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HEADQUARTERS  
4th Combined Action Group  
III Marine Amphibious Force  
FPO, San Francisco, 96602

3/RSB/jcc  
5700  
8 December 1969

[REDACTED]  
From: Commanding Officer  
To: Commandant of the Marine Corps  
Via: Commanding General, III Marine Amphibious Force

Subj: Command Chronology for period 1 October 1969 to 31 October 1969

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

Encl: (1) 4th Combined Action Group Command Chronology

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

*J. J. Keenan*  
J. J. KEENAN

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HEADQUARTERS  
4th Combined Action Group  
III Marine Amphibious Force  
FPO, San Francisco, 96602

COMMAND CHRONOLOGY

1 October 1969 - 31 October 1969

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PART I  
ORGANIZATIONAL DATA1. Designation

Commander

Headquarters  
4th Combined Action Group  
III Marine Amphibious Force  
FPO, San Francisco, 96602

LtCol J. J. KEENAN 1-31 October 1969

Subordinate UnitsCACO 4-1  
CACO 4-2  
CACO 4-3Capt. J. D. NIOTIS 1-31 October 1969  
Capt. A. H. HILL 1-31 October 1969  
Capt. A. E. SOMMERS 1-31 October 19692. LocationHeadquarters  
CACO 4-1  
CACO 4-2  
CACO 4-31-31 October 69 Quang Tri Combat Base  
1-31 October 69 Dong Ha District  
1-31 October 69 Hai Lang District  
1-31 October 69 Trieu Phong District3. Staff OfficersGroup Executive Officer  
S-1 Admin Officer  
S-3 Officer  
S-4 OfficerMaj T. F. LEACHER 1-31 October 69  
2nd Lt C. C. BROOKS Jr. 1-31 October 69  
Maj R. S. BURGESS 1-31 October 69  
1st Lt T. O. GOLLSWORTHY 1-31 October 69

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ENCLOSURE (1)

## PART II

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## NARRATIVE SUMMARY

## COMMAND, OPERATIONS AND TRAINING

The month of October was devoted to normal operations in established Tactical Areas of Coordination (TAOCs). There were, however, three CAP relocations effected during the month. The CAPs, all within Trieu Phong District accomplished the mission of upgrading the performance of the PF platoons to a point where the PF platoon could provide the necessary security for the village without assistance. CAPs 4-3-2, 4-3-4 and 4-3-7 were moved approximately eight thousand meters in a southeasterly direction along the outer edge of the pacification envelope.

The new locations are resettlement villages and are occupied by the Vietnamese people who were driven from the area during the VC attacks in 1968 and are now beginning to return to their abandoned homes. The areas, effected by the current monsoon season, are difficult to reach and resettlement has been slow, however, it is expected that the speed in which resettlement is accomplished will accelerate rapidly, as the weather improves and the villagers awareness of the security provided by the CAPs increases.

Liaison with elements of the 1st Brigade 5th Infantry Division (Mechanized) continued as they assumed the responsibilities of the senior American headquarters in Quang Tri Province. Artillery support and reaction force requirements of the Group were made known, and the Commanding General XXIV Corps has tasked the 1st/5th Inf (Mech) with the requirement to provide this support which encompasses all 4th CAG units with the exception of the three CAPs in Long Ha District. These CAPs are located within the Tactical Area of Responsibility (TAOR) of 2nd ARVN Regiment. The reaction force for these CAPs is provided by the Group Headquarters and adjacent CAPs due to the slow reaction time experienced by the 2nd Regiment in the past. Artillery support is provided from the combat bases along Route 1 and is considered to be excellent.

The rainy weather continues to be a major problem for the 4th CAG, as monsoon rains have completely disrupted the lines of communication to some CAPs and severely hampered ground movement to the others. This situation has taxed the already strained motor transport capability of the Group and helicopter support is required in some instances to keep the CAPs resupplied. Paddy areas are constantly flooded, greatly reducing the maneuver area within the TAOCs which is available to the CAPs and detrimentally effects the basic principle of mobility.

The level of Viet Cong activity for the month of October increased slightly over that of September. The enemy concentrated on the acquisition of rice and foodstuffs as the rice harvest moved into full operation. Initial information indicates that the enemy has not been successful in his rice collection efforts. This is primarily due to the high troop density and active patrolling and ambushing within the populated areas of Quang Tri Province.

There were numerous sightings and agent reports of increased enemy activity south of CAP 4-1-1 and 4-1-2 in the Hai Lang jungle area; however, there has been no indication of the reported enemy Winter/Spring offensive to date.

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Night operations continued to dominate the tactical scene during the month. Patrols and ambushes were occasionally interspersed with blocking operations when the CAPs were requested to take part in combined operations. The CAP primarily acts as a blocking force for sweeps conducted by Regional Force Companies. CAP participation in these operations is held to a minimum, however, due to the fact that night operations become less effective when the CAP is required to operate throughout the day.

The P.F. desire for a large command post continues to detract from night activities as personnel shortages limit the number of P.F. soldiers available for patrols and ambushes. The requirement for two P.F. soldiers for every Marine taking part in a tactical activity continues to be enforced throughout the Group.

On the job training of the Popular Force soldiers continues to receive major emphasis. Weapons training to include operation and functioning, care and cleaning, and familiarization firing of the M-16 was constantly stressed. Formal instruction in the form of classes in the areas of intelligence, communications and psychological operations were presented to each CAP during the month.

The Group PSYOPS program continued to complement the tactical situation in Quang Tri. Two operations utilizing the Armed Propaganda Teams (APT's) from Province were conducted in and near the Tactical Areas of Coordination of 4th CAG Combined Action Platoons.

CAPs 4-3-1 and 4-1-3 assisted in an operation with the APT's based on information indicating that the VC in their area desired to Chieu Hoi. The operation conducted in CAP 4-3-4 and 4-3-7's area stressed the theme that the CAPs were there to help and protect the people and the theme that known VC should be persuaded to Chieu Hoi.

Face to face contact with villagers continues to be the most effective method for leaflet and poster distribution. The employment of village and hamlet officials to accompany the PSYOPS patrols assists in establishing an image of governmental involvement in the pacification effort. During the relocation of the CAPs in Trieu Phong District, the District Chief held ceremonies where the new CAP with both the P.F. and Marine element were introduced to the village and hamlet officials and the people of the area. Leaflets explaining the program were distributed which helped establish the initial impression of the government's concern for the safety and well being of the people.

Other themes stressed during the month centered around the Voluntary Information Program, sanitation, and the enhancement of the GVN image.

Results of the PSYOPS effort for the month were:

VIP Payments:	19,150
Total People Effected:	10,341
Total Leaflets Distributed:	9,775
Total Posters Distributed:	2,517
RD Drama Team Employment Hours:	6
RD Drama Team Employment Operations:	3
Total Newspapers Distributed:	8,040
Total MEDCAPs:	304
Number of People Treated:	8,091
Total MEDCAP Hours:	803
Movie Van Operations:	4
Movie Van Employment Hours:	29
Movie Attendance:	3,187

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CACO 4-1 operated in Dong Ha and Mai Linh Districts throughout the month with the Command Post located at the Dong Ha District Headquarters compound. The sub-station at Mai Linh District Headquarters compound continued as a communications link with the CAPs and also provided liaison with the District Senior Advisor. Significant contacts with the enemy during the month include the following events.

141930 Oct 69. While CAP 4-1-1 was establishing a night CP, a Marine sighted four VC. The CAP opened fire and the enemy withdrew. Illumination was fired and a sweep was conducted. One M-16, Serial # 772136, and miscellaneous equipment consisting of four M-26 grenades, one belt suspenders, one M-16 magazine pouch, three M-16 magazines, one cart-ridge belt, one hammock, one shirt, eighteen sand bags, one green towel, and one blanket were captured. An additional search at first light was conducted with negative results.

150110H Oct 69. An ambush from CAP 4-1-5 sighted an unknown size enemy force approximately 100 meters from the ambush site, to the east. The ambush opened fire and the enemy withdrew. A sweep was conducted, finding propaganda leaflets. As the ambush returned to their original position, the VC opened fire from the north with one B-40 and grenades. The ambush returned fire and requested a reaction force from the CP. As the reaction force approached, the VC broke contact and withdrew. An additional sweep was conducted. The contact resulted in one USMC KIA, two USMC WIA(E), one FF WIA(M), and one KCS WIA(E). Five Chicom grenades, two NVA helmets, and numerous propaganda leaflets were found.

160730 Oct 69. A FF on CP security in CAP 4-1-1 fired on suspected movement at 2330. A check of the area revealed nothing; however, while sweeping the area in the morning, a blood trail was discovered. Moving outside the hamlet area, the CAP received approximately thirty AK-47 rounds. CAP returned fire and continued the sweep. One NVA Lieutenant from C-5 Company, K-11 Battalion was wounded in the leg and captured. One AK-47 was captured. The NVA was treated, questioned, and evacuated to sector headquarters. The NVA indicated that he was with two others. The U.S. Army units south of the area conducted additional sweeps, upon request, with negative results.

162250H Oct 69. An ambush from CAP 4-1-1 received thirty rounds of S&F and three grenades from an unknown size enemy force. The ambush returned fire, called illumination, and requested a reaction force. However, the enemy broke contact prior to the reaction force arriving. The area was swept without further incident. One FF was wounded and medevac by vehicle. The area was swept at first light and spent AK-47 cartridges were found in suspected VC locations.

212045H Oct 69. One Marine in the CP of CAP 4-1-1 heard movement and fired five rounds in the direction of the noise. The suspected movement was past the location of a second Marine and the S&F resulted in the wounding of the second Marine. The Marine was evacuated to 3rd Med with wounds in the right leg and arm.

CACO 4-2 continued operations in Hai Lang District with the Company Headquarters located at the District Headquarters compound. Significant contacts with the enemy are as follows:

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Two surprise firing devices exploded 20 to 40 meters in front of a patrol from CAP 4-2-5. The patrol was unable to determine the type of device. One USMC was slightly wounded. A sweep disclosed 2 holes 1-1/2 feet wide and 6 inches deep. An evacuation was not needed due to the nature of the wound. All units were alerted to possibility of command detonated ordnance.

191300H Oct 69. A daylight patrol from CAP 4-2-1 received one round of sniper fire from the north. The CAP leader was wounded in the left leg as the patrol returned small arms fire. A patrol from CAP 4-2-2 reacted to help sweep the area, approximately forty men (Marines, PF and PSDF) conducted the sweep; however, there was no further contact from the enemy. The district was notified and an operation was scheduled for the contact area.

241130H Oct 69. A daylight patrol from CAP 4-2-1 discovered two bunkers. One bunker contained one packet of documents. The bunkers were destroyed and the documents were turned into Hai Lang District Headquarters. The documents consisted of an old record file of VCI in the hamlet of Don Que. All names mentioned were of individuals deceased and the last complete document was dated Aug 1968.

CACO 4-3 continued operations in Trieu Phong District with the Command Post located in the District compound. Significant contacts with the enemy include:

031500H Oct 69. While constructing a fence, the civilians being supervised by a P F in CAP 4-3-1's TAO, were injured by a surprise firing device. The device was located in a stack of concertina wire which was to be used in construction. One Vietnamese girl was killed, one P F and six Vietnamese civilians were wounded. The four wounded civilians were evacuated to 3rd Med. Three other wounded were treated on the spot and released.

050545H Oct 69. A patrol from CAP 4-3-5 staked out the house of the local village chief. While checking positions, the patrol leader observed an M-26 grenade land and roll in the vicinity of the P F positions. He picked up the grenade and threw it from the area. It tumbled approximately sixteen feet and detonated. A search was conducted to determine the source of the grenade with negative results. One USMC and four PF were wounded. A medevac to 3rd Med was required for the Marine and two of the P F.

090950H Oct 69. Six Marines from CAP 4-3-1, while accompanying a three P.F. platoon operation south of their TAO, exchanged SA with three VC. The Marines and P F from CAP 4-3-1 made initial contact and pursued the enemy. Two VC KIA, two AK-47 rifles, and one pack containing medical supplies and documents were captured. No unit identification could be made. The documents contained coded names for VC in Phouc My hamlet YL286575. An operation by the APT was conducted in the area with negative results. There were no friendly casualties.

091230H Oct 69. Reacting to an intelligence report, a patrol from CAP 4-3-2 swept the area where three VC were reported to be hiding. Four bunkers, one of which was wood frame and concrete were discovered

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102210H Oct 69. An unknown size enemy force attacked the bridge on the edge of CAP 4-3-1's TAOC with an estimated two B-40 rockets and SAF. The RF on the bridge returned fire with small arms and 60mm mortars. The CAP was not in the immediate area; however, 4.2 mortar fire was called by 4-3-1 on suspected withdrawal routes. There were negative casualties to the RF and negative damage to the bridge. The CAP conducted a sweep of the area at first light with negative results. An increase in ambushing and patrolling was ordered for the southern portion of the TAOC.

151730H Oct 69. While on a day patrol outside of their TAOC, CAP 4-3-3 discovered the remains of two bodies, both were partially uncovered by recent rains. One was wrapped in orange colored material and the other in blue and white. Both were badly decomposed. The bodies were estimated to be three months old and no identification was possible. Both were approximately 5' 4" in height.

192055H Oct 69. While on a combined operation, the CP of CAP 4-3-3 heard movement and received two enemy grenades. The CP fired small arms and M-79, but the enemy broke contact. Illumination was called and the area swept. One Marine was wounded and evacuated with a concussion. There was no further enemy contact and a search at first light was conducted with negative results.

210001H Oct 69. While on joint operation, the CP of CAP 4-3-3 received two grenades at its perimeter. The CP returned fire, called illumination, and swept the area without further incident. The CP was shifted and the ambushes were alerted to the VC activity in the area.

221100H Oct 69. A patrol from CAP 4-3-1 spotted four unidentified individuals approximately 1000 meters from their position. The patrol swept the area with negative results. While returning from the patrol, one tunnel was discovered at YD 275558. It appeared to have been used within three days. The tunnel was destroyed and the area searched. Dong Ha Combat Base and Quang Tri Combat Base were notified of the sighting.

242205H Oct 69. A patrol from CAP 4-3-5 spotted six VC and opened fire at a range of approximately 150 meters. The VC withdrew without returning fire. The area was swept and the villagers questioned. Two known VC relatives admitted that two VC had hidden in their houses earlier and were armed with AK-47s. No further contact was made with the enemy.

251500H Oct 69. A patrol from CAP 4-3-3 discovered a bunker about 5 feet by 7 feet. The bunker contained miscellaneous clothes, one lamp (oil), six empty bottles, two flashlights. The bunker was destroyed and the equipment confiscated. The patrol continued the search in the general area with negative results.

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PERSONNEL AND ADMINISTRATION

JOINED AND TRANSFERRED During the month of October the following number of personnel were joined and transferred in the four categories listed below:

JOINED

<u>OFF</u>	<u>ENL</u>
0	71

ROTATED CONUS

<u>OFF</u>	<u>ENL</u>
0	39

TRANSFERRED WITHIN WESTPAC COMMAND

<u>OFF</u>	<u>ENL</u>
0	1

TRANSFERRED BY SR W/SK (OUT OF COUNTRY HOSPITALS)

<u>OFF</u>	<u>ENL</u>
0	12

DROPPED LIED (NON-HOSTILE)

<u>OFF</u>	<u>ENL</u>
0	1

CASUALTIES

	<u>KIA</u>	<u>DOW</u>	<u>WIA</u>	<u>WIANE</u>	<u>NEC</u>	<u>WIA/NEC RET TO DUTY</u>
USMC	1	0	5	0	16	14
USN	0	0	0	0	2	1

PROMOTIONS During the month of October the following promotions were effected:

USMC

To LCpl - 28  
 To Cpl - 4  
 To Sgt - 1

REDUCTIONSUSMC

To Pfc - 2

LEGAL The following legal actions were taken during the month of October.

<u>ART 32</u>	<u>INFORMAL INVEST.</u>	<u>NJP</u>	<u>COURTS</u>
0	1	3	0

ADMINISTRATIVE ASSISTANCE

Most of the Marines assigned to the Group S-1 office are relatively inexperienced in handling administrative duties of the Marine Corps. Every effort is being made to develop these Marines to an acceptable level of proficiency.

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ENCLOSURE (1)

SPOT REPORTALPHA - (Unit sending report) 4-3BRAVO - (Where) IN Quang Tri PROVINCE VD 382598 COORD8 KM NE OF Quang Tri CityCHARLIE - (When, DTG incident occurred) 151730H Oct 69DELTA - (Who, What, How) While on a day patrol outside of their TAOC,

~~CAP 4-3-3 discovered the remains of two bodies, both partially uncovered by recent rains. One was wrapped in orange colored material and the other in blue and white. Both were badly decomposed. The bodies were estimated to be three months old and no identification was possible. Both were approximately 5'4" in height.~~

ECHO - (Results) \_\_\_\_\_

FOXTROT - FR/KIA \_\_\_\_\_ GOLF - FR/MIA \_\_\_\_\_ HOTEL - FR/MIA \_\_\_\_\_

INDIA - EN/KIA \_\_\_\_\_ JULIET - EN/CAPTRD \_\_\_\_\_ KILO - EN/SUS \_\_\_\_\_

LIMA - (Weapons Captured) \_\_\_\_\_

MIKE - (Equipment/Documents) \_\_\_\_\_

NOVEMBER - (Command Action Taken) The two bodies were turned over to~~Trieu Phong District and District officials conducted an investigation.~~~~No villagers claimed the bodies and they were buried in the area.~~

OSCAR - (Initial, Intermin, or Final Report) \_\_\_\_\_

SPOT REPORTALPHA - (Unit sending report) 4-1BRAVO - (Where) IN Quang Tri PROVINCE XD 316487 COORD  
5 KM SW OF Quang Tri CityCHARLIE - (When, DTG incident occurred) 160730H Oct 69DELTA - (Who, What, How) A PF on CP security in CAP 4-1-1 fired on  
suspected movement at 2330. A check of the area revealed nothing;  
however, while sweeping the area in the morning, a blood trail was  
discovered. Moving outside the hamlet area, the CAP received approximately  
thirty AK-47 rounds. CAP returned fire and continued the sweep.ECHO - (Results) One NVA Lieutenant from C-5 Company, K-11 Battalion  
was wounded in the leg and captured. One AK-47 was captured.

FOXTROT - FR/KIA \_\_\_\_\_ GOLF - FR/WIA \_\_\_\_\_ HOTEL - FR/MIA \_\_\_\_\_

INDIA - EN/KIA \_\_\_\_\_ JULIET - EN/CAPTRD/ 1 KILO - EN/SUS \_\_\_\_\_LIMA - (Weapons Captured) 1 AK-47MIKE - (Equipment/Documents) 1 NVA ID CardNOVEMBER - (Command Action Taken) The NVA was treated, questioned and  
evacuated to sector headquarters. The NVA indicated that he was with  
two others. The U.S. Army units south of the area conducted additional  
sweeps, upon request, with negative results.

OSCAR - (Initial, Interim, or Final Report) \_\_\_\_\_

SPOT REPORTALPHA - (Unit sending report) 43BRAVO - (Where) IN Quang Tri PROVINCE ID 383584 COORD6 KM NE OF Quang Tri CityCHARLIE - (When, DTG incident occurred) 172145H Oct 69DELTA - (Who, What, How) While on a joint operation, a patrol fromCAF 4-3-3 apprehended an unidentified individual who was outside of  
the hamlet without light.ECHO - (Results) One VCS was detained.

FOXTROT - FR/KIA \_\_\_\_\_ GOLF - FR/WIA \_\_\_\_\_ HOTEL - FR/MIA \_\_\_\_\_

INDIA - EN/KIA \_\_\_\_\_ JULIET - EN/CAPTRD \_\_\_\_\_ KILO - EN/SUS 1

LIMA - (Weapons Captured) \_\_\_\_\_

MIKE - (Equipment/Documents) \_\_\_\_\_

NOVEMBER - (Command Action Taken) One VCS was taken to DistrictHeadquarters for questioning.

OSCAR - (Initial, Intermin, or Final Report) \_\_\_\_\_

SPOT REPORTALPHA - (Unit sending report) 4-2BRAVO - (Where) IN Quang Tri PROVINCE ID 483439 COORD13 KM Southeast OF Quang Tri CityCHARLIE - (When, DTG incident occurred) 011720H Oct 69DELTA - (Who, What, How) Two surprise firing devices exploded 20 to 40 meters in front of a patrol from CAP 4-2-5. The patrol was unable to determine the type of device.ECHO - (Results) 1 USMC slightly wounded. A sweep disclosed 2 holes one and one half feet wide and six inches deep.FOXTROT - FR/KIA \_\_\_\_\_ GOLF - FR/WIA 1 (Minor) HOTEL - FR/MIA \_\_\_\_\_

INDIA - EN/KIA \_\_\_\_\_ JULIET - EN/CAPTRD \_\_\_\_\_ KILO - EN/SUS \_\_\_\_\_

LIMA - (Weapons Captured) \_\_\_\_\_

MIKE - (Equipment/Documents) \_\_\_\_\_

NOVEMBER - (Command Action Taken) Evacuation was not needed due to the nature of the wound. All units were alerted to the possibility of a command detonated ordnance.

OSCAR - (Initial, Intermin, or Final Report) \_\_\_\_\_

Pt IV - a

SPOT REPORTALPHA - (Unit sending report) 4-1BRAVO - (Where) IN Quang Tri PROVINCE VN 224614 COORD2 KM West OF Dong Ha CityCHARLIE - (When, DTG incident occurred) 150210H Oct 69DELTA - (Who, What, How) An ambush from CAP 4-1-5 sighted an unknownsize enemy force approximately 100 meters from the ambush site, to theeast. The ambush opened fire and the enemy withdrew. A sweep was conducted,finding propaganda leaflets. As the ambush returned to their originalposition, the VC opened fire from the north with one B-40 and grenades.The ambush returned fire and requested a reaction force from the CP.As the reaction force approached, the VC broke contact and withdrew.~~CHOC (Results)~~ An additional sweep was conducted.ECHO - ~~(Results) The contact resulted in one USMC KIA, two USMC MIA (E),~~~~one FF MIA(E), one EP MIA(M), and one KCS MIA(E).~~FOXROT - FR/KIA 1 USMC GOLF - FR/MIA 6 2 USMC, 3FF, 1 KCS  
HOTEL - FR/MIA

INDIA - EN/KIA \_\_\_\_\_ JULIET - EN/CAPTD \_\_\_\_\_ KILO - EN/SUS \_\_\_\_\_

LIMA - (Weapons Captured) Five Chicom grenades, two NVA helmets, andMIKE - (Equipment/Documents) ~~numerous propaganda leaflets were found.~~

NOVEMBER - (Command Action Taken) \_\_\_\_\_

OSCAR - (Initial, Intermin, or Final Report) \_\_\_\_\_

HEADQUARTERS  
 4th Combined Action Group  
 III Marine Amphibious Force  
 FPO San Francisco 96602

GroupO Ph400.1  
 11 Sep 1969

GROUP ORDER Ph400.1

From: Commanding Officer  
 To: Distribution List

Subj: Organic Property Control Procedures for Fourth Combined Action Group,  
 III Marine Amphibious Force, Fleet Marine Force, Pacific

Ref: (a) U.S. Navy Ordnance Pamphlet #5  
 (b) MCO Ph400.15  
 (c) FMFPacO 4410.1  
 (d) FMFPacO 4000.2  
 (e) MCO Ph400.16  
 (f) MCO Ph400.19  
 (g) TM 4700-15/1  
 (h) FMFPacBul 4600 dtd 31 Jan 1968  
 (i) MCO Ph450.7A

Encl: (1) Locator Sheet

1. Purpose. To provide and publish organic property control procedures for Fourth Combined Action Group.
2. Action. All Units and sections within this organization will convert to and comply with the procedures promulgated herewith.
3. Effective Date. 11 September 1969
4. Certification. Reviewed and approved this date.

J. J. KEENAN

DISTRIBUTION: "A"  
 Responsible Officers (1)  
 First Combined Action Group (1)  
 Second Combined Action Group (1)  
 Third Combined Action Group (1)

Pt II - c

Group 0 File 00.1  
11 Sep 1969

LOCATOR SHEET

Subj: Organic Property Control Procedures for Fourth Combined Action Group

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

Enclosure (1)



Group 0 PH400.1

11 Sep 1969

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11 Sep 1969

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## CHAPTER I

General

100 Scope. These procedures will provide instructions for the Organic Supply account for Fourth Combined Action Group.

101 Mission.

1. The Supply Section will furnish organic (FMF) supply support to the Group.

102 Organization and Responsibilities. The organization of the Supply Section will be as illustrated by Figure 1, (Appendix A). The responsibilities for supply management are as follows.

1. Supply Officer.

a. The Supply Officer as a special staff officer, is responsible for organic supply functions in the Fourth Combined Action Group. His responsibilities include:

(1) Requisition, receipt, storage, maintenance, issue and recovery of organic supplies and equipment.

(2) Maintenance of organic supply records.

(3) Preparation of correspondence and reports pertaining to supply functions.

(4) Operation of the Group Armory, which includes issue, recovery, and maintenance of weapons.

(5) Handling and storage of ammunition and explosives for organic weapons in accordance with reference (a).

103 Definitions

1. The following definitions of terms are included to ensure complete understanding of the instructions contained herein:

Accountability. An obligation registered with an individual who, in performance of the duties of his official position, designation, or assignment, is required to assume jurisdiction over, and upon proper occasion effect and accounting for, public property committed to his charge by reason of his position, designation, or assignment. Accountability is established upon acceptance by an individual of a position, designation, or assignment involving jurisdiction over public property.

Commanding Officer. For the purpose of these instructions relative to supply operations, the term "Commanding Officer" refers to the Commanding Officer of Fourth Combined Action Group.

Consumable Supplies. Materials which, after issue, are chemically or physically altered with use to the extent that they cannot be economically reused for their original purposes and/or which are not normally returned to a storage, or materials which lose their identity in the process of work or in the rendering of service.

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They include such items as office supplies, POLs, lumber, etc. Consumable supplies are generally expended upon issue.

Expendable Supplies. All consumables, repair parts, and other items of supply having a unit value of \$200 or less, unless designated by the local commander as requiring special control.

Initial Allowance. Authorized, Type I T/E items, Type II non-consumables and dry cell batteries required to initially outfit a Fleet Marine Force unit for combat operations.

Inventory Control Data. Information which is computed after determining that an item of supply will be stocked.

Mount-Out Stocks. That quantity of equipment and supplies which is required to outfit and sustain a Fleet Marine Force unit in an amphibious assault or commitment to combat, for a stated period of combat (normally, 30 days). Class II mount-out material to be held by Fleet Marine Force units is comprised of initial allowances and 30 days of replenishment at the combat active rate established in the Table of Authorized Material.

Nonconsumable Supplies. Material which, after issue, is not chemically or physically altered with use to such an extent that would preclude economical reuse for its original purpose and/or which is normally returned to a storage or industrial activity for repair. Nonconsumable supplies do not lose their identity in the process of work or in the rendering of services. They include such articles as weapons, vehicles, machines, tools, furniture, instruments, etc.

Nonexpendable Supplies. All items of supply, except consumables and repair parts, which have a unit value in excess of \$200. An expendable item, excluding consumables and repair parts designated by the local commander as an item requiring the same control as a nonexpendable item.

Nonrecurring Demands (N). Demands for material which are not repetitive or recurring in nature and, therefore, do not require that the Marine Corps supply system or other governmental supplying activity procure, store, and distribute quantities of the item to meet similar demands in the future.

Organic Property. Supplies and equipment in the custody of a using unit/activity/or organization. It excludes property meeting the criteria for plant property, items held in the Marine Corps distribution system, and property in Fleet Marine Force service units.

Organic Supply Account (OSA). An account that carries organic property, and is administered by a supply/property control officer.

Predicted Combat Usage Date. Recurring demands data subjected to careful command analysis and adjusted as necessary to reflect predicted combat usage. Recurring demand provides the starting base, but must be modified by the degree to which other factors have affected the validity of the data available to the commander.

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Property Control Records. Those records maintained by supply/property control officers to account for nonexpendable and expendable supplies and equipment.

Recurring Demands (R). Demands for material which are expected to recur periodically for an indefinite period and, therefore, require that the Marine Corps supply system or other governmental supplying activity procure, store, and distribute quantities of the item to meet similar demands in the future.

Repair Parts. Individual items which are supplied for the maintenance or repair of equipment: i.e., individual parts, subassemblies, and assembled (components).

Replenishment. End items and repair parts required to keep initial equipment up to desired condition and strength during a specified period of time in a combat situation as well as consumables for which no initial allowances are required or specified. This includes both replacement and consumption type supplies for those items which are worn out, consumed, expended or lost.

Requisition. A formal request for supplies, equipment, or services.

Responsible Officer. An individual appointed in writing by the Commanding Officer to be responsible for all equipment under his cognizance. Any individual, either military or government employee acting in a command or supervisory capacity may be assigned as a Responsible Officer. Such individuals are responsible for all property issued to them, whether for their own use or for the use of those under their control. An officer will be designated as Responsible Officer when possible.

Responsible Officer's account number. A numerical designation assigned to each Responsible Officer for purposes of identification. Account numbers will be assigned by the Group Supply Officer.

Responsible Unit. A unit within a using activity which requires supply support.

Standard Price. The unit price established by the inventory control point having inventory control of the item concerned. Current standard prices are published in the Management Data lists.

Supply Officer. A designated special Staff Officer who performs functions prescribed by the Commander in the area of supply. In the Fleet Marine Force, a supply officer of a unit property account performs the function of stock records management and administration of property control for the unit. In this order all references to the Supply Officer are directed to the Supply Officer, Fourth Combined Action Group.

Unit Property Officer. The Responsible Officer who performs the supply function for a unit which does not have an organic supply account.

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Valid Usage Data. Recurring Demand data that has been carefully analyzed and adjusted, as necessary, to reflect true normal usage. Due consideration must be given to the following factors:

- (1) Unrecorded transactions (scrounging)
- (2) Fiscal restrictions
- (3) Interservice Support
- (4) Failure of using organizations to requisition replenishment for items expended.
- (5) Training cycle peaks and valleys
- (6) Extraordinary losses
- (7) Cannibalization

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## CHAPTER II

Property Control Procedures

200 Concept. The procedures prescribed in this chapter will provide instructions for the effective control of property used by this command.

201 Allowances

1. The following policies are established concerning allowances of material for the Fourth Combined Action Group.

a. Type I

(1) The Supply Officer will maintain on hand equipment authorized in the current tables of equipment for the Fourth Combined Action Group.

(2) Garrison Operating Level. The Fourth Combined Action Group, Supply Officer is also authorized to maintain a garrison operating level of T/E items, where valid usage data dictates.

(3) Individual Clothing. All Marine Corps and Naval enlisted personnel assigned to this unit will be furnished replacement clothing for articles worn out in service on an item(s) for item(s) basis without charge. Item(s) lost or damaged through negligence will be replaced by cash sales. Replacement of individual clothing for officers will be by cash sales.

b. Type II. These items are authorized in the TAM on an "As Required" basis. The Supply Officer will maintain allowances of those items, based on command judgment, which are considered necessary to support possible combat commitments. The Commanding Officer will approve all allowances of Type II items.

(1) Non-Consumables. The Supply Officer will maintain an initial allowance plus 30 days replenishment of these items at the combat active rate. The initial allowances of the items will serve a dual purpose as both mount-out and garrison operating stocks.

(2) Consumables.

(a) Garrison Operating Level. The Supply Officer will maintain a garrison operating level of consumable supplies.

(b) Insurance Item. "Insurance Items" are authorized only when the usage meets the criteria established in reference (b).

c. Dry Cell Batteries. The Supply Officer will maintain an initial allowance of dry cell batteries for T/E equipment in accordance with reference (c).

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(1) Garrison Operating Level. The Supply Officer is authorized a garrison operating level to support T/E equipment based on valid usage data.

d. Blank Forms

(1) Mount-Out. The Supply Officer will maintain a 90 day replenishment of blank forms based on predicted combat usage data.

(2) Garrison Operating Level. The Supply Officer will maintain a garrison operating level of blank forms.

202 Property Control Records. Property control records will be maintained in accordance with the instructions provided in reference (b) as follows:

1. Nonexpendables. The property records to be maintained for this type of material will consist of the following:

- a. Stock record and Inventory Control Card (NAVMC 708-SD)
- b. Custody Receipt Control Record (NAVMC 713-SD)
- c. Equipment Custody Record (NAVMC 10359-SD)
- d. Memorandum Receipt for Individual Weapons and Accessories (NAVMC 10576-SD)
- e. Back Order Record Card (NAVMC 10123-SD)
- f. Subsidiary Records
- g. Vouchers

2. Expendable Supplies. The Supply Officer will maintain Stock Record and Inventory Control Cards (NAVMC 708-SD) for all expendable/consumable supplies obtained, regardless of source of supply or end use.

3. Responsible Officer submitting request for supplies will indicate on the DD Form 1348 whether the items will be required on a recurring (R) or non-recurring (N) basis. The Supply Officer will insure that all requests received from Responsible Officers are properly screened to determine if stockage of supplies is actually required.

4. The Back Order Record Card (NAVMC 10123-SD) will be used as an insert card with the Stock Record and Inventory Control Card (NAVMC 708-SD) to record back orders of material.

5. Controlled Items. Certain expendable items may require the same supply control as applied to nonexpendable items. The Supply Officer, representing the Commanding Officer, will make individual judgement concerning these items.

6. Inventory Control Data. This data will be computed and utilized in accordance with references (b) and (d).

7. Local Stock Numbers. An eleven digit stock number will be assigned locally to all items not having an assigned Federal Stock Number in accordance with reference (b).

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8. Adjustments. Adjustments to property records will be accomplished in accordance with reference (b). The Commanding Officer will approve all adjustments exceeding \$500.00 in total dollar value. The Supply Officer is authorized to approve, by direction, routine adjustments not exceeding \$500 in total dollar value.

9. Equipment Custody Records (NAVMC 10359-SD). The Supply Officer will control property and assign responsibility for nonexpendable items by use of the Equipment Custody Record (NAVMC 10359-SD) as outlined in reference (b). Original Equipment Custody Records will be retained in the office of the Supply Officer.

### 203 General Functions and Responsibilities of Responsible Officers.

1. Care of Government Property. Responsible Officers will provide for the care and safekeeping of all property on charge to them and will use every reasonable precaution to prevent loss of or damage to the property. In discharging the responsibility for care of property, each Responsible Officer shall:

a. Have in his possession, in serviceable condition, such articles of authorized material as are required for the proper performance of the mission assigned, which he will properly maintain, safeguard, and employ.

b. Determine by frequent inspections that all articles of equipment on hand are complete and serviceable.

c. Insure that all officers and enlisted persons under his control are properly instructed in the care, use, and maintenance of public property, and rigidly enforce such instructions. (Note: All manual typewriters will be bolted to an appropriate stand or table).

d. Conduct a physical inventory at least semi-annually and adjust any discrepancies with the Group Supply Officer. Adjustments to be validated within 5 working days of the inventory.

e. Report immediately, in writing, to the Commanding Officer, via the Supply Officer, all cases of loss, damage or destruction of property for which he is responsible. Include a thorough description of the circumstances surrounding the loss, damage or destruction.

f. Report to the Supply Officer any property on hand which is not included on custody receipt. The Supply Officer will determine whether the item is expendable or nonexpendable.

g. Request in writing, disposition instructions from the Supply Officer for any property in excess of authorized allowances, and/or all property which is not required for the performance of the mission assigned.

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h. Upon transfer of property to a successor, conduct a joint inventory of the property with his successor and effect a reconciliation and settlement of the property records. The Responsible Officer being relieved will account for all overages and shortages prior to transferring responsibility for property to his successor.

i. If a Responsible Officer is detailed for duty which temporarily separates him from the property on charge to his account, he will designate in writing another individual to take charge of such property in his absence. Designation of "interim" Responsible Officers will be submitted as shown in Figure 2, (Appendix A) and must be approved by the Commanding Officer.

j. Planning. The Responsible Officer of each unit/section is required to plan for material needs and to submit timely requisitions to the Supply Officer. Emergency requests will be held to a minimum.

k. Stock Levels. Responsible Officers are authorized to maintain expendable supplies on hand in quantities not to exceed 10 days supply.

l. Status Requests. Responsible Officers may direct requests for status on outstanding requisitions to the Supply Officer by memorandum. Status requests should be initiated not less than thirty (30) days from the date of requisitions for routine requisitions or less than ten (10) days for emergency requisitions.

m. Requisition Log. Responsible Officers will maintain a requisition log by request number in the format shown in Figure 3 (Appendix A). This log will provide the Responsible Officer with information for requesting status of outstanding requisitions and will preclude duplication of request numbers. Requests will be numbered consecutively within each fiscal year (EX: 1-70, 2-70, 3-70, 4-70, etc.).

n. When requirements are generated for items of equipment not listed in the tables of equipment under the cognizance of the Fourth Combined Action Group, the Responsible Officer concerned will take the following action:

- (1) Prepare a request to add the required item to the proper table of equipment to the Commanding Officer, Fourth Combined Action Group.
- (2) Prepare the request in the format reflected in Figure 3 of (Appendix A).
- (3) Furnish full justification for establishing a new allowance for the required item.
- (4) Forward the request via the Supply Officer.

#### 204 Requisitioning Procedures for Responsible Officer

1. Responsible Officers will submit all requests for supplies or services in accordance with the procedures established in this paragraph. Those requests which are not properly prepared will be returned to the Appropriate Responsible Officer for correction and resubmission.

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a. Requests for Issue. All requests for issues will be submitted to the Supply Officer on DD Form 1348 as illustrated in Figure 5 (Appendix A).

b. Requests for Repairs. Requests for repairs of T/E Equipment will be submitted on DD Form 1348 as shown in Figure 6 (Appendix A). Requests for repairs of combat essential equipment will be submitted on DD Form 1348 as shown in Figure 7 (Appendix A).

205 Priorities. Two priorities are authorized for use by Responsible Officers. ASAP is not an acceptable priority.

1. Routine. A routine priority will be assigned to a requisition for supplies which are not immediately required.

2. Emergency. An emergency priority will be assigned to requisitions for supplies for which an immediate requirement exists, and without which the unit/section cannot continue to perform its assigned mission. A complete note of justification will accompany all emergency priority.

a. The date the material is required will be included on all emergency requisitions.

b. All emergency requisitions will be approved by the S-4, Executive Officer, or Commanding Officer.

206 Cancellations. Responsible Officers will review outstanding requisitions quarterly and request cancellation of requisitions for supplies no longer required. The Supply Officer will furnish notification of cancellation action by return endorsement to the cancellation requests.

207 Requisition Procedures for Supply Officer. The Supply Officer will requisition supplies and equipment in accordance with instructions contained in current Marine Corps Directives.

1. Sources of Supply. The Supply Officer will procure supplies and equipment from the following sources. These sources are listed in the normal priority of use.

a. MC100 1st Force Service Regiment FLC FMFPac

b. NSA Phu Bai

c. NSA DaNang

2. Priority Designators. The Supply Officer will assign priority designators to requisitions in accordance with reference (e), the Supply Officer is authorized to sign by direction of the Commanding Officer on all requisitions requiring signature, except those with priority designators based on Urgency of Need "A".

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Requisitions with priority designators based on Urgency of Need "A" will be referred to the Executive Officer or Commanding Officer for signature.

3. Reconciliation of Back Orders. During the last two weeks of each quarter the Supply Officer will validate all back ordered Responsible Officers requisitions. Each Responsible Officer will be furnished a copy (or listing) of each requisition pending action by the supply section. Upon receipt of the customer's verification of requirements, the pending requisition file, the Stock Record Cards (NAVMC 708) and the Back Order Cards (NAVMC 10123) will be up-dated.

208 Issue Procedures. Upon receipt of a proper requisition, and after appropriate supply action, the Responsible Officer concerned will be notified of the date and time for pick-up of requested supplies.

1. Issue Document. The document used by Responsible Officers when requesting supplies will also be used as an issue document. Responsible Officers will be furnished a copy of each issue document for retention as proof of receipt and for completion of requisition logs.

2. Authority to Receipt for Property. Responsible Officers may designate other individuals to receipt for property in his name. An Authorization letter in the format shown in Figure 8 (Appendix A) must be submitted to the Supply Officer.

3. Temporary Loans. Responsible Officers, and other individuals requiring supplies or equipment on a temporary basis may submit a request for a temporary loan using DD Form 1348. Temporary loans unless otherwise indicated on the issue document will be for periods not to exceed seventy-two (72) hours. Material must be returned in a clean and serviceable condition.

4. Substitute Items. The supply section will issue substitute items when such items are held in stock and it is considered in the best interest of the Government. If a Responsible Officer has a requirement for which a substitute cannot be accepted, the request involved must bear the following statement: "Do not substitute."

5. Individual Equipment and Organizational Clothing. A central issue point has been established in Group Supply warehouse for the issue of individual equipment and organizational clothing. The Supply Officer will control the issue of these items by individual memorandum receipts.

a. Suitcase Center Folding. The issue, replacement and recovery of the suitcase center folding will be made in accordance with instructions contained in reference (f).

b. Unserviceable Items. Items of individual equipment and organizational clothing which become unserviceable will be returned to the Supply Officer for exchange. The Supply Officer will determine if the unserviceability was caused by normal use.

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c. Missing Items. Each individual will report the loss of any items of individual equipment and organizational clothing to his Company Commander. The Company Commander will determine whether or not the loss involves negligence or fault, and recommend to the Supply Officer either reimbursement or a gratuitous issue. The form illustrated in Figures 9 and 10 (Appendix A) will be used for this purpose.

#### 209 Turn-In Procedures

1. Excess Serviceable Property. Responsible Officers having serviceable government property on hand in excess of the needs of their unit/section will submit a turn-in document using DD Form 1348 as shown in Figure 11 (Appendix A).

2. Unserviceable Property. Responsible Officers having unserviceable government property on hand will submit turn-in documents using DD Form 1348 as shown in Figure 11 (Appendix A). All turn-in documents should include the following statement: "Unserviceable as a result of Normal Use No Negligence or Fault Involved." If a determination is made by the Responsible Officer that the unserviceable condition is the result of negligence or fault on the part of any member of this organization, a separate letter describing the full circumstances involved will be forwarded to the Commanding Officer, via the Supply Officer.

3. Disposition. Upon receipt of a turn-in document, the Supply Officer will provide information concerning the date of actual turn-in, and other appropriate disposition instructions to the Responsible Officer concerned.

#### 210 Missing, Damaged, or Destroyed Government Property

1. Reporting. All cases of missing, damaged or destroyed government property will be reported immediately to the Commanding Officer, via the Supply Officer, describing in detail the circumstances involved.

#### 2. Investigations

a. General. As a matter of policy all government property regardless of cost will be made the subject of an investigation under the following conditions:

- (1) If missing, destroyed or damaged.
- (2) If the cause of such condition is unknown.
- (3) If required to relieve an individual from responsibility or to determine responsibility.

b. Exceptions. Investigative action is not required when in the opinion of the Commanding Officer no culpable negligence or fault is indicated in the loss, damage or destruction of the property involved, or for reasons known to the Commanding Officer, no culpability or responsibility can be determined, and that an investigation under these conditions would constitute an unnecessary administrative burden. Investigative action will not normally be required when an individual accepts responsibility for the loss, damage or destruction of property, and voluntarily offers to reimburse the government. Acceptance of responsibility for the loss, damage or destruction of government property does not relieve the

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the individual from consequences of further action, either administrative or disciplinary on the part of the government.

3. Cash Sales Procedures. When an individual voluntarily consents to replace and item lost, destroyed or damaged, he will purchase a replacement item from the stocks of the Supply Officer. All cash sales will be conducted in accordance with the instructions contained in reference (b).

4. Checkage Sales Procedures. When it becomes necessary to purchase a replacement item or reimburse the government for government property lost, destroyed or damaged and the transaction cannot be handled as a cash sale, the transaction will be handled on a checkages basis. Requests for checkage will be accomplished on a Request for Checkage Form NAVMC 6-SD. Checkages will be held to a minimum.

## 211 Inventory and Inspection

### 1. Inventory

a. A complete physical inventory of all custodial and expendable supply items will be conducted annually by each Responsible Officer as required by reference (b).

b. While the inventory is being conducted all items will be checked for serviceability and completeness.

c. Upon completion of the inventory, the Responsible Officer will reconcile his copy of the equipment custody records with the original records maintained by the Supply Officer. Once equipment custody records are adjusted and/or reconciled, the Responsible Officer will enter the date and the word "Inventory" in the appropriate space of the ECR card. He will sign the ECR's certifying that the inventory was conducted, and that the "balance" is correct.

2. Inspection. The Supply Officer will conduct periodic inspections to determine if the provisions of this order are being complied with by the Responsible Officers, and to offer assistance where needed.

## 212 Relief of Responsible Officers

1. Inventory. The relieving Responsible Officer shall, prior to signing a certificate accepting responsibility for the property, make a careful inventory to ensure that quantities indicated on the custody records are actually present or properly accounted for. Unserviceable or missing property will be handled in accordance with paragraph 209 and 210 of this order. Overages will be reported to the Supply Officer.

2. Certificate of Acceptance. When a Relieving Officer is satisfied that the property reflected on the custody records is physically on hand or properly accounted for, he will prepare and sign, in quadruplicate, one certificate of acceptance.

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This certificate will be submitted to the Commanding Officer in the format shown in Figure 12 (Appendix A). The relief of a Responsible Officer will not be affected until this certificate has been submitted and accepted by the Commanding Officer. The original of the certificate accepting responsibility will be retained by the Commanding Officer; the duplicate will be furnished to the Group Supply Officer; the triplicate to the officer being relieved and the quadruplicate will be retained by the Responsible Officer.

213 Tactical Equipment Records. Reference (g) provides instructions for the preparation, use and disposition of required forms and records of Marine Corps tactical equipment. Included are the following commodity areas; communications and electronics equipment, motor transport equipment, ordnance weapons, ordnance tracked vehicles, engineer equipment and weapon and missile systems. Such instructions apply to all echelons of maintenance as defined in paragraph 4700 of the Marine Corps Manual.

1. The forms and records described in reference (g) are the minimum required for proper operations and maintenance, and their use is mandatory.

2. Responsibilities

a. Responsible Officers will maintain the forms and records required by reference (g) for tactical equipment in their custody.

b. The Supply Officer will maintain the forms and records required by reference (g) for tactical equipment in stock/storage which is not on custody to a Responsible Officer.

3. Inspections. The Commanding Officer or his designated representative will periodically inspect all tactical equipment in the custody of Responsible Officers, in stock and/or storage. Specific emphasis will be placed on forms and records required by reference (g) and 1st echelon maintenance during such inspections.

214 Government Property and Personal Effects when unauthorized absence occurs. Company Commanders and the Supply Officer will be guided by the procedures in paragraph 102921 of reference (f) in the event of unauthorized absences.

215 Embarkation. Instructions for the embarkation of material and maintenance of embarkation records are furnished in reference (h).

216 Warehousing. Warehousing procedures will be in accordance with reference (i).

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## CHAPTER III

Reports Required

300 Reports. The Group Supply Officer will initiate the following listed reports in accordance with the indicated references.

<u>Report Title</u>	<u>Reference</u>	<u>Frequency/Due Date</u>
Controlled Items	MCO P4440.19D	A/R      A/R
Combat Loss Report	ForO 4400.8	Monthly 1st
Available Balance	CG III MAF msg 060348 Nov 68	Monthly 1st
Request for Modification of Allowances	MCO 4015.182A	Semi-Annual 20Jan 20Jul
Special Monthly Assets	MCO P4400.84	Monthly 1st
Weapons Density	ForO 8300.1	Monthly 1st
Monthly Injury/Damage	FMFPacO P5100.3A	Monthly 1st
Captured Enemy Weapons	ForO 3460.4C	Monthly 1st
Monthly Inventory of Conex Boxes	CG III MAF msg 270446 Jan69	Monthly 1st
Logistic Summary	ForO 4000.1F	Monthly 1st

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Group Headquarters Supply Section

Group  
Supply  
Officer

Supply  
Chief

Administration

Property  
Records

Armory

Warehouse

Requisitioning  
and  
Fiscal

Publications  
and  
Research

Organizational Chart for the Supply Section, Group Headquarters

Figure 1

A-1

HEADQUARTERS  
Fourth Combined Action Group  
III Marine Amphibious Force  
FPO San Francisco 96602

\_\_\_\_\_  
(Date)

From: (Name, Rank, Service Number), Account Number \_\_\_\_\_  
To: Commanding Officer, Fourth Combined Action Group

Subj: Assignment of Interim Responsible Officer, request for

Ref: (a) GroupO P4400.1

1. It is requested that ( \_\_\_\_\_ ) be  
appointed as Interim Responsible Officer during my absence from this command,  
from \_\_\_\_\_ through \_\_\_\_\_.

\_\_\_\_\_  
( Responsible Officer's Signature )

-----  
FIRST ENDORSEMENT

From: Commanding Officer  
To: Responsible Officer Account Number \_\_\_\_\_

1. Approved/Disapproved

\_\_\_\_\_  
(Signature)

Copy to: (1) Group Supply Officer  
(2) Interim Responsible Officer

Figure 2

A-2

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REQUISITION LOG

REQUEST NUMBER	DATE	FSN NOMENCLATURE	QTY	PRI	DMR	REMARKS DATE COMPLETED
-------------------	------	------------------	-----	-----	-----	---------------------------

Requisition Log for Responsible Officers

Figure 3

A-3

HEADQUARTERS  
 Fourth Combined Action Group  
 III Marine Amphibious Force  
 FPO San Francisco 96602

(Date)

From: Responsible Officer Account No.  
 To: Commanding Officer, ~~Fourth Combined Action Group~~  
 Via: Group Supply Officer

Subj: Request for Modification of Allowance

Ref: (a) GroupO P4400.1

1. Reference (a) requires that certain information be furnished in the event new requirements are generated for equipment not listed in the Table of Equipment. A requirement for the following item/s has been generated.

<u>T/A NUMBER</u>	<u>STOCK NUMBER</u>	<u>NOMENCLATURE</u>	<u>ALLOWANCE</u>	
			<u>PRESENT</u>	<u>RECOMMENDED</u>

2. The recommended allowance/s listed above is not recommended for a like unit.

3. Justification:

A.

Figure 4

A-4

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DOD SINGLE LINE ITEM ACQUISITION SYSTEM DOCUMENT	DOD ROUTING SLIP	FSC	FILE NUMBER	ADDITIONAL QUANTITY	QUANTITY	DATE	SERIAL	SUPPLEMENTARY ADDRESS	FUND	DISTRIBUTION	PROJECT	PRIORITY	RECEIVED DATE	ADVANCE
SEND TO:	STOCK NUMBER	DOCUMENT NUMBER	REQUISITION IS FROM:	Responsible Officer										
A	SUPPLY OFFICER, 4th CAG	Account Number 1	(Signature)											
B	ROUTINE	EDITING DATA	ISSUE	DOC. IDENT.	ROUTING IDENTIFIER	M	B	C	FSC	STOCK NUMBER	UNIT OF ISSUE	Q	T	Y
C	9 2 4 8	1-70	R	7510-264-4828	EA	0 0 0 0 1	1 AUG 69	REMARKS:	OFFICE SUPPLY SET FIELD 11 Inch	Typewriter TAM Number C5400	1 AUG 69	1 AUG 69	1 AUG 69	1 AUG 69
D	FUND	DISTRIBUTION	PROJECT	PRIORITY	DEL. DATE	DOC. IDENT.	SUPPL. ANL.	DATE	STATUS	G	H	I	J	K
E	ADVISE	RI - TO	67	68	69	70	71	72	73	74	75	76	77	78
F	DOC. IDENT.	STOCK NUMBER	DOCUMENT NUMBER	SUPPLEMENTARY ADDRESS	FUND	DISTRIBUTION	PROJECT	PRIORITY	RECEIVED DATE	ADVANCE	1	2	3	4

Submit in original and three copies with one line item per request

- Block A - Supply Officer 4th CAG
- Block B - Responsible Officer Account Number \_\_\_\_\_ Signature
- Block C - Priority (Routine or Emergency, see para 205)
- Block D
- thru
- F - Issue
- Block 4&5 - Stock Number (If available)
- Block 7 - Unit Of Issue
- Block 8 - Quantity
- Block 11- Julian Date
- Block 12- Responsible Officers Request Number
- Block 13- Code R-Recurring Demands; N-Nonrecurring Demand
- Block L
- thru
- O - Nomenclature/TAM Number/Component of TAM Number/etc.

Note: All other blocks not specified above will be left blank for use by the Supply Officer.

Format for Request for Issue

Figure 5

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FSC	FIIN		ADDT'L	QUANTITY	REQUISITIONER	DATE	SERIAL	FUND	DISTRIBUTION	PROJECT	PRIORITY	REQ. DEL. DATE	ADV. DATE
STOCK NUMBER					DOCUMENT NUMBER								
REQUISITION IS FROM: Responsible Officer													
Supply Officer, 4th CAG													
Account Number _____ (Signature)													
ROUTINE	EDITING DATA		DOC. IDENT.	ROUTING IDENTIFIER	MBS	STOCK NUMBER	UNIT OF ISSUE	QTY					
Repair	1 2 3 4 5 6 44		2	3	4	7420-564-5113	EA	00001					
DOCUMENT NUMBER	SERV. REQUISITIONER	DATE	SERIAL	DEM. AND SERV.	SUPPLEMENTARY ADDRESS	SIG. NO.	REMARKS:						
9248	2-70						TYPEWRITER, Serial No. 456789 TAM No. C5400 Machine will not space. S-1 Office						
FUND	DISTRIBUTION	PROJECT	PRIORITY	REQ. DEL. DATE	STATUS DATA	DOC. IDENT.	SUFF. EST.	MIL. DATE	STATUS				
					1 2 3 4 4 62 63 64 65 66								
ADVICE	RI- TO	67 68 69											
STOCK NUMBER	UNIT OF ISSUE	QUANTITY	DOCUMENT NUMBER	SUPPLEMENTARY ADDRESS	FUND	DISTRIBUTION	PROJECT	PRIORITY	REQ. DEL. DATE	ADV. DATE			

Submit in original and three copies with one line item per request

- Block A - Supply Officer, 4th CAG
- Block B - Responsible Officer, Account Number \_\_\_\_\_ signature
- Block C - Priority (Routine or Emergency, see para 205)
- Block D -  
thru Repair  
F
- Block 4&5 - Stock Number (If available)
- Block 7 - Unit of Issue
- Block 8 - Quantity
- Block 11 - Julian Date
- Block 12 - Responsible Officers request number
- Block L - Nomenclature/Serial No./TAM No./ect  
thru Description of Repairs required.  
O Location of item to be repaired.

Note: All other blocks not specified above will be left blank for use by the Supply Officer.

Format for Request for Repairs

Figure 6

Group O P4400.1  
11 Sep 1969

DOC. IDENT.	ROUT. IDENT.	FSC	FIIN	ADDT'L	QUANTITY	REQUISITIONER	DATE	SERIAL	SUPPLEMENTARY ADDRESS	FUND	DISTRIBUTION	PROJECT	PRIORITY	REQ. DATE	ADV. DATE	
SEND TO:	STOCK NUMBER	REQUISITION IS FROM:	Responsible Officer	Supply Officer, 4th CAG	Account Number 14	(Signature)										
EMERGENCY	EDITING DATA	DOC. IDENT.	ROUTING IDENTIFIER	M & S	STOCK NUMBER	UNIT OF ISSUE										
	DOC. IDENT.	RI - TO	SUP		5930-741-2642	EA	00001									
DOCUMENT NUMBER	SERV. REQUISITIONER	DATE	SERIAL	DEM. AND SERV.	SUPPLEMENTARY ADDRESS	SIG. MAL	REMARKS: REQUEST FOR REPAIRS (COMBAT ESSENTIAL EQUIP) DO NOT SUBSTITUTE									
	9248	4-67					Stop light switch Deadlined Equipment: M38A1 # 123456 DMR 9260 TAM D1160									
ADVISE	RI - TO	67' 68' 69'														
STOCK NUMBER	DOCUMENT NUMBER	SUPPLEMENTARY ADDRESS	FUND	DISTRIBUTION	PROJECT	PRIORITY	REQ. DATE	DEL. DATE	ADVISE							

Submit in original and three copies with one line item per request.

- Block A - Supply Officer, 4th CAG
- Block B - Responsible Officers' Account Number \_\_\_\_\_ Signature
- Block C - Priority (Emergency Only)
- Block 4&5 - Stock Number (if available)
- Block 7 - Unit of Issue
- Block 8 - Quantity
- Block 11 - Julian Date
- Block 12 - Responsible Officers' Request Number
- Block L - REQUEST FOR REPAIRS (COMBAT ESSENTIAL EQUIP) DO NOT SUBSTITUTE thru Nomenclature/Equipment or Vehicle Number on Deadline  
V TAM Number or Major Item/Date Material Required.

Note: All other blocks not specified above will be left blank for use by the Supply Officer.

Format for Request for Combat Essential Equipment Repairs

Figure 7

HEADQUARTERS  
Fourth Combined Action Group  
III Marine Amphibious Force  
FPO San Francisco 96602

(Date)

From: \_\_\_\_\_ Responsible Officer, Account Number \_\_\_\_\_  
To: Supply Officer, Fourth Combined Action Group

Subj: Authorization of Individuals to Receipt for Supplies or Property

1. Effective \_\_\_\_\_, the individual(s) listed below are authorized to receipt for supplies or property in the name of the Responsible Officer, Account Number \_\_\_\_\_.

NAME

RANK

SIGNATURE

Responsible Officer (Rank, Service Number)

Authorization to Receipt for Supplies

Figure 8

A-8

Group0 P4400.1  
 11 Sep 1969

HEADQUARTERS  
 Fourth Combined Action Group  
 III Marine Amphibious Force  
 FPO San Francisco 96602

\_\_\_\_\_  
 (Date)

From:  
 To: Commanding Officer, Fourth Combined Action Group  
 Via: Company Commander, \_\_\_\_\_ Company  
 Subj: Loss or Damage to Government Property; report of  
 Ref: (a) Group0 P4400.1

1. The following list of government property in my custody has been lost and/or damaged.

<u>QUANTITY</u>	<u>NOMENCLATURE</u>	<u>UNIT PRICE</u>	<u>TOTAL PRICE</u>
-----------------	---------------------	-------------------	--------------------

Total Price of Property Lost/Damaged.

2. Statement of Loss/Damage:

a. The loss/damage listed above occurred on (Date) and was reported to \_\_\_\_\_ on (Date).

b. (Individual's statement).

3. I hereby consent to reimburse the government in the sum of \$ \_\_\_\_\_ for the reason indicated above. I understand that I may not administratively be required to reimburse the government for the loss, damage, or destruction of the government property listed hereon. I understand that my consent or refusal to reimburse the government for lost, damaged, or destroyed property in my custody, in no way precludes disciplinary action.

a. I deny responsibility for the loss/damage to the government property listed hereon.

\_\_\_\_\_  
 (Signature)

Format for Report of Loss or Damage to Government Property

Figure 9

A-9

Group 0 P 4400.1

11 Sep 1969

## FIRST ENDORSEMENT

From: Company Commander,  
 To: Commanding Officer, ~~Fourth Combined Action Group~~  
 Via: Supply Officer, ~~Fourth Combined Action Group~~

1. (Company Commanders statement and recommendations).

---

 (Signature)

 -----  
 SECOND ENDORSEMENT

(Date)

From: Supply Officer, ~~Fourth Combined Action Group~~  
 To: Commanding Officer, ~~Fourth Combined Action Group~~

1. Forwarded
2. (Supply Officers comments).

---

 (Signature)

 -----  
 MEMORANDUM ENDORSEMENT

(Date)

From: Commanding Officer, ~~Fourth Combined Action Group~~  
 To:

1. Authority to expend and reissue in kind, without charge, is granted.
2. Your voluntary consent to reimburse the government for the loss, damage or destruction of the property listed hereon, is approved. You will report to the Group Supply Officer for reimbursement purposes and for replacement and/or repair of the property listed hereon.
3. The circumstances contributing to the loss and/or damage of the property listed hereon will become the subject of separate investigative action by this command.

---

 (Signature)

First Endorsement on Format for Report of Loss or Damage to Government Property

Figure 10

A-10



GroupO P4400.1  
11 Sep 1969

HEADQUARTERS  
Fourth Combined Action Group  
III Marine Amphibious Force  
FPO San Francisco 96602

\_\_\_\_\_  
(Date)

From: (Name, Rank, Service Number), Account Number \_\_\_\_\_  
To: Commanding Officer, Fourth Combined Action Group

Subj: Relief of Responsible Officer

Ref: (a) GroupO P4400.1

1. I certify that I have inventoried the property reflected on custody records as on charge to \_\_\_\_\_. I have inventoried quantities on hand against quantities on charge from the Group Supply Officer. I do this date assume responsibilities for the property on charge to this account.

\_\_\_\_\_  
(Responsible Officer Signature)

Copy To:  
Group Supply Officer  
Officer Being Relieved  
Responsible Officer

Certificate of Acceptance

Figure 12

A-12

UNCLASSIFIED

28/srm  
5750/1  
02930

JAN 07 1970

**CONFIDENTIAL**

CONFIDENTIAL (Unclassified upon removal from the basic letter)

SECOND ENDORSEMENT on CO, 4th CAG ltr 3/RSB/jcc over 5700 of 8Dec69

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

Subj: Command Chronology for period 1 October 1969 to 31 October 1969

1. The subject chronology has been reviewed for completeness and is forwarded herewith.

*[Handwritten Signature]*  
R. D. WHITE  
By direction

Copy to:  
CO, 4th CAG

*4th CAG*

UNCLASSIFIED

**CONFIDENTIAL**

CONFIDENTIAL

*Dec 1969*

*F.M.F.P.A.C.*  
CONFIDENTIAL

6912617

3K/lis

5750/1

Per:

0137269

18 DEC 1969

UNCLASSIFIED

CONFIDENTIAL (Unclassified upon removal from the basic letter)

FIRST ENDORSEMENT on CO 4thCAG ltr 3/RSB/jcc over 5700 of 8Dec69

From: Commanding General, III Marine Amphibious Force

To: Commandant of the Marine Corps (Code A03D)

Via: Commanding General, Fleet Marine Force, Pacific

Subj: Command Chronology for period 1 October 1969 to 31 October 1969

1. The subject chronology has been reviewed for completeness and is readdressed and forwarded herewith.

*L.E. Poggemeyer*

L.E. POGGEMEYER

BY DIRECTION

Copy to:  
CO, 4thCAG

UNCLASSIFIED

CONFIDENTIAL

CONFIDENTIAL

SPOT REPORT

ALPHA -- (Unit sending report) 1-2

BRAVO -- (Where) IN Quang Tri PROVINCE YT 426516 COORD  
9 KM 3 OF Quang Tri City

CHARLIE -- (When, DTG incident occurred) 181100H Oct 69

DELTA -- (Who, What, How) a daylight patrol from 630 1-2-3 apprehended  
one VC who possessed an expired I.D. card and was listening to  
radio bands on a Sony radio.

ECHO -- (Results) Upon interrogation at District, it was determined  
that the individual was a draft dodger.

FOXTROT -- FR/KIA \_\_\_\_\_ GOLF -- FR/WIA \_\_\_\_\_ HOTEL -- FR/HIA \_\_\_\_\_

INDIA -- EN/ KIA \_\_\_\_\_ JULIET -- EN/CAPT/D \_\_\_\_\_ KILO -- EN/SUS \_\_\_\_\_

LIMA -- (Weapons Captured) \_\_\_\_\_

MIKE -- (Equipment/Documents) \_\_\_\_\_

NOVEMBER -- (Command Action Taken) The individual was turned over to  
National Police.

OSCAR -- (Initial, Interim, or Final Report) \_\_\_\_\_

## SPOT REPORT

ALPHA - (Unit sending report) L-3BRAVO - (where) IN Quang Tri PROVINCE TD 27650 COORD  
7 Ki IN OF Quang Tri CityCHARLIE - (When, DTG incident occurred) 101700H Oct 69DELTA - (Who, What, How) Reaction on intelligence provided by a VC  
child. a patrol from CAC L-3-1 sighted two VC at a distance in excess  
of 600 meters. The patrol pursued the VC but visual contact was  
broken. A sweep of the area was conducted with negative results.ECHO - (Results) Two VC sighted with negative contact.

FOXTROT - FR/KIA \_\_\_\_\_ GOLF - FR/WIA \_\_\_\_\_ HOTEL - FR/MIA \_\_\_\_\_

INDIA - EN/ KIA \_\_\_\_\_ JULIET - EN/CAPTRD \_\_\_\_\_ KILO - EN/SUS \_\_\_\_\_

LIMA - (Weapons Captured) \_\_\_\_\_

MIKE - (Equipment/Documents) \_\_\_\_\_

NOVEMBER - (Command Action Taken) All units in the area were alerted  
to VC activity.

OSCAR - (Initial, Interim, or Final Report) \_\_\_\_\_

SPOT REPORT

ALPHA - (Unit sending report) 1-3

BRAVO - (Where) IN Quang Tri PROVINCE D 375582 COORD  
6 KM E OF Quang Tri City

CHARLIE - (When, DTG incident occurred) 182201 Oct 69

DELTA --(Who, What, How) A patrol from CAP 1-3-3 sighted one VC at  
approximately 500 meters range. The VC ran to the west. Identification  
was fired but visual contact was lost. The area was patrolled with  
negative results.

ECHO - (Results)

FOXTROT - FR/KIA \_\_\_\_\_ GOLF - FR/WIA \_\_\_\_\_ HOTEL - FR/MIA \_\_\_\_\_

INDIA - EN/ KIA \_\_\_\_\_ JULIET - EN/CAPTURED \_\_\_\_\_ KILO - EN/SUS \_\_\_\_\_

LIMA - (Weapons Captured)

MIKE - (Equipment/Documents)

NOVEMBER - (Command Action Taken)

OSCAR - (Initial, Interim, or Final Report)

## SPOT REPORT

ALPHA - (Unit sending report) 1-1

BRAVO - (Where) IN Quang Tri PROVINCE YD 31477 COORD  
6 KM SE OF Quang Tri City

CHARLIE - (When, DTG incident occurred) 182250Z Oct 69

DELTA - (Who, What, How) An ambush from GPF 4-1-1 received thirty rounds of RF and three grenades from an unknown size enemy force. The ambush returned fire, called illumination, and requested a reaction force. However, the enemy broke contact prior to the reaction force arriving. The area was swept without further incident.

ECHO - (Results) One RF was wounded and mangled by vehicle.

FOXTROT - FR/KIA \_\_\_\_\_ GOLF - FR/WIA 2 HOTEL - FR/MIA \_\_\_\_\_

INDIA - EN/ KIA \_\_\_\_\_ JULIET - EN/CAPTED \_\_\_\_\_ KILO - EN/SUS \_\_\_\_\_

LIMA - (Weapons Captured) \_\_\_\_\_

MIKE - (Equipment/Documents) \_\_\_\_\_

NOVEMBER - (Command Action Taken) The area was swept at first light and empty M-47 cartridges were found in suspected VC locations.

OSCAR - (Initial, Interim, or Final Report) \_\_\_\_\_

SPOT REPORT

ALPHA -- (Unit sending report) 1-2

BRAVO -- (Where) IN Quang Tri PROVINCE RD 179518 COORD  
13 KM 2 OF Quang Tri City

CHARLIE -- (When, DTG incident occurred) 191300H Oct 69

DELTA -- (Who, What, How) A daylight patrol from CAP 1-2-1 received one round of sniper fire from the north. The CAP leader was wounded in the left leg. A patrol returned small arms fire and a patrol from CAP 1-2-2 reacted to help sweep the area. Approximately 10 men (Marines, LF and PAVN) conducted the sweep.

ECHO -- (Results) 1 USMC wounded

FOXTROT -- FR/KIA \_\_\_\_\_ GOLF -- FR/WIA 1 MIA HOTEL -- FR/MIA \_\_\_\_\_

INDIA -- EN/ KIA \_\_\_\_\_ JULIET -- EN/CAPTURED \_\_\_\_\_ KILO -- EN/SUS \_\_\_\_\_

LIMA -- (Weapons Captured) \_\_\_\_\_

MIKE -- (Equipment/Documents) \_\_\_\_\_

NOVEMBER -- (Command Action Taken) There was no further contact from the enemy; however, District was notified and an operation is planned for the contact area.

OSCAR -- (Initial, Interim, or Final Report) \_\_\_\_\_

## SPOT REPORT

ALPHA - (Unit sending report) 1-3BRAVO - (Where) IN Quang Tri PROVINCE YD 366584 COORD  
4 KM SE OF Quang Tri CityCHARLIE - (When, DTG incident occurred) 261515Z Oct 69DELTA - (Who, What, How) A patrol from 401 A-3-3 located a bunker  
(301 x 101) with two fighting holes located nearby.ECHO - (Results) The bunker was destroyed.

FOXTROT - FR/KIA \_\_\_\_\_ GOLF - FR/WIA \_\_\_\_\_ HOTEL - FR/MIA \_\_\_\_\_

INDIA - EN/ KIA \_\_\_\_\_ JULIET - EN/CAPTURED \_\_\_\_\_ KILO - EN/SUS \_\_\_\_\_

LIMA - (Weapons Captured) \_\_\_\_\_

MIKE - (Equipment/Documents) \_\_\_\_\_

NOVEMBER - (Command Action Taken) The area adjacent to the bunker  
was searched with negative results.

OSCAR - (Initial, Interim, or Final Report) \_\_\_\_\_

## SPOT REPORT

ALPHA - (Unit sending report) 4-3

BRAVO - (Where) IN Quang Tri PROVINCE YS 368577 and YS 369578 COORD  
4 KM NS OF Quang Tri City

CHARLIE - (When, DTG incident occurred) 271400H Oct 69

DELTA - (Who, What, How) A patrol from CPT 4-3-3 located six bunkers.  
The bunkers contained empty food cans, empty bottles, and one shirt.  
The bunkers were approximately three months old and had not been used  
recently.

ECHO - (Results) The bunkers were destroyed.

FOXTROT - FR/KIA \_\_\_\_\_ GOLF - FR/WIA \_\_\_\_\_ HOTEL - FR/MIA \_\_\_\_\_

INDIA - EN/ KIA \_\_\_\_\_ JULIET - EN/CAPTD \_\_\_\_\_ KILO - EN/SUS \_\_\_\_\_

LIMA - (Weapons Captured) \_\_\_\_\_

MIKE - (Equipment/Documents) empty food cans, empty bottles, 1 shirt

NOVEMBER - (Command Action Taken) \_\_\_\_\_

OSCAR - (Initial, Interim, or Final Report) \_\_\_\_\_

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282045H Oct 69. An ambush from CAP 4-1-1, while moving to an ambush site, opened fire on two VC. The VC withdrew without returning fire. The ambush swept the area with negative results.

300520H Oct 69. While a FF was on watch in the perineter of CAP 4-1-2 CP, he heard movement and fired. There was no return fire. An illumination mission was called and the area swept. One male civilian, Nguyen Lan, 40 years, ID # 005212, was found KIA with gunshot wounds. CAP Marines were not involved and the body was turned over to the family.

312315H Oct 69. An ambush from CAP 4-3-3 received one grenade from an unconfirmed direction. No movement was noticed. The ambush searched the area under responsive illumination without further incident.

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SPOT REPORT

ALPHA - (Unit sending report) 1-3

BRAVO - (Where) IN Chang Tri PROVINCE Overlay as <sup>approved</sup> <sub>COORD</sub>  
KM OF Chang Tri City

CHARLIE - (When, DTG incident occurred) 251600Z Oct 69

DELTA - (Who, What, How) Cap 1-3-4 was inserted into a new P.O. and  
normal operations were resumed.

ECHO - (Results)

FOXTROT - FR/KIA \_\_\_\_\_ GOLF - FR/WIA \_\_\_\_\_ HOTEL - FR/MIA \_\_\_\_\_

INDIA - EN/ KIA \_\_\_\_\_ JULIET - EN/CAPTD \_\_\_\_\_ KILO - EN/SUS \_\_\_\_\_

LIMA - (Weapons Captured) \_\_\_\_\_

MIKE - (Equipment/Documents) \_\_\_\_\_

NOVEMBER - (Command Action Taken) \_\_\_\_\_

OSCAR - (Initial, Interim, or Final Report) \_\_\_\_\_

SPOT REPORT

ALPHA - (Unit sending report) 4-1

BRAVO - (Where) IN Quang Tri PROVINCE YO 312475 COORD  
6 KM S OF Quang Tri City

CHARLIE - (When, DTG incident occurred) 252315Z Oct 69

DELTA - (Who, What, How) A CP security of CAP 4-1-2 sighted two VC  
approximately 100 meters from the CP moving between buildings. CAP  
initiated fire and the VC fled to the southeast without returning fire.

ECHO - (Results)

FOXTROT - FR/KIA \_\_\_\_\_ GOLF - FR/WIA \_\_\_\_\_ HOTEL - FR/MIA \_\_\_\_\_

INDIA - EN/ KIA \_\_\_\_\_ JULIET - EN/CAFTD \_\_\_\_\_ KILO - EN/SUS \_\_\_\_\_

LIMA - (Weapons Captured)

MIKE - (Equipment/Documents)

NOVEMBER - (Command Action Taken) A sweep of the area was conducted  
but no further contact with the enemy was established.

OSCAR - (Initial, Interim, or Final Report)

## SPOT REPORT

ALPHA - (Unit sending report) 4th CABBRAVO - (Where) IN Quang Tri PROVINCE XD 255598 COORD  
2 KM SE OF Dong Ha CityCHARLIE - (When, DTG incident occurred) 260435Z Oct 69DELTA - (Who, What, How) A 6x6 truck from 4th CAB Headquarters, while driving to Dong Ha Combat Base for ration resupply, received approximately 12 rounds of unknown caliber SA-7. The assistant driver returned fire and the vehicle proceeded without damage or injury to personnel.ECHO - (Results) The results of friendly fire was unknown.

FOXTROT - FR/KIA \_\_\_\_\_ GOLF - FR/WIA \_\_\_\_\_ HOTEL - FR/MIA \_\_\_\_\_

INDIA - EN/ KIA \_\_\_\_\_ JULIET - EN/CAPTRD \_\_\_\_\_ KILO - EN/SUS \_\_\_\_\_

LIMA - (Weapons Captured) \_\_\_\_\_

MIKE - (Equipment/Documents) \_\_\_\_\_

NOVEMBER - (Command Action Taken) \_\_\_\_\_

OSCAR - (Initial, Interim, or Final Report) \_\_\_\_\_

SPOT REPORT

ALPHA - (Unit sending report) 4-3

BRAVO - (Where) IN Quang Tri PROVINCE ID 3562 COORD  
8 KM NE OF Quang Tri City

CHARLIE - (When, DTG incident occurred) 261500H Oct 69

DELTA - (Who, What, How) CAP 4-3-2 was inserted into its new DAC  
and normal operations were commenced.

ECHO - (Results)

FOXTROT - FR/KIA \_\_\_\_\_ GOLF - FR/WIA \_\_\_\_\_ HOTEL - FR/MIA \_\_\_\_\_

INDIA - EN/ KIA \_\_\_\_\_ JULIET - EN/CAPTED \_\_\_\_\_ KILO - EN/SUS \_\_\_\_\_

LIMA - (Weapons Captured) \_\_\_\_\_

MIKE - (Equipment/Documents) \_\_\_\_\_

NOVEMBER - (Command Action Taken) \_\_\_\_\_

OSCAR - (Initial, Interim, or Final Report) \_\_\_\_\_

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The morale of the unit continues to be excellent. There are recreational facilities available for all hands. Quotas for both in-country and out of country Rest and Recuperation (R&R) are effectively being utilized. Twenty out of country quotas were allocated from III MAF and utilized by the Group.

MAIL

Mail is processed and expeditiously delivered as quickly as operational requirements permit. Daily average of mail processed was as follows:

<u>Letters</u>		<u>Packages</u>	
<u>Incoming</u>	<u>Outgoing</u>	<u>Incoming</u>	<u>Outgoing</u>
425	300	4 bags	None

CONGRINTS/SPLINTS/WELREP

This command received no congressional or special interest letters during the month. Five (5) welfare reports were processed which answered concerned parents over the lack of correspondence and the present state of health of their sons.

SPECIAL SERVICES

During the month the special services program continued with the acquisition of items for Marines and Corpsmen of the Command. The following items were dispensed throughout the Command. Ten pair of tennis shoes, 200 packs of writing gear, 2 basketballs, 1 football, 3 baseballs, 30 sweat shirts, Beer and Soda continues as items of resupply for the field troops.

HOSPITAL AND BRIG VISITS

Weekly hospital visits were made by an officer of the command, and daily visits were made by a medical department representative. No welfare or other problems were uncovered. The Command has one man confined who was visited by an officer of this command.

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ENCLOSURE (1)  
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## MEDICAL

During the month of October, the Medical Section continued to provide medical aid for the Vietnamese population. The dispensaries and CAF Corpsmen are treating an increasing number of people with excellent results.

The 4th Combined Action Group has experienced an increase in the number of cases of fever of undetermined origin during the past month; however, every effort has been made to insure that, during the following month, all Marines take their G.P. pills, use insect repellent and adhere to the standards set by the Preventive Medicine Manual. The use of protective ointments, keeping clothing well buttoned and sleeves down during night activities has been thoroughly stressed by all CAF Corpsmen.

There were no externally sponsored med-caps and dental-caps held during the month of October due to bad weather, movement of the 3rd Mar Div, and lack of transportation. The med-caps will be re-established once coordination can be established between the 4th CAG and the 18th Surgical Hospital, which will replace the Third Medical Battalion at the Quang Tri Combat Base.

The number of med-cap patients treated by the CAF corpsman has decreased this month due to weather conditions and the loss of individual CAF corpsmen who were admitted to the sick list, however, most areas had an increase in patients treated, and it is anticipated that the total will rise sharply during the months ahead. There was a total of 9585 Vietnamese patients treated during the month of October, 826 less than the preceding month of September.

An intensified Inoculation Program was initiated this month to provide the Marine and Naval personnel with added protection against local diseases.

The CAF Corpsman has also taken steps to thoroughly indoctrinate the individual Marine in first aid and emergency procedures and to establish a close working relationship with the Popular Force Corpsmen and the local health workers; however, he has been instructed to let the Vietnamese medical personnel initiate the medical treatment of the patients when at all practical.

There were 124 patients treated at the Headquarters BAS during the month of October. The majority of the patients were treated for dental and dermatological problems. A breakdown and classification of patients treated at the Headquarters BAS is as follows:

a. Upper Respiratory Infection.....	01
b. Skin Diseases.....	14
c. Diarrhea.....	03
d. Dysentery.....	02
e. Fever of Undetermined Origin.....	03
f. Injuries: Hostile.....	06
g. Injuries: Non-Hostile.....	08
h. Venereal Diseases.....	04
i. Other.....	60
j. Dental.....	23

Total number of patients treated by the BAS.....124

UNCLASSIFIED

ENCLOSURE (1)  
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## LOGISTICS

During the month of October a continuing effort was devoted to improving the facilities, grounds and the logistical support of the 4th CAG. In conjunction with the publishing of the Supply SOP, Group Order P4400.1, a school was conducted by Cysgt TALLCOTT on 13 October for the three CACO's supply personnel. Topics covered in the school consisted of proper use of the DD1346 as a turn-in and issue document, the authorized level of supplies to be stocked by the CACO supply section and the importance of maintaining correct and up to date supply records. A consolidated Table of Equipment was also published and a copy made available to each CACO Commander listing the T/E items and quantities rated by each CACO. A list of items stocked by the Group Supply Section for over the counter issues was also published and made available to all sections within the command during the month.

Construction was completed on the Maintenance Building located in the 4th CAG motor pool. This structure provides the Motor Transport section with an adequate working area to perform weekly and monthly maintenance on the command's vehicles. Also, two basketball goals were erected on a 20 by 40 foot concrete slab located next to the Enlisted Recreational Area, and construction was completed on an indoor cooking facility and storage room located to the rear of the Staff and Officer's Lounge.

The Supply Section of the 4th CAG was inspected by the Field Supply Analysis Office on the 6th thru the 8th of October. The inspection disclosed minor discrepancies, but the overall operation of the Supply section was found to be satisfactory. The minor discrepancies noted on the informal report have been corrected.

Major items of equipment received during the month were eleven M19 60mm Mortars, one M-2 Machine Gun Caliber 50 Browning, one Battery Test Set and Starter, six M-79 Grenade Launchers, one Stencil Process Duplicating Set, and one Spirit Process Duplicating Set. Also received were 31 Garrison Property Account wall lockers, which were issued to the three CACO Headquarters for use in their billeting areas.

During October, the Generator situation of this command continued to be critical. This command continues to use a 60KW Generator on temporary loan from a local Naval Construction Battalion. Repairs have not yet been completed on the PU 482 Generator presently held by Public Works, Yokosuka, Japan.

The Fiscal Section shows an authorization of \$225,800.00 for the first and second quarters of Fiscal Year 1970. During the month of October \$49,287.57 was obligated, bringing the total obligation for the first four months of Fiscal Year to \$116,038.35, and an available balance of \$109,761.65.

The motor transport section logged 19,827 miles during the month. Five minor accidents occurred during the same period.

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ENCLOSURE (1)  
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## CIVIC ACTION

Civic action activities during the month of October, 1969 were composed primarily of MEDCAPs by CAP corpsmen. 9,585 Vietnamese were treated and 13 evacuated for more extensive treatment. CAP units distributed 2100 pounds of food, 150 pounds of clothing, 385 pounds of soap, 566 school kits, chalk and textbooks, 50 lbs of vegetable seed, two carpenter kits, four masonry kits, and one PE kit. Various construction supplies in the form of lumber, tin, cement, nails, and paint were used in several projects. PSYOPS leaflets and posters were utilized in conjunction with all commodity distribution and civic action projects.

The heavy rainfall during the month (over 50 inches) hampered all civic action projects. The rains flooded out approach roads to most of the CAPs and vehicle traffic rapidly turned supply routes into quagmires—with the resulting poor roads, transportation of civic action supplies was terminated and the entire program hampered. Local province and district support and attitudes continue to be very favorable, and support of CAP units and civic action efforts by MACCORDS Team 19 and 29th Civil Affairs is a great asset. Loss of the 3rd Marine Division G-5 section (due to the division redeployment) has put 4th CAG, S-5 under the administrative control of the S-5, 1/5th Division (Mech). By arrangement, CACOs are now reporting weekly their civic action activities directly to the S-5 of the appropriate 1/5th Battalion responsible for coordinating civic action activities in that district. These units have representatives at district and the increased liaison between 1/5th, DSA, and CACO, along with decreased reporting, is expected to increase the overall 4th CAG S-5 efficiency.

Major construction projects included the completion of a MEDCAP dispensary in CAP 4-1-5; this is the ninth dispensary that has been repaired/constructed during the year. Another combination school and dispensary is currently under construction at CAP 4-2-6 and a hospital wing is almost completed at CAP 4-2-2. Specific projects completed by this command:

<u>UTM LOCATION</u>	<u>PROJECT</u>	<u>CAP</u>
YD 342478	Dispensary Repaired	4-1-2
YD 344474	Well Repaired	4-1-2
YD 226617	Dispensary Constructed	4-1-5
YD 226617	Bulletin Board Built	4-1-5
YD 426543	School Rebuilt	4-2-3
YD 483442	2 Bridges Repaired	4-2-6
YD 495455	School/Dispensary	4-2-6
YD 378558	Bridge Repaired	4-3-5

CAP 4-3-4 (YD 386558) was active in its civic action efforts, distributing 50 pounds of vegetable seed, school kits, soap, chalk and teacher's supplies in the hamlet of Dao Dau. Current relocation of CAPs 4-3-2, 4-3-4, and 4-3-7 in Trieu Trach village, Trieu Phong District, is expected to increase civic action efforts in the area as soon as transportation normalizes. CAP 4-1-2 (YD 342478) distributed 100 lbs of clothing to the orphanage in Phu Long, and was active in supplying materials to repair a well and the hamlet dispensary where a Catholic nun works with the CAP corpsman on a full time;

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basis. CAP 4-2-6 (YD 495455) spent the last part of the month repairing the village dispensary. Heavy rains hampered construction, but the damaged building was roofed by the CAP and arrangements made for the village to continue repairs. Eventually the building will be used as a classroom and the adjoining room as a MEDCAP dispensary.

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## PART III

## SEQUENTIAL LISTING OF EVENTS

011720 Oct 69. Two surprise firing devices exploded 20-40 meters in front of a patrol from CAF 4-2-5. The patrol was unable to determine the type of device. One USMC was slightly wounded. A sweep disclosed two holes one and one-half feet wide and six inches deep. All units were alerted to the possibility of coming detonated ordnance.

031500H Oct 69. While constructing a fence, the civilians being supervised by a PF in CAF 4-3-1's TROG were injured by a surprise firing device. The device was located in a stack of concertina wire, which was to be used in the construction. One Vietnamese girl was killed, one PF and six Vietnamese civilians were wounded. Four of the wounded civilians were evacuated to 3rd Med. The three other wounded were treated on the spot and released. Vietnamese officials were notified and an investigation was conducted by the district.

050545H Oct 69. A patrol from CAF 4-2-5 stalked out the house of the local village chief. While checking positions, the patrol leader observed an M-20 grenade lying on the ground in the vicinity of the PF positions. He picked up the grenade and threw it from the front. It tumbled approximately sixteen feet and detonated. A search was conducted to determine the source of the grenade, with negative results. One USMC and four PFs were wounded. A medevac to 3rd Med was required for the Marine and two of the PFs.

090950H Oct 69. Six Marines from CAF 4-3-1, while accompanying a three PF platoon operation south of their TROG, exchanged gunfire with three VC. The Marines and PFs from CAF 4-3-1 made the initial contact and pursued the enemy. Two VC were killed; two M14 rifles and one pack containing medical supplies and documents was captured. There were no friendly casualties. No unit identification could be made; however, the documents contained code names of VC in Phouc My district (AL 286575). An operation utilizing an armed propaganda team was conducted as a result of intelligence provided by the VC KLAS, but no further contact was established.

091230H Oct 69. Reacting to an intelligence report, a patrol from 4-3-2 swept the area where three VC were reported to be hiding. Four bunkers, one of which was wood frame and concrete, were discovered containing enemy equipment. The enemy gear was confiscated and the bunkers were destroyed. An additional sweep of the area was conducted at 1600 without further incident.

10 Oct 69. Col T.F. Metzger, Assistant Chief of Staff, Combined Action Program, was briefed by the Commanding Officer, 4th CAG, and visited CAF 4-3-1 and CAF 4-2-2.

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150210H Oct-69. An ambush from CAP 4-1-5 sighted an unknown size enemy force approximately 100 meters from the ambush site, to the east. The ambush opened fire and the enemy withdrew. A sweep was conducted, finding propaganda leaflets. As the ambush returned to their original position, the VC opened fire from the north with one B-40 and grenades. The ambush returned fire and requested a reaction force from the CP. As the reaction force approached, the VC broke contact and withdrew. An additional sweep was conducted. The contact resulted in one USMC KIA, two USMC WIA (E), one PF WIA (M), and one KCS WIA (E). Five Chicom grenades, two NVA helmets, and numerous propaganda leaflets were found.

151730H Oct 69. While on a day patrol outside of their TLOC, CAP 4-3-3 discovered the remains of two bodies, both partially uncovered by recent rains. One was wrapped in orange colored material and the other in blue and white. Both were badly decomposed. The bodies were estimated to be three months old and no identification was possible. Both were approximately 5'4" in height. The two bodies were turned over to Triou Phong District and District officials conducted an investigation. No villagers claimed the bodies and they were buried in the area.

160730H Oct 69. A PF on CP security in CAP 4-1-1 fired on suspected movement at 2330. A check of the area revealed nothing; however, while sweeping the area in the morning, a blood trail was discovered. Moving outside the hamlet area, the CAP received approximately thirty AK-47 rounds. CAP returned fire and continued the sweep. One NVA Lieutenant from C-5 Company, K-11 Battalion was wounded in the leg and captured. One AK-47 was captured. The NVA was treated, questioned, and evacuated to sector headquarters. The NVA indicated that he was with two others. The U.S. Army units south of the area conducted additional sweeps, upon request, with negative results.

172145H Oct 69. While on a joint operation, a patrol from CAP 4-3-3 apprehended an unidentified individual who was outside of the hamlet without light. One VCS was detained. One VCS was taken to District Headquarters for questioning.

181100H Oct 69. A daylight patrol from CAP 4-2-3 apprehended one VCS who possessed an expired I.D. card and was listening to radio Hanoi on a Sony radio. Upon interrogation at District, it was determined that the individual was a draft dodger. The individual was turned over to National Police.

181700H Oct 69. Reacting on intelligence provided by a VN child, a patrol from CAP 4-3-1 sighted two VC at a distance in excess of 600 meters. The patrol pursued the VC but visual contact was broken. A sweep of the area was conducted with negative results. All units in the area were alerted to VC activity.

182220H Oct 69. A patrol from CAP 4-3-3 sighted one VC at approximately 500 meters range. The VC ran to the west. Illumination was fired but visual contact was lost. The area was patrolled with negative results.

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182250H Oct 69. An ambush from CCF 4-1-1 received thirty rounds of SA-F and three grenades from an unknown size enemy force. The ambush returned fire, called illumination, and requested a reaction force. However, the enemy broke contact prior to the reaction force arriving. The area was swept without further incident. One IF was wounded and evacuated by vehicle. The area was swept at first light no empty M-47 cartridges were found in suspected VC locations.

19 Oct 69. Lieutenant Colonel H. Dickerson, Jr, Commanding General III Marine Amphibious Force, was briefed by the Commanding Officer 4th CCF, and then visited CCFs 4-1-5, 4-2-3, and 4-3-4.

191300H Oct 69. A daylight patrol from CCF 4-2-1 received one round of sniper fire from the north. The CCF leader was wounded in the left leg. A patrol returned small arms fire and a patrol from CCF 4-2-2 reacted to help sweep the area. Approximately 40 MIA (Marines, IF and USF) conducted the sweep. There was no further contact from the enemy; however, District was notified and an operation was planned for the contact area.

192055H Oct 69. While on combined operation, the CF of CCF 4-3-3 heard movement and received two enemy grenades. The CF fired small arms and M-79, but the enemy broke contact, illumination was called and the area swept. One Marine was wounded and evacuated with a concussion. There was no further enemy contact and a search at first light was conducted with negative results.

210001H Oct 69. While on joint operation, the CF of CCF 4-3-3 received two VC grenades at its perimeter. The CF returned fire, called illumination, and swept the area without further incident. The CF was shifted and the ambushes were alerted to the VC activity in the area.

212045H Oct 69. One Marine in the CF of CCF 4-1-1 heard movement and fired five rounds in the direction of the noise. The suspected movement was past the location of a second Marine and the SA-F resulted in the wounding of the second Marine. The Marine was evacuated to 3rd med with wounds in the right leg and arm.

211100H Oct 69. A patrol from CCF 4-3-1 spotted four unidentified individuals approximately 1000 meters from their position. The patrol swept the area with negative results. While returning from the patrol, one tunnel was discovered at RL 275558. It appeared to have been used within three days. The tunnel was destroyed and the area searched. Long An Combat Base and Quang Tri Combat Base were notified of the sighting.

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221145H Oct 69. A Marine on a day patrol from CAP 4-2-5 attempted to check out a pagoda as a possible enemy storage area. While on an elevated area, the Marine slipped and fell, resulting in a broken left arm. The Marine was treated by a corpsman and evacuated by vehicle to 3rd Med.

221400H Oct 69. CAP 4-3-7 was withdrawn from its TAOC to 4th CAG Headquarters in anticipation of relocating to a new TAOC. CAP 4-3-7 will be retained at 4th CAG Headquarters in order to train, resupply, and be briefed on the new TAOC.

23 Oct 69. Major General E.B. Wheeler, Deputy Commanding General XXIV CORPS, was briefed by the Commanding Officer, 4th CAG. The briefing was continued at Trieu Phong District Headquarters by the Commanding Officer CACO 4-3, and then CAPs 4-3-6, 4-1-3, and 4-2-4 were visited.

231600H Oct 69. CAP 4-3-4 was withdrawn from its TAOC to 4th CAG Headquarters in anticipation of relocating to a new TAOC. CAP 4-3-4 will be retained at 4th CAG Headquarters in order to train, resupply, and be briefed on its new TAOC.

241100H Oct 69. CAP 4-3-7 was inserted into its new TAOC and normal operations were commenced.

241130H Oct 69. A daylight patrol from CAP 4-2-1 discovered two bunkers. One bunker contained one packet of documents. The bunkers were destroyed. The documents were turned into Hai Lang District Headquarters and consisted of an old record file of VCI in the hamlet of Don Que. All names mentioned were of individuals deceased, and the last complete document was dated Aug 1968. This information was provided by Hai Lang LIOCC and was passed to Hai Lang CAL's.

241400H Oct 69. CAP 4-3-2 was withdrawn from its TAOC to 4th CAG Headquarters in anticipation of relocating to a new TAOC. CAP 4-3-2 will be retained at 4th CAG Headquarters in order to train, resupply, and be briefed on its new TAOC.

241900H Oct 69. A security patrol from CAP 4-3-7 sighted and fired on two-four VC at approximately 500 meters range. The VC did not return fire and withdrew into the village of Thi Luong. The area was searched without further contact. CAP 4-3-5 was alerted and their night activity was dispatched early to check out the contact area.

242205H Oct 69. A patrol from CAP 4-3-5 spotted six VC and opened fire at a range of approximately 150 meters. The VC withdrew without returning fire. The area was swept and the villagers questioned. Two known VC relatives admitted that two VC had hidden in their houses earlier and were armed with AK-47's. No further contact was made with the enemy.

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SPOT REPORT

ALPHA - (Unit sending report) 4-1

BRAVO - (Where) IN Quang Tri PROVINCE XD 517484 COORD  
6 KM S OF Quang Tri City

CHARLIE - (When, DTG incident occurred) 222045H Oct 69

DELTA - (Who, What, How) An ambush from CAP 4-1-1, while moving to an  
ambush site, opened fire on two VC. The VC withdrew without returning  
fire.

ECHO - (Results)

FOXTROT - FR/KIA \_\_\_\_\_ GOLF - FR/WIA \_\_\_\_\_ HOTEL - FR/MIA \_\_\_\_\_

INDIA - EN/ KIA \_\_\_\_\_ JULIET - EN/CAPTD \_\_\_\_\_ KILO - EN/SUS \_\_\_\_\_

LIMA - (Weapons Captured) \_\_\_\_\_

MIKE - (Equipment/Documents) \_\_\_\_\_

NOVEMBER - (Command Action Taken) The ambush swept the area with negative  
results.

OSCAR - (Initial, Interim, or Final Report) \_\_\_\_\_

HEADQUARTERS  
4th Combined Action Group  
III Marine Amphibious Force  
FPO San Francisco 96602

GruO 1050.1  
5/TFD/crg  
6 Nov 1969

Group Order 1050.1

From: Commanding Officer  
To: Distribution List

Subj: Unauthorized departure from 4th CAG Compound

1. Purpose. To promulgate instructions concerning the procedures to be followed when departing this compound in other than an official nature.
2. Background. Recently personnel of this headquarters have been departing this compound without the approval of their section heads.
3. Action. All personnel of this headquarters desiring to depart this area in a non-official capacity will obtain prior approval of their section heads informing them of their destination and expected time of return. Failure to comply with the foregoing will result in disciplinary action being taken against the individual(s) concerned. Section heads are tasked with the responsibility of wide dissemination of this order.

  
J. J. KEENAN

DISTRIBUTION "A"

FE IV-C

HEADQUARTERS  
 4th Combined Action Group  
 III Marine Amphibious Force  
 FPO, San Francisco, 96602

GruO 1560.1B  
 3/RSB/adr  
 22 October 1969

GROUP ORDER 1560.1B

From: Commanding Officer  
 To: Distribution List

Subj: Command Orientation and Troop Indoctrination Program

Ref: (a) Force Order 1560.1A  
 (b) CAG FRAG No. 64  
 (c) ICCI 5710.1

Encl: (1) Orientation and Indoctrination Syllabus  
 (2) Supplemental Orientation and Indoctrination Syllabus for non-CAR School graduates  
 (3) Quarterly Indoctrination Syllabus  
 (4) Acknowledgement of Instruction

1. Purpose. To establish a command orientation and troop indoctrination program.

2. Cancellation. Group Order 1560.1A

3. Information. References (a) and (b) require that personnel assigned to this command directly from COMUS be given instruction on specified topics which are outlined in enclosure (1). Individuals not attending the Combined Action Program School will be given additional instruction as outlined in enclosure (2). All personnel will receive instruction as delineated in enclosure (3) on a quarterly basis. Reference (c) requires all CAR personnel be given instruction and become knowledgeable with the contents of enclosure (1) and (3) of this order.

4. Action. All personnel reporting directly from COMUS will receive the indoctrination instructions as soon as practical following their arrival.

(1) S-3 Officer. The S-3 will publish training schedules to implement the syllabus contained in enclosure (1) and (2). Assignment of instructors, preparation of lesson plans, procurement of training aids, and supervision of the orientation course will be accomplished by the S-3. The S-3 will complete a copy of enclosure (4) for each student and deliver the completed forms to the S-1 Officer.

(2) S-1, S-4, EAG, First Sergeant. Provide instructions as designated in enclosure (1) and (2) in accordance with the training schedules published by the S-3.

Pt IV-d

(3) S-1. Make an sub entry in accordance with reference (a) based on the completed copies of enclosure (4).

a. The S-3 Officer will oversee the quarterly indoctrination program, insuring that the subjects contained in enclosure (3) are presented to all personnel of this command.

J. J. KEENEAN

DISTRIBUTION: A

Orientation and Indoctrination Syllabus

GruO 1560.1B  
22 October 1969

<u>Course</u>	<u>Instructor</u>	<u>Scope</u>	<u>Reference</u>
Personal Behavior	First Sergeant	Conduct of Personnel Nine Rules (MACV) Off Limit Areas Purchase and Consumption of Alcohol Request Mast  Code of Conduct	Force Order 5370.1 MACV Card ICCI 1050.5  Force Order 1700.4 Force Order 1740.1 Group Order F 3000.1 NAVIC 2512
Administrative Matters	S-1 Officer	Money Orders Personal Property, Customs and Currency Control Unauthorized use of Narcotics and Habit Forming Drugs Privately Owned Automobiles War Crimes Special Leave Postal Matters American Red Cross Ration Cards Emergency Leave	Force Order 2740.1  ICCI 5840.1  CG III IAF Ltr of 9 Feb 69 Force Order 11240.6 FM 27-10 Group Order F 3000.1 Group Order F 3000.1 Group Order F 3000.1 Group Order F 3000.1 Group Order F 3000.1
Logistics and Safety	S-4 Officer	Transportation of Dangerous Material Aboard Aircraft Accidental Discharges Weapons Cleaning Handling of Captured Enemy Firearms and Material	Force Order 4651.1 Force Order 5101.2 Group Order F 3000.1  Force Order 3460.4

GruO 1560.1B  
22 October 1969

<u>Course</u>	<u>Instructor</u>	<u>Scope</u>	<u>Reference</u>
Medical	Chief Corpsman	Anti - Malaria Program Common Diseases in RVN Venereal Disease MED - CAR Program	Instructors notes
Prisoners and Captured Funds	S-3 Officer	Processing, Exploiting, Handling and Evacuating of Prisoners of War. Handling and Disposition of Captured Funds, Public and Private Chieu Hoi Campaign	Force Order 3461.2 Force Order 03460.5 Force Order 3410.3
Free World Military Forces and Tactical Considerations	S-3 Officer	Mission and Objectives of MACV The Free World Effort in RVN Rules of Engagement Fire Support  MED EVAC, Helicopters	Force Order F 03121.5 Force Order 1560.1A Force Order F 03121.5 Group Bulletin 3120 of 28 Feb 69 Group Bulletin 3120 of 28 Feb 69
Local Vietnamese Government Administration and Military Relationships	S-3 Officer	Province Government Organization Village and Hamlet Administration Military Forces Available within the Province	ICCI 5710.1 of 24 August 69

Gru0 1560.1B  
22 October 1969

Supplementary Orientation and indoctrination syllabus for Non-Car School Graduates

<u>Course</u>	<u>Instructor</u>	<u>Score</u>	<u>Reference</u>
Weapon Firing	S-3 Officer	Familiarization Firing and Zeroing of Individual Weapons	FM- 23 - 71
The People and the Way	S-3 Officer	Our Relationship with the Vietnamese People, Vietnamese Culture, History, Customs and Religion Traditions and Customs of the Republic of Vietnam The Nature of the Viet Cong Regulation of Military Activities in Vietnam, Respect for the Law, Property, Institutions	NAVMC 2616 NAVMC 2616 ICCI 5370.1 NAVMC 2614

GruO 1560.1B  
22 October 1969

QUARTERLY INDOCTRINATION SYLLABUS

Course

Personal Behavior

Administrative Matters

Weapons Safety

Vietnamese Politics

Scope

Off Limits Establishments  
Request Mast

Unauthorized Possession of  
Narcotics and Habit Forming Drugs

Accidental Discharge of Weapons

Political Picture of the GVN on the  
Province, District, Village and  
Hamlet level to include Organization  
and Administration

References

GruO F3000,1

CG III MAF Ltr of 9Feb69

Force Order 05101.2

Province Political Advisor  
ICCI 5710.1 of 24Aug69

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GruO 1560.1E  
22 October 1969

HEADQUARTERS  
4th Combined Action Group  
III Marine Amphibious Force  
FPO, San Francisco, 96602

\_\_\_\_\_ date

ACKNOWLEDGEMENT OF INSTRUCTION

I have this date completed and received the following instruction.

- 4th CAG SOP (Group Order F3000.1)
- Troop Indoctrination and Orientation (Group Order 1560.1)
- Familiarization/Zeroing of M-16 and T. O. Weapon
- Weapons Safety Instruction
- Rules of Engagement

PHIPT:	Name	Rank	Serial Number

\_\_\_\_\_  
Signature

1

Enclosure (4)

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HEADQUARTERS  
4th Combined Action Group  
III Marine Amphibious Force  
APO, San Francisco, 96602

Grud 3100.1  
3/Asb/adr  
26 October 1969

Grud 3100.1

From: Commanding Officer  
To: Distribution List

Subj: Personnel Accompanying CAI Units on Operational Activities

1. Purpose. To publish instructions and policy regarding personnel accompanying CAI units on operations.

2. Background. A recent incident in which a non-CAI member of the U.S. Armed Forces was MIA while accompanying a CAI patrol without proper authority emphasizes the requirement to clarify instructions governing the presence of personnel with CAI units on operational activities.

### 3. Policy

a. Personnel not assigned to the Combined Action Program will not accompany CAI units on operational activities without authorization from the Director, Combined Action Program.

b. 4th CAI has standing authority to authorize non-CAI personnel to accompany CAI units on operations in cases where the parent headquarters of such personnel has detailed them to accomplish a specified military task with the CAI unit. Examples of such cases are as follows:

(1) Pre-planned operations in which AF, non-CAI PF, AAVN, or FANF are participating.

(2) EOB or engineer personnel accompanying the CAI unit for the express purpose of disposing of explosive ordnance.

(3) Sentry dog team, sniper teams, or Kit Carson Scouts officially assigned to the CAI unit.

(4) National Police or GVN officials accompanying the CAI unit for the purpose of accomplishing a task related to their normal mission.

(5) Military personnel officially assigned to the CAI unit for on-the-job training in connection with the Infantry Company Intensified Pacification Program.

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PC IV-2

Gruc 3100.1  
28 October 1969

c. In no case will non-CAF personnel accompany a CAF unit on operational activities without the knowledge and authority of their parent headquarters and the headquarters of the 4th CAG.

d. In no case will news media representatives accompany CAF elements on operational activities without authorization from the Director, Combined Action Program.

e. In no case will personnel assigned to the Combined Action Program but not assigned to 4th CAG accompany a CAF unit on operational activities unless specifically authorized by the Commanding Officer 4th CAG.

f. Personnel assigned to 4th CAG are authorized to accompany Combined Action Platoons on any operational activities provided the CACO Commander concurs.

g. This order does not include daytime visits to Combined Action Platoon Command Posts by personnel authorized by CACO Commanders or the Commanding Officer 4th CAG.

4. Action. CACO Commanders will insure that this policy is disseminated to personnel within their commands.

  
J. J. KEENAN

DISTRIBUTION "A"

HEADQUARTERS  
4th Combined Action Group  
III Marine Amphibious Force  
FPO San Francisco 96602

GruO 5710.1  
3/RSE/djt  
27 October 1969

GROUP ORDER 5710.1

From: Commanding Officer  
To: Distribution List

Subj: Dissemination of information concerning local Vietnamese Government  
and Military relationships

Ref: (a) CAG FRAG #67  
(b) ICCI 5710.1

1. Purpose. To promulgate the instructions contained in reference (a) pertaining to the indoctrination of the CAP Marines in the Vietnamese local government administration and military relationships.

2. Background. Reference (b) directed all CAP personnel who have direct contact with officials or the local government to read and become knowledgeable with the contents of enclosure (1) of reference (b). Copies of enclosure (1) of reference (b) have been distributed to each CACO and to Group Headquarters personnel.

3. Action

a. CACO Commanders are directed to:

(1) Distribute copies of enclosure (1) of reference (b) to each member of the Combined Action Platoons and ensure that it is read and understood.

(2) Ensure that political NCOs in each CAP have a thorough knowledge of local government administration and military relationships, maintain current information regarding people and events within his TAOC, and is capable of instructing other members of the CAP as changes occur.

b. The Group S-3 will ensure that the contents of enclosure (1) of reference (b) is included in the Command Orientation and Troop Indoctrination Program.

  
J. J. KEENAN

DISTRIBUTION "B"

HEADQUARTERS  
 4th Combined Action Group  
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GruO 8023.1  
 3/RSB/jcc  
 9 October 1969

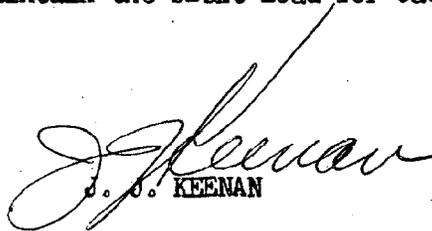
GROUP ORDER 8023.1

From: Commanding Officer  
 To: Distribution List

Subj: Control of ammunition

Ref: CAGFRAG #68

1. Purpose. To provide instruction to implement positive controls on ammunition issued to the Combined Action Platoons.
2. Background. Numerous friendly casualties have resulted from the enemy obtaining and using US ammunition. Carelessness and inadequate accountability procedures contribute in a large measure to the ability of the enemy to inflict casualties with discarded or misplaced US ordnance.
3. Action. CAGO Commanders will:
  - a. Maintain accurate records on the number of M-26 grenades issued to each Combined Action Platoon.
  - b. Insure that each CAP maintain an ammunition log, indicating lot number and quantity of all Class V items issued to that unit.
  - c. Indicate in spot reports of enemy contact all 60mm HE, LAAWS, claymore mines, and M-26 grenades expended as a result of the contact.
  - d. Insure that each Combined Action Platoon conducts a detailed police of command post and battlefield areas to prevent ordnance from being inadvertently left for the enemy.
4. It is the function of this order to provide for better control of ordnance issued to the Combined Action Platoons and should not be construed as an attempt to limit the use of ordnance. Ordnance will continue to be issued, as required, in order to maintain the basic load for each unit

  
 J. J. KEENAN

DISTRIBUTION "A"  
 PLUS  
 A C/S CAP

PL IX - 8