

GUIDANCE REGARDING INITIATION OF OVERSEAS SCREENING

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NARR/REF A IS MCO 1300.8, MARINE CORPS PERSONNEL ASSIGNMENT POLICY. REF B IS MCO 1000.6, ASSIGNMENT, CLASSIFICATION, AND TRAVEL SYSTEM MANUAL (ACTSMAN). REF C IS MCO 1040.31, ENLISTED RETENTION AND CAREER DEVELOPMENT PROGRAM. REF D IS BUMEDINST 1300.2B, SUITABILITY SCREENING, MEDICAL ASSIGNMENT SCREENING, AND EXCEPTIONAL FAMILY MEMBER PROGRAM IDENTIFICATION AND ENROLLMENT. REF E IS REPORT OF SUITABILITY FOR OVERSEAS ASSIGNMENTS.//

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GENTEXT/REMARKS/1. The purpose of this MARADMIN is to provide amplifying instructions to references (a) through (e) regarding the overseas screening process following receipt of permanent change of station (PCS) orders from Headquarters Marine Corps.

2. Background. Manpower Management Division has initiated several actions in an attempt to issue orders at an earlier stage during this upcoming Officer PCS season and assist in sustaining the Enlisted Forces monthly assignments process, relative to past fiscal years. These actions include moving the Colonel and Lieutenant Colonel promotion boards, as well as several Company Grade selection panels, approximately one month earlier than average.

2.a. The overseas screening process requires additional actions beyond those of CONUS based PCS orders and assignments. In some instances, individuals have not maintained compliance with ref (a), which often result in personnel gaps at OCONUS units. The following measures are provided to

amplify the requirements of chapter 6 of ref (a).

2.b. Marines have 10 days to initiate the overseas screening process from the date orders are issued for an OCONUS assignment or austere CONUS assignments, per ref (d). The importance of complete and timely screening cannot be over-emphasized.

2.c. It is incumbent that Commanding Officers ensure that Marines initiate and complete the overseas screening process in a timely manner. Per ref (e), Commanding Officers will make the final suitability determination after completion of command and Medical Treatment Facility screening. The overseas screening process may take 50 to 60 days from the date of orders issuance. Command engagement of the overseas screening process allows Manpower Management to effectively assign an alternate Marine, in the event that the original member (or dependent) is disapproved for overseas assignment.

2.d. After completion of all portions of the suitability screening process, if a Marine, or his/her dependent(s) is not found suitable for assignment, Commanding Officers have 5 days from the date of unsuitable determination to notify HQMC via AMHS. Refer to ref (a), chapter 6 and ref (d).

2.e. Failure to complete suitability screening within 60 days of orders issuance may result in orders being modified to unaccompanied/dependent-restricted (if applicable).

3. The following guidance only applies to the Enlisted Force. These additional measures are directed to accompany ref (a), chapter 6 and ref (c).

3.a. An STAP Enlisted Marine has 20 days from the date of OCONUS orders being assigned to gain obligated service.

3.b. If an STAP Enlisted Marine is unwilling to gain obligated service in order to have the appropriate time on contract, the Marine will receive an RE-30. Commanding Officers must contact MMEA within 20 days of an Enlisted Marines receipt of orders thru TFRS of all instances of unwillingness of a career Marine to gain obligated service. The purpose is to allow for the Enlisted Assignments monitor time to identify and assign another Marine to the OCONUS gaining command with limited impact on the OCONUS command of being gapped in coverage of Marines to their unit. Refer to ref (a) and (c) for further guidance.

3.c. Effective immediately, OCONUS Permanent Change of Station Basic Orders text will include the above information.

4. This bulletin is not applicable to the Marine Corps Reserve.

5. This bulletin supersedes guidance contained in MARADMIN 102/19.

6. Release authorized by MajGen David A. Ottignon, Director, Manpower Management.//

