations	11
Unauthorized Absence	2
Disrespect	2
Drunk and Disorderly	5
Out of Uniform	1
Interference with MP Duties	3
Speeding	66
Improper Trip Ticket	5
Failure to Stop/Yield	1
Invalid/No Drivers License	7
Overloaded Vehicle	22
Inattention	1
Communicating a Threat	1
Total	<u>211</u>

b. During the month of March 1971, there were 208 traffic violations reported.

5. (C) INDUSTRIAL RELATIONS

a. Utilization totals as of 31 March 1971 were:

<u>Authorized</u>	<u>On Board</u>
492	338

6. (U) PERSONNEL AND MORAL SERVICES

a. At the end of March 1971, the on board strength of Chaplains was:

<u>Denomination</u>	<u>Number</u>
Protestant	9
Catholic	5

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- b. The following services were conducted during the month:

<u>Denomination</u>	<u>Number</u>	<u>Number Attending</u>
Catholic Sunday Divine Services	53	1235
Catholic Weekday Divine Services	126	1324
Protestant Sunday Divine Services	61	902
Protestant Weekday Divine Services	51	646
Memorial Services	4	255
Bible Classes/Study	9	43
Orientation/Drug/Religion in RVN	17	491

c. Division Clubs

During the month of March 1971, there were 7 officer, 13 staff noncommissioned officer and 17 enlisted clubs in operation. The gross income for the clubs system during March 1971 was \$112,150.15.

d. Division Exchange System

Total sales for March 1971 were \$285,711.24.

e. Public Affairs

Fourteen news releases and 182 Fleet Hometown News releases and 132 Fleet Hometown Radio Interviews were processed during March 1971. In addition, during the period a total of 4 combat correspondents representing civilian and military media visited within the First Marine Division reporting on the activities of Marines within the Division.

Division Combat Correspondents covered operations and unit activities within the Division TAOR, including Operation Imperial Lake, Upshur Stream, Hoang Dieu 103, Lam Son 405 and Lam Son 719.

f. Postal

The following figures represent pounds of U. S. Mail received and dispatched during March 1971.

<u>Total Received</u>	<u>Total Dispatched</u>	<u>Total Handled</u>
176,049	85,625	261,673

Financial Transaction Totals

U. S. Money Orders and Fees \$672,863.61  
 U. S. Money Orders Cashed \$19,166.88  
 Stamps, postage and insurance \$25,500.00

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During the month of March, the Division Post Office conducted inspections of 22 mailrooms.

g. Career Planning

Career Planning results during March 1971 were:

	<u>1st Term</u>	<u>Career</u>	<u>Total</u>
Total Attrition	28	12	40
Recommended	28	12	40
Recom and eligible	28	12	40
Percentages	21.4%	100%	45.0%

7. (U) FIRST Marine Division Interpretation Program

On 31 March 1971, the number of ARVN Interpreters attached to this Division was 63.

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## INTELLIGENCE SECTION

1. (C) ACQUISITION UNIT

a. General. With increased enemy activity during the enemy K800 and K850 campaigns, the acquisition of intelligence and targetable data increased over that of the previous month. The increase in sensor activations was significant during the period of highest enemy activity. Ground reconnaissance activities shifted emphasis from Charlie Ridge to the Que Son Mountains in an attempt to locate enemy positions, lines of communication and transportation routes and avenues of approach into friendly infantry and artillery positions. As enemy elements moved into the lowlands to conduct offensive operations, target priorities were realigned with emphasis in the Charlie Ridge area where increased enemy activity was noted. By the end of the month, only four OV-10 aircraft were available to conduct visual reconnaissance of the 1st Marine Division TAOR. Other priority missions assigned to the aircraft resulted in a significant reduction in the total hours of visual reconnaissance of the TAOR.

b. Ground Reconnaissance. During March 1971, there were 42 patrols conducted that resulted in 138 enemy sighted. The patrols engaged the enemy 13 times with 15 fire missions and one air strike utilized in support. A total of eight enemy KIA and two individual weapons captured resulted from the contacts. Friendly casualties were one KIA and eight WIA. A total of 24 teams were available until 24 March when the total teams available was reduced to 16 with an average of eight teams operating in the field and five teams prepared for field duty.

c. Photo Imagery Interpretation Team. The Photo Imagery Interpretation Team lost two men to rotation during the month of March. The total number of personnel on hand at the end of March was one CWO-3 and three sergeants. During the month, four high performance photo missions were requested while one was received. Six missions were pending on 1 April. Imagery was worked for re-evaluation of 1st Marine Division targets and support was provided to the 1st Reconnaissance Battalion for operations in the 1st Marine Division area of operations. Due to the standdown of several 1st Marine Division units, the Photo Interpretation Team activity decreased for the month of March.

d. Aerial Observation Sub-Unit.

(1) During the month of March 1971, the Aerial Observation Unit flew on 287 sorties resulting in 622.1 hours of visual reconnaissance and supporting arms control.

(2) The following supporting arms and utility missions were conducted:

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Air Strikes	73
Artillery Missions	36
Photo Missions (Hand Held)	12
Sensor Drops - U.S. Army	3

(3) The damage estimates resulting from supporting arms missions are as follows:

Killed by Air/Artillery (confirmed)	9
Killed by Air/Artillery (probable)	9
Structures Destroyed	39
Bunkers Destroyed	41
Treeline Destroyed (meters)	1000
Trenchline Destroyed (meters)	1200
Caves Destroyed	9
Secondary Explosions	7
Secondary Fires	12
Boats Destroyed	5
VR Base Area 112 (hrs)	75.0
Ordnance Delivered on G-2 Targets (tons)	60.5

(4) Ground fire was received on 17 occasions resulting in five hits to aircraft and one friendly WIA.

(5) All aircraft support for the month of March was provided by Marine Observation Squadron Two. Total sorties and hours are indicated in paragraph 1.

(6) 1stLt M. N. GERRE received minor fragment wounds in the left forearm, face and neck, on 29Mar71, while flying in support of RVN forces at An Hoa.

(7) The unit provided support for operations IMPERIAL LAKE, HOANG DIEU 101, HOANG DIEU 103, UPSHUR STREAM, and LAM SON 719.

(8) The large reduction in sorties and total hours flown was a result of the number of daily sorties being reduced from 13 to nine on 14 March, and a second reduction, on 23 March, from nine sorties to four sorties daily. The reduction in sorties was due to redeployment of VMO-2 to CONUS, leaving four OV-10 aircraft in 1st Marine Aircraft Wing.

#### e. Interrogation-Translation

(1) During the period 1-31 March 1971, the 1st Interpreter Team acted as the Kit Carson Scout Project Office, with the Team Commander acting as the Officer-in-Charge. During the period, the 7th Interpreter Team stood down on 24 March 1971.

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(a) Total interrogation reports submitted: 0

(b) Total number of documents processed: 0

(c) During the reporting period, the Document Translation Center (7th Interpreter Team) screened 18 batches of documents, totaling 420 items.

(2) The 3d and 13th Interrogation Translation Teams continued to support the 1st Marine Division.

(a) Total detainees processed:

1 Innocent Civilians: 16

2 Civil Defendants: 4

3 Returnees: 0

4 Prisoner of War: 2

(b) Total interrogation reports submitted by the 3d and 13th Interrogation Translation Teams: 6

(c) Significant information gained from captured documents included cryptographic codes and changes to cover designators.

(d) Significant Events

1 3d Interrogation Translation Team: 1-31 March 1971 in support of the 1st Marine Regiment.

2 13th Interrogation Translation Team: 1-31 March 1971 in support of the 5th Marine Regiment. The sub-team at the 95th Army Evacuation Hospital was replaced by the 3d Interrogation Translation Team on 24 March 1971. The 13th Interrogation Translation Team stood down from all operations on 24 March 1971 in preparation for increment VI redeployment. A total of three detainees were processed during this period, resulting in the classification of two innocent civilians and one civil defendant.

f. Sensor Control and Management Platoon (SCAMP). During March, SCAMP operations included three (3) sensor implants. At the end of the month, there were three (3) monitoring sites, located at Hill 327, Hill 510 and the SCAMP Operation Center (SOC).

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(1) Activity. There were forty-one (41) targets acquired during the month. Two (2) fire missions were employed and aerial observers were used twice. This was an increase of thirty (30) targets from the previous month, attributable to increased enemy activity during K800 and K850 campaigns.

(2) Installations. The following sensor strings were activated during the reporting period:

<u>STRING NO</u>	<u>TYPE</u>	<u>LOCATION</u>	<u>MONITORING SITE</u>
10	Adsids	AT906856	SOC
11	Adsids	AT893847	Hill 327
12	Adsids	AT886846	Hill 327
13	Adsids	AT860652	SOC
14	Adsids	AT876652	SOC
17	Adsids	AT917636	SOC
18	Adsids	AT927645	SOC
19	Mini/AAU	AT987507	SOC
20	ARFIII/NBB	AT986507	SOC
21	Adsids	AT897633	SOC
22	Adsids	AT885619	SOC

(3) Deactivations. The following sensor strings were deactivated during the reporting period:

<u>STRING NO</u>	<u>TYPE</u>	<u>LOCATION</u>	<u>MONITORING SITE</u>
21	Gsid	AT891802	O.P. Reno
22	Gsid	AT896815	O.P. Reno
24	Gsid	AT887826	O.P. Reno
27	Gsid	AT904827	O.P. Reno
28	Gsid	AT906823	O.P. Reno
33	Mini/Mag	AT823466	Hill 327
61	Mini/Mag	BT072394	Hill 218
62	Mini/Mag	BT086408	Hill 218
63	Mini/Mag	BT085404	Hill 218
64	Mini/Mag	BT098372	Hill 218
65	Mini/Mag	BT102379	Hill 218
66	Mini/Mag	BT115406	Hill 218

(4) Monitor Sites. The monitor site at Hill 218 was closed and a new monitor site, located at Hill 510, was activated on 4 March. A SARS III Relay System, located on Monkey Mountain, was activated on 30 March. Due to the installation of the SARS III Relay System, the monitor site located at O.P. Reno was closed on 31 March and a new monitor site, located at the SCAMP Operations Center, was activated on the same date.

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(5) Sensor Account. As of 31 March, there were 117 radio frequency sensors employed in 31 strings.

(6) Training and Briefings. Classes were presented to Officers and SNCO's from 1st Bn, 1st Marines on 15 March. Classes were also presented to Recon and E.O.D. personnel on 25 and 27 March.

g. Target Intelligence

(1) During March 1971, 111 intelligence targets were developed resulting in 119 airstrikes.

(2) A total 177 infrared missions were requested, of which 13 were flown resulting in 196 emissions.

2. (C) STAFF COUNTERINTELLIGENCE UNIT

a. Normal and passive Counterintelligence measures against the enemy collection effort continued during the period. The 3d Counterintelligence Team initiated and participated in 17 operations during March 1971. During these operations 778 Vietnamese were screened against wanted lists resulting in 38 detainees. One confirmed KIA and one WIA were reported by units participating in these Counterintelligence initiated operations. The following items were captured and/or destroyed:

- 1 - M-14 rifle
- 2 - M-16 rifles
- 1 - K-54 pistol
- 6 - tunnels
- 3 - B-40 rockets with boosters
- 3 - B-41 rockets with boosters
- 7 lbs documents

Numerous amounts of small arms ammunition, grenades, medical supplies, foodstuffs and clothing were discovered.

b. During March 1971, 1st Marine Division Units reported expenditures of 45,850 \$VN under the Volunteer Informant Program (VIP) for intelligence information and ordnance. The 1st Marine Division VIP Fund was liquidated during March 1971. Units have received funds through the 3d MAB VIP Fund Custodian.

c. During March 1971, the 3d Counterintelligence Team conducted a total of five (5) Vacated Command Post Inspections.

d. During March 1971, a courtesy analysis of the telephones utilized by the Chief of Staff was conducted.

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**3. (C) OPERATIONS INTELLIGENCE****a. Intelligence Materials and Publications Prepared and Distributed to Subordinate, Adjacent and Higher Commands.**

- (1) Daily Intelligence Summaries (INTSUM)
- (2) Area Studies
- (3) Munitions Turned in Under Voluntary Informant Program (VIP)
- (4) Mine and Booby Trap Report
- (5) Command Chronology
- (6) Control, Turn-in and Disposal of Captured Weapons
- (7) Astronomical and Climatological Studies/Data
- (8) Spot Reports
- (9) Measurement of Progress Report (MOP)

**b. Briefings**

- (1) Daily briefings for the Commanding General and General Staff.
- (2) Intelligence orientation briefings presented to all officers joining the Division.

**c. Enemy**

(1) The enemy continued in March 1971 to concentrate his efforts against GVN Forces and functions. Therefore, his activity within the Division's TAOR continued to decline. The enemy's Main Force NVA units spent most of the month in the mountainous base areas continuing a lengthy phase of rehabilitation, resupply and conducting preparations for Phase II, K800 and Phase I, K850. VC Main Force and Local Force units continued to operate in their traditional operating area in the lowlands, involved in the execution of Phase II, K800 and the preparation for Phase I, K850. Most significant was his employment at the month's end, of the NVA infantry units of the 38th Regt in an offensive role, which was the first time Front 4 had chosen to utilize the elements of the 38th Regt in the offensive role since September - October 1970. Again this offensive surge was primarily directed against GVN Forces in Duc Duc District.

(2) Statistical Summary. The following is a statistical summary of enemy initiated incidents and sightings for the month of March:

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(a) Enemy Initiated Contacts:	96
(b) Mortar Rounds Received:	17
(c) Rockets Received:	36
(d) Lob Bombs Received:	5
(e) Mining Incidents:	1
(f) Terrorist Acts:	11
(g) Enemy Sighted:	384

(3) Estimate of the Enemy Situation. The enemy's combat posture towards 1st Marine Division units remained passive throughout March. He did, however, make his presence felt in Quang Nam Province during the execution of Phase II, K800 and Phase I, K850. These high points of activity were again directed almost entirely against GVN forces and functions. Unless an intense effort is made by the enemy to introduce sizable reinforcements into the province during 1971, it is anticipated that his present force levels will continue to deteriorate. Confronted with FVMAF/ARVN preemptive operations, reduced manpower, and supply shortages, enemy forces will be capable of conducting only the harassing activities that have characterized their efforts in recent months, and some limited offensive surges in the more southwestern lowland areas. In the populated lowlands, main efforts will be channeled towards rebuilding the depleted VC military and political structure at the hamlet and village level; in the highlands NVA forces will be preoccupied with logistic activities.

(a) During March, there was one major change in the enemy order-of-battle. The D-3 NVA Battalion was dropped. The D-3 Battalion has been reported in FW Reports and documents to have disbanded in December 1970, and transferred its personnel to the R-20th Battalion, V-25th Battalion and T-89th Battalion.

#### d. Weather

(1) The maximum and minimum temperatures for the month of March were 81 and 70 degrees respectively, with a mean temperature of 75.5 degrees. Total precipitation was 1.45 inches.

(2) Weather during the month had no appreciable effect on ground operations. Low ceilings and fog had a moderate effect on observation and helicopter operations during the month.

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### ORGANIZATION AND OPERATIONS

1. (C) During the month of March, the Division continued to interdict enemy logistical support activities and destroy his harbor sites. Operation IMPERIAL LAKE, which commenced on 31 August 1970, continued throughout the reporting period. Operation UPSHUR STREAM, which commenced on 11 January 1971, continued throughout the reporting period, this Category III operation continued its mission of exploiting reconnaissance acquired targets. The Division also operated in support of two other named operations during the reporting period. Operation HOANG DIEU 103, and Operation LAM SON 719, (originally Operation DEWEY CANYON II). Operation HOANG DIEU 103 was a combined saturation operation being conducted throughout Quang Nam Province by RVNAF. The operation commenced on 3 February and was terminated on 10 March 1971. Operation LAM SON 719, commenced on 7 February 1971 with the Divisions' mission of providing combat service support for XXIV Corps. In addition to these named operations, Division units continued to conduct extensive saturation patrols and ambushes throughout the TAOR. Enemy losses decreased sharply during the reporting period, producing one of the lowest enemy casualty figures since the Division has been in Viet Nam. Enemy activity as reflected by enemy losses has also decreased sharply during the month. The decrease was largely attributed to the operation that was being conducted by ARVN forces within the south-eastern portion of Laos, thus denying enemy forces within the Division TAOR, of the necessary supplies and equipment with which to operate. The Division Pacification Program and successful operations against his logistical support have forced the enemy to avoid confrontation with Marine units. Aggressive reconnaissance activities and effective supporting arms continue to account for enemy losses. The enemy continues to inflict casualties on Marine units through the employment of surprise firing devices. The Division's Engineer Mine Warfare Contact Team is continuously providing instruction to all levels in an effort to reduce casualties by these insidious weapons.

a. On 3 March 1971, M/3/1 OPCON to 1/1 at grid coordinates (AT 807650) on Operation HOANG DIEU 103, while constructing a bunker, found forty-seven 60mm rounds and four M-79 rounds. The unit also found one booby trap consisting of an ammunition can filled with black powder and rigged with a trip wire. Unit destroyed ordnance and booby trap in place.

b. On 4 March 1971, at 0435H, the Danang Vital Area came under an enemy rocket attack. A total of sixteen 122mm rocket impacts were counted and four of these found were duds. Damage caused by the rockets: One building at (BT 013752) received major damage, one USAF personnel was a WIA at (BT 013752), one Vietnamese house and six motorcycles hit at (BT 016759), damage to the roof of a warehouse at (BT 014751), damage to one Conex box and damaged high tension lines at

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(BT 014751). At 0439H counter mortar fire was initiated by "A" Btry, 3rd 8" HOW Battalion, on suspected targets at (AT 942678), (AT 939684), (AT 036680) and (AT 935683). A total of 70 rounds of counter mortar fire were expended. End of mission came at 0452. The enemy rocket attack seemed to be concentrated on the eastern end of the Danang Air Base.

c. On 14 March 1971, a Quick Reaction Force (QRF), from G/2/1 at (AT 960525) was being extracted. The last element of the QRF boarding the helicopter received several enemy M-79 rounds from an unknown sized force, resulting in 12 USMC WIA(E). Unit boarded the USMC WIA's (E) and continued extraction.

d. On 25 March 1971, a squad sized patrol from M/3/1, on a night patrol detonated a unknown type of booby trap with a pressure type detonator, resulting in 3 USMC WIA(E). Medevac was called at 1935H and completed at 2030H.

e. On 29 March 1971, at 0200H the Danang Vital Area came under enemy rocket fire, consisting of eighteen 122mm rockets. Two of the rockets landed in the South China Sea east of the China Beach R&R Center, and one other rocket was a dud. Damage caused by the rocket attack: slight damage to Air America Building and one Beachcraft airplane near the building; one USAF Airman received fragment wounds of the left hand; minor damage to two Marine HU-1E Aircraft at HMS-463; and a direct hit on a Vietnamese house with unknown number of casualties. Counter rocket fires were initiated by "A" Btry, 3rd 8" HOW, A, B, C, and W Btry, 1/11.

f. On 3 March 1971, 2/1 CUPP GP (AT 968618) on Hill 55 received 5 rounds of 105mm Lob Bombs. Four detonated and one was a dud. Results of the attack were 3 USMC WIA(E) from 2/1 CUPP, and one USMC KIA from "B" Btry, 1/11.

## 2. (S) Major Operations

a. Operation IMPERIAL LAKE, a Category III operation, which commenced on 31 August 1970, continued throughout the reporting period. The 1st Marines assumed the operation from the 5th Marines due to the latter's redeployment. Patrols located and destroyed numerous base camps, caves and bunker complexes, and captured individual weapons, foodstuff, clothing and equipment. The cumulative results for the operation as of 31 March 1971 are as follows:

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<u>ENEMY</u>	<u>FRIENDLY</u>
126 NVA KIA	22 USMC KIA
176 VC KIA	170 USMC WIA(E)
152 DETAINEES	33 USMC WIA(M)
214 IWC	1 USMC KNHC
16 CSWC	126 USMC NHC(E)
	2 USMC NHC(M)
	2 USN KIA
	3 USN WIA(E)
	6 USN NHC(E)

b. Operation UPSHUR STREAM, was a Catagory III operation, with the mission of exploiting reconnaissance acquired targets. The operation commenced on 11 January 1971, and was terminated on 29 March 1971. The operation took place on the western edge of Charlie Ridge, with the center of mass at (ZC 1959). Contact with the enemy has continued to be very light. The cumulative results for the operation as of 291530H March are as follows:

<u>ENEMY</u>	<u>FRIENDLY</u>
3 NVA KIA	1 USMC WIA(E)
10 VC KIA	5 USMC WIA(M)
28 IWC	14 USMC NHC(E)
3 CSWC	2 USMC NHC(M)

c. Operation HOANG DIEU 103, was a combined saturation operation conducted by RVNAF throughout Quang Nam Province. The operation commenced on 3 February 1971, with the Division operating in support. The cumulative 1st Marine Division results of the operation as of 10 March 1971 on which date the operation was terminated, are as follows: (Operation IMPERIAL LAKE, Operation UPSHUR STREAM and Operation LAM SON 719 totals are included)

<u>ENEMY</u>	<u>FRIENDLY</u>
111 NVA KIA	2 USMC KIA
116 VC KIA	89 USMC WIA(E)
148 DETAINEES	31 USMC WIA(M)
55 IWC	2 USMC KNHC
3 CSWC	10 USMC NHC(E)
	2 USMC NHC(M)
	1 USN WIA(E)
	1 USN NHC(E)

d. Operation LAM SON 719, a major RVNAF operation being conducted in Laos, commenced on 7 February 1971, and was terminated on 30 March 1971. On 15 February 1971, the 1st Engineer Battalion provided a detachment to Operation LAM SON 719, consisting of two M-172 Lowbeds, eight forklifts of six thousand pound capacity, and one M-52A2 Truck Tractor, together with appropriate operators, maintenance and supervisory personnel. The Engineer detachment remained with the

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operation throughout the reporting period. The cumulative 1st Marine Division results for the operation are as follows:

ENEMY  
NONE

FRIENDLY  
1 USMC WIA(E)

3. (C) Results of all operations and small unit contacts by Division units during the reporting period are as follows:

ENEMY  
0 NVA KIA  
38 VC KIA  
17 IWC  
2 CSWC

4. (C) The following ship provided Naval Gunfire Support for the Division in March 1971.

<u>NAME</u>	<u>No. OF DAYS</u>	<u>CALIBER</u>	<u>ROUNDS</u>
USS TURNER JOY (00951)	2	5" 38	137
DD 951			

5. (S) The following Division units departed RVN during March as part of Increment IV Redeployment (Keystone Robin Charlie).

- a. Btry D, 2/11 (3Mar)
- b. Btry F, 2/11 (3Mar)
- c. Btry K, 2/11 (3Mar)
- d. 3rdBn, 5th Marines (12Mar)
- e. HqBtry, 2/11 (22Mar)
- f. Btry E, 2/11 (22Mar)
- g. Btry W, 2/11 (22Mar)
- h. 2ndBn, 5th Marines (22Mar)
- i. HqCo, 5th Marines (22Mar)
- j. 1stRecon Bn, (-) (22Mar)
- k. Det, 1stForRecon Co (22Mar)
- l. 1st MT Bn, (-) (30Mar)
- m. 1st EngBn, (-) (30Mar)
- n. HqBtry, 11th Marines (31Mar)
- o. Btry L, 4/11 (31Mar)

6. (S) The following Division units stooddown during March in preparation for redeployment in April as part of Increment IV Redeployment (Keystone Robin Charlie)

- a. Det, HqBn, 1st MarDiv (24Mar)
- b. 1st Bn, 5th Marines (24Mar)
- c. 13th, ITT (24Mar)
- d. HqBn (-), 1st MarDiv (24Mar)
- e. 11th MT Bn (24Mar)
- f. 7th, IT (24Mar)
- g. 2nd, SSCT (24Mar)
- h. 1st MedBn (-) (29Mar)

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1. (S) During 1-3 March, 5th Marines Golf CUPP (Golf CUPP units 1-10) was disestablished, with Company G, 2nd Battalion, 5th Marines, rejoining 2nd Battalion, 5th Marines.
2. (S) Command of Batteries D and F, 2nd Battalion, 11th Marines and Battery K, 4th Battalion, 11th Marines, was passed to CG, III MAF, effective 031240Z Mar 71. (Keystone Robin Charlie Redeployment).
3. (S) On 3 March, Headquarters Company, 5th Marines, 2nd Battalion, 5th Marines, Headquarters Battery, 11th Marines, Battery L, 4th Battalion, 11th Marines, Headquarters Battery, 2nd Battalion, 11th Marines, and Batteries E and W, 2nd Battalion, 11th Marines, stooddown from offensive operations.
4. (S) On 6 March, 1st Motor Transport Battalion, stooddown from offensive operations.
5. (S) Command of 3rd Battalion, 5th Marines was passed to CG III MAF, effective 121530Z March 1971. (Keystone Robin Charlie Redeployment).
6. (S) On 14 March, 1st Reconnaissance Battalion (-) (Rein), stooddown from offensive operations.
7. (S) On 15 March, 1st Marines CUPP units 1/4/M, 2/4/M, and 3/4/M were disestablished.
8. (S) Command of Headquarters Battery and Batteries E and W, 2nd Battalion, 11th Marines, was passed to CG III MAF, effective 210735Z March 1971. (Keystone Robin Charlie Redeployment).
9. (S) Command of Headquarters Company, 5th Marines, 2nd Battalion, 5th Marines, and 1st Reconnaissance Battalion (-) (Rein), was passed to III MAF, effective 240735Z March 1971. (Keystone Robin Charlie Redeployment).
10. (S) On 24 March, Headquarters Battalion, 1st Marine Division, 1st Battalion, 5th Marines, 13th Interrogator/Translator Team, 7th Interrogator Team, 2nd Special Security Team, and 11th Motor Transport Battalion, stooddown from combat operations.
11. (S) Command of Headquarters Battery, 11th Marines and Battery L, 4th Battalion, 11th Marines was passed to CG III MAF, effective 281000Z March 1971. (Keystone Robin Charlie Redeployment)
12. (S) On 29 March, 1st Medical Battalion (-) stooddown.
13. (S) Command of 1st Engineer Battalion (-) and 1st Motor Transport Battalion (-) was passed to CG III MAF, effective 311600Z March 1971. (Keystone Robin Charlie Redeployment).

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TRAINING

1. (U) First Engineer Battalion Land Mine Warfare School presented a weekly syllabus to 83 Marines. The Land Mine Warfare School Contact Team conducted one day courses on mine and booby trap countermeasures for 428 Marines.
2. (U) During the month of March, 1 officer and 18 enlisted Marines attended formal schools out of country with 5 enlisted Marines attending formal schools in country.
3. (U) Division schools conducted approximately 141 hours of instruction in combat related subjects for 142 RVN military personnel.

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**OPERATIONAL TECHNICAL INSPECTIONS**

1. (U) There were no Operational Technical Inspections during the month of March 1971.

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Logistics Input for Part II of the March 1971 Command Chronology

1.(C) General.

a. During the month of March 1971, the Force Logistic Command operated the Logistic Support Area (LSA) at Hill 37 which fully supported units operating from that area.

b. Property transfers and coordination involved in the stand down phase of redeployment were of primary concern during the reporting period.

2.(C) Operations/Plans

a. During the month of March, Hills 381, 218, 250 and OP 119 were vacated and dismantled.

b. Major cantonments which were transferred during the month included Baldy Combat Base and Camp Lauer/Stack Arms to the ARVN. Camp Faulkner was transferred to the U. S. Army during late March.

c. The 1st Battalion, 5th Marines, 11th Motor Transport Battalion and Headquarters Battalion are currently preparing for embarkation.

3.(U) Materiel Management

a. During the month of March 1971, the Materiel Management section participated in numerous turnovers of equipment to RVNAF. Of particular significance is the fact that out of the 378 items offered, 100 percent were accepted. The value of these items totaled \$399,580.

4.(U) Supply

a. Overall supply support to division units was satisfactory.

b. Representatives from the Division Supply Office have visited redeploying units on a daily basis to lend assistance in any supply related problem area concerning redeployment of the unit.

c. The CG, FLC advised units that there was a requirement to rebuild the Mount Out/Mount Out Augmentation (MO/MOA) in WestPac and that 3d FSR was tasked with the requirement to accomplish this task. A listing of the requirements (approximately 80,000 items) was submitted to the division. The division is screening all units to ascertain if any assets are available to be turned into FLC for retrograde to 3d FSR.

5.(C) Embarkation

a. The Division Embarkation Office was responsible for the loading of redeploying units aboard five surface craft during the month of March 1971. These vessels included USS JUNEAU (LPD-10), USS CAYUGA (LST-1186), USS DENVER (LPD-9), USS MANITOWOC (LST-1180) and the USS DULUTH (LPD-6).

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a. During the month of March the Division Ordnance Office continued a series of visits to division units. The disposition of ordnance items, condition codes, preservation preparation and packaging were the primary topics discussed with redeploying units.

b. Six 101A1 Howitzers with equipment were turned over to RVNAF as part of project 805.

7.(C) Motor Transport

a. A total of 164 convoys were conducted within the 1st Marine Division TAOR by division units. Convoy destinations included Baldy Combat Base, Hoi An, Hill 37, Hill 65, Northern Artillery Cantonment, Hai Van Pass, Tien Sha Ramp and Deep Water Pier.

b. During the month, 1st Motor Transport Battalion travelled a total of 42,539 miles, transported a total of 12,979 personnel and hauled 858 tons of cargo. During the same period, 11th Motor Transport Battalion travelled a total of 100,279 miles, transported a total of 23,541 personnel and hauled a total of 18,460 tons of cargo. In total, the division motor transport battalions travelled 142,818 miles transporting 36,520 personnel and hauled a total of 19,318 tons of cargo.

8.(U) Engineer

a. During the month of March, there were 29 division work orders issued to the 1st Engineer Battalion. Fourteen TSFC requests were submitted to Commanding General, III MAF and 12 work requests to the Installation Engineer, U. S. Army.

b. The Division Engineer recorded two mines detected by the 1st Engineer Battalion. Vietnamese civilians turned in a total of 33 pieces of ordnance and were paid 6,650 piasters under the Voluntary Information Program (VIP).

9.(U) Food Service

a. The variety and availability of subsistence items were in sufficient supply during March to provide adequate menu support.

b. Operation of the 1st Battalion, 1st Marines Mess located at Hill 65 was transferred to the U. S. Army on 20 March 1971.

c. The Staff NCO shortage in Occupational Field 33 has been greatly relieved by the reassignment of personnel from redeploying units to remaining units where shortages formerly existed.

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10(U) Surgeon

a. The total average patient load for 1st Medical Battalion during March 1971 was 61, with a total of 360 admitted and 134 evacuated from Vietnam. Blood expenditures totaled 219 units. There were 23 Malaria cases for the month.

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## CIVIL AFFAIRS/CIVIC ACTION

## Narrative Summary for the Period 1-31 March 1971

1. (U) The Soil Reclamation Project at the Resettlement Village of Ky Ngoc on Route #4 was completed on 10 March 1971 with a total of 150 hectares of land prepared for cultivation. As with the Soil Reclamation Project at Go Noi Island, the project at Ky Ngoc was highlighted by the close cooperation and coordination displayed among U.S. advisors, Vietnamese security forces, and GVN officials.
2. (U) Division G-5 issued 20 bags of cement, 30 sheets of roofing tin, 4 insecticide sprayers, and 4 gallons of insecticide to Hoa Vang District Headquarters for use at their district "Model Farm." Additionally 12 10-FT lengths of 3-inch pipe and 4 24-FT lengths of 2-inch pipe were issued for the construction of an irrigation system at the "Model Farm", where Vietnamese farmers are shown various types of crop diversification and instructed on planting and care.
3. (U) G-5 delivered 80 sheets of tin, 50 bags of cement, and 1,120 board feet of lumber to the World Buddhist Social Services at China Beach for use in constructing an office and service center.

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## 1. (U) Summary of military civic action projects.

a. Construction projects completed during reporting period. Joint projects will be marked with a (J) next to the listing.

	<u>CONSTRUCTED</u>	<u>REPAIRED</u>
(1) Dwellings	<u>2</u>	<u>10,4 J</u>
(2) Roads (km)	<u>0</u>	<u>2</u>
(3) Churches	<u>0</u>	<u>1</u>
(4) Hospitals	<u>0</u>	<u>0</u>
(5) Dispensaries	<u>0</u>	<u>0</u>
(6) Market places	<u>0</u>	<u>1</u>
(7) Schools	<u>0</u>	<u>3,1 J</u>
(8) Bridges	<u>0</u>	<u>1</u>
(9) Drainage ditches	<u>0</u>	<u>1</u>
(10) Well projects	<u>1</u>	<u>0</u>

## b. Educational efforts.

## (1) Classes

(a) English-0 Total Students-0

## (2) Training

(a) Nurses/Aides-7

c. Commodities distributed (include commodities obtained from USAID and voluntary agencies and distribution).

## (1) Building materials

(a) Cement- 110 bags

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- (b) Tin- 182 sheets
- (c) Lumber- 9,874 board feet
- (d) Paint- 10 gals.
- (e) Plywood- 41 sheets
- (f) Nails- 15 lbs.
- (g) Culverts- 35 pieces
- (h) Steel stakes (8 foot)- 20 number
- (2) Kits distributed
  - (a) School kits- 2,250
- (3) Food- 420 lbs.
- (4) Clothing- 40 lbs.
- (5) Health items (soap, toothpaste, etc.)- 90 lbs.
- (6) Agricultural tools- 20
- (7) Others- 0

2. (U) GVN program support. Specific completed construction or repair projects that US/FWMAF supported that were programmed as unfunded GVN RD programs are listed below.

<u>PROJECTS</u>	<u>PROVINCE</u>	<u>CONSTRUCTION/REPAIR</u>	<u>TYPE OF ASSISTANCE</u>
House (Tu Caø)	Quang Nam	Repair	Materials
Pagoda (Hoi An)	Quang Nam	Construction	Materials
Well (An Tra)	Quang Nam	Construction	Materials

3. (U) Total number of man-days (10 hour days) personnel of unit engaged in civic action activities.

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## 4. (U) Cost of civic action projects.

a. Cost of supplies contributed from military resources for civic action projects (does not include cost of commodities obtained from USAID, CARE, CRS, and like organizations). 307,967\$VN

b. Expenditures from the US/FWMAF Civic Action/PSYWAR Fund 73,200\$VN

## 5. (U) Voluntary contributions (current month).

a. Collections/contributions 23,680\$VN

b. Expenditures on support of Military Civic Action. 14,220\$VN

## 6. (U) Percent of U.S. Military Civic Action activities conducted jointly with:

a. Other FWMAF 10%

b. RVNAF 12%

c. U.S. civilian voluntary agencies 8%

## 7. (U) Self-help. Estimated average percent of each project was completed by:

a. Self-help labor. 90%

b. Materials furnished by the people 20%

## 8. (U) For each of the major civic action programs listed below, the number of man hours (10 hour days) and costs of supplies provided from military resources are listed.

<u>PROGRAMS</u>	<u>MAN-DAYS</u>	<u>\$VN</u>
a. Economic Development: Includes all agriculture, fisheries, markets and cottage industries, and other activities involving production and distribution of products.	<u>76</u>	<u>92,100</u>
b. Education: Includes all activities involving the increase and improvements of school facilities and classrooms or other group instruction. Technical training reported in programs a, c, and d are excluded.	<u>67</u>	<u>51,405</u>

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c. Social Welfare. Includes all activities that improve or increase methods of transportation; eg., and roads, bridges, and waterways.

135158,162

d. Transportation. Includes all activities that improve or increase methods of transportation; eg., and roads, bridges, and waterways.

296,300

e. Refugee Assistance Support: All assistance to refugees including activities reported in programs a, b, c, and d.

800

9. (U) Number of separate institutions assisted during the reporting period:

a. Schools- 7

b. Orphanages- 3

c. Hospitals/Dispensaries- 5

d. Other- 0

10. (U) Significant problems encountered which hinder or render less effective the civic action programs conducted within the Civil Affairs Subzone: Civic Action projects continue to be hindered by a shortage of construction materials.

11. (U) Beneficial results of civic action: The S-5 at 11th Motor Transport Battalion received intelligence from a IRO worker resulting in the finding of three (3) B-40 rockets.

12. (U) Assistance rendered within the 1st Marine Division CAAOR during the month of March was as follows:

MEDCAPS- 3,609

DENTCAPS- 42

Number of health workers trained- 5

Hygiene/sanitation classed held- 16

MEDEVACS (VN)- 192

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## NARRATIVE SUMMARY FOR PSYCHOLOGICAL OPERATIONS, PERIOD 1-31MAR71

1. (U) During this reporting period, no Hoi Chanh rallied to Division units. Rallyers for the I Corps area for March 1971 total 180; 25 came from Quang Nam Province and seven (7) from Danang City (approximately 17%).

2. (U) "Earlywords" were utilized as follows:

<u>UNIT SUPPORTED</u>	<u>DATE</u>
2nd Battalion 1st Marines	13,26 Mar

3. (U) Armed Propaganda Teams were utilized as follows:

<u>UNIT SUPPORTED</u>	<u>DATE</u>
1st Marines	2 squads- 1 - 8 Mar

4. (U) ARVN POLWAR Teams were not utilized in March.

5. (U) Cultural Drama Teams were not utilized in March.

6. (U) HB(loudspeaker) Teams. All HB teams still remain attached to Regimental S-5's. The teams logged a total of 122:30 hours of broadcasting time.

7. (U) HE (audio-visual) Teams in support of Marines have logged in a total of 84 hours of movies.

8. (U) During this reporting period 10,542,000 leaflets were air dropped in the 1st Marine Division TAOR. 263,000 leaflets were hand distributed.

9. (U) During this reporting period a total of 32:35 hours of aerial broadcasts were made.

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**COMMUNICATION-ELECTRONICS  
NARRATIVE SUMMARY**

1. (U) CMMI. To insure that redeploying units were provided with maximum assistance, several staff visits were made to each unit. No communication-electronics command material management inspections were scheduled during this period; however, material readiness inspections were accomplished informally during regular staff visits.

2. (U) Staff Visits were made to the following units.

- a. Headquarters Battalion
- b. 1st Marines
- c. Headquarters, 5th Marines
- d. 1st Battalion, 5th Marines
- e. 2d Battalion, 5th Marines
- f. 3d Battalion, 5th Marines
- g. Headquarters Battery, 11th Marines
- h. Headquarters Battery, 2d Battalion, 11th Marines
- i. "K" Battery, 2d Battalion, 11th Marines
- j. 1st Motor Transport Battalion
- k. 11th Motor Transport Battalion
- l. 1st Reconnaissance Battalion
- m. 1st Engineer Battalion
- n. 1st Medical Battalion
- o. G-6, III Marine Amphibious Force
- p. FLC, Electronics Maintenance
- q. Communication Company, Headquarters Battalion
- r. Headquarters Battalion Supply
- s. 2d SSCT
- t. "L" Battery, 4th Battalion, 11th Marines

3. (C) Communication Security. Emphasis on communication security during the month of March continued to produce improvements. The

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redistribution of NESTOR assets to remaining units has been essentially completed. The current high unit density of these equipments in the stay-behind force, plus continued command attention, is reflected in the fact that 1st Radio Battalion monitored 12,360 transmissions, none of which met TRANSEC Spot Report criteria for the month. One violation was detected by the Division Communication Company.

#### 4. (C) New Plans and Programs

a. Equipment transfers were planned and initiated to allow the control and operation of Division facilities such as the Communication Center and Combat Operations Center to be assumed by CG 3d MAB without disrupting vital operations. Crypto equipment, radio sets, mobile Data Communication Terminal AN/TYC-5, Telephone Central Office AN/TTC-28, fixed plant teletype and other equipment installed and requiring continuous availability were transferred in-place to Communication Support Company, 7th Communication Battalion.

b. During March, COMUSMACV requested that DCG USAHV take the necessary action to effect DA and CMC agreement for the transfer-in-place of the Telephone Central Office AN/TTC-28, owned and operated by the 1st Marine Division, to U. S. Army forces concurrent with the standdown and departure of U. S. Marine forces from RVN. While higher headquarters actions are not definite at this time, much working level coordination has begun.

(1) On 1 March, Major SMITH (SC) USA, DepSigO, 23rd InfDiv and Major LYONS (SC) USA, SigO, 196th Bde, 23rd InfDiv visited the CEO to discuss and plan for movement of the 196th Bde into the 1st Marine Division CP. All COC, communication center, radio, and telephone facilities were visited and briefed.

(2) On 19 March the Executive Officer, Major CRANAHAN (SC) USA and Captain PETTIT (SC) USA, 37th SigBn, 12th SigGp, 1st SigBde visited the CEO to establish first contact for takeover of the Division telephone and cable systems by U. S. Army forces. A jointly agreed inventory of the telephone system is to begin.

(3) On 20 March, the Commanding Officer, Colonel LOWERY (SC) USA and Captain MELTON (SC) USA of the 12th SigGp, 1st SigBde visited the CEO to discuss turnover of the Division telephone and cable system in-place. The 12th SigGp is proceeding on the assumption that the dial telephone system AN/TTC-28, including all telephones and cable, will be transferred intact from the Marine Corps to the Army. The 37th SigBn is to be the operating agency, the 196th InfBde will be the CP tenant.

(4) On 21 March, LtCol SHUMWAY (SC) USA, SigO, 23rd InfDiv visited the CEO to discuss phase-in of the 196th Bde to the 1st MarDiv AO and CP. All facilities were visited; the 23rd InfDiv will

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provide a communication platoon to handle communications from brigade to division. Billeting spaces and the collocation of InfBde, InfDiv, and SigBn communication troops and their various dates of arrival are being coordinated.

(5) In furtherance of the proposed future transfer-in-place of the Telephone Central Office AN/TTC-28 to the U. S. Army, a total of eight Army personnel from the 37th Signal Bn, 12th Signal Gp, 1st Signal Bde were operationally attached to the Division Communication Company during March 1971. The Army personnel are working with Division personnel in order to become thoroughly familiar with the outside plant installation and the operation and maintenance of the system.

c. The Switchboard SB-3082 installed as the 1st Marines administrative switchboard continues to provide satisfactory service. No major problems have been encountered.

d. The CEO provided necessary technical supervision for turnover of communication-electronics equipment to RVNAF, transfer of communication-electronics equipment to reconstitution of 3rd FSR MO/MOA, and redistribution or preparation for embarkation of remaining communication-electronics equipment in each redeploying unit.

#### 5. (U) Communication-Electronics Facilities

a. During March 1971, 12 new circuits were engineered and 28 circuits were deactivated.

b. There were 68 reportable outages handled by the Facilities Control Center, up slightly from the 65 handled last month. Overall teletype circuit availability within the Division was 94.5%.

c. Two cables between the Main Division Frame and Hill 327 were rehabilitated.

#### 6. (C) Operations

a. Two multi-channel radio links between the 1st Marine Division CP and Balcy Combat Base were secured.

b. The multi-channel radio link between the 11th Marines CP and Camp Faulkner was secured. This link was installed by Communications Support Company, 7th Communication Battalion, in support of the 1st Marine Division. It provided service between the 11th Marines and elements of 2d Battalion, 11th Marines during standdown and between the Division and 1st Engineer Battalion.

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c. Embarkation communications were provided for Embarkation Unit IV during the period 8-13 March 1971. Stations were established at the Division Embarkation Office, Deep Water Pier, Tien Sha, and the Embarkation Officer Mobile.

d. Embarkation communications were provided for Embarkation Unit V during the period 17-22 March 1971. Stations were established at the Division Embarkation Office, Deep Water Pier, Tien Sha, and the Embarkation Officer Mobile.

e. Embarkation communications were provided for Embarkation Units VI and VII during the period 27-31 March 1971. Stations were established at the Division Embarkation Office, Deep Water Pier, and the Embarkation Officer Mobile.

f. Dial telephones were installed at Hill 34 in support of units standing down.

g. An HF-SSB radio link which had been established between the 1st Marine Division and personnel supporting the U. S. Army in Northern Military Region I was secured.

h. A public address system was provided for the redeployment ceremonies in honor of the 11th Marines, 1st Engineer Battalion, 1st Reconnaissance Battalion and 1st Motor Transport Battalion.

i. Supplements 1F and 2G of the 1st Marine Divisions Communication-Electronics Operating Instructions (CEOI) were promulgated during the month of March. The supplements contained new assignments of call signs and radio frequencies to Division units.

j. The Division Communication Center, after processing 40,000 messages in May for its 1970 monthly high volume, continued to handle approximately 25 to 30 thousand messages per month for the remainder of the year. For 1971, message volume has continued to decrease so that in March 1971 there were approximately 15,000 messages handled, i.e., the total sent plus the total received. During the same period, the load on the Division Dial Telephone Exchange (DFE) has remained fairly constant; subscriber lines require approximately 75% - 80% of system capacity and peak demand remains at two to three thousand busy hour calls.

7. (U) Personnel. During the month of March, the CEO recommended the reassignment of approximately 425 communication-electronics personnel among Division units. This was done in accordance with the Keystone Robin Charlie redeployment criteria to place appropriate skills in the various units for both operations and stand-down/redeployment.

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Comptroller Section  
Narrative Summary

1. (U) During the period, two Financial Management Technical Inspections and six Technical Assistance/Instruction Inspections were conducted.

2. (U) The status of fund support for the Division was as follows:

a. Operation and Maintenance, Marine Corps

(1) Requisitional Authority		
Authorized to Date		\$11,133,200
Unobligated Balance as of 1 Mar 71	2,757,703	
Plus: Cancellations/Obligations	1,381,865	
Unobligated Balance as of 31 Mar 71		\$ 4,139,568

(2) Planning Estimate		
Authorization to Date		\$ 483,000
Unobligated Balance as of 1 Mar 71	37,453	
Less: Obligations during the period	18,180	
Unobligated Balance as of 31 Mar 71		\$ 19,273

b. Operation and Maintenance, Marine Corps (Medical and Dental)

(1) Requisitional Authority		
Authorization to Date		\$ 438,500
Unobligated Balance as of 1 Mar 71	88,428	
Plus: Cancellations/Obligations	107,432	
Unobligated Balance as of 31 Mar 71		\$ 195,860

c. Assistance-In-Kind

Authorization to Date		4,616,000\$VN
Unobligated Balance as of 1 Mar 71	1,586,935	
Less: Obligations during the period	1,355,305	
Unobligated Balance as of 31 Mar 71		231,630\$VN

3. (U) During the period 4,748 personnel participated in the Savings Bond/Savings Deposit Program for an overall 48 percent of participation in the Division.

4. (U) The Disbursing section paid out disbursements of 3,727,545.59 to 10,147 personnel on payrolls and 209 travel vouchers. A breakdown of the disbursements are as follows:

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Military Rolls	3,670,554.00
Civilian Rolls	39,385.15
Public Vouchers	<u>17,606.44</u>
Total	3,727,545.59

In addition, Piaster Sales amounted to \$37,350.00 and Government Checks in the amount of \$3,738,290.72 were issued.

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— COMMAND CHRONOLOGY

PART III

SEQUENTIAL LISTING OF SIGNIFICANT EVENTS

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1. (U) The following distinguished visitors visited the command during March 1971.

<u>DATE(S)</u>	<u>NAME</u>	<u>REMARKS</u>
4Mar71	Vice ADM B. A. CLAREY	GINCPAC FLT
10Mar71	BGen B. K. GORWITZ, USA	ADC, 23d Inf Div
27Mar71	BGen D. L. FAW	Div Judge Advocate Div, HQMC
27Mar71	RAIM H. J. ROTRIDGE	Pac Flt Chaplain

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## ORGANIZATION AND OPERATIONS

- 01 Mar (S) CG 1st MarDiv notified CG III MAF of standdown of 1st Engineer Bn.  
Ref: CG 1st MarDiv msg 281253Z Feb71  
Tab: F
- 01 Mar (C) CG 1st MarDiv published 1st MarDiv cumulative totals for Operation HOANG DIEU 103.  
Ref: CG 1st MarDiv msg 280556Z Feb71  
Tab: F
- 01 Mar (C) CG 1st MarDiv published information pertaining to passage of OPCON.  
Ref: CG 1st MarDiv msg 010100Z Feb71  
Tab: F
- 01 Mar (C) CG 1st MarDiv published review of Close Air Support.  
Ref: CG 1st MarDiv msg 010401Z Feb71  
Tab: F
- 02 Mar (C) 1st MarDiv COC published information on Sparrow Hawk.  
Ref: 1st MarDiv COC msg 011005Z Feb71  
Tab: F
- 02 Mar (C) CG 1st MarDiv notified CG 2nd ROKMC BDE of relocation of 1st MarDiv liaison personnel.  
Ref: CG 1st MarDiv msg 010755Z Feb71  
Tab: F
- 02 Mar (S) CG 1st MarDiv published information concerning recon haven request.  
Ref: CG 1st MarDiv msg 011257Z Feb71
- 02 Mar (U) CG 1st MarDiv notified CG 23rd Infantry Division of verification of temporary AO extension No. 9.  
Ref: CG 1st MarDiv msg 011300Z Feb71  
Tab: F
- 03 Mar (U) CG 1st MarDiv published information pertaining to Basic Infantry Weapons Repair School.  
Ref: CG 1st MarDiv msg 020836Z Mar71  
Tab: F
- 03 Mar (U) CG 1st MarDiv published information pertaining to Basic Ammunition Technician School.  
Ref: CG 1st MarDiv msg 020835Z Mar71  
Tab: F
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- 03 Mar (U) 1st MarDiv COC notified III MAF COC of Herbicide operations.  
Ref: 1st MarDiv COC msg 020540Z Mar71  
Tab: F
- 03 Mar (U) CG 1st MarDiv published information on school quotas for the Fourth Quarter.  
Ref: 1st MarDiv msg 021155Z  
Tab: F
- 03 Mar (C) CG 1st MarDiv notified units concerned with temporary AO extension No. 75, cancelled by the 5th Marines.  
Ref: CG 1st MarDiv msg 021156Z Mar71  
Tab: F
- 03 Mar (C) CG 1st MarDiv approved AO extension No. 76, for the 1st Task Force.  
Ref: CG 1st MarDiv msg 021433Z Mar71  
Tab: F
- 03 Mar (U) CG 1st MarDiv published report to CG III MAF of RVNAF OJT Program.  
Ref: CG 1st MarDiv msg 030027Z Mar71  
Tab: F
- 03 Mar (S) CG 1st MarDiv published report on standdown and locations of the following units, effective 3 Mar 71.
- A. Hq Co, 5th Marines (Hill 34)
  - B. 2nd Bn, 5th Marines (Hill 34)
  - C. Hq Btry, 11th Marines (11thMarCent)
  - D. Hq Btry, 2nd Bn, 11th Marines (11thMarCent)
  - E. Btry's E and W, 2nd Bn, 11th Marines (Camp FAULKNER)
  - F. Btry L, 4th Bn, 11th Marines (11th MT Cant)
- Ref: CG 1st MarDiv msg 030750Z Mar71  
Tab: F
- 03 Mar (C) 1st MarDiv COC published information on Sparrow Hawk.  
Ref: 1st MarDiv COC msg 030625Z Mar71  
Tab: F
- 04 Mar (S) CG 1st MarDiv published information concerning the passage of OPCON to III MAF of the following units, effective 031740H Mar71.
- A. Btry D, 2/11
  - B. Btry F, 2/11

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C. Btry K, 4/11  
 Ref: CG 1st MarDiv msg 031304Z Mar71  
 Tab: F

05 Mar (S) CG 1st MarDiv approved Recon Havens, 204P, 273, 275P and 277.  
 Ref: CG 1st MarDiv msg 040436Z Mar71  
 Tab: F

05 Mar (C) CG 1st MarDiv published information concerning Monthly Chemical Activity Summary.  
 Ref: CG 1st MarDiv msg 040758Z Mar71  
 Tab: F

05 Mar (S) CG 1st MarDiv notified 1st Recon Bn of a modification to Recon Haven 231-P.  
 Ref: CG 1st MarDiv msg 041312Z Mar71  
 Tab: F

06 Mar (C) CG 1st MarDiv published information on Measurement of Progress Reprot on LOC, Security Status.  
 Ref: CG 1st MarDiv msg 051515Z Mar71  
 Tab: F

06 Mar (S) CG 1st MarDiv notified 1st Recon Bn concerning a modification of Recon Haven No. 231P.  
 Ref: CG 1st MarDiv msg 060100Z Mar71  
 Tab: F

06 Mar (S) CG 1st MarDiv published standdown report to CG III MAF. Standdown of 1st Motor Transport Bn (-) at Camp Perdue, effective 6Mar71.  
 Ref: CG 1st MarDiv msg 060410Z Mar71  
 Tab: F

08 Mar (C) CG 1st MarDiv approved temporary AO extension No. 12, for the 23rd Infantry Division.  
 Ref: CG 1st MarDiv msg 071547Z Mar71  
 Tab: F

08 Mar (C) CG 1st MarDiv approved temporary AO extension No. 777, for the 2nd ROKMC BDE.  
 Ref: CG 1st MarDiv msg 071548Z Mar71  
 Tab: F

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- 09 Mar (U) CG 1st MarDiv published information on NCO Leadership School, CRS 3-71.  
Ref: CG 1st MarDiv msg 081345Z Mar71  
Tab: F
  
- 09 Mar (S) CG 1st MarDiv requested the 1st Marines clear Recon Havens, 204P, 231P, 274, 275P 278, 279 from 100001H to 162400H Mar 71.  
Ref: CG 1st MarDiv msg 080924Z Mar71  
Tab: F
  
- 09 Mar (C) CG 1st MarDiv notified CG 2nd ROKMC BDE and 1st Task Force of temporary AO extension in following area UL (AT 9856) LR (BT 0354) for duration of 101200H to 111200H Mar71.  
Ref: CG 1st MarDiv msg 080925Z Mar71  
Tab: F
  
- 10 Mar (S) CG 1st MarDiv informed 1st Marines of Recon Haven request for Recon Haven No. 231P.  
Ref: CG 1st MarDiv msg 091208Z Mar71  
Tab: F
  
- 10 Mar (S) CG 1st MarDiv notified 1st Recon Bn of Recon Haven approval for Recon Haven No's. 204P, 274, 275P, 278, and 279.  
Ref: CG 1st MarDiv msg 100150Z Mar71  
Tab: F
  
- 10 Mar (S) CG 1st MarDiv published information concerning 1st Mar Div Operation Order No. 301-70.  
Ref: CG 1st MarDiv msg 100239Z Mar71  
Tab: F
  
- 10 Mar (S) CG 1st MarDiv published information concerning the security of Baldy Combat Base by 1st Marines.  
Ref: CG 1st MarDiv msg 100332Z Mar71  
Tab: F
  
- 10 Mar (U) CG 1st MarDiv published information on formal school training for the Fourth Quarter, Fiscal Year 1971.  
Ref: CG 1st MarDiv msg 100340Z Mar71  
Tab: F
  
- 11 Mar (C) CG 1st MarDiv published information pertaining to temporary AO extension No. 14, by 1st Task Force.  
Ref: CG 1st MarDiv msg 101335Z Mar71  
Tab: F

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- 12 Mar (S) CG 1st MarDiv notified CG III MAF of realignment of Marine forces in the vicinity of Hill 52.  
Ref: CG 1st MarDiv msg 111231Z Mar71  
Tab: F
- 12 Mar (C) CG 1st MarDiv notified CG III MAF of CG 1st MarDiv being relieved of FLC security as of 12Mar71.  
Ref: CG 1st MarDiv msg 111230Z Mar71  
Tab: F
- 12 Mar (C) CG 1st MarDiv notified CG 2nd ROKMC BDE of approval of temporary AO extension No. 78, for period covering 120700H Mar71 to indefinite.  
Ref: CG 1st MarDiv msg 111425Z Mar71  
Tab: F
- 12 Mar (U) CG 1st MarDiv notified all 1st MarDiv units that Operation HOANG DIEU 103 terminated at 100800H Mar71.  
Ref: CG 1st MarDiv msg 110804Z Mar71  
Tab: F
- 12 Mar (C) CG 1st MarDiv published terminal 1st MarDiv totals for Operation HOANG DIEU 103 from 030600H Feb71 to 100800H Mar71.  
Ref: CG 1st MarDiv msg 120140Z Mar71  
Tab: F
- 13 Mar (S) CG 1st MarDiv submitted to CG III MAF a Combat Unit Relief Report.  
Ref: CG 1st MarDiv msg 121215Z Mar71  
Tab: F
- 13 Mar (S) CG 1st MarDiv published proposed dates for deactivation of miscellaneous minor Bases.  
Ref: CG 1st MarDiv msg 121201Z Mar71  
Tab: F
- 13 Mar (S) CG 1st MarDiv published information pertaining to the passage of command of 3rd Battalion, 5th Marines to CG III MAF, effective 122330H Mar71.  
Ref: CG 1st MarDiv msg 121345Z Mar71  
Tab: F
- 13 Mar (C) CG 1st MarDiv published information pertaining to relief of FLC security and notified 1st Marines that they have the responsibility of providing a reaction force to FLC.  
Ref: CG 1st MarDiv msg 122405Z Mar71  
Tab: F

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- 14 Mar (C) CG 1st MarDiv published information pertaining to temporary AO extension No. 79.  
Ref: CG 1st MarDiv msg 131415Z Mar71  
Tab: F
- 14 Mar (S) CG 1st MarDiv published standdown report of 1st Recon Battalion (-) and a detachment of 1st Force Reconnaissance Company, effective 14Mar71 at Camp Reasoner.  
Ref: CG 1st MarDiv msg 140118Z Mar71  
Tab: F
- 15 Mar (S) CG 1st MarDiv approved Recon Havens No's. 204P 280, 275P and 231P. Duration of all Recon Havens is 170001H to 232400H Mar71.  
Ref: CG 1st MarDiv msg 141235Z Mar71  
Tab: F
- 15 Mar (U) CG 1st MarDiv published information pertaining to proper use of rank titles as opposed to pay grade.  
Ref: CG 1st MarDiv msg 141500Z Mar71  
Tab: F
- 16 Mar (U) CG 1st MarDiv published information to all 1st Marine Division units on Project 43-69-14; High Powered Sound System.  
Ref: CG 1st MarDiv msg 150605Z Mar71  
Tab: F
- 16 Mar (S) CG 1st MarDiv published information concerning Redisposition of Forces.  
Ref: CG 1st MarDiv msg 150740Z Mar71  
Tab: F
- 16 Mar (C) CG 1st MarDiv notified all 1st Marine Division units of the availability of the Mine/Boobytraps Mobile Contact Team, and its maximum use is expected.  
Ref: CG 1st MarDiv msg 160623Z Mar71  
Tab: F
- 16 Mar (C) CG 1st MarDiv approved temporary AO extension No. 80, with modification for portion of area in 1st Marine Division TAOR.  
Ref: CG 1st MarDiv msg 150739Z Mar71  
Tab: F
- 16 Mar (U) CG 1st MarDiv published information on CBR/NBC class No. 3-22 to convene on 27Mar71.  
Ref: CG 1st MarDiv msg 161247Z Mar71  
Tab: F

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- 17 Mar (C) CG 1st MarDiv approves temporary AO extension No. 82 for the 1st Task Force.  
Ref: CG 1st MarDiv msg 161225Z Mar71  
Tab: F
- 17 Mar (C) CG 1st MarDiv approved a temporary AO extension for 1st Task Force.  
Ref: CG 1st MarDiv msg 161258Z Mar71  
Tab: F
- 17 Mar (U) CG 1st MarDiv published information concerning ordnance safety.  
Ref: CG 1st MarDiv msg 160600Z Mar71  
Tab: F
- 18 Mar (C) CG 1st MarDiv approved temporary AO extension No. 83.  
Ref: CG 1st MarDiv msg 171415Z Mar71  
Tab: F
- 18 Mar (C) CG 1st MarDiv published information on the location of friendly civilians.  
Ref: CG 1st MarDiv msg 180300Z Mar71  
Tab: F
- 19 Mar (S) CG 1st MarDiv published standdown report pertaining to 1st Medical Battalion.  
Ref: CG 1st MarDiv msg 181444Z Mar71  
Tab: F
- 19 Mar (S) CG 1st MarDiv published information pertaining to disestablishment of CUPP platoons at 151200H Mar71.  
Ref: CG 1st MarDiv msg 181448Z Mar71  
Tab: F
- 19 Mar (U) CG 1st MarDiv published information pertaining to the Third Annual Marine Corps Training Conference.  
Ref: CG 1st MarDiv msg 181449Z Mar71  
Tab: F
- 19 Mar (C) CG 1st MarDiv approved temporary AO extension No. 84, for the 104th Regional Force Battalion.  
Ref: CG 1st MarDiv msg 191200Z Mar71  
Tab: F
- 22 Mar (U) CG 1st MarDiv commends the accomplishments of G/2/5 CUPP, from 7 September 70 to 3 March 71.  
Ref: CG 1st MarDiv msg 130750Z Mar71  
Tab: F

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- 22 Mar (C) CG 1st MarDiv published information pertaining to munitions disposal.  
Ref: CG 1st MarDiv msg 211300Z Mar71  
Tab: F
- 22 Mar (U) CG 1st MarDiv notified 1st Marines that temporary AO extension No. 81 is cancelled as of 191900H Mar71.  
Ref: CG 1st MarDiv msg 211301Z Mar71  
Tab: F
- 23 Mar (U) CG 1st MarDiv published information pertaining to operations and civilian movement in the HAI VAN PASS area.  
Ref: CG 1st MarDiv msg 220230Z Mar71  
Tab: F
- 23 Mar (U) CG 1st MarDiv notified III MAF TRAINING, of nominees for Ejection Seat/Pressurization Class, 3-17.  
Ref: CG 1st MarDiv msg 220231Z Mar71  
Tab: F
- 23 Mar (S) CG 1st MarDiv notified 1st Marines of following Recon Haven request: 204P, 231P, 275P and 278. Duration of all Recon Havens is 240001H to 302400H Mar71.  
Ref: CG 1st MarDiv msg 220720Z Mar71  
Tab: F
- 23 Mar (C) CG 1st MarDiv approves temporary AO extension No. 85, for the 23rd Infantry Division, duration 221200H Mar71 until 102400H April71.  
Ref: CG 1st MarDiv msg 220823Z Mar71  
Tab: F
- 23 Mar (C) CG 1st MarDiv published information pertaining to modification of temporary AO extension No. 84, for Quang Nam Province.  
Ref: CG 1st MarDiv msg 221320Z Mar71  
Tab: F
- 23 Mar (U) CG 1st MarDiv published information pertaining to quotas for Basic Ammo Technician School Class 3-19.  
Ref: CG 1st MarDiv msg 221610Z Mar71  
Tab: F

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- 23 Mar (C) CG 1st MarDiv published information pertaining to units chopped OPCON to Headquarters Bn., 1st Marine Division, and OPCON to 1st Marine Division.  
Ref: CG 1st MarDiv msg 221611Z Mar71  
Tab: F
- 24 Mar (U) CG 1st MarDiv published information pertaining to Officers Embarkation School, Class 3-02.  
Ref: CG 1st MarDiv msg 230201Z Mar71  
Tab: F
- 24 Mar (C) CG 1st MarDiv approved Recon Havens 204P, 231P, 275P and 278.  
Ref: CG 1st MarDiv msg 231508Z Mar71  
Tab: F
- 24 Mar (U) CG 1st MarDiv published information pertaining to CBR/NBC Class 3-22, 10April71.  
Ref: CG 1st MarDiv msg 230200Z Mar71  
Tab: F
- 25 Mar (S) CG 1st MarDiv published standdown report of following units at locations indicated. Effective, 24March71.
1. HqBn, 1st MarDiv (Div CP)
  2. 1stBn, 5th Marines (Hill 34)
  3. 13th, ITT (Div CP)
  4. 11th MT Bn, (11th MT Cant)
  5. 7th, IT (Div CP)
  6. 2nd SSCT (Div CP)
- Ref: CG 1st MarDiv msg 240800Z Mar71  
Tab: F
- 25 Mar (S) CG 1st MarDiv published passage of command information on the following units, effective 241535H Mar71.
1. HqCo, 5th Marines
  2. 2nd Bn, 5th Marines
  3. 1st Recon Bn (-)
  4. Detachment of 1st Force Recon Co
- Ref: CG 1st MarDiv msg 240905Z Mar71  
Tab: F
- 25 Mar (S) CG 1st MarDiv published information on the Integrated Observation Device, (IOD).  
Ref: CG 1st MarDiv msg 240906Z Mar71  
Tab: F

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- 25 Mar (C) CG 1st MarDiv approved temporary AO extension No. 81, for the 101st Airborne Division.  
Ref: CG 1st MarDiv msg 241020Z Mar71  
Tab: F
- 25 Mar (C) CG 1st MarDiv notified CG FMF Pacific of the Utilization of Helicopter Command and Control Communications Central (ASC-11) Report.  
Ref: CG 1st MarDiv msg 241217Z Mar71  
Tab: F
- 25 Mar (C) CG 1st MarDiv submitted correction to the Mares Forstat Data Base Report.  
Ref: CG 1st MarDiv msg 241338Z Mar71  
Tab: F
- 25 Mar (C) CG 1st MarDiv approved temporary AO extension NO. 086, for RF/PF operation duration 251800H to 262400H Mar71.  
Ref: CG 1st MarDiv msg 241339Z Mar71  
Tab: F
- 26 Mar (U) CG 1st MarDiv published information on proposed combined meeting with the 2nd ROK Marine Brigade.  
Ref: CG 1st MarDiv msg 251045Z Mar71  
Tab: F
- 26 Mar (S) CG 1st MarDiv published information pertaining to the security of QL-1.  
Ref: CG 1st MarDiv msg 251046Z Mar71  
Tab: F
- 27 Mar (S) CG 1st MarDiv published passage of command information for the following units to III MAF, effective 210735Z Mar71.
1. Hq Btry, 2nd Bn, 11th Mar
  2. Btry E, 2nd Bn, 11th Mar
  3. Btry W, 2nd Bn, 11th Mar
- Ref: CG 1st MarDiv msg 210850Z Mar71  
Tab: F
- 27 Mar (U) CG 1st MarDiv acknowledged receipt of XM96 ammunition.  
Ref: CG 1st MarDiv msg 260942Z Mar71  
Tab: F

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- 27 Mar (U) CG 1st MarDiv notified all 1st Marine Division units of Readiness Reporting Criteria.  
Ref: CG 1st MarDiv msg 260943Z Mar71  
Tab: F
- 27 Mar (C) CG 1st MarDiv approves modification of temporary AO extension No. 86. Duration has been extended to 272400H Mar71.  
Ref: CG 1st MarDiv msg 261243Z Mar71  
Tab: F
- 27 Mar (C) CG 1st MarDiv notified 1st Marine Division units of Passive Alert Condition Gray.  
Ref: CG 1st MarDiv msg 270140Z Mar71
- 27 Mar (C) CG 1st MarDiv published information pertaining to submission of 1st Marine Division units Command Chronologies for the month of April71.  
Ref: CG 1st MarDiv msg 270159Z Mar71  
Tab: F
- 27 Mar (C) CG 1st MarDiv published information pertaining to Redisposition of Forces.  
Ref: CG 1st MarDiv 270312Z Mar71  
Tab: F
- 27 Mar (C) CG 1st MarDiv approved temporary AO extension No. 88, for the 23rd Infantry Division.  
Ref: CG 1st MarDiv msg 270840Z Mar71  
Tab: F
- 27 Mar (C) CG 1st MarDiv approved temporary AO extension No. 87, for the 23rd Infantry Division.  
Ref: CG 1st MarDiv msg 271001Z Mar71  
Tab: F
- 29 Mar (S) CG 1st MarDiv published standdown report of 1st Medical Bn, effective 29Mar71, at 1st Medical Cant.  
Ref: CG 1st MarDiv msg 280739Z Mar71  
Tab: F
- 29 Mar (C) CG 1st MarDiv published information concerning Mares Forstat Data Base Reconciliation as of 17Mar71.  
Ref: CG 1st MarDiv msg 290738Z Mar71  
Tab: F

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- 29 Mar (U) CG 1st MarDiv published readiness reporting criteria information.  
Ref: CG 1st MarDiv msg 290740Z Mar71  
Tab: F
- 29 Mar (S) CG 1st MarDiv published change to 1st MarDiv Frag Order 61-70.  
Ref: CG 1st MarDiv msg 282350Z Mar71  
Tab: F, Entry #51 of 29 Mar 71. [Overlay, Tab B-15]
- 29 Mar (C) CG 1st MarDiv approved temporary AO extension No. 87, for the 23rd Infantry Division.  
Ref: CG 1st MarDiv msg 271001Z Mar71  
Tab: F
- 29 Mar (U) CG 1st MarDiv published information pertaining to Forstat error query card, type 2.  
Ref: CG 1st MarDiv msg 280645Z Mar71  
Tab: F
- 30 Mar (C) 1st MarDiv COC reports passage of OPCON, 1st Marines chop OPCON G/1/5 to 1st Bn 5th Marines effective 310800H Mar71.  
Ref: 1st MarDiv COC msg 291215Z Mar71  
Tab: F
- 30 Mar (C) CG 1st MarDiv approved temporary AO extension No. 81, for the 101st Airborne Division.  
Ref: CG 1st MarDiv msg 291715Z Mar71  
Tab: F
- 31 Mar (S) CG 1st MarDiv notified 1st Marines of Recon Haven requests. Haven no's 204P, 231P, 275P and 281.  
Ref: CG 1st MarDiv msg 291553Z Mar71  
Tab: F
- 31 Mar (C) CG 1st MarDiv approved temporary AO extension No. 89, for the 23rd Infantry Division.  
Ref: CG 1st MarDiv msg 301008Z Mar71  
Tab: F
- 31 Mar (C) CG 1st MarDiv approved Recon Havens 204P, 231P, 275P and 281 as requested by Company A, 1st Recon Bn.  
Ref: CG 1st MarDiv msg 307335Z Mar71  
Tab: F
- 31 Mar (C) CG 1st MarDiv notified CG III MAF of the termination of Operation UPSHUR STREAM.  
Ref: CG 1st MarDiv msg 302351Z Mar71  
Tab: F

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## Logistics Input for Part III of the March 1971 Command Chronology

## 1.(c) A list of conferences and meetings attended is as follows:

- 2 March 1971 A liaison visit to Hill 510 was made by Division Ordnance Officer. The new area sites for the 155 mm Howitzer emplacements were inspected.
- 4 March 1971 The Ordnance Officer made a visit to EOD concerning disposition of Grade III ammunition.
- 5 March 1971 Hill 331 was dismantled and vacated.
- 6 March 1971 The Division Surgeon's Office conducted an inspection at Hill 34 on the stand down procedures of 2d Battalion, 5th Marines, 3d Battalion, 5th Marines, and Headquarters Company, 5th Marines.
- 8 March 1971 Representatives of the Division Surgeon's Office held an informal inspection on the stand down procedures of 2nd Battalion, 11th Marines and 1st Engineer Battalion at Camp Faulkner.
- 9 March 1971 The Division Supply Office released a message requisition to FLC requesting expedited supply action for parts for steam jennys which are required to clean vehicles for retrograde. On 15 March 1971, FSR advised that the documents had been inducted and status would follow.
- 10 March 1971 The Division Surgeon's Office inspected the Battalion Aid Station at 3d Battalion, 1st Marines and 1st Battalion, 11th Marines. After the inspection, a critique was held with each Battalion Surgeon and respective Commanding Officer.
- Baldy Combat Base was transferred to the 51st ARVN Regiment.
- 11 March 1971 An informal inspection on the stand down procedures of 11th Marines and 1st Motor Transport Battalion was conducted by the Division Surgeon's Office.
- The Ordnance Officer conducted a trip to Deep Water Pier and Tien Sha Ramp to check vehicles and cargo staged for ordnance and munitions.
- 12 March 1971 The Division Engineer conducted an inspection of Stack Arms/ Camp Lauer with a representative from G-4 Operations. Liaison was made with the III MAF Engineer and Real Estate

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Officer to coordinate repairs of Stack Arms.

15 March 1971      Representatives of the Division Surgeon's Office went to Camp Faulkner and held an informal inspection on the stand down procedures of 2d Battalion, 11th Marines and 1st Engineer Battalion.

Hill 250 and OP 119 were dismantled and vacated.

16 March 1971      The Division Engineer made liaison with the 1st Battalion, 11th Marines at the Northern Artillery Cantonment to discuss unsatisfactory service from Philco-Ford.

18 March 1971      The Ordnance Officer conducted an informal inspection of Deep Water Pier and Tien Sha Ramp to check vehicles and cargo for unauthorized ordnance and munitions.

21 March 1971      The Ordnance Officer conducted a liaison visit to Deep Water Pier and Tien Sha Ramp to inspect supplies and vehicles staged for embarkation for unauthorized ordnance and munitions.

23 March 1971      Camp Lauer/Stack Arms was transferred to the Danang Special Sector for use as a Peoples Self Defense Training Camp.

24 March 1971      The Ordnance Officer conducted a liaison visit to Deep Water Pier and Tien Sha Ramp to inspect equipment and supplies staged for embarkation for unauthorized ordnance and munitions.

26 March 1971      The Division Engineer made a reconnaissance of Liberty Bridge to inspect the extent of damage sustained in an enemy attempt to destroy the bridge.

27 March 1971      Camp Faulkner was transferred to the U. S. Army.

28 March 1971      The Division Engineer visited QL-1 near the intersection of Route 4 to inspect damage done to a culvert which was blown on 28 March 1971.

31 March 1971      Liaison was made with the U. S. Army by the Division Surgeon's Office in regard to support of Company A, 1st Medical Battalion following turn over of the Battalion's cantonment to U. S. Army units in late April.

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## SEQUENTIAL LISTING OF PSYCHOLOGICAL OPERATIONS

1. (U) Sequential listing of psychological operations in support of 1st Marine Division units for the period 1-31Mar71.

<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>
01MAR	255,000	1,000	1:30	2:00
02	600,000	1,500	1:30	2:00
03	540,000	3,600	1:40	4:00
04	385,000	1,000	1:55	3:00
05	490,000	150,000	1:00	6:00
06	352,000	16,000	2:00	6:00
07	220,000	-----	1:40	----
08	319,000	4,000	----	3:00
09	428,000	8,000	:30	3:00
10	-----	5,600	----	7:00
11	-----	1,000	----	4:00
12	540,000	2,600	----	3:00
13	-----	1,000	:40	2:00
14	480,000	-----	----	----
15	-----	3,000	----	5:00
16	-----	6,000	----	6:00
17	547,000	6,000	:50	8:00
18	408,000	1,000	2:00	5:00
19	377,000	8,300	:50	7:30
20	610,000	-----	2:20	----
21	150,000	-----	1:40	----
22	558,000	-----	1:05	7:00
23	388,000	7,000	:35	2:30
24	320,000	10,000	:35	6:00
25	320,000	10,000	----	8:00
26	345,000	3,000	:25	3:00
27	300,000	-----	2:30	----
28	300,000	-----	:50	----
29	560,000	11,000	1:30	6:00
30	480,000	1,000	3:20	7:30
31	<u>270,000</u>	<u>2,000</u>	<u>1:40</u>	<u>6:00</u>
TOTAL	10,542,000	263,000	32:35	122:30

2. (U) Themes used were as follows:

- |                |                |            |
|----------------|----------------|------------|
| a. Chieu Hoi   | c. Rice denial | e. Pro GVN |
| b. Anti VC/NVA | d. Rewards     |            |

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COMMUNICATION-ELECTRONICS  
SEQUENTIAL LISTING OF SIGNIFICANT EVENTS

- 1 MARCH      Capt CLARK, Lt CARTER and SSgt SCHEMELING made a staff visit to 3d Battalion, 5th Marines.
- Capt CLARK, Lt CARTER and SSgt SCHEMELING made a staff visit to 1st Engineer Battalion.
- Capt CLARK, Lt CARTER and SSgt SCHEMELING made a staff visit to "K" Battery, 2d Battalion, 11th Marines.
- 2 MARCH      Lt CARTER and SSgt SCHEMELING made a staff visit to 1st Motor Transport Battalion.
- Capt CLARK and Lt CARTER made a staff visit to Headquarters Battery, 11th Marines.
- 3 MARCH      Capt CLARK and Lt CARTER made a staff visit to 1st Reconnaissance Battalion.
- LtCol HENN, Capt CLARK and Lt CARTER made a staff visit to 3d Battalion, 5th Marines.
- 4 MARCH      Capt CLARK and Lt CARTER made a staff visit to Headquarters 5th Marines.
- Capt CLARK and Lt CARTER made a staff visit to 2d Battalion, 5th Marines.
- Capt CLARK, Lt CARTER and SSgt SCHEMELING made a staff visit to 3d Battalion, 5th Marines.
- SSgt SCHEMELING made a staff visit to 1st Motor Transport Battalion.
- 5 MARCH      Maj HARDIMAN, Capt CLARK, Lt CARTER and SSgt SCHEMELING made a staff visit to 3d Battalion, 5th Marines.
- Capt CLARK, Lt CARTER and SSgt SCHEMELING made a staff visit to 1st Engineer Battalion.
- Capt CLARK, Lt CARTER and SSgt SCHEMELING made a staff visit to 2d Battalion, 11th Marines.
- Maj HARDIMAN and Capt CLARK made a staff visit to Headquarters, 5th Marines.
- 6 MARCH      Lt CARTER and SSgt SCHEMELING made a staff visit to 1st Motor Transport Battalion.

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- 6 MARCH Lt CARTER and SSgt SCHMELING made a staff visit to "L" Battery, 4th Battalion, 11th Marines.
- LtCol HENN made staff visits to Headquarters, 5th Marines and 2d Battalion, 5th Marines.
- 8 MARCH LtCol HENN, Maj HARDIMAN and SSgt SCHMELING made a staff visit to 2d Battalion, 11th Marines.
- LtCol HENN, Maj HARDIMAN and SSgt SCHMELING made a staff visit to 1st Engineer Battalion.
- 9 MARCH Maj HARDIMAN, Capt CLARK and SSgt SCHMELING made a staff visit to Headquarters, 5th Marines.
- Maj HARDIMAN, Capt CLARK and SSgt SCHMELING made a staff visit to 2d Battalion, 11th Marines.
- 10 MARCH Col LEES and LtCol HENN made staff visits to Headquarters, 5th Marines and, 2d Battalion, 5th Marines.
- Maj HARDIMAN and SSgt SCHMELING made a staff visit to 2d Battalion, 11th Marines.
- Maj HARDIMAN and SSgt SCHMELING made a staff visit to 2d Battalion, 5th Marines.
- Maj HARDIMAN and SSgt SCHMELING made a staff visit to 1st Battalion, 5th Marines.
- Maj HARDIMAN and SSgt SCHMELING made a staff visit to Headquarters Battery, 11th Marines.
- Maj HARDIMAN and SSgt SCHMELING made a staff visit to 1st Motor Transport Battalion.
- Maj HARDIMAN and SSgt SCHMELING made a staff visit to "L" Battery, 4th Battalion, 11th Marines.
- 11 MARCH Maj HARDIMAN and SSgt SCHMELING made a staff visit to 2d Battalion, 5th Marines.
- Maj HARDIMAN and SSgt SCHMELING made a staff visit to Headquarters, 5th Marines.
- 12 MARCH Maj HARDIMAN and SSgt SCHMELING made a staff visit to 1st Engineer Battalion.
- Maj HARDIMAN and SSgt SCHMELING made a staff visit to 1st Reconnaissance Battalion.

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12 MARCH Maj HARDIMAN and SSgt SCHMELING made a staff visit to 1st Motor Transport Battalion and 11th Motor Transport Battalion.

Maj HARDIMAN and SSgt SCHMELING made a staff visit to "L" Battery, 4th Battalion, 11th Marines.

Maj HARDIMAN and SSgt SCHMELING made a staff visit to 2d Battalion, 11th Marines.

Maj HARDIMAN and SSgt SCHMELING made a staff visit to 1st Marines.

13 MARCH Maj HARDIMAN and SSgt SCHMELING made a staff visit to "L" Battery, 4th Battalion, 11th Marines.

Maj HARDIMAN and SSgt SCHMELING made a staff visit to Headquarters, 5th Marines.

14 MARCH Maj HARDIMAN and SSgt SCHMELING made a staff visit to 1st Reconnaissance Battalion.

15 MARCH Maj HARDIMAN and SSgt SCHMELING made a staff visit to "L" Battery, 4th Battalion, 11th Marines.

Maj HARDIMAN and SSgt SCHMELING made a staff visit to 1st Engineer Battalion.

Maj HARDIMAN and SSgt SCHMELING made a staff visit to 1st Reconnaissance Battalion.

16 MARCH LtCol HENN made a staff visit to 1st Reconnaissance Battalion.

Maj HARDIMAN and SSgt SCHMELING made a staff visit to 1st Reconnaissance Battalion.

Maj HARDIMAN and SSgt SCHMELING made a staff visit to Headquarters, 5th Marines.

Maj HARDIMAN and SSgt SCHMELING made a staff visit to 1st Battalion, 5th Marines.

17 MARCH Maj HARDIMAN and SSgt SCHMELING made a staff visit to 1st Engineer Battalion.

18 MARCH Maj HARDIMAN made a preliminary inspection for ARVN turnover at 1st Motor Transport Battalion.

20 MARCH Maj HARDIMAN and GySgt LOONEY attended the ARVN Turnover at 1st Motor Transport Battalion.

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- 20 MARCH Maj HARDIMAN and GySgt LOONEY made a staff visit to 1st Engineer Battalion.
- 22 MARCH Maj HARDIMAN made a staff visit to 1st Battalion, 5th Marines.
- Maj HARDIMAN made a staff visit to 1st Medical Battalion.
- Capt CLARK and Lt CARTER made a staff visit to Headquarters Battalion.
- 23 MARCH Capt CLARK and Lt CARTER made a staff visit to III Marine Amphibious Force.
- Col LEES made a staff visit to Headquarters, 1st Marines.
- Capt CLARK and Lt CARTER made a staff visit to Force Logistics Command, Electronics Maintenance.
- Capt CLARK and Lt CARTER made a staff visit to 1st Marines.
- 24 MARCH Maj HARDIMAN made a staff visit to 11th Marines.
- Maj HARDIMAN made a staff visit to 11th Motor Transport Battalion.
- Capt CLARK made a staff visit to Headquarters Battalion.
- 25 MARCH Maj HARDIMAN made a staff visit to Headquarters Battery, 11th Marines.
- Maj HARDIMAN made a staff visit to 1st Battalion, 5th Marines.
- 26 MARCH Maj HARDIMAN made a staff visit to 11th Motor Transport Battalion.
- Maj HARDIMAN, Capt CLARK and Capt CARTER made a staff visit to 1st Marines.
- 29 MARCH Maj HARDIMAN made a staff visit to 1st Battalion, 5th Marines.
- 30 MARCH Maj HARDIMAN made a staff visit to 1st Medical Battalion.
- Maj HARDIMAN made a staff visit to Communications Company, Headquarters Battalion.
- Capt CLARK and Capt CARTER made a staff visit to Headquarters Battalion Supply.

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31 MARCH Maj HARDIMAN made a staff visit to 2nd SSCT.

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Comptroller Section  
Sequential Listing of Significant Events

- 13 Mar M/Sgt STIER, Cpl TUTERA and L/Cpl CALDWELL conducted a Technical Assistance/Instruction Inspection of Headquarters Company, 5th Marines and 2nd Battalion, 5th Marines.
- 18 Mar M/Sgt STIER, and Cpl DENNIS conducted a Financial Management Technical Inspection of 3rd Battalion, 1st Marines.
- 20 Mar M/Sgt STIER, Cpl TUTERA and L/Cpl CALDWELL conducted a Technical Assistance/Instruction Inspection of Headquarters Battery, 11th Marines and 1st Motor Transport Battalion.
- 23 Mar M/Sgt STIER and Cpl DENNIS conducted a Technical Assistance/Instruction Inspection of 1st Battalion, 5th Marines.
- 24 Mar M/Sgt STIER and Cpl TUTERA conducted a Technical Assistance/Instruction Inspection of 1st Engineer Battalion.
- 25 Mar M/Sgt STIER and Cpl TUTERA conducted a Technical Assistance/Instruction Inspection of 1st Medical Battalion.
- 25 Mar M/Sgt STIER and Cpl DENNIS conducted a Technical Assistance/Instruction Inspection of Headquarters Battalion.
- 31 Mar M/Sgt STIER and Cpl DENNIS conducted a Financial Management Technical Inspection of 2nd Battalion, 1st Marines.

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COMMAND CHRONOLOGY

PART IV

SUPPORTING DOCUMENTS

Enclosure (1)

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PART IV  
SUPPORTING DOCUMENTS

TAB A		Command Directory	
TAB B	(Copy 1 only)	Operational and Administrative Documents	
TAB C	(Copy 1 only)	Situation Reports, "60-90	} <i>Sep. binders</i>
TAB D	(Copy 1 only)	Photographs	
TAB E	(Copy 1 only)	News Releases	
TAB F	(Copy 1 only)	G-3 Journals	
TAB G	(Copy 1 only)	Command Information Notebook	
TAB H		Headquarters Bn Command Chronology	
TAB I		First Marines Command Chronology	
TAB J		Fifth Marines Command Chronology	
TAB K		Eleventh Marines Command Chronology	
TAB L		First Bn, Fifth Marines Command Chronology	
TAB M		First Reconnaissance Bn Command Chronology	
TAB N		First Engineer Bn Command Chronology	
TAB O		First Motor Transport Bn Command Chronology	
TAB P		First Medical Bn Command Chronology	
TAB Q		Eleventh Motor Transport Bn Command Chronology	

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# COMMAND DIRECTORY

MARCH 1971



**HEADQUARTERS  
1ST MARINE DIVISION (-) (REIN)  
FLEET MARINE FORCE  
DANANG VIETNAM**

*TABLE*

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# DECLASSIFIED

DISTRIBUTION	
EACH GENERAL/SPECIAL STAFF SECTION	10
EACH REGIMENT	40
EACH SEPARATE BATTALION	15
EACH SEPARATE COMPANY	05
CMC CCDE AC	03
XXIV CORPS	25
III MAF	05
1ST MAW	05
2D MAW	05
3D MARCIV	10
5TH MAB	05
I MEF	05
3D FSR	05
FLC	05
MCB, CAMPEN	05
MCB, CLNC	05
MCB, CAMP BUTLER	05
MCAS, EL TORO	10
MCDEC, QUANVA	05
FMFPAC	05
MCRD, SDIEGO	05
3D MAW	05

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DIVISION COMMANDER	MAJ GEN WIDDECKE	CF APR71 1STMD 6206	6206
AIDE-DE-CAMP	CAPT HAIR	CT JUL71 1STMD 6213	6470
SERGEANT MAJOR	SGTMAJ MERVOSH	MD FEB72 1STMD 6170	6664
ASST DIV COMDR	BGEN SIMMONS	EH JUN71 1STMD 6209	6109
AIDE-DE-CAMP	1STLT O HARA	MJ APR71 1STMD 6209	6470
CHIEF OF STAFF	COL BLANCHARD	DH AUG71 1STMD 6205	6105
STAFF SECRETARY	CAPT HILL	SP JUL71 1STMD 6238	6123
COMM INFO OFFICER CIO	CAPT KEMPF	RP JUL71 1STMD 6238	6453
PROTOCOL OFFICER	1STLT KENNEY	TM OCT71 1STMD 6238	
ASST C OF S G-1	COL HERRIN	WM AUG71 1STMD 6101/6201	6512
ASST G-1	LTCOL LUTZ	TJ OCT71 1STMD 6101/6201	6557
SPECIAL PROJECT OFFICER	MAJ DOWLING	EH AUG71 1STMD 6454	6520
SPECIAL PROJECT OFFICER	MAJ GAUCHER	ED SEP71 1STMD 6454	6630
SPECIAL PROJECT OFFICER	MAJ SEHUISTER	JT OCT71 1STMD 6101/6201	6581
MMS COORD OFFICER	MAJ BROWN	EW AUG71 1STMD 6101	6665
ADMIN OFFICER	1STLT CONOVER	DL JUL71 1STMD 6201/6101	6680
ASST C OF S G-2	COL SMITH JR	AC JUL71 1STMD 6202	6461
ASST G-2	LTCOL JONES	RK SEP71 1STMD 6202	6665
OPNS INTEL OFFICER	MAJ BRAUN	RG OCT71 1STMD 6155	6665
ACQUISITION OFFICER	MAJ SEYMOUR	WA JUL71 1STMD 6402	6665
SP INTEL OFFICER	1STLT ADAMS JR	RL AUG71 1STMD 6320	666
GRND SURV/SCAMP	1STLT GRINTER	JW NOV71 1STMD 6121	6660
TARGET INTEL OFFICER	1STLT STILES JR	CH NOV71 1STMD 6402	6178
OOBC	WO BASS	BH JAN72 1STMD 6155	6550
CURRENT INTEL OFFICER	CWO4 HEALEY	PN OCT71 1STMD 6155	
CHIEF AG	CAPT MCCOLLUM	MG JUL71 1STMD 8-957-5551	
2D SPEC SECT COMM TEAM	1STLT MANCUSO	JE AUG71 1STMD 6320	6442
IT/ITT COORD/ARVN INTERP	CAPT LAMB	MR JUL71 1STMD 6424	
TEAM COMDR 7TH IT	1STLT HOXSEY	RL MAY71 1STMD 6420	
TEAM COMDR 3C IT	CAPT LAMB	MR JUL71 1STMD 6424	
TEAM COMDR 1ST IT	CWO-2 SCHAFFER	FW AUG71 1STMD 6154	6424
TEAM COMDR 3C CIT	CAPT KNIPPER	WJ OCT71 1STMD 7-5146	
SCI OFFICER	CAPT KNIPPER	WJ OCT71 1STMD 6189	6445
TEAM COMDR 13TH ITT	1STLT ANDERTON	CH OCT71 1STMD 9530	
ASST C OF S G-3	COL UTTER	LN JUL71 1STMD 6203/6347	6473
ASST G-3	LTCOL TURNER	KE DEC71 1STMD 6203	
PLANS OFFICER	LTCOL LOVE	JC NOV71 1STMD 6620	6538
ASST PLANS OFFICER	MAJ MILLER	JK JUL71 1STMD 6620	
OPERATIONS OFFICER	LTCOL MARTIN	GH MAY71 1STMD 6168	
ASST OPERATIONS OFFICER	MAJ GARDNER	PE NOV71 1STMD 6168	
SENIOR COC WATCH OFFICER	MAJ MURLAND	JB MAR71 1STMD 6138	6520
COC WATCH OFFICER	1STLT ENGLISH	JP DEC71 1STMD 6138	
COC WATCH OFFICER	1STLT YOUNG	HV FEB72 1STMD 6138	6565
COC WATCH OFFICER	1STLT BURKE	WB DEC71 1STMD 6138	
AFSC	MAJ STEPHANI	WD JUN71 1STMD 6447	6538
TRAINING OFFICER	1STLT STANSBURY	SL APR71 1STMD 6623	
TARGET INFO OFFICER	CAPT HANSEN	HD JUN71 1STMD 6447	11TH MAR
ROKMC LN OFFICER	CAPT KROHN	JP JUN71 1STMD 6168/6403	
OIC RCC	1STLT KING	PR AUG71 1STMD 6230	6666
ADMIN OFFICER	1STLT RICH	RH DEC71 1STMD 6203	6553
ADV TEAM 15	1STLT SAVAGE III	FA MAR71 1STMD HOA YEN TOC	
ASST C OF S G-4	COL MCCULLOCH	WL NOV71 1STMD 6204	6464
DEPUTY G-4	LTCOL HYNDMAN	GH OCT71 1STMD 6204	6231
OPNS OFFICER	MAJ SOLTER JR	HL JUN71 1STMD 6404	6549
ASST CRNS OFFICER	CAPT MORROW	E JUL71 1STMD 6251	6544

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FACILITIES OFFICER	CAPT	GRANT	TN	JUL71	1STMD	6404/6251	6626
ASST CPNS OFFICER	1STLT	STROHLEIN	WG	AUG71	1STMD	6251	6666
PLANS OFFICER	MAJ	ROBINSON	CN	AUG71	1STMD	6429	6549
MAINT/MGMT OFFICER	MAJ	DAVIDSON	DM	JUN71	1STMD	6104	6549
MAINT OFFICER	CAPT	FAGEN	CL	JUL71	1STMD	6104	6577
ASST MAINT OFFICER	CWO-2	BROWN	EH	MAR71	1STMD	6104	6577
ADP OFFICER	CAPT	PRINSTER	PJ	JUL71	1STMD	6159/6104	
MARES OFFICER	1STLT	CARPENTER	ML	JAN72	1STMD	6104	6666
ALLOWANCE OFFICER	1STLT	BROWN	TN	JUN71	1STMD	6104	6577
ASST C OF S G-5	COL	BAITY	RB	JUN71	1STMD	6292/6346	6463
ASST G-5	CAPT	ATKINSON	WT	JUL71	1STMD	6346/6292	6145
PSY OPS OFFICER	1STLT	MOFFETT	RE	NOV71	1STMD	6292/6436	6135
29TH CA PLT COMMANDER	CAPT	FEARN	J	JAN72	1STMD	6436	6135
CIVIC ACTION OFFICER	1STLT	CARR	DG	NOV71	1STMD	6436	6135
ASST CIVIC ACTION OFF	1STLT	GUNNELL	RD	FEB72	1STMD	6292/6346	6565
7TH PSYOPS HE TEAM LDR	1STLT	POKRIFCHAK	J	CCT71	1STMD	6191/6167	6652
DETACHMENT 1 DET CMDR	1STLT	STANSBURY	WD	SEP71	1STMD	6191/6167	6652
DETACHMENT 1 HE TM LDR	1STLT	POSTON	C	CCT71	1STMD	6191/6167	6652
ADMIN OFFICER	1STLT	BAKER	SF	DEC71	1STMD	6292/6346	6135
ASST C OF S COMPTROLLER	LTCOL	REGAN	EJ	JUL71	1STMD	6192/6530	6557
ASST COMPT/BUDGET OFF	CAPT	LIPPMANN	RF	MAY71	1STMD	6192/6530	6446
ADJUTANT	MAJ	ERWIN	HA	JUL71	1STMD	6293	6548
PERSONNEL OFFICER	CAPT	HREBIK	RK	DEC71	1STMD	6547	6577
ASST PERSONNEL OFFICER	1STLT	EDWARDS	SB	JUL71	1STMD	6647/6547	
REDEPLOYMENT OFFICER	CWO	BENTON	WC	JUL71	1STMD	6647/6547	
S AND C FILES OFFICER	1STLT	MILANESI	RM	APR71	1STMD	6622	
RPS CUSTODIAN	1STLT	MCERMOND	RA	JUL71	1STMD	6259/6622	
AWARDS OFFICER	1STLT	STRAUSS	GM	JUN71	1STMD	6443/6478	6442
CRCC						6264/6452	
AIR OFFICER	COL	HART	H	CCT71	1STMD	6214/6304	6471
ASST DIV AIR OFFICER	MAJ	SHEEHAN	RJ	JUN71	1STMD	6214/6304	6231
AIR LIAISON OFFICER	1STLT	JONES	RD	JUL71	1STMD	6214/6268	6543
AIR LIAISON OFFICER	1STLT	SWENSON	LW	JUL71	1STMD	6214/6268	6543
AIR LIAISON OFFICER	1STLT	STOUGH	GE	JUL71	1STMD	6214/6268	6543
AMERICAN RED CROSS	MR.	JACKSON	JC	SEP71	1STMD	6392	6562
AREA AUDITOR	CWO-4	O'CALLAGHAN	DM	JAN72	1STMD	6578	
ARTILLERY OFFICER	COL	RUDZIS	EM	JUL71	1STMD	6296	6296
CAREER PLANNING OFFICER	MAJ	ORAVITS	JJ	DEC71	1STMD	6431	6588
COMP GRADE OFF RET OFF							
CHAPLAIN	CAPT	WOOTEN	TJ	JAN72	1STMD	6219/6596	6472
ASST DIVISION CHAPLAIN	CDR	PRICKETT	AD	JUN71	1STMD	6219/6596	6581
CLURS OFFICER	MAJ	MURRAY	JD	CCT71	1STMD	6329	6630
COMM ELECT OFFICER	COL	LEES	UA	AUG71	1STMD	6172	6472
ASST COMM ELECT OFFICER	LTCOL	HENN	HR	JUN71	1STMD	6172/6193	6557
ASST COMM ELECT OFFICER	MAJ	HARDIMAN	DW	JUL71	1STMD	6534	6538
ASST COMM ELECT OFFICER	CAPT	CLARK	GD	DEC71	1STMD	6130	6650
ASST COMM ELECT OFFICER	CAPT	FARLEY	TA	MAY71	1STMD	6172	6650
ASST COMM ELECT OFFICER	1STLT	CARTER	JM	JAN72	1STMD	6130	6644
DIV COMM CENTER OFFICER	CAPT	FISHERO	DW	JUN71	1STMD	6294	6521

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DENTAL OFFICER	CMDR	ARMSTRONG	WP AUG71 1STMD 7-5075	
DISBURSING OFFICER	MAJ	DIFFEN	RI APR71 1STMD 6391	
EDUCATION OFFICER	MAJ	ORAVITS	JJ MAR71 1STMD 6491	6588
EMBARKATION OFFICER	MAJ	KNIGHT	HE AUG71 1STMD 6239	6548
ASST EMBARK OFFICER	CAPT	HALTERMAN	WR JAN72 1STMD 6339	6548
ENGINEER OFFICER	LTCOL	OCONNELL	PJ NOV71 1STMD 6103/6315	6145
EXCHANGE OFFICER	CAPT	REDDING	HL SEP71 1STMD 6633	6357
FOOD SERVICES OFFICER	CAPT	MCGRATH	AL SEP71 1STMD 6532/6640	6442
INSPECTOR	COL	ZAUDTKE	WK MAY71 1STMD 6208/6372	6465
GROUND SAFETY OFFICER	1STLT	MILLER	DR AUG71 1STMD 6208/6372	6666
INDUSTRIAL RELATIONS O	1STLT	CONOVER	HH JUL71 1STMD 6446/6151	6446
MOTOR TRANSPORT OFFICER	LTCOL	STEPHENS JR	AC NOV71 1STMD 6235	6588
CONVOY CONTROL OFFICER	1STLT	NELSON	LR JUN71 1STMD 6437	
NAVAL GUNFIRE OFFICER	LTCMDR	HERRIN	WF SEP71 1STMD 6447	6581
ORDNANCE OFFICER	1STLT	HEURING	RS JUN71 1STMD 6283/6638	6638
MAINT OFFICER	CAPT	FAGEN	CL JUL71 1STMD 6104	6638
POSTAL OFFICER	CAPT	NEW	W SEP71 IMAW 7-5237	
PROVOST MARSHAL	COL	ZAUDTKE	WK MAY71 1STMD 6227	6465
DEPUTY PROVOST MARSHAL	1STLT	WEDA	TA MAY71 1STMD 6494	6222
PUBLIC AFFAIRS OFFICER	1STLT	WALDROP	FN JUL71 1STMD 6609/6600	6660
RECONNAISSANCE OFFICER	LTCOL	TRAINOR	BE AUG71 1STMD 6297	6297
REPRODUCTION OFFICER	CWO	WHEATLEY	J SEP71 1STMD 6636	
SPECIAL SERVICES OFFICER	1STLT	SUTTON	TD JUL71 1STMD 6537/6566	6149
CUSTODIAN REC FUND	1STLT	GALLOP	RG MAR71 1STMD 6537	6143
STAFF JUDGE ADVOCATE	COL	HOLBEN	DE JUN71 1STMD 6506/6696	6467
DEPUTY SJA	LTCOL	KRESS	PN JUN71 1STMD 6506/6696	6557
ADMIN OFFICER	1STLT	DESJARDIN	AH NOV71 1STMD 6506/6696	
REVIEW OFFICER	MAJ	GRANGER	JH JUL71 1STMD 6319/6324	
CHIEF TRIAL COUNSEL	CAPT	IVERSON JR	RK AUG71 1STMD 6324/6355	6680
CHIEF DEFENSE COUNSEL	CAPT	LYNCH	JJ SEP71 1STMD 6393/6417	6556
LEGAL ASSISTANCE OFFICER	CAPT	PAGLIA	AL NOV71 1STMD 6393/6417	
SUPPLY OFFICER	LTCOL	DECARLO	LL OCT71 1STMD 6396/6321	6544
ASST SUPPLY OFFICER	LTCOL	BELL	DL JUL71 1STMD 6396/6221	6544
OPERATIONS OFFICER	MAJ	MCGRADY	MG NOV71 1STMD 6321/6221	6533
ASST OPERATIONS OFFICER	CWO3	BLOUNT JR.	EC JAN72 1STMD 6321/6221	6533
PERSONNEL EFFECTS OFF	1STLT	MACDONALD	MP MAY71 1STMD 6621	6680
SURGEON	CAPT	PARISER	HP MAY71 1STMD 6507/6316	6463
ASST DIVISION SURGEON	CDR	ELLIOT	WA JUN71 1STMD 6398	LANDLINE
ADMIN OFFICER	LCDR	BROWN	D NOV71 1STMD 6507/6316	6525
PREV MEDICINE OFFICER	LT	SAMMONS	JH NOV71 1STMD 6377	

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HEADQUARTERS BATTALION			
COMMANDING OFFICER	COL BRYANT	JM JAN72 1STMD 6501	6465
EXECUTIVE OFFICER	LTCOL WEHRLE	RC OCT71 1STMD 6334	6549
ADJUTANT	CWO-2 GILBERT	VK JUL71 1STMD 6381/6387	6626
SERGEANT MAJOR	SGTMAJ MCPEAK	RW JAN72 1STMD 6334	6664
HEADQUARTERS 1ST MARINES			
COMMANDING OFFICER	COL KELLY	PX JUN71 1STMD 6194	6255
EXECUTIVE OFFICER	LTCOL LYONS	RJ SEP71 1STMD 6194	
ADJUTANT	M/SGT HEATON	BL AUG71 1STMD 6697	6183
SERGEANT MAJOR	SGTMAJ ANDREWS	LB AUG71 1STMD 6697	
1ST BATTALION 1ST MARINES			
COMMANDING OFFICER	LTCOL ROSE	RP JUN71 1STMD 6148 REGT SW	
EXECUTIVE OFFICER	MAJ SMITH	RH JUL71 1STMD 6148/6183	
ADJUTANT	1STLT SCOTT	RE JUL71 1STMD 6148/6149	
SERGEANT MAJOR	SGTMAJ OTTO	CE NOV71 1STMD 6148/6183	
2D BATTALION 1ST MARINES			
COMMANDING OFFICER	LTCOL MOSS	7-951- RB AUG71 1STMD 3798/2636	
EXECUTIVE OFFICER	MAJ GARDNER	GV AUG71 1STMD 3798/2636	
ADJUTANT	1STLT HAYEN	EG DEC71 1STMD 3481/3005	
SERGEANT MAJOR	SGTMAJ IVINS	CW AUG71 1STMD 2636	
3D BATTALION 1ST MARINES			
COMMANDING OFFICER	LTCOL MOORE	3/1 SW BD MA JUL71 1STMD 6359	
EXECUTIVE OFFICER	MAJ SMITH	NH AUG71 1STMD 6359	
ADJUTANT	1STLT MCCANN	KD AUG71 1STMD 6359	
SERGEANT MAJOR	SGTMAJ LONG	IV OCT71 1STMD 6359	
HEADQUARTERS 5TH MARINES			
COMMANDING OFFICER	COL JUDGE	CV JUN71 1STMD 6612	
EXECUTIVE OFFICER	MAJ SHROYER JR.	DK MAR71 1STMD 6612	
ADJUTANT	CAPT SCHULTZ	VL SEP71 1STMD 6617/6618	
SERGEANT MAJOR	SGTMAJ AURIN	A AUG71 1STMD 6612	
1ST BATTALION 5TH MARINES			
COMMANDING OFFICER	LTCOL HART JR	FA AUG71 1STMD 6245	
EXECUTIVE OFFICER	MAJ KAUFFMAN	FM AUG71 1STMD 6245	
ADJUTANT	1STLT CARLIN	SE JUL71 1STMD 6241	
SERGEANT MAJOR	SGTMAJ NEVEU	AC JAN72 1STMD 6245	
2D BATTALION 5TH MARINES			
COMMANDING OFFICER	LTCOL HAMLIN	TM JUL71 1STMD 6326	
EXECUTIVE OFFICER	MAJ SLACK	PD JUL71 1STMD 6326	
ADJUTANT	2NDLT BRAKE	RL SEP71 1STMD 6322/6353	
SERGEANT MAJOR	1STSGT BRESNAHAN	JR APR71 1STMD 6326	
HEADQUARTERS 11TH MARINES			
COMMANDING OFFICER	COL RUDZIS	EM JUL71 1STMD 6296	6179
EXECUTIVE OFFICER	LTCOL MORROW	SM AUG71 1STMD 6296	6179
ADJUTANT	1STLT KLEIN	CM JUN71 1STMD 6558	
SERGEANT MAJOR	SGTMAJ URBAN	EJ AUG71 1STMD 6514	
1ST BATTALION 11TH MARINES			
COMMANDING OFFICER	LTCOL OGDEN	BF NOV71 1STMD 6107	
EXECUTIVE OFFICER	MAJ DOERNER	WC NOV71 1STMD 6107	
ADJUTANT	1STLT MOUNGEY	TJ MAR71 1STMD 6254	
SERGEANT MAJOR	SGTMAJ LANG	TP DEC71 1STMD 6575	

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## 2D BATTALION 11TH MARINES

COMMANDING OFFICER	MAJ	PCAFEE	CK JUN71	1STMD	6575/6266	
EXECUTIVE OFFICER	MAJ	ADAMS	RT MAR71	1STMD	6575/6266	
ADJUTANT	CWO-1	CALDWELL	RL NOV71	1STMD	6575/6266	
SERGEANT MAJOR	SGTMAJ	KELLY	CE NOV71	1STMD	6575/6266	

## 3D 8 HOWITZER BATTERY

COMMANDING OFFICER	MAJ	MCCALLUM	WJ AUG71	1STMD	6625	
EXECUTIVE OFFICER	CAPT	TERPSTRA JR	JH DEC71	1STMD	6625	

## 1ST MEDICAL BATTALION

COMMANDING OFFICER	CDR	ELLIOT	WA JUN71	1STMD	6398	6483
EXECUTIVE OFFICER	LT	HOWARD	ID NOV71	1STMD	6398	6483
ADJUTANT	LTJG	SPARKS	BT AUG71	1STMD	6313	6483
SERGEANT MAJOR	1STSGT	FIGZKO	RR AUG71	1STMD	6313	

## 1ST ENGINEER BATTALION

COMMANDING OFFICER	LTCOL	BENSTEAD	DE DEC71	1STMD	3797	7-951
EXECUTIVE OFFICER	MAJ	HIBBS	DP APR71	1STMD	3022	
ADJUTANT	1STLT	GUBALAT	Tw JUN71	1STMD	2689	
SERGEANT MAJOR	SGTMAJ	CLARK	RR CCT71	1STMD	2789	

## 1ST MCTOR TRANSPORT BN

COMMANDING OFFICER	LTCOL	TALBOT	RB DEC71	1STMD	6185	
EXECUTIVE OFFICER	MAJ	BURGESS	RE AUG71	1STMD	6185	
ADJUTANT	1STLT	FLANNERY	MH MAY71	1STMD	6661	
SERGEANT MAJOR	1STSGT	CALDWELL	MG DEC71	1STMD	6661	

## 11TH MCTOR TRANSPORT BN

COMMANDING OFFICER	LTCOL	ROSENFELD	CA SEP71	1STMD	6594	
EXECUTIVE OFFICER	MAJ	MCDERMOTT	JJ JUN71	1STMD	6594	6546
ADJUTANT	CAPT	JOYCE	Rw JUN71	1STMD	6632	
SERGEANT MAJOR	SGTMAJ	WALKER	TJ JAN72	1STMD	6683	

## 1ST RECONNAISSANCE BN

COMMANDING OFFICER	LTCOL	TRAINOR	BE AUG71	1STMD	6297	6297
EXECUTIVE OFFICER	MAJ	COOPER JR	HC SEP71	1STMD	6297	6297
ADJUTANT	CWO-4	MAXIMIM	WK JUN71	1STMD	6426/6568	
SERGEANT MAJOR	1STSGT	BURKEY	CE DEC71	1STMD	6504	6504

## CO C 1ST SHORE PARTY BN

COMMANDING OFFICER	MAJ	SWEET JR	RW CCT71	1STMD	2379	955
FIRST SERGEANT	1STSGT	MALAVE	A AUG71	1STMD	2379	

*H.A. Erwin*  
H.A. ERWIN  
MAJOR, U. S. MARINE CORPS  
DIVISION ADJUTANT

(A)

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OPERATIONAL AND ADMINISTRATIVE DOCUMENTS

<u>SUBJECT</u>	<u>ORIGINATOR AND DATE</u>
1. <u>Special Services Plan for Increment VI</u>	37/TDS/tds 1710 8 Feb 1971
2. <u>Tactical Information Deposit Retrieval System</u>	DivO 1650.4 3/HDH/jlb 6 Mar 1971
3. <u>Allocation of In-Country R&amp;R Quotas for the month of March 1971</u>	DivBul 1710 37/WMH/def 6 Mar 1971
4. <u>Potential Cost Reduction/Austerity Savings Program Items</u>	DivBul 5220 12/EJR/dms 8 March 1971
5. <u>Fleet Home Town News Report</u>	DivBul 5724 41/FNW/jlm 13 March 1971
6. <u>Disestablishment of 1st Marine Division Rear Facility</u>	DivBul 5300 1/EDG/drs 15 March 1971
7. <u>Standing Operating Procedures for Embarkation</u>	DivO P4600.1F 39/HEK/cac 16 March 1971
8. <u>Cancellation of 1st Marine Division Directive</u>	DivBul 5215 10/JRB/jrb 18 March 1971
9. <u>Preventing and Eliminating Drug Abuse</u>	DivO 6710.1 32/WKZ/dw 18 March 1971
10. <u>Lessons Learned</u>	DivBul 3480 3/SLS/aal 19 March 1971
11. <u>Sergeant's Area at Enlisted Club</u>	BnBul 1746 6/GMB/eeg 21 March 1971

Enclosure (1)

B-1

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12. ✓ Submission of Fitness Reports by Officers  
for whom the Commanding General is the  
Reporting Senior

DivBul 1610  
5/SPH/gab  
26 March 1971

13. ✓ Division Drug Information Contact Team

DivBul 6710  
32/WKA/dw  
28 March 1971

SIGNIFICANT MESSAGES

14. ✓ CG 1st MarDiv msg 281217Z Feb71 (S) 1st MarDiv Operation Order  
1-71 (Que Son Mountain operations, March - April), Copy 3 of 32.  
Annex A Operation Overlay (C) is attached.

\*See 15, below

✓ Miscellaneous overlays of various hills, bases and cantonements  
that were occupied by units from the 1st Marine Division (-)(Rein),  
FMF.

- |   |                                |
|---|--------------------------------|
| ✓ 1. Camp Perdue                            | ✓ 13. Camp Lauer and Crowsnest |
| ✓ 2. 11th Marines                           | ✓ 14. OP Reno and Hill 270     |
| ✓ 3. 3rd Battalion, 1st Marines             | ✓ 15. Hill 250                 |
| ✓ 4. 2nd Battalion, 1st Marines             | ✓ 16. Hill 10                  |
| ✓ 5. 1st Battalion, 5th Marines,<br>Hill 34 | ✓ 17. Hill 119                 |
| ✓ 6. 1st Engineer Battalion                 | ✓ 18. Hill's 52, 845, 810      |
| ✓ 7. Liberty Bridge                         | ✓ 19. Hill 425                 |
| ✓ 8. An Hoa Combat Base                     | ✓ 20. Hill's 37, 190, 244      |
| ✓ 9. Northern Artillery Cantonment          | ✓ 21. Hill 65                  |
| ✓ 10. Ross Combat Base                      | ✓ 22. Hill 52                  |
| ✓ 11. FSB Ryder                             | ✓ 23. Hill 25                  |
| ✓ 12. Dong Den and Camp Lauer               |                                |

*Handwritten note:*  
Hill 34  
Camp Lauer  
Hill 25

\* 15. Overlays to 1st MarDiv Msg 282350Z Mar 71, Ch 2 to Frag Order 61-70

Enclosure (1)

B-2

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HEADQUARTERS  
1st Marine Division (-) (Rein), FMF  
FPO San Francisco, California 96600

37/TDS/tjs  
1710  
8 Feb 1971

From: Commanding General  
To: Distribution List

Subj: Special Services Plan for Increment VI

Ref: (a) DivO F1710.8C  
(b) CMC msg 061809Z Jul70  
(c) CG, 1st MarDiv 070106Z Feb71 (C)

Encl: (1) Letter of Instruction for Unit Special Services Officers  
(2) Letter to Custodian of Redeployed Unit's New Parent Command  
(3) Sample Certificate of Disposition

#### 1. General

a. All units will retain their Special Services property less items specified in reference (c) for turn-in. Unserviceable items will be disposed of and reported to Division Special Services on a Certificate of Disposition. The certificate must be signed by an officer other than the Special Services Officer. Enclosure (3) is an example of a properly completed certificate.

b. Redeploying units were notified by reference (c) that the Special Services Officer responsible for embarked Special Services property must be assigned prior to packing the property and that certificates must be delivered to Division Special Services prior to the unit's standdown date. On the standdown date Division Special Services will prepare a Consolidated Memorandum Receipt (CMR) showing the property being embarked. Unit Special Services Officers will report to Division Special Services not later than ten days after standdown with their inventory count to sign the final CMR.

c. The unit Special Services Officer will retain a copy of his final CMR and the letter of instruction from the Custodian of the Division Recreation Fund. Enclosure (1) is a sample letter of instruction.

d. A letter (Enclosure (2)) will be sent to the Recreation Fund Custodian of each unit's new command requesting a receipt for property. The letter explains that when the Division receives the receipt, a check in the amount of \$6.00 per man, based on T/O strength, will be sent to the new Custodian.

*Tab B-41*

## 2. Standdown Period

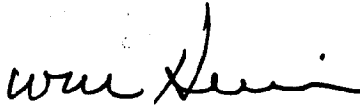
a. The unit's Special Services property will be boxed for embarkation. During each unit's standdown period, in order to assist the unit's recreation program during standdown, Division Special Services will:

(1) Issue the following for unit retention: playing cards, cribbage boards, checker sets, chess sets, games, and paperback books.

(2) Book live entertainment shows on a frequent basis paid for out of the General Entertainment Fund.

(3) Provide projectors, lens, and screen on a temporary basis during the standdown period.

b. Unit Special Services Officer will submit to the Division Special Services Officer NLT the 10th day of standdown the number of personnel embarking onboard ship. Division Special Services will prepare an embarkation kit of games and equipment for each detachment of a unit returning aboard ship. The kit will be delivered by Special Services to the designated OIC prior to embark.

  
W. M. HERRIN  
By direction

Distribution "A" and "B"

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SAMPLE LETTER OF INSTRUCTION FOR UNIT SPECIAL SERVICES OFFICER

RECREATION FUND  
1st Marine Divison (-) (Rein), PMF  
FPO San Francisco, California 96602

37/RGG/rgg  
1710  
21 Jan 71

From: Custodian, Recreation Fund  
To: \_\_\_\_\_ Special Services Officer

Subj: Transfer of Special Services Property

Encl: (1) CMR listing property checked out to Transition  
Unit

1. Special Services property listed in enclosure (1) is non expendable property retained by your unit. Upon arrival at the new command, the special services officer must insure that the listed property is picked up by the new Recreation Fund.
2. When the 1st Marine Division Recreation Fund receives a receipt for the property from your new Recreation Fund Custodian a check for \$6.00 per man, based on T/O strength of your unit, will be sent to your Recreation Fund.

ENCLOSURE (1)

(1)

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SAMPLE LETTER TO CUSTODIAN OF REDEPLOYED UNIT'S NEW PARENT COMMAND

RECREATION FUND  
1st Marine Division (-) (Rein), FMF  
FPO San Francisco, California 96602

37/RGG/jcf

From: Custodian, Recreation Fund  
To: Custodian, \_\_\_\_\_ Recreation Fund

Subj: Transfer of Special Services Property and Funds

Ref: (a) CG, III MAF msg 061537Z Apr 70 (C) (NOTAL)

Encl: (1) CMR listing gear checked out to Transition Unit.

1. The Special Services Property listed in enclosure (1) has been signed for by the transition unit and should be picked up on your account.

2. Upon receipt of a document showing that the property listed in enclosure (1) has been received by your office, this office will send \$6.00 per man (based on a T/O strength of the transition unit) to your recreation fund in accordance with reference (a).

ENCLOSURE (2)

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**DIVISION SPECIAL SERVICES**  
**1st Marine Division (-) (Rein), FMF**  
**FPO San Francisco, California, 96602**

Date            Sheet        of       

ENCLOSURE (3)



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

DivO 1650.4  
3/HDH/jlb  
6 Mar 1971

DIVISION ORDER 1560.4

From: Commanding General  
To: Distribution List

Subj: Tactical Information Deposit Retrieval System (TINDER)

Ref: (a) Force Order 3884.1  
(b) TINDER User's Guide, current edition DPPI6

1. Purpose. To set forth instructions for the operation and utilization within the 1st Marine Division of the Tactical Information Deposit Retrieval System (TINDER) which was implemented by reference (a).

2. Background. During 1968, both the 1st and 3rd Marine Divisions established punch card systems to automate target information for fire support coordination centers. These systems lacked responsiveness and flexibility. In March 1969, a III MAF study concluded that neither systems fully exploited the capabilities of an automated system and recommended modernization. In June 1970, an advanced system, then known as the Fire Support Information System (FSIS), was implemented. During the December 1970 - January 1971 time frame, this system was further advanced and retitled TINDER.

3. General. TINDER is designed to store selected target and raw intelligence information data regardless of sources and provide a method to rapidly retrieve selected information in a more useful format. It consists of the following general functions:

a. Data Input. Data input is the first and most important step in the system. An accurate up to date base must be maintained if reliable information is to be derived from the system. Reference (b) provides detailed instructions for filling out input reports and will be distributed separately by the Division Fire Support Coordination Center to using commands. Updates and corrections to the "guide" will be forwarded automatically.

b. Data Storage. Data Processing Platoon 16 (DPP-16) of the Force Logistic Command will convert the raw reports to usable machine data and enter the information into the data base.

c. Data Output. Initial output will consist of those scheduled reports and special reports as indicated in reference (b). Reports

DivO 1560.4

6 Mar 1971

can usually be prepared in a matter of minutes. Requirements for additional reports will be submitted under management procedures using the format contained in enclosure (18) of reference (a).

#### 4. Action.

a. The Target Information Officer (telephone number 6447) is designated the 1st Marine Division manager of TINDER, and as such is this Command's point of contact for all matters pertaining to TINDER.

b. To insure accurate and timely data input, all reporting units will monitor input to insure correct preparation and daily delivery of all input reports to the Division Fire Support Coordination Center. Distribution of input report forms will be made by the TINDER manager.

c. Data input responsibilities are assigned as follows:

(1) G-3/COC. Provide input reports on all targets, helicopter landing zones, and booby-trap incidents as reported by the regiments and other reporting sources, in accordance with reference (b).

(2) G-2. Provide input reports on all targets, helicopter landing zones, and intelligence information gained from reporting units in accordance with reference (b).

(3) CO, 11th Marines. Provide input reports on all artillery fire missions and targets in accordance with reference (b).

(4) Naval Gunfire Officer. Provide input reports on all Naval Gunfire missions in accordance with reference (b).

d. Data output request will be telephoned or delivered to the Target Information Officer, #6447.

#### 5. Coordination Instructions.

a. All data input report forms will be submitted to the Fire Support Coordination Center as soon as possible after completion.

b. All reports and print-outs will have a minimum security classification of confidential.

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DivO 1560.4  
6 Mar 1971

c. The TINDER manager will pick up the weekly reports each Monday from DPP-16 and route them to the units concerned.

  
P. H. FLANCHARD  
Chief of Staff

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

DivBul 1710  
37/WMH/def  
6 Mar 1971

DIVISION BULLETIN 1710

From: Commanding General  
To: Distribution List

Subj: Allocation of In-Country R&R Quotas for the month of  
March 1971

Ref: (a) DivO 1710.2

Encl: (1) In-Country R&R Allocations

1. Purpose. To allocate In-Country R&R quotas to the 1st Marine Division.
2. Information. Reference (a) prescribes the policies for managing In-Country R&R within the 1st Marine Division.
3. Action. Commanding Officers of units listed in enclosure (1) will:
  - a. Ensure that allocated quotas are utilized.
  - b. Comply with instructions contained in reference (a).
4. Self-Cancellation. 7 April 1971.

  
D. H. BLANCHARD  
Chief of Staff

DISTRIBUTION: "A" and "B"

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3

**In-Country M&R Allocations  
March 1971**

UNITS	DATES														TOTAL
	01-03	04-06	07-09	10-12	13-15	16-18	19-21	22-24	25-27	28-30					
HqBa	2*	2	2	2	2	2	1	1	1	1					16 *
1stMar	1	1	1*	5	5*	5	5	5	5	5					47 **
5thMar															
1/5	2	2	2	2	2	2	2*	1	1	1					17 *
11thMar	1	1*	1	1*	1	1	1	1	3	3					38 **
1stIngr	1	1	1	1	1*	1	1	1	1	1					10 *
1stMed									2*	2					4 *
1stMt			1	1			1	1							4
11thMt	1	1					1	1	1*	1					6 *
1stRecon	1	1	1		1	1*		1	1	1					8 *
TOTAL	15*	15*	15*	15*	15*	15*	15*	15	15*	15					150-10

\*Denotes: One (1) Officer Quota is granted in addition to the Enlisted Quotas

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ENCLOSURE (1)

Dated 1710  
6 Mar 1971

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

DivBul 5220  
12/EJR/dms  
8 Mar 1971

DIVISION BULLETIN 5220

From: Commanding General  
To: Distribution List

Subj: Potential Cost Reduction/Austerity Savings Program Items

Ref: (a) MCO 5220.9  
(b) MCBul 5220 of 31 Dec 1970  
(c) FMFPacO 5220.1C

Encl: (1) List of Potential ASP Items  
(2) List of Selected Cost Reduction/ASP Items from other commands  
(3) List of Selected Cost Reduction/ASP Items from the 1st Marine Division

1. Purpose. To promulgate current information concerning Cost Reduction and Austerity Savings Program items.

2. Background. In reference (a) the Commandant of the Marine Corps described programs to increase professionalism in management of resources. The Marine Corps Cost Reduction and Austerity Savings Program provides a system for motivating management improvements and for reporting benefits from individual actions and selected programs related to management improvements. It conforms with directives and instructions issued by the Department of the Navy. The overall program comprises two segments: (a) the Cost Reduction Program under which dollar benefits resulting from individually identifiable management actions are determined, validated, and reported; (b) the Austerity Savings Program which emphasizes conservation in the smaller dollar amounts and those large amounts which do not qualify as cost reductions. This program stresses frugality in the day-to-day routine management of personnel, equipment, supplies, and money.

3. Information

a. Enclosure (1) suggests Cost Reduction/ASP items for possible implementation by Division units.

b. Enclosure (2) contains sampling of recent cost reduction actions taken by various commands outside of the Division.

c. Enclosure (3) contains recent submissions by the 1st Marine Division.

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4. Action. Units will review the contents of enclosures (1), (2), and (3) for applicability and report to this headquarters (Attn: Assistant Chief of Staff, Comptroller) any Cost Reduction/Austerity Savings generated in accordance with references (a), (b), and (c).
5. Self-Cancellation. 31 August 1971.

  
D. H. BLANCHARD  
Chief of Staff

DISTRIBUTION: "A" & "B"

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## POTENTIAL ASP ITEMS

1. General

The success of ASP depends in large measure on recognition of its implications by all echelons of command. Suggested areas which can contribute to its success are identified in the following paragraphs.

2. General Factors

a. Establishment of firm policies and directives relative to need to preserve manpower, money, facilities, and material in optimum condition.

b. Solicitation of ideas from all personnel, military and civilian, as to how current monies and means can be stretched in order to maintain and improve facilities and material; accomplish assigned missions in a less expensive manner.

c. Education of all concerned of the continuing requirement to care for those assets under their supervision.

d. Enforcement of all directives aimed at protection and preservation of all resources.

e. Establishment of competent technical inspections throughout all units and activities with a view toward correcting inefficient practices before major damage or avoidable cost occurs.

f. Identification and establishment of means to increase military effectiveness with current or diminishing dollar constraints.

g. In conjunction with programs to diminish costs, establishment of parallel efforts to avoid unnecessary costs.

h. Identification of means to conserve people, time, and dollars through adoption of programs and devices to save labor.

i. Supervisory guidance to direct the activities of subordinates to ensure that tasks are being performed in the most effective and efficient manner.

3. Specific Factorsa. Preservation of Assets

(1) Strictly enforce directives related to protection of property against vandalism or avoidable damage. (Smoking in bunks, skylarking in barracks and buildings resulting in destruction and deterioration of living and working facilities.)

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(2) Establish and enforce measures directed towards prevention of wasteful practices. Inspect waste receptacles and trash dumps to ascertain that usable equipment has not been thrown away. Such inspections immediately prior to and during evacuation (deployment) by a unit can be most remunerative. Stop "packratting" practices and ensure excess material is returned to supply activities.

(3) Inspection of training and exercise areas immediately following troop departure to recover usable items left behind, such as communication wire, lost personal equipment, etc. Remove good tires from obsolete or worn out equipment being replaced and substitute these for old tires from equipment being retained. Ensure return of recoverable and salvageable material to salvage units; i.e., recoverable metal in batteries.

(4) Ensure that items subject to easy deterioration are properly stored; for example, proper palletization and airing of canvas prevents mildew.

(5) Rotation of mount-out and mount-out augmentation gear.

(6) Establish and enforce accident prevention programs.

(7) Employment of maximum self-help systems in building repair and maintenance whenever possible (coordinated with local public works). This should include a self-help system for family housing by providing proper tools (on a loan basis) and equipment for handyman-type repairs.

(8) Employ continuous maintenance practices rather than rush programs to satisfy a single purpose (i.e., a command inspection, the Inspector General).

b. Savings in Purchasing

(1) Where applicable, make bulk purchases of frequently used items rather than small amounts.

(2) Use rough paper for scratch purposes.

(3) Reduce long-distance toll calls wherever possible through use of Autovon contract lines and written correspondence.

(4) Repair of old item rather than purchase of new ones, if cost effective.

(5) When given a chance, order the least expensive item meeting the criteria for which the item was intended.

ENCLOSURE (1)

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c. Economy in Training

- (1) Eliminate all but absolutely essential flying and motor vehicle operations.
- (2) Combine scheduled message center runs for several units in the same area.
- (3) Consider maximum use of foot movement to training areas rather than vehicular movement.
- (4) Provide maintenance time in training schedules. Integrate the use of appropriate regulations; i.e., TM's, in training for maintenance.
- (5) Establish and enforce measures whereby the lot identification of ammunition is retained until the ammunition is expended. When live ammunition is turned in and the lot number is not known, the ammunition becomes grade III, cannot be fired, and is subsequently disposed of.
- (6) Utilize existing training assets (schools) to accomplish productive functions. For example, students in mechanic schools perform supervised repair work on organizational vehicles needing same.

d. Consolidation of People, Facilities, and Equipment

- (1) Close one messhall in an area where more than one exists in close proximity to the other and neither is used to capacity.
- (2) Establish word processing centers (typing pools) in activities with high administrative requirements and few clerks.
- (3) Assign a certain percentage of T/E vehicles on a rotational basis to administrative deadline when not required for operational purposes.
- (4) Use "engineer troops" in a training mode to accomplish minor construction and repair projects under base commanders approval authority.
- (5) Consolidate "base and FMF" equipment maintenance capabilities, while exercising care that FMF personnel do not become overly reliant on "base" maintenance skills in the event of deployment.
- (6) Consolidate "base and FMF" ADP functions utilizing fewer personnel and less equipment.

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- (7) Consolidate medical services where possible.
- (8) Keep on hand only the minimum level of office supplies.
- (9) Hold personnel responsible for damage due to neglect or improper maintenance. Encourage personnel to replace at a Government sales activity and return to unit supply lost or damaged Government property of a personal nature; i.e., "782" gear, when loss or damage is a result of the individual's neglect or misuse.
- (10) Reduce number of phone extensions in various offices to absolutely essential requirements. When arranging furniture in an office, it may be less expensive to move desks than relocate telephones.
- (11) Exercise proper heat and air-conditioning conservation practices.
- (12) Consider reuse of dry cell batteries. When too weak for one purpose, they may still be good for others.

e. Transportation Costs

- (1) Utilize, when feasible, opportune, scheduled Government air or surface transportation vice commercial transportation to ship materiel.
- (2) Use long-distance phone calls in lieu of TAB where possible.

f. Administration

- (1) Ensure proper adjustment of duplicating machines to prevent excessive paper loss. Determine number of copies of messages, letters, directives, orders, etc., which are required before beginning the duplicating process.
- (2) Audit distribution of orders, directives and general information publications on a regular basis to determine if requirement is still valid or that the number of copies can be reduced.
- (3) Consider pen changes to correspondence, in accordance with the provisions of SECNAVINST 5216.5A, Navy Correspondence Manual, in lieu of retyping.
- (4) Encourage the use of carbon paper in lieu of photostatic copies when practicable. This is an effective cost reduction measure when skilled typists are available.
- (5) Avoid copying voluminous documents when possible.

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(6) Refrain from rewriting or amending directives simply because the date is old. Remember an old directive is not necessarily an ineffective directive.

(7) Directives received through normal distribution, rarely, if ever, should be copied locally, since the recipient is responsible for informing the higher headquarters of the proper number of copies deemed essential for initial distribution.

(8) Personnel costs can be reduced effectively by following good management practices in office routine. For example, file only those papers which you, using your best judgment, determine you will need to reference and, of course, those you are required to file by regulation. Files should be organized in accordance with the prescribed subject identification code for rapid retrieval. Records should be retired as soon as appropriate in order to reduce the volume of files to be maintained . . . . the savings will be in personnel time to maintain records, in space and equipment.

(9) The making of copies should be done in accordance with a regularly scheduled plan, say two or three times a day. Between these times all items that need to be copied should be collected in a group and made at the next regularly planned time. Except in emergencies, material that has to be copied should not be done immediately simply because the supervisor asks for it. It should be added to all other such material and copied at the scheduled hour.

(10) The fastest copying machine often is not the most appropriate one to purchase. In general, using the faster machine is the most expensive way of making a copy; a slower, less expensive machine usually is completely adequate. When additional copies are made rapidly, individuals tend to make more copies than they really need, something they would not do if they were using a significantly slower machine.

ENCLOSURE (1)

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COST REDUCTION PROGRAM INDIVIDUAL SAVINGS ACTION		1. ACTION CONTROL NUMBER M-M-1-060169-0001		REPORT CONTROL SYMBOL DD-181(0)950(5200)		
2. REPORTING ACTIVITY  COMMANDING OFFICER MARINE CORPS AIR STATION BEAUFORT, S.C. 29902		3. SHORT TITLE OF ACTION Message Paper Savings				
		4. COST REDUCTION AREA (Number and Title) 7. Telecommunications Management				
5. RECAPITULATION OF SAVINGS (Dollars in Thousands)						
APPROPRIATION (Title)	BUDGET ACTIVITY	REALMED FY 1971	ESTIMATED		TOTAL	DISPO- SITION (Code)
			FY 1972	FY 1973		
Operations & Maintenance, Navy	60169	.8	.8	.8	2.4	A
6. MANPOWER SPACES ELIMINATED/ TRANSFERRED IN CURRENT YEAR	a. Officer	b. Enlisted	c. Civilian	d. Total (Sum of a, b, & c)		
	0	0	0	0		
7. DESCRIPTION OF ACTION. (Describe the policy, procedure or technique which was in effect prior to the action or which normally would have been followed or applied. Then describe the change resulting from the management action in sufficient detail so as to clearly show why it constitutes a new, improved or intensified action under Cost Reduction Program criteria.)						
<p>A study was conducted by the Station Communications Center to find ways to stretch the budget dollar. An intensive investigation revealed that the largest item purchased was paper for messages. The policy was to take the available stock on hand at Serv-Mart. This was in most instances, 32 lb. Bond at .76c per ream, however, 40 lb. Bond at .64c was also being used. It was found that the 32 lb. Paper reproduced the best and that a 32 lb. white, writing paper was available in the Supply system for .21c less than the .32 lb. Bond paper. Supply has been requested to stock the FSN 7530-245-3562 white writing paper at .55c per ream. The Station Communication Center is using this paper for reproducing messages at the present time.</p>						
8. COMPUTATION OF SAVINGS. (Show how the savings entered in Item 5 were computed. The computation must show for each fiscal year: (1) the cost which would have been incurred in each year without the action; (2) the cost after the action--either actual or estimated as appropriate; (3) readily identifiable and directly related offsetting costs; and (4) the net savings.)						
<p>Before Management Action - 4000 reams x .76c      \$3040.00</p> <p>After Management Action - 4000 reams x .55c      <u>2200.00</u></p> <p>Net Savings FY 1971      840.00</p> <p>Net Savings FY 1972      840.00</p> <p>Net Savings FY 1973      840.00</p>						
9. RE- PORTED BY		NAMES AND ORGANIZATIONS		SIGNATURES		DATES
10. AP- PROVED BY		S. F. MARTIN, Colonel, USMC CO, MCAS, Beaufort, S. C.				
11. BUDGET CERTIFI- CATION		J. G. TEASLEY, 1stLt., USMC CommO, MCAS, Beaufort, S. C.				
12. VALI- DATED BY		M. E. PEACOCK, LtCol., USMC MMO, MCAS, Beaufort, S. C.				

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ENCLOSURE (2)

4

## DECLASSIFIED

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COST REDUCTION PROGRAM INDIVIDUAL SAVINGS ACTION		1. ACTION CONTROL NUMBER MM100026411		REPORT CONTROL SYMBOL DDI&L(Q)950 5200														
2. REPORTING ACTIVITY Commanding General, Marine Corps Development and Education Command, Quantico, Virginia 22134		3. SHORT TITLE OF ACTION Consolidation of Clothing Issue Points																
		4. COST REDUCTION AREA (Number and Title) General Management Improvement																
5. RECAPITULATION OF SAVINGS (Dollars in Thousands)																		
APPROPRIATION (Title)	BUDGET ACTIVITY b	REALIZED FY 19 71 c	ESTIMATED		TOTAL f	DISPO- SITION (Code) g												
			FY 19 72 d	FY 19 73 e														
Operations and Maintenance, Marine Corps	2780	4.8	4.2	4.2	13.2	A												
6. MANPOWER SPACES ELIMINATED/ TRANSFERRED IN CURRENT YEAR →		a. Officer N/A	b. Enlisted N/A	c. Civilian N/A	d. Total (Sum of a, b, & c) N/A													
7. DESCRIPTION OF ACTION. (Describe the policy, procedure or technique which was in effect prior to the action or which normally would have been followed or applied. Then describe the change resulting from the management action in sufficient detail so as to clearly show why it constitutes a new, improved or intensified action under Cost Reduction Program criteria.)																		
1. By consolidating building #55 with building #2011 for clothing issues, an elimination of 6,794 square feet warehouse space will be realized with the following savings:																		
(a) Elimination of maintenance costs with an annual average of \$867.00 (the figure for FY 71 is based on a savings for 9 months; all information was obtained from the Facilities History File at Base Maintenance).																		
<table> <tr><td></td><td>FY</td><td></td></tr> <tr><td></td><td>71</td><td>\$ 650.00</td></tr> <tr><td></td><td>72</td><td>867.00</td></tr> <tr><td></td><td>73</td><td>867.00</td></tr> </table>								FY			71	\$ 650.00		72	867.00		73	867.00
	FY																	
	71	\$ 650.00																
	72	867.00																
	73	867.00																
(b) Elimination of utilities costs (based on an engineering estimate; FY 71 based on 8 months).																		
<table> <tr><td></td><td>71</td><td>\$ 975.00</td></tr> <tr><td></td><td>72</td><td>1,463.00</td></tr> <tr><td></td><td>73</td><td>1,463.00</td></tr> </table>								71	\$ 975.00		72	1,463.00		73	1,463.00			
	71	\$ 975.00																
	72	1,463.00																
	73	1,463.00																
(c) Elimination of one walkie stacker, 2,000 pound capacity, with battery charger; budgeted for FY 71																		
<table> <tr><td></td><td>71</td><td>\$2,495.00</td></tr> </table>								71	\$2,495.00									
	71	\$2,495.00																
(continued on reverse)																		
8. COMPUTATION OF SAVINGS. (Show how the savings entered in Item 5 were computed. The computation must show for each fiscal year: (1) the cost which would have been incurred in each year without the action; (2) the cost after the action—either actual or estimated as appropriate; (3) readily identifiable and directly related offsetting costs; and (4) the net savings.)																		
Total Cost Reduction:																		
Total Savings FY 71		\$6,079.00	Total Savings FY 73		\$5,616.00													
Total Offsetting Costs FY 71		1,257.00	Total Offsetting Costs FY 73		1,447.00													
Net Savings FY 71		<u>\$4,822.00</u>	Net Savings FY 73		<u>\$4,169.00</u>													
Total Savings FY 72		\$5,616.00	Total Net Savings		\$13,150.00													
Total Offsetting Costs FY 72		1,447.00																
Net Savings FY 72		<u>\$4,169.00</u>																
9. RE- PORTED BY →		NAMES AND ORGANIZATIONS		SIGNATURES		DATES												
10. AP- PROVED BY →		R. J. MELANSON, Maj., USMC Director, Materiel Division																
11. BUDGET CERTIFI- CATION		A. C. TAVES, Col., USMC Asst. Chief of Staff, Supply RECON Program Coordinator																
12. VALI- DATED BY →																		

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(Cont'd from Section 7)

(d) Reduction of the requirement for one Three Ton Cargo Truck from Motor Transport from 4 days a week to 2 days a week. The savings would be \$31.60 per day (cost of running the truck for an 8 hour day, 2 days a week, 52 weeks a year). The figure for FY 71 is based on 31 weeks.

FY	
71	\$1,959.00
72	3,286.00
73	3,286.00

2. The following costs will be accrued due to consolidation (offsetting costs):

(a) Transportation of OC's, PLC's, and ROTC's from OCS to building #2011 for issues (the cost of transporting one company from OCS to building #2011 cost \$103.36; derived by multiplying four trucks at \$3.16 per hour and four drivers at \$3.30 per hour by four hours. In FY 71 eight companies must be transported, and in FY 72 and FY 73 fourteen companies must be transported.

71	\$ 826.00
72	1,447.00
73	1,447.00

(b) Cost of moving the Clothing Issue Point from building #55 to building #2011, (derived by multiplying one warehouse tractor at \$.83 per hour and one driver at \$3.00 per hour and four trailers at \$.28 per hour and one Three Ton Cargo Truck at \$.95 per hour, and one driver at \$3.00 per hour, 8 hours a day for 2 days.

71	\$ 141.00
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(c) Procurement of one pallet type hydraulic operated, hand lift; budgeted for FY 71

71	\$ 290.00
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ENCLOSURE (2)

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<b>COST REDUCTION PROGRAM INDIVIDUAL SAVINGS ACTION</b>		<b>1. ACTION CONTROL NUMBER</b> NM100026410		<b>REPORT CONTROL SYMBOL</b> DD-I&L(Q)895(5200)	
<b>2. REPORTING ACTIVITY</b> Commanding General, Marine Corps Development and Education Quantico, Virginia		<b>3. SHORT TITLE OF ACTION</b> Consolidation of Maintenance Call Desk			
		<b>4. COST REDUCTION AREA (Number and Title)</b> (12) General Management Improvement			
<b>5. RECAPITULATION OF SAVINGS (Dollars in Thousands)</b>					
<b>APPROPRIATION (Title)</b>	<b>BUDGET ACTIVITY</b>	<b>REALIZED FY 19 71</b>	<b>ESTIMATED FY 19 72    FY 19 73</b>		<b>TOTAL</b>
Operation and Maintenance Marine Corps	2,780	59	59	59	177
					<b>DISPO- SITION (Code)</b>
					A
<b>6. MANPOWER SPACES ELIMINATED/ TRANSFERRED IN CURRENT YEAR</b> →		<b>a. Officer</b> 0	<b>b. Enlisted</b> 0	<b>c. Civilian</b> 0	<b>d. Total (Sum of a, b, &amp; c)</b> 0
<b>7. DESCRIPTION OF ACTION.</b> (Describe the policy, procedure or technique which was in effect prior to the action or which normally would have been followed or applied. Then describe the change resulting from the management action in sufficient detail so as to clearly show why it constitutes a new, improved or intensified action under Cost Reduction Program criteria.)					
<p><b>BEFORE:</b> Six maintenance employees answered trouble calls at six decentralized shop locations. An additional five shops required full-time phone answering personnel to receive emergency calls from the trouble desks.</p> <p><b>AFTER:</b> All trouble calls are received at one location. Work tickets are transmitted by an "electrowriter" automatic copying machine to each decentralized shop. One employee now answers the telephone, which relieves eleven shop personnel of part-time and full-time phone answering and ticket carrying duties.</p>					
<b>8. COMPUTATION OF SAVINGS.</b> (Show how the savings entered in Item 5 were computed. The computation must show for each fiscal year: (1) the cost which would have been incurred in each year without the action; (2) the cost after the action—either actual or estimated as appropriate; (3) readily identifiable and directly related offsetting costs; and (4) the net savings.)					
<p>(a) Labor savings at decentralized shops (Lyman \$10,196, \$62,930/year Thomason \$10,196, Barrett \$4,680, Upshur \$5,634, Hospital \$5,634 and Midway \$1,100); plus five Mainside shop personnel @ \$10,196 X 50% productivity increase totaling \$25,490.</p> <p>(b) Cost of electrowriter (\$13,000 - 15 year life plus \$ 3,606/year maintenance at \$1,000 per year, and communication line rental at \$1,740 per year)</p> <p>(c) Annual savings: (a) - (b) \$59,324/year</p>					
	<b>NAMES AND ORGANIZATIONS</b>		<b>SIGNATURES</b>		<b>DATES</b>
<b>9. RE- PORTED BY</b>	J. N. Williams, Maint. Department				
<b>10. AP- PROVED BY</b>	LTCOL R. E. SMITH, Maint. Dept				
<b>11. BUDGET CERTIFI- CATION</b>	R. M. KELLEY RECON Program Coordinator				
<b>12. VALI- DATED BY</b>	R. M. KELLEY Management Engineer				

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COST REDUCTION PROGRAM INDIVIDUAL SAVINGS ACTION		1. ACTION CONTROL NUMBER MM-0-067001-11		REPORT CONTROL SYMBOL DN-5220-09														
2. REPORTING ACTIVITY Commanding General Marine Corps Base Camp Lejeune, North Carolina 28542		3. SHORT TITLE OF ACTION Use of steel strapping for bunk mesh bands																
		4. COST REDUCTION AREA (Number and Title) General Management Improvements																
5. RECAPITULATION OF SAVINGS (Dollars in Thousands)																		
APPROPRIATION (Title) a	BUDGET ACTIVITY b	REALIZED FY 19 <u>71</u> c	ESTIMATED		TOTAL f	DISPO- SITION (Code) g												
			FY 19 <u>72</u> d	FY 19 <u>73</u> e														
Operations Marine Corps 1711106	2720	5.6	6.2	6.2	18.0	A												
6. MANPOWER SPACES ELIMINATED/ TRANSFERRED IN CURRENT YEAR		a. Officer	b. Enlisted	c. Civilian	d. Total (Sum of a, b, & c)													
7. DESCRIPTION OF ACTION. (Describe the policy, procedure or technique which was in effect prior to the action or which normally would have been followed or applied. Then describe the change resulting from the management action in sufficient detail so as to clearly show why it constitutes a new, improved or intensified action under Cost Reduction Program criteria.)																		
<p>Prior to July 1970, bands to support mesh on steel bunks were procured at a cost of 16 cents each. A recent price change has increased the cost of these bands to 26 cents each. A test made by the Base Property Control Division indicated that a satisfactory band could be made from 5/8" steel strapping material with no significant labor increase in the bunk repair process and at a substantial savings. The backorders held by the Base Property Control Division for the bands were cancelled and steel strapping was issued as a substitute item. The annual usage of bands is 25,428. The ratio of bands to roll of steel strapping is 1048 to 1. The cost of a roll of steel strapping is \$16.30 or a cost of .0156 per band.</p> <p>FSN of Bunk Band previously used is 7105-205-1982.</p> <p>FSN of Steel Strapping currently being used is 8135-283-0667.</p>																		
8. COMPUTATION OF SAVINGS. (Show how the savings entered in item 5 were computed. The computation must show for each fiscal year: (1) the cost which would have been incurred in each year without the action; (2) the cost after the action—either actual or estimated as appropriate; (3) readily identifiable and directly related offsetting costs; and (4) the net savings.)																		
<p>Computation for FY 1971</p> <table border="0"> <tr> <td>Cost before action:</td> <td>Cost after action:</td> </tr> <tr> <td>(Cost of bands 3 months at 16¢ each and 9 months at 26¢ each)</td> <td>25,428 x .0156 = \$396.69</td> </tr> <tr> <td>6,357 x .16 = \$1,017.12</td> <td>Total Cost before action \$5,975.58</td> </tr> <tr> <td>19,071 x .26 = 4,958.46</td> <td>Total Cost after action <u>396.69</u></td> </tr> <tr> <td>25,428 <u>5,975.58</u></td> <td>Savings during FY 1971 \$5,578.89</td> </tr> <tr> <td>TOTAL cost before action \$5,975.58</td> <td></td> </tr> </table>							Cost before action:	Cost after action:	(Cost of bands 3 months at 16¢ each and 9 months at 26¢ each)	25,428 x .0156 = \$396.69	6,357 x .16 = \$1,017.12	Total Cost before action \$5,975.58	19,071 x .26 = 4,958.46	Total Cost after action <u>396.69</u>	25,428 <u>5,975.58</u>	Savings during FY 1971 \$5,578.89	TOTAL cost before action \$5,975.58	
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25,428 <u>5,975.58</u>	Savings during FY 1971 \$5,578.89																	
TOTAL cost before action \$5,975.58																		
9. RE- PORTED BY		NAMES AND ORGANIZATIONS		SIGNATURES		DATES												
10. AP- PROVED BY		Supply Services		R. E. JONES		9 Nov 1970												
11. BUDGET CERTIFI- CATION		AC/S, Supply Services		Paul J. DuPRE		9 Nov 1970												
12. VALI- DATED BY		Robert W. MARTIN, Jr., LtCol Management Engineer Officer				30 Nov 1970												

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ENCLOSURE (2)

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ITEM 8 cont.

Computation for FY 1972/1973

Cost before action  
(Cost of bands at 26¢ each  
for 12 months)

25,428 X .26 = \$6,611.28

Cost after action

25,428 X .0156 = (396.69)

Annual savings FY 72/73 \$6,214.59

Summary of Savings

FY 1971	5,578.89
FY 1972	6,214.59
FY 1973	<u>6,214.59</u>

Total \$18,008.07

Documentation

a. Usage based on demands placed on the Base Property Control Division during the last 10 months of FY 1970.

b. Cost of bands for the first 3 months of FY 1971 was based on the SL Price List in effect during this period. The cost for other periods reflects a SL Price List Change effected 1 October 1970.

c. Cost of Steel strapping based on SL Price List currently in effect.

d. Ratio of steel strapping to bands determined by test of the Base Property Control Officer.

ENCLOSURE (2)

4A

(4)

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<b>COST REDUCTION PROGRAM INDIVIDUAL SAVINGS ACTION</b>		<b>1. ACTION CONTROL NUMBER</b> ASP-50-71		<b>REPORT CONTROL SYMBOL</b> MC-5220-11	
<b>2. REPORTING ACTIVITY</b> Commanding General (B420) Marine Corps Supply Center Barstow, California 92311		<b>3. SHORT TITLE OF ACTION</b>			
		<b>4. COST REDUCTION AREA (Number and Title)</b>			
<b>5. RECAPITULATION OF SAVINGS (Dollars in Thousands)</b>					
<b>APPROPRIATION (Title)</b> a	<b>BUDGET ACTIVITY</b> b	<b>REALIZED FY 19</b> c	<b>ESTIMATED</b> FY 19 d		<b>TOTAL</b> f
		1016.16			\$1016.16
Other Benefits					
<b>6. MANPOWER SPACES ELIMINATED/ TRANSFERRED IN CURRENT YEAR</b>		<b>a. Officer</b>	<b>b. Enlisted</b>	<b>c. Civilian</b>	<b>d. Total (Sum of a, b, &amp; c)</b>
→					
<b>7. DESCRIPTION OF ACTION.</b> (Describe the policy, procedure or technique which was in effect prior to the action or which normally would have been followed or applied. Then describe the change resulting from the management action in sufficient detail so as to clearly show why it constitutes a new, improved or intensified action under Cost Reduction Program criteria.)					
<p>A. Old Method: The bores of gun tubes, 90MM and higher, were preserved with a hand formed tube of foil backed VCI material (Volatile Corrosion Inhibitor). The foil backed material was used because of its moldability. It was identified as Type 1, Class 1, Style C, FSN 8135-664-0015, priced at \$58.00 per roll.</p> <p>B. New Method: Tests made on an alternate grade of the VCI material with Kraft paper backing proved successful. It was determined that moldability was not a valid requirement for the interior of gun tubes. Therefore, the cheaper grade of material was adopted. The Kraft paper backed material is identified as Type 1, Class 1, Style A, FSN 8135-664-4010, priced at \$15.66 per roll.</p> <p>C. Result: The change-over saves \$42.34 per roll. The implementation date was 19 May 1970.</p>					
<b>8. COMPUTATION OF SAVINGS.</b> (Show how the savings entered in item 5 were computed. The computation must show for each fiscal year: (1) the cost which would have been incurred in each year without the action; (2) the cost after the action--either actual or estimated as appropriate; (3) readily identifiable and directly related offsetting costs; and (4) the net savings.)					
Average usage of VCI material is two rolls per month and twenty-four rolls per year.					
Projected Savings for FY 71: \$1016.16					
Prepared by: _____ Date: _____					
Initiated by: Quality Control Branch					
	<b>NAMES AND ORGANIZATIONS</b>		<b>SIGNATURES</b>		<b>DATES</b>
<b>9. RE- PORTED BY</b>	T. R. MOFFITT Repair Division Coordinator				
<b>10. AP- PROVED BY</b>					
<b>11. BUDGET CERTIFI- CATION</b>					
<b>12. VALI- DATED BY</b>					

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<b>COST REDUCTION PROGRAM INDIVIDUAL SAVINGS ACTION</b>		<b>1. ACTION CONTROL NUMBER</b> M1-1-067438-1		<b>2. REPORTING ACTIVITY</b> Commanding General 1st Marine Division (-)(Rein), FMF FPO, San Francisco, California 96602		<b>3. SHORT TITLE OF ACTION</b> Excess Redistribution		<b>4. COST REDUCTION AREA (Number and Title)</b> I.b. Use of Long Supply, Excess and Surplus Inventory	
<b>5. RECAPITULATION OF SAVINGS (Dollars in Thousands)</b>									
<b>APPROPRIATION (Title)</b> .		<b>BUDGET ACTIVITY</b> b	<b>REALIZED</b> FY 19 71 c	<b>ESTIMATED</b> FY 19 72 d		FY 19 73 e	<b>TOTAL</b> f	<b>DISPOSITION (Code)</b> g	
Operation & Maintenance, Marine Corps		2720	143,968	N/A		N/A	143,968	A	
<b>6. MANPOWER SPACES ELIMINATED/ TRANSFERRED IN CURRENT YEAR</b>		a. Officer	b. Enlisted	c. Civilian		d. Total (Sum of a, b, & c)			
→									
<b>7. DESCRIPTION OF ACTION.</b> (Describe the policy, procedure or technique which was in effect prior to the action or which normally would have been followed or applied. Then describe the change resulting from the management action in sufficient detail so as to clearly show why it constitutes a new, improved or intensified action under Cost Reduction Program criteria.)									
Prior to this action material was requisitioned direct from supply source.  Material received by Division units through the III MAF redistribution program. Savings are based on unit price and does not include transportation since there is no reasonable base to determine transportation costs.  Projected savings third quarter FY-71 is \$50,000.									
<b>8. COMPUTATION OF SAVINGS.</b> (Show how the savings entered in Item 5 were computed. The computation must show for each fiscal year: (1) the cost which would have been incurred in each year without the action; (2) the cost after the action--either actual or estimated as appropriate; (3) readily identifiable and directly related offsetting costs; and (4) the net savings.)									
Costs incurred FY-71 without this action		\$143,968							
Costs after action		-0-							
Net savings FY-71		143,968							
(See appendix A)									
		<b>NAMES AND ORGANIZATIONS</b>			<b>SIGNATURES</b>			<b>DATES</b>	
<b>9. RE-PORTED BY</b>		G.H.HYNDMAN, A/G-4, 1st MarDiv						31 Jan 71	
<b>10. AP-PROVED BY</b>		R.E.LIPPMANN, HqBn, 1st MarDiv						31 Jan 71	
<b>11. BUDGET CERTIFICATION</b>		E.J.REGAN, Comptroller, 1st MarDiv						31 Jan 71	
<b>12. VALI-DATED BY</b>									

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<b>COST REDUCTION PROGRAM INDIVIDUAL SAVINGS ACTION</b>		<b>1. ACTION CONTROL NUMBER</b> M1-1-067438-2		<b>NO. 5220-11-PHAC 2N-476-04</b>		
<b>2. REPORTING ACTIVITY</b> Commanding General 1st Marine Division (-) (Rein), FMF FPO, San Francisco, California 96602		<b>3. SHORT TITLE OF ACTION</b> Excess Redistribution				
		<b>4. COST REDUCTION AREA (Number and Title)</b> I.D. Use of Long Supply, Excess and Surplus Inventory				
<b>5. RECAPITULATION OF SAVINGS (Dollars in Thousands)</b>						
APPROPRIATION (Title)	BUDGET ACTIVITY	REALIZED FY 19 <u>71</u>	ESTIMATED		TOTAL	DISPO- SITION (Code)
			FY 19 <u>72</u>	FY 19 <u>73</u>		
Operation & Maintenance, Marine Corps	2720	177,826	N/A	N/A	177,826	A
<b>6. MANPOWER SPACES ELIMINATED/ TRANSFERRED IN CURRENT YEAR</b> →	<b>a. Officer</b> N/A	<b>b. Enlisted</b> N/A	<b>c. Civilian</b> N/A		<b>d. Total (Sum of a, b, &amp; c)</b> N/A	
<b>7. DESCRIPTION OF ACTION.</b> (Describe the policy, procedure or technique which was in effect prior to the action or which normally would have been followed or applied. Then describe the change resulting from the management action in sufficient detail so as to clearly show why it constitutes a new, improved or intensified action under Cost Reduction Program criteria.)  Normally material would be positioned at the units for possible use.  Savings resulted from retrograding excess class IV material to the Force Logistic Command and to the 3rd Service Regiment for redistribution.						
<b>8. COMPUTATION OF SAVINGS.</b> (Show how the savings entered in item 5 were computed. The computation must show for each fiscal year: (1) the cost which would have been incurred in each year without the action; (2) the cost after the action—either actual or estimated as appropriate; (3) readily identifiable and directly related offsetting costs; and (4) the net savings.)  Costs incurred FY-71 without this action \$177,826  Costs after action -0-  Net savings FY-71 177,826  (See appendix B)						
	<b>NAMES AND ORGANIZATIONS</b>		<b>SIGNATURES</b>		<b>DATES</b>	
<b>9. RE- PORTED BY</b> →	L.L.DeCARIO, DivSupO, 1st MarDiv				31 Jan 71	
<b>10. AP- PROVED BY</b> →	R.E.LIPPMANN, HoBn, 1st MarDiv				31 Jan 71	
<b>11. BUDGET CERTIFI- CATION</b>	E.J.REGAN, Comptroller, 1st MarDiv				31 Jan 71	
<b>12. VALI- DATED BY</b> →						

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<b>COST REDUCTION PROGRAM INDIVIDUAL SAVINGS ACTION</b>		1. ACTION CONTROL NUMBER M1-1-067438-3		2. ACTION CONTROL NUMBER M1-1-067438-3 ZN-476-04	
2. REPORTING ACTIVITY Commanding General 1st Marine Division (-) (Rein), FMP FPO, San Francisco, California 96602		3. SHORT TITLE OF ACTION Weapons Master Inventory File System			
		4. COST REDUCTION AREA (Number and Title) III.b.1 General Management Improvement			
5. RECAPITULATION OF SAVINGS (Dollars in Thousands)					
APPROPRIATION (Title)	BUDGET ACTIVITY	REALIZED FY 19 <u>71</u>	ESTIMATED FY 19 <u>72</u> FY 19 <u>73</u>		TOTAL
Military Personnel, Marine Corps	2702	64,050	16,860	16,860	97,770
6. MANPOWER SPACES ELIMINATED/ TRANSFERRED IN CURRENT YEAR	a. Officer N/A	b. Enlisted 1	c. Civilian N/A	d. Total (Sum of a, b, & c) 1	
7. DESCRIPTION OF ACTION. (Describe the policy, procedure or technique which was in effect prior to the action or which normally would have been followed or applied. Then describe the change resulting from the management action in sufficient detail as to clearly show why it constitutes a new, improved or intensified action under Cost Reduction Program criteria.)					
<p>Prior to the introduction of the Weapons Master Inventory File System no system was in effect to identify lost weapons and was done on a "catch as catch can" basis.</p> <p>With the introduction of this system weapons are located on a daily basis and relocated to the proper unit.</p> <p>The resultant savings of 2,300 Man Hours per month have been transferred to other Division functions.</p> <p>It is estimated that this program will continue in FY-72 and FY-73 in a lesser degree due to expected less frequent losses in a non-combat area.</p> <p>Projected savings third and fourth quarter FY-71 is \$30,000.</p>					
8. COMPUTATION OF SAVINGS. (Show how the savings entered in item 5 were computed. The computation must show for each fiscal year: (1) the cost which would have been incurred in each year without the action; (2) the cost after the action--either actual or estimated as appropriate; (3) readily identifiable and directly related offsetting costs; and (4) the net savings.)					
Costs incurred FY-71 without this action		\$67,500			
Costs after action		3,450			
Net savings FY-71		64,050			
(See appendix C)					
9. RE- PORTED BY		NAMES AND ORGANIZATIONS		SIGNATURES	
10. AP- PROVED BY		L.L.DeCARLO, DivSupO, 1st MarDiv		31 Jan 71	
11. BUDGET CERTIFI- CATION		R.E.LIPPMANN, HqBn, 1st MarDiv		31 Jan 71	
12. VALI- DATED BY		E.J.REGAN, Comptroller, 1st MarDiv		31 Jan 71	

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<b>COST REDUCTION PROGRAM INDIVIDUAL SAVINGS ACTION</b>		1. ACTION CONTROL NUMBER M1-1-067438-4		M1-5006-02-FMMAAC ZN-476-04	
2. REPORTING ACTIVITY Commanding General 1st Marine Division (-) (Rein), FMF FPO, San Francisco, California 96602		3. SHORT TITLE OF ACTION Project 805			
		4. COST REDUCTION AREA (Number and Title) IV Military Assistance Program (MOP)			
5. RECAPITULATION OF SAVINGS (Dollars in Thousands)					
APPROPRIATION (Title) a	BUDGET ACTIVITY b	REALIZED FY 19 <u>71</u> c	ESTIMATED FY 19 <u>72</u> FY 19 <u>73</u> d                    e		TOTAL f
Operation & Maintenance, Marine Corps	2720	27,532	N/A	N/A	27,532
6. MANPOWER SPACES ELIMINATED/ TRANSFERRED IN CURRENT YEAR	a. Officer N/A	b. Enlisted N/A	c. Civilian N/A	d. Total (Sum of a, b, & c) N/A	
7. DESCRIPTION OF ACTION. (Describe the policy, procedure or technique which was in effect prior to the action or which normally would have been followed or applied. Then describe the change resulting from the management action in sufficient detail so as to clearly show why it constitutes a new, improved or intensified action under Cost Reduction Program criteria.)					
<p>Items were transported form CONUS for turnover to RVNAF to meet their requirements and Division units transported the items back to CONUS upon redeployment. Items are now turned over to RVNAF therein saving roud trip transportation costs.</p> <p>Projected savings during third quarter FY-71 is \$10,000.</p>					
8. COMPUTATION OF SAVINGS. (Show how the savings entered in Item 5 were computed. The computation must show for each fiscal year: (1) the cost which would have been incurred in each year without the action; (2) the cost after the action--either actual or estimated as appropriate; (3) readily identifiable and directly related offsetting costs; and (4) the net savings.)					
Costs incurred FY-71 without this action			27,532		
Costs after action			-0-		
Net savings FY-71			27,532		
(See appendix D)					
	NAMES AND ORGANIZATIONS		SIGNATURES		DATES
9. RE- PORTED BY	G.H.HYNDMAN, A/G-4, 1st MarDiv				31 Jan 71
10. AP- PROVED BY	R.E.LIPPMANN, HqBn, 1st MarDiv				31 Jan 71
11. BUDGET CERTIFI- CATION	E.J.REGAN, Comptroller, 1st MarDiv				31 Jan 71
12. VALI- DATED BY					

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COST REDUCTION PROGRAM INDIVIDUAL SAVINGS ACTION		1. ACTION CONTROL NUMBER M1-1-067438-5		2. REPORTING ACTIVITY Commanding General 1st Marine Division (-) (Rein), FMF FPO, San Francisco, California 96602		3. SHORT TITLE OF ACTION Special Services use of Non-appropriated Funds 4. COST REDUCTION AREA (Number and Title) III.b.1 General Management Improvements	
5. RECAPITULATION OF SAVINGS (Dollars in Thousands)							
APPROPRIATION (Title)	BUDGET ACTIVITY	REALIZED FY 19 71	ESTIMATED		TOTAL	DISPO- SITION (Code)	
			FY 19 72	FY 19 73			
Operation & Maintenance, Marine Corps	2720	174,800	N/A	N/A	174,800	A	
6. MANPOWER SPACES ELIMINATED/ TRANSFERRED IN CURRENT YEAR	a. Officer N/A	b. Enlisted N/A	c. Civilian N/A	d. Total (Sum of a, b, & c) N/A			
7. DESCRIPTION OF ACTION. (Describe the policy, procedure or technique which was in effect prior to the action or which normally would have been followed or applied. Then describe the change resulting from the management action in sufficient detail so as to clearly show why it constitutes a new, improved or intensified action under Cost Reduction Program criteria.)							
<p>Prior to this FY appropriated funds were used to support Special Services programs. Currently due to the availability of non-appropriated funds only a small amount of appropriated funds has been used, primarily for the purchase of magazines and periodicals.</p>							
8. COMPUTATION OF SAVINGS. (Show how the savings entered in Item 5 were computed. The computation must show for each fiscal year: (1) the cost which would have been incurred in each year without the action; (2) the cost after the action—either actual or estimated as appropriate; (3) readily identifiable and directly related offsetting costs; and (4) the net savings.)							
Costs incurred FY-71 without this action					\$224,800		
Costs after action					50,000		
Net savings FY-71					174,800		
9. RE- PORTED BY		NAMES AND ORGANIZATIONS			SIGNATURES		DATES
10. AP- PROVED BY		R.E.LIPPMANN, A/Compt, 1st MarDiv					31 Jan 71
11. BUDGET CERTIFI- CATION		R.E.LIPPMANN, HqBn, 1st MarDiv					31 Jan 71
12. VALI- DATED BY		E.J.WEGAN, Comptroller, 1st MarDiv					31 Jan 71

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COST REDUCTION PROGRAM INDIVIDUAL SAVINGS ACTION		1. ACTION CONTROL NUMBER M1-1-067438-6		REPORT CONTROL SYMBOL ZN-476-04		
2. REPORTING ACTIVITY Commanding General 1st Marine Division (-) (Rein), FMF FPO, San Francisco, California 96602		3. SHORT TITLE OF ACTION Reuse of Materials				
		4. COST REDUCTION AREA (Number and Title) Terminating Unnecessary Operations				
5. RECAPITULATION OF SAVINGS (Dollars in Thousands)						
APPROPRIATION (Title) a	BUDGET ACTIVITY b	REALIZED FY 19 71 c	ESTIMATED		TOTAL f	DISPO- SITION (Code) g
			FY 19 72 d	FY 19 73 e		
Operation & Maintenance, Marine Corps	2720	1,964	N/A	N/A	1,964	A
6. MANPOWER SPACES ELIMINATED/ TRANSFERRED IN CURRENT YEAR		a. Officer N/A	b. Enlisted N/A	c. Civilian N/A	d. Total (Sum of a, b, & c) N/A	
7. DESCRIPTION OF ACTION: (Describe the policy, procedure or technique which was in effect prior to the action or which normally would have been followed or applied. Then describe the change resulting from the management action in sufficient detail so as to clearly show why it constitutes a new, improved or intensified action under Cost Reduction Program criteria.)						
<p>Prior to this action materials were dumped.</p> <p>During recent redeployments a large sector of Hill 34, previously used for artillery gun positions, was left vacant. After determining the area would not be reoccupied, permission was gained to raze the area and pull in lines. Rather than destroy the eight gun positions, three COC bunkers and two 30 foot towers, it was determined that maximum salvage efforts be taken. Major items salvaged included:</p> <ul style="list-style-type: none"> <li>a. Two 30 foot towers relocated on the perimeter.</li> <li>b. Thirty-two 10"x10"x12' timbers at \$22.00 each.</li> <li>c. Two hundred and ten 3"x12"x10/12' at \$6.00 each.</li> </ul> <p>The accountable savings amounted to \$1,964.00.</p>						
8. COMPUTATION OF SAVINGS: (Show how the savings entered in Item 5 were computed. The computation must show for each fiscal year: (1) the cost which would have been incurred in each year without the action; (2) the cost after the action--either actual or estimated as appropriate; (3) readily identifiable and directly related offsetting costs; and (4) the net savings.)						
Costs incurred FY-71 without this action			\$1,964.			
Costs after action			-0-			
Net savings FY-71			1,964.			
9. RE- PORTED BY		NAMES AND ORGANIZATIONS		SIGNATURES		DATES
10. AP- PROVED BY		R.E.LIPPMANN, A/Compt, 1st MarDiv				31 Jan 71
11. BUDGET CERTIFI- CATION		R.E.LIPPMANN, HoBn, 1st MarDiv				31 Jan 71
12. VALI- DATED BY		E.J.REGAN, Comptroller, 1st MarDiv				31 Jan 71

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COST REDUCTION PROGRAM INDIVIDUAL SAVINGS ACTION		1. ACTION CONTROL NUMBER M1-1-067438-7		MD-5220-120, FMWRAC ZN-476-04		
2. REPORTING ACTIVITY  Commanding General 1st Marine Division (-) (Rein), FMF FPO, San Francisco, California 96602		3. SHORT TITLE OF ACTION <u>Use of Obsolete Forms</u>				
		4. COST REDUCTION AREA (Number and Title)  General Management Improvements				
5. RECAPITULATION OF SAVINGS (Dollars in Thousands)						
APPROPRIATION (Title) e	BUDGET ACTIVITY b	REALIZED FY 19 71 c	ESTIMATED		TOTAL f	DISPO- SITION (Code) g
			FY 19 72 d	FY 19 73 e		
Operation & Maintenance, Marine Corps	2720	150.00	N/A	N/A	150.00	A
6. MANPOWER SPACES ELIMINATED/ TRANSFERRED IN CURRENT YEAR →		a. Officer N/A	b. Enlisted N/A	c. Civilian N/A	d. Total (Sum of a, b, & c) N/A	
7. DESCRIPTION OF ACTION. (Describe the policy, procedure or technique which was in effect prior to the action or which normally would have been followed or applied. Then describe the change resulting from the management action in sufficient detail so as to clearly show why it constitutes a new, improved or intensified action under Cost Reduction Program criteria.)						
<p>Units of the Division were using allotment bond authorization form that was required to be typed by a USASCSOR type font typewriter. This typewriter was not available to most units of the Division therefore units were using a plain typewriter or ballpoint pen. This required re-typing on a new form. A recommendation was received to utilize obsolete forms of which many were available for this purpose rather than using double quantities of the new ABA form.</p>						
8. COMPUTATION OF SAVINGS. (Show how the savings entered in Item 5 were computed. The computation must show for each fiscal year: (1) the cost which would have been incurred in each year without the action; (2) the cost after the action—either actual or estimated as appropriate; (3) readily identifiable and directly related offsetting costs; and (4) the net savings.)						
Costs incurred FY-71 without this action			\$150.00			
Costs after action			-0-			
Net savings FY-71			150.00			
9. RE- PORTED BY →		NAMES AND ORGANIZATIONS		SIGNATURES		DATES
10. AP- PROVED BY →		L.B.HAGET, CO H&S Co, 2/5				31 Jan 71
11. BUDGET CERTIFI- CATION		R.E.LIPPMANN, HqBn, 1st MarDiv				31 Jan 71
12. VALI- DATED BY →		E.J.REGAN, Comptroller, 1st MarDiv				31 Jan 71

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COST REDUCTION PROGRAM INDIVIDUAL SAVINGS ACTION		1. ACTION CONTROL NUMBER				
		M1-1-067438-8	NO-5220, FMERBOL ZN-476-04			
2. REPORTING ACTIVITY		3. SHORT TITLE OF ACTION				
Commanding General 1st Marine Division (-) (Rein), FMF FPO, San Francisco, California 96602		Frustration of Shipment				
		4. COST REDUCTION AREA (Number and Title)				
		Transportation and Traffic Management				
5. RECAPITULATION OF SAVINGS (Dollars in Thousands)						
APPROPRIATION (Title)	BUDGET ACTIVITY	REALIZED FY 19 <u>71</u>	ESTIMATED		TOTAL	DISPO- SITION (Code)
			FY 19 <u>72</u>	FY 19 <u>73</u>		
Operation & Maintenance, Marine Corps	2770	1,110.56	N/A	N/A	1,110.56	A
6. MANPOWER SPACES ELIMINATED/ TRANSFERRED IN CURRENT YEAR →		a. Officer N/A	b. Enlisted N/A	c. Civilian N/A	d. Total (Sum of a, b, & c) N/A	
7. DESCRIPTION OF ACTION. (Describe the policy, procedure or technique which was in effect prior to the action or which normally would have been followed or applied. Then describe the change resulting from the management action in sufficient detail so as to clearly show why it constitutes a new, improved or intensified action under Cost Reduction Program criteria.)						
<p>Due to redeployment of units and time frames involved the priority shipment of 21 radio terminal sets AN/TRC-166, directed by MCO 2302.11 was withheld pending redeployment of the units scheduled to receive equipment. The total dollar value savings in shipping costs was \$1,110.56.</p>						
8. COMPUTATION OF SAVINGS. (Show how the savings entered in Item 5 were computed. The computation must show for each fiscal year: (1) the cost which would have been incurred in each year without the action; (2) the cost after the action—either actual or estimated as appropriate; (3) readily identifiable and directly related offsetting costs; and (4) the net savings.)						
Costs incurred FY-71 without this action					\$1,110.56	
Costs after action					+0-	
Net savings FY-71					1,110.56	
9. RE- PORTED BY		NAMES AND ORGANIZATIONS		SIGNATURES		DATES
10. AP- PROVED BY		U.A. LEES, CEO, 1st MarDiv				31 Jan 71
11. BUDGET CERTIFI- CATION		R.E. LIPPMANN, HqBn, 1st MarDiv				31 Jan 71
12. VALI- DATED BY		E.J. REGAN, Comptroller, 1st MarDiv				31 Jan 71

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COST REDUCTION PROGRAM INDIVIDUAL SAVINGS ACTION		1. ACTION CONTROL NUMBER M1-1-067438-9		NO-5220, FMFPAC ZN-176-01		
2. REPORTING ACTIVITY Commanding General 1st Marine Division (-) (Rein), FMF FPO, San Francisco, California 96602		3. SHORT TITLE OF ACTION the R&E Program				
		4. COST REDUCTION AREA (Number and Title) General Management Improvements				
5. RECAPITULATION OF SAVINGS (Dollars in Thousands)						
APPROPRIATION (Title)	BUDGET ACTIVITY b	REALIZED FY 1971 c	ESTIMATED		TOTAL f	DISPO- SITION (Code) g
			FY 1972 d	FY 1973 e		
Operation & Maintenance, Marine Corps	2770	938.00	N/A	N/A	938.00	A
6. MANPOWER SPACES ELIMINATED/ TRANSFERRED IN CURRENT YEAR →		a. Officer N/A	b. Enlisted N/A	c. Civilian N/A	d. Total (Sum of a, b, & c) N/A	
7. DESCRIPTION OF ACTION. (Describe the policy, procedure or technique which was in effect prior to the action or which normally would have been followed or applied. Then describe the change resulting from the management action in sufficient detail so as to clearly show why it constitutes a new, improved or intensified action under Cost Reduction Program criteria.)						
Review of the FY-71 Replacement and Evacuation Program proposed by FMFPAC 030505Z Oct 70 total of 14 end items were deleted which resulted in a total dollar value savings in shipping costs of \$938.00.						
8. COMPUTATION OF SAVINGS. (Show how the savings entered in Item 5 were computed. The computation must show for each fiscal year: (1) the cost which would have been incurred in each year without the action; (2) the cost after the action—either actual or estimated as appropriate; (3) readily identifiable and directly related offsetting costs; and (4) the net savings.)						
Costs incurred FY-71 without this action					\$938.00	
Costs after action					-0-	
Net savings FY-71					938.00	
9. RE- PORTED BY		NAMES AND ORGANIZATIONS		SIGNATURES		DATES
10. AP- PROVED BY		H.R.HENN, A/CEO, 1st MarDiv				31 Jan 71
11. BUDGET CERTIFI- CATION		R.E.LIPPMANN, HqMn, 1st MarDiv				31 Jan 71
12. VALI- DATED BY		E.J.REGAN, Comptroller, 1st MarDiv				31 Jan 71

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III MAF REDISTRIBUTION PROGRAM

TAM NO.	NOMENCLATURE	UNIT PRICE	1ST QTR		2D QTR	
			QTY	TOTAL COST	QTY	TOTAL COST
B0090	Block/Tackle Set, 1" Rope	\$ 69.52	7	\$ 486.64		
B0500	Drafting Equipment	818.00	1	818.00		
B1280	Light Set, Gen. Illum. Lg.	1403.00			1	\$1403.00
B1520	Projector Set, 35MM	44.00	1	44.00		
B2240	Tool Kit, Lineman's Electricians	132.00	1	132.00		
B2390	Torch Outfit Cutting Welding	213.00	1	213.00		
C1060	Coat Mens Field w/Hood	14.00			276	3864.00
C1070	Coveralls Mens Cotton	5.50			353	1941.50
C2150	Gloves, Cotton Knit	.77			868	6681.56
C2160	Gloves, Protective M-4	6.48	66	427.68	9	58.32
C2180	Hood, Gas Mask Toxic	15.50			246	3813.00
C2190	Hood, Mask CBR	4.70			25	117.50
C2270	Mask, Protective Field M-17	20.25	165	3341.25	449	9092.25
C2320	Testing Kit, Impreg. M-2	2.56	4	10.24		
C2330	Undershirt, Cotton	1.20			495	594.00
C3060	Canteen, Water Plastic	.26			523	135.98
C3070	Carrier, Entrenching Tool	1.70	860	1462.00		
C3130	Cover, Canteen	1.20			1657	1988.40
C3140	Cup canteen	1.16	256	296.96		
C3150	First Aid Kit, Individual	5.63	76	427.88		
C3170	Fork, Field Mess	.40	63	25.20		
C3180	Head, Net Insect	1.36	60	81.60		
C3190	Field Pack, Canvas	4.81	693	3333.33	450	2164.50
C3230	Entrenching Tool, Comb.	3.40			719	2444.60
C3240	Knapsack, Field Pack	3.30			525	1732.50
C3250	Knife, Combat	3.69	25	92.25		
C3255	Knife, Field Mees	.27	1150	310.50		
C3280	Liner, Soldiers Steel Helmet	6.64			418	2775.52
C3340	Pan, Mess Kit	1.36			475	645.00
C3350	Pin, Tent Shelter Wood	.13	813	105.69	3700	481.00
C3400	Poncho, Coated	5.92			25	1148.00
C3410	Shelter Half, Tent	6.93			358	2480.94
C3420	Sleeping Bag	19.90			200	3980.00
C4110	Bag, Water Steril.	28.40	15	426.00	11	312.40

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8 March 1971

III MAF REDISTRIBUTION PROGRAM

<u>TAM NO.</u>	<u>NOMENCLATURE</u>	<u>UNIT PRICE</u>	<u>QTY</u>	<u>TOTAL COST</u>	<u>QTY</u>	<u>TOTAL COST</u>
C4260	Can, Gasoline	\$ 3.82			605	\$2311.10
C4270	Can, Water, 5 Gal.	5.50	134	\$ 737.00	206	1133.00
C4380	Chest, Pistol Wood	86.40	2	172.80		
C4390	Cleaner, Tester	95.29	1	95.29		
C4440	Conveyor, Roller, Curve	75.00			1	75.00
C4450	Conveyor, Roller, Straight	74.00	6	444.00	50	3700.00
C4480	Cot, Folding, Aluminum	15.00	150	2150.00		
C4550	Dispensing Pump, 1 Qt.	21.60	2	43.20	3	64.80
C4560	Dispensing Pump, 20 GPM	45.80			1	45.80
C4670	Duster, Manual	23.30	4	93.20		
C4730	Extinguisher, Fire, Dry Chem.	11.90			24	285.60
C4770	Extinguisher, Fire, Water	19.50			2	39.00
C4850	First Aid Kit, Gen Purpose	6.92			42	290.64
C4960	Grinding Machine, Utility	63.00	3	189.00		
C4990	Helmet, Combat Vehicle	73.00			9	657.00
C5050	Insect Bar	4.88	40	195.20		
C5080	Jack, Dolly, Type 10	213.00	5	1065.00	2	426.00
C5090	Jack, Hydraulic, 4 Ton	119.00			1	119.00
C5110	Jug, Vacuum, 3 Gal Cap.	57.00			2	114.00
C5190	Lantern, Kerosene	3.50			28	98.00
C5200	Lantern Set, Gas	67.00	17	1139.00	2	134.00
C5290	Mattock, 5 lb.	1.05			6	6.30
C6000	Scale, Beam Indicator	330.00			1	330.00
C6050	Sealer, Steel Strap	16.40			9	147.40
C6140	Siren, Hand Operated	42.70			6	256.20
C6240	Stand, Maint. Auto	4.61	33	152.13	41	189.01
C6250	Stand, Port. Electric Drill	56.00	2	112.00	1	56.00
C6370	Tableware Outfit	85.00			1	85.00
C6390	Tant, Command Post	425.00	1	425.00		
C6410	Tent, G.P.	502.00	25	12550.00		
C6490	Tool Kit	89.20	29	2586.80	2	178.40
C6500	Tool Kit, Canvas	21.60			3	64.80
C6510	Tool Kit, Carpenter	171.00	2	342.00		
C6650	Truck Lift	139.00	5	695.00	2	278.00
C6684	Watch, Wrist	14.68			1	14.68
D0010	Adapter Set	120.00	5	600.00		
D0070	Charger, Battery	47.19	5	235.95		

DivBul 5220  
8 March 1971

III MAF REDISTRIBUTION PROGRAM

<u>TAM NO.</u>	<u>NOMENCLATURE</u>	<u>UNIT PRICE</u>	<u>QTY</u>	<u>TOTAL COST</u>	<u>QTY</u>	<u>TOTAL COST</u>
D0380	Test Set, Battery Starter	\$ 87.71	3	\$ 263.13		
D0390	Test Set, Eng. Dist.	104.00			1	\$ 104.00
D0400	Test Set, Gen. Volt	119.00	4	476.00		
D0410	Tester, Coil Condenser	136.00	1	136.00		
D0420	Tester, Diesel Fuel Inject.	114.00	1	114.00		
D0700	Tool Kit, OM, 2d Echelon	15.31	1	15.31		
D0750	Tool Kit, OM, f/Truck	177.00	3	531.00		
E0170	Chest, Oil Pump	61.90	1	61.90		
E1150	Mount, Truck M36A1	566.00	1	566.00		
E2080	Tool Kit, Common Trac. Veh.	581.00	1	581.00		
H2355	Pole, Lance	9.87	50	483.50	1	10.90
H2372	Radiac Meter IM-143/PD	10.90			1	10.90
H2374	Radiac Meter IM-174/PD	42.13			1	42.13
H2465	Terminal Box	22.00	6	132.00		
H2471	Test Set, Battery	132.00	2	264.00		
H2482	Tool Kit, AN/USM-15	63.68	16	1018.88		
H2484	Tool Kit, 122/UG	317.00	1	317.00		
K4030	Bag, Waterproof	1.68	252	423.36	40	112.00
K4390	Gloves, Leather	2.80			40	112.00
M5051	Reflector, Flag Kit	3.60	31	111.60		
	TOTALS		5,102	\$41,746.67	12,877	\$52,221.73
	GRAND TOTAL			\$39,968.40		

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APPENDIX A

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DivBul 5220  
8 Mar 1971

CLASS IV RETROGRADE

ITEM & FSN	X	COST	X	NUMBER	=	DOLLAR VALUE
Post Metal, 2ft 5660-270-1588	X	<u>.39</u>	X	52,622		<u>20,522.58</u>
Post Metal, 2 ft 5660-270-1587		<u>.46</u>		182,350		<u>83,881.00</u>
Post Metal, 5ft 5660-270-1587		<u>.76</u>		21,546		<u>16,374.96</u>
Post Metal, 8ft 5660-262-9914		<u>1.14</u>		26,334		<u>30,020.76</u>
Barbed wire, 1320ft		<u>7.20</u>		3.510		<u>27,827.00</u>
				TOTAL		\$177,826.30

APPENDIX 2F

B-1

(4)

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DivBul 5220  
8 Mar 1971INVESTIGATIVE SAVINGS1. SAVINGS

a. Man hours required per Investigation	100 hrs.
b. Average cost per hour	\$2.50 @hr.
c. Average number of Investigations per month	25
100 X 2.50 = \$250.00 X 25 =	\$6,250.00 @month
1 July -31 Dec = 6 X \$6,250.00 =	\$37,500.00

ADMINISTRATIVE COST OF PROGRAM

a. Average man hours per month to maintain files	200
b. Average cost per hour	\$2.50
c. Average monthly cost of material	\$75.00
200 X 2.50 = \$500.00 + 75 = 575.00 per month	
\$575.00 X 6 months = \$3,450.00	

## RECAP

a. Gross savings	\$37,500.00
b. Program cost	3,450.00
c. Net savings	34,050.00
d. Net savings per quarter	17,025.00

DivBul 5220  
8 Mar 1971Project 805 Transportation Savings

## 1. Wheeled/tracked vehicles accepted by RVNAF:

<u>ITEM</u>	<u>WT. PER UNIT</u>	<u>#ACCEPTED</u>	<u>TOTAL WT.</u>
TRK, M-54	19,480	1	19,480
TRK, DUMP, M-51	21,981	8	175,848
AMB, M-718	2,780	3	8,340
TRK, M-37R1	6,000	5	30,000
TRK, M-151	2,400	6	14,400
TRIR, M-105	2,650	1	2,650
HOW., 105MM	4,980	18	89,640
		<b>TOTAL</b>	<b>340,358</b>

## 2. General cargo accepted by RVNAF:

<u>ITEM</u>	<u>WT. PER UNIT</u>	<u>#ACCEPTED</u>	<u>TOTAL WT.</u>
Radio Set, PRC-25	25	312	7,800
Mine Detector	110	65	7,150
Grenade Launcher, M-79	6	114	684
MG, M-60	32	111	3,552
MG, M-60	73	73	5,329
Rifle, M-16	8	1501	12,008
Pistol, Cal.45	4	496	1,984
Radio Set, GRC-125	113	40	4,520
PA Set, PIQ-5	22	10	220
Ngt. Vis. Sight, AN/PVS-2	13	30	390
Teletype, AN/GG-3	97	11	97
MG, 50 Cal	117	3	351
Outboard Motor	330	2	660
		<b>TOTAL</b>	<b>44,745</b>

3. 340,358 pounds (170 measurement tons) X \$39.70  
 Fleet Shipping charges and \$7.00 port handling charges per measured ton=  
 \$7,939.00.

44,745 pounds (22 measurement tons) X \$30.60  
 Fleet Shipping charges and \$7.00 port handling charges per measurement ton=  
 827.20  
 \$8,766.20  
 X2 = \$17,532.40 TOTAL SAVINGS  
 X 2 (shipment each way)

APPENDIX D

D-1

D-1

(4)

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

DivBul 5724  
41/FNW/jlm  
13 March 1971

DIVISION BULLETIN 5724

From: Commanding General  
To: Distribution List

Subj: Fleet Home Town News Report

Ref: (a) DivO P5720.4A

Encl: ✓(1) Report of Fleet Home Town News Releases Processed During  
February 1971

1. Purpose. To promulgate information of the Division's participation in Fleet Home Town News Program (FHTN), in accordance with the provisions of reference (a).
2. Information. The Division's FHTN Program is designed to require a minimum of effort on the part of subordinate commands while maximizing participation. It should be noted that of the total numbers of forms received by this Headquarters for processing in February, many were not released due to improper completion. It is the responsibility of the Technical Information Contact Officer to ensure that all forms are correctly completed in accordance with the applicable portions of reference (a).
3. Unit Participation. FHTN Releases processed by this command during February are set forth in enclosure (1).
4. Action. Commanders will ensure that all members of their units are given the opportunity and are encouraged to participate in the program in accordance with reference (a).
5. Self-Cancellation. 31 March 1971.

  
D. H. BLANCHARD  
Chief of Staff

DISTRIBUTION: "A" & "B"

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5

DivBul 5724  
13 March 1971

REPORT OF FLEET HOME TOWN NEWS RELEASES PROCESSED DURING FEBRUARY 1971

<u>UNIT</u>	<u>RECEIVED</u>	<u>RELEASED</u>
1. Headquarters Battalion	5	5
2. Headquarters, 1st Marines	8	8
3. 1st Battalion, 1st Marines	71	70
4. 2d Battalion, 1st Marines	53	53
5. 3d Battalion, 1st Marines	138	121
6. Headquarters, 5th Marines	0	0
7. 1st Battalion, 5th Marines	129	128
8. 2d Battalion, 5th Marines	14	14
9. 3d Battalion, 5th Marines	60	60
10. Headquarters, 11th Marines*	78	64
11. 1st Battalion, 11th Marines	72	72
12. 2d Battalion, 11th Marines	1	1
13. 1st Engineer Battalion	8	8
14. 1st Motor Transport Battalion	53	53
15. 11th Motor Transport Battalion	43	41
16. 1st Medical Battalion	39	37
17. 1st Reconnaissance Battalion	10	9
	<u>792</u>	<u>744</u>

\* Includes FHTN forms submitted  
by 3d 8" Howitzer Btry (72).

ENCLOSURE (1)

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

DivBul 5300  
1/EDG/drs  
15 March 1971

DIVISION BULLETIN 5300

From: Commanding General  
To: Distribution List

Subj: 1st Marine Division Rear Facility; Disestablishment of

1. Purpose. To publish information on the disestablishment of the 1st Marine Division Rear Facility and related administrative instructions which relieve the Commanding Officer, 11th Motor Transport Battalion of the responsibility for the operation of the facility.

2. Cancellation. DivO 5300.3C.

3. Background. Due to the withdrawal of certain Division units from remote areas and concurrent force reductions, it has become necessary to disestablish the Division Rear Facility.

4. Action.

a. Effective 20 March 1971, the Commanding Officer, 11th Motor Transport Battalion is relieved of the responsibility for the operation of the 1st Marine Division Rear Facility. On the same date, the Division Rear Facility will be disestablished.

b. In that the property and records maintained at the Division Rear Facility belong to the 11th Motor Transport Battalion, the Commanding Officer will dispose of the property and records in accordance with current directives.

c. This Headquarters will reassign those personnel currently on duty with the Division Rear Facility.

5. Self Cancellation. 31 March 1971.

  
D. H. BLANCHARD  
Chief of Staff

Distribution "A" and "B"

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

DivO P4600.1F  
39/HEK/cac  
16 Mar 1971

DIVISION ORDER P4600.1F


From: Commanding General  
To: Distribution List

Subj: Standing Operating Procedures for Embarkation

Encl: (1) LOCATOR SHEET

Reports Required: List, page vi

1. Purpose. To promulgate the procedures for embarking troops, supplies, and equipment in Amphibious Shipping, MSTS/Merchant Shipping and military aircraft. In addition, instructions are contained herein for embarkation planning; tactical marking of supplies and equipment; Mechanized Embarkation Data System (MEDS); and related embarkation matters.
2. Cancellation. DivO P4600.1E and DivO 4600.4.
3. Action. Commanding Officers will publish amplifying directives as deemed appropriate in the implementation of this order.
4. Information. All units of the First Marine Division will adhere to the instructions contained herein and FMFM 4-2 in all matters pertaining to embarkation.
5. Applicability. This order is applicable to all units of the First Marine Division and to units attached and under the administrative control. Paragraph 502, Tactical Markings, is not applicable to Non-Division units. Non-Division units will comply with existing instructions for tactical markings from their parent command.
6. Recommendations. Recommendations for the improvement of this Standing Operating Procedure are invited. Recommendations will be submitted to this Headquarters (Attn: DivEmbo).
7. Certification. Reviewed and approved this date.

  
D. H. BLANCHARD  
Chief of Staff

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DivO P4600.1F  
16 Mar 1971

DISTRIBUTION: "A" & "B"

Copy to: CMC - (2)  
CG, MCDEC - (3)  
CG, FMFPAC - (3)  
CG, FMFLANT - (3)  
CG, III MAF - (1)  
CG, FORLOGCMD - (2)  
CG, FORTRPS, FMFPAC - (2)  
CG, MCB CamPen - (2)  
CG, 2d MARDIV - (2)  
CG, 3d MARDIV - (2)  
CG, 5th MAB - (1)  
CG, 1st MAW - (2)  
CG, 3d MAW  
CG, MCAS, El Toro - (2)  
CG, LFTCPAC - (3)  
CG, LFTCLANT - (2)  
CG, 3d FSR - (2)  
COMPHBIPAC - (2)  
COMPHIBGRU ONE - (2)  
COMPHIBGRU THREE - (2)  
COMPHIBRON ONE - (2)  
COMPHIBRON THREE - (2)  
COMPHIBRON FIVE - (2)  
COMPHIBRON SEVEN - (2)  
COMPHIBRTAPAC - (1)  
COMLANSHIPRON NINE - (2)

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DivO P4600.1P  
16 Mar 1971

LOCATOR SHEET

Subj: Embarkation Procedures

Location: \_\_\_\_\_  
(Indicate the location(s) of the copy(ies) of this publication.)

ENCLOSURE (1)

7

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STANDING OPERATING PROCEDURES FOR EMBARKATION

RECORD OF CHANGES

Log completed change action as indicated.

Change Number	Date of Change	Date Received	Date Entered	Signature of Person Entering change

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## STANDING OPERATING PROCEDURES FOR EMBARKATION

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## STANDING OPERATING PROCEDURES FOR EMBARKATION

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## STANDING OPERATING PROCEDURES FOR EMBARKATION

## SECTION I

102.2

101. GENERAL

1. POLICY. The following policies relating to embarkation shall be observed by all subordinate commanders under administrative control of the 1st Marine Division.

a. Knowledge of embarkation techniques and procedures is an essential element of combat readiness in the Fleet Marine Force. Accordingly, each commander will ensure the immediate availability of a sufficient number of qualified officers and non-commissioned officers to supervise the embarkation of his command.

b. Additionally, it is essential that commanders maintain that level of embarkation readiness, both materially and administratively, to permit a response to embarkation requirements within 24 hours.

c. The decision as to whether a deploying unit will be combat or administratively loaded will be announced by this Headquarters in coordination with appropriate Naval commanders and promulgated to the unit(s) concerned. Whenever used, the terms "combat load" and "administrative load" will be synonymous with those in Section 5 FMFM 4-2.

102. RESPONSIBILITIES1. ASSISTANT CHIEF OF STAFF, G-4

a. Determine types and amounts of supplies and equipment to be embarked.

b. Maintain overall responsibility for delivery of supplies and equipment to sea/air terminals.

2. DIVISION EMBARKATION OFFICER

a. Advise the Commanding General, his staff and subordinate units on matters pertaining to embarkation.

b. Conduct embarkation readiness inspections and staff visits.

c. Provide teams to subordinate units as required to assist in correction of embarkation deficiencies to include training of personnel.

d. Maintain a current knowledge of the transportation capabilities of higher commands that might be made available to the 1st Marine Division.

e. Receive, consolidate and submit all transportation requirements to the appropriate command in accordance with existing directives.

## STANDING OPERATING PROCEDURES FOR EMBARKATION

102.3

f. Ensure that priorities established for the movement of cargo and passengers are compatible with operational requirements.

g. Coordinate the movement of all personnel, supplies and equipment to the sea/air terminals in order to provide an orderly and timely execution of the movement schedule.

h. Establish and maintain liaison with appropriate sea/air terminal authorities.

i. Ensure the proper and timely submission of all reports as required by this order.

j. Assist the Assistant Chief of Staff, G-1, in the assignment of embarkation personnel.

k. Assist the Assistant Chief of Staff, G-3, in the assignment of formal school quotas for embarkation courses to subordinate units.

3. DIVISION COMMUNICATION - ELECTRONICS OFFICER. Establish communications as requested by the Division Embarkation Officer.

4. DIVISION MOTOR TRANSPORT OFFICER

a. Coordinate transportation requirements in excess of the deploying unit's organic capability.

b. Coordinate all convoys transporting deploying units with the Division Embarkation Officer. Ensure proper arrival times in support of loading schedules and preclude congestion at the Port of Embarkation (POE).

5. DIVISION PROVOST MARSHAL

a. Establish a traffic control system at base/camps and the POE.

b. Provide or arrange for traffic control within the POE as requested by the Division Embarkation Officer.

6. COMMANDING OFFICER, SHORE PARTY BATTALION. Provide augmentation of equipment and personnel to assist in loading consistent with the tactical loading of Shore Party Battalion.

7. UNIT COMMANDING OFFICER

a. Assign an embarkation officer and an enlisted embarkation assistant either as a primary or additional duty at all echelons down to and including the Company/Battery level.

b. Ensure that assigned embarkation personnel are trained and that additional officers and enlisted personnel receive training to the maximum extent practicable. Request embarkation school quotas in accordance with current division directives.



## STANDING OPERATING PROCEDURES FOR EMBARKATION

102.9

c. Submit a roster of all school trained embarkation personnel to this Headquarters (Attn: DivEmbo) in the following format:

<u>NAME</u>	<u>RANK</u>	<u>SERNO/MOS</u>	<u>RTD/BEGIN TOUR</u>	<u>DUTY ASSIGNMENT</u>	<u>DATE &amp; DURATION OF FORMAL SCHOOL</u>
-------------	-------------	------------------	---------------------------	----------------------------	---

Report as of the last day of the calendar quarter, to reach this Headquarters, not later than the 10th of the following month.

d. Ensure that supplies and equipment are prepared for embarkation in accordance with FMFM 4-2 and this Order.

#### 8. EMBARKATION UNIT COMMANDER

a. Designate an Embarkation Team Commander for each ship assigned to the unit.

b. Designate a unit Embarkation Officer.

c. Prepare an Embarkation Plan and supervise its implementation. Ensure timely and accurate completion of the loading plan for each ship assigned to the units.

d. Ensure that assembly and staging areas are established as required.

e. Ensure that the procurement of required motor transport and material handling equipment has been coordinated with the Division Embarkation Officer to ensure adherence to movement and loading schedules.

f. Ensure that security and work details are provided at assembly and staging areas and loading points.

g. Ensure establishment of an embarkation control office when required.

h. Ensure submission of loading/unloading status reports to the Division Embarkation Officer by Team Embarkation Officers as set forth in Section 3 of this Order.

9. TEAM EMBARKATION OFFICER. The Team Embarkation Officer is a commissioned officer qualified in the field of embarkation. He is from the troop organization forming the nucleus of the Embarkation Team. His assignment to such duty is temporary but upon appointment he should be relieved of all other duties, insofar as practicable.

a. He is responsible for the timely and efficient loading of his team and is tasked with the detailed preparation of loading plans and the actual loading of the ship.

b. His general duties, during the planning, embarkation, rehearsal, movement to the objective area, and assault phase are set forth in detail in Appendix E of FMFM 4-2.

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## STANDING OPERATING PROCEDURES FOR EMBARKATION

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- c. He will submit appropriate reports as required by this Order.

103. PLANNING

1. All embarkation planning within the elements of this Division and concurrent and parallel planning with corresponding Naval commands will be in accordance with this Order, FMFM 4-2, FMFM 3-1, and NWF-22(A).

104. EMBARKATION TRAINING

1. In addition to the "on-the-job" training offered by amphibious exercises, commanders are urged to conduct periods of instruction in embarkation procedures and techniques for all individuals in their command at both individual and unit training periods.

2. Personnel who become qualified in the performance of embarkation duties through attendance at a service school or on-the-job training will be assigned a primary or additional embarkation MOS as appropriate, in accordance with paragraph 3102 and 3104 of the Marine Corps Personnel Manual.

105. SHIP'S LOADING CHARACTERISTICS PAMPHLETS

1. A file of current loading characteristics pamphlets of ships assigned to the Amphibious Force, U. S. Pacific Fleet and pamphlets of selected MSTB ships will be maintained by the Division Embarkation Officer.

2. Requests for copies of individual ship's characteristics pamphlets will be made to the Division Embarkation Officer.

3. A report will be made to this Headquarters in the event a ship's loading characteristics pamphlet is at variance with the actual characteristics of the ship.

106. PORT FACILITIES. In planning for amphibious operations, consideration must be given, as appropriate, to the capabilities, limitations, and locations of various port facilities as set forth in Tabs 1 thru 5 of Appendix D of this directive.

## STANDING OPERATING PROCEDURES FOR EMBARKATION

## SECTION II

202.1

201. REFERENCES

1. LFM 01 (Doctrine for Amphibious Operations) sets forth the basic doctrine governing the planning and conduct of various types of amphibious operations. Chapter 12 is devoted to the embarkation planning and execution.
2. FMFM 4-2 (Embarkation) sets forth the principles, procedures and techniques for planning the embarkation of the Marine Landing Force. It also provides various statistical data of different types of ships and landing craft.
3. FMFPACO P4600.1 (SOP for Embarkation) prescribes embarkation procedures applicable to units of FMFPAC and contains planning factors normally required in the preparation of loading plans.
4. DivO 4600.3A (Bi-monthly Embarkation Reports) sets forth the procedures to make and update embarkation data required for Force and Material Reports (FAMREP).
5. DivO 4600.5 (Preparation of Supplies and Equipment for Retrograde) sets forth the procedures and techniques required to prepare materials through agriculture and quarantine inspections prior to deployment/redeployment.

202. MAINTENANCE OF EMBARKATION DATA

1. BASIC EMBARKATION DATA. Up-to-date embarkation data of all supplies and equipment on hand as outlined below will be maintained on the Company/Battery level. Paragraph 605 of FMFM 4-2 (Embarkation) discusses preparation of the forms listed in subparagraphs a and b. Cubic feet and square feet figures will be rounded off to the nearest whole number.

a. The Unit Cargo Manifest (UCM) will be used as the basic document for recording data on supplies and non-vehicular equipment. This document will be maintained by all subordinate units/sections including those using stock locator cards in compliance with MCO P4450.3 (SOP for Field Warehousing and Stowage Operations). See Appendix A of this directive.

b. The Vehicle Summary and Priority Table (VS&PT) will be used as the basic document for recording data on all vehicular equipment. The type of vehicle, registration number, and actual weight and measurements will be recorded for each vehicle.

c. Vehicle Templates (Scale 1/8" equals 1' for sea movement and Scale 1/4" equals 1' for air movement) will be prepared and maintained for each item denoted on the VS&PT. Each template will be marked with the height, weight, registration number, and type of equipment it represents.

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## STANDING OPERATING PROCEDURES FOR EMBARKATION

203

203. REQUEST FOR TRANSPORTATION

1. AMPHIBIOUS LIFTS. For an amphibious operation or administrative unit lift, data will be submitted to the Embarkation Team Commander in the format prescribed in paragraph 301. Request for surface movements by either ship or landing craft will be submitted to this Headquarters (Attn: DivEmbo) in the format of Tab 1 of Appendix B.
2. AIR LIFTS. For air movement, each unit or detachment of the task organization will prepare a Personnel and Equipment Reference List. Preparation of this form is discussed in paragraph 309.1. This form, when consolidated by the task organization commander, becomes the basic air movement embarkation planning document. A Vehicle Summary and Priority Table (VS&PT) and vehicle templates (scale 1/4" equals 1') marked with reference numbers will be submitted for the vehicles involved. Request for movement will be submitted to this Headquarters (Attn: DivEmbo) in the format of Tab 2 of Appendix B. Airlift priorities will be assigned as set forth in Tab 1 of Appendix C.
3. AIR DELIVERY. Air drop resupply requests will be submitted to this Headquarters (Attn: DivEmbo) in accordance with Tab 3 of Appendix B.

204. EMBARKATION PLANS

1. AMPHIBIOUS OPERATIONS. Embarkation and loading plans will be prepared in accordance with FMFM 4-2. Unless otherwise directed, loading plans for training exercises will not be classified.
2. AIR MOVEMENT. The format for the air movement plan will depend on the amount of information known on the type of move, airlift agency involved, and other factors. The task organization commander commences air movement planning by establishing an overall priority for movement and consolidating the Personnel and Equipment Reference List submitted by subordinate units and detachments. When specific aircraft have not been assigned, the Consolidated Personnel and Equipment Reference List will become part of the air movement plan and is later used to prepare loading plans for each aircraft. The composition of each aircraft load is published as part of the air movement plan when specific aircraft have been assigned. Detailed planning guidance and aircraft characteristics are contained in Section VII of FMFPACO P4600.1\_ (Embarkation SOP).
3. DISTRIBUTION. A copy of all embarkation and air movement plans will be forwarded to this Headquarters (Attn: DivEmbo). Five copies of all corrected loading plans will be delivered to the Division Embarkation representative at the POE. Two of these corrected copies will be forwarded to CMC (Code A04) by this Headquarters in accordance with paragraph 308 of FMFPACO P4600.1\_. Liaison must be continuous with all participating agencies to insure complete understanding of the plan and the tasks involved.

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## STANDING OPERATING PROCEDURES FOR EMBARKATION

## SECTION III

304.2

301. GENERAL. Preparation for embarkation and embarkation procedures for combat operations and amphibious training exercises will be carried out in accordance with FMFM 4-2, FMFM 3-3, NWP 22(A) and instructions issued by this Headquarters.

302. LOADING. Responsibilities of units/organizations during loading, types of loads, and loading techniques are set forth in FMFM 4-2, FMFM 3-3, and NWP 22(A).

303. LOADING (UNLOADING) STATUS REPORTS. Embarkation Team Commanders will submit Loading (Unloading) Status Reports to this Headquarters during embarkation (debarkation) by the most expeditious means available. Reports will be submitted upon commencement of loading (unloading), and at four hour intervals thereafter (2400, 0400, 0800, 1200, 1600, and 2000). A final report will be submitted upon completion of embarkation (debarkation). Reports will be submitted in the following format:

ALFA	-Name and hull number ship
BRAVO	-Time commenced loading or unloading (initial report only)
CHARLIE	-Cumulative percentage of personnel loaded (unloaded)
DELTA	-Cumulative percentage of vehicles loaded (unloaded)
ECHO	-Cumulative percentage of cargo loaded (unloaded)
FOXTROT	-Estimated time of completion/time of completion (final report)
GOLF	-Unusual circumstance that could affect the time of completion (i.e. broken boom, fire, weather, etc.).

304. SAILING REPORTS

1. MCO 3000.2 requires preparation and submission of a sailing report by Embarkation Team Commanders. Sailing reports are required when the embarkation team has the capability, or is part of a larger unit having the capability to execute a contingency type plan. Sailing reports will be submitted for all movement of tactical elements by ships unless otherwise directed by this Headquarters.

2. The Sailing Report is used by higher headquarters as a source of embarkation data pending receipt of corrected individual ship loading plans, therefore, it is imperative that it is correct in all respects.

## STANDING OPERATING PROCEDURE FOR EMBARKATION

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3. Sailing Reports will be submitted by message within 24 hours after sailing to the Commanding General, Fleet Marine Force, Pacific, with information copies to the Commandant of the Marine Corps (Code A04) and this Headquarters in the format of Tab 4 of Appendix D.

4. Whenever Sailing Reports are not required, usually a movement type report will be submitted. These reports are related to administrative type operations. The format will vary and will be promulgated by this Headquarters prior to each administrative lift.

305. ENROUTE TO THE OBJECTIVE

1. Responsibilities of embarked units while enroute to the objective area are contained in FMFM 4-2, FMFM 3-3, NWP 22(A), and NWIP 16-1.

306. ADMINISTRATIVE MOVEMENT

1. Prior to the arrival of an administrative movement unit at its destination, the Division Embarkation Officer will provide the receiving command with the following information concerning each ship:

- a. Name of ship
- b. Time and Date of departure.
- c. Estimated date of arrival at destination.
- d. Number of troops to disembark.
- e. List of major items of equipment to be unloaded.
- f. List of special unloading equipment required.
- g. Equipment requiring special handling during and after unloading.

2. An information copy will be provided to the Commanding General, Fleet Marine Force, Pacific and to other appropriate commands.

3. If feasible, an advance party may be sent to the port of destination to assist in planning for an orderly debarkation.

307. NUCLEAR WEAPONS STOWAGE

1. Nuclear weapons will be stowed in accordance with paragraph 309 of FMFPACO P4600.1\_ (SOP for Embarkation).

## STANDING OPERATING PROCEDURES FOR EMBARKATION

309.1

308. REPORT OF SHIPBOARD ACCOMMODATIONS AND SPACE FOR EMBARKED TROOPS

1. Tab 5 of Appendix B is a guide for the Commanding Officer of Embarked Troops to use as a check-off list during embarkation and for the final report of shipboard accommodations. Upon completion of an amphibious operation, amphibious training exercise or administrative movement, a report of conditions will be submitted to the Command General, Fleet Marine Force, Pacific with a copy to the commanding officer of the ship involved and this Headquarters. Reports of an unsatisfactory condition which continues to exist, after having been referred for corrective action to the commanding officer of the ship during the voyage, will be forwarded, to the Commanding General, Fleet Marine Force, Pacific via the chain of command, except as noted below.

a. Reports of unsatisfactory conditions existing aboard ships under the operational control of COMSEVENTHFLT will be forwarded to CTF-76 for further referral to the proper naval commander. Information copies will be sent to the Commanding General, Fleet Marine Force, Pacific and this Headquarters.

2. An advance copy of an unsatisfactory report of shipboard accommodations will be delivered to the commanding officer of the ship concerned.

3. Tab 5 of Appendix B may be used as the format for submission of the unsatisfactory report. Reports will be concise, thorough and objective. It must cite specific examples and include sufficient detail to permit higher headquarters to prepare a request to the appropriate naval commander for remedial action.

4. See paragraph 802.1 for report of MSTs Accommodations and Space.

309. AFR MOVEMENT PROCEDURES1. PERSONNEL AND EQUIPMENT REFERENCE LIST

a. The Personnel and Equipment Reference List is illustrated in Appendix E. This form assists in planning a load for both cargo and passenger aircraft. Careful consideration must be given to the necessity of transporting personnel (other than drivers) and vehicles in the same aircraft. Mixed loading may often be precluded because of aircraft configuration. Frequently it is considered more efficient to transport personnel in one aircraft and vehicles (with a limited number of drivers) in another. Arrival times can be scheduled so that personnel and vehicles in separate aircraft can arrive in close proximity to each other.

b. The personnel and Equipment Reference List is prepared by manifesting elements of the airlifted unit in the required sequence of arrival at the destination airfield. Each entry is assigned a reference number for identification. Driver and equipment entries utilize the same reference numbers for unit entries except that "V" is added. Weight figures are total gross weights. The weight of the

## STANDING OPERATING PROCEDURES FOR EMBARKATION

309.1

individual and his equipment is computed at 240 pounds (excludes baggage). Cargo is listed with its user personnel when it is essential that cargo and personnel be transported on the same aircraft. Crew served weapon with its crew or communications equipment with communications personnel are such examples. Group listings of personnel should be used whenever it is desirable that the group travel in the same aircraft. Group entries should not exceed squad size or its equivalent.

2. CONTROL. Because of the likelihood of limited advance planning, an extensive control organization will probably be required. Tab 2 of Appendix C is a typical control organization where detailed loading plans have not been prepared prior to arrival of the airlifted unit at the departure airfield. The unit is staged in accordance with the consolidated Personnel and Equipment Reference List discussed in paragraph 204.2 and 309.1 above. Loading plans are prepared by the airlifted unit embarkation officer. The Embarkation Officer is assisted (as required) by staging officers to supervise staging, block control officers to supervise loading, and loading NCO's who supervise the loading of aircraft, lashing of vehicles and bulk cargo, and preparation of an accurate manifest for each load.

3. MANIFESTING. An accurate manifest must be prepared for the personnel, supplies and equipment embarked on the aircraft prior to its departure. The name, rank, service number and organization of each passenger is typed or legibly printed either on passenger manifest rosters or on individual passenger manifest chits. Vehicles and bulk cargo are listed on the cargo manifest. The number of copies and type of forms will vary, depending on the type of movement and the airlift agency involved. As a minimum, four copies will be required for each aircraft; one for the pilot, one for the aircraft troop commander (senior troop officer or NCO embarked) for delivery to the destination airfield control officer, one for the departure airfield control officer, and one for the embarkation control officer. Additional copies may be prepared by the aircraft troop commander enroute to the destination airfield. Aircraft identification number and time of departure must be recorded on the manifest.

#### 4. LASHING, DUNNAGE AND CHOCKING MATERIAL

a. All lashing wires, cable clip chains, straps, shackles, turn buckles, etc., required on aircraft will be provided by the lifting agency as organic equipment for the aircraft concerned.

b. All required dunnage and chocking material will be provided by the parent organization of the airlifted unit.



## STANDING OPERATING PROCEDURES FOR EMBARKATION

309.6

c. Each towed vehicle must be equipped with a piece of dunnage, 2"x8"x12", to be used as a load spreader. This is required whenever the towed load is uncoupled from the prime mover. It is utilized to prevent the third wheel or howitzer spade from damaging the floor of the aircraft.

5. SAFETY. Care must be exercised when moving troops and cargo in the vicinity of aircraft. Extreme caution must be exercised to prevent structural damage to the aircraft during loading and enroute to the destination airfield. Special consideration must be given to handling dangerous materials such as gasoline and explosives. Detailed information regarding dangerous cargo is contained in MCO P4030.19\_ (Packaging and Handling of Dangerous Materials for Transportation by Military Aircraft).

6. UNIT AIRLIFT REPORTS. Unit Airlift Reports enable higher headquarters to ascertain the status of units deploying wholly, or in part, by airlift in support of combat, contingency or standby operations. Units being airlifted will submit the following Unit Airlift Reports:

a. INITIAL UNIT AIRLIFT REPORT. Prior to enplaning submit the following:

ALFA: Unit(s)  
BRAVO: Total personnel to embark  
CHARLIE: Total weight and cube of cargo to be embarked.  
DELTA: Numbers and type of aircraft providing airlift  
ECHO: Estimated time to commence embarking

b. UNIT AIRLIFT REPORT. Reports will commence with the first date of enplaning and end with the final date of deplaning at the destination. Reports will cover the period 0001 (local time) to the cessation of daily airlift operations or 2400 (local time) whichever occurs first. The unit Airlift Report will include the following information:

ALFA: Unit(s)  
BRAVO: Date and time initial air movement commenced  
CHARLIE: Total percentage of personnel lifted  
DELTA: Total percentage of cargo lifted  
ECHO: Estimated date and time airlift will be completed  
OR date and time airlift was completed (final report).

c. Reports will be addressed in the same manner as Sailing Reports (refer to paragraph 304).

## STANDING-OPERATING PROCEDURES FOR EMBARKATION

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## SECTION IV

401. PRELOADING OF SUPPLIES. Landing Force Operational Reserve Materials (hereafter referred to as "LFORM") are preloaded supplies and are assets of STORM Mounting-Out requirements. LFORM is embarked and maintained in certain amphibious ships of the Pacific Fleet to assist in reducing the reaction time of deploying the Fleet Marine Force units for operational commitments. The list of supplies embarked aboard each ship is contained in LFORM listings which are published quarterly by the Commanding General, Fleet Marine Force, Pacific.

402. USE OF LFORM LISTING. Upon assignment of shipping, commanders of the deploying units will determine the amount of LFORM supplies already embarked. Additional supplies will be withdrawn from holding activities and subsequently embarked to meet the totals required in accordance with Landing Force plans or directives.

403. LOADING PLANS. The following information is required for ships containing LFORM:

1. Unit Personnel and Tonnage Tables will include the weight and cube of LFORM aboard each ship. An asterisk will be placed beside each appropriate bulk general cargo item which include such supplies and a note appended to the bottom or reverse of the form indicating the amount of LFORM included.

2. Consolidated Cargo and Loading Analysis Tables and Stowage Diagrams will similarly reflect such supplies.

3. Stowage diagrams will indicate the hold spaces occupied by LFORM. These areas will be cross hatched to make them readily apparent and labeled "LFORM". The prepositioning of such supplies in any hold does not preclude the use of the remainder of that hold for other compatible supplies and equipment. Adequate measures to ensure segregation must be taken.

4. Initial LFORM loading plans, consisting of stowage diagrams and load manifests, will be prepared and distributed by the organization assigned the responsibility for loading LFORM. Initial LFORM loading plans may be used to aid in the preparation of loading plans or may be used as part of the loading plan when collocation with other cargo is not required.

404. INSPECTION OF LFORM. Embarkation Team Commanders will cause a visual inspection of embarked LFORM for damages caused by flooding, exterior evidence of pilferage, and broken or leaking containers. This inspection will be conducted before the embarkation team completes loading its own cargo and before the ship sails. The quantities of embarked LFORM will be checked by comparing the current LFORM listing with the loading plan and records held by the ship to determine if any discrepancies exist. A report of any discrepancy between current LFORM listing and on-board quantities will be made to this headquarters immediately with a copy to the commanding officer of the ship. Negative reports are required.

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## STANDING OPERATING PROCEDURES FOR EMBARKATION

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405. ADDITIONAL INSTRUCTIONS. Unless directed by appropriate authority, LFORM will not be removed from ships when units debark. The commanding officer of embarked troops will ensure that LFORM is inspected prior to the conclusion of each deployment. A report of any unserviceable material will be forwarded via message to Commanding General, Fleet Marine Force, Pacific at the earliest practicable date. This report will include the following information: (1) Name of ship; (2) Location of Material (hold/space); (3) Items damaged or missing; (4) Quantities damaged or missing; (5) Cause of damage; and any remarks deemed appropriate. An information copy will be sent to the commanding officer of the ship, Commander Amphibious Force, Pacific, and this Headquarters. Negative reports are required.

406. TRAINING EXERCISES. Unless otherwise directed by Commanding General, Fleet Marine Force, Pacific or this Headquarters, LFORM will not be unloaded with training supplies.

407. AUTHORITY TO UNLOAD LFORM. LFORM will not be unloaded from ships without prior approval of the appropriate Naval Operational Commander or the Commanding General, Fleet Marine Force, Pacific. Commanding Officers making requests to unload LFORM from Naval Operational Commanders will include Commander, Amphibious Force, Pacific Fleet; Commanding General, Fleet Marine Force, Pacific, and this Headquarters as info addres on all such requests.

## STANDARD OPERATING PROCEDURES FOR EMBELLATION

## SECTION V

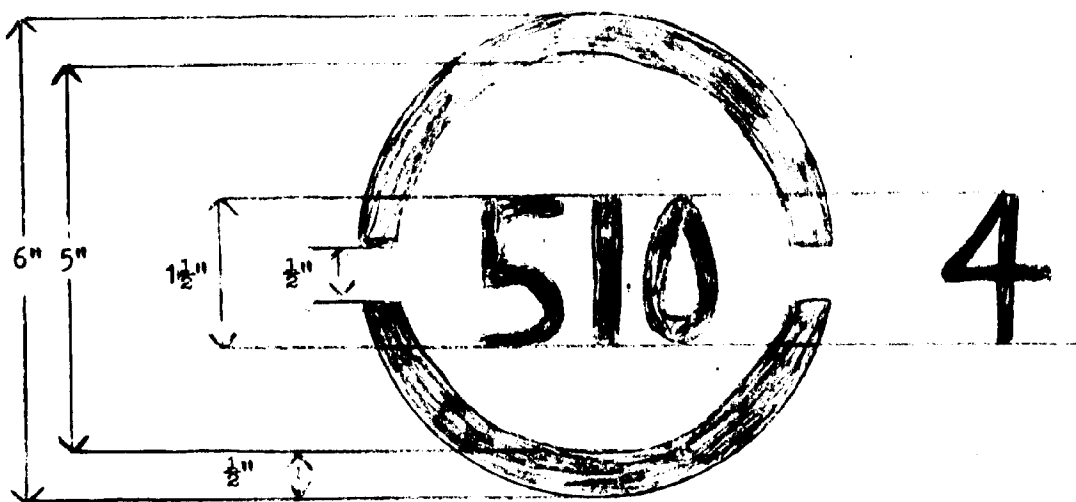
502.1

501. GENERAL. Supplies and equipment must be properly prepared and marked in order to withstand damage and to facilitate handling during loading and unloading. Additionally, properly marked cargo will ensure rapid identification.

502. TACTICAL MARKINGS. Tactical markings will be placed on all containers, vehicles, and pallet boards (when required) of all organic and special allowance supplies and equipment.

1. PREScribed SYMBOLS AND COLORS

- a. The basic Division symbol is a segmented circle.
- b. Regimental, battalion, and company/battery identifications will be placed in the center of the basic symbol. The assignment of organizational identifications is set forth in Tab 1 of Appendix F.
- c. Staff section identifiers may be added if desired. Correspondence identification will be used for this purpose as set forth in DivO P5000.1\_.
- d. An example of the basic Division symbol together with organizational and section identification is depicted below. Dimensions will be as indicated.



Note: The tactical marking illustrated above depicts the following:  
 5 -- 5th Marines; 1 -- 1st Battalion; 0 -- H&S Company; 4 -- S-4 Section.

## STANDING OPERATING PROCEDURES FOR EMBARKATION

504.3

e. Colors of the symbol and organizational identifier will be as follows:

<u>TYPE UNIT</u>	<u>COLOR</u>
Division Headquarters	White
Combat	Blue
Combat Support	Red
Combat Service Support	Yellow

f. Locations of tactical markings will be as set forth in the below paragraphs.

503. MARKINGS FOR TASK ORGANIZED UNITS. All units/elements/detachments comprising task organized units such as BLT's, RLT's, LSG's etc will retain the tactical markings of their parent organization.

504. MARKINGS OF SUPPLIES AND EQUIPMENT. These markings identify the individual container and its contents. The markings consist of a box number which is made up of two parts-- the UP&TT line number, superimposed on the stowage designator, and the consecutive number assigned to the specific box or container as the cargo is manifested. Thereafter, the contents of any box may be rapidly identified by referring to its number on the Unit Cargo Manifest. (See Tab 2 of Appendix F).

1. UP&TT LINE NUMBER. An appropriate UP&TT line number will be placed on each box or container. The UP&TT line number assigned to each box will coincide with the one listed on the Unit Cargo Manifest. UP&TT line numbers will be 1" in size and placed within the stowage designator.

2. STOWAGE DESIGNATOR. A stowage designator (white or yellow disc 3" in diameter) will be placed on all boxes and containers. The yellow disc will be used ONLY for cargo that requires stowage in troop living or office space. Since office space is extremely limited, the amount of material marked with a yellow disc must be kept to a minimum.

3. BOX NUMBERS

a. Consecutive box numbers will be placed on all boxes or containers to the right of the stowage designator as indicated in Example 1 of Tab 2 of Appendix F. Field warehousing box numbers will be assigned in accordance with MCO P4450.7 and may be used in lieu of a consecutive box number. The last four digits will be entered on the Unit Cargo Manifest. Should the field warehousing box numbers be used, the number to the right of the stowage designator will be eliminated and boxes will be marked as shown in Example 2 of Tab 2 of Appendix F.

## STANDING-OPERATING PROCEDURES FOR EMBARKATION

505.3

b. The field warehousing numbering system will only be utilized for supplies and equipment normally located in supply facilities of battalion or larger size organizations. Supply office equipment (field desks, safes, folding tables, files, etc) and all cargo and equipment held by other sections will be manifested and assigned standard box numbers.

4. CUBIC FEET AND WEIGHT MARKINGS. The cubic feet and weight of the loaded container are marked on the upper right corner of each side. Figures will be rounded off to the nearest whole number. Cubic feet and weight figures are also listed on the Unit Cargo Manifest.

5. PLACEMENT OF MARKINGS. Markings listed above will be placed on at least one side, the top, and one end of each container. Markings may be reduced in size to accommodate small or unusually configured containers.

505. TACTICAL MARKING OF VEHICLES. Tactical markings (basic symbol and unit identifier) will be on all vehicles. Markings will be placed in a conspicuous location on vertical, flat-surface portions of vehicles. A marking is not required where its placement is precluded by vehicle configuration. Tactical markings will not interfere with official registration and special markings required by DivO P11240.30\_ (SOP for Motor Transport). Where the specific location is not prescribed below, all similar vehicles within the unit will be uniformly marked.

# 1. TRUCKS

a. Trucks  $\frac{1}{2}$  ton and smaller will be marked on the front and centered on the panel directly below the windshield; centered on the rear quarter panel (both sides); and centered on the rear of the canvas covering and above the plastic window(s).

b. On the  $\frac{1}{2}$  ton truck (M-274A2), the markings will be centered on the fuel tank.

c. Trucks  $\frac{3}{4}$  ton and larger will be marked on the front, back and side doors when practicable. Markings on the front will be located on the bumper 10" from the left edge; on the back, centered (or to the right of center) in the available space, usually on the tailgate; and centered on the side doors.

2. TRAILERS. Markings will be centered on the front and back or to the right of center and on the rear panels of both sides.

3. ALL OTHER VEHICLES. All other vehicles will be marked in at least one location (near official registration markings as much as practicable).

5-3

(7)

## STANDING OPERATING PROCEDURES FOR EMBARKATION

506.1

**506. PREPARATION OF SUPPLIES AND EQUIPMENT FOR EMBARKATION**

**1. PACKING, CRATING, AND PALLETIZATION.** Paragraph 509 of FMFM 4-2 contains instructions for packing, crating, and palletization. Additional principles are set forth below. These procedures should not be accepted as hard and fast rules in that they may vary with the nature of operations being executed and the types of ships in which the supplies will be embarked.

a. Sufficient assembled and marked boxes, containers, and pallets for all organic and special allowance supplies and equipment will be maintained at all times.

b. As near as practicable, containers should be standard and/or uniform in size to facilitate handling, stowage and preparation of loading plans.

c. Peculiar types of supplies such as ordnance, electronics, and motor transport should be packed and boxed separately.

d. Organic supplies and equipment unsuitable for boxing and crating will be banded if practicable. Items that are used repeatedly in field operations, such as tires, expeditionary cans, and tents, need not be banded in garrison. Sufficient banding material will be maintained to secure these items when required. Expeditionary cans are normally banded in lots of five. Care must be taken to prevent damage to equipment and supplies when banding.

e. Fresh water washdowns are frequently employed on cargo to prevent excess residue on pallets and boxes. Waterproofing must be accomplished for all containers of items subject to deterioration from moisture.

f. Boxes (16 cube and larger or in excess of 300 pounds) that are not palletized must be mounted on skids to permit lifting. Skids should be at least 4" x 4" and placed 6" inboard of the container.

g. Rust preventative or other appropriate preservations must be applied to items requiring such protection. Refer to appropriate lubricating orders, maintenance manuals, etc. for detailed instructions.

**2. VEHICLE PREPARATION.** Paragraph 511 of FMFM 4-2 and DivO P11240.30 (SOP for Motor Transport) contain instructions for preparation of vehicles. General preparation instructions are set forth below.

a. Fuel tanks will be filled to 3/4 capacity and filler caps checked to insure there is no leakage. A reserve supply of fuel and lubricants should often times be preloaded aboard vehicles.

## STANDARD OPERATING PROCEDURES FOR EMBARKATION

506.2

b. Fuel, lubrication, cooling system, ignition system and tire pressure must be checked.

c. Unless otherwise directed, waterproofing kits will be installed prior to embarkation.

d. Spare parts for waterproofing kits, extra fording plugs, and associated tools must be made available for preloading on key vehicles.

e. Cargo compartment bows will be removed, secured together, and attached to the body of the vehicle. Canvas covering will be secured over the cargo to protect it from pilferage and inclement weather during staging, loading, and unloading.

f. Unless special arrangements have been made for stowage, preloaded vehicles will not be loaded higher than the highest permanent portion of the vehicle (usually the steering wheel). Cargo trailers will not be loaded higher than the side boards. The bows will be removed and stowed within the trailer bed.

g. Vehicles will be marked on each side indicating the ship's hull number, hold and deck level, landing serial number and vehicles unloading priority number. Markings will be made with chalk or other easily visible and removable substance. Shipping tags should be in a prominent location. This will facilitate remarking if the original markings become obliterated by rain or other causes.

h. Organizations will maintain sufficient material to prepare the chocking for all vehicles. See paragraph 810 and Appendix A of FMFPACO P4600.1 (Embarkation SOP) for chocking procedures and illustrations.

i. For air movement, cargo inside the vehicle must be securely lashed to prevent it from shifting during air turbulence. Aircraft load spreaders (2"x8"x12") will be provided to distribute the weight of gun trails, trailer tongues, etc. Before arrival at the departure airfield, all 3/4 ton and larger trucks will be weighed, and all vehicles will be marked with center of gravity when such facilities are available.

5-5



## STANDARD OPERATING PROCEDURES FOR EMBARKATION

## SECTION VI

601.3

601. MANIFESTING OF SUPPLIES AND EQUIPMENT

1. UNIT CARGO MANIFEST. This is the basic form for gathering data on all cargo other than vehicles. It is the basis for preparing the cargo and loading analysis form. It also provides a record of loading data on each container, pallet and piece of equipment. This form will be maintained in the format prescribed in FMFM 4-2 by all units of Company/Battery size or larger. The following guidelines are provided to aid in the preparation of the Unit Cargo Manifest (UCM).

a. BOX NUMBERS. Each box number will be listed separately on the UCM even if the contents are the same as other boxes.

b. PALLETIZING CARGO. Boxes that are palletized, e.g. several boxes on one pallet and with the same contents, will be listed separately on the UCM. Items which are palletized, but not boxes and not amenable to individual handling (e.g. cots, tent poles), may have a single box number assigned for each pallet.

c. DESCRIPTION OF CONTENTS. A brief description of the type of equipment or supplies in each container is required. It is not sufficient to list in the UCM description column "Organizational Equipment" or "Other Cargo". Should a box contain many items, it should be described by the largest number of items and listed appropriately. The following are some examples.

"Cleaning Supplies"

"Stationery Supplies"

"MT Repair Parts"

"Electron Tubes"

d. SUPPLIES AND EQUIPMENT TO BE MANIFESTED. All class II, IV, VI, VIII, and IX supplies and equipment authorized by allowance lists and Tables of Equipment for the unit concerned will be manifested. Mount-out and operating stocks will be included. Non-vehicular Class VII items which are not hand carried will also be manifested.

2. ASSIGNMENT OF UP&TT LINE NUMBERS. Normally, all supplies and equipment listed in paragraph 601.1.d above will be carried on UP&TT lines 4, 5, 6, 7, 8, and 9 as appropriate. However, supplies held in the various Fleet Stock Accounts will be marked with appropriate replenishment and UP&TT line numbers.

3. CUBIC FEET AND WEIGHT FIGURES. Cubic feet and weight figures must be accurate. All containers should be previously measured and weighed.

## STANDING OPERATING PROCEDURES FOR EMBARKATION

## SECTION VII

704.3

701. GENERAL. Preparation use and maintenance of Mechanized Embarkation Data System (MEDS) data base will be carried out in accordance with COMPHIBLANTINST 5230.1, FMFLANTO P3120.6, and instructions issued by this Headquarters.

702. TYPES OF MEDS CARDS

1. CARD # 1 (BILLET DESCRIPTION CARD). This card is based on Marine Corps Tables of Organization (T/O's). Changes will occur when the T/O is changed or when an error in coding is discovered.
2. CARD # 2 (CARGO AND LOADING ANALYSIS CARD). This card is used to account for all supplies and equipment, less vehicles and outsized cargo. Frequent changes will occur as stocks are depleted, replaced, and as packaging changes.
3. CARD # 3 (VEHICLE SUMMARY & PRIORITY CARD). This card is based on Tables of Equipment and Special Allowance. It also includes cargo that qualifies as "outsized cargo". "Outsized Cargo" is usually one item or container greater than 100 cubic feet and normally cannot be overhauled. Changes will occur when an item is added or deleted from the T/E or S/A, when items are exchanged, or when an error is discovered in the coded data.

703. PROCEDURES FOR CORRECTING MEDS CARDS

1. ADDITIONS. Prepare Electronic Accounting Machine (EAM) worksheets.
2. DELETIONS. Mark "drop" on the face of the card with a felt tip pen.
3. CHANGES OR CORRECTIONS. Mark the required correction or change on the face of the card with a felt tip pen. When four or more changes and/or corrections are annotated on a single card, mark "drop" on the card and prepare an EAM worksheet for a new card. Paragraph 704 below indicates proper card corrections and notation procedures.

704. CARD CORRECTION AND NOTATION PROCEDURES

1. Any card column of the standard EAM card may be changed by indicating corrections on the card as shown in Tab 1 of Appendix G.
2. Changes or corrections to be made in card columns 1 through 40 will be annotated on the right side of the card (see figure 1 of Tab 1 of Appendix G). Changes or corrections occurring in card columns 41 through 80 will be shown on the left side of the card.
3. Changes will be annotated on the face of the card to be corrected. The number to the left of the diagonal (/) represents the column wherein the first number or letter to be changed is located. The number or letter to the right of the diagonal represents the corrected number or letter. In Figure 1 of Tab 1 of Appendix G the weight of a gas can is being corrected from 42 to 10 pounds.

## STANDING OPERATING PROCEDURES FOR EMBARKATION

## 703.4

4. Another example in Figure 2 shows how to obtain a space between two words or numbers. In the example, the word "gas" has been merged with the word "mask" (gasmask). Mask is shown as part of the correction because the symbol "▽" will cause a change in whatever card columns the letters will be punched. This symbol is always required to indicate a blank card column.

705. MEDS AUDIT

1. This Headquarters will obtain and audit card print-outs for each subordinate unit utilizing a duplicate deck. This deck will be monitored and maintained by the Division Embarkation Officer.

2. The Division Embarkation Officer will establish a MEDS audit team to monitor print-outs submitted by subordinate units. Following selected audits, the team will physically conduct a comparison between the print-out and the unit's original deck. The team will visually inspect supplies and equipment utilizing the print-out during the comparison.

3. MEDS Audit Team Inspection Check List (Part of Appendix H) will be prepared by the audit team and submitted to the Assistant Chief of Staff, G-4 and will be included both in the Command Material Management Inspection reports and the Embarkation Readiness Inspection report.

706. REPORT OF MEDS CHANGES. A report of MEDS changes will be submitted to this Headquarters (Attn: DivEmbO) within five days subsequent to the audit team's inspection. Additional reports will be submitted any time that cards 1, 2, or 3 reach such a level that 10% of them require changes, corrections, additions, and/or deletions.

707. UNIT EMBARKATION PLANNING DATA. The MEDS will be backed-up with manually prepared embarkation forms in accordance with this Order.

708. SPECIAL ALLOWANCE ITEMS. Contingency planning has generated a requirement to identify special allowance supplies and equipment authorized by DivO 4441.16\_. Specifically, units must have the ability to remove these items from their amphibious lift requirements. Accordingly, unit commanders are directed to mark "S/A", with a felt tip pen, on card 2's and 3's of the unit held deck for items authorized by special allowances.

**STANDING OPERATING PROCEDURES FOR EMBARKATION****SECTION VIII**

802.1

**801. MILITARY SEA TRANSPORTATION SERVICE (MSTS) SHIPPING**

1. Policies, procedures and techniques governing the use of MSTS shipping are set forth in Section VIII of FMFPACO P4600.1\_ (SOP for Embarkation). Use of this type of shipping requires many special considerations that are normally not applicable to fleet type shipping. All commanders and embarkation officers should thoroughly familiarize themselves with the contents of the above reference.

**802. SUBMISSION OF REPORTS OF USE OF MSTS SHIPPING**

1. Reports will be submitted in accordance with paragraph 803.3 of FMFPACO P4600.1\_ (SOP for Embarkation). Informational copies will be submitted to this Headquarters.

DECLASSIFIED

STANDING OPERATING PROCEDURES FOR EMBARKATION

SECTION IX

901.1

901. EMBARKATION READINESS INSPECTIONS

1. Embarkation readiness inspections will be conducted in conjunction with the Commanding General's Inspections and at such other times as required. Upon completion of the inspection, the Division Embarkation Officer will submit an Embarkation Readiness Report to the Assistant Chief of Staff, G-4 or the Division Inspector as appropriate. A copy of the inspection check list is appended to this order as Appendix H. A copy of the inspection report will be forwarded to the unit inspected.

9-1.

(7)

DECLASSIFIED

## DECLASSIFIED

Unit Cargo Manifest (UCM) (1 vehicle)  
 1 Div 4410/1 (3-65)

UNIT:			SHIP:			DATE:				
UPATT Line #	Box #/ # items	Description	Standard Cargo		Unitized Cargo & Heavy Lifts				Mobile Loaded	
			CuFt	Wt (lbs)	SqFt	Ht	CuFt	Wt	CuFt	Wt (lbs)
4	7100	Field Desk	6	140						
4	7101	Admin Forms	4	100						
4	7102	Field Safe	4	230						
4	7103	Field Safe	4	230						
4	7113	Files	4	90						
4	7115	Files	4	90						
4	7119	Office Supplies	4	100						
4	7120	Typewriter	2	50						
TOTAL LINE #4			(32)	(1030)						
5	7121	Radio AN/PRC25(1)	4	125						
		TA/312 (1)								
		SB/22 (1)								
		EE-8 (3)								
5	7122	M-16 (4)	8	200						
		M-60 (1)								
5	7123	50 Cal. (1)	6	200						
TOTAL LINE #5			(18)	(525)						

\_\_\_\_\_

**A-2**

**DECLASSIFIED**

APPENDIX B & EMBARKATION REQUESTS AND REPORTS

TAB 1 - FORMAT FOR AMPHIBIOUS LIFT REQUEST

ALFA: REQUESTING UNIT

BRAVO: PORT OF EMBARKATION

CHARLIE: PORT OF DEBARKATION

DELTA: REQUIRED DELIVERY DATE

ECHO: NUMBER OF OFFICERS

FOXTROT: NUMBER OF ENLISTED

GOLF: TOTAL DRUMS OF POL

HOTEL: TOTAL GALLONS OF BULK POL BY TYPE (III OR IIIA)

INDIA: TOTAL AMMUNITION BY CUBIC FEET AND SHORT TONS

JULIET: VEHICLES: QTY BY TYPE, DIMENSIONS (LxWxH), SQ FT,  
CU FT, WEIGHT (INCLUDE PRELOADED SUPPLIES).

KILO: CUBIC FEET AND SHORT TONS OF REMAINING BULK CARGO  
(DO NOT INCLUDE IN THIS TOTAL THE CUBE OF POL,  
AMMUNITION, VEHICLES OR SUPPLIES PRELOADED IN VEHICLES)

LIMA: NAME AND PHONE NUMBER OF PERSON(S) FAMILIAR WITH REQUEST

MIKE: SPECIAL INSTRUCTIONS

UNIT REQUEST NUMBER: 65



APPENDIX B - EMBARKATION REQUESTS AND REPORTSTAB 2 - FORMAT FOR AIRLIFT REQUEST

ALFA: UNIT REQUESTING AIRLIFT

BRAVO: AIRLIFT POINT OF ORIGIN/LOADING AREA

CHARLIE: AIRLIFT DESTINATION

DELTA: DATE AND TIME OF LOAD AVAILABILITY

ECHO: DATE AND TIME REQUIRED AT DESTINATION

FOXTROT: SECURITY CLASSIFICATION OF MISSION - IF CLASSIFIED

GOLF: PRIORITY AND JUSTIFICATION

HOTEL: PASSENGERS: WEIGHT AND NUMBER (A ROSTER OF PERSONNEL TO INCLUDE NAME, RANK AND SERVICE NUMBER MUST BE SUBMITTED WITH EACH REQUEST)

INDIA: BAGGAGE: WEIGHT AND CUBE

JULIET: MATERIAL AND EQUIPMENT LESS VEHICLES - DESCRIPTION, WEIGHT, CUBE AND TOTAL NUMBER OF PIECES

KILO: VEHICLES: NOMENCLATURE, DIMENSIONS IN INCHES (LxWxH), WEIGHT, AND CUBE

LIMA: EXCESSIVE DIMENSION ITEMS: NOMENCLATURE IN INCHES (LxWxH), AND WEIGHT OF ANY ITEM OF MATERIAL AND EQUIPMENT OTHER THAN VEHICLES WHICH MEASURE IN EXCESS OF 60 INCHES IN ANY DIMENSION

MIKE: TOTAL AIRLIFT REQUIREMENT - WEIGHT AND CUBE

NOVEMBER: SPECIAL INSTRUCTIONS: INDICATE IF THE CARGO IS CLASSIFIED, PROHIBITED, OR RESTRICTED AND WHETHER SPECIAL HANDLING OR SAFEGUARDING IS REQUIRED

OSCAR: CONTACT OFFICERS. NAME, ORGANIZATION, AND TELEPHONE NUMBER OF CONTACTS AT BASE OF ORIGIN AND DESTINATION

UNIT REQUEST NUMBER: \_\_\_\_\_

APPENDIX B - EMBARKATION REQUESTS AND REPORTS

TAB 3 - FORMAT FOR AIR DELIVERY REQUEST

ALFA: UNIT

BRAVO: PICK UP POINT

CHARLIE: PICK UP DATE

DELTA: DROP TIME

ECHO: DROP ZONE CHART

FOXTROT: DROP ZONE COORDINATES

GOLF: CONTROLLER FREQUENCIES: PRIMARY/ALTERNATE

HOTEL: CALL SIGNS: AIRLIFT/CONTROLLER

INDIA: CARGO, TYPE AND WEIGHT

JULIET: DROP ZONE MARKING, SMOKE, PANELS, ETC.

KILO: CONTACT ORIGIN AND PHONE NUMBER

LIMA: CONTACT PICK UP POINT AND PHONE NUMBER

MIKE: REMARKS

APPENDIX B - EMBARKATION REQUESTS AND REPORTSTAB 4 - MESSAGE FORMAT FOR SAILING REPORT

FROM: (EMBARK TEAM COMDR)

TO: CG FMFPAC

INFO: CMC (CODE A04)  
 CG III MAF (IF APPROPRIATE)  
 CG FIRST MARDIV

C L A S S I F I C A T I O N //D4600//

## SAILING REPORT

A. FMFPACO P4600.1\_

1. FOLLOWING REPORT SUBMITTED IN ACCORDANCE WITH REF A.

A. NAME OF SHIP.

B. DATE-TIME-GROUP COMMENCED LOADING/DATE-TIME-GROUP COMPLETED LOADING.

C. ESTIMATED TIME OF DEPARTURE/PORT.

D. ESTIMATED TIME OF ARRIVAL/DESTINATION.

E. ORGANIZATION FOR EMBARKATION. (LIST IN FIVE COLUMNS FOR EACH UNIT).

(1)	(2)	(3)	(4)	(5)
UNIT	MARINE OFF/ENL	NAVY OFF/ENL	OTHER SERVICES	TOTAL PERS.

F. NAMES OF COMMANDERS OF BN OR LARGER UNITS EMBARKED.

G. THE NUMBER BY TYPE OF CREW SERVED WEAPONS.

H. THE NUMBER BY TYPE OF WHEELED AND TRACKED VEHICLES.

I. THE NUMBER AND TYPE OF AIRCRAFT.

J. THE NUMBER BY TYPE OF ALL OTHER MAJOR ITEMS OF EQUIPMENT.

K. TOTAL SQUARE FEET VEHICLE AND EQUIPMENT EMBARKED (DO NOT INCLUDE MAJOR ITEMS OF EQUIPMENT MOBILE LOADED).

L. EMBARKED SUPPLY SUMMARY BY CLASS (INCLUDES ALL EMBARKED) READ IN FOUR COLUMNS:

B-4-1

SUPPLIES

M/O  
(MOUNT OUT)LFORM  
(LANDING  
FORCE  
OPERATIONAL  
RESERVE MATERIAL)O/L  
(OPERATING  
LEVELS)T  
(TRAINING)

## CLASS I

CU FT

WT/SHORT TONS

## CLASS II

CU FT

WT/SHORT TONS

## CLASS III

BULK

MOGAS (NO GALS)

AVGAS (NO GALS)

JP-5 (NO GALS)

DIESEL (NO GALS)

DRUMMED

MOGAS (NO DRUMS)

AVGAS (NO DRUMS)

JP-5 (NO DRUMS)

DIESEL (NO DRUMS)

OTHER POL (NO DRUMS)

## CLASS IV

CU FT

WT/SHORT TONS

## CLASS V

CU FT

WT/SHORT TONS

## CLASS VI

CU FT

WT/SHORT TONS

## CLASS VII

CU FT

WT/SHORT TONS

## CLASS VIII

CU FT

WT/SHORT TONS

## CLASS IX

CU FT

WT/SHORT TONS

## CLASS X

CU FT

WT/SHORT TONS

B-4-2

APPENDIX B - EMBARKATION REQUESTS AND REPORTSTAB 5 - REPORT OF SHIPBOARD ACCOMMODATIONS AND SPACES FOR EMBARKED TROOPS

UNIT(S) \_\_\_\_\_ USS \_\_\_\_\_

Number of Officers \_\_\_\_\_ Number of Enlisted \_\_\_\_\_

Name of Operation \_\_\_\_\_

Date and Location of Embarkation \_\_\_\_\_

Date and Location of Debarkation \_\_\_\_\_

(Check one)

*Unsatis-	Satis-	Good to	Not
<u>factory</u>	<u>factory</u>	<u>Excellent</u>	<u>Applicable</u>

1. Troop allocation
2. Troop messing
  - a. Food
  - b. Service
3. Troop berthing facilities
4. Troop toilet and shower facilities
5. Troop laundry facilities
6. Medical facilities
7. Dental facilities
8. Recreation facilities
9. Ship's exchange
10. Barber Shop
11. Stowage
  - a. Personnel gear
  - b. Organizational gear
12. Office Space
13. Officer space allocation

B-5-1i

*Unsatis-	Satis-	Good to	Not
<u>factory</u>	<u>factory</u>	<u>Excellent</u>	<u>Applicable</u>

14. Officer messing
15. General cargo space
16. Troop gasoline stowage
17. Troop ammunition stowage
18. Cargo handling gear
  - a. Booms
  - b. Nets
  - c. Slings
19. Troop communication facilities
20. Troop-crew-relationship
21. Condition of landing nets
22. Does the ship conform with the Ship's Loading Characteristics Pamphlet - yes or no. If no, briefly explain.
23. Additional comments not covered elsewhere in this report.

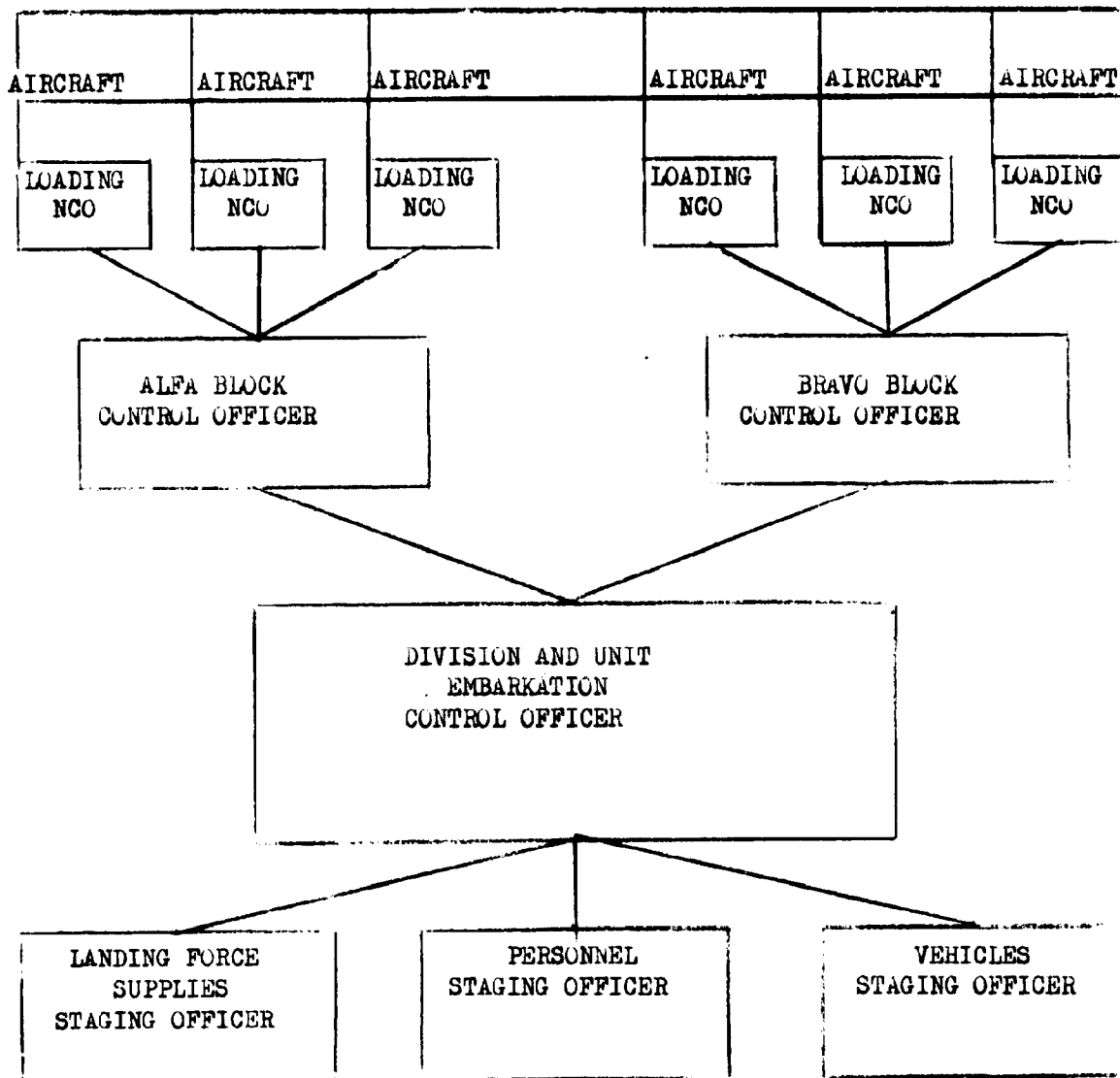
(Name)	(Rank)	(Org)
Commanding Officer of Troops		

\* All unsatisfactory markings should be amplified in detail (dates, specific instances, etc.) on an attached sheet. Use identical paragraph numbers as noted above. This will be used as a basis for determining corrective action.

APPENDIX C - AIRLIFT PROCEDURES

TAB 1 - AIRLIFT PRIORITIES

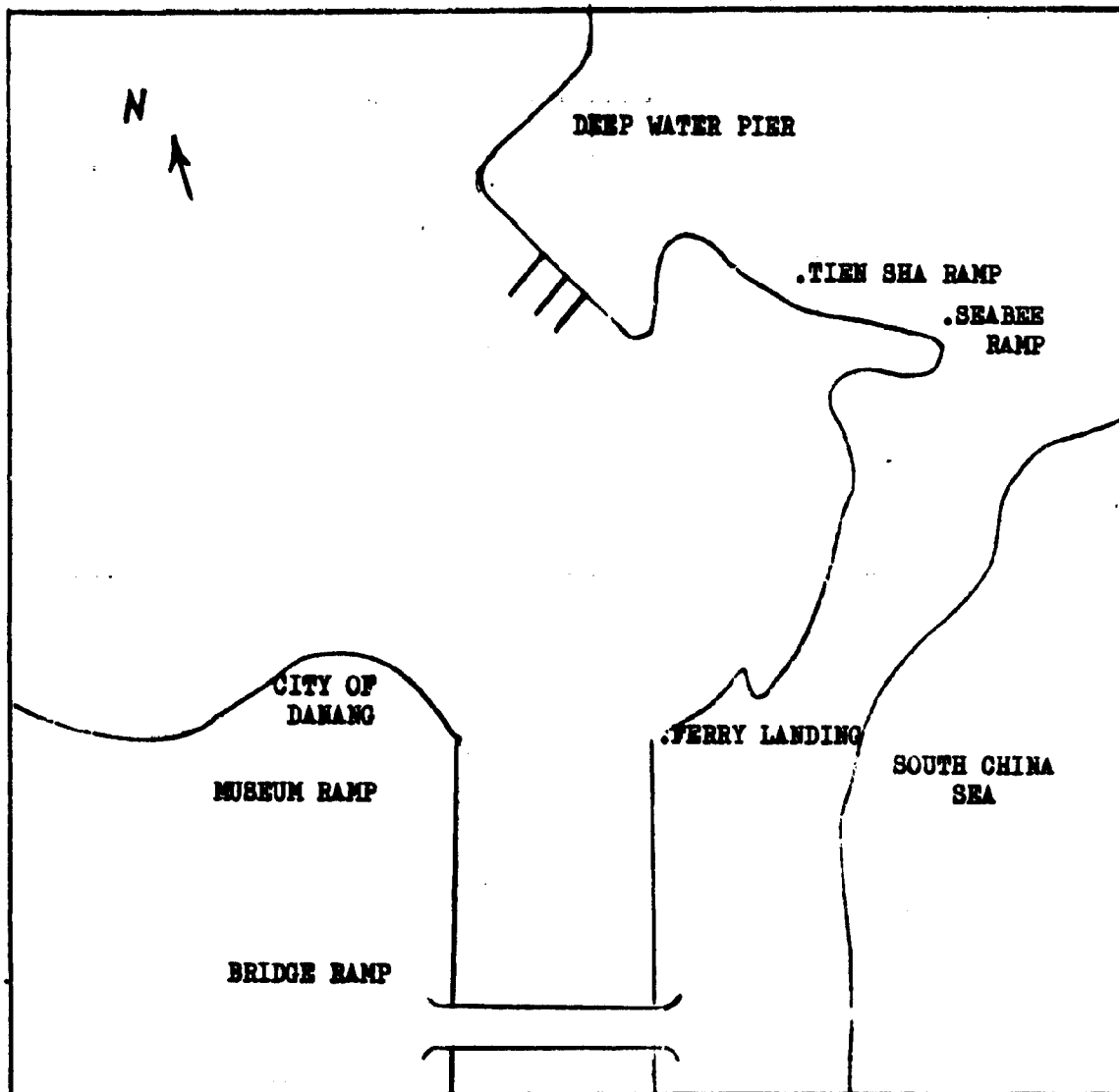
TACTICAL EMERGENCIES (TAC E)	THE HIGHEST PRIORITY. IT IS RESERVED FOR TACTICAL MOVEMENT INTO COMBAT, TO INCLUDE EMERGENCY EVACUATION.
EMERGENCY RESUPPLY (ER)	RESERVED FOR THE RESUPPLY OF PRIMARY MATERIALS ESSENTIAL TO ACCOMPLISH THE OPERATIONAL MISSION OF FORCES IN COMBAT.
COMBAT ESSENTIAL (CE)	THIS PRIORITY IS RESERVED FOR THE UNPLANNED MOVEMENT OF UNITS OR SUPPLIES NOT MEETING THE CRITERIA OF A HIGHER PRIORITY, TO SUPPORT COMBAT OPERATIONS. REQUIRED DELIVERY TIME IS TWELVE HOURS.
PRIORITY I	RESERVED FOR PRIMARY WEAPONS, EQUIPMENT AND SUPPLIES ESSENTIAL TO OPERATIONAL MISSION ACCOMPLISHMENT.
PRIORITY II	RESERVED FOR AUXILIARY EQUIPMENT, SUPPLIES, AND PERSONNEL, THE LACK OF WHICH IMPAIRS PERFORMANCE OF THE OPERATIONAL MISSION.
PRIORITY III	RESERVED FOR ADMINISTRATIVE TROOP MOVEMENT, SUPPLY OF ESSENTIAL MATERIAL FOR ADMINISTRATIVE EQUIPMENT, AND OTHER ROUTING RESUPPLY.
PRIORITY IV	RESERVED FOR ROUTING RESUPPLY.
PRIORITY V	TRAINING FLIGHTS.
PRIORITY VI	SPACE AVAILABLE OR OPPORTUNE LIFT.

APPENDIX C - AIRLIFT PROCEDURESTAB 2 - AIRLIFT CONTROL ORGANIZATION



APPENDIX D - PORT FACILITIES, DANANG, VIET NAM

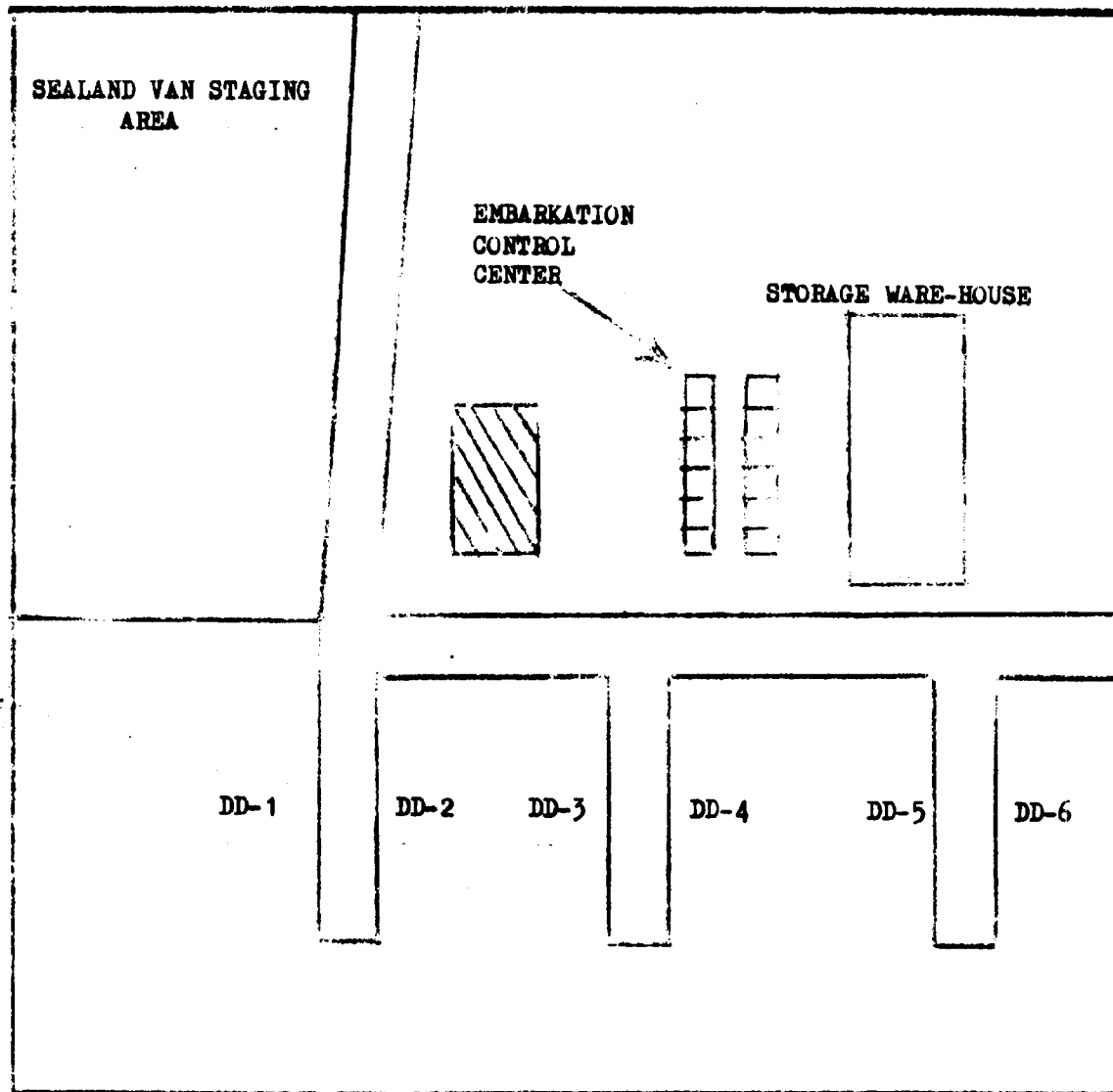
TAB 1 - SKETCH OF ALL EMBARKATION FACILITIES, PORT OF DANANG



D-1-1

APPENDIX D - PORT FACILITIES, DANANG, VIET NAM

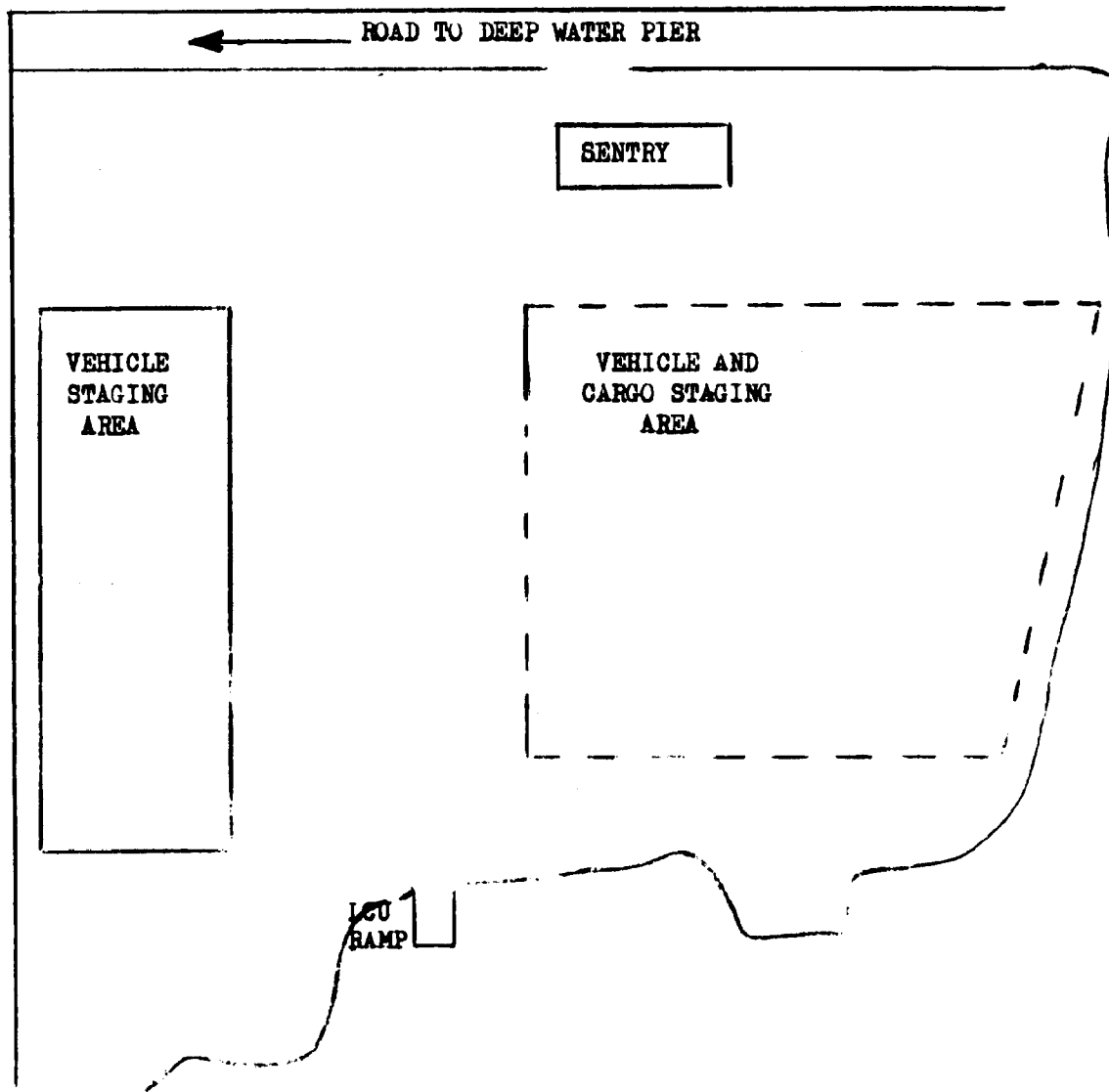
TAB 2 - SKETCH OF DEEP WATER PIER



D-2-1

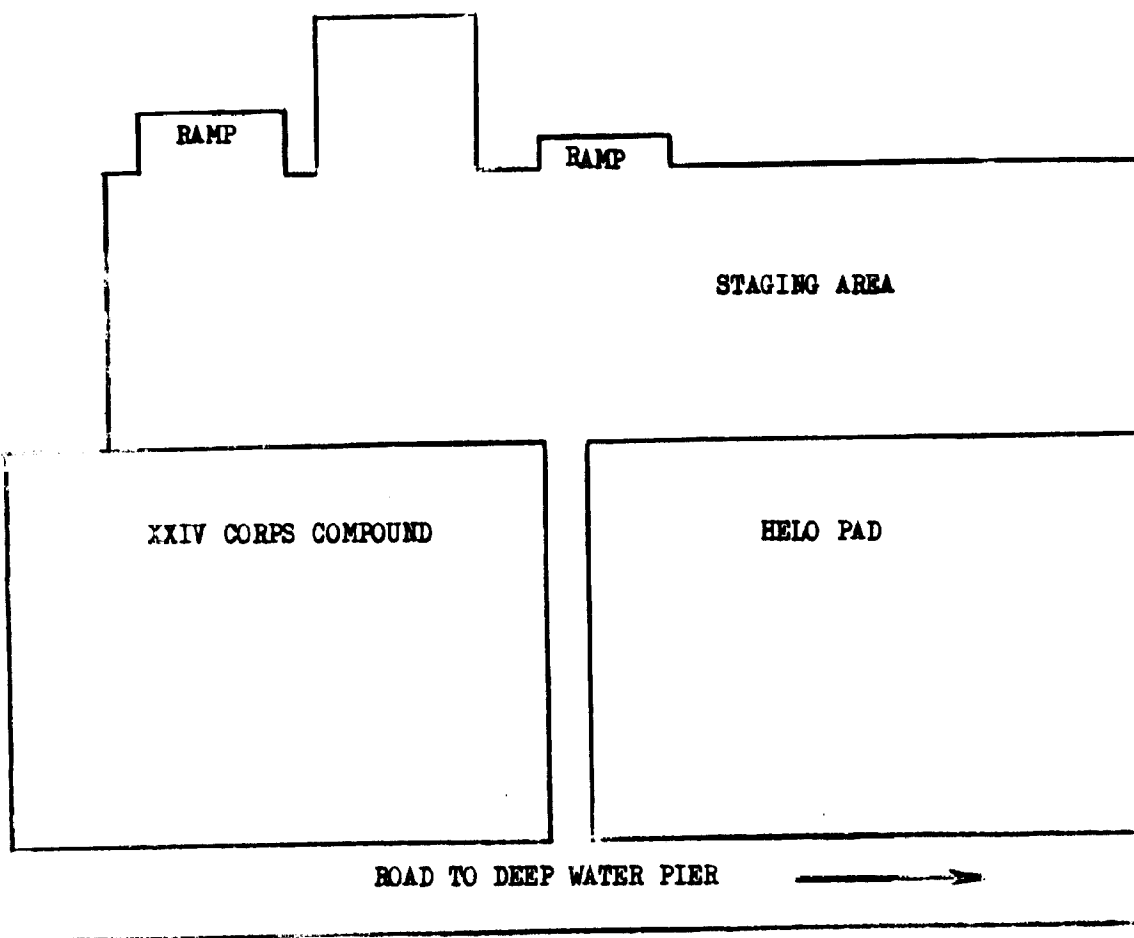
APPENDIX D - PORT FACILITIES, DANANG, VIET NAM

TAB 3 - SKETCH OF SEABEE RAMP



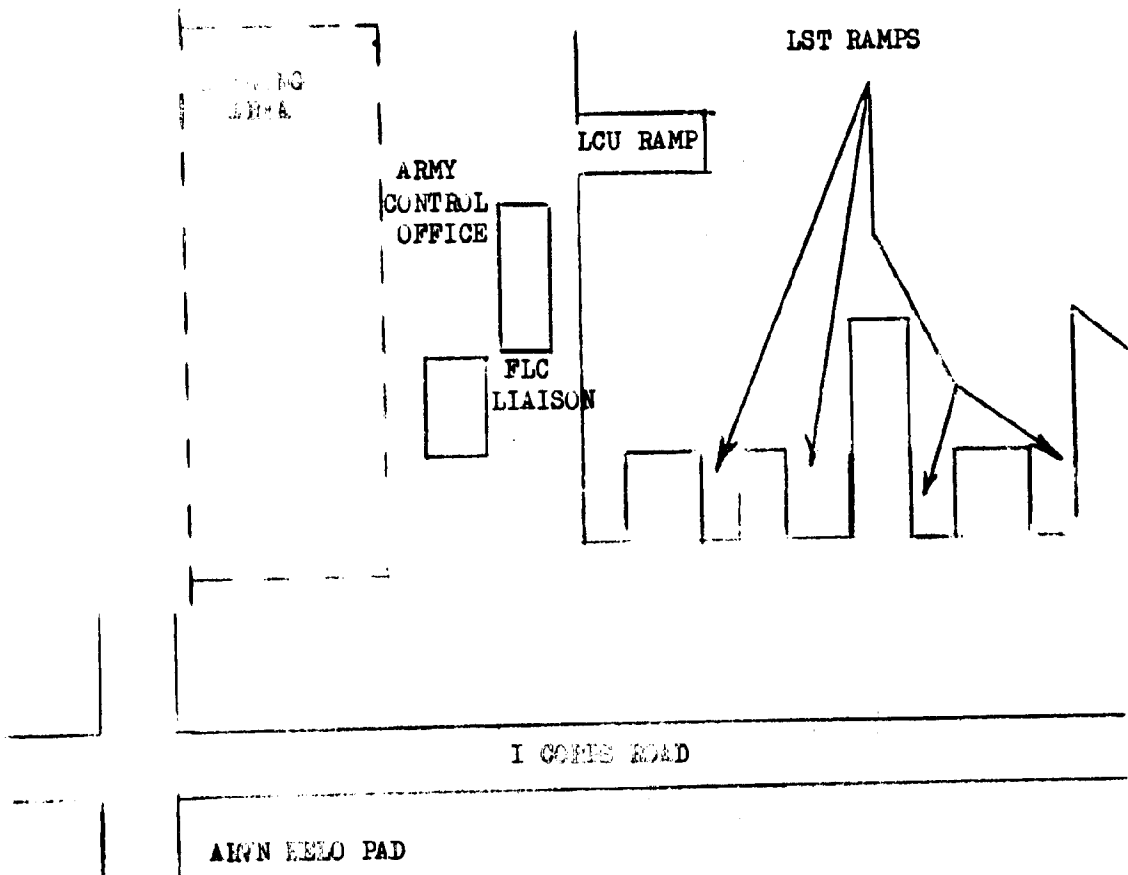
APPENDIX D - PORT FACILITIES, DANANG, VIET NAM

TAB 4 - SKETCH OF FERRY LANDING



APPENDIX D - PORT FACILITIES, DANANG, VIET NAM

TAB 5 - SKETCH OF BRIDGE RAMP



## APPENDIX E - SAMPLE PERSONNEL AND EQUIPMENT REFERENCE LIST

Ref#	Unit or Billet	Pers	Equipment	Total Weight	Drivers and Equipment	Total Weight	Ref#
	A/1/1						
1	1st Sqd <u>1st Plt</u>	14		3360			
2	2nd Sqd	14		3360			
3	Plt Cdr, Mgr, Rad Op	3		720			
4	Corpsman	1		240			
5	1st MG Sec	9	2 M-60 MG	2248			
6	1st Aslt Sqd	7	2 3.5 Rkt Lau	1706			
7	3d Sqd	14		3360			
8	Plt Sgt, Mgr	2		480			
9	1st Sqd, 1st Sec, 106RR	3		720	1Dr; 1LIWC w/106RR Mtd	1540	9-V
10	Plt Guide	1		240			
11	1st Sqd, <u>2nd Plt</u>	14		3360			
12	2nd Sqd	14		3360			
<hr/>							
61	Bn CO, Rad Op Hq/1/1	2	PRC-25	510	1Dr/RadOp; 1AN/MRC-109	3055	61-V
62	SgtMaj	1		240	1Dr; 1Trk <sub>2</sub> T&Trl <sub>1</sub> T	3040	62-V
63	S-3, Op Chf	2		480	1Dr/Clk; 1Trk <sub>2</sub> T&Trl <sub>1</sub> T	3060	63-V
64	Rad Sec, Comm Ctr	4	2 Bxs 2PRC-25	1240			
<hr/>							
184	Plt Cdr, 1st Plt A/1stMT	1		240	1Dr; 1Trk <sub>2</sub> T&Trl <sub>1</sub> T	15780	184-V
					1Dr; 1Trk <sub>2</sub> T&Trl <sub>1</sub> T	15780	185-V
					1Dr; 1Trk <sub>2</sub> T&Trl <sub>1</sub> T	15780	186-V
187	MT Chf	1		240	1Dr/Mech; 1Trk <sub>2</sub> T&Trl <sub>1</sub> T	15780	187-V

APPENDIX F - TACTICAL MARKINGSTAB 1 - ORGANIZATIONAL IDENTIFICATION FOR TACTICAL MARKINGS

## 1. Division Headquarters Units (White):

HQ Co -- H0, Comm Co -- H1, Serv Co, -- H2, MP Co -- H3

## 2. Combat Organizations (Blue):

1st Mar Hq---100  
 1st Mar 1stBn H&S--110 A---111 B---112 C---113 D---114  
 1st Mar 2ndBn H&S--120 E---121 F---122 G---123 H---124  
 1st Mar 3rdBn H&S--130 I---131 K---132 L---133 M---134

5th Mar Hq---500  
 5th Mar 1stBn H&S--510 A---511 B---512 C---513 D---514  
 5th Mar 2ndBn H&S--520 E---521 F---522 G---523 H---524  
 5th Mar 3rdBn H&S--530 I---531 K---532 L---533 M---534

7th Mar Hq---700  
 7th Mar 1stBn H&S--710 A---711 B---712 C---713 D---714  
 7th Mar 2ndBn H&S--720 E---721 F---722 G---723 H---724  
 7th Mar 3rdBn H&S--730 I---731 K---732 L---733 M---734

1st ReconBn H&S---R0 A----R1 B----R2 C----R3 D---R4

## 3. Combat Support Organizations (Red):

11th Mar Hq---100  
 11th Mar 1stBn Hq---110 A---111 B---112 C---113 W---114  
 11th Mar 2ndBn Hq---120 D---121 E---122 F---123 W---124  
 11th Mar 3rdBn Hq---130 G---131 H---132 I---133 W---134  
 11th Mar 4thBn Hq---140 K---141 L---142 M---143

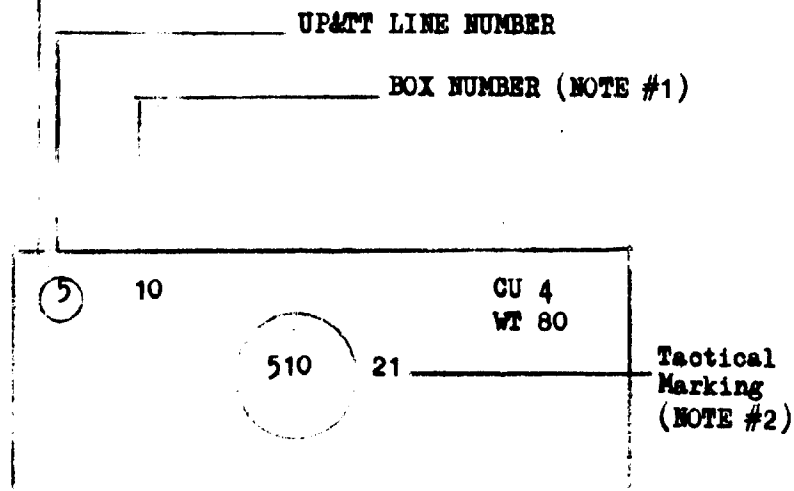
## 4. Combat Service Support Organizations (Yellow):

1st ServBn H&S--S0 Sup--S1 Maint-S2 Trk--S3 (FSA-A2)-S7  
 1st MTBn H&S--T0 A----T1 B-----T2 C----T3  
 1st SPBn H&S--P0 A----P1 B-----P2 C----P3  
 1st EngrBn H&S--E0 A----E1 B-----E2 C----E3 Supt--E4  
 1st MedBn H&S--M0 A----M1 B-----M2 C----M3 D-----M4

APPENDIX F - TACTICAL MARKINGS

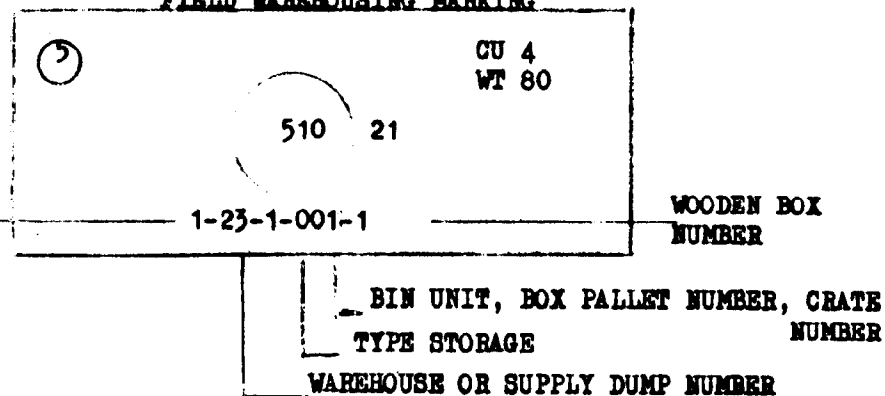
TAB 2 - CONTAINER MARKINGS

STOWAGE DESIGNATOR (WHITE DISC FOR HOLD STOWED CARGO,  
YELLOW FOR TROOP SPACE CARGO)



FIELD WAREHOUSING MARKING

MOUNT OUT  
BLOCK NUMBER/  
LETTER



NOTE #1: If boxes are not marked in accordance with MCO P4450.7, the box number will be shown to the right of the stowage designator.

NOTE #2: The tactical marking illustrated above depicts the following:

5.....5th Marines

0.....H&S Company

1.....1st Battalion

21.....Battalion Supply



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### Examples of MEDS Card Corrections

**NY 1652050012**

000100050000420001

CAN GAS : CAI

2

32/10

[illegible]

(2004-2005)

[illegible]

**N116520500100443**

000101500002000027

## GASMASK

2

47/△ MASK

[illegible]

13.94

FIGURE 2

7

APPENDIX - G - MEDSTAB 2 - UNIT IDENTIFICATION CODES

<u>UIC</u>	<u>ORGANIZATION</u>	<u>UIC</u>	<u>ORGANIZATION</u>
M11002	HQ CO, HQ BN	M11137	CO L, 3RD BN, 1ST MAR
M11003	MP CO, HQ BN	M11138	CO M, 3RD BN, 1ST MAR
M11006	COMM CO, HQ BN	M11154	HQ CO, 5TH MAR
M11007	SERV CO, HQ BN	M11161	H&S CO, 1ST BN, 5TH MAR
M11021	H&S CO, 1ST MED BN	M11163	CO A, 1ST BN, 5TH MAR
M11022	CO A, 1ST MED BN	M11164	CO B, 1ST BN, 5TH MAR
M11023	CO B, 1ST MED BN	M11165	CO C, 1ST BN, 5TH MAR
M11024	CO C, 1ST MED BN	M11166	CO D, 1ST BN, 5TH MAR
M11025	CO D, 1ST MED BN	M11171	H&S CO, 2ND BN, 5TH MAR
M11104	HQ CO, 1ST MAR	M11174	CO E, 2ND BN, 5TH MAR
M11111	H&S CO, 1ST BN, 1ST MAR	M11175	CO F, 2ND BN, 5TH MAR
M11113	CO A, 1ST BN, 1ST MAR	M11176	CO G, 2ND BN, 5TH MAR
M11114	CO B, 1ST BN, 1ST MAR	M11177	CO H, 2ND BN, 5TH MAR
M11115	CO C, 1ST BN, 1ST MAR	M11181	H&S CO, 3RD BN, 5TH MAR
M11116	CO D, 1ST BN, 1ST MAR	M11185	CO I, 3RD BN, 5TH MAR
M11121	H&S CO, 2ND BN, 1ST MAR	M11186	CO K, 3RD BN, 5TH MAR
M11124	CO E, 2ND BN, 1ST MAR	M11187	CO L, 3RD BN, 5TH MAR
M11125	CO F, 2ND BN, 1ST MAR	M11188	CO M, 3RD BN, 5TH MAR
M11126	CO G, 2ND BN, 1ST MAR	M11204	HQ CO, 7TH MAR
M11127	CO H, 2ND BN, 1ST MAR	M11211	H&S CO, 1ST BN, 7TH MAR
M11131	H&S CO, 3RD BN, 1ST MAR	M11213	CO A, 1ST BN, 7TH MAR
M11135	CO I, 3RD BN, 1ST MAR	M11214	CO B, 1ST BN, 7TH MAR
M11136	CO K, 3RD BN, 1ST MAR	M11215	CO C, 1ST BN, 7TH MAR

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<u>UIC</u>	<u>ORGANIZATION</u>	<u>UIC</u>	<u>ORGANIZATION</u>
M11216	CO D, 1ST BN, 7TH MAR	M11335	BTRY I, 3RD BN, 11TH MAR
M11221	H&S CO, 2ND BN, 7TH MAR	M11336	HQ BTRY, 3RD BN, 11TH MAR
M11224	CO E, 2ND BN, 7TH MAR	M11337	MORT BTRY, 3RD BN, 11TH MAR
M11225	CO F, 2ND BN, 7TH MAR	M11343	BTRY K, 4TH BN, 11TH MAR
M11226	CO G, 2ND BN, 7TH MAR	M11344	BTRY L, 4TH BN, 11TH MAR
M11227	CO H, 2ND BN, 7TH MAR	M11345	BTRY M, 4TH BN, 11TH MAR
M11231	H&S CO, 3RD BN, 7TH MAR	M11346	HQ BTRY, 4TH BN, 11TH MAR
M11235	CO I, 3RD BN, 7TH MAR	M11401	H&S CO, 1ST ENGR BN
M11236	CO K, 3RD BN, 7TH MAR	M11403	CO A, 1ST ENGR BN
M11237	CO L, 3RD BN, 7TH MAR	M11404	CO B, 1ST ENGR BN
M11238	CO M, 3RD BN, 7TH MAR	M11405	CO C, 1ST ENGR BN
M11303	HQ BTRY, 11TH MAR	M11407	ENGR SUPT CO, 1ST ENGR BN
M11313	BTRY A, 1ST BN, 11TH MAR	M11551	H&S CO, 1ST SP BN
M11314	BTRY B, 1ST BN, 11TH MAR	M11552	CO A, 1ST SP BN
M11315	BTRY C, 1ST BN, 11TH MAR	M11553	CO B, 1ST SP BN
M11316	HQ BTRY, 1ST BN, 11TH MAR	M11554	CO C, 1ST SP BN
M11317	MORT BTRY, 1ST BN, 11TH MAR	M11651	H&S CO 1ST MT BN
M11323	BTRY D, 2ND BN, 11TH MAR	M11652	CO A, 1ST MT BN
M11324	BTRY E, 2ND BN, 11TH MAR	M11653	CO B, 1ST MT BN
M11325	BTRY F, 2ND BN, 11TH MAR	M11654	CO C, 1ST MT BN
M11326	HQ BTRY, 2ND BN, 11TH MAR	M11661	H&S CO, 1ST SERV BN
M11327	MORT BTRY, 2ND BN, 11TH MAR	M11670	TRK CO, 1ST SERV BN
M11333	BTRY G, 3RD BN, 11TH MAR	M11671	SUP CO, 1ST SERV BN
M11334	BTRY H, 3RD BN, 11TH MAR	M11672	MAINT CO 1ST SERV BN

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<u>VIC</u>	<u>ORGANIZATION</u>	<u>VIC</u>	<u>ORGANIZATION</u>
M11686	DET 1, 1ST SERV BN	M11703	CO B, 1ST RECON BN
M11701	HAS CO, 1ST RECON BN	M11704	CO C, 1ST RECON BN
M11702	CO A, 1ST RECON BN	M11705	CO D, 1ST RECON BN

G-2-3

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## APPENDIX H - EMBARKATION INSPECTION CHECK LIST

Unit Inspected \_\_\_\_\_ Date \_\_\_\_\_

Unit Embarkation Officer \_\_\_\_\_ RTD \_\_\_\_\_

Primary Duty \_\_\_\_\_ Contact Phone # \_\_\_\_\_

Unit Embarkation NCO \_\_\_\_\_ RTD \_\_\_\_\_

School Trained: Officer \_\_\_\_\_ Enlisted \_\_\_\_\_

Division Embarkation Representative(s) \_\_\_\_\_

## 1. GENERAL

## 2. PERSONNEL

YES NO

- a. How many school trained personnel are there in the unit?  
Officer \_\_\_\_\_ Enlisted \_\_\_\_\_
- b. How many of the school trained personnel are involved in  
embarkation matters? Officer \_\_\_\_\_ Enlisted \_\_\_\_\_
- c. Are the Embarkation Officer and Enlisted Assistant  
assigned by written orders? \_\_\_\_\_
- d. Do they have access to the unit's classified files? \_\_\_\_\_
- e. What security classification? Officer \_\_\_\_\_ Enlisted \_\_\_\_\_

## 3. REFERENCE MATERIAL

- a. Does the unit hold and maintain the following reference material?

- |   |       |       |
|---|-------|-------|
| (1) LFM 01 (Doctrine for Amphibious Operations) | _____ | _____ |
| (2) FMFM 4-2 (Embarkation)                      | _____ | _____ |
| (3) MCO P3210.6_                                | _____ | _____ |
| (4) FMFPacO 4600.1_                             | _____ | _____ |
| (5) ForO P4000.5_ (SOP for Logistics)           | _____ | _____ |
| (6) DivO P4600.1_ (SOP for Embarkation)         | _____ | _____ |

	YES	NO
b. Are the above references current?	—	—
c. Does the unit SOP support DivO P4600.1_ (SOP for Embarkation)?	—	—
d. Are the Embarkation Officer and Enlisted Assistant thoroughly familiar with the above reference and the unit's T/E and the use of the TAM?	—	—
4. EMBARKATION DATA		
a. Does the unit hold and maintain a current and correct Unit Cargo Manifest and does it reflect all items held by the unit less vehicles?	—	—
b. Does the manifest furnish a satisfactory description? (i.e. Radio PRC-25)	—	—
c. Does the data on the Unit Cargo Manifest correspond with box markings (UP&TT line number, description, box numbers, cubic feet and weight)?	—	—
d. Does the Unit Cargo Manifest reflect mobile loaded cargo? If so, are vehicle priority numbers or number of boxes by type vehicle listed? (Practice load).	—	—
e. Does the mobile load exceed the capacity of the vehicle? (Weight or cube).	—	—
f. Does the unit hold and maintain a current Vehicle Summary and Priority Table for all vehicular equipment?	—	—
g. Does the VS&PT reflect mobile loads?	—	—
h. Does the VS&PT furnish a satisfactory description? (i.e. Trk M-35 2 $\frac{1}{2}$ T).	—	—
i. Are mobile loads recorded properly on the VS&PT?	—	—
j. Does the unit maintain templates for all line #22 items?	—	—
surface lift 1' - 1/8"	—	—
air lift 1' - 1/4"	—	—
5. SUPPLIES AND EQUIPMENT		
a. Are tactical and content markings in accordance with DivO 4600.1_? (Cargo and Vehicles).	—	—
b. Are sufficient boxes, crates and pallets on hand? (i.e. Standard cargo, water cans, tent poles, mobile loads).	—	—

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	YES	NO
c. Are all boxes, crates and pallets serviceable? (Free of worm holes, dry rot, water damage, vegetation, termites, etc.).	___	___
d. Are all boxes waterproofed as required?	___	___
e. Do crates allow visual inspection?	___	___
f. Are all large boxes required, due to configuration and size of contents? (Over 16 cube).	___	___
g. Are all boxes unitized to the greatest extent practicable? (16 cube or smaller).	___	___
h. Can all unitized cargo be lifted by both forklift and pallet slings?	___	___
i. Are pallet boards prepared and secured properly?	___	___
j. Is 1 1/2" banding or larger used and is there a sufficient quantity of banding material and equipment on hand? (Approximately 60ft. per pallet).	___	___
k. Is banding material used properly, so as to prevent breakage by forklift or pallet slings?	___	___
l. Are lifting fixtures on hand for all vehicles?	___	___
m. Are fording kits on hand for all vehicles?	___	___
n. Are required special slings on hand?	___	___
6. SAFETY		
a. Are all boxes and palletized equipment free of protruding nails and other hazards?	___	___
b. Are all boxes and palletized material so stacked and secured as not to present a hazard?	___	___
7. MISCELLANEOUS		
a. Does the unit schedule periodic instruction on preparation of Unit Cargo Manifests, marking and packaging of supplies?	___	___
b. Does the Commander or Embarkation Officer conduct official periodic inspections to verify the unit's embarkation readiness utilizing a check list, and is a file of these inspections maintained?	___	___
c. Can the Embarkation Officer devote sufficient time to embarkation matters when considering his other primary duties?	___	___

	YES	NO
d. Are sufficient backup personnel being trained?	___	___
(1) Formal School _____		
(2) Classes by Unit Embark Officer and OJT _____		
(3) Classes at Div Embark _____		
e. Does the unit assign the member a MOS 0431 when he is satisfactorily trained?	___	___
8. MEDS CARD # 1 (BILLET DESCRIPTION CARD)		
a. Are correct UIC's being used in CC 1-6?	___	___
b. Does the unit deck and correction file correspond with unit T/O?	___	___
c. Are the following card column fields coded correctly?	___	___
(1) Are CC 07-08 coded with correct UP&TT line numbers?	___	___
(2) Does Material Code CC 09-11 indicate correct rank shown on card?	___	___
(3) Does Analysis Code CC 12 indicate correct personnel group for rank indicated?	___	___
(4) Are correct T/O line numbers shown in CC 13-16?	___	___
(5) Are correct weapons codes shown in CC 17-18?	___	___
(6) Are CC 19, 24 and 72-79 blank?	___	___
9. MEDS CARD # 2 (CARGO AND LOADING ANALYSIS CARD)		
a. Does the unit deck and correction card file correspond with information on UCM?	___	___
b. If a container is packed with more than one type of special coded equipment, has one card # 2 been prepared showing material code <del>001</del> , box number, general description and appropriate weight and cube of container?	___	___
c. Has one card # 2 been prepared for each special coded item within a single container showing material code box number, exact description, USP quantity and no entry for weight or cube?	___	___
d. Has the unit published by order, specific pallet/box number assignments and does it prevent duplication of pallet/box numbers within a single UIC?	___	___



	YES	NO
e. Are the following card column fields coded correctly?		
(1) Are correct UP&TT line numbers being coded in CC 07-08?	—	—
(2) Are correct UIC's being used in CC 1-6?	—	—
(3) Are correct Material Codes being coded in CC 09-11 when compared against description, CC 44-57?	—	—
(4) Are correct Analysis Codes being coded in CC #2 to indicate palletized, outsized, bulk cargo or 55 gallon drums? Codes 0, 1, 2, and 3 respectively?	—	—
(5) Has any outsized cargo been coded on card 2's in lieu of card 3's?	—	—
(6) Are there any unauthorized omissions/duplications of pallet/box number in CC 13-16?	—	—
(7) If unit is required to use field warehousing, are pallet/box numbers being properly coded in CC 13-16?	—	—
(8) Are correct weapons codes for crew-served weapons being coded in CC 17-18?	—	—
(9) Are number of Unit Standard Packages, CC 20-23 and <u>Quantity Per Standard Package</u> , CC 24-27, being used for their intended purpose?	—	—
(10) Has the unit identified mount-out, maintenance float and operating stocks by prefixing in description column, CC 44-57, the appropriate abbreviations, i.e. M/O for mount-out, M/F for maintenance float and O/S for operating stocks, (Applicable only to units authorized to hold 3d and 4th echelon of supplies)? Additionally, has the unit coded CC 64 to indicate supplies as 3d echelon (code 3) or 4th echelon (code 4)?	—	—
(11) Are CC 38-43, and 58-79 blank?	—	—
f. Are card # 2's representing special allowance of supplies authorized by DivO 4441.16_ marked with S/A?	—	—
g. Has the unit accounted for water/gasoline 5 gallon cans rated by unit T/E?	—	—
h. If cans (5 gallon) water/gasoline are filled has the unit prepared cards for the contents showing number of gallons and weight of water/gasoline with no cube?	—	—

	YES	NO
1. Has the unit accounted for each T/E Special Allowance Weapon less individual/vehicle mounted/towed weapons i.e., weapons assigned the following Material Codes: Codes 01 to 11, and 13, 14, 15, 16, 17, 18, 19, 20, 25, 27, 30 and 49?	___	___
10. MEDS CARD # 3 (VEHICLE SUMMARY AND PRIORITY CARD)		
a. Does the unit have one card 3 for each vehicle rated by T/E?	___	___
b. Does the unit have one card 3 for each vehicle authorized by special allowance? (DivO 444.1.16_)	___	___
c. Are the following card fields coded correctly?		
(1) Are correct UIC's being used in CC 1-6?	___	___
(2) Are correct UP&TT line numbers coded in CC 07-08?	___	___
(3) Are correct Material Codes being coded in CC 09-11 when compared against Master Vehicle List?	___	___
(4) Are correct Analysis Codes being coded in CC 12 compared against tonnage of vehicle?	___	___
(5) Are Weapons Codes correct and coded in CC 17-18 when vehicle has mounted/towed weapon?	___	___
(6) Are CC 41-43 and 58-79 blank?	___	___

## 11. PERCENTAGE OF ERROR FOR EACH UIC

Card # 1 Deck

UIC _____	% error _____
UIC _____	% error _____
UIC _____	% error _____
UIC _____	% error _____
UIC _____	% error _____
UIC _____	% error _____

12. Visual comparison between MEDS card 2's and actual supplies and equipment for each UIC of the unit determined the following percentage of error: (10% or less is considered satisfactory).

UIC _____	% error _____
UIC _____	% error _____
UIC _____	% error _____
UIC _____	% error _____
UIC _____	% error _____
UIC _____	% error _____

13. PERCENTAGE OF ERROR FOR EACH UIC

Card # 3 Deck

UIC _____	% error _____
UIC _____	% error _____
UIC _____	% error _____
UIC _____	% error _____
UIC _____	% error _____
UIC _____	% error _____

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

DivBul 5215  
10/JRB/jrb  
18 Mar 1971

DIVISION BULLETIN 5215

From: Commanding General  
To: Distribution List

Subj: Cancellation of 1st Marine Division Directive

1. Purpose. To cancel Division Order 02220.1.
2. Action. Division Order 02220.1 is hereby cancelled.
3. Self-Cancellation. 15 April 1971.

  
D. H. BLANCHARD  
Chief of Staff

DISTRIBUTION: "A", "B", & "E"

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(7)

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

DivO 6710.1  
32/WKZ/dw  
18 Mar 1971

DIVISION ORDER 6710.1

From: Commanding General  
To: Distribution List

Subj: Preventing and Eliminating Drug Abuse

Ref: (a) MCO 6710.1  
(b) ForO 6710.1  
(c) Navy Regs, Art. 1270 (NOTAL)  
(d) MCO P1900.16 MARCORSEPMAN  
(e) MCM 1969 (Rev. Ed.) Chap. XXV (NOTAL)  
(f) CMC Msg 101331Z Oct 70  
(g) DivO 5390.1

Encl: (1) Platoon Leaders Pamphlet - The Drug Problem  
(2) Drug Abuse Incident Report Format  
(3) Drug Abuse Data Report Format

Reports Required: I. Drug Abuse Incident Report (Report Symbol MC-6710.01) para 6.a.  
II. Drug Abuse Data Report (Report Symbol MACV-RCS:6260.3) para 6.b.

1. Purpose. To restate Marine Corps policies, standards and procedures with reference to the instruction of Marines concerning the inherent dangers and consequences involved in the sale, use, or possession of drugs; to establish a program which is aimed at the prevention of drug abuse; and to establish reporting procedures required by references (a) and (b).

2. Cancellation. DivO 1560.2, DivO 6710.2B, DivO 6710.3A.

3. Background

a. Reference (c) prohibits, except for authorized medical purposes, the introduction, possession, or use of any narcotic substance, marijuana or depressant or stimulant drugs on board any ship, craft, aircraft, station, or other place under the jurisdiction of the Department of the Navy; or the possession or use of narcotic substances, marijuana or depressant or stimulant drugs by persons of the Naval Service.

b. Paragraph 6017 of reference (d) provides guidance for the discharge of enlisted personnel by reason of unfitness for those members whose cases involve drug abuse.

(9)

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c. Paragraph 6018 of reference (d), provides guidance for the discharge of enlisted personnel by reason of misconduct for those members convicted by civil authorities for offenses involving moral turpitude.

d. Reference (e), provides for confinement at hard labor for a period not to exceed 10 years, and dishonorable discharge of a person convicted by court-martial for the wrongful use, possession, sale, transfer or introduction of habit forming drugs into a military unit, base, station, post, ship or aircraft.

e. The illegal or improper use of drugs by a member of the Marine Corps may have a seriously damaging effect upon his health and mind, may jeopardize his safety and the safety of his fellow Marines, may lead to criminal prosecution and to discharge under other than honorable conditions, and is totally incompatible with military service. Frequently personnel begin experimenting with these drugs motivated by curiosity and the desire for a "new" experience. Once involved, an individual under the influence of these drugs often loses touch with reality and may exhibit carelessness, impairment of judgment and memory, distortion of sensation and perception, talkativeness, euphoria, irritability, or antisocial behavior. His performance is often so altered that he becomes an undependable and irresponsible person, a security risk, and a threat to the lives of those around him. Every Marine must be made aware of this type of "human booby trap" and an all-out effort must be made to eliminate these human hazards if only as a self-preservation measure.

f. The increasingly large number of military personnel involved in the illegal use of drugs necessitates the requirement for continued positive action on the part of all commanders. References (a) and (b) direct Commanding Generals or Commanding Officers of separate administrative commands of authorized or actual strengths of over 500 Marines to:

(1). Establish a Drug Abuse Control Council.

(2). Organize, on a permanent basis, a Command Drug Abuse Education Contact Team.

4. Policy. It is the policy of the Department of the Navy to prevent and eliminate drug abuse within the Navy and Marine Corps. The Marine Corps acknowledges a particular responsibility for counseling, educating and protecting Marines against drug abuse; and for disciplining those members who use or promote the use of drugs in an illegal or improper manner. A drug abuse control program will be initiated which will determine the extent of the problem and the conditions that contribute thereto, identify the symptoms of drug abuse, and prevent further growth of the problem. Elimination of the problem is the ultimate goal as stated in reference (f).

a. The Platoon Leaders Pamphlet - The Drug Problem. This pamphlet is enclosure (1), and was prepared and published as a guide for troop leaders in the 1st Marine Division. It contains updated, basic information on the

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drug problem and serves as a useful, readily available tool for the troop leader in confronting the drug problem. The pamphlet is to be issued to each junior officer and staff non-commissioned officer upon his arrival. The pamphlet is also identified as enclosure (2) to reference (g). Copies can be obtained from the Office of the Division Inspector.

5. Action

a. Division Drug Abuse Control Council. A Division Drug Abuse Control Council for the 1st Marine Division and administratively attached units is hereby established with the following permanent membership:

Assistant Chief of Staff, G-1 (Chairman)  
Division Inspector (Member)  
Division Staff Judge Advocate (Member)  
Division Surgeon (Member)  
Division Chaplain (Member)  
Division Provost Marshal (Member)  
Officer-in-Charge, Drug Abuse Education Contact Teams

The Chairman of the Council may appoint such additional members to the council as deemed necessary on a temporary basis. The Drug Abuse Control Council will:

(1). Examine all aspects of drug abuse as they exist at or near the commands concerned, and recommend to the Commanding General action to prevent or eliminate problems.

(2). Prepare and keep current the educational program syllabus to be used by the Unit Drug Abuse Education Teams. This syllabus will contain lectures on, but not be limited to the following: Definition and classification of drugs, disciplinary actions and administrative discharges that may result from drug abuse, the physiological and psychological dangers inherent in drug use, the dangers of drug use when related to military responsibilities, and moral implications of drug use. The Division Drug Abuse Control Council will meet once monthly or at the Chairman's call if more frequent meetings are necessary.

b. Division Drug Information Contact Team. A Division Drug Information Contact Team is hereby established, consisting of a Division medical officer, a Division chaplain and Division legal officer. This team will visit units in the Division as requested and conduct drug information seminars for officers and staff non-commissioned officers. These seminars will include, but not be limited to, discussions on attitudinal problems and communicative skills which will aid in understanding the pressures and motives of the young Marine and in communicating with him in a meaningful way. These seminars will also cover methods of recognizing drug offenders, the legal and administrative procedures involved in drug cases, as well as, the latest information on drug abuse patterns, research findings, and current drug literature.

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c. Unit Drug Abuse Education Team. A Drug Abuse Education Team will be organized in each Regimental Headquarters, Battalion, separate Battalion and administratively attached unit within this Division. Recommended membership for this team is as follows:

Unit Executive Officer (Officer-in-Charge)  
Unit Chaplain (Member)  
Unit Medical Officer (Member)  
Unit Sergeant Major (Member)  
Unit Medical Corpsman (Member)

The Unit Drug Abuse Education Team will:

(1). Present an authoritative and professional education program in regard to marijuana, dangerous drugs, and narcotics to all personnel in their units on a continuing basis. This education program will include, but not be limited to, the syllabus prepared by the Division Drug Abuse Control Council and material presented by the Division Drug Information Contact Team.

(2). Act as special advisors to the unit Commanding Officer on matters pertaining to drug abuse.

(3). The Officer-in-Charge of the team will attend all Division Drug Abuse Control Council meetings and will be prepared to furnish information on this team's activities as the Chairman of the Council may require.

d. Unit Drug Information Library. All units down to the company/battery level will establish and maintain a Unit Drug Information Library. Certain source materials for these libraries have already been distributed to the units. Units or individuals who are aware of particularly appropriate material for these libraries are requested to notify the Division Inspector. Unit commanders are responsible for the security and control of material in the Unit Drug Information Library.

e. Platoon Leaders Pamphlet - The Drug Problem. The Assistant Division Commander will give a copy of the Platoon Leaders Pamphlet - The Drug Problem to each incoming junior officer during the company grade officers' briefing. See enclosure (1). The Division Personnel Officer will provide a copy of the pamphlet to all incoming staff non-commissioned officers.

f. Moral Leadership. All chaplains within this command will include as part of their moral leadership lectures the moral aspects of marijuana, dangerous drugs, or narcotic involvement.

g. Discipline. Incidents involving the use, possession, or sale of marijuana, dangerous drugs, or narcotics will be promptly and thoroughly investigated. Prompt and decisive administrative or disciplinary action will be followed by wide dissemination of action taken aimed at discouraging old and new drug abusers.



DivO 6710.1  
18 Mar 1971

h. Denial of Source and Use. Though the complete elimination of drug sources and users is virtually impossible, every possible effort must be made to hamper the activities of the sources and suppliers. Rigid enforcement of off-limit directives and prompt notification of Military Police and other military and civilian law enforcement agencies of any evidence of drug traffic in the civilian community should be carried out in order that appropriate action can be taken to close down these activities. Commanding Officers may authorize periodical, unannounced gate checks, vehicle inspections and surveillance watches of areas where civilian and military personnel come in contact. Spot inspections of living quarters and personal effects may also be conducted.

i. Marijuana Dog Teams. All Division units are strongly encouraged to use marijuana dog teams as part of their drug abuse control program. Information on proper procedures to obtain and use these dogs is available through the Division Criminal Investigation Department.

6. Reports. The following monthly reports are required:

a. The Drug Abuse Incident Report, required by reference (a), will be submitted by each Regiment, separate Battalion and administratively attached unit, to reach this headquarters (Attn: Division Inspector) no later than the second day of the month following the month reported on. This format has been changed and it is imperative that the information be submitted as shown on enclosure (2). Negative reports are required. The Division Inspector will consolidate these reports and forward to Headquarters, Marine Corps (Copy to III MAF and FMFPAC) by the 10th of each month.

b. The Drug Abuse Data Report required by reference (b), will be submitted to III MAF not later than the fifth day of each month for the previous month's incidents. This report will be prepared by the Division Inspector from current CID files and will utilize the format shown on enclosure (3). Negative reports are required.

  
D. H. BLANCHARD  
Chief of Staff

DISTRIBUTION "A" and "B"

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DRUG ABUSE INCIDENT REPORT

2 April 1971

DivO 6710.1  
18 Mar 1971

From: First Battalion, 1st Marines  
 To: Commanding General, 1st Marine Division (-) (Rein): (Attention: Division Inspector)

Name/Rank Service Number	Date of Completion of investigation	Substance involved Drug/Narcotic	Action taken or contemplated
DOE, JOHN O. Cpl 123 45 67	15 Feb 71	Marijuana	Awarded NJP, Fined, Red to LCpl
SMITH, DONALD Q. Pvt 890 12 34	22 Feb 71	Bonatales and Obesitol	Recommended for Special Court-Martial 24 Jan 71
BROWN, ALBERT J. LCpl 567 89 01	Pending	Amphetamine	Pending
GREENS, JOE E. Pvt 234 56 78	27 Feb 71	Heroin and Obesitol	Accepted UD to avoid trial by Special Court-Martial 7 Feb 71

Enter action taken or  
pending for each drug abuse  
incident. Only those entries  
listed below may be  
entered in this column.

None

Pending

Recommended for Admin  
Discharge (Show type and date)

Awarded Admin Discharge  
(Show type and date)

Awarded NJP  
(Show type and date)

Recommended for Special  
Court-martial (Show date)

Awarded Special Court-  
martial (Show date)

Accepted UD to avoid trial  
by Special Court-martial  
(Show date)

Name, Rank, and Service  
Number of Marine involved in  
Drug Abuse Incident

Only three entries can be made here:  
None Required  
Pending  
Day, Month, Year

Enter Drugs(s)/Narcotic(s)/Marijuana  
Involved in each Drug Abuse Incident  
(See Examples)

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DivO 6710.1  
18 Mar 1971

DRUG ABUSE DATA REPORT (For use of this form, see MACV Directive 190-4)													
FROM:				TO:				Reports Control Symbol MACV RCS 6260-3					
								PERIOD COVERED					
SECTION A - DRUG ABUSE OFFENDERS													
Type of Drug	SUBJECT				TOTAL	RACE			RANK				
	USA	USAF	USN	USMC		CAU	NEG	OTHER	E-1/E-5	E-6/E-9	WO	01/03	04/06
Narcotics													
Dangerous Drugs													
Marihuana													
Type of Drug	AGE				TOTAL	REPEATERS							
	18-21	22-25	26-35	Over 35		USA	USAF	USN	USMC	TOTAL			
Narcotics													
Dangerous Drug													
Marihuana													
SECTION B - DISPOSITION OF OFFENDERS													
Component	COURT MARTIALS				ADMINISTRATIVE DISCHARGE			REHABILITATION	NO ACTION TAKEN	OTHER			
	Summary	Special	General	Non-Judicial Punishment	Undesirable	Unsuitable	Other	Program		Specify in Summary			
USA													
USAF													
USN													
USMC													

MACV FORM 101, 8 Dec 70

Page 1 of 3 Pages

ENCLOSURE (3)

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ENCLOSURE (3)

DivO 6710.1  
18 Mar 1971

SECTION D - MISCELLANEOUS	
Marihuana Dogs Narrative Detailing number being utilized, Areas used in and Conclusion/Recommendation as to effectiveness;	
Aerial Marihuana Searches Narrative Detailing Number, Areas Searched, Results of Searches, Conclusions/Recommendations;	
Drug Sources Narrative Providing in-put of component invistigative agency as to known/suspected drug sources and known/suspected distribution points;	
SECTION E - GENERAL COMMENTS	
Name Grade and Title of Person to Contact for Additional Information	Typed Name, Grade and Title of Approving Officer
Telephone Number	Signature

Page 3 of 3 Pages

ENCLOSURE (3)

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

DivBul 3480  
3/SLS/aal  
19 Mar 1971

DIVISION BULLETIN 3480

From: Commanding General  
To: Distribution List

Subj: Lessons Learned

Ref: (a) DivO P3480.1C

Encl: (1) Lessons Learned, Month of February 1971

1. Purpose. To promulgate a compilation of Lessons Learned for the month of February 1971.

2. Information

a. Lessons Learned from operations in the field contain items of information that may prove extremely beneficial to all units of the 1st Marine Division.

b. These lessons will be published as monthly training bulletins.


c. Reference (a) requires the submission of Lessons Learned to this Headquarters (Attn: ACoFS, G-3) by the 4th of each month. The success of this series of bulletins will depend upon the timely submission, the ingenuity, and the resourcefulness of subordinate units.

d. Monthly submissions should be in format of enclosure (1).

e. Lessons Learned are submitted to the Commandant of the Marine Corps by this Headquarters.

3. Action. Commanders will ensure wide dissemination of the information contained in enclosure (1).

4. Self-Cancellation. 30 September 1971.

  
D. H. BLANCHARD  
Chief of Staff

DISTRIBUTION: "A" & "B" plus G-3 (20)

DivBul 3480  
19 Mar 1971

## LESSONS LEARNED

FEBRUARY 1971

1. ITEM: Rifle marksmanship techniques to increase ambush effectiveness (1st Marines)

COMMENT: Contacts with small enemy units at relatively close ranges frequently result in rather large expenditures of ammunition with no appreciable results.

LESSON LEARNED: Each Marine should be assigned responsibility for a sector of fire within the killing zone of the ambush. This assures that fire is dispersed evenly throughout the killing zone. Each Marine should also be cautioned to aim his rifle to preclude shooting over the heads of the target.

2. ITEM: Employment of the Integrated Observation Device in support of ground units (5th Marines)

COMMENT: On a recent operation an IOD team in support of a daytime patrol observed enemy in the vicinity of the patrol. Receiving this information from the IOD team, the patrol was able to engage the enemy and kill several of them.

LESSON LEARNED: When operating in lowlands below IOD sites, a patrol should coordinate with the IOD team prior to leaving and maintain communication with it throughout the patrol in order to effectively use this means of long range observation.

3. ITEM: Use of aerial observers (5th Marines)

COMMENT: Aerial observers have contributed significantly to the successful accomplishment of ground units' missions.

LESSONS LEARNED:

- (a) AO's can orient a unit within its area of operation.
- (b) AO's can spot the enemy and force him to remain stationary as the VC are reluctant to move under an AO's observation.
- (c) When a unit is moving or about to move through thickly vegetated terrain, an AO can be helpful in guiding the unit to the best route.

ENCLOSURE (1)

DivBul 3480  
19 Mar 1971

4. ITEM: Use of smoke grenades to mark helicopter landing zones (1st Reconnaissance Battalion)

COMMENT: 1st Marine Air Wing SOP requires that all non-emergency helicopter landings be a "set down", three-point landing. In mountainous areas peculiar to reconnaissance operations, however, landing zones are often less than adequate and require much skill and experience on the part of the pilot to negotiate the landing. Additionally, all help that the ground unit can give the pilot is important.

LESSON LEARNED: Ground units can aid the pilot not only by clearing the landing zone of obstacles and surprise firing devices but also by determining the best piece of ground within the LZ for the helicopter to set down. This information is particularly important on sloping or rocky terrain. By marking with smoke the point for the wheels to touch and by providing precise instructions, ground units can help to ensure a successful landing.

5. ITEM: Reevaluation of the Integrated Observation Device platform (1st Engineer Battalion)

COMMENT: It has been found that the original design for the platform used atop the IOD towers is unsatisfactory. This design utilized an 8' x 8' platform and does not include provisions for a roof.

LESSON LEARNED: The platform should be 10' x 10' to provide more area to harden the platform and also to allow more room for operation of the IOD. A roof for the platform is necessary because the IOD, an expensive precision instrument, as well as the operator must be protected from the weather.

ENCLOSURE (1)



HEADQUARTERS  
Headquarters Battalion (-) (Reinforced)  
1st Marine Division (-) (Reinforced), FMF  
FPO San Francisco 96602

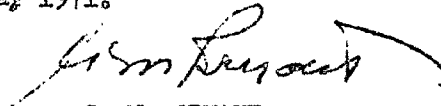
BnBul 1746  
6/CMB/eeg  
21 Mar 1971

BATTALION BULLETIN 1746

From: Commanding Officer  
To: Distribution List

Subj: Sergeant's Area at Enlisted Club

1. Purpose. To provide information and regulations regarding that portion of the Enlisted Club designated as Sergeant's Area.
2. Information. In order to enhance the prestige of the Marine Sergeant, and in recognition of his rank as the senior NCO below the ranks of Staff NCOs, the walled-in area immediately to the left, on entering the club, is hereby designated the Sergeant's Area. The desirability of having such an area for Corporals also is well understood; unfortunately, space considerations preclude the designation of such an area.
3. Action. The following regulations apply:
  - a. Sergeants will normally confine themselves to the Sergeant's Area. However, if a Sergeant is specifically invited to join a table or party in another area of the Club, he may accept the invitation, keeping in mind that he is a guest.
  - b. The Sergeant's Area is normally restricted to those personnel of the rank of Sergeant. However, if a Sergeant desires to invite as his guest a person of lesser rank, the invitation may be accepted. It is expected that such invitations will be the exception rather than the rule.
4. Related Matter. The practice of various sections reserving seats or areas for floor shows at the Enlisted Club shall cease. All seats are on a "first-come, first-served" basis.
5. Self-Cancellation. 1 May 1971.

  
G. M. BRYANT

DISTRIBUTION: "A"

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

DivBul 1610  
5:SPH:gab  
26 Mar 1971

DIVISION BULLETIN 1610

From: Commanding General  
To: Distribution List

Subj: Submission of Fitness Reports by Officers for whom the  
Commanding General is the Reporting Senior

Ref: (a) MCO 1610.7  
(b) DivO P5000.1F  
(c) DivO P5000.2A

1. Purpose. To require submission of subject Fitness Reports.

2. Information

a. Reference (a) contains administrative instructions for the completion of fitness reports.

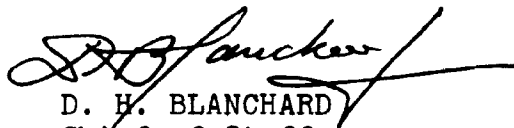
b. Paragraph 108 of reference (b) and paragraph 303.2 of reference (c) lists those officers for whom the Commanding General is the Reporting Senior.

3. Action. All officers for whom the Commanding General is the Reporting Senior, as listed in references (b) and (c), will submit a Fitness Report for marking to this Headquarters (Attn: Staff Secretary) by 3 April 1971. Termination date for reporting period will be left blank.

a. Only Section A of the report will be completed.

b. Two signed originals will be submitted, accompanied by a resume (original only) of significant activity and/or accomplishments of the organization/section during the reporting period.

4. Self-Cancellation. 30 April 1971.

  
D. H. BLANCHARD  
Chief of Staff

DISTRIBUTION: "A" & "B"

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

DivBul 6710  
32/WKZ/dw  
28 Mar 1971

DIVISION BULLETIN 6710

From: Commanding General  
To: Distribution List

Subj: Division Drug Information Contact Team

Ref: (a) DivO 6710.1

1. Purpose. To announce and publicize the establishment and availability of the Division Drug Information Contact Team (DDICT).

2. Background

a. The ever-present drug problem within the Division has prompted the establishment of various programs aimed at informing junior officers and SNCO's on the fundamental facts of drug involvement. When these troop leaders are properly informed, they, in turn, can pass accurate information on to the troops. One of the Division programs is a series of seminars by the DDICT.

b. There has been and is a lack of understanding by troop leaders and troops on drug involvement. For example, recently a number of Marines have received punitive and administrative discharges without having an understanding of the consequences of an administrative discharge.

c. In addition, there are many false ideas and unfounded rumors being circulated among the troops about drugs which have mislead the troops and caused them to err. These false ideas and unfounded rumors must be replaced by facts.

3. Information

a. DDICT has been organized specifically to present seminars to junior officers and SNCO's for the express purpose of imparting information on the drug problem.

b. Several seminars have been conducted as a part of recent junior officers and SNCO's symposia. These seminars were successful and were beneficial to those attending.

c. The composition of DDICT will be as set forth in reference (a). Its members are experienced and knowledgeable in their respective fields and are well qualified.

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DivBul 6710  
28 Mar 1971

d. The DDICT will be scheduled by the Division Inspector's office on a first come/first served basis. Because the members of the team have other primary duties, these seminars can be scheduled only on Tuesdays and Thursdays. The team will normally conduct a seminar for SNCO's in the morning from 0930 to 1130 and one for officers from 1300 to 1530 in the afternoon. No less than 12 nor more than 20 individuals will attend any one seminar.

e. Commands receiving the seminar will provide comfortable, quiet accommodations. Clubs are considered appropriate locations for holding the seminars. Refreshments should be made available to enhance informal atmosphere.

f. The material presented is applicable in Vietnam and the future CONUS environment of the Division.

g. All persons attending will have read the platoon leaders Pamphlet-The Drug Problem prior to the seminar.

4. Action. Unit commanders will continue to schedule these seminars by the DDICT for their units until all junior officers and SNCO's have had an opportunity to attend.

5. Self Cancellation. 31 July 1971.

  
D. H. BLANCHARD  
Chief of Staff

Distribution "A" and "B"

DECLASSIFIED

**SECRET**

## G-3 SECTION

ZNY 88888  
 OP 281217Z FEB 71  
 FM C&FIRST MARDIV  
 TO ZEN/FIRST MARDIV  
 INFO RUMUHFA/CG XXIV CORPS  
 RUMOHMA/CG III MAP  
 RUMUHMA/CG FIRST MAW  
 RUMYALA/CG TWENTY THIRD INF DIV

*Comm  
will  
service*  
 DRAREL/G-3/CLJ

COPY 3 OF 32 COPIES

SECT	ACT	INF	INT
G-3			
A G-3			68
ADMIN O			
OPS O			
PLANS O			
DIC COC			
FSCC			
RCC			
RTD&E			
DIV AIR			
TRNG			
DASC			
REMARKS:			
Xcopy to			

BT  
 S E C R E T //NOJ188// SECTION ONE OF TWO SECTIONS  
 XXIV CORPS/III MAP FOR G-3  
 OPERATION ORDER 1-71 (QUE SON MTN OPNS MAR-APR 71)(8)  
 A. FIRST MARDIV OPO 301-70 (8)  
 B. FIRST MARDIV OP PLAN 183-69(SNF)  
 C. FIRST MARDIV PRAG O 4-71 (8)  
 D. ANNEX A: OPN OVERLAY (ISSUED SEPARATELY) → Attached to Shute  
 E. FIRST MARDIV ADMIN O 301-70 (C)

TIME ZONE: HOTEL  
 TASK ORGANIZATION:

(1) REF A AS MODIFIED BY IMPLEMENTATION OF REF B.  
 1. (8) SITUATION

PAGE TWO RUMULVA2624 S E C R E T

A. ENEMY. THE QUE SON MOUNTAINS HOUSE THE HEADQUARTERS, LOGISTIC AND REAR BASES FOR THE PRINCIPAL ENEMY FORCES WHICH OPERATE IN THE LOWLANDS OF QUANG NAM PROVINCE. LOCATED IN THE MOUNTAINOUS AREAS ARE THE FORWARD HEADQUARTERS FOR FRONT 4, THE POLITICAL COMMITTEE FOR FRONT 4, (QUANG DA SPECIAL ZONE); THE REARBASES OF THE R-20TH BN, THE V-25TH BN, 7-89TH SAPPER BN AND THE SDINF BN. ELEMENTS OF THE 26TH TRANSPORTATION REGIMENT AND THE 180TH TRANSPORTATION BN OPERATE IN THE WESTERN MOUNTAIN AREA AND MAINTAIN MAJOR STORAGE FACILITIES IN THE AREA. RECURRENT INTELLIGENCE REPORTS FOR RECENT ENEMY LOCATIONS.

B. FRIENDLY

(1) SYN FORCES CONTINUE OPERATIONS IN ACCORDANCE WITH CURRENT CAMPAIGN PLANS AND DIRECTIVES.  
 (2) XXIV CORPS CONTINUES OPERATIONS IN ACCORDANCE WITH CURRENT CAMPAIGN PLANS AND DIRECTIVES.  
 (3) III MAP CONTINUES TO SUPPORT COMBAT OPNS.  
 (4) ROKMC BDE CONTINUES OPNS IN ASSIGNED TADR AND AO EXT.  
 (5) FIRST MAW PROVIDES SUPPORT AS REQUESTED.

2. (8) MISSION: FIRST MARINE DIVISION CONTINUES TO REDEPLOY SPECIFIED FORCES; CONTINUES OPERATIONS IN ACCORDANCE WITH CURRENT

PAGE THREE RUMULVA2624 S E C R E T

CAMPAIGN PLANS AND DIRECTIVES. FIRST MARINES ASSUME RESP FOR EX-

PAGE 1 OF 5

**SECRET**

**SECRET**

EXPANDED AO, TO INCLUDE CURRENT FIFTH MARINES AO; COND COMBAT OPNS WITHIN EXPANDED AO; AND PROVIDE FOR CONTINGENCY MISSIONS AS DIRECTED;  
3, (8) EXECUTION

**A. CONCEPTS**

(1) FIRSTMARDIV EXECUTES STANDOWN IN ACCORDANCE WITH REF B.  
FIRST MARINES ASSUMES RESPONSIBILITY FOR EXPANDED AO (ANNEX AOPN OVERLAY); CONTINUES PRESENT MISSION WITHIN CURRENT AO; CONDUCTS COMBAT OPNS IN QUE SON MTNS AND ASSUMES RESPONSIBILITY FOR SECURITY OF THE DIVISION RIDGE AREA; RECONNAISSANCE BN CONT COND RECON ACTS IN QUE SON PPANDAS DIRECTED.

**B. FIRST MARINES**

(1) CONTINUE PRES M8N.  
(2) ON 2 MAR 71 RECON PCN 1 PWD CMD GROUP 1 INF CO FROM 1/5.  
(3) ON 2 MAR 71 ESTABLISH FORWARD COMMANDPOST ON H-510, EMPLOY 2 CO COND COMBAT OPNS VIC H-510.  
(4) ON 2 MAR 71 PROVIDE 1 SECURITY PLT LOC H-381, MAINTAIN SECURITY UNTIL COMPLETION DISMANTLE/VACATE H-381.  
(5) ON 3 MAR REC OP CON 1 INF CO (REIN) FROM 1/5.  
(6) ON 031200H MAR 71 ASSUME RESPONSIBILITY FOR FIFTH MARINES AREA

PAGE FOUR RUMULVA2524 SE C R E T

OF OPNS. PROVIDE SECURITY FOR BALDY COMBAT BASE UNTIL RELIEVED BY ORDER THIS HQ.

(7) ON 23 MAR 71 CHOP 1 PWD CMD GROUP AND 2 INF CO BACK TO 1/5.

(8) ON 241200H MAR ASSUME RESP FOR 1/5 AREA OF OPERATION AND ASSIGNED TASKS.

(9) ON 13 APRIL IN COORD W/CO ELEVENTH MAR VACATE H-510.

(10) ON 13 APRIL RETURN ALL UNITS TO BASES LOCATED WITHIN CURRENT FIRST MARINES AO.

(11) ON 13 APRIL ON ORDER THIS HEADQUARTERS RESP FOR CURRENT FIFTH MARINES AO CEASES.

**C. FIFTH MARINES**

(1) CONTINUE PRES M8N.

(2) ON 1 MAR CHOP 1 CO TO 1/5.

(3) ON 2 MAR, IN COORD W/CO FIRST MAR AND ELEVENTH MAR VACATE H-381. MAINTAIN 1 PLT SECURITY H-381 UNTIL REL BY 1 PLT FROM FIRST MAR ON 2 MAR.

(4) ON 2 MAR IN COORD WITH CO ELEVENTH MAR COMMENCE VACATE/DISMANTLE

(5) ON 031200H MAR 71 PASS RESPONSIBILITY FOR FIFTH MAR AO TO CO FIRST MAR AND COMPLETE STANDOWN ACTIVITIES.

(6) ON 3 MAR VACATE COMBAT BASE BALDY.

PAGE FIVE RUMULVA2524 S E C R E T

H-218

**D. FIRST BATTALION, FIFTH MARINES**

(1) CONT PRES M8N.

(2) ON 1 MAR REC 1 CO CHOP FROM FIFTH MAR.

(3) ON 2 MAR CHOP 1 PWD CMD GRP AND 1 INF CO TO FIRST MAR.

(4) ON 3 MAR CHOP 1 INF CO TO FIRST MAR.

PAGE 2 OF 5

**SECRET**

**SECRET**

- (6) ON 23 MARREC 1 FWD CMD GRP AND 2 INF CO CHOP FROM FIRST MAR.  
 (6) ON 24 MAR COMMENCE STANDDOWN ACTIVITIES.  
 E. ELEVENTH MARINES  
 (1) CONTINUE PRES MSG.  
 (2) ON DATE TBA, PASS OPCON FIRST BN, ELEVENTH MAR TOCG FIRST MARDIV.  
 (3) RELOCATE TWO 155MM HON FROM H-218 TO H-518 CONCURRENT WITH VACATION OF H-381 ON OR ABOUT 4 MAR. RELOCATE 100 FROM H-218 TO H-55.  
 (4) ON 2 MAR IN COORD WITH CO FIFTH MAR VACATE H-381. RELOCATE FOUR 4.2 INCH MORTARS TO BALDY COMBAT BASE.  
 (5) ON 3 MAR BEPREPARED TO DISPLACE PLT 8 INCH HON FROM COMBAT BASE BALDY TO POS TBA.  
 (6) ON 15 MAR VACATE/DISMANTLE HILL 119 AND 250.

PAGE SIX RUMULVA2524 S E C R E T

- (7) ON 28 MAR VACATE/DISMANTLE HILL 425.  
 (8) ON 13 APRIN COORD W/CO FIRST MAR VACATE HILLS 510.  
 F. FIRST RECONNAISSANCE BATTALION (-) (REIN).  
 (1) CONTINUE ASSIGNED MISSIONS.  
 (2) IN COORD WITH FIRST MAR AND ELEVENTH MAR MAINTAIN PLATOON PATROL BASE LOC HILLS 510 UTILIZING A MINIMUM OF 3 TEAMS WITHIN PPS.  
 G. FIRST ENGINEER BATTALION (REIN)  
 (1) CONTINUE PRES MSG.  
 (2) BEPREPARED TO PROVIDE ENGR SPT AS REQ AND AUTH BY THIS HEADQUARTERS AND DISMANTLE OPERATIONS.  
 H. HEADQUARTERS BATTALION (REIN)  
 FIRST MOTOR TRANSPORT BATTALION (-)  
 FIRST MEDICAL BATTALION (-)  
 ELEVENTH MOTOR TRANSPORT BATTALION (-)  
 (1) CONTINUE PRES MSG.  
 (2) BEPREPARED TO REDPLOY ELEMENTS AS DIRECTED BY REF B.  
 I. COORDINATING INSTRUCTIONS  
 FOR ALL:  
 (1) STANDDOWN SCHEDULE CONTAINED REF B.  
 (2) STANDDOWN CONTAINED REF B.  
 BT  
 #2524

PAGE 3 OF 5

**SECRET**

**SECRET**

ZNY SSSSS

O P 281317Z FEB 71

FM CG FIRST MARDIV

TO ZEN/FIRST MARDIV

INFO RUMUHFA/CG XXIV CORPS

RUMOMPA/CG III MAF

RUMUMHA/CG FIRST MAW

RUMUALA/CG TWENTY THIRD INF DIV

BT

S E C R E T // N03120// FINAL SECTION OF TWO SECTIONS

(3) UTILIZE STANDARD CONVOY CONTROL PROCEDURES IAW REF E.

(4) DIRLAUTH ALCON.

(5) SUBMIT REPORTS IAW ANNEX L TO REF B.

(6) SUBORDINATE UNITS WILL ASSUME RESP FOR MISSIONS/TASKS ASSIGNED TO PARENT UNIT ON STANDDOWN OF PARENT UNIT, IE; 1/11 ASSUME RESP LISTED FOR ELEVENTH MAR.

FOR FIRST MAR:

(7) EST LIAISON TEAMS AT MOC BAI, DUY XUYEN AND QUE SON DISTRICT HEADQUARTERS FOR PURPOSE OF FSC/POLITICAL/MILITARY CLEARANCE.

(8) EST FSCC ON X-512. IN COORD WITH FIFTH MAR. ASSUME FSC RESP AT ATIME MUTUALLY AGREED TO BY BOTH CO.

PAGE TWO RUMULVA2525 S E C R E T

4. (S) ADMINISTRATION AND LOGISTICS

A. ADMINISTRATION. IN ACCORDANCE WITH REF E.

(1) FIRST MARINES

(A) ON 23 MAR 71 RELOCATE 2/1 TO HILL 34.

(B) ON OR ABOUT 12 APR 71 TRANSFER HILL 65 TO AN APPROPRIATE AUTHORITY AS DIRECTED BY THIS HEADQUARTERS.

(C) ON 13 APRIL RELOCATE 1/1 TO HILL 34.

(D) ON 13 APRIL TRANSFER HILL 37 TO AN APPROPRIATE AUTHORITY AS DIRECTED BY THIS HEADQUARTERS.

(2) FIFTH MARINES

(A) ON 1 MAR RELOCATE 2/5 REAR TO HILL 34.

(B) ON 3 MAR RELOCATE FIFTH MAR HEADQUARTERS AND 2/5 TO HILL 34.

B. LOGISTICS. IN ACCORDANCE WITH REF E.

(1) FIRST BN, FIFTH MAR WILL PROVIDE ALL LOGISTICAL SUPPORT FOR ITS COMMAND GROUP AND COMPANIES OPCON TO FIRST MARINES.

(2) ELEVENTH MARINES CONDUCT AMMUNITION RESUPPLY FOR ELEMENTS LOCATED IN QUE SON MOUNTAINS DIRECT FROM ASPI.

5. (S) COMMAND AND COMM-ELEC

A. COMMAND: IN ACCORDANCE WITH ANNEX C TO REF B.

(1) FIRST MAR

PAGE 4 OF 5

**SECRET**



**SECRET**

PAGE THREE RUMULVA2525 S E C R E T

(A) ON 2 MAR RELOCATE BN CMD GRP TO HILL 512.

(B) ON 23 MAR RELOCATE 2/1 CP TO HILL 34.

(C) ON 13 APRIL RELOCATE 1/1 CP TO HILL 34.

(2) FIFTH MAR

(A) ON 1 MAR RELOCATE HEADQUARTERS COMPANY (-) TO HILL 34.

(B) ON 3 MAR RELOCATE FIFTH MAR CP AND 2/5 CP TO HILL 34.

B. COMMUNICATIONS: IN ACCORDANCE WITH ANNEX F TO REF B

GP-4

BT

2525

PAGE 5 OF 5

**SECRET**