

# TRAINING COMMAND NEWSLETTER

Serving Formal Schools and Marine Corps Detachments



## Commanding General's Corner

Marines, Sailors, and Civilian Marines,

Happy New Year!

First, Happy New Year! It's hard to believe that we are almost to February. A well done to all for ensuring the safety of those entrusted to our care this holiday season. Remember this is but one battle in our campaign to eliminate the unnecessary loss of life or serious injury to those who look to us for guidance and example.

Safety was a primary topic during the recently conducted General Officer Symposium. Themes discussed included accountability, the need for leaders to be involved at all levels, as well as the requirement to continually educate our young Marines on adherence to our values and the importance of being a Marine at all times. Please make sure all are familiar with the Commandant's 2<sup>nd</sup> Quarter Safety Brief. This has been included in the newsletter.

The Commandant is enthusiastic about our Training and Education Roadmaps. It is his intent to make this initiative a major part of his tenure. As we do these roadmaps we continually learn more about the strengths and weaknesses of our current training and education programs. In short, this effort has the potential to fundamentally change our approach. Please know you are not alone in this effort. We must keep this effort coordinated with our review of Professional Military Education and Training, the relationship of the Marine Corps Institute with our Center of Excellence concept and the potential value added of the College of Continuing Education and Distance Learning. In short, your efforts have been great to date and the potential impact on our Corps is enormous. We need to keep this as our focus of effort.

Once again a large number of Marines will again be deploying in harm's way. Every one of us would like to be with them. We need to remember that our efforts throughout the command are what provide our Commanders, Marines and Sailors with the tools and foundation they need for success. Your efforts to date have been superb. Please know the value of your contributions – they are the reason for our success.

Lastly, always remember that the Marine Corps entrusts us with its future. All within Training Command have the responsibility for leading by example at all times. Our young Marines and Sailors have great expectations. Do not let them down.

Semper Fi

Brigadier General George J. Flynn  
Commanding General, Training Command



## SERGEANT MAJOR'S CORNER

Greetings to all in Training Command,

"Happy New Year" to all in Training Command. A New Year is upon us once again. In saying that, I ask that you take the time to reflect back on the past year and ask yourself what you can do better this year, than last year? In other words, "What have you done for the Corps lately?" I would like to say thanks and Bravo Zulu to the Leadership, for ensuring our Marines and Sailors conducted themselves like professionals during the holiday period. Keep up the good work.

This year will be a busy but exciting year for me. As you know, I will transition [retire] from the Corps after serving 30 years of active service. The Relief/Appointment and Retirement ceremony is scheduled for 7 May 04 aboard Quantico. My billet has been slated and my replacement has been announced. SgtMaj Futrell currently serving as 4th Marine Corps District SgtMaj, has been nominated to be my replacement. I will take a few moments to tell you about SgtMaj Futrell.

\*Enlisted in the Marine Corps in 1979, completed Boot Camp at PISC. He has served in various billets throughout the Corps from the ground side to aviation side, and served on Recruiting Duty. He also has served as the NCOIC at Marine Corps Detachment Fort Bliss Texas. Please take a moment and review the bio attached.



Dist\_Futrell.doc

The FY MSgt and 1stSgt selection board was completed in Dec 03. Once again, Training Command's Marines who were in the promotion zone exceeded the Marine Corps' promotion average. Congratulations to those GySgts that were selected to MSgt or 1StSgt. You should have received a Congratulatory letter from the Commanding General and myself.

Finally, I have been in this command as your Senior Enlisted Leader going on three years. I can truly say, we have come along way to be where we are today. The Marines, Sailors and Civilian Marines of TRNGCOM are truly the duty experts in doing their duties and responsibilities. This has made my job very easy. I truly enjoy getting on the road to do my command visits. On each and every visit, you have made me feel a part of your command. I just wanted to say, "Thank You from the bottom of my Heart". As I travel throughout the Corps,

words cannot do justice to the many favorable comments received on the work you do.

You do not have any idea of the impact you have made on the Corps. Keep up the good work. I'm proud to say, I'm part of your command.

Semper Fidelis

Sergeant Major Fetherson

## GENERAL INFORMATION

### RECOGNITIONS

#### Field Medical Service Support School (EAST)

##### **Promotions**

HM1 Margaret Crazybear

HM1 John Delano

#### **Navy and Marine Corps Commendation Medal**

HMCS Edward Chmiel

GYSGT Kevin Moistner

GYSGT Ian Schlenker

HMC Mark Whitman

SSGT Steven Ellison

#### **Navy and Marine Achievement Medal**

HMC James Kulp

HM2 Billy Tutko

#### **Master Training Specialist Certificate**

HMC Mark Whitman

Marine Corps Detachment Corry Station

**Selection to Warrant Officer**

GySgt John W. Jims

**Cryptology Instructor of the Quarter (1<sup>st</sup> Qtr)**

SSgt David Kucirka

Marine Corps Detachment Fort Huachuca

**Volunteer Unit of the Quarter (3<sup>rd</sup> Qtr)**

Marine Corps Detachment Ft. Huachuca

**Marine of the Year, US Army Intelligence Center**

GySgt Truitt

Marine Corps Detachment Fort Lee

**Promotions/Selections**

GySgt Ewing selected for MSgt

**Army Commendation Medal**

GySgt Santiago

Mr. Miller

Mr. Leeper

Mr. Wordlaw

Mr. Coyle

**Navy and Marine Corps Achievement Medal**

GySgt Fore

GySgt Vasquez

GySgt Crouch

SSgt Schapley

**Certificate of Commendation**

Sgt Tanner

**Civil Service**

Mr. Leeper awarded 30-yr service pin

**Distinguished Instructor Award**

GySgt Thomas

SSgt Powers

**Master Instructor Badge**

Sgt Tanner

**Trainer Maintainer**

Sgt Tanner

Marine Corps Detachment Keesler

**Commanding General Inspection (Noteworthy)**

SSgt Berger (Unit Training, weight control, and Troop information)

Sgt Murray (Color Guard Sergeant)

Sgt Leonardson (Color Guard)

Cpl Teeple (Color Guard)

Cpl Lane (Color Guard)

Cpl Hulin (Recognized for outstanding appearance during Service "A" uniform inspection)

SSgt Lacey (Recognized for outstanding appearance during Service "A" uniform inspection)

**Certification as Master Trainer Specialist**

GySgt Denson, Christopher S.

SSgt Parker, Lanny B.

SSgt Perez, George L.

SSgt Pesek, Amy R.

SSgt Burks, Rodney L.

SSgt Albaral, Rusty A.

**Naval Technical Training Unit(NTTU) Instructor of The Year Award for 2003**

SSgt Anthony Welch

School of Infantry (West)

**Meritorious Promotions**

**GySgt**

SSgt Jose Lopezguerra

**SSGT**

Sgt Michael Bate  
Sgt James Wood  
Sgt Aaron Rathbun

**Navy and Marine Corps Achievement Medal**

Sgt Rubio

Weapons Training Battalion

**CY-2003 WTBn Instructor of the Year**

SSgt Schenher, Scout Sniper Instructor Course,  
Schools

**CY-2003 WTBn NCO of the Year**

Sgt Baatz, S-4 Range  
Maintenance/Instructor/Coach

**CY-2003 WTBn Coach of the Year**

Cpl Pierson, Range Unit, Rifle Section

**Athlete of the Year Nominee**

GySgt Zins, USMC Shooting Teams (5 time National  
Pistol Champion)

**Armed Forces Skill at Arms Meet (AFSAM) Sniper  
Competition Winners**

GySgt Abbott, USMC Shooting Team - SNIPER

Sgt Mauro, Range Unit - SPOTTER

**WTBn Marines of the Quarter (FY-2004, 1st Qtr)**

Sgt Wess, S-4 - BN NCO of the Quarter

LCpl May, Supply - BN Marine of the Quarter

**Promotions/Selections**

GySgt Debernardis, Ammo Chief selected for  
promotion to MSgt

GySgt Geisler, PWS selected for promotion to 1stSgt

GySgt Schlax, Rifle Team, selected & promoted to  
MSgt

Sgt Metcalf, SAWIS, selected for MECEP

**REGULAR PROMOTIONS**

**FY 2004 ENLISTED TO OFFICER SELECTION  
BOARDS**

1. MARADMIN 345/03 is cancelled and superceded by  
MARADMIN 611/03. An 8 Jan 04 E-mail was sent to the  
CO, XO, Senior Enlisted and Adj/Admin Distribution Lists  
reflecting the established deadlines.

2. The following selection boards will be held during FY  
2004. The eligibility criteria and application guidelines are  
contained in MCO 1040.43A and MCO 1040R.10K.

a. ECP/MCP/RECP Selection Board due dates:

CLASS	TRNGCOM DEADLINE	HQMC DEADLINE	BOARD CONVENES	OCS DATES
186TH	4 Feb 04	20 Feb 04	22 Mar 04	6 Jun - 13 Aug 04
187TH	14 May 04	1 Jun 04	2 Aug 04	3 Oct - 10 Dec 04

b. WO Selection Boards. The eligibility criteria is  
contained in SECNAVINST 1120.11A and application  
format in MCO 1040.42A.

BOARD NAME	TRNGCOM DEADLINE	HQMC DEADLINE	BOARD CONVENES	DURATION
WO (Regular)	4 Feb 04 1 Feb 05	1 Mar 04	2 Jun 04	4 Weeks
WO (Reserve)	17 Mar 04 1 Dec 04	1 Apr 04	28 Jun 04	2 Weeks
WO (Gunner)	9 Apr 04 1 Feb 05	3 May 04	19 Jul 04	1 Week
WO (Recruiter)	5 May 04 1 Feb 05	1 Jun 04	11 Aug 04	2 Days

3. Applications received by TRNGCOM after the HQMC  
due date will include in the forwarding endorsement a  
statement that a pre-approved extension from MCRC (OE)  
was granted. All others will be returned to the originator  
without action. Requests for waivers of the eligibility  
requirements, except those established by law, may be  
considered, however, requests for waivers are not  
routinely granted. In their endorsements, Commanding  
Officers must give specific and comprehensive  
justification for any waiver request.

4. Administration: Ensure packages receive a  
comprehensive administrative review. Include a checklist  
based on the MARADMIN to ensure packages are  
complete and accurate. If requirements are not met but  
are subject to waiver IAW the MARADMIN and references,  
administrative reviews should ensure they are

substantially justified. POC is Adj or Admin Chief at 703-784-3727/DSN 278-3727.

Mail to: Commanding General (C46A),  
Training Command, 3300 Russell Road,  
Quantico, VA 22134

Express mail: Commanding General, Training  
Command, Bldg. 1019, Elliot Road, Quantico,  
VA 22134 (ATTN: Adjutant)

[https://inweb1.manpower.usmc.mil/manpower/mi/mra\\_ofct.nsf/MMPR/Enlisted+Promotion+Home](https://inweb1.manpower.usmc.mil/manpower/mi/mra_ofct.nsf/MMPR/Enlisted+Promotion+Home)

## SAFETY

### Empowered to Act – ORM Shorthand

The Safety Theme for the recently closed first fiscal quarter of 2004 was enforcement. We know visible enforcement of the regulations has a positive effect on compliance (Click it or Ticket, expect what you inspect, et cetera.) In our discussions with Norfolk Southern Railroad we learned one of the key elements to their phenomenal safety revolution was to make safe operations a condition of employment. In fact, based on the recently completed marketing study, enforcement of the regulations and strict accountability is considered integral to the Marine Corps even to our youngest Marines. We determined that we do not need new rules, but we must enforce the regulations we already have. The next quarter's safety theme is empowerment. We must encourage a climate in which all Marines feel they have the power to express an opinion and stop careless or needlessly dangerous activities.

In nearly all our mishaps there are usually two or more Marines involved. Generally where there is more than one person involved, a different set of eyes will see the inherent danger of the activity. The mishap performance of the Marine Corps rotary wing aircraft is generally better than that of our single seat aircraft because there is another voting member in the aircraft. Sadly, the concept of more than one set of eyes has not been as successful in reducing traffic accidents. Of the 203 Marine fatalities in FY99-03, 4-wheel PMV mishaps, 135 Marines died driving 4-wheel vehicles. 87 were driving alone, 32 were driving with Marine passengers, and 15 were driving with civilian passengers (one was driving with a Navy passenger). Further, 68 Marines died as passengers in 4-wheel vehicles. 46 were passengers with other Marines driving, 21 were passengers with civilians driving, and one was riding with a Navy driver.

In these circumstances Marines likely saw disaster coming but for some reason were not able to break the mishap chain. We must impress our Marines in all circumstances they have the power to make the right decision, to voice a question, to point out a hazard. In short, our Marines must feel they have the power to act, that is they are empowered to ACT.

ACT is an abbreviated form of the ORM process originally developed by the US Air Force and is a supplemental tool for risk assessments in time-critical or less complex off-duty circumstances. This shorthand is also appropriate during the time critical execution of an operation when a detailed analysis using the ORM process is inadvisable. ACT merges the steps of ORM into three simple steps that we have often paraphrased by "What is the situation, what can hurt me, and what can I do about it?" Often in this form, risk management is accomplished mentally and action taken in seconds. ACT stands for:

- **A**ssess the Situation. Look at your surroundings.

Determine what could go wrong, the likelihood of occurrence, and severity of the impact if something did go wrong. Include your mission, potential enemy, and avenues of approach or attack.

- **C**onsider your risk options. Seek ways to eliminate the risks, if possible. If they cannot be eliminated, think how to control them, or lessen the likelihood of something going wrong. Consider the consequences if something does go wrong, and ask yourself what you can do to ensure a positive outcome. Does the task have to be completed now, or can it be postponed for more favorable conditions? Do you have the authority to make a decision, or does the level of risk necessitate that you elevate the circumstances to someone else for a final decision?

- **T**ake appropriate action. Implement your best options to mitigate risk. If others are involved, make sure they understand the risks and proper actions they must take. When you are done with the activity, take a few minutes to review your thought process. If your ACT process worked, remember the options you used to lessen the risk factors and use them again. If your ACT process didn't work as well as planned, think about how you might improve the situation the next time.

All Marines under any circumstances have the power to make the right decision. The right decision is one in which the decision maker has identified the hazards, assessed the hazards, made risk decisions, implemented controls, and supervised the proceedings to watch for changes. You are empowered to do so. Empower your subordinates to do so.

## OPERATIONAL RISK MANAGEMENT (ORM)

### WINTER SEASON TRAINING

Training Command's ORM Instructor Guide, Powerpoint presentation and student worksheet for use during the winter season is available for download at:

[www.tecom.usmc.mil/tcom/](http://www.tecom.usmc.mil/tcom/)

Remember, even if you do not have new students aboard, you should conduct this training more than once a year.

For information concerning Operational Risk Management (ORM) and Safety Surveys from the Training Safety Division, the following web site is provided: [www.safetycenter.navy.mil](http://www.safetycenter.navy.mil)

## **EQUAL OPPORTUNITY**

Since the last newsletter I have had the opportunity to visit a few more commands within Training Command. Approaching my first year as TRNGCOM EOA, I have found the Equal Opportunity Representatives (EOR) are working hard to ensure appropriate training is conducted and that members are aware of what to do in the event issues arise. For those commands with EORs who have not been formally trained, we need to get them to training. Policy states, within 90-days of assignment, so once appointed, please contact me and we'll get them slated for training.

I have received a host of nominees as a result of the email announcing the MARADMINS to attend training at the Defense Equal Opportunity Management Institute (DEOMI). That is absolutely wonderful. Just remember funding is provided by the individual commands. Also, for each of these courses, the Marine Corps is assigned a set number of allocated seats. If for some reason we do not get in the desired class, we will keep the training request active until we get in.

The one area where we need to focus more efforts is the timely submission of DASH reports to include the initial, continuation, and final reports. Not only do they need to be submitted in a timely manner, they are required to be submitted for all formal sexual harassment or discrimination complaints. EORs ensure you stay on top of your command EO issues and keep your commanders informed. Once the investigations are completed on DASH reportable complaints, I need the final DASH and a copy of the investigation. The DASH report provides both the CG and CMC with important information and allows the CG to see if there are trends across the entire command. The analysis is shared at the annual Commanders Conference. While I am on the topic of reports; Kudos to those commands that submitted their Equal Opportunity Data Summary Reports on time.

Congratulations are also in order for the recent climate surveys. They have provided good news to commanders on their command climates. For those commands that requested surveys and received the results of their assessments directly from DEOMI, please ensure you mail the results to me. Like the DASH reports, climate assessments are reviewed by the CG. Remember, all requests for climate assessments, DEOMI school seat assignments, EORC assignments, applications for EOA assignments and applications for cultural recognitions must be submitted through the EOA. If you have any questions, please give me a call.

Check with your command because IG inspections are on the move; be prepared. If you have questions or concerns give me a call. Make sure you have checked the HQMC IG

webpage and have the EO portion of the most current checklist in your desktop and turnover file. I am scrubbing my list of EORs, and once completed, I will send it out to all commands within Training Command to ensure the information is current.

Commanders, Sergeants Majors, Senior Enlisted Marines and Equal Opportunity Representatives please take a moment and visit the Training Command website to view TRNGCOMO 5300 on Cultural Award Recognition. This year we should take a more proactive stance on submitting nominees for these awards. Commands should also gear up for observance of Black History Month in February.

Final note, all commanders are required per MCO to have an Equal Opportunity/Sexual Harassment policy statement. EORs make sure your commanders have one. As always, I am here to assist in any way I possibly can. Just give me a call at 703-784-4056 or DSN 582-4056, email [jonesam@tecom.usmc.mil](mailto:jonesam@tecom.usmc.mil).

## **TRAINING**

### **ANTITERRORISM/FORCE PROTECTION TRAINING**

MARINE CORPS ANTITERRORISM PROGRAM:

[www.tecom.usmc.mil/security/](http://www.tecom.usmc.mil/security/)

FORCE PROTECTION TRAINING

[www.quantico.usmc.mil/g3/forceprot/](http://www.quantico.usmc.mil/g3/forceprot/)

## **PUBLIC AFFAIRS**

Public Affairs and Media Contacts: Remember to forward all media requests to this headquarters, in order to seek approval from the CG prior to granting interviews. Our Public Affairs Officer is Captain Jeff Landis, 703-432-0305, [landisja@nt.quantico.usmc.mil](mailto:landisja@nt.quantico.usmc.mil). Media requests are screened by PAO for compliance with DoD, DON and USMC rules and regulations. They are then forwarded to the Staff Secretary for action with a recommendation for the CG. The Staff Secretary contacts the command to request a recommendation from the CO for the CG. Once both recommendations are received, the request goes into the CG for decision. We receive multiple requests on a weekly basis and the total staffing time to include decision usually takes 2-3 workdays. The Staff Secretary notifies the command and PAO of the CG decision. Media requests should not interfere with the training plan. If you have questions, please contact the PAO or Staff Secretary.

## **STAFF SECTIONS**

### **G-1**

#### **Personnel Augmentation and Sourcing Requests**

We have seen a number of instances of direct contacts from individual action officers requesting availability of

individual Marines for augmentation of various missions. If contacted, please instruct your staff to refer them to the TECOM G-1, so we can ensure the training pipeline continues to perform unencumbered by shortages of key personnel.

Last years policy still stands: CG, TECOM, policy is that ALL commands within TECOM (MCRD's, 29P, MAWTS-1, MWTC, **Training Command (Schools/Dets)**, MCU/EDCOM) will not respond to by name requests or any personnel sourcing requests from outside of TECOM. We will only respond to official requirements that are formally levied on TECOM by HQMC via the MCCDC chain of command. TECOM G-1, working in coordination with the individual commands, will assess potential sourcing requirements and determine who the names will be, no exceptions. There is no independent volunteering in Training Command.... we automatically assume everyone has his or her hand in the air!

POC: Mr. Bruce Judge  
Assistant Chief of Staff G-1 (Manpower)  
Training and Education Command  
Quantico, Va.  
Commercial: 703-784-3085/fax 0089  
(DSN 278)

Alt POC: Maj Bill Rampey  
Deputy Assistant Chief of Staff G-1 (Manpower)  
Training and Education Command  
Quantico, Va.  
Commercial: 703-784-3064/fax 0089  
(DSN 278)

### G-3

**Roadmaps.** At the September Commander's Conference, direction was given to begin development of MOS Roadmaps with initial submissions due to TECOM G-3 by December 2003. Soon after, BGen Flynn presented the Roadmap concept to the Commandant who responded favorably. As a result, CMC has directed that the majority of the MOS roadmaps be completed by Spring 2004. Using the MCCSSS and Aberdeen submissions as guides for future Roadmaps, select schoolhouses were tasked to complete Roadmaps for their respective MOSs by mid-May. TECOM is currently in the process of reviewing submitted Roadmaps. One of the near-term goals is to standardize format and content requirements for all MOSs.

During the November Center of Excellence Workshop, the G-3 indicated that a Roadmap collaboration site would be established on the TECOM webpage where schools could post lessons as well as completed roadmaps. Unfortunately, this site has not yet been created. G-3 anticipates completion of this site in February.

**COE Charters.** The Training and Education Centers of Excellence (TECOE) charter is the first step to the formation of a Center of Excellence. Once ratified by CG, TRNGCOM, the charter will be the guide for performing TECOE core functions. Progress on the establishment of TECOE throughout TRNGCOM continues with development of several TECOE

charters. Using MCCES as a testing ground for the TECOE concept, TRNGCOM schools slated to become TECOE have submitted charters based on that created by MCCES with great results. The G3 has completed review of all these charters and is in the process of forwarding them to the CG. Currently anticipate that the charters will be signed no later than early February.

**Anthrax and Smallpox Vaccinations.** MARADMINs 002/04 and 012/04 authorize personnel with follow-on orders to deploying units to receive both Anthrax and Smallpox vaccinations. These MARADMINs provide authorization, but not the direction to provide Anthrax and Smallpox vaccinations. CG, TRNGCOM has directed that Anthrax vaccinations will be administered to Marines with follow-on orders to deploying units at TRNGCOM schools contingent upon the capabilities of the schoolhouse. At this time, no Smallpox vaccinations will be administered at TRNGCOM schools unless authorized by this command.

**OIF II Support Requests.** As deployments increase in support of OIF II, several operating force units have requested pre-deployment training from TRNGCOM schools. While HHQ does not disapprove of supporting these requests, G-3 maintains a requirement to be informed of all requested training. Upon receipt of training requests to support OIF II, TRNGCOM schools will inform TECOM G-3 (Maj D. Sheehan ([sheehandp@tecom.usmc.mil](mailto:sheehandp@tecom.usmc.mil)) (703) 784 9792 (DSN 278)). While all schools are encouraged to be aggressive in providing requested training support, it cannot come at the expense of your primary mission. As such, any requests that will impact your primary mission must be forwarded to CG, TRNGCOM along with an estimate of supportability and impact on the schoolhouse. This HQ will release all negative responses for OIF-II support requests.

### G-4

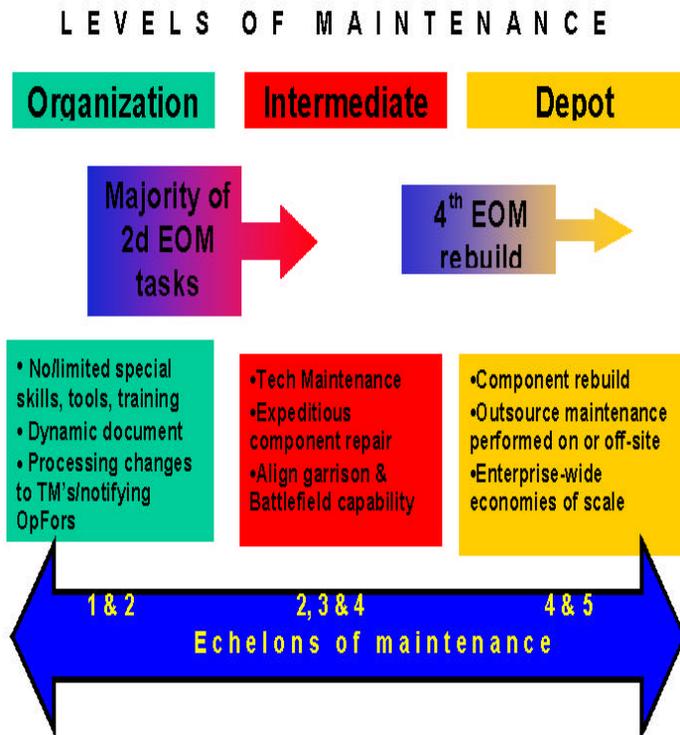
#### **REALIGNMENT OF MAINTENANCE**

In the current climate of Force Transformation and emphasis on lessons learned in Operation Iraqi Freedom a great deal of attention has focused on logistics systems. One of the changes identified as necessary to support a comprehensive logistics modernization effort is "Realignment of Maintenance" or ROM.

A simple concept, migrate from 5 Echelons of Maintenance to 3 levels of Maintenance, ROM is intended to streamline maintenance processes, increase effectiveness and expand operational capability. Maintenance that can be safely and effectively performed by weapon and equipment operators under battlefield conditions will populate the Organizational Level. Maintenance that can be safely and efficiently performed by trained mechanics and technicians in a field environment will populate Intermediate Level. Maintenance which is more economically performed by contractors/supporting establishment or which require too great a level of support to be efficiently performed in a field environment will populate Depot Level.

One difficulty in establishing ROM is identifying those task that both "could be" and "should be" resident at each level. Training Command is the key to this effort. Over the next year Centers of Excellence and Marine Corps detachments will participate in a series of Integrated Product Teams to evaluate legacy systems (equipment already fielded) and new programs. The quality of product will largely depend on the quality of personnel assigned to participate.

Five Echelons of Maintenance to  
Three Levels of Maintenance



**G-6**

NMCI Update from the G-6,

After nearly two years of on-going development and operations, the Enterprise Integrated Management System or TEIMS has come to the end of its road. This should be welcome news to those of you responsible for inputting and maintaining the IT requirements for your organization in both NET and TEIMS. It has been an extremely capable database, due in large part to many of your specific suggestions, and the wonderfully talented small group of military and contracted dB developers. Many of the tools in TEIMS were used or adopted in several other enterprise databases, including the DON standard, NET. My hat is off to all of you who contributed to the many capabilities, first demonstrated in TEIMS.

Upon receipt of this e-mail, "NET" is now the only NMCI requirements database that will be maintained and updated by TECOM's organizational POCs. The majority of the financial management features of TEIMS were finally incorporated into NET. Therefore, the decision was made to

end any further development and administration of TEIMS. The TEIMS dB will be available for viewing and report downloads, as required through 30 January 2004. After that date, the data will be archived for historical purposes, and may be accessible for a short time, via special requests, as long as contractor support is available.

New IT requirements and changes to existing requirements will continue to be identified in NET, as either funded or unfunded. The command CTRs will coordinate these modifications with you to determine what can be funded, based on current Marine Corps funding allocations and TECOM policy. For example, the only new requirements that can currently be expected to be funded, are training seat CLINs, i.e., once they are put onto the contract. A very small number of new office seats may yet be funded, but not without sufficient justification. The majority of the remaining TECOM funding allocation has been designated strictly for training seats.

SIPRNET Support Update: Many of you have been wondering when SIPRNET will be AOR'ed and/or cut-over into NMCI. This has been an interest item at many locations, including Quantico, especially when it comes to issues like performing IAVA updates, software patches, and network/terminal maintenance. In many places, this work is still being accomplished by Marines, and other support contractors. I just received word earlier today from USMC/HQ/C4 that specifically states, "if your organization has SIPRNET (classified) CLINs ordered, it is EDS's responsibility to maintain those seats, just as they do any NIPRNET seats. This policy applies to all locations that have actually AOR'ed, which includes the majority of TECOM's major locations. If you are not certain about your classified orders, you need to review what's in NET. Once confident of your orders, then you need to coordinate with your local EDS representative to ensure each party has a mutual understanding of this policy.

If you have any questions about the planned termination of TEIMS, the policy of NMCI seat funding, or SIPRNET support, please don't hesitate to contact Mr. Ron Rodgers, the Command Lead CTR at (703) 784-0142, or Mr. Keith Bailey at (703) 784-0233.

**Distance Learning Branch**

**USMC COLLEGE OF CONTINUING EDUCATION**

Professional Military Education Seminars - *and a whole lot more.*

Many Marine Corps Officers are aware of the worldwide availability of Distance Education Professional Military Education (PME) Seminars offered regionally by the College of Continuing Education faculty members strategically located at major Marine Corps Installations.

Enrollment is currently underway for the 2004 Academic Year as this article is being written. Testimonials from recent graduates from the Command and Staff College and the newly revised Expeditionary Warfare School attest to the value students place on this career-enhancing life experience.

No longer do Marines have to await training due to the availability of local seminars through the seven regional coordinators stationed globally to assist Marines in furthering their professional careers, via USMC Distance Education.

The Marine Corps College of Continuing Education has experienced a dramatic increase in student enrollment due to the continued support of the senior leadership of the Marine Corps. This support is necessary for the further growth of the following activities within the College of Education.

**Deployable Learning Resource Centers:** Marine-portable, shipboard embarkable, self-contained computer training centers that offer Marines training anytime and anywhere. Research is underway to provide private industry college courses via the deployable learning resource centers in an effort to provide formal educational opportunities, in addition to PME, and other required military training currently available.

**MarineNet**([www.marinenet.usmc.mil](http://www.marinenet.usmc.mil)): is the enterprise delivery network that allows Marines and our civilian workforce to access PME classes, computer-training, professional development and job aids from their work section desktop computer as well as from their home computer.

**Learning Resource Centers:** These state of the art computer-learning labs are installed in bases and stations world-wide (31 currently operational) with an emphasis on placement where entry-level Marines live and train. Learning Resource Centers offer a wide array of PME courses and more than 500 courses in such required training as Operational Risk Management, Fundamentals of Marine Corps Leadership, and Marine Corps Marksmanship. These centers are staffed by contractor support 60 hours per week as established by local command. Enrollment in the DEERS database is a criteria for courseware access so that family members are eligible for enrollment as well.

Online testing is also available and offers immediate test results.

**Video Teletraining Centers:** No time for travel? No problem with the 23 College of Continuing Education Video Teletraining Centers co-located at many Marine Corps LifeLong Learning facilities. These centers are available to conduct video teletraining events outside the gate with other USMC/DOD sites and have the capability to connect multiple groups of Marines in different locations simultaneously.

Advances in technology offer greater opportunity for Marines to train and learn while meeting the challenges of the 21<sup>st</sup> century.

## **FORMAL SCHOOLS TRAINING BRANCH**

Formal Schools Training Branch (FSTB) continues to beta test the new TECOM Integrated Management System (TIMS). TIMS is being designed to replace many existing legacy applications within TECOM. Within the next 12 months, By Name Assignment (BNA), TECOM Financial Management (TEFin), Marine Corps Automated Instructional Management System (MCAIMS), and Training Requirements & Resource Management System (TRRMS) will be integrated into TIMS. The end result will be a single, integrated system for use by both the schoolhouses and TECOM Headquarters.

FSTB would like to ask Marine Corps schoolhouses for their assistance in getting any outstanding FY04 schedules, or schedules that require an update, to be submitted via the TRRMS Scheduling Wizard as soon as possible. In addition, Mar Dets need to ensure that all their schedules have been submitted via their respective Service system (Army -- ATRRS, Navy -- CETARS, Air Force -- OTA) and match what is reported in TRRMS or BNA. Financial Management needs the schedules in the TRRMS Training Quota Memorandum (TQM) to process TAD requests.

Lastly, FSTB would like to remind the schoolhouses of the requirement to update class rosters within 2 days of class convene date and to validate graduation rosters in BNA within seven days of the class graduation. The class roster update is necessary to ensure seat availability is accurately reported for future Recruit Distribution Model (RDM) and can assist in reducing the number of Marines that are awaiting training in subsequent classes. The POC is Maj K.A Sullivan at 784-3068.

## **FINANCIAL MANAGEMENT**

### **myPay**

Want to see your LES, but the hard copy hasn't arrived? Change or add an allotment? Start a savings bond? Look at a travel payment from the last six months? You can do all of the above and much more without going to your admin section by going to the myPay website at:  
<https://mypay.dfas.mil/mypay.aspx>.

W-2's: You can also access your 2003 W-2 and prior year statements.

## INTERSERVICE TRAINING BRANCH

### Interservice Studies Jan -Apr 04

<u>Date</u>	<u>Study</u>	<u>Location</u>	<u>Facilitator</u>
9-12 Jan	Lightweight Multi-band Satellite	Fort Gordon, GA	Marines
19-23 Jan	Small Boats	Courthouse Bay Camp Lejeune, NC	Marines
9-13 Feb	Small Boats	Courthouse Bay Camp Lejeune, NC	Marines
Feb 04	Corrections Deconsolidation	Lackland, AFB	Navy
Feb 04	Corrections Consolidation	Fort Leonard-Wood	Army
5-6 Mar	Communications Cable and Antenna	Sheppard AFB, TX	Air Force
Mar 04	Deconsolidation Stinger/Avenger	Redstone Arsenal	Army
Mar 04	Deconsolidation Air Defense School	Fort Bliss, TX	Army
Apr 04	UAV Consolidation	Pensacola, FL	Navy
Apr 04	METOC Forecaster/ Observer	Keesler AFB, MS	Air Force

#### Staff Activity:

TECOM will perform an initial staff review to consider CO Fort Eustis proposal to move the USMC transportation school to MCCSSS.

A base loading analysis is required at Courthouse Bay to address simultaneous small boat and UMBC training. Staff review of the command structure attaching Small Boat Det to MCES is underway.

The POAM to establish Small Boat Det at Courthouse Bay is pending CG approval.

MarDet commanders can anticipate receiving LOIs and MOUs for review.