

1121 573
243 883
(e)

HEADQUARTERS

1st Marine Aircraft Wing, Aircraft, FMF, Pacific
c/o Fleet Post Office, San Francisco, California

UNCLASSIFIED

21:RMG:drs
0333-63
5 Sep 1963

~~CONFIDENTIAL~~

From: Commanding General
To: Commanding Officer, Marine Aircraft Group 16
Officer in Charge, SHUFLY (CTE 79.3.3.6)
Subj: Letter of Instruction, SHUFLY, change number 4 to
Ref: (a) CG, 1st MAW, ltr Ser 003A31362 of 12 Nov 1962

1. The following pen changes will be made to enclosure (3) of reference (a).

a. Delete WSSB, MWSG-17, from paragraph 4.d. and substitute therefor 3d FSR.

J. D. Howard
J. D. HOWARD
Chief of Staff

Copy to:
CMC
CG FMFPac
CG AirFMFPac
CTF 79
CG 3d MarDiv
COMUSMACV
COMSEVENTHFLT
CHMAAG, Saigon
CO, MAG-11
CO, MAG-12
CO, MWSG-17
CO, MWHG-1

243 883 C

Copy No. 5 of 18 Copies

UPGRADED AT 9 YEAR INTERVALS
DECLASSIFIED AFTER 12 YEARS
DOD DIR 5200.10

UNCLASSIFIED

003A31362.4

HEADQUARTERS

1st Marine Aircraft Wing, Aircraft, FME, Pacific
c/o Fleet Post Office, San Francisco, California

3:HWG:jfk
00183-63
5 Jun 1963

~~SECRET~~
UNCLASSIFIED
From: Commanding General
To: Commanding Officer, Marine Aircraft Group 16
Officer in Charge, SHUFLY (CTE 79.3.3.6)

Subj: Letter of Instruction, SHUFLY; change number 3 (U)

Ref: (a) CG 1stMAW ltr Ser 003A31362 dtd 12Nov62

Encl: (1) New enclosure (2) to ref (a)
(2) New enclosure (5) to ref (a)

1. The following pen changes will be made to reference (a):

- a. Delete the title of enclosure (2) and substitute therefor:
"Mission, Tasks, Command Structure and Operational Procedures."
- b. Add to the existing list of enclosures:
"(5) Employment of the Security Platoon"
- c. Delete paragraph 1.a. in its entirety and substitute therefor:
"Provide in one directive all pertinent orders, instructions and procedures governing responsibilities for operations, administration and logistic support of SHUFLY."
- d. Paragraph 3, line 1 and 2, delete "Commanding Officer" preceding CTE 79.3.3.6 and substitute therefor:
"Officer in Charge"

2. Remove enclosure (2) to reference (a) in its entirety and substitute therefor enclosure (1) to this change.

3. Attach enclosure (2) to this change to reference (a) as enclosure (5).

W. G. Thrash
W. G. THRASH
Chief of Staff

Copy to:
CMC
CG, FMFPAC
CG AIRFMFPAC
CTF 79
COMUSMACV
COMSEVENTHFLT

CHMAAG, SAIGON
CO MAG 11
CO MWSG 17

243 883 B

UNCLASSIFIED

COPY NO. 3 OF 14 COPIES

003A31362.3	3
-------------	---

SECRET

MISSION, TASKS, COMMAND STRUCTURE
AND
OPERATIONAL PROCEDURES

Ref: (a) CG, 1stMAW ltr Ser: 003A31362 dtd 12Nov62

A. MISSIONS

1. Provide helicopter support to the military forces of the Republic of Vietnam in maintaining internal control of the country.
2. Advise the U. S. MAAG personnel and supported ARVN forces on the proper employment and suitability of helicopters in counter guerrilla operations.
3. Insure the employment of attached helicopters and liaison aircraft is in accordance with FMFM-24 (Helicopter Operations).
4. Develop and evaluate tactics and equipment to improve the effectiveness of helicopter operations.
5. Operate and maintain base facilities and services for an advance base to support the element or squadron deployed thereon.

Enclosure (2)
CH 3 5 Jun 1963
~~SECRET~~

SECRET

B. TASKS

1. Headquarters, Task Element 79.3.3.6 will:
 - a. Direct and coordinate the activities of SHUFLY.
 - b. Effect liaison and coordination with other U. S. military commands and agencies in the Republic of Vietnam.
 - c. Establish and maintain sound and cordial relationships with local RVN commands and organizations.
 - d. Provide advice and assistance to supported RVN forces in the employment of helicopters in counter guerrilla activities.
 - e. Maintain current records and files of all matters (operations, logistics, fiscal) pertaining to SHUFLY activities.
 - f. Prepare and submit required reports on SHUFLY activities.
 - g. Review all operational commitments to determine validity and prepare daily schedule.
2. Sub Unit #2, MABS-16 will:
 - a. Operate and maintain base facilities.
 - b. Provide administrative support to the Task Element.
 - c. Contract and fund for approved local construction projects.
 - d. Operate, coordinate and maintain motor transport support for SHUFLY.
 - e. Conduct necessary functions relative to the employment of RVN personnel.
3. Deployed HMM:
 - a. Provide helicopter support to RVN forces.

Enclosure (2)
CH 3 5 Jun 1963
SECRET

Page 2 of 6 Pages

SECRET

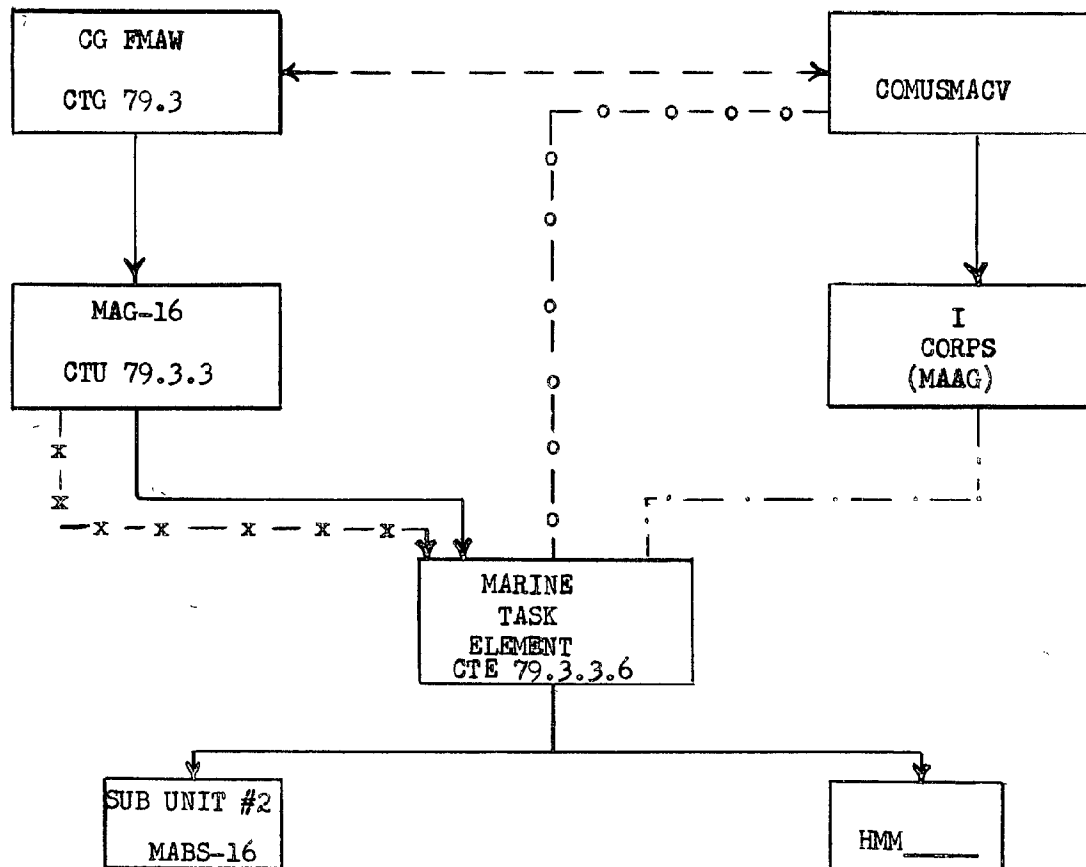
B. TASKS (Cont'd)

b. Provide liaison personnel to the Tactical Operations Center (TOC) and Air Support Operations Center (ASOC) to screen all missions in conjunction with the Task Element Liaison Officers.

c. Develop and evaluate helicopter tactics, techniques and equipment in support of counter guerrilla operations.

d. Conduct helicopter operations in accordance with FMFM-24 (Helicopter Operations).

SECRET

C. COMMAND STRUCTURE

- COMMAND (The authority to direct, coordinate and control military forces)
- o-o- OPERATIONAL CONTROL (Those functions pertaining to assignment of tasks, the designation of objectives and the authoritative direction necessary to accomplish the mission.)
- x-x- ADMINISTRATIVE CONTROL/LOGISTIC SUPPORT
- o-o- CLASS I, III & IIIA SUPPORT
- - - COORDINATION

SECRET

OPERATIONAL PROCEDURES

A. POLICY

1. The paramount consideration in all matters relative to TE 79.3.3.6 operations is to provide the most effective helicopter support possible to the RVN forces consistent with prudent use of available manpower, material and funds. Of equal importance is the necessity to indoctrinate supported forces and requesting agencies in the proper use of the helicopter, its capabilities and its limitations and to insure that the expenditure of effort is beneficial to all concerned.

B. GENERAL

1. The primary purpose for the deployment of TE 79.3.3.6 in the Republic of Vietnam is to provide appropriate, adequate and efficient helicopter support to designated RVN forces.

2. In providing this support every effort will be made to honor all valid requests. However, in determining whether the mission will be scheduled as requested, modified or not scheduled, judicious consideration will be given to the following:

- a. Maintenance requirements of aircraft and ground support equipment.
- b. Expenditure of manpower (pilots, flight crews, ground crews).
- c. Limitation of funds.
- d. Flight hour status (aircraft/pilots).
- e. Tactical requirement versus logistics requirement.

C. OPERATIONS CRITERIA

1. To accomplish its assigned mission TE 79.3.3.6 will be guided by the following:

- a. The total flight hours logged by each aircraft will not exceed 70 hours per month.
- b. For normal operations the maximum number of aircraft scheduled daily will not exceed 16 UH-34D.

Enclosure (2)
CH 3 5 Jun 1963
SECRET

PAGE 5 of 6 pages

SECRET

c. For unusual/urgently required tactical lifts the maximum number of aircraft authorized is 20 UH-34D.

d. To perform adequate planning functions, required maintenance and proper coordination prior to the execution of a large scale mission (10 aircraft or more), a minimum of 48 hours is considered desirable.

e. In providing support to those tactical lifts specified in paragraph c above, a "stand down" one day prior to the mission is considered desirable. During periods of "stand down" only emergency flights should be conducted and no more than 8 aircraft should be committed.

f. Except for emergency operations, pilots and crew members should not exceed 6 hours of flight time in any one 16 hour period.

g. Emphasize the employment of assigned helicopters as tactical VTOL assault aircraft versus logistic vehicles. Insure that each mission is closely evaluated to reflect this employment/criteria.

D. APPLICABILITY

1. The criteria established above will be adhered to in order to provide the most efficient helicopter support possible to RVN forces. If requirements exist to exceed the above criteria, CTE 79.3.3.6 may at his discretion permit such excesses. Every effort will be expended to adhere to the above criteria to insure that the policy stated in paragraph B above is carried out.

Enclosure (2)
CH 35 Jun 1963
SECRET

PAGE 6 of 6 pages

SECRET

EMPLOYMENT OF THE SECURITY PLATOON

1. PURPOSE. The purpose of this enclosure is to provide a general framework governing the employment of the Security Platoon in both rescue operations and the security of the DANANG airfield complex.

2. INSTRUCTIONS

a. Operational

(1) During deployment the platoon will be under the operational control of CTE 79.3.3.6. The Platoon Commander will make recommendations concerning construction of new facilities wherein they affect the defense of SHUFLY.

(2) The platoon will provide internal security as directed by CTE 79.3.3.6. Security will be interpreted to mean:

(a) Protection of the entire SHUFLY installation against attack.

(b) Providing sentries for the SHUFLY perimeter.

(c) Constructing the obstacles and defensive fortifications required to support the defense plan. (CTE 79.3.3.6 Operation Plan 1-63).

(3) The platoon will also provide assistance to rescue operations as directed by CTE 79.3.3.6. Assistance in this instance is construed to mean:

(a) Provide personnel as a portion of rescue teams (to include pioneer assistance).

(b) Maintain security platoon rescue team personnel and equipment in a state of instant readiness during flight operations.

(c) Provide infantry security to downed aircraft and/or injured Marines during rescue operations.

(d) Provide litter bearers and column security during rescue operations.

(4) It is recognized that an effective security or defensive effort, particularly in a field condition (i.e. during rescue operations) should be accompanied by aggressive patrolling. However, in view of the serious political implications that could result should Marines become engaged in any incident connoting offensive action, the platoon will not:

Page 1 of 2 Pages

Enclosure (5)
CH 3 5 Jun 1963
SECRET

SECRET

(a) Conduct combat patrols beyond the platoon perimeter in the case of rescue operations. However, the Platoon Commander may employ listening posts and reconnaissance patrols, in the strictest definition of "reconnaissance patrol", as a defensive measure should the situation so warrant.

(b) Patrol beyond the limits of the outer perimeter of the DANANG airfield.

(5) Unless otherwise directed by CTE 79.3.3.6 the Platoon Commander will take positive action in the defense of SHUFLY installations in accordance with pertinent COMUSMACV directives.

b. Administrative

(1) Marines of the Security Platoon will not be used for working parties or mess duty details except for those working parties required to maintain and police the platoon's billeting area and working parties necessary to improve and maintain defensive positions, obstacles, etc.

(2) Should the Platoon Commander not, on occasion, need the services of the attached pioneers for defense maintenance or rescue team alert, he is authorized to release the pioneers to augment SHUFLY base camp maintenance crews.

(3) The Platoon Commander will prepare and maintain a detailed platoon record that will be of assistance to his successor.

(4) The Platoon Commander will submit a report (via CTE 79.3.3.6) to this Headquarters on the first day of each month. This report will include:

(a) A summary of noteworthy events occurring during the month.

(b) Statement of existent problems and suitable recommendations (to include recommended changes in training and/or equipment of succeeding platoons).

(c) Roster of Marines due for rotation to CONUS two months from the month of the report.

Page 2 of 2 Pages

Enclosure (5)
CH 3 5 Jun 1963
SECRET

243 883
A

HEADQUARTERS
1st Marine Aircraft Wing, Aircraft, FMF, Pacific
c/o Fleet Post Office, San Francisco, California

21:WJB:lad
00161-63
30 April 1963

SECRET

From: Commanding General
To: Commanding Officer, Marine Aircraft Group 16
Officer in Charge, SHUFLY (CTE 79.3.3.6)

Subj: Letter of Instruction, SHUFLY; change number 2

Ref: (a) CG 1st MAW ltr Ser: 003A31362 of 12 Nov 1962

1. The following pen changes will be made to enclosure (3) of reference (a):

a. Delete WSSB, MSG-17 from paragraph 5b and substitute therefor MAG-16.

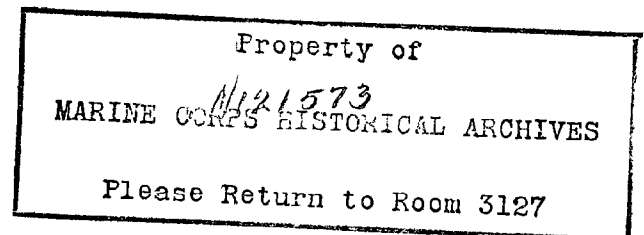
b. Delete the information contained in the present paragraph 5c and substitute the following:

"c. Class IIA. Requisition from MAG-16. The following activities will be shown as information addressees for intercept action on priorities 1 through 5: NSD, Yokosuka and NSD, Subic."

2. The above changes in sources of supply for Class II (Consumables and Expendables) and Class IIA will be effective 1 June 1963.

W. G. THRASH
Chief of Staff

Copy to:
CMC
CG FMFPAC
CG AIRFMFPAC
CTF 79
COMUSMACV
COMSEVENTHFLT
CHMAAG, SAIGON
CO MAG 11
CO MAG 12
CO MSG 17
CO MHG 1

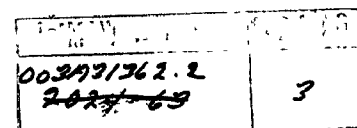


243 8831A

SECRET

DOWNGRADED AT 3 YEAR INTERVALS:
DECLASSIFIED AFTER 12 YEARS
GDD DIR 5200 10

Copy No. 3 of 20 Copies



243 883

①

N 121573

HEADQUARTERS

1st Marine Aircraft Wing, Aircraft, FMF, Pacific
c/o Fleet Post Office, San Francisco, California

3:WGG:cfc
003A31362.1
14 Jan 1963

SECRET
SECRET

From: Commanding General
To: Commanding Officer, Marine Aircraft Group 16
Officer in Charge, SHUFLY (CTE 79.3.3.6)

Subj: Letter of Instruction, SHUFLY; change number 1 (U)

Ref: (a) CG, 1stMAW ltr Ser: 003A31362 of 12 Nov 1962

1. The following pen changes will be made to enclosure (1) of reference (a):

a. Delete fourth sentence of paragraph 2 and substitute therefor:

"All other personnel will be rotated at a minimum interval of 4 months and a maximum of 6 months."

b. Delete second sentence, paragraph 4a and substitute therefor:

"The amount of American currency which U. S. personnel stationed in Viet Nam are limited to per month will be in accordance with current COMUSMACV Directives."

c. Delete the number "25" in line 2, paragraph 4d, and substitute the number "50" therefor.

d. Delete sections (2) and (7) of paragraph 4h. Property of

e. T/O (Operations Unit):

(1) Delete: "Asst Ops Off"

(2) Add: "LCpl, Ops Clerk, 7041, 1"

MARINE CORPS HISTORICAL ARCHIVES
N 121573
Please Return to Room 3127

H. D. RAYMOND JR.
Acting Chief of Staff

243 883

Copy to:

CMC

CG, FMFPac

CG, AirFMFPac

CT 79

COMUSMACV

COMSEVENTHFLT

CHMAAG, Saigon

CO, MAG-11

CO, MAG-12

CO, MWEG-1

CO, MWEG-17

DOWNGRADED AT 3 YEAR INTERVALS;
DECLASSIFIED AFTER 12 YEARS
DOD DIR 5200.10

COPY NO. 3 OF 22 COPIES

SECRET
SECRET

MARINE CORPS
HISTORICAL

DEC 27

11 01 62

HEADQUARTERS

1st Marine Aircraft Wing, Aircraft, FMF, Pacific
c/o Fleet Post Office, San Francisco, California

ARCHIVES & LIBRARY

N 121573

SECRET

SECRET

3:RBC:clo

Ser: 003431362

12 Nov 1962

From: Commanding General
 To: Commanding Officer, Marine Aircraft Group 16
 Officer in Charge, SHUFLY (CTU 79.3.3)4)

Subj: Letter of Instruction, SHUFLY

Ref: (a) JCS 192142Z ^{Mar 62} Cite JCS 3699
 (b) CG First MAW 300700Z March 1962
 (c) COMSEVENTHFLT 030918Z April 1962
 (d) CG First MAW 041046Z April 1962
 (e) CG First MAW 041244Z April 1962
 (f) CG First MAW 020525Z Nov 1962

Encl: (1) Administrative Instructions
 (2) Operational Control Diagram
 (3) Supply and Fiscal Instructions
 (4) Legal Instructions

1. The purpose of this Letter of Instruction is to:

a. Assemble in one document principle orders, instructions and effective procedures governing responsibilities for administration and logistic support for SHUFLY.

b. Set forth certain changes to organization, command arrangements and administrative and logistic procedures.

2. References (a) through (e) constitute the original terms of reference for the operations, control organization and support of SHUFLY. Reference (f) modified certain of the terms of reference. These modifications are concerned with First Marine Aircraft Wing responsibilities only and do not affect outside commands. The principle change effected by reference (f) was delegation of responsibility for administrative and logistic support of SHUFLY from the headquarters level of the Wing to the Commanding Officer of Marine Aircraft Group 16.

DOWNGRADED AT 3 YEAR INTERVALS;
 DECLASSIFIED AFTER 12 YEARS
 DOD DIR 5200.10

243 883

SECRET

~~243 883~~**SECRET**COPY NO. 3 OF 22 COPIES

SECRET

Ser: 003A31362

12 Nov 1962

3. The Commanding Officer of Marine Aircraft Group 16 and the Commanding Officer, CTE 79.3.3.6 (SHUFLY), will exercise administrative and logistic responsibilities in accordance with instructions contained in Enclosure (1) through (4) of this Letter of Instruction and reference (f).

4. Enclosure (4), Legal Instructions, may be downgraded to Unclassified when removed from this Letter of Instruction.

W. G. THRASH
Chief of Staff

Copy to:

CMC

CG FMFPAC

CG AIRFMFPAC

CTF 79

COMUSMACV

COMSEVENTHFLT

CHMAAG, SAIGON

CO MAG 11

CO MAG 12

CO MWHG 1

CO MWSG 17

SECRET

3:RBC:clo
Ser: 003A31362
12 Nov 1962

d. The Commanding Officer, CTE 79.3.3.6, is authorized to grant R&R liberty to 25 personnel per week. Personnel may spend their R&R in Japan, Okinawa or Hong Kong. The Commanding Officer, CTE 79.3.3.6 is authorized Hong Kong R&R trips with the assigned R4D.

e. Special Services. Special Services funds and equipment will be provided by Marine Aircraft Group 16.

f. Religious Services. As scheduled by CTE 79.3.3.6 Chaplain.

g. Leave and Liberty

(1) Emergency leave in accordance with Wing Order 1050.71.

(2) Liberty as authorized by CTE 79.3.3.6.

h. Miscellaneous. Personnel assigned to CTE 79.3.3.6 will report with the following items in their possession.

- (1) SRB
- (2) Pay Record
- (3) Health Record
- (4) Individual clothing
- (5) Individual equipment and arms
- (6) Innoculations required SVN area
- (7) Passport

SECRET

3:RBC:clo
Ser: 003A31362
12 Nov 1962

ADMINISTRATIVE INSTRUCTIONS1. Strength

Enclosure (1), pages (3) through (8), establishes a Provisional T/O for CTE 79.3.3.6 Staff and SU #2, MABS-16. Pages (9) and (10) are a rank and MOS recapitulation of Sub-Unit #2, Marine Air Base Squadron-16. Page (11) establishes the augmentation for the HMM squadron attached to CTE 79.3.3.6. Recommendations for changes to pages (3) through (10), and (11), may be submitted by the Commanding Officer, Marine Aircraft Group-16, based on a ceiling of 500 personnel.

2. Replacements

Replacement personnel for CTE 79.3.3.6 will be furnished by Marine Aircraft Group-16. In the event certain MOS's are not available in Marine Aircraft Group-16, the Commanding Officer, Marine Aircraft Group-16 will request replacements from the 1st Marine Aircraft Wing. The HMM squadron will be rotated at approximately six month intervals. All other personnel will be rotated at four month intervals.

3. Discipline, Law and Order. Enclosure (4).4. Morale and Personnel Services

a. Pay. The Marine Aircraft Group-16 Disbursing Officer will pay personnel stationed in Vietnam twice each month. U. S. personnel stationed in Vietnam are limited to seventy five dollars per month in American currency.

b. Post Exchange. The facilities of the Navy Ships Store, Saigon, will be utilized. The post exchange will provide facilities to exchange dollars for piasters.

c. Mail. Mail for units deployed will be collected by Marine Aircraft Group-16 and delivered by first available aircraft.

SECRET

3:RBC:clo
 Ser: 003 A31362
 12 Nov 1962

T/O CTE 79.3.3.6 (Note 1)

			<u>NA</u>	<u>AG</u>	<u>USMC</u>	<u>ENL</u>
STAFF HEADQUARTERS						
Command Unit						
LtCol	CO	9912	(6)	(2)		(6)
			(1)			
			1			
Administrative Unit						
Capt	Admin Off	7335	(1)			(3)
			1			
Sgt	Admin Chf	0141				1
Cpl	Clerk	0141				1
PFC	Clerk	0141				1
Intelligence Unit						
				(2)		(2)
Lt	Intel Off	0202		1		
Lt	Interp Off	0270		1		
SSgt	Counter Intel	0211				1
Sgt	Avn Photo Tech	4611				1
Operations Unit						
			(2)			(1)
Major	Ops Off	7335		1		
Capt	Asst Ops Off	7335		1		
MSgt	Ops NCO	7041				1
Liaison Section						
			(2)			
Maj	Liaison Off I Corps	7335		1		
Maj	Liaison Off	7335		1		

NOTE 1: The Headquarters of CTE 79.3.3.6 is attached to MAG-16 Sub Unit #2 for administrative and logistic purposes.

SECRET

3:RBC:clo
 Ser: 003A31362
 12 Nov 1962

T/O, Sub-Unit #2, Marine Air Base Squadron 16

				NA	<u>USMC</u> AG	ENL	OFF	<u>USN</u> ENL
SQUADRON HEADQUARTERS SECTION				(2)	(2)	(29)		
Command Unit				(2)		(1)		
LtCol	CO	7335		1				
Major	XO	7335		1				
SgtMaj	E-9	9999				1		
Administrative Unit					(1)	(6)		
Capt	AdminO	0130			1			
GySgt	AdminChief	0141				1		
Sgt	AdminClk	0141				1		
Cpl	AdminClk	0141				2		
LCpl	AdminClk	0141				1		
PFC/Pvt	AdminClk/Driver	0141				1		
Exchange Unit						(3)		
SSgt	ExchangeChief	4131				1		
Cpl	Bookkeeper	4111				1		
PFC/Pvt	Exchange Man	4131				1		
Special Services Unit						(2)		
Sgt	NCOIC	8921				1		
Cpl	Projectionist	8311				1		
Materiel					(1)	(17)		
Headquarters Unit				(1)		(2)		
Capt	SupOff	3060/3010		1				
MSgt	SupOff	3071				1		
Cpl	SupClk	3041/3071				1		
Navy Supply						(10)		
SSgt	NavSupClk	3071				1		
SSgt	NavSupClk	3071				1		
Cpl	NavSupClk	3071				2		
LCpl	NavSupClk	3071				2		
PFC/Pvt	NavSupClk	3071				4		
Marine Corps Supply						(5)		
Sgt		3041				1		
Cpl		3051				1		
Cpl		3041				1		
PFC/Pvt		3051				2		

SECRET

3:RBC:clo

Ser: 003A31362

12 Nov 1962

				NA	<u>USMC</u> AG	ENL	OFF	<u>USN</u> ENL
SERVICE SECTION					(2)	(84)		
Headquarters Unit					(1)	(1)		
Lt/Wo	Serv O	1302/1320		1				
GySgt	Util Chief	1169			1			
Construction Unit						(11)		
GySgt	NCOIC	1371			1			
Sgt	Cons Man	1371			1			
Cpl	Cons Man	1371			3			
PFC/Pvt	Cons Man	1371			6			
Electrical Unit						(3)		
Sgt	NCOIC	1141			1			
LCpl	Elect	1141			2			
Laundry Unit						(2)		
Sgt	NCOIC	3261			1			
LCpl	LdryMachOpr	3261			1			
Plumbing & Water Supply Unit						(3)		
Sgt	NCOIC	1121			1			
LCpl	Plumb&WtSupMan	1121			2			
Refrigeration Unit						(2)		
Refrigeration Unit						(2)		
Sgt	NCOIC	1161			1			
LCpl	RefrgMan	1161			1			
MAINTENANCE					(1)	(34)		
Motor Transport Unit					(1)	(15)		
Lt	MT Off	3502		1				
GySgt	MT Chief	3537			1			
SSgt	Maint Chief	3516			1			
Sgt	Diesel Mech	1341			1			
Sgt	Section Ldr	3531			2			
Cpl	Diesel Mech	1341			1			
Cpl	Records Clk	3531			1			
Cpl	Auto Mech	3516			4			
LCpl	Auto Mech	3516			4			
Motor Pool						(19)		
SSgt	NCOIC	3537			1			
Sgt	Dispatcher	3531			2			
Cpl	MtrVehOper	3531			4			
LCpl	MtrVehOper	3531			6			
PFC/Pvt	MtrVehOper	3531			6			

SECRET

3:RBC:clo
 Ser: 003A31362
 12 Nov 1962

			NA	USMC AG	ENL	USN OFF ENL
Tactical Airfield Fuel Dispensing Unit					(13)	
SSgt	BulkFuel Chief	1391			1	
Sgt	Quality Cont Ch	1391			1	
Cpl	Pump Operator	1391			3	
LCpl	Dispensing Man	1391			3	
LCpl	BulkFuel Man	1391			3	
PFC/Pvt	BulkFuel Man	1391			2	
Food Service Unit					(12)	
GySgt	NCOIC	3349			1	
Sgt	Cook	3371			2	
Cpl	Cook	3371			2	
LCpl	Cook	3371			3	
PFC/Pvt	Cook	3371			4	
Bakery					(3)	
Sgt	Baker	3311			1	
Cpl	Baker	3311			1	
LCpl	Baker	3311			1	
OPERATIONS SECTION						
Air Freight Unit					(4)	
LCpl	FrtOpsMan	3111			2	
PFC/Pvt	FrtOpsMan	3111			1	
Photographic Unit						
Cpl	Photo	4611			1	
COMMUNICATIONS SECTION					(1)	(35)
Communications Unit						
Capt	CommO	2502		1		
GySgt	Comm Chief	2529			1	
Wire Unit					(6)	
Sgt	Wire Chief	2511			1	
Cpl	Wireman/SwitchBrdOperator	2511			2	
PFC/Pvt	Wireman/SwitchBrdOperator	2511			3	

SECRET

3:RBC:clo
 Ser: 003A31362
 12 Nov 1962

			NA	USMC AG	ENL	USN OFF	ENL
Radio Unit							
Sgt	NCOIC	2533			(6)		
Cpl	RadTelegOpr	2533			1		
LCpl	RadTelegOpr	2533			2		
					3		
Message Center Unit							
SSgt	NCOIC	2543			(18)		
Sgt	Crypto	2561			1		
Cpl	MsgCenMan	2543			1		
Cpl	TT Opr	2541			4		
LCpl	MsgCenMan	2543			4		
LCpl	TT Opr	2541			4		
Repair Unit							
Sgt	TpTech	2639/9021			(4)		
Sgt	AvnRapTech	6621			1		
Cpl	TT Rrman	2639			1		
Cpl	RadRprMan	6621			1		
SECURITY SECTION							
Lt	SecurityOff	0302			(1) (41)		
GySgt	Guard Chief	0369			1		
Sgt	SgtGrd	OF03			1		
Cpl	CplGrd	OF03			3		
LCpl	Guard	OF03			6		
PFC/Pvt	Guard	OF03			12		
					19		
MEDICAL SECTION							
Lt	MedOff	2105			(1) (7)		
HM1	FldMedTech	8404			1		
HM2	LabTech	8417				1	
HM3	AvnMedTech	8406				2	
HM2	Sanitary Tech	8406				1	
HM2	MedAdminTech					1	
HN		8404					1
DENTAL SECTION							
Lt	DentalO	2200			(1) (3)		
DT1	DentTech				1		
DT2	DentTech					1	
DT3	DentTech					1	

SECRET

3:RBC:clo
 Ser: 003A31362
 12 Nov 1962

USMC

USN

CHAPLAIN SECTION

Lt Chaplain 4100
 Cpl Chaplain Asst 0141

NA	AG	ENL	OFF	ENL
		(1)	(1)	
		1		
(2)	(6)	(191)	(3)	(10)

TOTAL

Enclosure (1)
 SECRET

SECRET

3:RBC:elo
 Ser: 003A31362
 12 Nov 1962

RANK AND MOS RECAPITULATION
 T/O Sub-Unit #2, MABS-16

NA'S <u>MOS</u>	LtCol	Major	Capt	Lt	WO	TOTAL
7335	1	1				2
AG'S						
0130			1			1
0302				1		1
1302					1	1
2502			1			1
3060			1			1
3502				1		1
TOTAL			3	2	1	6

SECRET

3:RBC:clo
 Ser: 003A31362
 12 Nov 1962

RANK AND MOS RECAPITULATION
 T/O Sub-Unit #2, MABS-16

MOS	E9	E8	E7	E6	E5	E4	E3	E2/1	TOTAL
0141			1		1	3	1	1	7
0300					3	6	12	19	40
0369			1						1
1121					1		2		3
1141					1		2		3
1161					1		1		2
1169			1						1
1341					1	1			2
1371			1		1	3		6	11
1391				1	1	3	6	2	13
2511					1	2		3	6
2529			1						1
2533					1	2	3		6
2541						4	4		8
2543				1		4	4		9
2561					1				1
2639					1	1			2
3041					1	2			3
3051						1		2	3
3071		1		1	1	2	2	4	11
3111							2	1	3
3261					1		1		2
3311					1	1	1		3
3349			1						1
3371					2	2	3	4	11
3516				1		4	4		9
3521					2	4	6	6	18
3537			1	1					2
4111						1			1
4131				1				1	2
4611						1			1
6621					1	1			2
8311						1			1
8921					1				1
9999	1								1
TOTAL	1	1	7	6	24	17	54	49	191

SECRET

3:RBC:clo
 Ser-003A31362
 12 Nov 1962

HMM AUGMENTATION

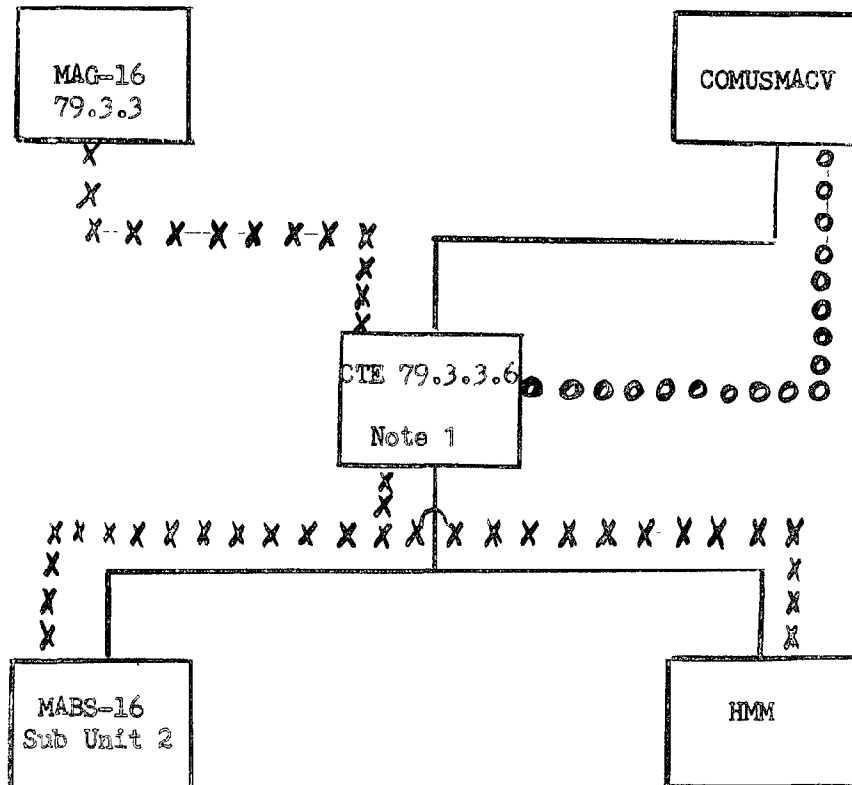
		<u>NUMBER</u>
0221	Intelligence Assistant	1
2111	Infantry Weapons Repairman	1
2161	Repair Shop Machinist	1
3049	Supply Administrative Chief	1
6473	Aircraft Reciprocating Engine Man	5
6441	Aircraft Structure Mechanic	5
6442	Aircraft Hydraulic Mechanic	4
6481	Helicopter Mechanic	5
6491	Aviation Engineering Clerk	1
6611	Aircraft Electronics Tech	4
6631	Aircraft Electrician	7
6725	Airborne Radio Operator	1
6761	Navigator	1

27

SECRET

3:RBC:clo
 Ser: 003A31362
 12 Nov 1962

COMMAND ARRANGEMENTS



———— = Operational control
 XXXXXX = Administrative and Logistic control
 0000000 = Class I, III and IIIA support

Note 1. Although CTE 79.3.3.6 is in administrative and logistic chain and is empowered accordingly, it is not intended to burden him with routine administrative matters. Under normal conditions, CO, MAG-16 will conduct administrative and logistic matters directly with the HMM squadron and CO, MABS-16 directly with the MABS Sub Unit 2. CTE 79.3.3.6 will normally exercise coordinating authority, only unless circumstances require otherwise; i.e., see enclosure (4).

SECRET

3:RBC:clo
 Ser: 003A31362
 12 Nov 1962

Supply and Fiscal Procedural Instructions

Ref: (a) CG FIRST MAW 040805Z Apr 62 Notal
 (b) NavCompt 101710Z Apr 62 Notal
 (c) CMC 032048Z Apr 62 Notal
 (d) Admin CINCPAC 050157Z May 62 Notal
 (e) CINCPACFLT 091946Z Jun 62 Notal
 (f) CINCPACFLT 202019Z Apr 62 Notal
 (g) CG FIRST MAW Order 7000.1G
 (h) CINCPACFLT 060549Z Jun 62 Notal
 (i) CINCPACFLT 101914Z Apr 62 Notal
 (j) CMC 172025Z Apr 62 Notal
 (k) CG AIRFMFPAC 072225Z Jun 62 Notal
 (l) CG FIRST MAW 290750Z May 62 Notal
 (m) CG FIRST MAW 170743Z July 62 Notal

1. Purpose. These instructions provide supply and fiscal guidance for the conduct of operations of Sub-Unit 2, MABS-16.

2. Cancellation. CG First MAW 040805Z Apr 62; 200650Z Aug 62; 170702Z Apr 62; 100713Z May 62; 240059Z Apr 62; 120640Z Apr 62; 110151Z Apr 62, all Notal.

3. Background. Reference (a) was the basic directive covering the supply support concept for the deployment of an HMM and supporting elements to South Vietnam. There were several other modifying or amplifying directives each of which is cancelled under the terms of this instruction. This instruction consolidates and up dates past directives. It also contains some modifications to past procedures. A change in the Task Unit designation of CTU 79.3.5 is being effected to allow the unit to come under the administrative control of MAG-16. The original source of equipment for CTU 79.3.5 was principally MAG-16 although other Wing assets have been since assigned to its use. It was stated in reference (a) that this deployment was part of the contingency role of this Wing. As a result there has been no effort to reconstitute the equipment used with CTU 79.3.5.

4. Supply Accounting

a. The Commanding Officer, MAG-16 is charged with the responsibility for furnishing a supply officer and enlisted cadre to provide supply support and to perform administrative supply and fiscal accounting functions.

SECRET

3:RBC:clo
 Ser: 003A31362
 12 Nov 1962

b. The Supply Officer, Sub-Unit 2, MABS-16 will maintain a Navy inventory to support the operations of supported squadrons in an Inventory Control Account which will function in accordance with BuSanda Manual Vol III. Reference (b) assigned CAAN 9044 to Sub-Unit 2, MABS-16. The supply officer will establish and maintain equipage stock records and custody cards as required by Wing Order 4470.7A.

c. Marine Corps supply accounting for inventory held by Sub-Unit 2, MABS-16 will be reported under the Reporting Unit Code (05023) for Sub-Unit 2, MABS-16. The Supply Officer will maintain stock cards and custody records in accordance with MCO 4400.15A.

d. Clothing. The clothing account is a branch outlet of MWSG-17 (WSSB) and reporting will be in conformance with paragraph 1630.3 of the Individual Clothing Regulations.

e. Subsistence. The supply officer is responsible for submission of the Subsistence Operational Analysis Statement and related documents, per Marine Corps Subsistence Manual MCO P10110.14A. Reference (c) set the ration allowance at \$2.50 per man per day. Reference (j) requires that officers assigned would have a payroll deduction of \$1.20 per day and prescribed method of accounting for sale of meals.

f. Imprest Fund Cashier and Collection Agent. The organization is authorized one Imprest Fund Cashier and one Collection Agent. WgO 4440.16 (SOP Supply) provides instructions on the appointment, designations and limitations of Imprest Fund Cashiers and Collection Agents.

g. Purchasing. Authorization for purchasing/contracting transactions with a monetary limitation of \$1,000.00 was granted by CG, 1st Marine Aircraft Wing ltr 21:RMB:rnp 4315 of 10 October 1962.

h. Distribution of Wing Assets

(1) Marine Corps furnished major non-expendable item of equipment and supplies other than individual clothing which are furnished by any Wing Activity will be invoiced to RUC 05023.

(2) Navy Supplies Equipage held on permanent title basis and having Accountability Codes A, AX, Y or Material Accountability Recoverability Codes (MARC) D, E, R, L which is furnished by any Wing Activity will be invoiced and annotated as a "No Price Memorandum Invoice, Do Not summarize" CAAN 9044.

(3) DD 1148 will be used to effect transfers to CAAN 9044.

SECRET

3:RBC:clo

Ser: 003A31362

12 Nov 1962

(4) Material other than that cited in subparagraph (1) and (2), will be issued on standard forms, as transfers between supply officers for material carried in the inventory control account, and as an issue to final end use or on appropriate invoicing documents for Marine Corps items.

(5) All invoices should refer to date time groups of messages, file numbers of letters directing transfers, requisition numbers, bills of lading and BuNo of A/C and flight numbers when known. The nickname "SHU-FLY" should be placed on documents wherever possible to assist in identification.

i. Class III - IIIA. Reference (d) directed that all class III-III A supplies be funded from operations and maintenance funds. Reference (e) provides accounting instructions. As approved by reference (k), inventories of Class III-III A supplies will be carried in the inventory control account 9044. Sales of Class III-III A to all FMAW users will be at current Navy standard price and in U. S. Measure, chargeable to O&M funds. DD 1150 flight packet stubs will be accepted from transient aircraft. At such time as priced invoices are received from Army/Air Force sources for fuel delivered, the difference between the Navy standard price and cost price will be shown as a gain or loss to the open allotment.

5. Sources of Supply

a. Class I

(1) Alpha rations. Through the U. S. Navy Commissary Store, Saigon, Vietnam.

(2) Packaged Operational Rations. Order on this Headquarters in accordance with WgO 4000.12.

b. Class II Consumables and Expendables. Requisition direct from WSSB, MWSC-17.

c. Class IIA. Requisition from NSD, Yokosuka, except for selected items known to be in stock at MAG One Six and available for transfer to SupO 9044. The following activities will be shown as information addressees for intercept action on priorities 1 through 5: MAG-16 and NSD, Subic.

SECRET

3:RBC:clo
 Ser: 003A31362
 12 Nov 1962

d. Class III-III A. Requisition directly from COMUSMACV. Special oils, lubes and greases not otherwise available will be ordered from WSSB, MWSG-17 or NSD, Yokosuka.

e. Class IV and IV A. Submit requisitions via MAG-16 to this Headquarters (WgO 4235.1C).

f. Class V. Submit requirements via MAG-16 to this Headquarters (WgO 4235.1C).

g. When open purchase of authorized material cannot be satisfied in South Vietnam for either Navy or Marine Corps requirements, but supplies are known to be available in Okinawa as opposed to prescribed supply sources, requests may be referred to either MAG-16 or MCAF, Futaba, as appropriate. Material chargeable to BuWeps appropriations must be procured chargeable to BCAN 04003 and transferred between supply officers with final charge occurring to EAN in 33 or 39 series at time of issue. Marine Corps chargeable items within Imprest Fund limitations will be purchased against funding data cited on requisitions and transferred on memorandum invoice for record purposes.

6. Replacement of Captial/Major Equipment

a. MAG-16 will budget for all Navy project 03 and 10 items in accordance with current Wing directives. Requests will be submitted to MAG-16 as directed by CO, MAG-16.

b. Major Marine Corps T/E items. Submit requisitions to MAG-16, information to this Headquarters, and WSSB, MWSG-17. If replacement items are not available within MAG-16, the requirement will be passed to this Headquarters for action.

c. If any group of the Wing requires replacement of material/equipment which it has been directed to transfer to Sub-Unit 2, MAES-16, a letter request will be submitted to CG, First MAF (Attn: Wing Supply Officer). Replacements will be authorized only if essential to the mission. A copy of the DD 1148 on which the material was furnished will accompany all requests.

7. Uniform Material Priority Assignments

a. Force Activity Designator II for both Navy and Marine Corps requirements. Reference (h) applies.

SECRET

3:RBC:clo
 Ser: 003431362
 12 Nov 1962

b. Marking of Containers/Requisitions

(1) The supply officer, Sub-Unit 2, MABS-16 and other units requisitioning material for that element will place the following instructions on requisitions. "Do not multi-pack with shipments destined to other First MAW Units".

(2) The following address will be used on shipping containers:

Supply Officer
 MABRON ONE SIX Sub Unit Two
 (MarCor RUC or Navy CAAN as applicable)
 First Marine Aircraft Wing
 "SHU FLY"

(3) All requisition passing activities are requested to include "SHUFLY" in passing messages.

c. Air shipments arriving at Tachikawa AFB from CONUS. The NOACT Tachikawa has been requested to use anyone of the following three methods, whichever will be more expeditious to route materials to "SHUFLY".

(1) Deliver to NOACT Atsugi for further transfer to Mar Frt Pax Term Iwakuni, Japan.

(2) Load aboard Flight SF 435/436 to Iwakuni.

(3) Load aboard flights from Tachi to Kadena consigned to Mar Frt and Pax Term Kadena.

d. Air freight arriving at Kadena from Tachikawa AFB or CONUS. This material is to be held at Mar Air Frt and Pax terminal Kadena and further routed by First MAW Logistic flights for SHUFLY. Material is to be shipped according to priority designator assigned.

e. Freight from WRACCO Alameda. WRACCO has been instructed to route SHUFLY air freight via Tachikawa or Kadena, whichever is faster, for subsequent delivery by First MAW distribution system. For surface shipments from CONUS, shipments should be made to MWSG-17 MCAS Iwakuni or to MAG 16 MCAF Futenma Okinawa whichever is first port of call for ship concerned.

11. Fiscal

a. General. For convenience and to simplify accounting and re-

SECRET

3:RBC:clo
 Ser: 003A31362
 12 Nov 1962

8. Fleet Controlled Material Reporting

a. On 17 April 1962 COMFAIRWESTPAC authorized the Supply Officer (CAAN 9044) to requisition, hold and report fleet controlled material.

b. The Supply Officer will requisition and report fleet controlled material as set forth in current directives (ComNavAirPac Inst 4470.1D and subs.) COMFAIRWESTPAC will be made an information addressee on all requisitions for intercept assistance.

c. Copies of the Fleet Controlled Material listings are published by COMNAVAIRPAC. Copies of all message and issues and copies of monthly reports of Fleet Controlled Assets will be made to COMFAIRWESTPAC in addition to other addressees.

9. Repairable/Unserviceable Material

a. RB/RE Material

(1) All high time components beyond FAWPRA capability and other obvious non-repairable material will be shipped via NSD, Subic to CONUS DOP.

(2) Material known not to be repairable by H&MS-16 will be shipped to MARS-17 for screening, repair and or forwarding to DOP/FAWPRA. FAWPRA capability is set forth in COMFAIRWESTPAC Inst 4400.1J.

(3) Remaining items will be shipped to MAG-16 for screening and/or repair by H&MS. If not repairable by H&MS, the material will be onward shipped to MARS-17 for handling as set forth paragraph 2.

(4) Action will be taken to ensure that returned material is loaded in proper sequence to permit off-loading in the following order. Cubi, Kadena, Iwakuni.

(5) All R/B/E material will be assigned Air Priority Shipping designator 3, material requirement priority 12.

10. Shipping Information

a. Reference (f) approved the unclassified nickname "SHU FLY" for the deployment of CTU 79.3.5. Since this nickname has been widely used and associated with the initial HMM deployment it will continue to be applied to operations for administrative convenience and expeditious routing of support materials irrespective of task unit designation changes.

SECRET

3:RBC:clo
 Ser: 003A31362
 12 Nov 1962

porting procedures, funds will be requested by MAG-16 for the Task Element, but will generally be allocated directly to the Commander of the Task Element from the Wing with a copy of the grant/optar to MAG-16 for monitoring and budget information. Requests for increases/decreases of funds will be submitted to MAG-16, who will analyze requirements for additional funds. CO, MAG-16 will determine if charges between amounts held in similar projects by other units of MAG-16 is possible prior to submission of requests to this Headquarters for additional funds.

b. The following project funds are normally issued to Groups only, but will be issued in this instance direct to the Commander of the Task Element:

1. Project 40 O&MN Optar
2. Project 11 O&M, MC Planning Estimate
3. Project 11 O&M, MC Credit limitations

c. Accounting and reporting procedures for the above projects will be accomplished by the Task Element in accordance with the instructions contained in reference (g).

d. Project 01 funds are currently Optar'd directly to the HMM squadron by this Headquarters. Reporting and accounting procedures currently in effect will continue.

e. Project 03 and 10 funds are based on allowance list items for squadrons. No funds will be allocated to the Task Element Commander for these projects. Parent groups will continue to budget for these projects in accordance with reference (g).

f. Project 31 funds Open Allotment for subsistence will be utilized, as directed by CMC msg 121010Z May 1962. Accounting data follows: APPN 1731105/2717, MPMC Open Allot, BCN 31690, Sub Auth 72, EAN 71112, OC 26, BCAN 27.

g. Unprogrammed Cost: Unprogrammed Costs are those costs which are generated as a result of SHUFly over and above those budgeted for normal operations. These costs will be reported to this Headquarters in accordance with reference (g).

h. Amplifying fiscal instructions when required will be forwarded with initial "grant of funds".

SECRET

3:RBC:clo
 Ser: 003A31362
 12 Nov 1962

LAW AND LEGAL MATTERS

Ref: (a) Manual for Courts-Martial, U. S., 1951
 (b) Manual of the Judge Advocate General
 (c) JAG 091629 Oct 1962
 (d) CG 1stMAW 110510Z Oct 1962

1. General. The information and instructions contained in this enclosure, together with such additional instructions as the Commanding Officer, Marine Aircraft Group 16, may promulgate, will be used as a guide for the administration of legal matters pertaining to Task Element 79.3.3.6.

a. Although it is contemplated that the subordinate units of the Task Element will administer, to the extent of their capabilities, legal matters pertaining to their personnel and equipment, and in doing so, will be assisted and advised by Group Headquarters, CTE 79.3.3.6 must, of necessity, exercise coordination control and general supervision of this facet of administration. It is imperative that the over-all commander, who is aware of the occurrence and familiar with the circumstances of each case and who is readily available, determine what action will be taken by which of his subordinates when the case involves more than one unit, other armed forces or governments, matters of policy, the officer in command of a subordinate unit, etc. While CTE 79.3.3.6 is not to become a link in the administrative chain, the responsibility for assuring that subordinate activities are complying with pertinent directives on legal matter remains.

b. Whether exercised or not, the ability of CTE 79.3.3.6 to award non-judicial punishment and convene special courts-martial is necessary for him to have authority required to discharge his responsibilities. The designation of CTE 79.3.3.6 as a Task Element Commander, while giving him operational and logistic control of the subordinate units, does not grant him authority over legal matters, which follow the administrative chain, and other designations are required to vest authorities which by law and regulation may only be granted to a "Commanding Officer" or "Officer in Charge". For convenience, the authority to convene investigations, handle matters pertaining to claims, treat with complaints, and to perform many other administrative actions, some of which are otherwise unconnected with legal matter, has been tied by regulations to the ability to award non-judicial punishment or certain types of courts-martial.

2. Authority of Officers in Command

a. CTE 79.3.3.6: Upon notification by the Commanding Officer,

SECRET

3:RBC:clo
 Ser: 003A31362
 12 Nov 1962

Marine Aircraft Group 16, of the name of the officer assigned as CTE 79.3.3.6, the Commanding General, 1st Marine Aircraft Wing, will, by separate letter pursuant to paragraph 128a of reference (a) and section 0101a(1) of reference (b), designate that officer as the "Officer in Charge, Task Element 79.3.3.6", thus granting him the authority to award non-judicial punishment in accordance with Article 15(c), UCMJ. By the same letter, the Commanding General, 1st Marine Aircraft Wing, will, pursuant to section 0103b(5) of reference (b), designate Task Element 79.3.3.6 as a "separate or detached command," within the meaning of Article 23, UCMJ, thus granting CTE 79.3.3.6 the authority to convene special courts-martial and to perform such other administrative acts as are restricted to officers so empowered. CTE 79.3.3.6 is not to exercise his authority to convene a special courts-martial without the prior approval and concurrence of the Commanding Officer, Marine Aircraft Group 16.

b. CO, HMM ____: As a squadron commander, the Commanding Officer, Marine Helicopter Squadron ____, is already empowered to award NJP and special courts-martial and, accordingly, direct administrative actions requiring that authority. No further designations are necessary. However, the authority to convene special courts-martial will not be exercised.

c. OIC, Sub-Unit 2, MABS-16: Upon notification by the Commanding Officer, Marine Aircraft Group 16, of the name of the officer assigned as the Officer-in-Charge, Sub Unit 2, Marine Air Base Squadron 16, the Commanding General, 1st Marine Aircraft Wing, will, by letter and pursuant to the same authorities, designate that officer, by name, as the officer-in-charge of a separate or detached command, thus giving him the authority granted CTE 79.3.3.6. The authority to convene special courts-martial will not be exercised by this officer and the Commanding Officer, Marine Aircraft Group 16, may further direct him not to exercise his authority to convene summary courts-martial if such appears appropriate under the circumstances.

3. Military Justice. Because of questions concerning jurisdiction over certain types of offenses while operating in its present location, the administration of military justice within Task Element 79.3.3.6 will be subject to the following special instructions:

a. Major Offenses or Offenses Against the Nationals of Another Country - The Wing Legal Officer, 1st Marine Aircraft Wing, will be immediately advised and disciplinary action will not be taken pending specific instructions from this Headquarters.

3:RBC:clo
 Ser: 003A31362
 12 Nov 1962

~~SECRET~~
 UNCLASSIFIED

b. Minor Offenses or Offenses Not Against Foreign Nationals - May be disposed of by non-judicial punishment or summary courts-martial, as appropriate; however, the fact that such proceedings are being conducted will not be publicized. Appeals from non-judicial punishment by activities of Task Element 79.3.3.6 may be addressed to the OIC, TE 79.3.3.6 or the Commanding Officer, Marine Aircraft Group 16, as the latter officer may direct. Summary courts-martial records of trial, after the convening authority has taken his action, are forwarded directly to the Wing Legal Officer, 1st Marine Aircraft Wing.

4. Investigations. Pretrial investigations pursuant to Article 32, UCMJ, and Boards for Redress of Injury to Property pursuant to Article 139, UCMJ, will be convened only with the prior concurrence of this Headquarters (Wing Legal Officer). Other investigations will be conducted in accordance with Chapters II, III, V, VI, VII, VIII, IX, XI, XXI, and XXII of reference (b) subject to the following special rules.

a. Injury, Disease and Death of Personnel and/or Crash of Aircraft. The mandatory requirements of section 0801, 0803, and 0902d reference (b) have been suspended by the Secretary of the Navy (Judge Advocate General). For units of Task Element 79.3.3.6, the officer in command of the unit involved has been vested with the authority to determine whether a complete investigation in accordance with reference (b) will be conducted.

(1) Medical reports alone are insufficient to furnish cognizant authorities in the Department of the Navy and, on occasion, the Veterans' Administration with the factual information required to determine, often years later, whether an injured serviceman's disability or death happened under circumstance which allow the payment of disability benefits or survivors' benefits to his family. Failure to collect and preserve that information may well result in injustices to the servicemen, his family and/or survivors, and delay in collecting and recording the information will only make the task more difficult if not impossible. Thus, as prompt and as complete of an investigation as the circumstances will permit is a duty the officer in command owes his subordinates.

(2) Whenever the circumstances and situation will permit the collection of adequate evidence, without unnecessary risks or hardships to investigating officers and/or material, a complete investigation will be conducted and reported in accordance with reference (b). Unless otherwise directed by the Commanding Officer, Marine Aircraft Group 16 or by CTE 79.3.3.6, the Task Element Commander should not be a "via addressee" on the investigative report when the same is convened by a subordinate unit; however, such reports should be forwarded via Group enroute to Wing.

~~SECRET~~
 UNCLASSIFIED

SECRET

3:RBC:clio
 Ser: 003A31362
 12 Nov 1962

(3) When the officer in command determines, under the above criteria, that a complete investigation should not be made, an officer will be appointed to make as thorough inquiry as the situation will permit. The information collected will then be reported as soon as possible by a letter, or speedletter, direct to this Headquarters (Attn: Wing Legal Officer) with a copy to the Commanding Officer, Marine Aircraft Group 16, containing the information required for Items one through fifteen on an Injury Report Form NAVJAG-486 (reproduced at section 0704 of reference (b)), expressing an opinion as to misconduct and line of duty status in injury cases (see Chapter VIII of reference (b)), and either having copies of the medical records/reports appended or stating precisely where they may be obtained. The statements of witnesses, summaries of interviews, copies of police or accident reports, photographs, etc. need not be reduced to writing nor appended; however, the full name, rank, serial number (title and permanent address for civilian witnesses) will be included in Item Fifteen for future reference. References (c) and (d) are to be cited as authority for the abbreviated procedures used. A sample speedletter report is shown in enclosure (5) page 6 and 7. In the event that this Headquarters determines that a more complete investigation can and must be made, the letter/speedletter report will be returned, via the Commanding Officer, Marine Aircraft Group 16, with appropriate instructions.

b. Personnel Claims. Should a Personnel Claim be submitted for damage to or loss of personal property of personnel as a result of Task Element 79.3.3.6's operations, the investigation discussed in sections 2119-2122 of reference (b) must be conducted insofar as practical. If required information cannot be obtained, the reasons therefor should be explained. It is suggested that Marine Aircraft Group 16 may be able to conduct most such investigations using the statements of personnel attached to CTE 79.3.3.6.

c. Foreign Claims. The authority to adjudicate Foreign Claims has been vested in U. S. Army activities with COMUSMACV. Accordingly, it is important to notify that Headquarters when it appears that a claim may arise from damage to or loss of real or personal property belonging to the government or inhabitants of the country in which Task Element 79.3.3.6 is operating. In the event that Army or other COMUSMACV authorities require an investigation of the incident, refer to section 2220 of reference (b) and such other directives as those authorities may specify.

5. Delivery of Personnel. Inasmuch as no Status of Forces Agreement presently exists between the United States and the country in which the Task Element is operating, personnel may not be delivered to foreign authorities. See section 1306 of reference (b). Should such request

4

Enclosure (4)

DECLASSIFIED

SECRET

3:RBC:clo
Ser: C03A31362
12 Nov 1962

be made, COMUSMACV (Legal Officer) and this Headquarters (Wing Legal Officer) will be notified immediately. Should personnel be detained by friendly foreign authorities, their release will be immediately requested, but not demanded, and, if not returned within a reasonable period of time, the same Headquarters will be immediately informed.

6. Legal Advice and Assistance

a. Legal advice for the command may be obtained from the following sources:

Wing Legal Officer, Iwakuni - 2331/3058

MAG-16 Legal Officer, Futema - 23496

Navy Law Specialist, COMUSMACV, Saigon

Station Legal Officer, NAS, Cubi, Philippines

b. Assistance on personal legal problems of personnel may be obtained from the following sources:

Wing Legal Office, Iwakuni (direct correspondence between person requiring assistance and that office is hereby authorized)

Station Legal Office, NAS, Cubi, Philippines

DECLASSIFIED

SECRET

3:RBC:clo
Ser: 003A31362
12 Nov 1962

AIR MAIL

(SPEEDLETTER EXAMPLE)

To: Commanding General (ATTN: WgLegal10)
1st Marine Aircraft Wing, AirFMFPac
% F.P.O., San Francisco, California

Subj: Report of investigation into the injury of SSgt Hebe HURT,
1234567, USMC, HMM 162, MAG 16, 1st MAW

Ref: (a) JAG msg DTG 091629 Oct 62
(b) CG, 1st MAW msg DTG 110510 Oct 62

An investigation into the subject incident conducted in accordance with references (a) and (b) by 1stLt Joe B. BLOW, 012345/9901, USMC, established the following facts reported as numbered on NAVJAG FORM 486 (Rev. 8-61):

1. Hebe (n) HURT
2. 1234567/6481
3. SSgt
4. USMC
5. 8Nov62, Sag Lang, South Vietnam
6. 8Nov62, 1415, Da Nang, South Vietnam
- 7a. Simple fracture, left femur
- 7b. Good, no permanent injury
8. Not applicable
9. Not applicable.
10. See 15, below
11. Temporary
12. Eight weeks
13. Performing military duty, in a military aircraft, as crew member
14. Not applicable
15. While engaged in operations in support of VN Army against Viet Cong

SECRET

3:RBC:clo.
Ser: 003A31362
12 Nov 1962

(SPEEDLETTER EXAMPLE)

HURT was Crew Chief on helicopter transporting troops. As helicopter landed at assigned landing zone, HURT jumped from A/C to assist passengers debarking. Stepping on a loose stone, HURT lost his balance and fell, striking his left leg against a large rock and breaking the bone about 4 inches above the knee-cap. HURT was placed back aboard the A/C and returned to Da Nang for medical care. He is being further evacuated this date to USAF Hospital, Clark AFB. Witnesses interviewed:

Captain Tom B. PILOT, 023456/7335, USMC, Pilot
1stLt John B. COPILOT, 034556/7335, USMC, Co-pilot
LCpl Him B. HELPER, 2345678/6481, USMC, Crew Member
Soo Long, Civilian, Sag Lang Village, South Vietnam
Lieutenant A. Good SAWBONES, 555355/2100, USN, Flight Surgeon

Injury incurred in line of duty and not due to own misconduct.

I. M. COMMANDING

Copy to:
CO, MAG-16, 1st MAW

Commanding Officer
HMM-162, MAG-16, 1st MAW, AirFMFPac
% F.P.O., San Francisco, California

7

Enclosure (4)

~~SECRET~~
UNCLASSIFIED