



UNITED STATES MARINE CORPS

1ST RECONNAISSANCE BATTALION

1ST MARINE DIVISION

BOX 555584

CAMP PENDLETON, CA 92055-5584

IN REPLY REFER TO:

5580

CO

JUN 24 2016

POLICY LETTER #026-16

From: Commanding Officer, 1st Reconnaissance Battalion
To: All Hands

Subj: FAMILY READINESS CRISIS POLICY

Ref: (a) MCO 1754.9
(b) Commanding Officers Policy on Family Readiness

1. Purpose. My intent is to provide timely and accurate communication to the Marines, spouses, and family members in the event of a crisis.

2. Information. Pursuant to reference (a), the Unit Personal and Family Readiness Program (UPFRP) directs the establishment of policy by which information is disseminated to the Marines, spouses, and designated parents/extended family members in the event of a crisis. Examples of a crisis or perceived crisis for this purpose include a base closure due to a fire or other natural disaster, or gate closures due to a security breach.

a. The FRO and appointed volunteers of the program have no role in the casualty notification process; therefore, any unsolicited communication from the FRO that is deemed necessary by the Commanding Officer, shall be passed through the Casualty Assistance Calls Officer (CACO). Information disseminated by Marine Corps Logistics Command personnel will not interfere with or precede the Marine Corps policy for casualty notification.

b. Each crisis occurrence will dictate the method of communication and will not necessarily be the same. I, or my representative, will advise the FRO on which part of the Organizational Communication System (OCS) to use and I will normally, personally, approve the content of the communication. Options available include one or a combination of the methods listed below:

- (1) Marine Online Notification
- (2) Newsletter
- (3) Email
- (4) Facebook
- (5) Chain of Command/word of mouth

3. This policy letter is in accordance with my Family Readiness Policy, reference (b). The FRO will be available to liaison with the various support programs/agencies on base and in the community that can provide assistance in the event of a crisis.

4. My underlying desire is to provide accurate and timely communication to the Marines, spouses, and family members of 1st Reconnaissance Battalion.

K. R. ROOT