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FIRST ENDORSEMENT on CG, 1st MAW ltr 3P:RVV:af1 over 5750 Ser No: 003PA06272 of 2 March 1972

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

Subj: Command Chronology for the period 1 July 1971 through 31 December 1971 (U)

1. Forwarded, noting the following discrepancy: VMA-211 Command Chronology; Part IV (Supporting Documents) not provided. (NOTE: Record is held in HD)

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

F. X. Quinn
F. X. QUINN
By direction

Copy to:
CG, 1st MAW

Group 4
Downgraded At 3 Year Intervals; Declassified After 12 Years

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HEADQUARTERS
1st Marine Aircraft Wing
Fleet Marine Force, Pacific
FPO San Francisco 96602

[redacted]

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5750
003PA06272
2 March 72

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[redacted] (Unclassified upon removal of enclosure)

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

Subj: Command Chronology for the Period 1 July 1971 through 31 December 1971 (U)

Ref: (a) MCO P5750.1
(b) FMFPacO 5750.8

Encl: (1) 1st Marine Aircraft Wing Command Chronology (S)

1. (U) As required by references (a) and (b), enclosure (1) is submitted.

G. W. MORRISON
Chief of Staff

ret MAW

Def MAW SSC No.	Copy No.
648-72	#1

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DECLASSIFIED AFTER 12 YEARS
DOD DIR 5200.1

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HEADQUARTERS
1st Marine Aircraft Wing
Fleet Marine Force, Pacific
FPO San Francisco 96602

COMMAND CHRONOLOGY

1 July 1971 to 31 December 1971

INDEX

PART I - Organizational Data

PART II - Narrative Summary

PART III - Sequential Listing of Significant Events

PART IV - Supporting Documents

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

Enclosure (1)

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PART I

ORGANIZATIONAL DATA

1. (U) DESIGNATION	COMMANDER
1st Marine Aircraft Wing	Major General R. G. OWENS 1 Jul - 31 Dec 71

SUBORDINATE UNITS

Marine Wing Headquarters Squadron-1	Col W. C. KELLY 1 Jul - 23 Nov 71 LtCol R. E. HAWES 24 Nov - 31 Dec 71
Marine Aircraft Group-12	Col E. J. RUTTY 1 Jul - 31 Dec 71
Marine Aircraft Group-15	Col R. R. MILLER 1 Jul - 10 Sep 71 Col K. O'KEEFE 11 Sep - 31 Dec 71
Marine Wing Support Group-17	Col T. E. MULVIHILL 1 Jul - 8 Jul 71 Col W. G. McCOOL 9 Jul - 31 Dec 71
Marine Air Control Group-18	LtCol F. L. DELANEY 1 Jul - 22 Jul 71 Col E. M. JONES 23 Jul - 31 Dec 71
Marine Aircraft Group-36	Col R. J. ZITNIK 1 Jul - 4 Aug 71 Col A. F. GARROTTO 5 Aug - 31 Dec 71

2. (U) LOCATION

1 Jul - 31 Dec 71: MCAS, Iwakuni, Japan

3. (U) STAFF OFFICERS

Assistant Wing Commander	BGen W. R. QUINN 1 Jul - 25 Aug 71 BGen A. W. ODONNELL 26 Aug - 31 Dec 71

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Chief of Staff	Col G. W. MORRISON 1 Jul - 31 Dec 71
Assistant Chief of Staff, G-1	Col M. B. PORTER 1 Jul - 31 Dec 71
Assistant Chief of Staff, G-2	LtCol W. C. SERVICE III 1 Jul - 31 Dec 71
Assistant Chief of Staff, G-3	Col H. HART 1 Jul - 9 Sep 71 Col R. L. SIMMONS 10 Sep - 31 Dec 71
Assistant Chief of Staff, G-4	Col D. L. DAVIS 1 Jul - 18 Dec 71 Col W. C. WATSON 19 Dec - 31 Dec 71
Assistant Chief of Staff, Comptroller	Capt J. H. GUELICH 1 Jul - 15 Jul 71 Col J. W. KIRKLAND 19 Jul - 31 Dec 71
Assistant Chief of Staff, Management	Maj J. M. TUTTLE 1 Jul - 31 Dec 71
Staff Secretary	Capt R. G. GULLEY 1 Jul - 11 Sep 71 Maj H. L. TRIMBLE 12 Sep - 31 Dec 71
Aide-de-Camp	Capt S. N. MELGAARD 1 Jul - 31 Dec 71
Sergeant Major	SgtMaj E. L. CASSELL 1 Jul - 14 Dec 71 SgtMaj W. F. MORTIMER 15 Dec - 31 Dec 71

SPECIAL STAFF

Adjutant	Capt J. E. EASTMAN 1 Jul - 24 Jul 71 Capt L. D. TAKER 25 Jul - 31 Dec 71
Area Auditor	Capt A. H. RAINES 1 Jul - 31 Dec 71

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Chaplain	Cdr D. F. ZELLER 1 Jul - 31 Dec 71
Communication-Electronics	LtCol R. H. HARTER 1 Jul - 31 Jul 71 Col J. A. BLAKELY 1 Aug - 31 Dec 71
Inspector	Col S. G. WARREN 1 Jul - 12 Aug 71 Col W. C. WATSON 13 Aug - 17 Dec 71 LtCol J. L. SHANAHAN 18 Dec - 31 Dec 71
Medical	Cdr F. C. LEISSE, MC, USN 1 Jul - 31 Dec 71
Public Affairs	Capt H. S. GAZAWAY 1 Jul - 31 Dec 71
Readiness Reports	CWO-2 P. G. KENDALL III 1 Jul - 25 Oct 71 Maj W. P. ALEKSIC 26 Oct - 31 Dec 71
Safety Director	LtCol P. M. JACOBS 3 Aug - 2 Oct 71 LtCol R. P. SPREIER 3 Oct - 31 Dec 71
Safety (Aviation)	Maj W. J. NEVINS 1 Jul - 31 Dec 71
Special Services	LtCol W. K. STRATFORD 1 Jul - 31 Dec 71
Staff Judge Advocate	LtCol C. W. COLLIER 1 Jul - 31 Dec 71
Supply	LtCol L. L. DEMENT 1 Jul - 12 Nov 71 LtCol A. G. WAITE 13 Nov - 31 Dec 71

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4. (U) AVERAGE MONTHLY STRENGTH

	USMC	
	Officers	Enlisted
Jul	1081	7693
Aug	1070	7290
Sep	1058	7200
Oct	1046	7233
Nov	1042	7269
Dec	1011	7067
Average during Period		
	1051	7297

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PART II

NARRATIVE SUMMARY

1. (C) Personnel

a. At the end of the reporting period, the subordinate units of the 1st MAW were:

Marine Wing Headquarters Squadron-1
- 11th Dental Company
- 7th Counterintelligence Team
- 3rd Special Security Communications Team

Marine Aircraft Group-12
- Headquarters and Maintenance Squadron-12
  - Marine Wing Weapons Unit-1 (Sub Unit #1 H&MS-12)
- Marine Air Base Squadron-12
- Marine Attack Squadron-211
- Marine Attack Squadron-311
- Marine Attack Squadron (All Weather)-533
- Marine Air Traffic Control Unit-62

Marine Aircraft Group-15
- Headquarters and Maintenance Squadron-15
- Marine Air Base Squadron-15
- Marine Fighter/Attack Squadron-115
- Marine Fighter/Attack Squadron-232
- Marine Composite Reconnaissance Squadron-1
- Marine Air Traffic Control Unit-60

Marine Wing Support Group-17
- Headquarters and Maintenance Squadron-17
- Wing Equipment and Repair Squadron-17
  - Sub Unit #1 WERS-17 (SATS)

Marine Air Control Group-18
- Headquarters and Headquarters Squadron-18
- Marine Wing Communications Squadron-18
- Marine Air Support Squadron-2
- Marine Air Control Squadron-4

Marine Aircraft Group-36
- Headquarters and Maintenance Squadron-36
  - Sub Unit #1 H&MS-36 (Cadre for HMA-369)
  - Sub Unit #2 H&MS-36 ('Fuji Det')
- Marine Air Base Squadron-36
- Marine Heavy Helicopter Squadron-462
- Marine Light Helicopter Squadron-367
- Marine Observation Squadron-6
- Marine Medium Helicopter Squadron-165
- Marine Medium Helicopter Squadron-164

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Marine Aerial Refueler/Transport Squadron-152
Marine Air Traffic Control Uni--66

b. The reporting period witnessed significant changes in the task organization of the Wing. On 1 July, Marine Wing Headquarters Group-1 was decommissioned with Marine Wing Headquarters Squadron-1 picking up the administrative duties. From the old MWHG-1, Marine Wing Facilities Squadron-1 was decommissioned while Marine Wing Communications Squadron-1 moved to MACG-18 to take up a new designation as MWCS-18. On 25 December 1971, Marine Air Tactical Control Unit-68 was chopped to FMFLant, leaving 1st MAW with three operational MATCUs.

c. The Drug Exemption Program, under Wing Order 6710.6B was begun in August; 85 exemptions were granted during the reporting period.

d. A "People Training Unit" was established on 7 December 1971. By 31 December, 152 Wing personnel had taken part in human relations type seminars.

e. Ninety officers were short toured in October, November and December. These actions were taken to reduce duplication of staff billets and to decrease pressure on over-loaded base facilities.

f. To provide a rapid, direct, informal means of reporting a problem or checking a rumor, the Wing instituted a full-time "HOTLINE" telephone, located in the G-1 office.

g. The Career Planning Office initiated publication of the "Wing Word", a monthly magazine summarizing latest publications and programs on matters of personal concern to Marines: pay, promotion, postal matters and so on.

2. (U) Legal Administration. The following chart is a compilation of the legal business of the Wing in disciplinary matters during the reporting period.

Non-judicial Punishments	603
Summary Courts Martial	94
Special Courts Martial (Non-BCD)	41
Special Courts Martial (BCD)	4
General Courts Martial	7

3. (C) Intelligence

a. A Current Intelligence Read Board was established and intelligence up-dates were included in CG's Weekly Conference.

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b. 535 TS security clearances were administratively cancelled within 1st MAW in accordance with ALMAR 87.

c. 1st MAW EGRESS RECAP Team was formed under the cognizance of G-2 and began training.

4. (U) Training

a. During the reporting period, 405 enlisted men and 158 officers of 1st MAW attended formal schools in WestPac.

b. In October, a team from MAWTUPAC visited Wing combat squadrons to present refresher training in weapons characteristics, handling, loading and delivery, and in air combat maneuvering.

c. Six officers of the Republic of China armed forces visited 1st MAW units for orientation including FAM flights in each different type aircraft and training under the Military Assistance Program.

5. (S) Operations

a. 1st MAW Comptroller reports that, during this reporting period, subordinate units of the Wing flew 36,904 hours at an approximate operational and maintenance cost per hour of $154.00.

b. On 1 July 1971, 1st MAW assumed the CINCPAC SIOP commitment. During the week of 18 July, General L. F. CHAPMAN, CMC, visited the SIOP forces for briefings both at MCAS Iwakuni and at the forward staging base.

c. Aircrew training readiness was maintained at an acceptable level throughout the period. The principal obstacle to readiness for 1st MAW is the scaricty of ordnance training areas within range of MCAS Iwakuni. Only air-to-air gunnery and limited air-to-ground conventional ordnance delivery are possible for home-based squadrons. To alleviate this situation, fighter and attack squadrons are kept deployed to Okinawa and the Philippine Islands nearly continuously. Excellent ordnance training ranges are available in both these areas and 1st MAW accrues important additional advantages by maintaining a high level of embarkation readiness and relieving base loading at MCAS Iwakuni.

d. VMCJ-1 flew official photography missions in Japan, Okinawa, Korea and the Philippine Islands. Electronic

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Counter-Measures aircraft deployed to Taiwan quarterly for air defense training with the US Air Force and Nationalist Chinese forces. 1st MAW EA6As also operated with the Royal Navy in the Philippine Islands. EA6As were much in demand as they participated in Exercises HOBO, NIKEX, BEAVER HOUND, and Commando Jade as well as a number of unnamed exercises with various ships of the US Navy.

e. MAG-36's helicopters were busy throughout the period with routine tasks and extra-ordinary taskings. The normal deployments and detachments were maintained: a composite HMM with the 31st MAU, a detachment a NAS Atsugi, and a detachment with ARG Bravo. In addition, this period, MAG-36 supplied a detachment to assume SAR duties when MCAS Iwakuni's SAR helicopter crashed and another for special task force operations in the Indian Ocean.

f. During this period, the last of 1st MAW's C-54 transport were retired leaving 6 C-117s to carry on the tactical support transport role.

g. In September, the two Iwakuni-based MATCUs assumed joint responsibility for providing approach radar coverage while MCAS Iwakuni's approach radar was down for field maintenance. A detachment from MACS-4 on Okinawa displaced to MCAS Iwakuni to provided flight following and ground -controlled intercept work for MAG-12 and MAG-15. Air Support Radar Teams were deployed to Cubi Point, Philippine Islands. and to Osan, Korea, to work with 1st MAW airplanes on the live ordnance ranges at those sites.

h. Unusual operations:

(1) MAG-36 flew 192 sorties in typhoon relief and disaster relief work at the island of Yeayanna-Gunto off Okinawa. The magnitude of bhe task and the ranges involved required setting up an expeditionary refueling system on Ishigaki.

(2) MAG-36 also rescued more than 150 Girl Scouts, with their counselors, from an outlying island in another storm.

(3) MAG-15 and VMGR-152 provided F-4 fighter and KC-130 tanker strip alert ready to assist USS Fox in her passage of the La Perouse strait.

(4) VMGR-152 refueled the Navy "Blue Angels" flight demonstration team on its Trans-Pacific flights to and from the Nagoya International Aerospace Show. 1st MAW aircraft were on static display at Nagoya.

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6. (U) Safety. Within the Wing Headquarters, Aviation Safety, Ground Safety and Nuclear Safety were grouped in the new Wing Safety Center.

7. (C) Communication-Electronics

a. The CG 1st MAW AUTOSEVOCOM secure voice telephone link was installed and cleared for operations.

b. An intermediate crypto equipment repair site was established.

c. The 1st MAW Communications Center was brought into compliance with TEMPEST criteria.

d. Two major orders were published: Wing Order 2100.9A, Use of Routing Codes on Message Traffic and Wing Order 5400.2, Message Address Designators.

8. (U) Public Affairs

a. During this period, 56 news releases were distributed to civilian and military news media.

b. Wing Marines joined with their brothers of MCAS Iwakuni to make Operation Happy Face, on 18 December, a successful and fun-filled visit to the Air Station for children from local orphanages.

9. (S) Management

a. During the reporting period the Management Division was involved in areas of MARES/FORSTAT Readiness Reporting, the Management Improvement and Incentive Awards Programs, Graphic Arts and Data Processing support, and the Wing Integrated Programs and Evaluation Reporting System (WIPERS).

b. 31 December 1971, the Wing reported C-2 in overall combat readiness and C-2 in all measured areas.

10. (S) Inspection. 1st MAW was inspected by the FMFPac Inspection Team in August and VMFA-232 was the subject of a Training Readiness Evaluation in December. The SIOP-committed units were subjected to NOREX's and NWAI's throughout the period.

11. (U) Important Visitors. Among distinguished visitors to 1st MAW were:

General L. F. CHAPMAN	Commandant of the Marine Corps

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LtGeneral D. J. ROBERTSON	Commanding General, III Marine Amphibious Force
Vice Admiral W. P. MACK	Commander, Seventh Fleet
Rear Admiral J. T. BURKE	Commander, Naval Forces Japan
Rear Admiral N. O. WHITTMAN	Materiel Officer, Naval Air Force, Japan

12. (S) Exercise Code Name Listing

BEAVER HOUND - A passive electronic counter-measures collection effort run jointly with the 314th Air Division in Korea

COMMANDO JADE - A major air strike exercise, utilizing all major fixed-wing air tasks: fighter, attack, reconnaissance, electronic counter-measures, aerial refueling, to test the combined ROKAF/314th Air Division air defense of Korea

EAGLE - A quarterly electronic counter-measures exercise testing the combined Chinese Air Force/ 327th Air Division air defense of Taiwan

FOCUS LENS - An annual combined Republic of Korea/United States brigade-sized amphibious exercise in Korea

HOBO - An active electronic and mechanical counter-measures exercise against the 313th Air Division air defense of Okinawa

JAMEX - A general term for active mechanical and electronic counter-measures; used to refer to jamming exercises against ships, e.g. JAMEX Midway

LANTERN - A local code name for a MAG-12 Nuclear Operational Readiness Exercise

LOADEX - A general term for an (aircraft) loading exercise. Specifically, in this reporting period, MAG-36 tested procedures for loading UH-1E into C-130/141.

NIKEX - A combined electronic counter-measures exercise run against the Japan Air Self-Defense Force

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PART III

SEQUENTIAL LISTING OF SIGNIFICANT EVENTS

1 Jul	VMCJ-1 transferred to MAG-15 from MAG-12
1 Jul	Marine Wing Headquarters Group-1 reorganized to Marine Wing Headquarters Squadron-1; Marine Wing Facilities Squadron-1 was disestablished; Marine Wing Communications Squadron-1 became Marine Wing Communications Squadron-18
1 Jul	Assumed CINCPAC SIOP commitment
1 Jul	Published WgO 2100.9A, Use of Routing Codes for Message Traffic
4-6 Jul	Disorder at Futema, primarily racially oriented. 11 SPCM's were later held; all resulted in convictions
8 Jul	Maj J. F. SPENCER relinquished command of WERS-17 to Maj A. L. FRUCCI
9 Jul	Col T. E. MULVIHILL relinquished command of MWSG-17 to Col W. G. McCOOL.
12-17 Jul	Two TA-4Fs of H&MS-15 deployed to NAS Cubi Point, R. P. in support of VMFA-115
14 Jul	VMCJ-1 flew 1 EA6A in support of Exercise HOBO.
21 Jul	General CHAPMAN, CMC visited 1st MAW
22 Jul	Col E. M. JONES relieved LtCol F. L. DELANEY as CO, MACG-18
28 Jul	LtCol E. W. GILBERT relinquished command of H&MS-17 to LtCol W. R. LIMBACH
29 Jul	VMCJ-1 flew 1 EA6A sortie in support of Exercise NIKEX VMCJ-1 flew 1 EA6A sortie in support of Exercise BEAVER HOUND
29 Jul	VMA-533 and VMA-211 conducted loading exercise at Naha AB, observed by General CHAPMAN

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29-31 Jul	VMFA-115 provided close air support to the 31st MAU PHIBLEX in Mindoro, R. P.
30 Jul	MWWU Kilo Cadre arrived at Naha AB
31 Jul	Maj J. E. HERLOCKER relieved Maj M. P. CODY as Commanding Officer of H&MS-15
31 Jul - 6 Aug	VMCJ-1 deployed 3 EA6As to Taiwan to participate in Exercise EAGLE
1. Aug	Data Processing Section-28 became operational as part of MWSG-17
1 Aug	Capt D. L. HENDRIX relieved 1/Lt C. R. HICKEY as Officer in Charge of MATCU-60
1 Aug	1st MAW EGRESS RECAP Team was formed under Wing G-2
3 Aug	Wing Safety Center officially established with LtCol P. M. JACOBS as director
6 Aug	LtCol J. L. GREGORCYK relieved LtCol J. S. ROSENTHAL as CO, VMFA-232
7 Aug	MAG-36 S-5 Branch established for coordination of personnel services (drug abuse, race relations, personal counseling)
10 Aug	Two RF-4B from VMCJ-1 flew an official mosaic of MCAS Iwakuni Japan
10 Aug	FMFPac Inspection and Maintenance Management Team reviewed and assisted squadrons in their management problems
10-14 Aug	FMFPac Inspection Team inspected 1st MAW units
17-21 Aug	VMFA-232 deployed to NAS Cubi Point, R. P.
22 Aug	Marine Air Control Squadron-4 Detachment 'A' established at MCAS Iwakuni, Japan
23 Aug	RF-4B from VMCJ-1 flew an official mosaic of Kwang-Ju Air Base, Korea
30 Aug - 2 Sep	VMFA-232 conducted a Missile Exercise at NAS Cubi Point

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3 Sep	VMCJ-1 flew 1 EA6A sortie in support of USS Midway
3 Sep	WgO 03480.1A (OPREP-3 Reporting Guide) published by G-3 Plans
7 Sep	Spectrometric Oil Analysis Program Lab became operational as part of MWSG-17
7 Sep	Exercise LANTERN (NOREX). MAG-12 simulated alert and 14 aircraft were flown to Naha AB within 6 hours of call
7-9 Sep	MWSG-17 20-bed Field Hospital erected, and inspected
9-10 Sep	Temporary alert facilities constructed for MAG-15 Hot Pad at MCAS Iwakuni, Japan
10 Sep	VMFA-115 provided standby crew on 30 minute alert in support of USS Fox
11-25 Sep	2 TA-4Fs from H&MS-15 deployed to NAS Cubi Point to support VMFA-232
15 Sep	VAdm MACK of COMSEVENTHFLT visited 1st MAW
20 Sep	MATCU-60 began providing all radar for Air Traffic Control at MCAS Iwakuni
25 Sep	VMCJ-1 deployed 8 RF-4Bs to NAS Cubi Point
25 Sep - 13 Oct	Provided emergency helicopter disaster relief for Yaeyana-Gunto Islands hit by Typhoon "BESS", transported personnel, conducted damage assesments and distributed foodstuffs, emergency shelters and building materials.
26 Sep	An expeditionary fueling system established by MAG-36 TAFDS personnel and transported by VMGR-152 was used in support of Helos involved in Typhoon "BESS" relief operations.
30 Sep	2 EA6As from VMCJ-1 flew ECM hops against USS Enterprise
5-6 Oct	LtGen JONES of CG FMFPac visited 1st MAW
9 Oct	2 EA6As from VMCJ-1 flew ECM sorties against HMS Eagle

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10-13 Oct	Col E. M. JONES represented the 1st MAW for Operation "FOCUS LENS '72"
12 Oct	MAG-36 Helos evacuated 129 Girl Scouts and 21 Scout Leaders from Tokishiki-Shima
14 Oct	2 EA6As from VMCJ-1 flew ECM sorties against HMS Glomorgan
18 Oct	VMFA-115 deployed to NAS Cubi Point, R. P.
19 Oct	Changeover of HMM-165 for HMM-164 on 31st MAU aboard USS Tripoli (LPH-9) with 14 H-46s, 6 H-53s, 4 H-1s.
21 Oct	3 RF-4Bs from VMCJ-1 deployed to NAS Cubi Point
22 Oct	4 F-4Js from VMFA-232 and 2 TA-4Fs from H&MS-15 participated in the Second Okinawa Joint Combined Air Defense Exercise
23 Oct	2 TA-4Fs from H&MS-15 deployed to NAS Cubi Point to support VMFA-115 for 15 days
29 Oct - 6 Nov	1st MAW aircraft on static deployment at Japan International Air Show at Komaki AB Japan
30 Oct	2 EA6As from VMCJ-1 deployed to Taiwan for an EAGLE Exercise
2 Nov	RAdm BURKE, COMNAVFORJAPAN, visited 1st MAW
2 Nov	Capt D. L. HENDRIX, OIC, MATCU-60 and members of the unit visited Aihoen Orphanage in Kure, Japan
4 Nov	G-2 ACI commenced giving intelligence briefs at CGs Weekly Conference
17 Nov	RAdm WHITTMAN of CNAP Material Office visited 1st MAW
17 Nov	VMCJ-1 flew 1 EA-6A sortie on Exercise BEAVER HOUND
18 Nov	Wing Drug Exemption Order published (WgO 6710.6B)
18 Nov	VMFA-232 deployed to NAS Cubi Point

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22 Nov	2 TA-4Fs from H&MS-15 deployed to NAS Cubi Point to support VMFA-232 for 22 days
23 Nov - 22 Dec	Two UH-1E helos from HML-367 deployed on ARG "B"
24 Nov	LtCol R. E. HAWES assumed duties as CO, MWHS-1
25 Nov	MATCU-60 personnel visited Aihoen Orphanage in Kure, Japan
29 Nov	VMCJ-1 aircraft flew an EA6A sortie on Exercise BEAVER HOUND
29 Nov - 4 Dec	Two TA-4F aircraft sent to Philippines in support of Readiness Exercise (TRE)
29 Nov	H&MS-17 transferred last C-54 aircraft
1-3 Dec	VMFA-232 received FMFPac Training Readiness Evaluation (TRE) 2-71
3 Dec	3 RF-4Bs from VMCJ-1 deployed to Naha AB for official photo mission
4 Dec	1 EA6A from VMCJ-1 flew a JAMEX sortie against CTF 36
6 Dec	Published WgO 5400.2, Message Address Designators
7 Dec	People Training Unit activated
8 Dec	VMA-311 participated in Operation 'BONZAI' in Okinawa
9 Dec	Operation Plan 5060A published
9 Dec	Established intermediate crypto repair site at MCAS Iwakuni, Japan
9 Dec	VMCJ-1 flew an EA6A sortie on Exercise BEAVER HOUND
9 Dec	LtCol K. A. McFERREN relieved LtCol R. R. POWELL as CO of VMFA-115
11 Dec	3 EA6As from VMCJ-1 deployed to Taiwan to participate in Exercise EAGLE

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13 Dec	MAG-15 personnel attended planning conference for Operation GOLDEN DRAGON at Okinawa
14 Dec	LtCol W. R. LIMBACH relinquished command of H&MS-17 to LtCol D. C. MORGAN
15 Dec	2 RF-4Bs deployed to NAS Cubi Point for official photo mission
17 Dec	VMFA-232 received 1st MAW TRE 1-71 at NAS Cubi Point
17 Dec	Helicopter transportability LOADEX conducted by MAG-36 S-4 and HML-367
18 Dec	1st MAW particiapted in Operation Happy Face for Japanese orphans.
21 Dec	CPX 3-71, a Command Post Exercise for 9th Marine Amphibious Brigade contingency plans that were currently in effect, was conducted
21 Dec	1st MAW Communication Center complied with TEMPEST criteria
23 Dec - 4 Jan	Det 'A' HMM-164 deployed aboard USS Denver (LPD-10) for contingency operations. (4 CH-46 aircraft)
23 Dec	VMCJ-1 aircraft flew an EA6A sortie on Exercise BEAVER HOUND
25 Dec	MATCU-60 personnel visited Aihoen Orphanage in Kure, Japan
27 Dec	LtGen ROBERTSON of CG III MAF visited 1st MAW

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PART IV

SUPPORTING DOCUMENTS

TAB A - Press releases, newspaper articles, local publications and offical correspondence pertaining to units and personnel of the 1st Marine Aircraft Wing from 1 July 1971 to 31 December 1971.

CHRONOLOGIES OF SUBORDINATE COMMANDS

TAB B - Director, Safety Center (U)

TAB C - Communications-Electronics (U)

TAB D - Public Affairs (U)

TAB E - Wing Inspector (U)

TAB F - Marine Wing Headquarters Squadron-1 (U)

TAB G - Marine Aircraft Group-12 (S)

TAB H - Marine Aircraft Group-15 (S)

TAB I - Marine Wing Support Group-17 (U)

TAB J - Marine Air Control Group-18 (U)

TAB K - Marine Aircraft Group-36 (C)

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TAB A

1 - The Professional, Jul 1971

2 - Article, Pacific Stars & Stripes, 9 Jul 71, "Marine Unit Gets Beefed-Up Huey Cobras"

3 - Article, Pacific Stars & Stripes, 12 Jul 71, "1st MAW - Ready on the Line"

4 - Article (source unidentified), N/D, "3M Initiates MAMP School"

5 - 3 articles, Pacific Stars & Stripes, 9 Jul 71,
"They let you down-gently"
"Helos Plan Angel to Save 2"
"Futema AS Calm after Racial Violence"

6 - Article, Pacivic Stars & Stripes, 25 Jul 61, "Marine Copters Battle Exploding Blaze"

7 - MACG-18 message, "Geographical Location Det H&HS-18", 300646Z Jul 71 (Conf)

8 - The Professional, Aug 1971

9 - 1st MAW Command Directory, Aug 71

10 - 3 articles, Pacific Stars & Stripes, 25 Aug 71 and other unidentified source,
"Navy Aide Completes Base Visits"
"Seminars Set at Iwakuni"
" 1st MAW Slates Seminars"

11 - Article, Unidentified source, N/D, "CMC Tours MCAS"

12 - The Professional, Sep 1971

13 - 2 articles, Torii Teller, 24 Sep 71, "7th Fleet Cmdr. visits Air Station"
"MABS-15 Party Held for Kids"

14 - The Professional, Oct 1971

15 - Article, Pacific Stars & Stripes, 14 Oct 71, "U.S. Aids Storm-held Islands" and messages:
CG III MAF, "Disaster Assistance", 240830Z Sep 71
CG III MAF, "Damage Report on YAEYAMA GUNTO Caused by Typhoon BESS", 250505Z Sep 71
CG III MAF, "Interim Report of Disaster Relief Assistance", 300830Z Sep 71
HICOM RY-Okinawa, "USMC Assistance to YAEYAMA GUNTO following Typhoon BESS, 130820Z Oct 71
CINCPAC, USMC Assistance to YAEYAMA GUNTO following Typhoon BESS, 151332Z Oct 71
MAG-36, "Disaster Assistance", 150803Z Oct 71

16 - Articles, Torii Teller, 15 Oct 71, "MABS-12 gas station - best in town" and "Construction booming at Iwakuni, MABS-12 tries new method"

(continues)

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TAB A (continued)

17 - Wing Order 5400.1, "Detachment of 11th Dental Company; establishment of", 21 Oct 1971

18 - Wing Word Newsletter, Nov 1971

19 - Wing Order 1710.2, "Special Services; Instructions Pertaining to", 5 Nov 71

20 - Wing Order 6710/6B, "Exemption Program for Disclosure of Drug Abuse", 18 Nov 71

21 - Article, Torii Teller, 19 Nov 71, "Skytrain...an ageless workhorse"

[22 inadvertently not used]

23 - The Professional, Nov/Dec 1971

24 - 1st MAW Command Directory, Nov/Dec 71

25 - Wing Word Newsletter, Dec 1971

26 - Article, Torii Teller, 3 Dec 71, "What it's all about - Iwakuni's annual venture into childhood"

27 - Article, Pacific Stars & Stripes, 22 Dec 71, "7 Copter Victims Marines"

28 - Message, MAG-36, "Relocation of MATCU-68", 260217Z Dec 71 (Conf)

29 - Message, CTG 79.3.5, "MovRep/MATCU-68", 270705Z Dec 71 (Conf)

30 - Message, Admin III MAF, "Relocation of MATCU-68", 270822Z Dec 71 (Conf)

31 - Message, Admin FMFPAC, "Relocation of MATCU-68", 290413Z Dec 71 (Conf)

List added/HDR-40/
29 Mar 72

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HEADQUARTERS
1st Marine Aircraft Wing
Fleet Marine Force, Pacific
FPO San Francisco 96602

25:DRD:reg
5750
25 February 1972

From: Director, Safety Center
To: Assistant Chief of Staff, G-3, Plans

Subj: Command Chronology; submission of

Ref: (a) WgO 5750.1B

Encl: (1) Wing Safety Center, Command Chronology for 1Jul-31Dec71, parts I, II, and III.

1. In accordance with reference (a), enclosure (1) is submitted for the period 1Jul71 to 31Dec71.

W. J. NEVINS, Jr.

(3)

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PART I

ORGANIZATIONAL DATA

1. DESIGNATION

Wing Safety Center
1st Marine Aircraft Wing

2. LOCATION

MCAS Iwakuni, 1Jul-31Dec71

3. STAFF OFFICERS

Director, Safety Center	LtCol P. M. JACOBS	1Jul-20ct71
Director, Safety Center	LtCol R. P. SPREIER	30ct-31Dec71
Aviation Safety Officer	Maj W. J. NEVINS, Jr.	1Jul-31Dec71
Ground Safety Officer	CWO-3 E. L. MACHADO	1Jul-31Dec71

4. AVERAGE MONTHLY STRENGTH

USMC		USN		OTHER	
OFF	ENL	OFF	ENL	OFF	ENL
4	2	0	0	0	0

ENCLOSURE (1)

(B)

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PART II

NARRATIVE SUMMARY

The Wing Safety Center was officially organized on 3Aug71, in accordance with WgO 5100.2.

At the time of implementation the Safety Center consisted of a LtCol, Director; Maj, Aviation Safety Officer; CWO-3, Ground Safety Officer; CWO-2, Ordnance Safety Officer; SSgt, NCOIC; Sgt, Ground Safety NCO and a Sgt, Aviation Safety Clerk.

During the month of December, the SSgt and Sgt rotated with replacement for the SSgt only. No other personnel were assigned.

During the brief time the Safety Center has been in operation, stronger emphasis has been placed on the proper and continued usage of NATOPS Manuals, checklists, etc. Since the withdrawal of 1st MAW from Vietnam, school is held for both officers and enlisted in the form of regular, stepped-up Safety Standdowns, various Safety Council meetings, closed book, pop-quizes and regular NATOPS tests administered at irregular intervals.

(B)

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PART III

SEQUENTIAL LISTING OF SIGNIFICANT EVENTS

3 AUGUST 1971 - The Wing Safety Center was established.

10 AUGUST 1971 - The first aircraft mishap of FY-72. VMA-311, AAR 1-72A, A4E, BuNo 150085, Pilot BUNKER; Alpha damage, Foxtrot injury.

20 AUGUST 1971 - HMM-165 aircraft mishap, AAR 1-72A, CH-46D, BuNo 153355, Pilot UPSHAW, Alpha damage, no injury.

9 SEPTEMBER 1971 - VMA-211 aircraft mishap, AAR 1-72A, A4E, BuNo 152041, Pilot BOND, Alpha damage, fatal injury.

1 OCTOBER 1971 - HML-367 aircraft mishap, AAR 1-72A, UH-1E, BuNo 154960, Pilot ROAKE, Delta damage, no injury.

3 OCTOBER 1971 - Lieutenant Colonel Richard P. SPREIER assigned as Director, Safety Center.

16 OCTOBER 1971 - VMCJ-1 aircraft mishap, AAR 1-72A, RF4B, BuNo 153105, Pilot PITTERLE, Delta damage, no injury.

27 OCTOBER 1971 - HMM-165 aircraft mishap, AAR 2-72A, UH-1E, BuNo 151875, Pilot DUKELOW, Alpha damage, no injury.

3 NOVEMBER 1971 - VMA-311 aircraft mishap, AAR 2-72A, A4E, BuNo 151176, Pilot SKELTON, Alpha damage, no injury.

12 NOVEMBER 1971 - VMA-211 aircraft mishap, AAR 2-72A, A4E, BuNo 152004, Pilot BURMEISTER, Delta damage, no injury.

20 DECEMBER 1971 - H&MS-36, Sub Unit #2, aircraft mishap, AAR 1-72A, CH-46D, BuNo 154804, Pilot SWINSON, Alpha damage, seven fatal injuries.

20 DECEMBER 1971 - HMM-165 aircraft mishap, AAR 3-72A, CH-46D, BuNo 154796, Pilot CERROTTA, Alpha damages, 4 deaths.

27 DECEMBER 1971 - HMM-165 aircraft mishap AAR 4-72A, CH-46D, BuNo 154013, Pilot SCURLOCK, Alpha damage, 3 deaths.

SPECIAL HANDLING REQUIRED IN
ACCORDANCE WITH OPNAVINST 3750.6 SERIES

(B)

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HEADQUARTERS
1st Marine Aircraft Wing
Fleet Marine Force, Pacific
FPO San Francisco 96602

10:REH:dlh
5750
15 Jan 1972

From: Communication-Electronics Officer
To: G-3

Subj: Command Chronology

Ref: (a) WgO 5750.1B

Encl: (1) Communication-Electronics Branch Command Chronology for 1 July 1971 to 31 December 1971

1. In accordance with provision of reference (a), enclosure (1) is submitted.

James A. Blakely
JAMES A. BLAKELY

(c)

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PART I

ORGANIZATION DATA

1. DESIGNATION

Communication-Electronics Branch

2. LOCATION

1 July - 31 December: MCAS Iwakuni, Japan

3. STAFF OFFICERS

Communication-Electronics Officer	LtCol Robert H. HARTER 1 July - 31 July
Communication-Electronics Officer	Col James A. BLAKELY 1 August - 31 December
Assistant Communication-Electronics Officer	LtCol James H. BIRD Jr. 27 August - 31 December
Electronics Officer	Maj Ray E. HUEBNER 1 August - 31 December
Maintenance Officer	CWO-3 James E. WRIGHT 4 August - 31 December

4. AVERAGE MONTHLY STRENGTH

USMC		USN	OTHER
Off	Enl		
4	5	NONE	NONE

(c)

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PART II

NARRATIVE SUMMARY

1. July

a. This Branch conducted post Inspection General visits to all 1st MAW Groups.

b. This Branch provided complete listing of 1st MAW electro-magnetic emitters aboard MCAS Iwakuni to MCAS Iwakuni as part of a hazard of electro-magnetic radiation to ordnance (HERO) study.

c. This Branch provided to CG FMFPAC a review of FMFPAC Communication Plan Eight.

d. As directed by CG III MAF, MWCS-18 was directed to ship all AN/MRC-62 and AN/MRC-63 equipments to 3rd FSR in support of the Vietnamization program.

e. A 1st MAW wide training program was initiated for AN/TRC-166 and AN/MRC-135 equipment.

f. Published Wing Order 2100.9A, Use of Routing Codes for Message Traffic.

g. This Branch requested a TEMPEST Survey of the Wing Headquarters Communication Installations.

2. August

a. This Branch reiterated the urgent requirement for one Collins Corporation and one UNIVAC Corporation field engineer at TDCC Detachment, MACS-4, Son Tra, Republic of Vietnam.

b. This Branch provided CG FMFPAC with a listing of 1st MAW non-communication-electronics equipment.

c. This Branch provided the CG, Marine Corps Development and Education Command, a listing of presently held intercommunication sets and stated desired features for future Marine Corps equipment of that type.

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d. To eliminate TEMPEST difficulties, this Branch directed MACG-18 to operate the 1st MAW Communication Center from the AN/TGC-37 Communication Central Van.

3. September

a. This Branch provided NAVSEEACT JAPAN with complete installation data for MACS-4's AN/UPS-1D and AN/TPS-22 radars utilized to provide positive control of aircraft in the Iwakuni area, and requested a RFI/EMC study by that activity.

b. This Branch requested that CMC authorize utilization of NAVAIRSYS COMREPPAC funds for Marine Corps ground calibration utilizing Iwakuni based MCC-1, thus utilizing available capabilities while saving transportation difficulties and costs.

4. October

a. This Branch arranged for a TEMPEST Survey of MACS-4's installations on Okinawa.

b. This Branch requested CG FMFPAC provide rotatable log periodic (high-gain) antennas for long-haul, high-frequency circuit requirements.

c. This Branch provided CG FMFPAC a detailed study of costs involved in leasing and buying commercial radios for Naval Aviation Maintenance Program (NAMP) use. The study revealed that substantial savings could be made by purchasing vice leasing these radios.

d. This Branch provided CG FMFPAC with detailed comments on formal school versus on-the-job training for communication-electronics personnel. Formal school advantages include training standardization, qualification of instructors and economical utilization of expensive instructional devices and equipment.

e. This Branch reviewed requirements for high-frequency radio equipment, as requested by CG III MAF. Recommendation was for no decrease in capability based upon predictable, geographical dispersion in the forseeable future.

(c)

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5. November

a. This Branch requested CG FMFPAC assistance in obtaining a replacement for the AN/ASC-11 lost at sea with the 31st MAU.

b. Preliminary HERO Report of MACS-4 radars at MCAS Iwakuni indicated no outstanding hazards. Final report scheduled to be received in January 1972.

6. December

a. First MAW received CMC approval to calibrate Marine Corps ground equipment at MCC-1. Appropriate steps have been taken to implement the approval. Use of MCC-1 will continue until an orderly transition can be made to the AN/TSM-119 Calibration Complex. First MAW is scheduled to receive an AN/TSM-119 and calibration personnel in third quarter FY-72.

b. Published Wing Order 5400.2, Message Address Designators.

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PART III

SEQUENTIAL LISTING OF SIGNIFICANT EVENTS

29 July: CG 1st MAW AUTOSEVOCOM approved for operation. COMNAVFORJAPAN 290245Z JUL 71 (C).

9 December: This Branch designated intermediate crypto repair sites (ICRS) in accordance with Marine Corps Order 4408.2B and established procedures for the maintenance, repair or modification of all 1st MAW crypto equipment. CG 1ST MAW 090453Z DEC 71. Completion of MWCS-18's crypto repair facilities significantly improved 1st MAW's crypto repair capability.

21 December: First MAW Communication Center determined to meet TEMPEST criteria. NAVSEEAPAC 212140Z DEC 71 (S).

PART IV

SUPPORTING DOCUMENTS

Tab A - Wing Order 2100.9A, "Use of Routimg Codes for Message Traffic", 15 Jul 71
Tab B - CG 1st MAW message, "Designation as intermediate crypto repair site", 090453Z Dec 71
Tab C - Wing Order 5400.2, "Message Address Designators", 13 Dec 71

(C)

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HEADQUARTERS
1st Marine Aircraft Wing
Fleet Marine Force Pacific
FPO San Francisco 96602

WgO 2100.9A
10:ELH:rpr

JUL 15 1971

WING ORDER 2100.9A

From: Commanding General
To: Distribution List

Subj: Use of Routing Codes for Message Traffic

Ref: (a) DNC 5(D) (C)
(b) ACP 121(E) (U)

Encl: (1) List of abbreviated Routing Codes for HQ 1st MAW
(2) Instructions for the use of HQ 1st MAW Routing Codes

1. Purpose. To promulgate instructions for the use of routing codes to be used in electrical messages within this command.

2. Cancellation. Wing Order 2100.9

3. Discussion. The use of routing codes will facilitate the rapid and accurate internal routing of messages within Headquarters, 1st Marine Aircraft Wing. The employment of routing codes in electrical messages will be in accordance with paragraphs 5242a(7) and 5120d of reference (a) and paragraph 320a(2) of reference (b). Enclosure (1) is a list of abbreviated routing codes for the administrative offices of Headquarters, 1st Marine Aircraft Wing. Enclosure (2) is a detailed instruction concerning the use of these routing codes as applicable to the originator, depending on whether the message is requesting a reply or whether a message is being addressed to this Headquarters for action or information. It is to be noted that paragraph 5120d of reference (a) states that the terms "for" or "attn" in no way restrict normal distribution.

4. Action. Upon receipt of this Order, units will initiate action to implement the use of routing codes on electrical messages sent to this Headquarters.

G. W. MORRISON
Chief of Staff

DISTRIBUTION: "A and-B"
Copy to: CG, FMFPAC; CG, III MAF; CG, 3D MARDIV

(C) Tab A

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WgO 2100.1

LIST OF ABBREVIATED ROUTING CODES

FOR HQ 1ST MAW

SECTION	MESSAGE CODE
G-1	G-1
G-2	G-2
G-3	G-3
G-4	G-4
Comptroller	COMPT
Management Engineer	MES
Adjutant	ADJ
Aircraft Maintenance Officer	AMO
Air Traffic Coordinating Officer	ATCO
Aviation Electronics	AVO
Aviation Safety	ASO
Career Planning	CARPLANO
Career Retention	CARRETO
Chaplain	CHAP
Classified Material Control Center	CMCC
Communication-Electronics Officer	CEO
Dental	DENT
Drug Abuse	DAO
Electronic Warfare Officer	EWO
Embarkation	EMB
Engineer	ENGR

ENCLOSURE (1)

© TabA

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SECTION	MESSAGE CODE
Facilities	FACO
Ground Safety	GSO
Ground Safety Equipment	GSE
Inspector	INSP
Medical	MED
Motor Transport Officer	MTO
NATOPS Officer	NATOPS
Navy Personnel	NAVPERS
Operations	OPSO
Persommel Officer	PERSO
Ordnanee	ORD
Plans	PLANSO
Postal	POST
Public Affairs Officer	PAO
Registered Publication System Officer	RPS
Special Services	SPEC SVC
Staff Judge Advocate	SJA
Staff Secretary	S/SEC
Supply Officer	WSO
Training Officer	TRNGO
3M Analysis	3M

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WgO 2100.1

INSTRUCTIONS FOR THE USE OF HQ 1ST MAW ROUTING CODES

1. The following example is af a message drafted by the 1st MAW CEO requesting action by the S-4 and providing information to the CEO of Marine Aircraft Control Group-18. *The Wing CEO is requesting that a reply to this message be directed to his office. (Only one action section can be indicated; therefore, the "comma" in the passing instructions indicates that subsequently listed sections are to receive info copies).

F 251630Z JUN 71

FM: CG 1ST MAW

TO: MACG 18

INFO: MWCS 18

BT

CONFIDENTIAL //NO2302//

MACG 18 FOR S-4, CEO

AN/TYA-11STATUS

A. CG 1ST MAW 102359Z JUN 71

////////////////////TEXT////////////////////

REPLY ATTN CEO

*To insure return action is directed toward the Wing CEO, the phrase "REPLY ATTN CEO" will be included somewhere in the text, usually as the last line of the message.

GP-4

BT

2. The following example is of the reply from the MACG-18 S-4.

R 252015Z JUN 71

FM: MACG 18

TO: CG 1ST MAW

INFO: MWCS 18

ENCLOSURE (2)

© Tab A

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WgO 2100.1

BT

CONFIDENTIAL //NO2302//

1ST MAW FOR CEO

AN/TYA-11 STATUS

A. CG 1ST MAW 251630Z JUN 71

////////////////// TEXT//////////////////

GP-4

BT

3. The following example is a multiple address message drafted by the 1st MAW G-4. In this example, the G-4 wishes to direct action to specific sections of each action adee and inform specific sections of the info adee. He is also indicating that return action be directed to 1st MAW G-4 by using the phrase "REPLY ATTN G-4" as the last line of the text.

R 281650Z

FM: CG 1ST MAW

TO: MAG112

MACG 18

MAG 36

INFO: CG FMFPAC

BT

UNCLAS EFTO //NOOOOO//

MAG 12 FOR S-4; MACG 18 FOR CEO; MAG 36 FOR S-4; FMFPAC FOR G-4, CEO

MONTHLY REPORT

A. REFERENCE

//////////////////TEXT//////////////////

REPLY ATTN G-4

BT

ENCLOSURE (2)

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HEADQUARTERS
1st Marine Aircraft Wing
Fleet Marine Force, Pacific
FPO San Francisco 96602

WgO 5400.2
10:REH:dlh
13 Dec 1971

FOR OFFICIAL USE ONLY

WING ORDER 5400.2

From: Commanding General
To: Distribution List

Subj: Message Address Designators

Ref: (a) DNC-5( ) U. S. Naval Communications Instructions and Procedures
(b) OPNAV P09B-107, Standard Navy Distribution List

Encl: (1) Message Address Designators for the First Marine Aircraft Wing

1. Purpose. To provide guidance concerning the use of message address designators and to promulgate a list of those designators applicable to units of this Command.

2. Background. Reference (a) provides instructions for the use of abbreviated titles in message headings, directs that message address designators listed in reference (b) be utilized and specifies that numerals will be spelled out in the headings of all naval messages. Enclosure (1) lists those message address designators which are applicable to units of this Command, and provides examples of Task Organization message address designators.

3. Action. Address designators listed in reference (b) will be utilized for message headings on all messages originated by units of and attached to this Command.

G. W. Morrison

G. W. MORRISON
Chief of Staff

DISTRIBUTION: "A" "B"

FOR OFFICAL USE ONLY

(C) Tab C

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MESSAGE ADDRESS DESIGNATORS FOR THE FIRST MARINE AIRCRAFT WING

UNIT	MESSAGE ADDRESS
CG 1ST MAW	CGFIRSTMAW
1ST MAW (COLLECTIVE)	FIRSTMAW
MWHS-1	MARWGHQRON ONE
11TH DENT CO	ELEVENTHDENCO
7TH CIT	SEVENTH CIT
3D SSCT	THIRD SSCT
MWSG-17	MWSG ONE SEVEN
H&MS-17	HAMS ONE SEVEN or HAMRON ONE SEVEN
WERS-17	WEREPRON ONE SEVEN
MAG-12	MAG ONE TWO
H&MS-12	HAMS ONE TWO or HAMRON ONE TWO
MABS-12	MABS ONE TWO or MABRON ONE TWO
VMA(AW)-533	MARAWATKRON FIVE THREE THREE
VMA-211	MARATKRON TWO ONE ONE
VMA-311	MARATKRON THREE ONE ONE
MATCU-62	MATCU SIX TWO
MAG-15	MAG ONE FIVE
H&MS-15	HAMS ONE FIVE or HAMRON ONE FIVE
MABS-15	MABS ONE FIVE or MABRON ONE FIVE
VMFA-232	MARFITATKRON TWO THREE TWO
VMCJ-1	MARCOMPRECONRON ONE
VMFA-115	MARFITATKRON ONE ONE FIVE
MATCU-60	MATCU SIX ZERO

ENCLOSURE (1)

Tab C

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WgO 5400.2
13 Dec 1971

MESSAGE ADDRESS DESIGNATORS FOR THE FIRST MARINE AIRCRAFT WING

UNIT	MESSAGE ADDRESS
MACG-18	MACG ONE EIGHT
H&HS-18	H&HS MACG ONE EIGHT
MASS-2	MASS TWO or MASRON TWO
MWCS-18	MARWGCOMMRON ONE EIGHT
MACS-4	MACS FOUR or MACRON FOUR
MAG-36	MAG THREE SIX
H&MS-36	HAMS THREE SIX or HAMRON THREE SIX
MABS-36	MABS THREE SIX or MABRON THREE SIX
VMO-6	MAROBSRON SIX
HMM-164	MARMEDHELRON ONE SIX FOUR
HMM-165	MARMEDHELRON ONE SIX FIVE
HMH-462	MARHEAVHELRON FOUR SIX TWO
VMGR-152	MARAERIALRFLTRANSRON ONE FIVE TWO
HML-367	MARLTHELRON THREE SIX SEVEN
MATCU-66	MATCU SIX SIX

EXAMPLE TASK ADDRESSES

CTF 79	CTF SEVEN NINE
CTG 79.3	CTG SEVEN NINE PT THREE
CTU 79.3.2	CTU SEVEN NINE PT THREE PT TWO
CTE 79.3.2.1	CTE SEVEN NINE PT THREE PT TWO PT ONE

ENCLOSURE (1)

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PUBLIC AFFAIRS OFFICE
1st Marine Aircraft Wing
Fleet Marine Force, Pacific

HSG:hhb
5750
3 Jan 1972

From: Public Affairs Officer
To: Commanding General, 1st Marine Aircraft Wing(Attn: G-3 Historical)

Subj: Command Chronology for period 1 July 1971 through 31 Dec. 1971

Ref: (a) MCO 5750.1
(b) FMFPacO 5750.8
(c) ForO 5750.1
(d) WgO 5750.1A

Encl: (1) Public Affairs Command Chronology

1. In accordance with the provision of references (a) through (d), enclosure (1) is submitted.

H. S. GAZAWAY

(2)

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PUBLIC AFFAIRS OFFICE
1st Marine Aircraft Wing
Fleet Marine Force, Pacific

COMMAND CHRONOLOGY

1 July 1971 to 31 December 1971

INDEX

PART I - ORGANIZATIONAL DATA

PART II- NARRATIVE SUMMARY

PART III-SEQUENTIAL LISTING OF SIGNIFICANT EVENTS

PART IV- SUPPORTING DOCUMENTS

ENCLOSURE (1)

(10)

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PART I

ORGANIZATIONAL DATA

1. DESIGNATION

Public Affairs Office
1st Marine Aircraft Wing

COMMANDER

CAPT. H. S. GAZAWAY, USMC
Public Affairs Officer
1 July 1971-31 December 1971

SUBORDINATE UNITS

None

None

ATTACHED UNITS

None

None

2. LOCATION

1 July 1971-31 December 1971: MCAS, IWAKUNI, Japan

3. STAFF OFFICERS

Public Affairs Officer
1st Marine Aircraft Wing

CAPT. H. S. GAZAWAY, USMC
1 July 1971-31 December 1971

4. AVERAGE MONTHLY STRENGTH

USMC		USN		OTHER	
Off	Enl	Off	Enl	Off	Enl
1	8	0	0	0	0

PART II

NARRATIVE SUMMARY

This office submitted Fleet Home Town News releases on Wing personnel and prepared and distributed news releases and photographs to U.S., Japanese and Military news media.

ENCLOSURE (1)

(20)

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PART III

SEQUENTIAL LISTING OF SIGNIFICANT EVENTS

a. FLEET HOME TOWN NEWS PROGRAM : 1347 forms on Wing personnel were processed during the reporting period and forwarded to the Fleet Home Town News Center, (TAB A to Enclosure (1)).

b. NEWS RELEASES TO MEDIA : During the reporting period 56 news releases were distributed to civilian and military media. Other stories and photos were provided to Torii Teller only, and are not included. (See TAB B to Enclosure (1) for news releases and TAB (C) for copies of the Torii Teller).

PART IV

SUPPORTING DOCUMENTS

a. Air Station Bulletins 5724 concerning Fleet Home Town Program

b. News Releases, (56) with photographs

c. Torii Tellers for reporting period

ENCLOSURE (1)

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HEADQUARTERS
1st Marine Aircraft Wing
Fleet Marine Force, Pacific
FPO San Francisco 96602

32/JLS/tap
5750
3 Jan 1972

From: Wing Inspector
To: Commanding General, 1st Marine Aircraft Wing (Attn: A/CS, G-3)

Subj: Historical Report for period 1 July 1971 to 31 December 1971, submission of

Ref: (a) WgO 5750.1B

Encl: (1) CG, FMFPac ltr 32/ahe over 5041 dtd ~~1 Sep~~ 20 Aug 71 [Inspection]
(2) CG, 1st MAW ltr 32/WCW/tap over 5041 dtd 16 Oct 71 [Corrective action]

1. In accordance with reference (a), the following is submitted:

CHRONOLOGY OF SIGNIFICANT EVENTS

Col S. G. WARREN	Wing Inspector	1 Jul - 12 Aug 1971
Maj O. E. JAMES JR.	Assistant Wing Inspector	1 Jul - 13 Oct 1971
SSgt V. LACAPA	NCOIC	1 Jul - 31 Dec 1971
Sgt T. A. PINKERTON	Admin Clerk	1 Jul - 31 Dec 1971
Col W. C. WATSON	Wing Inspector	13 Aug - 17 Dec 1971
Maj W. B. ROURKE	Assistant Wing Inspector	6 Nov - 31 Dec 1971
LtCol J. L. SHANAHAN	Wing Inspector	18 Dec - 31 Dec 1971

10 - 14 August 1971, the 1st Marine Aircraft Wing was inspected by the Fleet Marine Force, Pacific Inspection Team.

Okinawa based units were inspected 10 - 11 August 1971
Iwakuni based units were inspected 12 - 14 August 1971

Enclosures (1) and (2) are the CG, FMFPac report of inspection and the CG, 1st MAW corrective action report, respectively.

29 November - 3 December 1971, CG, FMFPac held a Training Readiness Evaluation on VMFA-232.

3 December 1971, CG, 1st MAW commenced Weekly Personnel Inspections.

2. No other significant events to be reported.

J L Shanahan

J. L. SHANAHAN

(E)

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HEADQUARTERS
Fleet Marine Force, Pacific
FPO, San Francisco 96610

32/ahe
5041
20 Aug 1971

From: Force Inspector
To: Commanding General, Fleet Marine Force, Pacific

Subj: Force Inspection of Selected Units of the 1st Marine Aircraft Wing; report of

Ref: (a) FMFPacO 5041.1F

Encl: (1) Personnel Administration and Manpower Utilization Notes
(2) Security of Classified Material Notes
(3) Training Management/Air Controller/Aircrew Training and MOS Training Notes
(4) Ground Safety Notes
(5) Communication-Electronics Notes
(6) Aviation Safety Notes
(7) Corrosion Prevention/Control Notes
(8) Management Notes
(9) Engineer Notes
(10) Motor Transport Notes
(11) Aviation Supply Notes
(12) Avionics Notes
(13) MARES Notes

1. In accordance with reference (a), the Force Inspector conducted a Force Inspection of selected units of the 1st Marine Aircraft Wing during the period 10-13 August 1971. The inspection had the objective of determining problem areas, making recommendations for their correction and rendering as much assistance as time permitted.

2. The following units were inspected:

a. MCAS(H), Futema:

(1) MABS-36

(2) MACS-4

b. MCAS, Iwakuni:

(1) MABS-12

(2) MABS-15

(3) MWCS-18

(E)#1

DECLASSIFIED

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32/ahe
5041

Subj: Force Inspection of Selected Units of the 1st Marine Aircraft Wing; report of

(4) VMCJ-1

(5) H&MS-17

(6) VMA(AW)-533

3. NOTEWORTHY MATTERS: The following items were considered to be especially noteworthy and reflect favorably upon personnel and unit(s) concerned:

a. The professional and enthusiastic attitude of the officers and men of MWCS-18.

b. The professional competence of the radar and electronics sections of MACS-4.

c. The high state of readiness of MATCU-68 equipment.

d. The professionalism demonstrated by Sgt J. H. HODGES (supply clerk for MATCU-66).

e. The maintenance procedures established in MATCU-66.

f. The condition and appearance of the equipment maintained by SSgt SMITH, MATCU-62.

g. The comprehensive maintenance program within MATCU-60.

h. The leadership and initiative of SSgt CROWELL, MACS-4.

i. The alert telephone system developed by GySgt BOHAN, MAG-15.

j. MABS-36 and MACS-4 attention to the MARES Program.

k. The excellent working relationship between MAG-36 and the corrosion control personnel from Dynalectron Corporation.

l. VMA(AW)-533's program for responding to the intent and spirit of submitting Safety Category UR Reports.

m. The maintenance and upkeep of the MABS-15 directives, publications and correspondence files by Cpl SNAPP.

n. MABS-36 support of, and participation in, the Group block training program.

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Subj: Force Inspection of Selected Units of the 1st Marine Aircraft Wing; report of

o. MABS-36 70 percent MCI completion rate, significant under personnel turbulence conditions.

p. MABS-36 95 percent passing rate on PFT and the fine examples set by Lieutenants WILLIAMS and BRANDON.

q. MABS-15 100 percent MCI completion rate.

r. The ground safety program established by CWO NESTER, MABS-12.

s. Progress made by MAG-15 in aviation supply.

4. PERSONNEL ADMINISTRATION AND MANPOWER UTILIZATION

a. Detailed notes are contained in enclosure (1).

b. The inspected units are capable of performing their missions in the area of Personnel Administration.

c. The errors discovered in the areas of personnel records, publications, directives, unit punishment books, and the manpower management system do not prevent the command from accomplishing its mission. However, if corrective action is not initiated to correct deficiencies in these areas the command will experience greater difficulty in the future in attempting to meet Marine Corps standards.

5. SECURITY OF CLASSIFIED MATTER

a. Detailed notes are contained in enclosure (2).

b. Inspected units were adequately performing their mission as related to security of classified matter. No significant problem areas or trends were uncovered.

6. TRAINING MANAGEMENT

a. Detailed notes are contained in enclosure (3).

b. The programs inspected require increased attention at unit level in the areas of mission-oriented, MOS, and SNCO training.

c. MABS-12 and MABS-15 training programs need to include

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Subj: Force Inspection of Selected Units of the 1st Marine Aircraft Wing; report of

implementation of the FMFPac Field Grade Officer's Symposium recommendations. Additionally, both units need to establish viable physical fitness programs.

7. AIR CONTROLLER/OPERATOR TRAINING AND MOS TRAINING

a. Detailed notes are contained in enclosure (3).

b. MACS-4 was only marginally capable of accomplishing its mission.

c. There is a lack of adequate numbers of aircraft sorties to maintain the proficiency of air control officers and to attain and maintain proficiency of enlisted operators.

d. VMCJ-1 was considered marginally capable of accomplishing its mission due to the status of training of aircrew members.

8. GROUND SAFETY

a. Detailed notes are contained in enclosure (4).

b. The ground safety programs were adequate and contributed to the units ability to accomplish its mission.

9. COMMUNICATION-ELECTRONICS

a. Detailed notes are contained in enclosure (5).

b. With the exception of MWCS-18, MATCU-62 and MATCU-68, the communication-electronics organizations of the inspected units can adequately perform their missions. The three noted units are considered only marginally capable of performing sustained operations.

c. The marginal units are short certain MOS skills which adversely affect maintenance programs and militate against long-term commitments.

10. AVIATION SAFETY

a. Detailed notes are contained in enclosure (6).

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Subj: Force Inspection of Selected Units of the 1st Marine Aircraft Wing; report of

b. In general, aviation safety is being adequately pursued and units' missions are not being impaired because of unsafe programs.

c. A lack of close supervision over enforcement of sound suppression discipline and inspection of fire fighting devices was noted.

11. CORROSION PREVENTION/CONTROL PROGRAM

a. Detailed notes are contained in enclosure (7).

b. All units are receiving the command attention necessary for continued success of their well developed anti-corrosion programs.

12. MANAGEMENT (FORSTAT)

a. Detailed notes are contained in enclosure (8).

b. There are no significant problem areas concerning management of the FORSTAT Reporting System.

13. ENGINEER

a. Detailed notes are contained in enclosure (9).

b. LTI's revealed no major discrepancies.

c. Units were not on automatic distribution for sufficient copies of applicable engineer publications. Furthermore, there was no evidence of an internal distribution system for publications received.

d. Unacceptable NORS requisition reconciliation was noted throughout the inspection.

14. MOTOR TRANSPORT

a. Detailed notes are contained in enclosure (10).

b. Inspected units met minimum standards of acceptability.

c. Increased supervision is required in the areas of inventory procedure, technical training, supply reconciliation

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Subj: Force Inspection of Selected Units of the 1st Marine Aircraft Wing; report of

and the performance of 1st and 2d echelon maintenance.

15. AVIATION SUPPLY

a. Detailed notes are contained in enclosure (11).

b. All units inspected displayed a sufficiently high degree of material readiness to accomplish their assigned missions.

16. AIRCRAFT MAINTENANCE

a. Detailed notes are contained in enclosure (12).

b. Aircraft maintenance is adequate to support the unit missions.

c. Minor discrepancies noted in procedures and record-keeping are correctable at unit level.

17. MARES LOGISTIC REPORTING

a. Detailed notes are contained in enclosure (13).

b. The 1st Marine Aircraft Wing has a viable MARES program but this program is not clearly defined at lower echelons because of lack of written SOP's at Group and Squadron levels.

18. The Commanding General, 1st Marine Aircraft Wing, key commanders, key staff members and representatives of subordinate units inspected were present for a briefing by the Force Inspector and by the functional area inspectors. Copies of this report, in draft form, have been provided the 1st Marine Aircraft Wing.

J. D. COUNSELMAN

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1st MARINE AIRCRAFT WING 10-13 August 1971

MABS-36

PERSONNEL ADMINISTRATION AND MANPOWER UTILIZATION

1. TOPIC: Manpower Management System

a. Discussion: The Unit Diary, Unit Transaction Register and the Monthly Personnel Roster were examined and the following discrepancies were noted:

(1) Incorrect references were used on two correction entries. (IRAM, para 6117).

(2) The first page of the UTR was not signed by the authenticating officer since 7 June 1971. (MCO 1080.34).

(3) The UTR was not stamped as to when it was received. (MCO 1080.34).

(4) The UTR was not corrected and returned within 48 hours of receipt in most cases. (MCO 1080.34).

(5) It was noted that units were missing MPRs for June and July. There was no indication of requests placed for missing MPRs. (IRAM, para 6150).

(6) Corrections of the MPRs were not recorded on the unit diaries in twenty-six cases. (IRAM, para 6153).

b. Recommendations:

(1) That corrective action be taken IAW the applicable references listed above.

(2) That closer supervision be given to the unit diary system.

(3) That the units request, from DPI, the most recently missing MPRs and take corrective action.

(4) That corrections on the MPRs be recorded on the unit diaries.

2. TOPIC: Directives and Correspondence Files

a. Discussion: The Squadron's directives and correspondence files were examined with the following discrepancies noted:

(1) Annual review of squadron directives was not being accomplished on a timely basis.

(2) A directives control point was on hand but not maintained.

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(3) Outdated Squadron Bulletins were still filed in the Master File Copy folder.

(4) The squadron failed to number pages of multiple page directives.

(5) The format for writing directives was not followed as directed by MCO P5215.1D in 80% of the directives examined.

(6) All unit directives had not been reviewed on the anniversary of the order.

(7) Disposal data was not on correspondence files.

(8) Unit Special Orders were not distributed to the individuals listed thereon. Special Order number 6-71 "Original Orders" were filed on four of the five personnel listed thereon.

b. Recommendations:

(1) That directives be reviewed and revised in strict adherence to MCO P5215.1D.

(2) That Original Orders to Squadron Special Orders be delivered to personnel listed thereon.

3. TOPIC: Unit Punishment Book

a. Discussion: Minor errors were noted and brought to the attention of responsible personnel.

b. Recommendation: None, for information only.

4. TOPIC: Identification Cards

a. Discussion: Tight security and excellent accountability was evidenced.

b. Recommendation: None, for information only.

5. TOPIC: Officer Qualification Records and Service Record Books

a. Discussion: A random sampling was held. Minor discrepancies were noted and brought to the attention of cognizant personnel.

b. Recommendation: None, for information only.

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PERSONNEL ADMINISTRATION AND MANPOWER UTILIZATION

1. TOPIC: Officer Qualification Records

a. Discussion: Twelve OQR's were inspected with the following discrepancies:

(1) Six Combat Service Codes were not entered on Page Eight (IRAM, para 6367.5e).

(2) Five photos were missing from OQR's (IRAM, para 2002).

(3) In three cases, blood type was not recorded on Page One (IRAM, para 3003.2d).

(4) Two record of emergency data forms (NAVMC 10526) were incorrectly witnessed/prepared (IRAM, para 4016).

(5) One Geneva Convention Card was found to be missing on the document side of the OQR (IRAM, para 2005).

(6) Numerous Social Security Numbers were omitted from OQR pages (IRAM, para 1002.2).

(7) Other minor discrepancies were noted and brought to the attention of cognizant personnel.

b. Recommendation: That corrective action be taken in accordance with the references listed above.

2. TOPIC: Service Record Books

a. Discussion: Thirty SRB's were audited with the following discrepancies:

(1) Six record of emergency data forms audited were incorrectly prepared/witnessed (IRAM, para 4016).

(2) Eight Combat Service Codes entries were omitted from Page Eleven (IRAM, para 6367.5e).

(3) Seventeen photos were omitted from the document side of the SRB (IRAM, para 2002).

(4) Numerous Social Security Numbers were omitted from SRB pages (IRAM, para 1002.2).

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(5) Other minor discrepancies were noted and brought to the attention of cognizant personnel.

b. Recommendation: That corrective action be taken in accordance with the references listed above.

3. TOPIC: Manpower Management System

a. Discussion: The Unit Diary, Unit Transaction Register and the Monthly Personnel Roster were examined and the following discrepancies were noted:

(1) Incorrect references were used on three correction entries (IRAM, para 6117).

(2) The UTR was not stamped as to when it was received (MCO 1080.34).

(3) The UTR's were not corrected and returned within 48 hours of receipt in most cases (MCO 1080.34).

(4) One case where UA was involved and not recorded on the unit diary (IRAM, para 6469 and 4014).

(5) One case where reduction was entered in SRB but no evidence of unit diary entry reporting same.

(6) Unit diary entries were not audited against the UTR (MCO 1080.34).

b. Recommendation: That corrective action be taken in accordance with above listed directives.

4. TOPIC: Squadron Special Orders

a. Discussion: There was a duplication of recording numbers used (SO 13-71 of 1Jun71 and SO 13-61 of 22Jul71).

b. Recommendation: That the numbering system be corrected in a way as to preclude a repeat of this discrepancy.

5. TOPIC: Unit Punishment Book

a. Discussion: The UPB was examined and the following discrepancies were noted:

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(1) The Squadron retained the original copy of the UPB after the case was referred to higher authority.

(2) In Item #7, the unit was not dating the entry properly, i.e., the block calls for "Punishment Imposed and Date thereof", and the unit was inserting the information in reverse order.

b. Recommendation: That, while it was quite apparent that the unit was aware of the method of preparing the UPB, more attention to detail be given and corrective action taken to correct the above listed discrepancies.

6. TOPIC: Directives System

a. Discussion: All echelons of directives were properly filed and housed; however, while the clerk used the calendar system to monitor outdated bulletins, numerous outdated bulletins were still retained in the files after the cancellation date.

b. Recommendation: That the file clerk follow through in extracting the outdated bulletins on the self-cancellation date.

7. TOPIC: Desktop Procedures and Turnover Folders

a. Discussion: Desktop procedures were available and utilized; however, turnover folders were non-existent.

b. Recommendation: That turnover folders be made for those billets required by FMFPac0 5210.3.

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PERSONNEL ADMINISTRATION AND MANPOWER UTILIZATION

1. TOPIC: Officer Qualification Records

a. Discussion: Fourteen OQR's were inspected with the following discrepancies noted:

(1) Four photos were missing from OQR's (IRAM, para 2002).

(2) Three Combat Service Codes were not entered on Page Eight (IRAM, para 6367.5e).

(3) In six cases, blood type was not recorded on Page One (IRAM, para 3003.2d).

(4) One Geneva Convention Card was found to be incorrectly prepared (IRAM, para 2005).

(5) Four record of emergency data forms (NAVMC 10526) were incorrectly witnessed/missing (IRAM, para 4016).

(6) Numerous Social Security Numbers were omitted from OQR pages (IRAM, para 1002.2).

(7) Other minor discrepancies were noted and brought to the attention of cognizant personnel.

b. Recommendation: That corrective action be taken in accordance with the references listed above.

2. TOPIC: Service Record Books

a. Discussion: Twenty SRB's were audited with the following discrepancies:

(1) Four record of emergency data forms audited were incorrectly prepared/witnessed (IRAM, para 4016).

(2) Two photos were omitted from the document side of the SRB (IRAM, para 2002).

(3) Two Geneva Convention Cards were incorrectly prepared/missing (IRAM, para 2005).

(4) Four Combat Service Codes entries were omitted from Page Eleven (IRAM, para 6367.5e).

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(5) Numerous Social Security Numbers omitted from SRB pages (IRAM, para 1002.2).

(6) Other minor discrepancies were noted and brought to the attention of cognizant personnel.

b. Recommendation: That corrective action be taken in accordance with the references listed above.

3. TOPIC: Manpower Management System

a. Discussion: The Unit Diary, Unit Transaction Register and Monthly Personnel Roster were examined and the following discrepancies were noted:

(1) Incorrect references were used on four correction entries (IRAM, para 6117).

(2) Numerous UTR's were not audited and corrected (MCO 1080.34).

(3) Unit diary entries were not audited against the UTR (MCO 1080.34).

(4) The first page of the UTR was not signed by the authenticating officer (MCO 1080.34).

(5) The UTR was not stamped as to when it was received (MCO 1080.34).

(6) The UTR was not corrected and returned within 48 hours of receipt in most cases (MCO 1080.34).

(7) It was noted that the MPR for May 1971 was missing. No indication of request for missing MPR (IRAM, para 6150).

(8) Corrections of the MPR's were not recorded on the unit diaries in twenty cases (IRAM, para 6153).

(9) One case of UA where an entry was made in the SRB but no unit diary entry was submitted.

(10) Other minor discrepancies were noted and brought to the attention of cognizant personnel.

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b. Recommendation: That corrective action be taken in accordance with the references listed above.

4. TOPIC: Publications

a. Discussion: Locator sheets were not pulled and filed in the directives files in 20% of the publications on hand.

b. Recommendation: That locator sheets be pulled and filed properly upon receipt of a publication.

5. TOPIC: Unit Punishment Book

a. Discussion: The UPB was examined and the following discrepancies were noted:

(1) The Squadron was not following the outline for completion of the UPB as set forth in the LEGADMINMAN.

(2) Referrals to higher authority were not initialed.

(3) The time of UA and time of return from UA were not shown in four cases.

b. Recommendation: That attention to detail in the preparation of the UPB be given.

6. TOPIC: Office Spaces

a. Discussion: Immediately upon arrival at the Squadron office, it was quite apparent that the office staff was ill-housed. A total of twelve Marines with desks and equipment occupied an area approximately 30' x 15'. The building (a quonset hut) lacked the comforts of an air conditioner, running water, head facilities and other comforts conducive to good working and health conditions.

b. Recommendation: That priority be given to providing adequate admin space for MABS-15.

7. TOPIC: Bulletin Board

a. Discussion: The Squadron bulletin board was examined for content and appeal. While the bulletin board was neat and attractive, and contained the necessary directives, numerous

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outdated directives were contained thereon. The Barracks NCOIC was delegated the responsibility of the upkeep of the bulletin board.

b. Recommendation: That responsibility for the completeness and upkeep be delegated to the Squadron Admin Chief.

8. TOPIC: Directives and Correspondence Files

a. Discussion: All echelons of directives were properly maintained in a neat and complete manner. The correspondence files were complete in every facet.

b. Recommendation: None, for information only.

9. TOPIC: Identification Card Log

a. Discussion: The ID Card Log was examined and found to be properly receipted for and inventoried at proper intervals.

b. Recommendation: None, for information only.

10. TOPIC: Turnover Folders and Desktop Procedures

a. Discussion: Turnover folders and desktop procedures were available and utilized.

b. Recommendation: That, although turnover folders were available, it would behoove the Squadron to implement the system established by the unit file clerk.

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1st MARINE AIRCRAFT WING 10-13 August 1971

MABS-36

SECURITY OF CLASSIFIED MATERIAL

1. TOPIC: Classified Material Secondary Control Point Officer

a. Discussion: MABS-36 is a Secondary Control Point (SCP) for the MAG-36 Classified Material Control Center (CMCC). At the time of the inspection, the unit had a Classified Material Control Officer (CMCO) designated in writing. However, an Alternate CMCO was not appointed in writing and the Primary CMCO was on leave at the time of the inspection.

b. Recommendation: That an Alternate CMCO be appointed in writing by the unit.

2. TOPIC: Letters of Access

a. Discussion: At the time of the inspection the unit did not maintain Letters of Access on personnel who were required to utilize classified material in the performance of their normal duties. However, Letters of Access on all personnel authorized access to classified material during the performance of their normal duties within MAG-36 are maintained in the MAG-36 CMCC.

b. Recommendation: That the unit obtain copies of the Letters of Access on file with the MAG-36 CMCC and that they maintain these copies with the unit's administrative file for future reference.

3. TOPIC: Access List

a. Discussion: At the time of the inspection, the unit was utilizing the list of personnel authorized to draw and receipt for classified material from the MAG-36 CMCC. They do not maintain their own access list for personnel within the unit.

b. Recommendation: That the unit publish a list for personnel within their unit who are authorized access to classified material while in the performance of their normal duties.

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1st MARINE AIRCRAFT WING 10-13 August 1971

MABS-12

SECURITY OF CLASSIFIED MATERIAL

1. TOPIC: Security Container

a. Discussion: At the time of the inspection, the unit was utilizing a security container (Class 6 unit) to store classified material for burning which had not been securely fastened or guarded to prevent theft of the container. The container was a two-drawer safe primarily designed for mobile use.

b. Recommendation: That only unclassified material be stored in the container or that it be properly secured by chains or bolted down.

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1st MARINE AIRCRAFT WING 10-13 August 1971

MABS-15

SECURITY OF CLASSIFIED MATERIAL

1. TOPIC: Access List

a. Discussion: At the time of the inspection, the unit was not utilizing an access list of personnel authorized to draw and receipt for classified material or an access list of personnel authorized to gain access to the unit's S&C.

b. Recommendation: That the unit publish a list of personnel that are authorized access to classified material within their command and publish a list of personnel who have access to the interior of the S&C.

2. TOPIC: Accountability of Classified Materials

a. Discussion: At the time of the inspection, individuals were permitted to take Confidential documents from the unit S&C without signing a receipt.

b. Recommendation: That, when classified material is so removed, a complete list (receipt) shall be prepared, signed by the individual removing the material, and appropriately filed until the material is returned.

3. TOPIC: Emergency Destruction List

a. Discussion: At the time of the inspection, the unit did not maintain an emergency destruction list showing location of classified material, personnel responsible for destruction, and the recommended place and method of destruction.

b. Recommendation: That an emergency destruction list be published which lists priorities of destruction, personnel who are responsible for destruction; that they have been properly indoctrinated to ensure that they understand the destruction plan without waiting for specific orders; and that the method of destruction is simply outlined and the place of destruction is recommended.

4. TOPIC: OPNAVINST P5510.45

a. Discussion: At the time of the inspection, the unit did not maintain OPNAVINST P5510.45, the United States Navy Physical Security Manual, which sets policies and criteria for planning, implementing and evaluating physical security measures.

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b. Recommendation: That an inventory be conducted to determine that authorized publications required to accomplish the mission are on hand, and order missing required publications in accordance with Marine Corps Bulletin 5600 of 23 July 1969.

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1st MARINE AIRCRAFT WING 10-13 August 1971

MABS-36

TRAINING MANAGEMENT

1. TOPIC: FMFPac Training Directive

a. Discussion: A draft copy, rather than a current copy of the FMFPac Training Directive was held by the training office.

b. Recommendation: That a copy of FMFPacO 1500.3E, FMFPac Training Program, be maintained in the training office.

2. TOPIC: Essential Subjects Proficiency Level

a. Discussion: A spot check of 40 training records reflected a low essential subjects proficiency level in nearly every case.

b. Recommendation: That command emphasis continue to be placed on individual attendance at the recently instituted Group Block Training School.

3. TOPIC: Mission-Oriented Training Tests

a. Discussion: Mission-oriented training tests had not been developed (FMFPacO 1500.3E).

b. Recommendation: That such tests be developed.

4. TOPIC: Leadership Training Learning Objectives

a. Discussion: Not all of the leadership learning objectives required by MCO 1510.2E were included in leadership lesson plans.

b. Recommendation: That the required learning objectives be included in leadership lesson plans.

5. TOPIC: MCI Pre-enrollment Counseling

a. Discussion: Pre-enrollment MCI counseling is not conducted in every case.

b. Recommendation: That such counseling be conducted.

6. TOPIC: Rifle Requalification

a. Discussion: Only two requalification details had been fired since January 1971.

b. Recommendation: That the newly instituted TAD arrangement at the Camp Schwab rifle range be continued to provide for all personnel required to requalify.

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TRAINING MANAGEMENT

7. TOPIC: Swimming Training

a. Discussion: 178 unqualified swimmers are present in the command.

b. Recommendation: That, after the water shortage, redoubled efforts be made to qualify these Marines.

8. TOPIC: Physical Fitness Test

a. Discussion: A passing rate of 95% was attained.

		EVENT FAILED					
RANK	NO. TESTED	1	2	3	4	5	TOTAL FAILED
Officer	6						
SNCO	4					1	1
Sgt/Below	90		1			4(1)*	4
TOTAL	100		1			4(1)*	5

*One man failed two events

Event #1 - Pushups
Event #2 - Leg Lifts
Event #3 - Bends and Thrusts
Event #4 - Standing Broad Jump
Event #5 - Three-mile Run

b. Recommendation: None, for information only.

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1st MARINE AIRCRAFT WING 10-13 August 1971

MACS-4

AIR CONTROLLER AND MOS TRAINING

1. TOPIC: Air Intercept Controller/Operator Training

a. Discussion: Two categories of personnel were adversely affected by the inadequate amount of air intercept training available. These were the air intercept controllers (officers) and the crewmember operators (enlisted).

(1) MACS-4 requires 200 intercepts per month to maintain proficiency of air control crews. An average of only 51 intercepts per month were accomplished for the period January - July 1971.

(2) MACS-4 attained some additional intercept training for officer crewmembers by use of a program in which officers are sent on a TAD basis to work with various Naval Tactical Data System (NTDS) capable ships. An additional 214 intercepts were controlled during the period May - June 1971 by officers serving on TAD with NTDS capable ships.

(3) A more difficult training problem existed for enlisted crewmembers than was true for the officers. In the case of the enlisted members, 14 of 30 were not school-trained in the Marine Tactical Data System (MTDS) prior to arrival at MACS-4. Twelve of these were trained by a squadron-conducted school and two were undergoing training during August 1971. The lack of adequate aircraft sorties or a suitable training simulator had prevented the achievement of minimum qualification for these enlisted crewmembers and had prevented maintenance of proficiency for the 16 MTDS school-trained enlisted members. No TAD program, similar to that in use for the officers was available for the enlisted crewmembers.

(4) It was noted that VMA-211, which was deployed to Naha, had commenced providing sorties for MACS-4 training during August 1971. This may provide a significant degree of improvement in the total number of intercepts conducted.

b. Recommendations:

(1) That fixed wing squadrons deployed to Okinawa be tasked to provide maximum number of intercept sorties, consistant with training requirements of the deployed squadron, to MACS-4.

(2) That a suitable mission simulator be provided to MACS-4 to augment available aircraft sorties for intercept training. (In this regard, HQ, FMFPac is negotiating with HQMC for a simulator).

(3) That action be taken to move MACS-4 to Japan so as to be located near 1stMAW aircraft resources if adequate sorties (or simulator substitutions) cannot be generated for intercept training in the Okinawa area.

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1st MARINE AIRCRAFT WING 10-13 August 1971

MACS-4

AIR CONTROLLER AND MOS TRAINING

2. TOPIC: MOS Training

a. Discussion: MOS training in MACS-4 was well organized and documented. Lesson plans were maintained and kept current and were refined by each instructor before presentation was made. Instructor's presentations were evaluated and graded and areas requiring improvement were pointed out. Follow-up evaluations were made on individuals who attended training sessions, and grades reflecting knowledge of matter presented were assigned.

b. Recommendation: None, for information only.

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1st MARINE AIRCRAFT WING 10-13 August 1971

MABS-12

TRAINING MANAGEMENT

1. TOPIC: Mission-Oriented Training

a. Discussion: Mission-oriented training was not clearly established.

b. Recommendation: That mission-oriented training subjects be clearly set forth in squadron directives (FMFPacO 1500.3E).

2. TOPIC: MOS Training

a. Discussion: MOS training should be established on a firmer organizational basis, using additional training management techniques, other than just training completed reports.

b. Recommendation: That such an organizational basis be established. A monthly training conference between the TrngO/ Squadron Commander and section chiefs was suggested as a means to establish command training emphasis for the next month. It was also recommended that the section chiefs/assistant section chiefs be designated as section training NCO's to insure ease of control in training matters.

3. TOPIC: Officer and Staff NCO School

a. Discussion: No schooling for SNCO's or SNCO leadership instruction had been conducted as required by MCO 1500.3F and FMFPacO 1500.3E.

b. Recommendation: That such schooling be conducted. The recently instituted SNCO leadership training program should partially alleviate this situation.

4. TOPIC: Field Grade Officer Symposium Recommendations

a. Discussion: FMFPac Field Grade Officer Symposium recommendations had not been implemented as required by FMFPac msg 120329Z Jun71 (LtGen Jones sends).

b. Recommendation: That these recommendations be implemented.

5. TOPIC: Weight Control

a. Discussion: Records reflected that personnel on the weight control program were not losing weight.

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TRAINING MANAGEMENT

b. Recommendation: That section chiefs be held directly responsible for their overweight personnel, and that section training NCO's assist in controlling this program within their sections.

6. TOPIC: MCI

a. Discussion: Pre-enrollment MCI counselling was not conducted in every case.

b. Recommendation: That such counselling be conducted, and that additional command emphasis be placed on the use of MCI in support of the training program as required by MCO 1550.3F.

7. TOPIC: Swimming Training

a. Discussion: 148 unqualified swimmers were present in the command.

b. Recommendation: That additional command emphasis be placed on qualifying swimmers.

8. TOPIC: Physical Fitness Test

a. Discussion: A passing grade of 75% was attained on the physical fitness test.

RANK	TESTED	EVENT FAILED 1 2 3 4 5	TOTAL FAILURES
Officer	2		0
SNCO	5		0
Sgt/Below	68	4 19(4)*	19
TOTALS	75	4 19(4)*	19

*Four individuals failed Events 1 and 5

Event #1 - Pushups
Event #2 - Situps
Event #3 - Jump & Reach
Event #4 - Bends & Thrusts
Event #5 - 3-mile run

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b. Recommendation: That a viable physical fitness training program be established to develop proficiency in fitness.

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1st MARINE AIRCRAFT WING 10-13 August 1971

MABS-15

TRAINING MANAGEMENT

1. TOPIC: Mission-Oriented Training

a. Discussion: Mission-oriented training was not clearly established.

b. Recommendation: That mission-oriented training subjects be clearly set forth in squadron directives (FMFPacO 1500.3E).

2. TOPIC: MOS Training

a. Discussion: MOS training should be established on a firmer organizational basis.

b. Recommendation: That such an organizational basis be established. A monthly training conference between the TrngO/ Squadron Commander and section chiefs was suggested as a means to establish command emphasis for the next month. It was also recommended that the section chiefs/assistant section chiefs be designated as section training NCO's to insure ease of control in training matters.

3. TOPIC: Officer and Staff NCO School

a. Discussion: No Officer and Staff NCO School had been conducted as required by FMFPacO 1500.3E.

b. Recommendation: That such schooling be conducted.

4. TOPIC: Field Grade Officer Symposium Recommendation

a. Discussion: FMFPac Field Grade Officer Symposium recommendations had not been implemented as required by FMFPac msg 120329Z Jun71 (LtGen Jones sends).

b. Recommendation: That these recommendations be implemented.

5. TOPIC: Squadron Training Objectives

a. Discussion: The overall squadron training objectives were not clearly stated in the unit training directive.

b. Recommendation: That these objectives be stated in the unit directive.

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1st MARINE AIRCRAFT WING 10-13 August 1971

MABS-15

TRAINING MANAGEMENT

6. TOPIC: Physical Fitness Test

a. Discussion: A failing grade of 58% was attained on the physical fitness test.

RANK	TESTED	EVENT FAILED 1	2	3	4	5	TOTAL FAILURES
Officer	6					1	1
SNCO	5					1	1
Sgt/Below	68	2		3		36(5)*	31
TOTAL	79	2		3		38(5)*	33

*Notes failed more than one event

Event #1 - Rope Climb
Event #2 - Situps
Event #3 - Bends & Thrusts
Event #4 - Jump & Reach
Event #5 - 3-mile run

b. Recommendation: That a viable physical fitness training program be established to include periodic training completed reports.

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1st MARINE AIRCRAFT WING 10-13 August 1971

VMCJ-1

AIRCREW TRAINING AND MOS TRAINING

1. TOPIC: VMCJ-1 Aircrew Training

a. Discussion: VMCJ-1 lacked two combat-ready aircrew members in the EA-6A community to provide for a C-2T rating. The numbers of crewmembers on board were adequate for a C-2 rating, but the state of training for some was deficient. During the period February-July 1971, the squadron joined 11 Naval Aviators/Naval Flight Officers whose status of flight syllabus completion was less than that required for a rating of combat-ready. The squadron was conducting an effective syllabus training program which was expected to provide for a C-2T rating within several weeks after date of inspection.

b. Recommendations:

(1) That CG, FMFPac make known to HQMC the state of training of Naval Aviator/Naval Flight Officers being received by 1st Marine Aircraft Wing units and recommend closer control of officers being ordered to 1st Marine Aircraft Wing.

(2) That, since all crewmembers who were deficient in state of syllabus completion were joined from 2nd Marine Aircraft Wing, CG, FMFPac request that HQMC consider levying more WestPac RF-4B crewmember quotas (MOS 7545 and 7585) on 3d Marine Aircraft Wing assets.

2. TOPIC: VMCJ-1 MOS Training

a. Discussion: The MOS training conducted by VMCJ-1 was adequate and well-documented. The training officer and NCO were knowledgeable and were enthusiastic. Although the effective MAG-15 and VMCJ-1 orders pertaining to training were in need of revision to reflect guidance contained in FMFPacO 1500.3E, the training being conducted was in compliance with current Marine Corps and FMFPac orders. A revised MAG-15 training order was almost ready for distribution. Accordingly, a recommendation in this area was not considered pertinent.

b. Recommendation: None, for information only.

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H&MS-17

AIRCREW TRAINING AND MOS TRAINING

1. TOPIC: H&MS-17 Aircrew Training

a. Discussion: An extensive and detailed ground training program was in effect to support flight training. Training records were orderly and adequate. It was apparent that much effort and attention had been expended in this area since the the past inspection during December 1970. The enlisted NATOPS instructors were being utilized effectively. The operations officer and the training officer both exhibited detailed and extensive knowledge of all training requirements and were effectively accomplishing them.

b. Recommendation: None, for information only.

2. TOPIC: H&MS-17 MOS Training

a. Discussion: As in the case of aircrew training, it was evident that a vigorous improvement program had been conducted since the December 1970 inspection. The Squadron training orders were up-to-date and logically organized and reflected all required training areas. Previous discrepancies had been corrected. Detailed training records were available for each squadron member. It was apparent that the program was being kept dynamic.

b. Recommendation: None, for information only.

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1st MARINE AIRCRAFT WING 10-13 August 1971

MABS-36

GROUND SAFETY

1. TOPIC: Driver Improvement Course

a. Discussion: There was no procedure in effect to insure that all personnel under 25 years of age attend the Driver's Improvement Course required by MCO 5100.19A.

b. Recommendation: That administrative procedures be established to insure attendance of the Driver Improvement Course and that proof of attendance be recorded on Page 11 of the SRB of each individual who completes the course.

2. TOPIC: Bilingual Signs at TAFDS

a. Discussion: Okinawan employees were observed using gasoline-powered mowers to cut the grass throughout the TAFDS area.

b. Recommendation: That appropriate bilingual signs be posted in key locations throughout the TAFDS area. Signs to include "No Smoking" and "Cease grass cutting when planes are being refueled".

3. TOPIC: Safety Hazards

a. Discussion: The following safety hazards were observed:

(1) Inadequate exhaust fan in battery shop, Bldg 601.

(2) Paint locker filled with various types of conventional and spray paint located immediately adjacent to Bldg 601.

(3) Load limit not established or posted for overhead storage areas in lumber storage building next to Bldg 601.

b. Recommendations:

(1) That a larger exhaust fan be installed in the battery shop, Bldg 601.

(2) That the paint locker adjacent to Bldg 601 be moved to a distance of 50 feet from Bldg 601 and/or other structures.

(3) That load limits be determined and posted for all overhead storage areas.

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1st MARINE AIRCRAFT WING 10-13 August 1971

MACS-4

GROUND SAFETY

1. TOPIC: Driver Improvement Training

a. Discussion: Enlisted personnel under 25 years of age were not undergoing the 10-hour driver improvement course required by MCO 5100.19A.

b. Recommendation: That all enlisted personnel under 25 years of age attend the Driver Improvement Course held by the Safety Director, MCB, Camp Butler.

2. TOPIC: Safety Training for Unit Safety Officer and Safety NCOs

a. Discussion: There had been no formal safety training for the Unit Safety Officer or the Safety NCOs as prescribed by MCO 5100.8C.

b. Recommendation: That the Unit Safety Officer and all Safety NCOs attend the 12-hour safety training course conducted by MCB, Camp Butler.

3. TOPIC: Safety Inspections of Buildings and Work Spaces

a. Discussion: Safety inspections of all squadron buildings and work spaces were conducted weekly by the Unit Safety Officer and action taken to rectify safety hazards discovered by these inspections. However, no inspection check-off list was used during these inspections and hazards were bein overlooked.

b. Recommendation: That a safety inspection check-off list be developed and used in conjunction with safety inspections.

4. TOPIC: Remedial Drivers School

a. Discussion: There were no records to indicate that personnel committing driving violations were required to attend remedial drivers school as is prescribed by MCO 5100.8C.

b. Recommendation: That military personnel committing moving violations either on or off base be required to attend the remedial drivers school conducted by MCB, Camp Butler.

5. TOPIC: Safety Hazards

a. Discussion: Safety hazards noted during the inspection of MACS-4 living and working spaces were brought to the attention of the Safety Officer and Shop Supervisors.

b. Recommendation: None, for information only.

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1st MARINE AIRCRAFT WING 10-13 August 1971

MABS-12

GROUND SAFETY

1. TOPIC: Safety Training for Safety Officer and Safety NCO's

a. Discussion: The Squadron Safety Officer and the Safety NCO's had not received the 12 hours of safety training required by MCO 5100.8C. Although this deficiency was offset by the enthusiasm and motivation displayed by the Safety Officer, CWO NESTER, a more effective, continuing safety program could be achieved if safety personnel received this training.

b. Recommendation: That safety personnel receive the safety training prescribed by MCO 5100.8C.

2. TOPIC: Driver Improvement Course

a. Discussion: Squadron personnel were not receiving the 10-hour driver improvement training required by MCO 5100.19A.

b. Recommendation: That all enlisted personnel under 25 years of age receive the Driver Improvement Training required by MCO 5100.19A.

3. TOPIC: Safety Council Minutes

a. Discussion: A Safety Council was appointed and held meetings quarterly. However, the minutes of the Council were not acted upon by the Squadron Commander; consequently, action was not taken on the recommendations of the Council.

b. Recommendation: That the minutes of the Safety Council be forwarded to, and acted upon, by the Squadron Commander.

4. TOPIC: Safety Hazards

a. Discussion: Inspection of the squadron working spaces revealed that the numerous safety hazards noted during the previous inspection had all been corrected and that a considerable degree of safety consciousness had been achieved.

b. Recommendation: None, for information only.

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1st MARINE AIRCRAFT WING 10-13 August 1971

MABS-15

GROUND SAFETY

1. TOPIC: Safety Training for Safety Officer and Safety NCO's

a. Discussion: The Squadron Safety Officer and the Safety NCO's had not received the 12 hours of safety training required by MCO 5100.8C. This training is essential if safety personnel are to understand and effectively perform their safety duties. This safety training is normally provided by the full-time safety personnel assigned at the Wing/Station level.

b. Recommendation: That the Safety Officer and the Safety NCO's receive the safety training required by MCO 5100.8C.

2. TOPIC: Driver Improvement Course

a. Discussion: There were no records to indicate that personnel were receiving the 10-hour driver improvement training that is required by MCO 5100.19A.

b. Recommendation: That all enlisted personnel under 25 years of age receive the driver improvement training required by MCO 5100.19A.

3. TOPIC: Safety Inspection Check-Off List

a. Discussion: Safety inspections of squadron living and work spaces were being conducted. However, the inspectors were not using a check-off list and had not received instructions on how to conduct a safety inspection; consequently, many safety hazards were being overlooked.

b. Recommendation: That a safety inspection check-off list be developed and used.

4. TOPIC: Safety Hazards

a. Discussion: Inspection of buildings and grounds revealed the following safety hazards:

(1) A Marine was observed smoking in close proximity to a gasoline-dispensing unit where the ground was completely saturated with spilled gasoline. A "No Smoking" sign was posted.

(2) Fuel oil and gasoline were improperly stored in the Motor Transport Maintenance Shop.

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(3) Wet-cell batteries were stored in working spaces.

b. Recommendations:

(1) That no smoking regulations be strictly enforced.

(2) That fuel oil, gasoline and other hazardous liquids be stored apart from working spaces.

(3) That batteries be stored in the battery shop.

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1st MARINE AIRCRAFT WING 10-13 August 1971

MWCS-18

GROUND SAFETY

1. TOPIC: Driver Improvement Training

a. Discussion: The 10-hour driver improvement training required by MCO 5100.19A was not being conducted.

b. Recommendation: That all enlisted personnel under 25 years of age receive the driver improvement training required by MCO 5100.19A.

2. TOPIC: Training for Safety Personnel

a. Discussion: The Squadron Safety Officer and the Shop Safety NCO's had not received the 12 hours of safety training required by MCO 5100.8C.

b. Recommendation: That safety personnel receive the training required by MCO 5100.8C.

3. TOPIC: Desktop Procedures and Turnover Folders

a. Discussion: The existing desktop procedures and turnover folders were inadequate.

b. Recommendation: That the desktop procedures and turnover folders be expanded to include a listing of current safety directives, plus a listing and explaination of the duties of the unit Safety Officer.

4. TOPIC: Safety Council

a. Discussion: The squadron did not have a Safety Council and was not officially required to have one since the squadron strength was less than 500. However, in view of numerous electric hazards that are peculiar to MWCS-18, a Safety Council would serve as a forum for the identification and elimination of identifiable electric hazards.

b. Recommendation: That consideration be given to the establishment of a Safety Council.

5. TOPIC: Safety Hazards

a. Discussion: Safety hazards noted during the inspection of MWCS-18 working spaces were brought to the attention of the Safety Officer.

b. Recommendation: None, for information only.

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1st MARINE AIRCRAFT WING 10-13 August 1971

MABS-36

COMMUNICATION-ELECTRONICS

1. TOPIC: Personnel

a. Discussions:

(1) The number of radio technicians assigned is well over that which is required to maintain TE equipment.

(2) One Radio Relay Repairman (2831) was assigned to this unit. This unit does not maintain any radio relay equipment.

b. Recommendation: None, for information only.

2. TOPIC: Training of Technicians

a. Discussion: Radio Repairmen (2841) were unfamiliar with the theory of operation of the RT-841/PRC-77. The unit is required to maintain this equipment.

b. Recommendation: That an aggressive training program be instituted to familiarize repairmen with the more recent types of equipment.

3. TOPIC: T/E Test Equipment

a. Discussion: The amount of T/E test equipment is not sufficient to maintain 3rd echelon repair on existing equipment.

b. Recommendation: That the existing T/E be revised to conform to the amount of equipment.

4. TOPIC: Shop Spaces

a. Discussion: The present maintenance shop and communication section areas are located in a building with a carpenter shop. Excessive dust and debris, inherent in a carpenter shop, complicates electronic equipment PM.

b. Recommendations:

(1) That existing spaces be reevaluated for better utilization of those spaces.

(2) That adequate space be made available to the communication section.

NOTE: This is a repeat discrepancy from last year's inspection.

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5. TOPIC: PM Records (Wire Section)

a. Discussion: PM records are maintained. However, TM/SL extracts are not sufficient to perform a good PM.

b. Recommendation: That appropriate TM/SL extracts be made available to wiremen.

6. TOPIC: Desktop Procedures

a. Discussion: Desktop procedures are incomplete and out of date.

b. Recommendations:

(1) Revise desktop procedures as required.

(2) Review procedures periodically to insure timeliness and completeness.

7. TOPIC: Maintenance Float Procedures

a. Discussion: The current procedures for evacuation of float assets to MFAG-4, 3dFSR, by Group Supply, did not provide for follow-up information to the using unit.

b. Recommendation: That follow-up procedures be established and follow-up information be provided the using unit on a timely basis.

NOTE: This is a repeat discrepancy from last year's inspection.

8. TOPIC: Supply Reconciliation

a. Discussion: There was no meaningful supply reconciliation being accomplished between Group Material Section and subordinate organizations.

b. Recommendation: That timely and continuing follow-up information be disseminated to the using organization.

NOTE: This is a repeat discrepancy from last year's inspection.

9. TOPIC: Battery Shop

a. Discussions:

(1) Tools available for use in the battery shop were not designated solely for the battery shop's use.

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(2) Resistors required in charging batteries were not on hand.

(3) The man in charge of the shop was not well-versed in publications concerning charging of BB-451 batteries and dangers involved under different circumstances, such as charging lead acid cells and BB-451 in same area. (Example only).

b. Recommendations:

(1) That tools utilized in BB-451 shop be restricted to BB-451 use only.

(2) That required resistors be requisitioned.

(3) That the personnel utilized in the battery shop be made aware of all existing publications, etc., concerning BB-451 maintenance and possible safety infractions.

10. TOPIC: MOS Training

a. Discussion: MOS training is being conducted on a limited basis. The majority of message center personnel are assigned to the Station Communication Center under the Fleet Assistance Program. The requirement to provide personnel to the quick reaction company had an adverse effect on the institution of an effective training program.

b. Recommendation: None, for information only.

11. TOPIC: Squadron Communication Officers

a. Discussion: MAG-36 Group Order P2000.2B requires each squadron to appoint a Communication Officer. The Group Communication Officer had no record of any such assignments.

b. Recommendation: Either delete the requirement from the Group Order or else enforce the Order so that the Group Communication Officer will have a point of contact in each squadron.

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COMMUNICATION-ELECTRONICS

1. TOPIC: Preventive Maintenance Procedures

a. Discussion: The PM folders for that equipment in the CommMaintUnit contains PM procedures calling for the use of Carbon Tetrachloride as a cleaning agent.

b. Recommendation: That the PM procedures be rewritten to exclude use of carbon tetrachloride and substitute a non-toxic cleaner, approved for use, such as trichlorethelene.

2. TOPIC: Records

a. Discussion: Although records have been established in accordance with the proposed Chapter 6 to TM 4700-15/1, the PM records sighted throughout MACS-4 and in individual areas of MACS-4 were not consistant, (e.g., PM folders on test equipment in the CommMaintUnit . Some contained PM procedures, others did not).

b. Recommendation: That PM records/folders conform with the requirements of proposed Chapter 6 of TM 4700-15/1.

3. TOPIC: Preventive Maintenance Program

a. Discussion: The existing Preventive Maintenance (PM) Program was not properly supervised, in that many of the individual PM records were outdated or non-existant.

b. Recommendation: That the Communication-Electronics Officer establish a preventive maintenance program within the Comm-Elect Section and require all units to comply with established schedules.

4. TOPIC: Signal Strength

a. Discussion: The Minimum Discernable Signal of MACS-4's AN/TPS-34 had not been checked for the last three days due to two of the radar section's three AN/URM-64 Signal Generators being in calibration.

b. Recommendation: That the calibration scheduled for the AN/URM-64 Signal Generators be adjusted to ensure that two of the three Signal Generators are available at all times.

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COMMUNICATION-ELECTRONICS

5. TOPIC: Equipment Maintenance

a. Discussion: Four items of test equipment held by MACS-4 Radar Section were in need of 1st echelon maintenance.

b. Recommendation: That the Radar Officer initiate a preventive maintenance program for all items of test equipment to ensure that these equipments receive 1st echelon maintenance on a timely basis.

6. TOPIC: Manning Level

a. Discussion: The Manning Level has an error, in that 5910's are listed as one (1) Captain, two (2) Lt's and one (1) CWO/WO. It should read "5910, one (1) Lt; 5970, one (1) Captain, one (1) Lt, one (1) CWO/WO".

b. Recommendation: That FMFPac correct the Manning Level.

7. TOPIC: MCO 4400.114_

a. Discussion: The C&E Section is now supplying and submitting all Change Reports and Modification Reports.

b. Recommendation: That the Supply Officer start making all Change Reports except Modification Reports, which will be done by C&E. The C&E Section also be provided one copy of the MTDS Summary Status Report and Error Report.

8. TOPIC: Maintenance Float

a. Discussion: The present procedure of handling the maintenance float assets with C&E is not in full compliance with MCO 4400.15, Part E, in that the unit was acting as a sub-float holder, but was not formally designated. There was no positive control of the access to the float assets.

b. Recommendation: That the Commanding Officer review the existing procedures. It is further recommended that the Supply Officer draw back all maintenance float assets under his control and set up procedures that comply with all provisions of MCO 4400.15, Part E.

9. TOPIC: Supply Support

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COMMUNICATION-ELECTRONICS

a. Discussion: Too long a period of time was involved for Supply to return a Supply Document Number to the using unit.

(1) A Priority 02 NORS document was submitted to Supply for processing on 1195-001, and no supply action had been taken as of 1223.

(2) Priority 05 documents as far back as 1145-005, 1158-001, 1158-002, 1167-005, etc., had never been processed.

b. Recommendation: That Supply expedite supply action on 02 NORS to comply with the 24 hr. reporting between NORM and NORS required by MARES.

10. TOPIC: Safety

a. Discussion: Benches and test equipment in the maintenance shop were not properly grounded.

b. Recommendation: That action be taken to insure efficient grounding be accomplished.

11. TOPIC: Shop Space

a. Discussion: The arrangement of the lighting in the repair shop was not to the advantage of the repairmen. It appeared to have been installed in a random fashion.

b. Recommendation: The lighting should be resituated as to better accommodate the repairmen.

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1st MARINE AIRCRAFT WING 10-13 August 1971

MATCU-68

COMMUNICATION-ELECTRONICS

1. TOPIC: Personnel

a. Discussion: The unit cannot accomplish its mission due to critical personnel shortages. On-hand totals: Officers - 2; Enlisted - 12. Assigned personnel are knowledgeable in areas of maintenance, shop procedures, supply and safety.

b. Recommendation: That action be taken to provide MATCU-68 with personnel required to meet T/O, or else cadre the unit.

2. TOPIC: Equipment Allowance

a. Discussion: Three major end items were not on hand: Surveillance Radar, AN/UPS-1C; Control Tower, AN/TSA-28; and, Landing Control Central UPN, OA-8391. These units are required to meet total mission of the unit.

b. Recommendation: That action be taken to have items delivered to MATCU-68.

3. TOPIC: Shop Space

a. Discussion: Maintenance space was inadequate. The only maintenance space is provided by the TSM-98 maintenance van. Any additional space required has to be constructed. The only office space provided is in the maintenance van, normally utilized by the Maintenance Chief.

b. Recommendation: That the maintenance and office space requirements be discussed in future MATCU conferences and recommendations be made to NAVELEX SYS COM.

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1st MARINE AIRCRAFT WING 10-13 August 1971

MATCU-66

COMMUNICATION-ELECTRONICS

1. TOPIC: Personnel

a. Discussion: There were personnel shortages in MOS's 2851, T/O - 10, O/H - 5; 6722, T/O - 18, O/H - 9. In spite of the present shortage of personnel, the unit can adequately perform its mission, but would preclude an equitable leave and liberty program.

b. Recommendation: That a study of MOS shortages be conducted by FMFPac G-1.

2. TOPIC: Training

a. Discussion: MATCU-66 is presently utilizing 100% OJT for Electronics MOS Training, and cross-training. Presently, MATCU-66 has no formal technical training set up. Heavy commitments of NETS Rep. in other areas precluded utilizing his services in a training program. Air Traffic Control personnel are assigned to MCAS, Futema, for training.

b. Recommendation: That aggressive action be taken to establish a formal Electronics MOS Training Program.

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MABS-12

COMMUNICATION-ELECTRONICS

1. TOPIC: Records

a. Discussion: Category II Equipment Record, NAVMC (Proposed) was being utilized on Category III equipment. These records were being maintained incorrectly, in that information required was not being recorded in the appropriate spaces. NOTE: Category II Record is not required and has no beneficial use for Category III equipment.

b. Recommendations:

(1) That specific forms, if used, be utilized as intended.

(2) That use of Category II Records, having no beneficial use for Category III equipment, be discontinued.

2. TOPIC: Modification Control Program

a. Discussion: No modification control program, as required by proposed Chapter 6, TM 4700-15/1A, was in existence.

b. Recommendation: That a modification control program be initiated within the maintenance section, to insure proper control/documentation of modifications applicable to Group Communication-Electronics equipment.

3. TOPIC: Calibration

a. Discussion: A Simpson 260 Multimeter was found to be overdue for calibration. Due date for calibration: 1101. (Meter was in excess to T/E).

b. Recommendation: That equipment requiring calibration be submitted in a timely manner. That disposition instructions be requested for T/E excesses.

4. TOPIC: Hand Tool Control

a. Discussions:

(1) Tools on hand in BB-451 Battery Shop were not designated for BB-451 use only. Torque wrench required for BB-451 use was not on hand.

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(2) Current copies of tool box inventory sheets were not signed and/or dated.

b. Recommendations:

(1) That tools intended for BB-451 maintenance be specifically designated for BB-451 use only and the required torque wrench be requisitioned.

(2) That current tool box inventories be signed and dated.

5. TOPIC: Safety

a. Discussions:

(1) The Battery Shop, in its entirety, did not meet any existing specifications (e.g., ventilation, shower facilities, drainage facilities, etc.).

(2) The bench ground in the unit tech shop was not attached to the ground stake.

(3) The nozzle of the foam fire extinguisher in the tech shop was taped to the body of the extinguisher.

(4) Gaffs on hand in wire section required PM.

b. Recommendations:

(1) That the battery shop be relocated and required specifications met before further use.

(2) None. Corrected during inspection.

(3) None. Corrected during inspection.

(4) That Gaffs be PM'd regularly.

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MABS-15

COMMUNICATION-ELECTRONICS

1. TOPIC: Records

a. Discussion: Category II Equipment Record, NAVMC (Proposed) was being utilized on Category III equipment. These records were being maintained incorrectly, in that information required was not being recorded in the appropriate spaces. NOTE: Category II Record is not required and has no beneficial use for Category III equipment.

b. Recommendations:

(1) That specific forms, if used, be utilized as intended.

(2) That use of Category II Records having no beneficial use for Category III items, be discontinued.

2. TOPIC: Modification Control and Calibration Control

a. Discussion: No modification control program or calibration control program was in effect, as required in proposed Chapter 6 of TM 4700-15/1A.

b. Recommendation: That the required programs be initiated and aggressively utilized and supervised.

3. TOPIC: SOP

a. Discussion: The operation of the maintenance section and the records program for the maintenance section were not in accordance with the unit SOP.

b. Recommendation: That the unit SOP be followed or revised.

4. TOPIC: Organizational Maintenance

a. Discussions:

(1) Lack of 1st echelon PM on test equipment and tools in the repair shop.

(2) Quarterly Preventive Maintenance Program was inadequate. No scheduling of unit equipment by serial number for the required PM. Date PM accomplished and date due not recorded.

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(3) 1st echelon PM program in wire section was not adequate. Equipment was not scheduled by serial number.

b. Recommendations:

(1) That 1st echelon PM be accomplished on a timely basis.

(2) That equipment be scheduled by serial number and dates PM accomplished and due be recorded IAW proposed Chapter 6 of TM 4700-15/1A.

(3) That 1st echelon PM be scheduled by equipment serial number.

5. TOPIC: Hand Tool Control

a. Discussion: Inventory sheet in tool boxes inspected were unsigned and undated.

b. Recommendation: That tool box inventory sheet be maintained in an up-to-date status, signed and dated.

6. TOPIC: Safety

a. Discussions:

(1) The two AN/TRC-75 antenna systems installed on the roof of the radio shop posed a hazard due to proximity of the two antenna and possible interaction between the two systems when the whip antenna was being utilized and the long wire was not. Further, adequate warning signs were not posted on the outside of the building in proximity of the antenna lead-ins.

(2) The ground system in the repair shop was inadequate. Switchboard SB-22 installed in the hanger poses a potential hazard to operating personnel.

(3) Dirty and oily rags stored in the repair shop were in an uncovered container. Cigarette butts, screws, etc., were also found in this container. Open bail of clean rags stored on deck contained soda cans and trash.

b. Recommendations:

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(1) That the existing antenna arrangement be reconfigured and appropriate warning signs be installed.

(2) That ground systems be properly installed.

(3) That rags be stored in appropriate container.

7. TOPIC: Calibration

a. Discussion: SG-132A, serial number 587, was due for calibration December 1970. URM-43, serial number 2478, due date not distinguishable. AN/USM-206, serial number 4968, due 22 June 1971.

b. Recommendation: That test equipment be submitted for calibration on a timely basis.

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MATCU-60

COMMUNICATION-ELECTRONICS

1. TOPIC: Standing Operating Procedures (SOP)

a. Discussion: MATCU-60's SOP did not deliniate responsibilities and establish procedures for shipping and receiving, cannibalization and evacuation of equipment to a higher echelon.

b. Recommendation: That the SOP be updated to include specific procedures and individual responsibilities in all areas.

2. TOPIC: Safety

a. Discussion: There were no high voltage warning signs posted in the radar shop and no provisions for grounding equipment under repair.

b. Recommendation: That high voltage warning signs be posted and a ground strap be installed in the radar shop.

3. TOPIC: AN/TPN-8 Flight Check

a. Discussion: AN/TPN-8, serial number 42, was flight-checked and passed on 12 August 1971.

b. Recommendation: None, for information only.

4. TOPIC: Technical Training

a. Discussion: MATCU-60 was not maintaining the technical training records required by FMFPacO P1500.3D. This discrepancy was previously noted in the FMFPac inspection of 7-8 December 1970.

b. Recommendation: That the required records be prepared and a scheduled inspection program be initiated by the MABS-12 Training Officer to ensure that the necessary records are being kept.

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COMMUNICATION-ELECTRONICS

1. TOPIC: Maintenance Program

a. Discussion: A review of maintenance records and procedures revealed that:

(1) Parts were ordered to repair a combat-deadlined piece of equipment using both Priority 02 NORS and Priority 05, while one part required to repair the equipment was not ordered at all.

(2) Parts were received to repair a piece of equipment, but could not be found. An investigation revealed that a repairman had installed the parts, but made no appropriate entries on the TERO.

The above problems indicate that the existing corrective maintenance program is unsatisfactory.

b. Recommendation: That a review of the maintenance procedures be made and corrective action taken to ensure that a comprehensive maintenance program is implemented.

2. TOPIC: 1st Echelon Maintenance

a. Discussion: This unit had still not developed a meaningful and reliable preventive maintenance program.

b. Recommendation: That command attention be given this unit to insure that an aggressive and positive preventive maintenance program be implemented.

3. TOPIC: Calibration

a. Discussion: Seven of ten items of test equipment sighted were past due for routine calibration. This problem was also noted in the 7-8 December 1970 inspection.

b. Recommendation: None. The MATCU has started a workable calibration program with H&MS-12 and equipment is being inducted into the calibration program as fast as possible without interfering with normal operations.

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1. TOPIC: Desktop Procedures and Turnover Folders

a. Discussions:

(1) Desktop procedures and turnover folders in wire section were outdated (written for units operating in Vietnam) and no longer reflect unit's procedures.

(2) Teletype repair and operational radio sections had no desktop procedures or turnover folders.

b. Recommendations:

(1) That desktop procedures and turnover folders be rewritten.

(2) That teletype repair and operational radio sections establish the required desktop procedures and turnover folders.

2. TOPIC: Unit SOP

a. Discussions:

(1) SOP in maintenance section is in the process of being rewritten.

(2) Wire SOP was outdated and did not reflect current operational procedures.

(3) Radio section had no SOP.

b. Recommendation: That all existing SOP's be reviewed and updated and that SOP's be published where no SOP currently exists.

3. TOPIC: T/E Excesses and Deficiencies

a. Discussion: There were numerous T/E excesses and deficiencies within the Comm Squadron. This had occurred since the unit's redeployment from Vietnam and recent reorganization within the Wing. The Squadron Commander was aware of the problem and the command was presently working to identify all excesses and dispose of them.

b. Recommendation: None, for information only.

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4. TOPIC: Personnel

a. Discussion: The Comm Squadron had 18 officers and 271 enlisted assigned. These figures were adequate to their needs, numerically, and enabled them to report themselves C-2 in Personnel readiness. There was a problem, however, in that they were overstrength in many MOS's and short in many critical MOS skills, such as generator repairmen, which would have an adverse effect on their ability to deploy.

b. Recommendation: None, for information only.

5. TOPIC: Tools

a. Discussions:

(1) A number of tool boxes inspected in the maintenance section required 1st echelon maintenance.

(2) Inventory sheets were outdated, undated and in two cases, missing.

b. Recommendations:

(1) That regular PM be accomplished on tool boxes.

(2) That a current, dated and signed copy of the tool box inventory be maintained in each tool box.

6. TOPIC: Calibration

a. Discussion: Several items of test equipment were found to be due for calibration. The unit was aware of the deficiency and calibration due-dates were recorded. The distance and time involved in shipping/receiving items from 3dFSR on Okinawa aggrevates the problem.

b. Recommendation: That all effort be expended in assuring calibration of unit test equipment on a timely basis.

7. TOPIC: Maintenance Records

a. Discussion: All records and maintenance management programs were in the process of being established. No program or record-keeping effort was fully in effect at the present time.

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This was due to unit's relocation and reorganization.

b. Recommendation: That all programs and records required by the proposed Chapter 6 to TM 4700-15/1A be established and the programs vigorously pursued and supervised to insure appropriate records/documentation.

8. TOPIC: Publications

a. Discussion: Operational sections (Wire and Radio) lacked sufficient publications and/or are using out-of-date publications.

b. Recommendation: That an adequate publications procurement system be established.

9. TOPIC: Batteries

a. Discussions:

(1) Operational wire section had on hand an insufficient quantity of BA-30's and BA-200's to insure proper operation and back-up of T/E equipment. This situation was also true of the operational radio section. Wire section has had approximately 600 BA-30's and 150 BA-200's on order for an excess of 90 days with no status change.

(2) Operational radio section used improper methods of storage. Also, this section possessed 7 BB-451's, which they were unable to maintain.

b. Recommendations:

(1) That the operational radio and wire sections review existing regulations concerning operational requirements and care and storage of batteries.

(2) That these sections review all outstanding requisitions for batteries with the supply section.

10. TOPIC: Installation of TACC Switchboard and Terminal Board

a. Discussions:

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(1) The TACC terminal board in the tech shop had 4 25-pair cables attached to it. None of the terminals were marked.

(2) TACC switchboards were not properly grounded and had insufficient lead-in wire.

(3) Telephone lines were wrapped around AC generator cables servicing the TACC building.

b. Recommendations:

(1) That all terminal boards be cabled and all cable pairs marked at each terminal board.

(2) That TACC switchboards and telephone lines going into the TACC hut be reinstalled in accordance with TM 24-20.

11. TOPIC: Generator Repair Section

a. Discussion: The existing generator repair section was attempting to support the squadron-level demands for generator maintenance. At this time, there were an insufficient amount of qualified personnel to accomplish this mission. There were approximately 250 generators listed on the T/E to be maintained and only one qualified generator mechanic and two licensed generator operators to perform this function.

b. Recommendation: That the existing T/O of a 20-man utilities section be immediately augmented to handle this situation.

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1st MARINE AIRCRAFT WING 10-13 August 1971

MABS-36

AVIATION SAFETY

1. TOPIC: Training in Fire-Fighting Equipment

a. Discussion: A spot check of hot refueling of several CH-46's was conducted and was satisfactory. TAFDS was operated by two men plus the aircraft crew chief who operated the nozzle. When queried, the TAFDS monitor did not know that he had to unreel all of the hose on the PKP fire extinguisher in order to use it.

b. Recommendation: Insure that all TAFDS operators are properly trained in the use of all their equipment.

2. TOPIC: Inspection of Fire-Fighting Equipment

a. Discussion: A spot check of one PKP fire extinguisher was made and no record of inspection could be found.

b. Recommendation: Inspect and record appropriate data on inspection tags and attach them to each fire extinguisher. (Comment: Major Charles A. WIMMLER, Services Officer, MABS-36, accompanied this inspector and notified the Station Fire Department of the discrepancy. The Fire Department personnel immediately inspected the extinguishers and attached appropriate tags to the extinguishers).

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MABS-12

AVIATION SAFETY

1. TOPIC: Inspection Tags on Fire Extinguishers

a. Discussion: Most of the fire extinguishers did not have inspection tags although the officer-in-charge said they had been inspected earlier in the week.

b. Recommendation: That the fire department inspect and tag extinguishers and that supervisors check tags daily.

2. TOPIC: Fuel Leaks

a. Discussion: There were several small fuel leaks in the hoses and valves.

b. Recommendation: Repair as required. Supervisors check equipment daily.

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MABS-15

AVIATION SAFETY

1. TOPIC: Sound Suppression Devices (Mickey Mouse Ears)

a. Discussion: Although "Mickey Mouse ears" had been issued to all the TAFDS personnel, none were being worn by the men working in close proximity to operating turbo-jet aircraft. Several of the men put their fingers in their ears for protection, but several did not. They said the noise used to bother them when they first went to work in TAFDS, but it doesn't anymore!

b. Recommendation: Supervisors must enforce the use of sound suppressor devices in noise hazard areas.

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VMCJ-1

AVIATION SAFETY

1. TOPIC: Ejection Seats

a. Discussion: The RF-4B's have two kinds of ejection seats installed - the H-5 and H-7. The H-7 provides the greater safe escape envelope of the two. A potential safety hazard exists as an aircrew utilizing the H-5 seat could become confused in a low-speed (on the ground) emergency situation and fatally eject. H-7 seat kits were apparently not available at FAWPRA.

b. Recommendation: Expedite the installation of the H-7 ejection seat.

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1st MARINE AIRCRAFT WING 10-13 August 1971

VMA(AW)-533

AVIATION SAFETY

1. TOPIC: Command Interest in Aviation Safety

a. Discussion: The recent infusion of command interest in aviation safety is producing the desired results of combat-readiness through an intensive safety program.

b. Recommendation: Continue with the safety program.

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H&MS-36

CORROSION PREVENTION/CONTROL PROGRAM

1. TOPIC: Corrosion Prevention/Control Directives, Messages and Instructions

a. Discussion: Technical Information directives and instructions pass from FMFPac to the Wing for dissemination to subordinate commands. Internal Wing distribution is not as effective as it could be. For example, CG, FMFPac spdltr 44G/CVL 4400 of 13 May 1971, Aircraft Corrosion Control Materials List, information has not been received by H&MS-36 to date.

b. Recommendation: That a collateral duty billet of Corrosion Prevention/Control Officer be established at the Wing level to ensure continuity and managerial control over the entire program.

Enclosure (7)

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MACS-4

MANAGEMENT

1. TOPIC: Turnover Folder/SOP

a. Discussion: The MACS-4 FORSTAT Officer had a very detailed turnover folder/SOP for the FORSTAT Reporting System. However, the turnover folder did not agree with MAC S-4 system for submitting FORSTAT data.

b. Recommendation: That MACS-4 either modify the FORSTAT Reporting System or modify the procedures outlined in the FORSTAT turnover folder/SOP.

2. TOPIC: Training Program for Personnel Influencing FORSTAT Data

a. Discussion: MACS-4 relies on an occassional conference between staff sections and the FORSTAT personnel to discuss and teach the FORSTAT Reporting System. With the turbulence of the WestPac personnel situation, it is imperative that all incoming personnel to the squadron who will be influencing FORSTAT input be thoroughly indoctrinated about the reporting system.

b. Recommendations:

(1) That the MACS-4 turnover folder be expanded to include directions for briefing incoming personnel who will influence FORSTAT input data.

(2) That copies of the MACS-4 turnover folder be provided to all staff sections for inclusion into the various sections' turnover folders and SOPs.

3. TOPIC: Personnel Reporting Errors Via the MARES/FORSTAT Reporting System

a. Discussion: The administrative officer who prepares the MARES/FORSTAT personnel reports was using work sheets which contained several errors. The T/O figure of a unit is not supposed to be routinely included in the monthly FORSTAT Personnel Report. One category of personnel was omitted from the MARES Monthly Personnel Report.

b. Recommendation: That the MARES/FORSTAT Officer prepare correct work sheets for the submission of the monthly MARES/FORSTAT Personnel Report.

4. TOPIC: OPREP-3 Reporting

a. Discussion: MACS-4 did not have all of the directives necessary for reporting via OPREP-3. Although MAG-36 or the Air Station would probably submit the appropriate telephone calls and messages,

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MANAGEMENT

MACS-4 should have some sort of exact procedures for duty officers to contact the Group or Station duty officers regarding OPREP-3's.

b. Recommendations:

(1) That MACS-4 secure copies of all pertinent directives for OPREP-3 reporting.

(2) That MACS-4 contact MAG-36 and the Air Station and seek assistance for developing an OPREP-3 reporting system for watch/duty officers.

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1st MARINE AIRCRAFT WING 10-13 August 1971

MABS-36

MANAGEMENT

1. TOPIC: FORSTAT Turnover Folder

a. Discussion: MABS-36 operated its FORSTAT reporting system from a turnover folder which was slightly out of date. The revised Wing order deleted the reporting of some superfluous MARES data in the FORSTAT remarks.

b. Recommendation: That MABS-36 incorporate the new Wing order into its turnover folder.

2. TOPIC: MABS-36 MARES/FORSTAT Order

a. Discussion: The MABS-36 MARES/FORSTAT order contained errors pertaining to MARES/FORSTAT submission and some individual card types. The errors were pointed out to the MARES/FORSTAT Officer by the MARES inspector and the FORSTAT inspector.

b. Recommendation: That MABS-36 incorporate the recommendations of the MARES/FORSTAT inspectors into a revised squadron order.

3. TOPIC: FORSTAT Training

a. Discussion: MABS-36 had no distinct training program for incoming staff officers who would affect the input of FORSTAT data.

b. Recommendation: That MABS-36 expand its turnover folder to contain distinct guidelines for training personnel who will influence FORSTAT input data.

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MABS-12

MANAGEMENT

1. TOPIC: FORSTAT Personnel

a. Discussion: The FORSTAT Officer was the only individual assigned the duty of maintaining the MABS-12 FORSTAT Reporting System. The absence of the officer would greatly hamper the MABS-12 FORSTAT Reporting System.

b. Recommendation: That MABS-12 assign a FORSTAT NCO to assist the FORSTAT Officer and to maintain the system in the absence of the FORSTAT Officer.

2. TOPIC: Desktop Procedures

a. Discussion: MABS-12 lacked specific desktop procedures for maintaining the FORSTAT Reporting System.

b. Recommendation: That the procedures listed in the MABS-12 FORSTAT turnover folder be expanded to cover the detailed procedures of the MABS-12 FORSTAT system.

3. TOPIC: FORSTAT Knowledge

a. Discussion: The MABS-12 FORSTAT Officer lacked knowledge of the FORSTAT Reporting System.

b. Recommendation: That the MABS-12 FORSTAT Officer review MCO P3000.2B.

4. TOPIC: FORSTAT Input Records

a. Discussion: The MABS-12 FORSTAT Officer did not keep any FORSTAT submission records for reconciling data submitted to MAG-15 and for internal squadron use while awaiting for the weekly 1stMAW print-out.

b. Recommendation: That MABS-12 maintain records of FORSTAT submissions.

5. TOPIC: FORSTAT Training Program

a. Discussion: MABS-12 lacked a training program for subordinate sections who initiated the data which affected the FORSTAT Reporting System.

b. Recommendation: That MABS-12 institute a training pro-

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MABS-12

MANAGEMENT

gram for indoctrinating section heads with FORSTAT procedures outlined in MCO P3000.2B.

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MABS-15

MANAGEMENT

1. TOPIC: Additional Duties

a. Discussion: The MABS-15 FORSTAT Officer was also the Operations Officer, the NBC Officer, the Embarkation Officer, the Historical Officer, the Training Officer, the Drug Abuse Officer, the Drug Exemption Officer, the MARES Officer, and a Marine Corps Exchange Officer. The multitude of additional duties in vital activities of the squadron would preclude the FORSTAT Officer from applying an appropriate amount of time to the FORSTAT Reporting System.

b. Recommendation: That the squadron commander distribute more equitably the duties within the squadron.

2. TOPIC: FORSTAT Knowledge

a. Discussion: MABS-15 has had three FORSTAT officers cince April. The present FORSTAT Officer had been involved in FORSTAT Reporting for one month. Accordingly, the FORSTAT Officer lacked detailed knowledge about the system.

b. Recommendations:

(1) That the FORSTAT Officer study MCO P3000.2B.

(2) That the FORSTAT Officer seek assistance from MAG-15 and the 1st Marine Aircraft Wing.

3. TOPIC: FORSTAT Turnover Folder

a. Discussion: The MABS-15 turnover folder was limited in nature and would not provide enough detailed information for a new FORSTAT Officer to perform his duties in an efficient manner.

b. Recommendation: That the MABS-15 turnover folder be expanded to include detailed desktop procedures which affect the submission of MABS-15 FORSTAT data.

4. TOPIC: FORSTAT Training Program

a. Discussion: MABS-15 lacked a training program for subordinate sections who initiate the data which affects the FORSTAT Reporting System.

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b. Recommendation: That MABS-15 institute a training program for indoctrinating section heads with the FORSTAT procedures outlined in MCO P3000.2B.

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VMCJ-1

MANAGEMENT

1. TOPIC: Desktop Procedures

a. Discussion: The VMCJ-1 FORSTAT Officer had a good system for submitting and auditing FORSTAT information. However, the FORSTAT Officer lacked written instructions or guidelines to explain the procedures of his system for future FORSTAT Officers.

b. Recommendation: That the VMCJ-1 FORSTAT Officer document the present FORSTAT Reporting System.

2. TOPIC: FORSTAT Personnel

a. Discussion: The FORSTAT Officer was the only individual assigned the duty of maintaining the VMCJ-1 FORSTAT system. The absence of the FORSTAT Officer, compounded with the absence of written instructions mentioned above, would render the entire system useless to VMCJ-1.

b. Recommendation: That VMCJ-1 assign a FORSTAT NCO to assist the FORSTAT Officer.

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H&MS-17

MANAGEMENT

1. TOPIC: FORSTAT Knowledge

a. Discussion: The H&MS-17 FORSTAT NCO lacked detailed knowledge of the FORSTAT System.

b. Recommendation: That the H&MS-17 FORSTAT NCO review MCO P3000.2B.

2. TOPIC: FORSTAT SOP

a. Discussion: H&MS-17 had an excellent FORSTAT system. However, there was no document which referenced the procedures of using the manuals, records, briefing charts, and their inter-relationship with each other.

b. Recommendation: That the FORSTAT Officer of H&MS-17 write an SOP covering the procedures and relationships of the FORSTAT manuals, records, and briefing charts.

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MANAGEMENT

1. TOPIC: FORSTAT Desktop Procedures, Turnover Folder, SOP

a. Discussion: MWCS-18 did not have FORSTAT desktop procedures, turnover folder, or SOP explaining the squadron FORSTAT reporting procedures.

b. Recommendation: That MWCS-18 comply with FMFPacO 5210.3.

2. TOPIC: FORSTAT Knowledge

a. Discussion: The management of the FORSTAT Reporting System had just been assumed by the squadron operations section. The personnel who managed the system prior to the shift of responsibility lacked detailed knowledge, and personnel assigned from the operations section lacked general knowledge of the reporting system. The lack of knowledge and operating documents severely hampered the flow of FORSTAT data from the squadron. The Management Division of the 1st Marine Aircraft Wing has an excellent training program for FORSTAT Officers.

b. Recommendation: That the MWCS-18 commander request training classes from the Wing Management Division.

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1st MARINE AIRCRAFT WING 10-13 August 1971

MAG-36

ENGINEER

1. TOPIC: Maintenance of Engineer Equipment

a. Discussion: Limited Technical Inspection was conducted on 17 items of engineer equipment located within MABS-36. The LTI's for generators and heavy equipment reflected only minor discrepancies. However, 4 items of refrigeration equipment revealed that preventive maintenance was not being performed quarterly as required.

b. Recommendations:

(1) That noted minor discrepancies be corrected.

(2) That a sound preventive maintenance be established to insure that refrigeration equipment is properly maintained.

2. TOPIC: Engineer Equipment Records

a. Discussion: Engineer equipment records within the MABS-36 Utilities Section were not being maintained in accordance with TM 4700-15/1A and TM 11275.15/1A. Scheduling of preventive maintenance was not being accomplished in accordance with applicable technical manuals. This was a repeat discrepancy from the last FMFPac inspection report.

b. Recommendation: That engineer equipment records be maintained in accordance with TM 4700-15/1A and TM 11275.15/1A.

3. TOPIC: SOP and Desktop Procedures

a. Discussion: SOP and Desktop procedures were not available at all sections. Lack of desktop procedures and turnover folder within the Utilities Section adversely affected the continuity with the last change of officers. This was a repeat discrepancy from the last FMFPac inspection report

b. Recommendations:

(1) That the SOP be made available at all shop levels.

(2) That desktop procedures and turnover folders be established by all key personnel to insure continuity upon transfer of key personnel.

4. TOPIC: Publications

a. Discussion: It was noted that publications essential for the

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proper maintenance of engineer equipment was either missing or not available at the shop level. Further, it was noted that squadrons were not on automatic distribution for sufficient quantities of engineer publications, Codes AK, AL and C-4.

b. Recommendations:

(1) That MCO P5600.31_ be reviewed and that all required publications be put on order.

(2) That present publication list be reviewed to insure that sufficient quantities are on the automatic distribution.

5. TOPIC: Shop Procedures for Utilities Shop

a. Discussion: A review of the work orders and work accomplished by the MABS-36 Utilities Shop revealed the following:

(1) That the period from 9 June 1971 to 31 July 1971, that 2,415 man-hours had been expended on work that was not covered by work order.

(2) That work orders were assigned to the Utilities Shop to build standard type boxes which may be procurred through the Marine Corps and Navy supply systems.

(3) That excessive job assignments had impared the preventive maintenance of T/E equipment assigned to the Utilities Section.

(4) Expendable item for T/E equipment (wire and fixture from the Light Set, General Illumination, Large) being expended to complete Station work assignments.

b. Recommendations:

(1) That all work requests be accompanied by a work request.

(2) That standard boxes be procurred through the supply source.

(3) That sufficient time be allotted to insure that proper preventive maintenance is accomplished on all T/E equipment assigned the MABS-36 Utilities Section.

(4) That T/E equipment not be used to complete assigned Station construction projects.

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6. TOPIC: Supply Support for Repair Parts

a. Discussion: A review of requisitions for repair parts revealed poor supply status from senior commands. It was noted that AT follow-ups were submitted on Julian date 1216 and 1222 on NORS requisitions 1204G031 through 1204G041 as of 1223 no status was received. Group Supply was taking all possible corrective action to obtain status in an acceptable time. However, they had not been able to obtain the required information from senior supply channels.

b. Recommendation: That MAG-36 continue their effort to obtain current supply status for all NORS requisitions for combat deadlined equipment and that FMFPac assist where required.

7. TOPIC: Direct Exchange Items

a. Discussion: It was noted during the inspection that the direct exchange system was not providing the D/X items as required to repair deadlines equipment. It was reported by the Heavy Equipment Officer that D/X items such as starters, generators and fuel injectors had not been available through D/X in the past 6 months.

b. Recommendation: That FMFPac make a study of this problem.

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1st MARINE AIRCRAFT WING 10-13 August 1971

MARINE AIRCRAFT GROUP - 12

ENGINEER

1. TOPIC: Engineer Equipment Records

a. Discussion: Approximately 65% of engineer records were inspected and the following discrepancies were noted:

(1) All repair costs on Tactical Equipment Repair Order were not transposed on item age cost card.

(2) Out-dated quarterly LTI's were held in record jackets.

(3) Modification Instructions not entered on record jacket.

(4) Temporary record jacket not open on equipment received with engineer equipment record jackets.

b. Recommendation: That Engineer Equipment Records be maintained in accordance with TM 4700-15/1A, TM 11275-15/1A and MCO 4700.2B.

2. TOPIC: Publications

a. Discussion: required publications were not on hand nor were sufficient quantities of publications on the automatic distribution list held by MCSA, Philadelphia. Further, no internal distribution had been established to insure that publications received at squadron offices were distributed to cognizant sections.

b. Recommendations:

(1) That a review of MCO P5600.31_ be accomplished.

(2) That an internal distribution list be established in accordance with FMFPacO 5215.11.

3. TOPIC: Reconciliation of Outstanding Requisitions

a. Discussion: Effective reconciliation procedures were non-existant for outstanding requisitions. Correct requisition status was not available to the Utilities Officer, resulting in inaccurate MARES reporting.

b. Recommendation: That a program be established to insure that correct current status is available to the Utilities

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Officer and that all difficient MARES reports be corrected.

4. TOPIC: Maintenance Procedures

a. Discussion: Failure to accurately diagnose required repairs when inspecting items of engineer equipment requiring repairs caused excessive deadline time because not all required repair parts were put on order initially when item went on deadline.

b. Recommendation: That an effective inspection procedure be established to insure that all required repair parts are requisitioned when item is first reported on deadline.

5. TOPIC: Tools and Test Equipment

a. Discussion: The following discrepancies were noted:

(1) No allowance list for tools was held in Tool Room.

(2) No calibration of test equipment.

(3) Unserviceable test equipment not being repaired.

(4) Poor maintenance of tools.

b. Recommendations:

(1) That an allowance list be established for control of tools within the tool room.

(2) That all test equipment be calibrated and a program be established to insure that all test equipment is calibrated as required.

(3) Repair or survey all unserviceable test equipment.

(4) Establish a sound maintenance program for tools.

6. TOPIC: Receipt of Defective T/E Equipment Through the Supply Channels

a. Discussion: It was noted throughout the inspection that T/E equipment was being received in an unserviceable condition from supply sources.

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ENGINEER

b. Recommendation: None, FMFPac has initiated action to alleviate this problem.

7. TOPIC: Excessive Repair Parts

a. Discussion: Excessive Repair Parts were found throughout the Utilities Section.

b. Recommendation: That all excessive repair parts be returned to supply channels.

8. TOPIC: Personnel

a. Discussion: It was noted that the two LCpl's, MOS 1142 (Generator Repairman) were assigned to MABS-12 Utilities for repair of generators. The two LCpl 1142's were school-trained. However, they were not qualified to make all required 3d echelon repairs on T/E equipment within MABS-12. T/O authorized 1 Cpl, MOS 1142 and 1 LCpl, MOS 1142.

b. Recommendation: That the T/O be reviewed and recommend that the ranks for MOS 1142 be increased to insure that qualified personnel are available to complete all required 3d echelon repair of T/E generator equipment.

9. TOPIC: Supply Document Numbers

a. Discussion: An excessive time-lapse was reported between the time the Utilities personnel requisitioned a NORS repair part and when Group Supply assigned a document number to the request. Document number 1181-G001 had exceeded 8 days between the time the part was requested until the time the document number was assigned.

b. Recommendation: That a policy be established to ensure that NORS requisitions are submitted in a timely manner.

10. TOPIC: Desktop Procedures and Turnover Folders

a. Discussion: Desktop procedures and turnover folders were either non-existant or ineffective and adversely effected the management of the Utilities Section.

b. Recommendation: That effective desktop procedures and turnover folders be established for all key personnel and that they be updated as required.

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1st MARINE AIRCRAFT WING 10-13 August 1971

MARINE AIRCRAFT GROUP - 15

ENGINEER

1. TOPIC: Engineer Equipment Records

a. Discussion: Approximately 65% of engineer records were inspected and the following discrepancies were noted:

(1) All repair costs on Tactical Equipment Repair Order were not transposed on item age cost card.

(2) Out-dated quarterly LTI's were held in record jackets.

(3) Modification Instructions not entered on record jacket.

(4) Temporary record jacket not open on equipment received with engineer equipment record jackets.

b. Recommendation: That Engineer Equipment Records be maintained in accordance with TM 4700-15/1A, TM 11275-15/1A and MCO 4700.2B.

2. TOPIC: Publications

a. Discussion: Required publications were not on hand nor were sufficient quantities of publications on the automatic distribution list held by MCSA, Philadelphia. Further, no internal distribution had been established to insure that publications received at squadron office were distributed to cognizant sections.

b. Recommendations:

(1) That a review of MCO P5600.31_ be accomplished.

(2) That an internal distribution list be established.

3. TOPIC: Reconciliation of Outstanding Requisitions

a. Discussion: Effective reconciliation procedures were non-existant for outstanding requisitions. Correct requisition status was not available to the Utilities Officer, resulting in inaccurate MARES reporting.

b. Recommendation: That a program be established to insure that correct current status is available to the Utilities

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Officer and that all difficient MARES reports be corrected.

4. TOPIC: Maintenance Procedures

a. Discussion: Failure to accurately diagnose required repairs when inspecting items of engineer equipment requiring repairs caused excessive deadline time because not all required repair parts were put on order initially when item went on deadline.

b. Recommendation: That an effective inspection procedure be established to insure that all required repair parts are on order.

5. TOPIC: Tools and Test Equipment

a. Discussion: The following discrepancies were noted:

(1) No allowance list for tools was held in Tool Room.

(2) No calibration of test equipment.

(3) Unserviceable test equipment not being repaired.

(4) Poor maintenance of tools.

b. Recommendations:

(1) That an allowance list be established for control of tools within the tool room.

(2) That all test equipment be calibrated and a program be established to insure that all test equipment is calibrated as required.

(3) Repair all unserviceable test equipment.

(4) Establish a sound maintenance program for tools.

6. TOPIC: Receipt of Defective T/E Equipment Through the Supply Channels

a. Discussion: It was noted throughout the inspection that T/E equipment was being received in an unserviceable condition from supply sources.

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b. Recommendation: None, FMFPac has initiated action to alleviate this problem.

7. TOPIC: Excessive Repair Parts

a. Discussion: Excessive Repair Parts were found throughout the Utilities Section.

b. Recommendation: That all excessive repair parts be returned to supply channels.

8. TOPIC: Fork-lifts, 6,000 Pounds

a. Discussion: On 1 June 1971, eight 6,000 pound fork-lifts were received by MABS-15. One lift was used to fill T/E deficiency; one lift was shipped to WERS-17; the remaining six fork-lifts were excess to MABS-15 T/E. However, no preventive maintenance had been performed on the six excess fork-lifts since they were received on 1 June 1971.

b. Recommendation: That a request for turn-in of excess equipment be initiated and that, until such time as excess items are shipped, all required preventive maintenance be performed.

9. TOPIC: Deadline Reporting

a. Discussion: It was noted that one (1) PU 667, #4260-663 and one (1) PU 72, #51-1588 were not operational; however, they were not reported on deadline.

b. Recommendation: That all T/E equipment be reported on deadline when they become non-operational.

10. TOPIC: Supervisory Personnel

a. Discussion: It was noted that many of the discrepancies reported in the inspection could have been alleviated if the supervisory personnel had been more effective.

b. Recommendation: That all supervisory personnel take an aggressive action and insure that all assignments are completed.

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1st MARINE AIRCRAFT WING 10-13 August 1971

MARINE AIRCRAFT GROUP - 15

ENGINEER

11. TOPIC: Repair Parts

a. Discussion: It was noted that ten (10) T/E items requiring repair parts had no outstanding requisition for required repair parts.

b. Recommendation: That an effective program be established to insure that all repair parts are put on requisition in a timely manner.

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1ST MARINE AIRCRAFT WING 10-13 August 1971

MABS-36

MOTOR TRANSPORT

1. TOPIC: Motor Transport SOP

a. Discussion: The Motor Transport SOP was in the process of being revised. However, it required expansion to cover the following areas:

(1) Calibration requirements.

(2) Tool Box/Tool Set inventory procedures.

(3) OVE and fording gear inventory.

(4) Supply reconciliation procedures.

(5) Turnover folders and desktop procedures.

b. Recommendation: That the Motor Transport SOP be expanded to cover the above enumerated areas.

2. TOPIC: Technical Training

a. Discussion: Technical training was being accomplished as required by the established FMFPac0 1510.2F.

b. Recommendation: None, for information only.

3. TOPIC: Desktop Procedures and Turnover Folders

a. Discussion: Desktop procedures and turnover folders were maintained on all key personnel in accordance with FMFPac0 5210.3.

b. Recommendation: None, for information only.

4. TOPIC: Tool Box/Tool Kit Inventory

a. Discussion: Tool boxes were being inventoried every 30 days; however, tool kits had not been inventoried in the past 60 days.

b. Recommendation: That tool kits be inventoried at least every 30 days.

5. TOPIC: OVE and Fording Equipment

a. Discussion: All OVE and fording equipment required inspection and inventory, using current publications, to ascertain serviceability and identify any shortage or excesses which should be processed accordingly.

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b. Recommendation: That all OVE and fording equipment be inspected and inventoried to ascertain its serviceability and to identify any shortage or excesses, which should then be returned to supply or placed on order, respectively.

6. TOPIC: 1st and 2nd Echelon Maintenance

a. Discussion: Twenty vehicles were inspected to ascertain the effectiveness of the maintenance program. A general lack of 1st and 2nd echelon maintenance was found throughout. A copy of LTI's was provided to the Motor Transport Officer.

b. Recommendation: That pre and post-maintenance inspection procedures be improved to ensure detection and correction of all discrepancies on vehicles entering and leaving the maintenance shop.

7. TOPIC: DD 314 Cards

a. Discussion: Sixty-two 314 cards were inspected. There were 54 cards missing weekly entries. Three out of four cards on the M-63's show deadline back as far as 15 June 1970. Records keeper says they can't get parts or they don't have the TM's to order them.

b. Recommendation: That the weekly PM's be turned in to the record keeper to be entered on the 314's as they are completed. That the SL 1-2 be checked for all missing TM's and put on order.

8. TOPIC: Allowance List

a. Discussion: The tool-room man did not know how many items of tools or test kits he rated, as he did not have an allowance list.

b. Recommendation: That allowance lists be made available to the tool-room personnel to facilitate accurate and timely inventories.

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1st MARINE AIRCRAFT WING 10-13 August 1971

MABS-12

MOTOR TRANSPORT

1. TOPIC: Technical Training

a. Discussion: Technical training was being accomplished as required by FMFPac0 1510.2F. However, not all personnel were attending the training classes as required.

b. Recommendation: That make-up classes be held for personnel missing classes.

2. TOPIC: OVE and Fording Gear

a. Discussion: All OVE and fording gear was properly identified, serviceable and ready for issue.

b. Recommendation: None, for information only.

3. TOPIC: Tool Boxes and Tool Sets

a. Discussion: All tool boxes on hand were being properly maintained and inventoried. The "B" kits did not have any record of ever being inventoried.

b. Recommendation: That all tool kits be inventoried at least once every 30 days and that any recurring shortages be accurately accounted for to preclude requisitioning excesses.

4. TOPIC: Calibration Requirements

a. Discussion: Records were being kept to reflect accurately the calibration requirements for those items requiring calibration

b. Recommendation: None, for information only.

5. TOPIC: Vehicle Modification Check Program

a. Discussion: There was a program in effect which provided for the systematic check of all vehicles for modifications, on a timely basis and which ensured that all necessary action was taken to ensure that all modifications were performed as expeditiously as possible.

b. Recommendation: None, for information only.

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6. TOPIC: Vehicle Maintenance

a. Discussion: There were only minor vehicle discrepancies noted; corrections were being made as inspected.

b. Recommendation: None, for information only.

7. TOPIC: Motor Transport SOP

a. Discussion: The Motor Transport SOP was current and up-to-date. It covered all requirements in accordance with the FMFPac SOP, with the exception of one paragraph pertaining to OVE and fording equipment.

b. Recommendation: That the portion pertaining to OVE and fording equipment be included in the SOP.

8. TOPIC: Trip Tickets

a. Discussion: The inspection of trip tickets revealed that the initials of the drivers and the person the vehicle operator was to report to were not being initialed.

b. Recommendation: That all trip tickets include the initials of the vehicle operator and the person the vehicle operator was to report to.

9. TOPIC: Dispatcher Master Log

a. Discussion: The dispatcher's Master Log did not include the initials of the driver, person requesting the vehicle, or the person the driver was reporting to.

b. Recommendation: That the dispatcher's Master Log include the initials of the driver, person requesting the vehicle, and the person the driver is reporting to.

10. TOPIC: DD 314 Cards

a. Discussion: A total of 145 DD 314 cards were inspected. The information in the scheduling section corresponded with the entries in the remarks section. There were no errasures or erroneous entries. The DD 314 cards were neat, accurate and reflected, in sequence, the reasons for deadline, date deadlined, date removed from deadline. There was an indication that some of the vehicles were overdue for scheduled PM's.

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The personnel responsible for seeing that the schedule was adhered to were aware of the discrepancy and were taking steps to correct or reschedule the PM's.

b. Recommendation: That the supervisory personnel ensure that the program they now have in effect to correct or reschedule overdue PM's be rigidly adhered to.

11. TOPIC: Tactical Equipment Repair Orders

a. Discussion: A random sampling of TERO's showed that the tactical equipment repair orders were missing some mileage entries. The TERO's corresponded accurately with related paperwork, i.e., Q's, A's, vehicle repairs, DD 314 cards.

b. Recommendation: That all TERO's include mileage entries.

12. TOPIC: 3,000 and 12,000 PM Forms

a. Discussion: A random sampling of Quarterly and Annual PM forms revealed that some of them lacked mileage entries for the lubrication of the vehicle and oil and filter change. The Quarterly and Annual forms correspond accurately with the TERO's and DD 314 Cards.

b. Recommendation: That all Quarterly and Annual PM's include mileage entries.

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1st MARINE AIRCRAFT WING 10-13 August 1971

MARINE AIRCRAFT GROUP - 15

MOTOR TRANSPORT

1. TOPIC: Technical Training

a. Discussion: There was a technical training program; however, the Motor Transport Section had 57 E-5's and below and only 42 Individual Training Records were on hand. Of the 42 on hand, 35 had no training since May 1971 to 6 August 1971.

b. Recommendation: That training records be kept up-to-date on each individual.

2. TOPIC: Calibration Requirements

a. Discussion: The calibration schedule required recomputation to spread out the requirements, thus precluding large numbers of items coming due for calibration simultaneously.

b. Recommendation: That the calibration requirements be reworked to correct the above cited deficiency.

3. TOPIC: OVE and Fording Gear

a. Discussion: All OVE and Fording Gear was properly identified, serviceable and ready for issue; however, it was stored in a tent that was unserviceable to the point that the weather in the near future would cause this to be a problem area.

b. Recommendation: That a more secure area be located in order to provide for security and protection from the weather.

4. TOPIC: Vehicle Maintenance

a. Discussion: Of the 206 pieces of on-hand motor transport equipment, 14 were LTI'd to determine the effectiveness of the maintenance program. The driver's maintenance was, overall, quite good, with only minor discrepancies noted. There were numerous 2nd echelon discrepancies that should have been corrected during the last scheduled quarterly or annual PM. Such discrepancies noted were, CV Boots needed replacing, handbrakes needed adjusting, leaking radiator, inoperative turn signals, service brakes needed adjusting, one vehicle with no brakes, missing temperature gage, and windshield cracked.

b. Recommendations:

(1) That all vehicles requiring repairs and/or PM services

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be given a thorough pre and final inspection.

(2) That closer supervision be given mechanics to ensure that all repairs and services are being correctly accomplished.

(3) That spot inspections be conducted by the maintenance chief on vehicles that have just received repairs and/or PM services.

5. TOPIC: Tool Boxes and Tool Kits

a. Discussion: There was a tool box inventory held monthly; however, there was no SL 300456A on hand to verify that a correct listing was being used. There was one excess chassis repair kit on hand that was short numerous tools. "B" kits were missing numerous tools with no record held of when they were last inventoried.

b. Recommendation: That the SL 300456A for General Mechanics' Tool Boxes be requisitioned. The excess chassis repair kit be turned in to supply. "B" kits be inventoried and shortages requisitioned.

6. TOPIC: Supply Reconciliation

a. Discussion: The maintenance shop holds 150 pink copies of the DD 1348 cards. No Supply Reconciliation has ever been made as there is no working relationship with Supply and Motor Transport. The Maintenance Officer said that 2 days prior, he took the cards to Supply for reconciliation and the Supply Officer said there was no way he could tell whether they were still good or not. This was found to be completely unsatisfactory on the Supply Reconciliation Program.

b. Recommendation: That the motor transport section have a better working relationship with the Group Supply. That all supply requisitions be reconciled with Supply to determine outstanding requisitions. A complete inventory be held to determine if all requisitions are still required.

7. TOPIC: Current Organizational Motor Transport SOP

a. Discussion: The current Motor Transport SOP did not contain the sections pertaining to calibration requirements,

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OV equipment and fording gear, or supply reconciliation procedures.

b. Recommendation: That the current Motor Transport SOP be expanded to include the sections required on calibration requirements, OV equipment, fording gear and supply reconciliation procedures.

8. TOPIC: Trip Tickets

a. Discussion: The trip tickets were maintained in accordance with TM 11240-15/1 with the exception of initials of the drivers, reporting to personnel when the vehicle is dispatched, fuel and oil entries and initialed.

b. Recommendation: That all trip tickets, when filled out, include initials of the drivers and person to report to. When the trip tickets are turned in, the dispatcher should ensure that fuel and oil entries are filled in, in the appropriate blocks, and initialed.

9. TOPIC: Dispatcher's Master Log

a. Discussion: The dispatcher's Master Log did not always include the initials of the vehicle operator, the person requesting the vehicle, or the person the vehicle driver was to report to, in accordance with TM 11240-15/1.

b. Recommendation: That the dispatcher's Master Log include the initials of the vehicle operator, the person requesting the vehicle and the person the vehicle operator was to report to.

10. TOPIC: DD 314 Cards

a. Discussion: There were a total of 190 DD 314 cards inspected. The following discrepancies were noted:

(1) The remarks section of the DD 314 cards did not reflect the date MAG-15 received and accepted the organic equipment from VMCJ-1.

(2) The DD 314 cards of all squadrons inspected did not generally coincide with the information annotated in the following sections - scheduling, remarks, and lower portion.

(3) The DD 314 cards of VMCJ-1 and MABS-15 did not

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always clearly explain deadline periods in the remarks section. For example, the date deadlined, the reason for deadline and the date off deadline.

b. Recommendations:

(1) That whenever motor transport equipment is received, for maintenance, from a parent organization, the date the equipment is received is clearly marked and corresponds with the scheduling portion and remarks section entries.

(2) That whenever motor transport equipment is initially received from a supporting unit, rehab or replacement program, the date the equipment is received be clearly marked and corresponds with the scheduling portion and remarks section entries.

(3) That whenever the motor transport equipment has received the acceptance check, the date the acceptance check is completed be clearly and correctly annotated in the scheduling portion.

(4) That the dates the motor transport equipment is deadlined and came off deadline be clearly marked and corresponds with the scheduling portion and remarks section entries.

(5) That the date the motor transport equipment is deadlined be clearly explained in the remarks section.

(6) That the scheduling be in a logical sequence and the items annotated in the remarks section.

11. TOPIC: Vehicle Jackets

a. Discussion: A random sampling of vehicle jackets was inspected, and it was noted that the front of the jacket either did not reflect the day the motor transport equipment was received from a parent organization or supporting unit rehab or replacement unit. If the front of the vehicle jacket did reflect the information, it did not correspond with the DD 314 cards.

b. Recommendation: That the front of all vehicle jackets be checked and the proper information pertaining to the date received and unit received from be annotated to correspond with information entered on the DD 314 card.

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12. TOPIC: NAVMC 10245, Tactical Equipment Repair Orders

a. Discussion: A random sampling of TERO's was inspected. Some of the TERO's did not have the authorized, accepted by, inspected by signature. TERO's that were over a year old were still being retained in the vehicle jacket.

b. Recommendations:

(1) That personnel responsible for the preparation of and processing of all TERO's, ensure that the signatures for accepted, authorized by, inspected by, be required.

(2) That the records clerk inspect each vehicle jacket and remove all outdated TERO's.

13. TOPIC: NAVMC 10490-10491 (3,000 and 12,000 Preventive Maintenance Forms)

a. Discussion: A random sampling of the preventive maintenance forms was inspected. It was noted that there was no mileage entered for vehicles that were lubricated; there was no mileage entered for vehicles receiving oil and filter change. In the case of the M105 and M109 trucks, there was no indication that the air filter was either checked, cleaned or replaced. It was also noted that the vehicle jackets contained PM forms that should have been reviewed.

b. Recommendations:

(1) That personnel responsible for processing the PM forms record the mileage entry when lubricated or oil and filter changed.

(2) That the personnel responsible for supervising and inspecting the PM's performed on the M105 and M109 trailers ensure the air filters are checked and either cleaned or replaced.

(3) That the records be checked and all PM's removed that should be.

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1st MARINE AIRCRAFT WING 10-13 August 1971

MARINE AIRCRAFT GROUP - 12

AVIATION SUPPLY

1. TOPIC: Component Control Section (CCS)

a. Discussion: MAG-12 had sufficient range and depth in the rotatable pool to support assigned aircraft; however, there was an inordinately large amount of repairables Awaiting Parts (AWP). There were 215 components AWP on the last report (5 August). To add to this already unsatisfactory condition, there was little control of the bits and pieces to return these components to serviceable condition (parts are separated from components and, in some instances, could not be matched to the applicable end item).

b. Recommendation: That a complete inventory of the AWP section be taken and all records reconciled and bits and pieces be matched to the appropriate components.

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1st MARINE AIRCRAFT WING 10-13 August 1971

VMCJ-1

AVIATION SUPPLY

1. TOPIC: Excess Avionics Test Equipment

a. Discussion: An inspection of the VMCJ-1 Materiel Section revealed excess test equipment on hand. This situation was caused by the consolidation of the VMCJ-1 Intermediate Maintenance Activity (IMA) with the Group IMA. The squadron was presently processing a newly arrived Individual Material Readiness List (IMRL) which transfers additional test equipment to the H&MS.

b. Recommendation: That the Materiel Officer continue the present program of screening squadron equipment for excesses and report same in accordance with existing orders.

2. TOPIC: Squadron Requisitioning Procedures

a. Discussion: A review of Optar Functional Category 01 (OFC) requisitions revealed that 75% were citing priority 02.

b. Recommendation: That realistic Priority Designators be assigned to squadron requisitions in accordance with OPNAVINST 4614.1D and NAVSUP 485.

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1st MARINE AIRCRAFT WING 10-13 August 1971

H&MS-17

AVIATION SUPPLY

1. TOPIC: Excess Rotatable Pool Quantities

a. Discussion: At the time of inspection, the rotatable pool was in the process of moving to another building; however, it was noted that excess quantities of rotatables were on hand, i.e., thirty-two (32) AN/ARC-27 receiver/transmitters, as well as other components.

b. Recommendation: That rotatable pool allowances be reviewed as well as turn-around times, and excess repairables be returned to the Group Supply Officer for inclusion into "A" purpose stock and possible excess programs.

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1st MARINE AIRCRAFT WING 10-13 August 1971

VMA(AW) - 533

AVIATION SUPPLY

1. TOPIC: VMA(AW)-533 NORS Data

a. Discussion: The NORS Rate for the first 12 days of August was 45.3%. This was considered excessive for this type aircraft; however, it should be noted that a concentrated effort was being made to meet a scheduled deployment. Figures for the month of June and July showed a NORS rate of 32.8% and 37.6%.

b. Recommendation: That every effort be made to ensure that proper supply/maintenance procedures are implemented to expeditiously obtain components through the supply system.

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1st MARINE AIRCRAFT WING 10-13 August 1971

VMCJ-1

AVIONICS

1. TOPIC: Technical Publications

a. Discussion: Examination of technical publications revealed a definite lack of update. However, in excess of 100 publications had been ordered.

b. Recommendation: Continue to monitor receipt of ordered publications and initiate follow-up action if required.

2. TOPIC: Compass Compensation

a. Discussion: Aircraft compasses were not compensated in accordance with CNAPINST 13900.1C. Aircraft maintenance admin personnel were not aware of required logbook entry indicating same.

b. Recommendation: That aircraft compasses be compensated in accordance with CNAPINST 13900.1C.

3. TOPIC: Turnover Folders and Desktop Procedures

a. Discussion: Turnover folders and desktop procedures were not available at the work center supervisor level.

b. Recommendation: That turnover folders and desktop procedures be maintained in accordance with FMFPac0 5210.3.

4. TOPIC: Technical Training

a. Discussion: The following discrepancies were noted in avionics technical training:

(1) Lesson guides required updating.

(2) Training records did not reflect individual's training.

b. Recommendation: Upgrade technical training program, insuring compliance with OPNAVINST 4790.2, Vol II, Chapter 12.

5. TOPIC: Storage and Working Area

a. Discussion: Electronic-equipped PODS were stowed outside hanger and covered by canvas. A more suitable storage facility was required.

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b. Recommendation: That a suitable facility for storage of electronic PODS be made available.

6. TOPIC: Excess Avionics Support Equipment

a. Discussion: Excess miscellaneous support equipment was found on hand throughout avionics OMA shops.

b. Recommendation: That excesses be screened and returned to appropriate supply system.

7. TOPIC: Control of Technical Publications

a. Discussion: Avionics had no system for the control of technical publications. There were no records available to indicate quantity on hand, location, or latest changes.

b. Recommendation: That a system be initiated, using TPL Cards reflecting above information.

8. TOPIC: Shop Safety

a. Discussion: Safety regulations were not adequately displayed. Resuscitation procedure lectures/demonstrations were not scheduled periodically.

b. Recommendation: That safety regulations be posted and periodic resuscitation lectures/demonstrations be scheduled.

9. TOPIC: IMA Support for VMCJ-1

a. Discussion: The following discrepancies were noted in H&MS-15 avionics:

(1) Various items of test equipment were observed in Van complex requiring calibration. Numerous items were due for calibration in 1970.

(2) Pre-expended bins required updating.

(3) Additional test bench equipment, available in IMA, not being utilized, due to number of personnel assigned. Additional personnel required to reduce maintenance backlog of 240 items.

b. Recommendation: That the unit turn in equipment for calibration and request on-site calibration for those one-of-a-kind items.

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AIRCRAFT MAINTENANCE

1. TOPIC: Maintenance Control/Work Center Registers

a. Discussion: Maintenance Control/Work Center registers were not being maintained in accordance with OPNAVINST 4790.2 and CNAPINST 4790.3. Section "A" of OPNAV Form 4710/1, status requirements were not being completed on a majority of the registers inspected. This section was required for reporting awaiting maintenance, in work, awaiting parts and completion of repair.

b. Recommendation: That action be initiated to insure compliance with applicable directives.

2. TOPIC: Cannibalization of Aircraft

a. Discussion: Cannibalization of squadron aircraft was controlled. However, cannibalization policy had been established by verbal instructions rather than written. This had a tendancy to create confusion as to the proper procedures to follow.

b. Recommendation: That proper maintenance instructions be initiated and provided to all work centers.

3. TOPIC: NAMP Manuals, OPNAVINST 4790.2

a. Discussion: Only two up-to-date NAMP Manuals were available within the aircraft maintenance department. Additional manuals had been ordered utilizing Form 1348 vice NAVAIR 5605/3, required when ordering aeronautical technical publications.

b. Recommendation: That an updated Form NAVAIR 5605/3 be submitted as required.

4. TOPIC: Material Requisition Registers

a. Discussion: Material requisition register cards, OPNAV Form 4790/11, were not available. VMA(AW)-533 had been using locally manufactured cards which are contrary to current directives.

b. Recommendation: That the Wing Analysis Section establish and maintain a supply of locally manufactured Forms 4790/11.

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5. TOPIC: Daily Maintenance Print-Outs

a. Discussion: As of 1800, 12 August 1971, VMA(AW)-533 had not received daily maintenance print-outs from DPI for the month of August. Due to the lack of subject print-outs, all maintenance management data necessary for day-to-day operation must be computed by hand by the squadron analyst. This was unsatisfactory from a management standpoint.

b. Recommendation: That every effort be made to insure timely receipt of daily maintenance/flight hour print-outs.

6. TOPIC: Expeditious Receipt of Pool Components

a. Discussion: Delivery time of rotable pool components was considered excessive. Three days were required to deliver items that were on shelf, in RFI condition.

b. Recommendation: That procedures be established to insure expedious delivery of pool components.

7. TOPIC: Required Reading Folders (Avionics)

a. Discussion: Required reading folders were in existance; however, not fulfilling requirements in accordance with OPNAVINST 4790.2.

b. Recommendation: That required reading folders be established in accordance with OPNAVINST 4790.2, Vol II, Chapter 12.

8. TOPIC: Aircraft Compass Compensation

a. Discussion: Aircraft compasses were not compensated in accordance with CNAPINST 13900.1C. A check of aircraft log books indicated majority of aircraft overdue for compensation.

b. Recommendation: That aircraft compasses be compensated in accordance with CNAPINST 13900.1C.

9. TOPIC: Turnover Folders

a. Discussion: Turnover folders were not available at the work center supervisor level in accordance with FMFPacO 5210.3.

b. Recommendation: That turnover folders be maintained in accordance with current directives.

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10. TOPIC: Avionics Shop Space

a. Discussion: Shop space was limited and occupied by two work centers. Often, work was performed on desks intended for supervisors.

b. Recommendation: That action be initiated to obtain suitable avionics work space and appropriate work bench.

11. TOPIC: Collateral Duties Assignments

a. Discussion: There was no apparent assignment of a publications NCO, avionics Safety NCO, and Technical Training NCO. The work center supervisor coordinated any and all items pertaining to his work center. To permit coordination, responsibilities and delegation of authority for above assignments are required.

b. Recommendation: That avionics personnel be assigned to subject billets to obtain experience and potential leadership.

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1st MARINE AIRCRAFT WING 10-13 August 1971

MABS-36

MARES

1. TOPIC: MARES Responsibilities Were Not Clearly Defined in a Written Order

a. Discussion: The current squadron MARES order did not clearly define MARES responsibilities within the squadron, and did not provide a clear MABS-36 - MAG-36 MARES relationship.

b. Recommendation: That a detailed Squadron MARES SOP be written.

2. TOPIC: There was no written MAG-36 MARES SOP

a. Discussion: Written MARES guidance for the MAG is necessary for an effective MARES program.

b. Recommendation: That a MAG-36 MARES SOP be completed as soon as practicable.

3. TOPIC: MARES Information is not being effectively used as a Management Tool

a. Discussion: Problem areas identified by MARES reports were not acknowledged or aggressively pursued by all sections within MABS-36.

b. Recommendation: That use of MARES reports as a management tool be emphasized.

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1st MARINE AIRCRAFT WING 10-13 August 1971

MABS-12

MARES

1. TOPIC: MARES Responsibilities Were Not Clearly Defined in a Written Order

a. Discussion: The current squadron MARES order did not clearly define MARES responsibilities within the squadron and did not provide a clear MABS-12/MAG-12 MARES relationship.

b. Recommendation: That a detailed squadron MARES SOP be written.

2. TOPIC: MARES Was Not Effectively Used as a Management Tool

a. Discussion: Problem items identified by MARES reports were not acknowledged or aggressively pursued by all sections within MABS-12.

b. Recommendation: That use of MARES reports, as a management tool, be emphasized.

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1st MARINE AIRCRAFT WING 10-13 August 1971

MWCS-18

MARES

1. TOPIC: MARES Responsibilities Were Not Clearly Defined in a Written Order

a. Discussion: There was no MARES order that clearly defined MARES responsibilities within the squadron.

b. Recommendation: That a detailed written MARES SOP be written.

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1st MARINE AIRCRAFT WING 10-13 August 1971

MABS-15

MARES

1. TOPIC: MARES Responsibilities Were Not Clearly Defined in a Written Order

a. Discussion: The current MARES order was not detailed enough to provide the necessary specific information for a continuing effective MARES program in MABS-15.

b. Recommendation: That a detailed MARES order be written for MABS-15.

2. TOPIC: A Problem Area Showing a Lack of GA Cards for CEE Deadlined NORS at MABS-15 Was Not Clarified by a Specific RM Card Submission

a. Discussion: HQMC's 14 July GB report for MABS-15 showed a lack of GA card submission for 22 of 24 items of CEE deadlined NORS at MABS-15. Discussion with MABS-15 MARES Officer revealed that the NORS requisitions for those items were to a Navy source. Submission of a specific RM report would have explained the non-submission of GA cards for that CEE.

b. Recommendation: That RM card reports be submitted to explain problem areas surfaced in the GA and GB card reports.

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HEADQUARTERS
1st Marine Aircraft Wing
Fleet Marine Force, Pacific
FPO San Francisco 96602

32/WCW/tap
5041
16 OCT 1971

From: Commanding General
To: Commanding General, Fleet Marine Force, Pacific

Subj: Force Inspection of Selected Units of the 1st Marine Aircraft Wing; report of corrective action

Ref: (a) CG, FMFPac ltr 32/ahe over 5041 of 1 Sep 1971

Encl: (1) Personnel Administration and Manpower Utilization
(2) Security of Classified Material
(3) Training Management/Air Controller/Aircrew Training and MOS Training
(4) Ground Safety
(5) Communication-Electronics
(6) Aviation Safety
(7) Corrosion Prevention/Control
(8) Management
(9) Engineer
(10) Motor Transport
(11) Aviation Supply
(12) Avionics
(13) MARES

1. In accordance with reference (a), the report of corrective action is submitted.

2. Detailed corrective action taken on discrepancies cited in the Force Inspector's report are contained in enclosures (1) through (13).

3. Continuing command emphasis will be directed to those functional areas identified in paragraphs 3a, b and c of reference (a). In the engineer and motor transport area, I have directed that aggressive action be taken at the unit level to improve the readiness of those units. My staff will make monthly inspections to ensure compliance and desired improvement. Greater emphasis is also being applied to upgrade the level of individual training and physical fitness. A new Wing training order will emphasize the importance of these areas

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32/WCW/tap
16 OCT 1971

to ensure compliance with CMC and FMFPac directives. My Wing Inspection Program will place increasing importance on the use of desk top procedures and turn over folders.

R. G. OWENS JR.

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PERSONNEL ADMINISTRATION AND MANPOWER UTILIZATION

MABS-36

TOPIC 1: Manpower Management System

ACTION: Noted discrepancies have been corrected. Command emphasis has been placed on the importance of accuracy in the Manpower Management System. All MMS personnel have been instructed in the correct procedures.

TOPIC 2: Directives and Correspondence Files

ACTION: Noted discrepancies have been corrected. Directives will be revised in accordance with MCO P5215.1D. The original orders to Squadron Special Orders will be issued to the personnel concerned.

MABS-12

TOPIC 1: Officer Qualification Records

ACTION: All officer qualification records have been audited and combat service codes have been entered. Paragraph 2002.2(a)(1) states "Extra copies of this official photograph may be filed in the envelope in the officer qualification record containing the identification card photo referred to in subparagraph 2004.8b(4)(a)2.". After screening all OQR's, nine were missing ID photographs and are being requisitioned. All blood types have been entered. Three OQR's were found to contain incorrectly prepared emergency data forms. This organization has had requisitions for NAVMC 10526 on order since July 1971 and as of this date, record of emergency data forms have not been received. Upon receipt, new forms will be prepared. All OQR's now contain Geneva Convention Cards. OQR's have been screened and Social Security Numbers have been inserted. All other minor discrepancies were noted and corrected.

TOPIC 2: Service Record Books

ACTION: Discrepancies noted on record of emergency data forms will be corrected upon receipt of new forms. Combat service codes have been entered in all SRB's. Missing photographs have been provided. All other minor discrepancies were noted and corrected.

TOPIC 3: Manpower Management System

ACTION: Improper references used in correction entries have been corrected. Although MCO 1080.34 does not indicate that the UTR must be date stamped, this organization is stamping the UTR upon receipt. In the majority of cases, this unit receives a large volume of UTR's and VAS's at one time. Due to this large volume, sometimes it is impossible to accurately audit not only the VAS's but the UTR's in the time frame as outlined in MCO 1080.34. Steps are being taken to remedy this situation. The unauthorized absence entry found not to be entered on the Unit Diary

ENCLOSURE (1)

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has been entered. All SRB's have been screened, and all SRB's now contain Social Security Numbers on all pages of the SRB. The screening of incoming SRB's previously had omitted this function. Corrective action has been taken. The reduction entry found to be entered in the SRB but not on the Unit Diary has been corrected. The Legal Officer has been counseled on the importance of working with the Unit Diary Clerk to ensure not only reductions but all unauthorized absences, office hours and court-martials have been entered on the Unit Diary without delay. The Unit Diary Clerk has been cautioned to be sure that the Unit Diary is audited against the UTR in all cases.

TOPIC 4: Squadron Special Orders

ACTION: A Squadron Special Order has been published to correct the error.

TOPIC 5: Unit Punishment Book

ACTION: The Legal Officer now routes the original copy of the UPB after the case is referred to higher authority. All personnel concerned have been instructed in the proper preparation of Unit Punishment Books.

TOPIC 6: Directives System

ACTION: Although the file clerk is new (with an MOS of 7051), he has been instructed and cautioned on the importance of removing all outdated orders.

TOPIC 7: Desktop Procedures and Turnover Folders

ACTION: Corrective action has been initiated in the area of turnover folders. Turnover folders have been prepared and desktop procedures will be emphasized.

MABS-15

TOPIC 1: Officer Qualification Records

ACTION: All OQR's have been reviewed by the Administrative Officer and entries have been made or corrected as required. The Commanding Officer is also auditing each officers' OQR for content and correctness.

TOPIC 2: Service Record Books

ACTION: All SRB's have been reviewed by the administrative section and entries have been made or corrected as required. A detailed audit was made of each book by the OIC's and discrepancies noted were corrected immediately. This audit was completed on 18 September 1971.

ENCLOSURE (1)

E-#2

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TOPIC 3: Manpower Management System

ACTION: Unit Diary Clerks have received more training in MMS procedures and are being given closer supervision. UTR's which were unworked at the time of inspection have now been audited and corrective action taken where indicated. Corrective action has been taken on all noted discrepancies. Quotas for Unit Diary Clerks course at Third Marine Division Schools have been requested.

TOPIC 4: Publications

ACTION: Directives have been reviewed and locator sheets removed and properly filed.

TOPIC 5: Unit Punishment Book

ACTION: The UPB has been reviewed and corrections made where required. The Legal Administration Manual has been reviewed and is being followed in the preparation of the UPB.

TOPIC 6: Office Spaces

ACTION: Work requests have been submitted to Public Works for installation of running water and water fountains. This was disapproved due to its low priority. A work request was submitted to have head facilities installed. This was disapproved due to lack of minor construction funds. Without major modification to the interior of the squadron headquarters building, additional floor space for admin office personnel is not available. Relocation of the squadron headquarters to another building with adequate facilities and work spaces is required. Efforts to improve working spaces will continue.

TOPIC 7: Bulletin Board

ACTION: The bulletin board has been reviewed by the Admin Chief and outdated directives have been removed. The bulletin board is reviewed and updated now on a weekly basis.

TOPIC 8: Turnover Folders and Desktop Procedures

ACTION: Sections are reviewing the system used by the file clerk and will institute similar turnover folders and desktop procedures.

ENCLOSURE (1)

F-#2

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SECURITY OF CLASSIFIED MATERIAL

MABS-36

TOPIC 1: Classified Material Secondary Control Point Officer

ACTION: An Alternate Classified Material Control Officer has been appointed by Squadron Order.

TOPIC 2: Letters of Access

ACTION: Burn copies of Letters of Access from Group S-2 files are now on file in the Administrative Officer's file.

TOPIC 3: Access List

ACTION: A list of MABS-36 personnel authorized access has been drafted.

MABS-12

TOPIC 1: Security Container

ACTION: This unit does not hold or destroy classified material. All classified material involving MABS-12 is handled through and by MAG-12 CMCC. This unit does have one three drawer and six one drawer safes which do not contain classified material. MATCU-62, attached unit, does have one two drawer safe which though not utilized for classified material prior to September 1971, is utilized for limited classified material with 24 hour surveillance. This provides adequate security points in compliance with OPNAVINST 5510.1C.

MABS-15

TOPIC 1: Access List

ACTION: At the time of the inspection the access list was being revised and retyped along with the Squadron Security SOP. This action was completed on 15 September 1971. The access list has been posted.

TOPIC 2: Emergency Destruction List

ACTION: The emergency destruction list has been revised and the current list is posted.

TOPIC 3: OPNAVINST P5510.45

ACTION: OPNAVINST P5510.45 has been placed on order. Additionally, a comprehensive review is being made by all sections to determine publication shortages. Appropriate requisitions will be submitted.

ENCLOSURE (2)

E-#2

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TRAINING MANAGEME

MABS-36

TOPIC 1: FMFPac Training Directive

ACTION: Subject order has been requested from FMFPac G-3.

TOPIC 3: Mission-Oriented Training Tests

ACTION: Mission-oriented training tests, either practical or written, have been incorporated in lesson plans.

TOPIC 5: MCI Pre-Enrollment Counseling

ACTION: Pre-enrollment counseling concerning MOS related courses is being conducted with all new MCI students.

TOPIC 6: Rifle Re-Qualification

ACTION: Rifle re-qualification will continue under current TAD arrangements with the 3rd Marine Division.

TOPIC 7: Swimming Training

ACTION: Swimming training will be initiated at the end of the current water shortage, climatic conditions permitting.

MABS-12

TOPIC 1: Mission-Oriented Training

ACTION: Mission-oriented training has now been clearly established within the squadron's SOP in accordance with FMFPacO 1500.3E.

TOPIC 2: MOS Training

ACTION: A training NCO has been designated in each section to control and monitor section level training achievements. In addition, MOS training has been clearly established in the squadron SOP concerning schedules, lesson plans and screening procedures.

TOPIC 3: Officer and Staff NCO School

ACTION: A SNCO Leadership training program has been established.

TOPIC 4: Field Grade Officer Symposium Recommendations

ACTION: The Commanding Officer and Squadron SgtMaj conduct formal leadership training for officers and SNCO's weekly. MOS Training for officers is precluded by its impracticality within this squadron. Officer billet shortages are normally filled by aviation personnel. On the job training (OJT) is substituted for on site MOS instruction,

ENCLOSURE (3)

E-#2

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and individuals are encouraged to enroll in MOS related correspondence courses.

TOPIC 5: Weight Control

ACTION: Section OIC's are held directly responsible for overweight personnel. The section training NCO will monitor and control this program within each section.

TOPIC 6: MCI

ACTION: MCI counseling is being accomplished when an individual checks into the squadron.

TOPIC 7: Swimming Training

ACTION: All service record books were screened and only 44 vice 148 unqualified swimmers were present in the squadron. Further, continuing command emphasis is being placed on swimming training.

TOPIC 8: Physical Fitness Test

ACTION: The training NCO of each section will be responsible to the section OIC to establish and monitor a physical fitness program within each section. In addition, he will maintain a record of each individual's participation in the physical fitness program on a daily basis

MACS-4

TOPIC 1: Air Contoller and MOS Training

ACTION: The proposed change to the Aviation Training and Readiness Manual has prescribed minimum requirements for the average controller of 144 intercepts for qualification and 30 intercepts per quarter to maintain proficiency. Air Defense Controllers assigned instructional duties may credit up to 50% of their proficiency requirements to those intercepts by students which they actually supervise. The manning level of AIC's for this squadron is as follows:

	MOS	NUMBER
Officers	6702	2
	6704	3
	6710	9
	7582	1
SNCO's	6756	2
	TOTAL	17

ENCLOSURE (3)

E-#2

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Assuming four supervisory Air Defense Controllers, the total number of intercepts required by the squadron for proficiency per quarter are as follows:

13 x 30 = 390
4 x 15 = 60
450

Therefore the total number of intercepts required by the squadron per month to maintain AIC proficiency is 150.

The majority of the AIC's are currently highly qualified and motivated particularly after the intercept training they receive aboard ship.

Enlisted crew training is still a significant training problem within this squadron. The level of proficiency of AIC's has significantly improved during the past few months, therefore increased emphasis can be placed on enlisted crew training. The density of aircraft as well as Air Traffic Restrictions on Okinawa has hindered enlisted crew automated system training. Assignment of a 15A19 MTDS Trainer to this squadron, whether on Okinawa or relocated to Japan, is one possible solution to maintaining the density of simulated aircraft to evaluate both crew and integrated Air Controller/Enlisted crew proficiency. Another evident solution is to increase density of air support.

The following courses of action are being pursued:

(1) Continue to schedule maximum number of intercept flights with Attack Squadrons deployed to Okinawa as well as VMO-6 and VC-5 on Okinawa until such time as a fighter squadron can be deployed to Okinawa.

(2) Continue to schedule intercept flights with squadrons at MCAS Iwakuni to be controlled by MACS-4's VFR radar monitoring detachment.

(3) This squadron has initiated action to recommend participation by MACS-4 in Commando Mirage and AAMEX's conducted by the Seventh Fleet units while transiting the Okinawa area.

(4) Continue to investigate the availability of a 15A19 Trainer for MACS-4.

MABS-15

TOPIC 1: Mission-Oriented Training

ACTION: Mission-oriented training for MABS-15 is currently being provided by MAG-15. MABS-15 training directive is currently being rewritten. Completion date is 30 October 1971.

ENCLOSURE (3)

E-#2

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TOPIC 2: MOS Training

ACTION: Submission of the following months MOS training to the Training Officer for command attention has been implemented. Section Chiefs have been designated as section training NCO's to insure ease of control in training matters.

TOPIC 3: Officers and Staff NCO's School

ACTION: Officers and Staff NCO School is incorporated in the rewritten Squadron Training Directive. Completion date for the Squadron Training directive is 30 October 1971.

TOPIC 4: Field Grade Officer Symposium Recommendation

ACTION: Recommendations of FMFPac msg 120329Z Jun 71 will be implemented in the new Squadron Training directive.

TOPIC 5: Squadron Training Objective

ACTION: Squadron overall training objective will be clearly defined in the Squadron's new training directive.

TOPIC 6: Physical Fitness Test

ACTION: A physical fitness conditioning program was implemented on 16 August 1971. On 4 September 1971, of the 33 failures from 13 August, 25 were retested. Results were 24 passed with one failure. The current physical fitness conditioning program is a six (6) week program designed to increase strength to a satisfactory performance and then maintain this performance over extended periods of time.

ENCLOSURE (3)

E-42

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GROUND SAFETY

MABS-36

TOPIC 1: Driver Improvement Course

ACTION: All personnel records are being screened to ascertain who has and has not attended the required course. Camp Butler has an established course that may be utilized on a quota basis. Quotas will be requested when records are complete.

TOPIC 3: Safety Hazards

ACTION: The following actions have been taken:

(1) A work request has been resubmitted requesting priority installation of a large exhaust fan and the removal of the electrical on-off switch located in the shop.

(2) The paint locker has been removed.

(3) A safety survey was requested and completed on 19 August 1971 from the Camp Butler Safety Section. When results are received corrective action will be taken.

MACS-4

TOPIC 1: Driver Improvement Training

ACTION: A program is being initiated to have all personnel under 25 years of age attend the Camp Butler Driver Improvement Course.

TOPIC 2: Safety Training for Unit Safety Officer and Safety NCO's

ACTION: The Squadron Safety Officer attended the Camp Butler Safety Training Course during September 1971.

TOPIC 3: Safety Inspections of Buildings and Work Spaces

ACTION: A safety check-off list has been developed.

TOPIC 4: Remedial Drivers School

ACTION: Personnel are being assigned to Remedial Drivers School by the Squadron Traffic Court Officer if the situation warrants. Records have been and still are maintained by the Squadron Executive Officer who acts as the Traffic Court Officer.

ENCLOSURE (4)

E-#2

DECLASSIFIED

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MABS-12

TOPIC 1: Safety Training for Safety Officer and Safety NCO's

ACTION: This training is not available currently at Iwakuni. However, the Wing is developing a program.

TOPIC 2: Driver Improvement Course

ACTION: One Staff Sergeant has been appointed to attend the one week instruction course on safe driving. A new Wing Order 5100.4 established a drive safe program requiring all enlisted personnel under 25 years of age to attend.

TOPIC 3: Safety Council Meetings

ACTION: The minutes of Safety Council meetings will be forwarded to the Squadron Commander for action.

MABS-15

TOPIC 1: Safety Training for Safety Officer and Safety NCO's

ACTION: This training is not available currently at Iwakuni. However, the Wing is developing a program.

TOPIC 2: Driver Improvement Course

ACTION: A new Wing Order 5100.4 established a drive safe program requiring all enlisted personnel under 25 years of age to attend.

TOPIC 3: Safety Inspection Check-off List

ACTION: Check-off list is provided by WgO 5100.1 and will be utilized.

TOPIC 4: Safety Hazards

ACTION: Officers and SNCO's have been briefed on the importance of everyone remaining alert and watchful for any careless actions that might be observed on a routine basis. In addition, the following actions have been initiated within all squadron working areas:

(1) More NO SMOKING signs have been posted with emphasis being placed on their enforcement.

(2) Fuel oil, gasoline, and other hazardous liquids are now stored in a safe area that is apart from the working spaces.

(3) Tighter control has been established to insure that batteries are stored only in the approved battery shop.

ENCLOSURE (4)

E-#2

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TOPIC 1: Driver Improvement Training

ACTION: This area of training will be reflected in future Quarterly Training schedules. A program headed by an assigned SNCO is currently being utilized.

TOPIC 2: Training for Safety Personnel

ACTION: A program of training for both the Squadron Safety Officer and the Shop Safety NCO's will be incorporated into the Squadron's Quarterly Safety Stand Down.

TOPIC 3: Desk Top Procedures and Turn Over Folders

ACTION: All department/branches are in the process of writing/updating desk top procedures and turn over folders. All desk top procedures and turn over folders will be reviewed and approved by the Squadron Executive Officer.

TOPIC 4: Safety Council

ACTION: A Squadron Safety Council has been appointed in writing.

ENCLOSURE (4)

E-*2

DECLASSIFIED

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COMMUNICATION-ELECTRONICS

MABS-36

TOPIC 2: Training of Technicians

ACTION: All technicians have been instructed in the theory of operation of RT-841/PRC-77.

TOPIC 3: T/E Test Equipment

ACTION: A study has been conducted to determine required T/E Test Equipment. Study results, justification for test equipment recommended for addition to T/E will be submitted by separate correspondence for Wing CEO consideration/concurrence.

TOPIC 4: Shop Spaces

ACTION: A new building tentatively assigned to MABS-36 will be utilized by the Communications Section. This relocation should completely eliminate all problems of shop space.

TOPIC 5: PM Section (Wire Section)

ACTION: PM requirements have been revised. TM/SL extracts have been expanded to provide closer guidance to inexperienced personnel.

TOPIC 6: Desktop Procedures

ACTION: Desktop procedures have been revised. All out of date portions have been updated.

TOPIC 7: Maintenance Float Procedures

ACTION: Closer liaison with Group Supply and 3rd FSR has been accomplished. A SNCO is now responsible to ensure follow up information is provided to Communication Section.

TOPIC 8: Supply Reconciliation

ACTION: Closer liaison with Group Supply and 3rd FSR has been accomplished. A SNCO is now responsible to ensure follow up information is provided to Communication Section.

TOPIC 9: Battery Shop

ACTION: Battery shop tools are now stored in a locked cabinet. Equalizer resisters are on order. NCOIC is now well versed in all aspects of charging BB-451 and related activities, procedures, and inherent dangers associated with the battery shop.

ENCLOSURE (5)

E-42

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TOPIC 11: Squadron Communication Officers

ACTION: Group Communication Officer now has a status board listing Squadron Communication Officers and holds a copy of Squadron Special Orders assigning each Communications Officer.

MACS-4

TOPIC 1: Preventive Maintenance Procedures

ACTION: PM procedure sheets have been screened and Trichlorethelene III was substituted for Carbon Tetrachloride wherever it appeared.

TOPIC 2: Records

ACTION: All records have been recalled and uniform records, as required by the proposed Chapter 6, TM 4700-15/1, were prepared where required.

TOPIC 3: Preventive Maintenance Programs

ACTION: Individual units develop their own PM programs. A section controlled PM program is considered infeasible. Comm Maintenance was cited as having an outdated quarterly schedule. This has been revised.

TOPIC 4: Signal Strength

ACTION: Calibration will be scheduled to ensure the availability of an AN/URM-64 Signal Generator. One AN/URM-64 has been in repair since 7 October 1970.

TOPIC 5: Equipment Maintenance

ACTION: A revitalized schedule of weekly preventive maintenance with follow up checks has been established.

TOPIC 6: Manning Level

ACTION: CG, FMFPac letter 1G/jc over 5321/2 dated 9 September 1971, 1st & 2nd Quarter, FY72 ML, 1st Adjustment to, corrected the Manning Level.

TOPIC 7: MCO 4400.114

ACTION: C&E will continue to originate the required documents, but all are forwarded via the Supply Officer for mailing and filing. This procedure will be changed as permitted by reorganization of the supply section.

ENCLOSURE (5)

E-42

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TOPIC 8: Maintenance Float

ACTION: Both discrepancies will be corrected after Supply assumes custody of the float. A study, just recently completed, indicated that it is feasible for supply to take over management of the float and they are in the process of doing so.

TOPIC 9: Supply Support

ACTION: All priority 02 NORS documents receive immediate supply action and command attention. Due to a lack of funds, priority 05 and 12 requisitions were often held by supply until new funding became available. This information is now forwarded to using units.

TOPIC 10: Safety

ACTION: Rewiring has since been completed and a new ground system has been installed.

TOPIC 11: Shop Space

ACTION: A study is being conducted to determine the nature of the lighting problem. Upon the conclusion of this report, action will be initiated to improve lighting where necessary.

MATCU-66

TOPIC 1: Training

ACTION: A formal training program will be established within the MATCU to help keep the technicians abreast of changes within their MOS. This program will be utilized to the maximum extent possible.

MABS-12

TOPIC 1: Records

ACTION: The NAVMC (proposed), Electronic Equipment Record of Maintenance Card is no longer being used for Category III equipment. This particular record is not prohibited from being used for Category III equipment by the proposed Chapter 6, TM 4700-15/1A nor are Category III equipment records specifically delineated as are records for Categories I and II. Specific forms for Category II are now being used as intended. However, specific forms for Category III should be detailed/depicted in the proposed Chapter 6, TM 4700-15/1A.

ENCLOSURE (5)

E-42

DECLASSIFIED

TOPIC 3: Calibration

ACTION: Subject multimeter will be returned to H&MS-12 from whom it is on temporary loan upon completion of calibration. Calibration normally takes an average of 5 - 7 weeks due to the equipment having to go to FSR at Okinawa. It is felt that this period of time is excessive.

TOPIC 4: Hand Tool Control

ACTION: Although not formally designated for BB-451 Batteries use only, tools on hand in the BB-451 Battery Shop are utilized for no other purpose. Normally, a distinction is necessary where silver-zinc and lead-acid batteries are together. However, this is not the case in this particular battery shop. The torque wrench required for use with BB-451 Batteries was on order at the time of the inspection and is at present on the same document number. Document M00012-1116-4815 (Priority 05) applies. Current tool box inventories have been conducted and inventory sheets are up to date reflecting signatures and dates.

TOPIC 5: Safety

ACTION: Work requests were submitted during April of this year. They are currently at Station Public Works under identifying numbers 1063/1079 and 1260. MAG-12 control numbers are 71-37-058 and 71-37-066. The subject gaffs have had the minute corrosion removed and have been painted.

MABS-15

TOPIC 1: Records

ACTION: In accordance with telephone conversation of 8 September 1971 with Major HEUBNER, Wing CEO office, use of proposed NAVMC type form for Category III equipment will be continued until further clarification of proposed Chapter 6, TM 4700-15/1A, Category III Equipment Record Requirements is received. Proposed Chapter 6 does not define records required for, nor prohibit use of proposed NAVMC type form for Category III equipment. Proper use of NAVMC form for Category II equipment is now being performed.

TOPIC 2: Modification Control and Calibration Control

ACTION: The modification control program and calibration control is now in effect, as required in proposed Chapter 6 of TM 4700-15/1A.

TOPIC 3: Comm SOP

ACTION: The unit SOP is in the process of being reviewed and revised where necessary, and will be adhered to strictly.

ENCLOSURE (5)

E-#2

DECLASSIFIED

TOPIC 4: Organizational Maintenance

ACTION: A weekly PM program of all test equipment and a monthly PM program of tools is now in effect. A program has been initiated for scheduling all equipment by serial number for the required PM. Date PM accomplished and date due are now being recorded. A program has been initiated for the scheduling of 1st echelon PM on wire equipment by serial number.

TOPIC 5: Hand Tool Control

ACTION: The tool boxes are now being inventoried monthly with the inventory sheet being signed and dated.

TOPIC 6: Safety

ACTION: The existing antenna arrangement has been reconfigured and appropriate warning signs have been installed. The ground system has been improved to meet required safety standards. Covered G. I. cans have been placed on order for the storage of rags.

TOPIC 7: Calibration

ACTION: SG-132A, serial number 587 was calibrated on 17 August 1971. URM-43, serial number 2478, and AN/USM-206, serial number 4968, were sent to calibration on 16 August 1971. Remaining test equipment is being scheduled for calibration.

MATCU-60

TOPIC 1: Standing Operating Procedures (SOP)

ACTION: Maintenance Officer's memorandum endorsement 59:SGS:klk over 4000 dated 8 August 1971, established procedures to be followed for receiving and shipping major end items and components. Maintenance Officer's memorandum endorsement 59:SGS:klk over 4700 dated 19 July 1971, established maintenance concepts for the Squadron.

TOPIC 2: Safety

ACTION: High voltage warning signs have been posted in AN/UPS-1F maintenance shelter. Ground straps have been installed on workbench.

TOPIC 4: Technical Training

ACTION: This discrepancy should be assigned to MATCU-62. See Action taken for TOPIC 4 in MATCU-62 report.

ENCLOSURE (5)

E-42

DECLASSIFIED

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MATCU-62

TOPIC 1: Maintenance Program

ACTION: MATCU-62 has instituted an interim preventive maintenance program utilizing maintenance action forms (MAF) and a MAF Control Log Sheet. The Maintenance Action Form (OPNAV Form 4790/40) meets the requirements of the MATCU better than the Tactical Equipment Repair Order (NAVMC 10245) formerly in use. By utilizing the Work Center Log Sheet in conjunction with the Maintenance Action Form, each section will be able to more effectively control the maintenance effort of the section. The Maintenance Officer and Maintenance Chief will be able to monitor the maintenance program and pinpoint areas where additional effort is needed.

TOPIC 2: 1st Echelon Maintenance

ACTION: MATCU-62 has instituted an interim preventive maintenance program based on performance operation and maintenance system for electronics equipment (POMSEE) and technical manuals for items of equipment not covered under POMSEE Program. This interim program will be continued until the introduction of the Planned Maintenance System (PMS) in the MATCU. Each sub-section of the MATCU maintenance section has developed forms for recording daily, weekly, monthly, quarterly, semi-annual and annual preventive maintenance performed on the equipment. The Maintenance Officer and Maintenance Chief will periodically check records and equipment to ensure the program is functioning as intended.

TOPIC 4: Technical Training

ACTION: MATCU-62 has revised and expanded its technical training following the guidelines in FMFPac0 P1500.3D paragraph 302.4.

MWCS-18

TOPIC 1: Desktop Procedures and Turnover Folders

ACTION: All Department/Branches are in the process of writing/updating desktop procedures and turnover folders. All desktop procedures and turnover folders will be reviewed and approved by the Squadron Executive Officer.

TOPIC 2: Unit SOP

ACTION: All department/branch SOP's currently being rewritten and updated. To be completed and published by 1 November 1971.

ENCLOSURE (5)

E-32

DECLASSIFIED

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TOPIC 5: Tools

ACTION: All tool boxes now scheduled for weekly preventive maintenance. Current and updated inventory sheets now are part of each tool box.

TOPIC 6: Calibration

ACTION: Distance and time involved in shipment of equipment is still a factor to be considered in scheduling of equipment for calibration. All items found due for calibration by the Inspection team have been evacuated for calibration.

TOPIC 7: Maintenance Records

ACTION: Maintenance records have been established and implemented, and the Maintenance Management SOP is presently being staffed.

TOPIC 8: Publications

ACTION: Inventory of publications on hand has been completed and procurement of missing publications is forthcoming through normal supply channels.

TOPIC 9: Batteries

ACTION: The supply branch has been directed to provide current status on outstanding requisitions for required power supplies. Priority 2 requisitions for required power supplies pending. BB-451 Batteries are part of excess equipment awaiting turn-in instructions. Dry cell batteries held by Radio Branch are now being stored properly and in accordance with existing directives.

TOPIC 10: Installation of TACC Switchboard and Terminal Board

ACTION: All lines leading into TACC terminal board have been properly tagged. TACC switchboards are now properly grounded and sufficient lead-in wire installed. Telephone lines are now free and clear of all power lines.

TOPIC 11: Generator Repair Branch

ACTION: The generator repair branch now has seven qualified Marines. The squadron rates by T/O, 10 MOS 1142 (Electrical Equipment Repairman), and presently have none on hand. This shortage of personnel has been identified as critical shortages on recent FORSTAT Reports.

ENCLOSURE (5)

E-#2

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MATCU-68

TOPIC 1: Personnel

ACTION: There is a shortage of personnel in the Air Control OF throughout the Marine Corps. Continued efforts will be made to man this unit within manning level provided to the Wing by CMC.

TOPIC 2: Equipment Allowance

ACTION: The Naval Electronics System Command indicates that AN/UPS-1 scheduled to be received in November 1971 is rescheduled for February - March 1972 due to decrease in funds. AN/TSA-28A will be provided in lieu of AN/TSA-28. OA-8391 is presently undergoing rehabilitation and will be provided in February 1972.

ENCLOSURE (5)

E-#2

DECLASSIFIED

DECLASSIFIED

AVIATION SAFETY

MABS-36

TOPIC 1: Training in Fire-Fighting Equipment

ACTION: A class was conducted on 13 August 1971, with emphasis on the requirement to unreel all the hose on the 150 pound PKP fire extinguisher. Instructions on fire fighting will be conducted on a monthly basis.

TOPIC 2: Inspection of Fire-Fighting Equipment

ACTION: Fire extinguishers are inspected daily as part of the TAFDS check. Check-off sheets are on file. Discussion referred to a paper tag which can be pulled off. The MCAS Fire Inspector has been requested to stencil the inspection record on the extinguisher.

MABS-12

TOPIC 1: Inspection Tags on Fire Extinguishers

ACTION: Fire department was notified and immediately reinspected all extinguishers, affixing tags to them. A daily check will be made by TAFDS personnel to insure tags are kept up to date.

TOPIC 2: Fuel Leaks

ACTION: Faulty hose lines have been replaced by new assault hose.

MABS-15

TOPIC 1: Sound Suppression Devices

ACTION: TAFDS personnel directly involved with refueling aircraft have had Sound suppression devices issued to them upon reporting for duty and are required to have them in their possession when they are in the TAFDS area. If the engine or engines of the aircraft are operating personnel are required to have the Sound Suppression Devices on. TAFDS personnel not directly involved in refueling of aircraft such as maintenance personnel have sound suppression devices available to them and are required to utilize them when entering the noise hazard area. Closer supervision will be maintained over this area.

ENCLOSURE (6)

E-#2

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TOPIC 1: Ejection Seats

ACTION: NAVAIRSYSCOMREPAC message dated 101004Z August 1971, stated that at the present time, the kits for air frames change 307 were not available, thus preventing the change-over from the Martin-Baker H-5 emergency egress system to the Martin-Baker H-7. Conversion will be accomplished as soon as the kits become available. In the interim, aircraft containing the H-5 system are so marked to keep the aircrews advised of the difference.

ENCLOSURE (6)

E-42

DECLASSIFIED

DECLASSIFIED

CORROSION PREVENTION/CONTROL PROGRAM

H&MS-36

TOPIC 1: Corrosion Prevention/Control Directives, Messages and Instructions

ACTION: A Collateral Duty billet of Corrosion Control Officer has been established within the First Marine Aircraft Maintenance Office. In addition, one E-9 has been performing duties as Corrosion Prevention/Control NCOIC.

ENCLOSURE (7)

E-*2

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MANAGEMENT

MACS-4

TOPIC 1: Turnover Folder/SOP

ACTION: Originally the squadron submitted FORSTAT reports via message due to the inability of the message center to transmit classified card to card. Once this capability was acquired however, the squadron utilized this system without reflecting it in the SOP. The loss of the squadron's keypunch machine has forced the unit to return to the message system of reporting. The SOP reflects this method.

TOPIC 2: Training Program for Personnel Influencing FORSTAT Data

ACTION: Sections are contacted regularly on a weekly basis to maintain up to date FORSTAT information. A schedule is and has been in operation requiring section inputs monthly. The FORSTAT Officer conducts a training program for all concerned section personnel.

TOPIC 3: Personnel Reporting Errors Via the MARES/FORSTAT Reporting System

ACTION: A missing zero in a column caused the report to list the officers as a 4 digit number rather than 5. The T/O strength of a unit with a standard T/O is not routinely reported. However, MACS-4 has two TDCC's assigned and not shown in T/O. This is not considered routine. The ommitted category was Naval Officers which was shown as all zeroes. A new work sheet has been prepared and is being utilized.

TOPIC 4: OPREP-3 Reporting

ACTION: MACS-4 has received First Marine Aircraft Wing Order 03480.1 implementing the JCS-directed OPREP-3 reporting system. In addition, this squadron has received implementing procedures for OPREP-3 reporting from MACG-18 (MACG-18 order 03480.1 dated 12 August 1971). Neither MCAS(H), Futema nor MAG-36 has a formal directive regarding OPREP reporting procedures. MCAS(H), Futema has instructions for the duty officer as a turn over item. A class was conducted for all officers within the squadron regarding the OPREP-3 reporting procedures on 13 August 1971. In addition, instructions for OPREP reporting have been included in the Officer of the Day's turn over folder. Copies of all pertinent directives for OPREP-3 reporting have been secured and have been promulgated as a squadron order establishing procedures for submitting OPREP-3 reports. All newly joined personnel will be instructed on OPREP-3 reporting procedures.

ENCLOSURE (8)

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MABS-36

TOPIC 1: FORSTAT Turnover Folder

ACTION: The new Wing Order is being incorporated into the turnover folder.

TOPIC 2: MABS-36 MARES/FORSTAT Order

ACTION: The Squadron MARES/FORSTAT Order is being rewritten incorporating the recommendations of the inspectors.

TOPIC 3: FORSTAT Training

ACTION: Recommendations for training incoming shop OIC's and NCOIC's will be added to the turnover folder. In addition, the MARES/FORSTAT Officer will brief incoming OIC's on the use of the MARES/FORSTAT system as a management tool.

MABS-12

TOPIC 1: FORSTAT Personnel

ACTION: The Operations Chief has been assigned as the MARES/FORSTAT NCO.

TOPIC 2: Desktop Procedures

ACTION: The MABS-12 MARES/FORSTAT desktop procedures and turnover folder are presently being expanded.

TOPIC 3: FORSTAT Knowledge

ACTION: The MABS-12 MARES/FORSTAT Officer has reviewed MCO P3000.213.

TOPIC 4: FORSTAT Input Records

ACTION: MABS-12 does not possess appropriate security containers for maintenance of FORSTAT Records. FORSTAT Records are maintained by the MAG-12 S&C section at this time and are frequently reconciled by the squadron as required.

TOPIC 5: FORSTAT Training Program

ACTION: The new MABS-12 MARES/FORSTAT order will direct the maintenance of a FORSTAT Data Base at the section level. In addition, section heads will be required to submit semi-monthly, a section level FORSTAT input of problem areas based on a standardized check off list.

ENCLOSURE (8)

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MABS-15

TOPIC 1: Additional Duties

ACTION: Officer job assignments are being reevaluated with a view toward a more equitable distribution of actual work requirements.

TOPIC 2: FORSTAT Knowledge

ACTION: Close liaison has been established between the MABS-15 FORSTAT Officer, MAG-15 and 1st Marine Aircraft Wing FORSTAT Sections. Numerous problem areas have been resolved and a sound FORSTAT system developed.

TOPIC 3: FORSTAT Turnover Folder

ACTION: The MABS-15 turnover folder is being expanded. Tentative completion date is 30 October 1971.

TOPIC 4: FORSTAT Training Program

ACTION: MABS-15 has a FORSTAT training program for subordinate sections currently in effect.

VMCJ-1

TOPIC 1: Desktop Procedures

ACTION: A turnover folder has been completed.

TOPIC 2: FORSTAT Personnel

ACTION: A MARES/FORSTAT MCO will be assigned as one becomes available.

MWCS-18

TOPIC 1: FORSTAT Desktop Procedures, Turnover Folder, SOP

ACTION: One section of the Operations, (S-3) Turnover folder will be devoted to the procedures employed for the proper FORSTAT Reporting. An SOP has been developed.

ENCLOSURE (8)

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TOPIC 2: FORSTAT Knowledge

ACTION: The MACG-18 MARES/FORSTAT Officer has given the required school to the FORSTAT Officer and NCO. At present these personnel have the detailed knowledge required to maintain the FORSTAT report, additionally, one recently joined Officer in the operations branch will be given the required school to maintain the FORSTAT report.

H&MS-17

TOPIC 1: FORSTAT Knowledge

ACTION: The H&MS-17 FORSTAT NCO has reviewed MCO P3000.2B and received special instructions from Group and Wing representatives.

TOPIC 2: FORSTAT SOP

ACTION: An SOP covering the procedures and relationships of the FORSTAT manuals, records and briefing charts has been published.

ENCLOSURE (8)

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ENGINEER

MAG-36

TOPIC 1: Maintenance of Engineer Equipment

ACTION: The minor discrepancies noted on heavy equipment and generators have been corrected. It is noted that of the four pieces of heavy equipment that had LTI's taken on them, two were deadlined for NORS. Also, two of the generators inspected were deadlined.

TOPIC 2: Engineer Equipment Records

ACTION: The engineer equipment records are being corrected and maintained in accordance with the current TM's.

TOPIC 3: SOP and Desktop Procedures

ACTION: A detailed SOP for the Utilities section is in the process of being written. Desktop procedures and turnover folders are being established for all key personnel.

TOPIC 4: Publications

ACTION: All needed publications have been placed on order. Action has been initiated to increase the squadron's publication allowance.

TOPIC 5: Shop Procedures for Utilities Shop

ACTION: Group S-4 has been made aware of availability of standard boxes through the supply system and has been requested to screen work orders more closely. Work is not to be performed without a work request except in cases of emergency. T/E equipment will not be used for any future projects. A PM program for refrigeration and water supply has been instituted.

TOPIC 6: Supply Support for Repair Parts

ACTION: Received partial shipment of 37 EA on Document 1204G031 on 1267. Document 1204G041 rejected as unable to identify on 1235. MAG-36 will continue to actively seek supply status in accordance with current SOP's.

ENCLOSURE (9)

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MAG-12

TOPIC 1: Engineer Equipment Records

ACTION: All repair costs on Tactical Equipment Repair Orders have been transposed on to the item age cost card. Out dated quarterly LTI's were removed from record jackets. Modification Instructions have been entered on record jackets. Temporary record jackets have been opened on equipment received without engineer equipment record jackets.

TOPIC 2: Publications

ACTION: Publications are on order and an automatic distribution is being established to insure that publications received at squadron offices are distributed to cognizant sections.

TOPIC 3: Reconciliation of Outstanding Requisitions

ACTION: Reconciliation procedures are being set up on outstanding requisitions. MARES report is being corrected.

TOPIC 4: Maintenance Procedures

ACTION: An inspection procedure is being established to insure that all required repair parts are requisitioned when item is first reported on deadline.

TOPIC 5: Tools and Test Equipment

ACTION: Allowance list now available in tool room. Test equipment being calibrated. Unserviceable test equipment being repaired or surveyed. Better maintenance of tools is being set up.

TOPIC 7: Excessive Repair Parts

ACTION: Inventory presently being held, all excess parts will be turned back into the supply system.

TOPIC 8: Personnel

ACTION: T/O is being reviewed and recommendation made that MOS 1142 be increased to insure that qualified personnel are available to complete all required 3d echelon repair of T/E generator equipment.

ENCLOSURE (9)

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TOPIC 9: Supply Document Numbers

ACTION: A plan is in effect to set up a Ready Issue Outlet at Marine Corps Property where the Supply Document Number will be assigned the same day the requisition is submitted.

TOPIC 10: Desktop Procedures and Turnover Folders

ACTION: Desktop procedures and turnover folders have been established for all key personnel. Rewritten squadron order directs Executive Officer to review and update desktop procedures and turnover folders periodically.

MAG-15

TOPIC 1: Engineer Equipment Records

ACTION: A review of all records using subject manuals as guides has been accomplished.

TOPIC 2: Publications

ACTION: List of required publications has been submitted to the Squadron Office. In addition, an internal distribution has been instituted.

TOPIC 3: Reconciliation of Outstanding Requisitions

ACTION: A copy of all outstanding orders are on file with the document numbers for all parts required. A daily check is made with the Ready Issue Outlet to insure that the documents are valid. Reconciliation has to be completed with Material. All outstanding requisitions have been checked and everything on order is valid. Outstanding requisitions should now be reflected correctly on the MARES Report.

TOPIC 4: Maintenance Procedures

ACTION: Every piece of equipment has been reviewed and new work orders made up and submitted to the Ready Issue Outlet. LTI's were performed and, with the new TERO's, all required repair parts are on order.

TOPIC 5: Tools and Test Equipment

ACTION: Appropriate allowance lists have been obtained and are being controlled by the tool room clerk. All tools have been scheduled for a recurring calibration check. Unserviceable test equipment has either been repaired or, where appropriate, put up for survey. The tool room clerk has been instructed on the proper maintenance of tools

ENCLOSURE (9)

E-#2

and a positive program instituted to ensure a continuing high level of maintenance.

TOPIC 7: Excessive Repair Parts

ACTION: All excessive repair parts were turned in.

TOPIC 9: Deadline Reporting

ACTION: All equipment status was reviewed and reporting procedures corrected.

TOPIC 10: Supervisory Personnel

ACTION: All supervisory personnel were briefed on the discrepancies within the Engineering Section. They were then instructed on the corrective action that had been taken and on the newly established procedures. It was brought out that as supervisors it was their responsiblity to insure that these procedures were carried out correctly. It was also emphasized that safety is paramount, regardless of the task.

TOPIC 11: Repair Parts

ACTION: All open work orders and equipment were reviewed and necessary parts were put on order.

ENCLOSURE (9)

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MOTOR TRANSPORT

MABS-36

TOPIC 1: Motor Transport SOP

ACTION: Additions are being made to include the areas recommended by the inspector.

TOPIC 4: Tool Box/Tool Kit Inventory

ACTION: Tool kits have been inventoried and will continue to be inventoried on a 30 day basis.

TOPIC 5: OVE and Fording Equipment

ACTION: All OVE and fording equipemnt has been transported from the warehouse to the motor pool for a complete inspection and inventory. All equipment will be assigned to respective vehicles and recorded as such. Materiel will be notified of all deficiencies not already on order.

TOPIC 6: 1st and 2nd Echelon Maintenance

ACTION: Prior to the Force Inspection, two inspectors were assigned rather than just one. By this means, one inspector checks vehicles entering the shop and a different inspector checks those vehicles before they leave the shop. If any discrepancy noted by the first inspector was not corrected, the vehicle stays in the shop. Also, any new discrepancy discovered by the second inspector, must also be corrected before the vehicle leaves the shop. Both inspectors now work directly for the assistant Motor Transport Officer rather than the Maintenance Chief. This prevents pushing vehicles through before all discrepancies are corrected.

TOPIC 7: DD 314 Cards

ACTION: The major problem with the lack of entries on the DD 314's is the repeated problem of getting U-drive vehicles in for their weekly PM. It has been proposed that a Group Bulletin be initiated to schedule required weekly drivers maintenance for vehicles checked out to each squadron. It would include vehicle number, with the date and time of required maintenance. Any vehicle that did not conform to the schedule would be deadlined until such time as the required maintenance was completed. All TM's have been on order since March. TM's on the M-63 are now available.

ENCLOSURE (10)

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TOPIC 8: Allowance List

ACTION: The allowance lists have been made available to the tool room personnel.

MABS-12

TOPIC 1: Technical Training

ACTION: Personnel that are involved in operational committments during scheduled training periods will be required to attend make up classes.

TOPIC 3: Tool Boxes and Tool Kits

ACTION: The "B" kits have been inventoried and included on the monthly inventory list.

TOPIC 7: Motor Transport SOP

ACTION: Change #2 of the Motor Transport SOP has been written and it included information relative to OVE equipment. This change has been submitted to Group S-4 for approval.

TOPIC 8: Trip Tickets

ACTION: The Motor Transport Dispatcher has been instructed to include the initials of the drivers on all trip tickets and to insure that the initials of the person the vehicle operator is to report to are entered in the appropriate place.

TOPIC 9: Dispatcher Master Log

ACTION: The Motor Transport Dispatcher has been instructed to include the initials of the driver, person requesting the vehicle and the person the operator is reporting to in his Master Log.

TOPIC 10: DD 314 Cards

ACTION: Due to the vehicle/mechanic ratio, this is a continuing problem. Supervisory personnel have been advised to continue to monitor accomplishments of PM services to preclude any adverse trends.

TOPIC 11: Tactical Equipment Repair Orders

ACTION: Maintenance personnel were instructed to insure that mileage data be entered where appropriate. Supervisory personnel have been instructed to examine maintenance forms for completeness.

ENCLOSURE (10)

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MABS-15

TOPIC 1: Technical Training

ACTION: Training records have been established and updated on all personnel within the section. A vigorous training program has been reinstituted.

TOPIC 2: Calibration Requirements

ACTION: In coordination with the Engineer Section a joint calibration cycle has been established to produce an even flow of items to be calibrated.

TOPIC 3: OVE and Fording Gear

ACTION: Material will be relocated to provide better protection from weather.

TOPIC 4: Vehicle Maintenance

ACTION: A comprehensive program has been instituted to provide for thorough inspections, supervision and follow up spot inspections, thereby ensuring a high standard of Motor Transport maintenance.

TOPIC 5: Tool Boxes and Tool Kits

ACTION: SL-300456A has been obtained. Chassis repair kit will be turned in. B kits have been inventoried and shortages will be ordered.

TOPIC 6: Supply Reconciliation

ACTION: A joint analysis was conducted by the Motor Transport Section and Group Supply to establish the simplest and most efficient means for requisitioning and reconciling all items. The first established procedure was to reconcile 02's on a daily basis and 05's and 12's on a weekly basis.

TOPIC 7: Current Organizational Motor Transport SOP

ACTION: A new SOP has been written and includes all the missing areas.

TOPIC 8: Trip Tickets

ACTION: Dispatchers have been schooled on the correct procedures for filling out of a trip ticket. Spot checks will be made to insure that it is being done.

ENCLOSURE (10)

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TOPIC 9: Dispatcher's Master Log

ACTION: Dispatchers have been schooled on the procedures for entries required in the Dispatcher's Master Log.

TOPIC 10: DD-314 Cards

ACTION: VMCJ-1 receiving and acceptance dates have been entered on the DD-314 cards concerned. Date equipment received from a supporting unit, rehabilitation or replacement program is now being entered on the DD-314 and corresponds with the scheduling portion and remarks sections entries. Date of acceptance check is now being entered and corresponds with the scheduling portion and remarks section entries. Reason vehicle is deadlined is now being entered in the remarks section. Scheduling for PM's entered on DD-314 cards is now being completed in a logical sequence and items/parts are being annotated in the remarks section.

TOPIC 11: Vehicle Jackets

ACTION: Receiving dates are now being entered on front of vehicle jackets and reconciled with entries on DD-314.

TOPIC 12: NAVMC 10245, Tactical Equipment Repair Orders

ACTION: Accepted, authorized by and inspected by signatures are now being entered. All TERO's over one year old have been pulled from vehicle jackets and destroyed.

TOPIC 13: NAVMC 10490-10491 (3,000 and 12,000 Preventive Maintenance Forms)

ACTION: Mileage at time of lubing, oil and filter changes is now being entered. Personnel working on M-105 and M-109 vehicles have been instructed to check/clean/replace air filters and enter action taken on PM forms. Outdated PM's have been removed and destroyed.

ENCLOSURE (10)

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AVIATION SUPPLY

MAG-12

TOPIC 1: Component Control Section (CCS)

ACTION: The Wing Supply Inventory Team began a wall to wall inventory of MAG-12 Group Supply on 6 September 1971 with an estimated completion date of 20 October 1971. The Rotatable Pool (CCS) and AWP section has been completed as per recommendation of reference (a). As of 30 September 1971, there were 159 components AWP of 697 units carried at MAG-12 CCS. The Wing Supply Office requested and received a rescreen of all MAG-12 AWP requisitions from NSD Subic on 14 September 1971 resulting in issues of 226 items of 510 outstanding requisitions. The Group Supply Officer has a reconcile of all records in CCS every seven days with an item by item in AWP checked daily. There are no bits and pieces separated from components except current days incoming material to be matched to the applicable components, bagged and attached to components for return to IMA.

H&MS-17

TOPIC 1: Excess Rotatable Pool Quantities

ACTION: The rotatable pool has been reviewed and recomputed, based on the present assignment of six C-117 aircraft vice the two C-117 aircraft previously assigned. The Squadron was some 450% over allowance due to consolidation of Wing assets from MAG's 11, 12, 15 and 36. The rotatable pool total assets have been reduced by 52%. This is still 200% over the authorization for two C-117 aircraft, but is considered to be correct for Squadron and IMA support of six C-117 aircraft.

VMA(AW)-533

TOPIC 1: VMA(AW)-533 NORS Data

ACTION: Proper supply procedures are being used as per NAVSUP 485 and Wing Order 4400.16. Squadron Expeditors at Group Supply were well trained in all phases of Supply.

VMCJ-1

TOPIC 1: Excess Avionics Test Equipment

ACTION: Screening of excess equipment has been completed. MAG-15 has been notified by message of all excess equipment held.

ENCLOSURE (11)

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TOPIC 2: Squadron Requisitioning Procedures

ACTION: Currently assigning priorities in a more realistic manner.

ENCLOSURE (11)

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AVIONICS

VMCJ-1

TOPIC 1: Technical Publications

ACTION: Follow up on technical publications is being performed frequently. An NCO has been designated to monitor and receipt for technical publications within the Avionics section.

TOPIC 2: Compass Compensation

ACTION: An inspection of aircraft reveals that the aircraft compasses have been swung in accordance with the applicable directive. Coordination between Avionics and the Maintenance Admin section has been established to ensure proper aircraft log book entries are made.

TOPIC 3: Turnover Folders and Desktop Procedures

ACTION: The work center supervisor has initiated both turnover folders and desktop procedures.

TOPIC 4: Technical Training

ACTION: An NCO has been assigned to monitor this section's Technical Training Program. Many lesson guides have been updated and the remainder are in the process of updating. Training records are being maintained in accordance with OPNAVINST 4790.2 and Squadron TIMI's.

TOPIC 5: Storage and Working Area

ACTION: This discrepancy effects the command. The command is presently in the process of obtaining adequate storage space for this section.

TOPIC 6: Excess Avionics Support Equipment

ACTION: A continuing program of inventory, screening and excessing equipment through the supply system is in effect.

TOPIC 7: Control of Technical Publications

ACTION: An NCO has been assigned to update the Avionics Technical Publications Library. A system has been initiated using TPL cards to reflect current publications on order, those on hand, latest changes, location, etc.

ENCLOSURE (12)

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TOPIC 8: Shop Safety

ACTION: A "Safety Board" has been manufactured, safety posters are displayed and continuing emphasis on safety has become part of this section's SOP.

TOPIC 9: IMA Support for VMCJ-1

ACTION: An on site calibration program for test equipment has been completed and all other required units are now scheduled. The pre-expended bins have been consolidated and brought up to date. Procedures have been instituted for a monthly review through the MDR-9 report produced by NAMP. The personnel situation is closely monitored and liaison between the Group S-1 and the Avionics Officer is conducted prior to all hard skill assignments. The distribution and outlook is reviewed monthly and necessary adjustments are made.

VMA(AW)-533

TOPIC 1: Maintenance Control/Work Center Registers

ACTION: Work Center Registers are reconciled and updated daily to insure compliance with OPNAVINST 4790.2 and COMNAVAIRPACINST 4790.3. The problem is persistent and requires constant vigilence along with a dedicated educational program.

TOPIC 2: Cannibalization of Aircraft

ACTION: Cannibalization is conducted only in accordance with CNAP 4700.17, CG FMAW 150057Z Nov 70, CG FMAW 060343Z Mar 71 and CG FMAW 040701Z May 71. Local procedures are implemented and directed as the operational requirements of the squadron dictate.

TOPIC 3: NAMP Manuals, OPNAVINST 4790.2

ACTION: An updated form NAVAIR 5605/3 has been submitted.

TOPIC 4: Material Requisition Registers

ACTION: The squadron has locally manufactured a replica of the 4790/11 form and it is currently in use. Rubber stamp manufacturing is the current procedure.

TOPIC 5: Daily Maintenance Print-Outs

ACTION: This problem has been resolved and the squadron is now receiving the Daily Maintenance Print-out on a timely basis.

ENCLOSURE (12)

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TOPIC 6: Expeditious Receipt of Pool Components

ACTION: This area has had continuous attention of the Maintenance Officer and the MAG-12 Supply Officer. This organization has been assisting by calling CCS at least twice a day on a scheduled basis.

TOPIC 7: Required Reading Folders (Avionics)

ACTION: Required reading folders Standing/Active/Safety, have been established in all work centers.

TOPIC 8: Aircraft Compass Compensation

ACTION: All aircraft are now being compensated, regardless of "due" date to ensure strict safety standards.

TOPIC 9: Turnover Folders

ACTION: Turnover folders are now being compiled and received. Folders for all Division Officers, OIC's, and work center supervisors will be available.

TOPIC 10: Avionics Shop Space

ACTION: Operational requirements dictate working in limited spaces. All command levels are aware of this problem. This squadron is making maximum use of the limited space.

TOPIC 11: Collateral Duties Assignments

ACTION: A Safety NCO has been assigned to this division for sometime. OPNAVINST 4790.2, Volume I, Chapter 4, dictates that technical training is a function of the work center supervisor, not the Avionics/Weapons Division. Technical Training is handled by designated instructors from the Monthly Maintenance Plan. The Publications NCO is in Quality Assurance and has been assigned in that billet for five months.

ENCLOSURE (12)

E-#2

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MARES

MABS-36

TOPIC 1: MARES Responsibilities Were Not Clearly Defined in a Written Order

ACTION: A new Squadron MARES/FORSTAT Order has been drafted incorporating all recommendations.

TOPIC 2: There was no written MAG-36 MARES SOP

ACTION: A MAG-36 MARES SOP was published on 30 September 1971.

TOPIC 3: MARES Information is not being effectively used as a Management Tool

ACTION: The weekly MARES readout is sent to each section and they are required to reconcile their data base. Section heads have been instructed to pay particular attention to problem areas that are apparent as a result of the readout. Section heads have been further instructed to use the MARES remarks section for all problem areas related to combat readiness. MARES report will receive command attention.

MABS-12

TOPIC 1: MARES Responsibilities Were not clearly defined in a Written Order

ACTION: A new squadron MARES FORSTAT SOP is presently being written.

TOPIC 2: MARES Was Not Effectively Used as a Management Tool

ACTION: The new squadron MARES FORSTAT SOP will direct greater emphasis toward the use of MARES as a management tool.

MWCS-18

TOPIC 1: MARES Responsibilities Were Not Clearly Defined in a Written Order

ACTION: The SOP for MARES reporting is being written and will be published by 1 November 1971.

ENCLOSURE (13)

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MABS-15

TOPIC 1: MARES Responsibilities were not Clearly Defined in a Written Order

ACTION: MABS-15 is currently undergoing a complete review of MARES and Supply reporting procedures. Upon completion the Squadron's MARES directive will be updated. Completion date for the MARES directive is 30 October 1971.

TOPIC 2: A Problem Area Showing a Lack of GA Cards for CEE Deadlined NORS at MABS-15 Was Not Clarified by a Specific RM Card Submission

ACTION: RM cards had been submitted for these items. However, 1st Marine Aircraft Wing policy precludes RM submission from showing on the MARES report. RM submission is shown only on the FORSTAT report. In order to have a complete MARES report showing RM card submissions, individuals, would be required to have in possession both the MARES and FORSTAT reports of the same date.

ENCLOSURE (13)

E-#2

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