



UNITED STATES MARINE CORPS
11TH MARINES
BOX 555503
CAMP PENDLETON, CA 92055

AreaO 11010
CO

MAR 18 2021

AREA ORDER 11010.D

From: Commanding Officer, 43 Area
To: Distribution List A, B, C, D

Subj: CAMP AUGMENTATION PROGRAM (CAP) ORDER FOR THE 43 AREA

Ref: (a) MCO 11000.22
(b) MCIWEST-MCB Order 5000.2 W/CH1
(c) MCIWEST-MCB Order 11014.1

Encl: (a) Recurring Commitments
(b) CAP Screening Checklist
(c) Non-Funded TAD Order Format

1. Situation. This order provides guidance and direction to support the daily requirements for 43 Area. The Camp Augmentation Program (CAP) does not have an official Table of Organization (T/O), therefore this order will address any changes and necessary updates in order to (IOT) support identified requirements.

2. Cancellation. Area Order 11010.C.

3. Mission. The tenant commands aboard the 43 Area will provide the required personnel IOT maintain the daily operation and maintenance requirements of the 43 Area.

4. Execution

a. Commander's Intent

(1) Purpose. To provide clear direction on the personnel requirements of the CAP program in order to facilitate the daily maintenance, support, and security of the 43 Area and to the Marines and Sailors who live and operate within it.

(2) Method. The 43 Area Command Team, in coordination with all tenant commands within 43 Area, will take a detailed and methodical approach for identifying the sourcing solution for the personnel and equipment requirements for the 43 Area CAP. A periodic review will be conducted by specific staff sections to account for any unforeseen requirements or possible reductions that may arise until this order is updated. This Order is scheduled to be updated in January 2022.

(3) End state. All the 43 Area CAP billets are appropriately assigned and filled by the tenant commands on a rotating schedule in order to allow the billet staffing to have minimal impact on the unit operations.

b. Concept of Operations. 11th Marines will coordinate with all tenant commands residing in 43 Area to provide Marines the staff required CAP positions.

c. Tasks

(1) Battery Commander, Headquarters Battery, 11th Marines

(a) Serve as the Commanding Officer for the CAP personnel in accordance with the directives set forth in this order.

(b) Provide Marines to fill billets per enclosure (1) and (2); assign a primary, alternate and tertiary point of contact for your unit to serve as a CAP coordinator.

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(2) Commanding Officer, 1st Battalion, 11th Marines. Provide Marines to fill billets per enclosures (1) and (2); assign a primary alternate and tertiary point of contact for your unit to serve as a CAP coordinator.

(3) Commanding Officer, 2nd Battalion, 11th Marines. Provide Marines to fill billets per enclosures (1) and (2); assign a primary alternate and tertiary point of contact for your unit to serve as a CAP coordinator.

(4) Commanding Officer, 5th Battalion, 11th Marines. Provide Marines to fill billets per enclosures (1) and (2); assign a primary alternate and tertiary point of contact for your unit to serve as a CAP coordinator.

(5) Commanding Officer, 1st Maintenance Battalion. Provide Marines to fill billets per enclosures (1) and (2); assign a primary alternate and tertiary point of contact for your unit to serve as a CAP coordinator.

(6) Commanding Officer, Ammunition Company, 1st Supply Battalion. Provide Marines to fill billets per enclosures (1) and (2); assign a primary alternate and tertiary point of contact for your unit to serve as a CAP coordinator.

(7) Battery First Sergeant, Headquarters Battery, 11th Marines

(a) Provide administrative assistance and oversight as may be required to the tenant commands.

(b) Maintain a current roster of assignments of all current and pending CAP assignments.

(8) Sergeant Major, 11th Marines. Serve as the 43 Area Sergeant Major and facilitate the enforcement of the spirit and intent of this Order.

d. Coordinating Instructions

(1) Requirements. All Marines filling a CAP billet must meet the following requirements:

(a) Full-duty status.

(b) Physically and mentally able to perform duties of the assigned billet.

(c) Not pending legal/personal issues that will impede the normal performance of duties; if legal/personal issues arise during the CAP assignment then the CAP Chain of Command will coordinate with the parent organization to determine appropriate course of action.

(d) No Marine pending or officially assigned to the Body Composition Program (BCP); if weight issues arise during the CAP assignment then the CAP Chain of Command will coordinate with the parent organization to determine an appropriate course of action.

(e) Completed a financial worksheet and, if appropriate, counseling prior to transfer; documentation associated with this process will travel with the Marine as part of the check-in process with headquarters Battery, 11th Marines.

(f) Will not reach End of Service (EAS) within scheduled length of assigned CAP billet. Marines will have a minimum of three months of obligated service on their contract upon return to their parent organization. Marines will not EAS while assigned to a CAP billet. It is the responsibility of the parent organization to facilitate the responsible conclusion of an individual's career.

(g) Will have completed all training requirements as appropriate for the Marine's career level. This includes Professional Military Education (PME) and Transitional Readiness Seminar (TRS). Opportunities to complete PME and TRS are limited while assigned to a CAP billet.

(h) Assigned to the parent organization for a least six months prior to being assigned to a CAP billet.
NOTE: Marines fresh from Military Occupational Specialty (MOS) school are NOT appropriate for a CAP billet.

(2) Turnover. Turnover period between off-going and on-coming personnel for training is one week, unless otherwise annotated. This is included in the rotation schedule and is mandatory.

5. Administration and Logistics

a. Orders

(1) Headquarters Battery, 11th Marines will supervise the correct administrative process for the check-in/out of CAP personnel. Non-funded Temporary Additional Duty (TAD) orders are required unless the Marine's parent organization is Headquarters Battery, 11th Marines. Personnel will start and end the check-in/out procedures at the Headquarters Battery Office which is located in building #43525.

(2) The Headquarters Battery First Sergeant will work with the 11th Marines S-1, the local administrative center, and assigned unit CAP coordinators to provide the correct administrative accountability of Marines assigned to a CAP billet.

b. Performance Evaluation. Personnel filling commitments for 30 days or longer will receive a performance evaluation as appropriate for the individual's rank. It is the responsibility of the parent organization to complete the evaluation prior to the Marine checking out to assume a CAP billet. It is the responsibility of the CAP chain of command to complete any evaluations and promotion recommendations while assigned to or departing a CAP billet. Counseling will be done in accordance with the Marine Leader development Order.

c. Promotions. The CAP chain of command is responsible for promotion recommendations and the conduct of promotion boards. Concerns about promotion recommendations need to be forwarded through the chain of command. The 43 Area Commander is the final authority on all disputed promotions.

d. Leave. With the exception of emergency cases, leave will not normally be granted while attached to CAP billets scheduled for less than six months total.

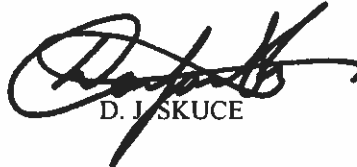
e. Billeting. Parent organizations will continue to provide billeting for personnel while assigned to CAP billets.

f. Training. Headquarters Battery, 11th Marines is responsible for annual training requirements (i.e. Marine Net, Fitness Tests, semiannual weigh-ins, etc.) for all personnel assigned to a CAP billet.

6. Command and Signal.

a. Exception to Policy. Requests for individuals to fill a CAP billet who do not meet the criteria will be considered on a case-by-case basis. The Battery Commander, Headquarters Battery will serve as the final authority with regards to exceptions to policy requests.

b. Command. This order is applicable to all tenant commands aboard 43 Area.



D. J. SKUCE

RECURRING COMMITMENTS

1. 43 Area Maintenance

a. Orders. Marines will arrive with endorsed non-funded TAD orders at Headquarters Battery, 11th Marines (Building #43525) in accordance with paragraph 5 of this Order.

b. Requirements. Marines will meet all requirements listed in paragraph 4.d of this Order.

c. Tour Length. The normal tour length is six months with the option of the parent organization to extend Marines for an additional six months. Marines in non-essential billets, as determined by the 43 Area Maintenance SNCOIC, may serve shorter tours to facilitate operational requirements. Requests for shorter tours will be routed through the Headquarters Battery, 11th Marines Chain of Command.

d. Turnover. Turnover period between off-going and on-coming personnel for training is one week.

e. Special Instructions. None.

MA01	SNCOIC	6 MONTHS	SNCO	2/11
MA02	MAXIMO/SELF HELP	6 MONTHS	NCO	1/11
MA03	TOOL & GROUND NCO	6 MONTHS	NCO	5/11
MA04	CLERK	6 MONTHS	SGT OR BELOW	HQ
MA05	GEAR MAINTENANCE NCO	6 MONTHS	NCO	MAINT
MA06	GROUND MAINTENANCE	6 MONTHS	LCPL OR BELOW	1/11
MA07	GROUND MAINTENANCE	6 MONTHS	LCPL OR BELOW	1/11
MA08	GROUND MAINTENANCE	6 MONTHS	LCPL OR BELOW	1/11
MA09	GROUND MAINTENANCE	6 MONTHS	LCPL OR BELOW	2/11
MA10	GROUND MAINTENANCE	6 MONTHS	LCPL OR BELOW	2/11
MA11	GROUND MAINTENANCE	6 MONTHS	LCPL OR BELOW	2/11
MA12	GROUND MAINTENANCE	6 MONTHS	LCPL OR BELOW	5/11
MA13	GROUND MAINTENANCE	6 MONTHS	LCPL OR BELOW	5/11
MA14	GROUND MAINTENANCE	6 MONTHS	LCPL OR BELOW	5/11
MA15	GROUND MAINTENANCE	6 MONTHS	LCPL OR BELOW	HQ/11
MA16	GROUND MAINTENANCE	6 MONTHS	LCPL OR BELOW	HQ/11
MA17	GROUND MAINTENANCE	6 MONTHS	LCPL OR BELOW	HQ/11
MA18	GROUND MAINTENANCE	6 MONTHS	LCPL OR BELOW	MAINT
MA19	GROUND MAINTENANCE	6 MONTHS	LCPL OR BELOW	MAINT
MA20	GROUND MAINTENANCE	6 MONTHS	LCPL OR BELOW	MAINT

2. 43 Area Guard

a. Orders

(1) Marines will arrive with endorsed non-funded TAD orders at Headquarters Battery, 11th Marines (Building #43525) in accordance with paragraph 5 of this Order.

(2) Parent organizations will provide a command reviewed and endorsed Guard Certification Checklist at least seven days prior to the projected report date; the Area Guard will assist with providing the most current checklist and may be reached at 760-725-4420.

(3) Marines will report with a completed Arms, Ammunition and Explosive (AA&E) package; the parent organization's S-4 will be the primary point of contact for the AA&E package.

RECURRING COMMITMENTS

(4) The Area Guard Officer and Area Guard Chief will review all certification checklists prior to accepting the assignment of the Marine.

b. Requirements. Marines will meet all requirements listed in paragraph 4.d of this Order.

c. Tour Length. The normal tour length is one year; a minimum tour length is six months. Requests for adjustments to this tour will be coordinated with the Headquarters Battery, 11th Marines Chain of Command and the Area Guard Officer.

d. Turnover. Turnover period between off-going and on-coming personnel for training is one week.

e. Special Instructions

(1) Personnel assignments are based upon the minimum requirements. Additional personnel may be required to facilitate an increase in the force protection posture aboard Camp Pendleton.

(2) Headquarters Battery, 11th Marines will provide two High Mobility Multipurpose Wheeled Vehicles (HMMWV) to the Area Guard.

(3) Marines reporting as the Sergeant of the Guard (SOG) will have qualified with the pistol within the last 11 months.

(4) Marines reporting as armory custodians are not required to have the MOS 2111, but will have qualified with the rifle within the last 11 months.

(5) Marines reporting as HMMWV drivers must have a valid HMMWV license.

(6) Marines will have access to properly tailored seasonal service and dress uniforms to facilitate participation in Morning Colors.

GU01	GUARD CHIEF	12 MONTHS	SNCO	HQ/11
GU02	SENTRY	12 MONTHS	CPL OR BELOW	HQ/11
GU03	COG	12 MONTHS	NCO	HQ/11
GU04	SENTRY	12 MONTHS	CPL OR BELOW	HQ/11
GU05	SENTRY/DRIVER	12 MONTHS	CPL OR BELOW	1/11
GU06	RFI NCOIC	12 MONTHS	NCO	1/11
GU07	SENTRY	12 MONTHS	CPL OR BELOW	1/11
GU08	SENTRY	12 MONTHS	CPL OR BELOW	1/11
GU09	SOG	12 MONTHS	SGT	1/11
GU10	COG	12 MONTHS	NCO	2/11
GU11	SENTRY	12 MONTHS	CPL OR BELOW	2/11
GU12	COG	12 MONTHS	NCO	2/11
GU13	SOG	12 MONTHS	SGT	2/11
GU14	SENTRY	12 MONTHS	SGT OR BELOW	2/11
GU15	SENTRY	12 MONTHS	CPL OR BELOW	5/11
GU16	SENTRY	12 MONTHS	CPL OR BELOW	5/11
GU17	SENTRY/DRIVER	12 MONTHS	SGT OR BELOW	5/11
GU28	SENTRY	12 MONTHS	CPL OR BELOW	5/11
GU19	SENTRY	12 MONTHS	CPL OR BELOW	5/11
GU20	SENTRY/DRIVER	12 MONTHS	CPL OR BELOW	MAINT
GU21	COG	12 MONTHS	NCO	MAINT

RECURRING COMMITMENTS

GU22	SENTRY/DRIVER	12 MONTHS	CPL OR BELOW	MAINT
GU23	SENTRY	12 MONTHS	CPL OR BELOW	MAINT
GU24	SENTRY	12 MONTHS	CPL OR BELOW	MAINT

Gear List for Area Guard	
Helmet w/ Cover	Three Magazine Pouches
One Cartridge Belt (SOG only)	Three Padlocks
One White Lens Flashlight	One Set of Eye Protection
One Gortex Trouser	Gortex Jacket
Camel Back	Gas Mask
Issued Plate Carrier w/ SAPI plates	Gloves w/ Liner
Two Canteens w/ Carriers	First Aid Kit w/ Carrier
Two sets of MARPAT MCCUU	

3. 11th Marines Hazardous Material (HAZMAT)/Environmental Team

a. Orders. Marines will arrive with endorsed non-funded TAD orders at Headquarters Battery, 11th Marines (Building #43525) in accordance with paragraph 5 of this Order.

b. Requirements.

(1) Marines will meet all requirements listed in paragraph 4.d of this Order.

(2) Due to training requirements, Marines assigned must have at least 15 months from their EAS.

c. Tour Length. The normal tour length is one year. Marines in non-essential billets, as determined by the HAZMAT Officer, may serve shorter tours to facilitate operational requirements. Requests for shorter tours will be routed through the Headquarters Battery, 11th Marines Chain of Command.

d. Turnover. Turnover period between off-going and on-coming personnel for training is one week.

e. Special Instructions

(1) The 11th Marines Commanding Officer will appoint the HAZMAT Officer; this appointment is a collateral duty.

(2) The HAZMAT Officer will ensure all required training is complete in accordance with Division Order P5100.7.

(3) The HAZMAT Officer appoints a HAZMAT SNCOIC; this appointment is a primary duty.

(4) NCOs assigned will have a current 7-ton license.

HZ01	HAZMAT SNCOIC	12 MONTHS	SNCO	HQ/11
HZ02	HAZMAT NCO	12 MONTHS	NCO	HQ/11
HZ03	ENVIORNMENT SUP	12 MONTHS	NCO	1/11
HZ04	PETRO/LUB/OIL NCO	12 MONTHS	NCO	2/11
HZ05	SAFETY NCO	12 MONTHS	NCO	5/11

RECURRING COMMITMENTS

4. 43 Area Swim Tank

a. Orders. Marines will arrive with endorsed non-funded TAD orders at Headquarters Battery, 11th Marines (Building #43525) in accordance with paragraph 5 of this Order.

b. Requirements

(1) Marines will meet all requirements listed in paragraph 4.d of this Order.

(2) Marines assigned will have the minimum qualification of Combat Water Survival Swimmer (CWSS).

c. Tour Length. The minimum tour length is nine months. Requests for adjustments to this tour will be coordinated with the Headquarters Battery, 11th Marines Chain of Command and the Area Swim Tank SNCOIC.

d. Turnover. Turnover period between off-going and on-coming personnel for training is one week.

e. Special Instructions

(1) The Swim Tank is required to maintain at least two Marine Corps Instructor of Water Survival (MCIWS) during the hours of operation. Depending on the number of personnel who enter the pool, more instructors may be required per Marine Corps Water Survival Training Program (MCO 1500.52D).

(2) The Swim Tank SNCOIC is responsible for creating training opportunities to create qualified CAP personnel.

(3) Tenant units are responsible for sending personnel to training opportunities.

(4) A failure to maintain minimum trained personnel will result in the Swim Tank operating at a reduced capacity or being closed.

PL01	CAMP SUPPORT SNCOIC (MCIWS)	12 MONTHS	SNCO	1/11
PL02	LIFE GUARD (MCIWS)	12 MONTHS	NCO	2/11
PL03	LIFE GUARD (MCIWS)	12 MONTHS	NCO	5/11
PL04	LIFE GUARD (MCIWS)	12 MONTHS	NCO	HQ/11
PL05	LIFE GUARD (MCIWS)	12 MONTHS	NCO	MAINT

5. 43 Area Gym

a. Orders. Marines will arrive with endorsed non-funded TAD orders at Headquarters Battery, 11th Marines (Building #43525) in accordance with paragraph 5 of this Order.

b. Requirements. Marines will meet all requirements listed in paragraph 4.d of this Order.

c. Tour Length. The normal tour length is six months with the option of the parent organization to extend Marines for an additional six months. Extensions will be reviewed and approved by the Area Gym Manager and the Headquarters Battery, 11th Marines Chain of Command.

d. Turnover. Turnover period between off-going and on-coming personnel for training is one week.

e. Special Instructions. None.

RECURRING COMMITMENTS

FC01	GYM ATTENDANT	6 MONTHS	NCO	HQ/11
FC02	GYM ATTENDANT	6 MONTHS	SGT OR BELOW	HQ/11
FC03	GYM ATTENDANT	6 MONTHS	SGT OR BELOW	1/11
FC04	GYM ATTENDANT	6 MONTHS	SGT OR BELOW	2/11
FC05	GYM ATTENDANT	6 MONTHS	SGT OR BELOW	2/11
FC06	GYM ATTENDANT	6 MONTHS	SGT OR BELOW	5/11
FC07	GYM ATTENDANT	6 MONTHS	SGT OR BELOW	5/11
FC08	GYM ATTENDANT	6 MONTHS	SGT OR BELOW	MAINT
FC09	GYM ATTENDANT	6 MONTHS	SGT OR BELOW	MAINT

6. Single Marine Program (SMP)

a. Orders. Marines will arrive with endorsed non-funded TAD orders at Headquarters Battery, 11th Marines (Building #43525) in accordance with paragraph 5 of this Order.

b. Requirements. Marines will meet all requirements listed in paragraph 4.d of this Order.

c. Tour Length. The normal tour length is six months with the option of the parent organization to extend Marines for an additional six months. Extensions will be reviewed and approved by the SMP Manager and the Headquarters Battery, 11th Marines Chain of Command.

d. Turnover. Turnover period between off-going and on-coming personnel for training is one week.

e. Special Instructions

(1) The Marine assigned as the NCOIC must be a Corporal with approximately 12 months' time in grade a Sergeant.

(2) The Marine assigned as the NCOIC requires three days of training and certification; the SMP Manager is responsible for the NCOIC's training and turn over requirements.

SM01	SMP NCOIC	6 MONTHS	NCO	2/11
SM02	SMP	6 MONTHS	SGT OR BELOW	HQ/11
SM03	SMP	6 MONTHS	SGT OR BELOW	HQ/11
SM04	SMP	6 MONTHS	SGT OR BELOW	1/11
SM05	SMP	6 MONTHS	SGT OR BELOW	1/11
SM06	SMP	6 MONTHS	SGT OR BELOW	5/11
SM07	SMP	6 MONTHS	SGT OR BELOW	5/11
SM08	SMP	6 MONTHS	SGT OR BELOW	MAINT
SM09	SMP	6 MONTHS	SGT OR BELOW	MAINT

RECURRING COMMITMENTS

7. 43 Area Post Office

a. Orders. Marines will arrive with endorsed non-funded TAD orders at Headquarters Battery, 11th Marines (Building #43525) in accordance with paragraph 5 of this Order.

b. Requirements

- (1) Marines will meet all requirements listed in paragraph 4.d of this Order.
- (2) Marines assigned must physically possess an active secret clearance.
- (3) Marines must have six months before EAS, not including terminal leave.
- (4) Marines must not be pending court-martial, non-judicial punishment, administrative separation, humanitarian transfer or civil court appearances.
- (5) Marines must not have been convicted by court-martial within 12 months of assignment or be under suspended sentence because of a court-martial.
- (6) Marines must not have been awarded non-judicial punishment within 12 months or be under suspended sentence because of non-judicial punishment.
- (7) Marines must not have received derogatory administrative remarks in their Service Record Books within 3 months.
- (8) Marines must have average proficiency and conduct marks of 4.0 or higher in grade.
- (9) Marines must not have a history of failure to pay just debts or in-service history of alcohol abuse, unless they have successfully completed an approved alcohol abatement program.
- (10) Marines must not have chronic physical ailments or be assigned to the Body Compositional Program.

c. Tour Length. The minimum tour length is six months. Requests for adjustments to this tour will be coordinated with the Headquarters Battery, 11th Marines Chain of Command and the Post Office SNCOIC.

d. Turnover. Turnover period between off-going and on-coming personnel for training is one week.

e. Special Instructions. The Post Office SNCOIC is assigned by the 1st Marine Logistics Group and schedules appropriate work hours.

PT01	POSTAL CLERK	6 MONTHS	SGT OR BELOW	1/11
PT02	POSTAL CLERK	6 MONTHS	SGT OR BELOW	2/11
PT03	POSTAL CLERK	6 MONTHS	SGT OR BELOW	5/11
PT04	POSTAL CLERK	6 MONTHS	SGT OR BELOW	HQ/11
PT05	POSTAL CLERK	6 MONTHS	SGT OR BELOW	MAINT

RECURRING COMMITMENTS

8. 11th Marines Marksmanship Training Unit (MTU)

a. Orders. Marines will arrive with endorsed non-funded TAD orders at Headquarters Battery, 11th Marines (Building #43525) in accordance with paragraph 5 of this Order.

b. Requirements

(1) Marines will meet all requirements listed in paragraph 4.d of this Order.

(2) Marines will have the MOS 0931 Combat Marksmanship Trainer or MOS 0933 Combat Marksmanship Coach (see Special Instructions below).

(3) Marines will have one year left on their current contract.

(4) Marine will have a current expert rifle qualification.

c. Tour Length. The minimum tour length is one year. Requests for adjustments to this tour will be coordinated with the Headquarters Battery, 11th Marines Chain of Command and the MTU SNCOIC.

d. Turnover. Turnover period between off-going and on-coming personnel for training is one week.

e. Special Instructions. The MTU SNCOIC will schedule 0931/33 training for personnel assigned to those billets, but official time on station for the CAP does not begin until the individual has successfully gained the MOS.

MT01	SNCOIC	12 MONTHS	SNCO	5/11
MT02	STAFF NON FIRE	12 MONTHS	SGT OR SSGT	1/11
MT03	STAFF NON FIRE	12 MONTHS	SGT OR SSGT	2/11
MT04	STAFF NON FIRE	12 MONTHS	SGT OR SSGT	HQ/11
MT05	INSTRUCTOR	12 MONTHS	NCO	5/11
MT06	INSTRUCTOR	12 MONTHS	NCO	1/11
MT07	COACH	12 MONTHS	SGT, CPL, LCPL	2/11
MT08	INSTRUCTOR	12 MONTHS	NCO	HQ/11
MT09	COACH	12 MONTHS	SGT, CPL, LCPL	1/11
MT10	COACH	12 MONTHS	SGT, CPL, LCPL	1/11
MT11	COACH	12 MONTHS	SGT, CPL, LCPL	2/11
MT12	COACH	12 MONTHS	SGT, CPL, LCPL	2/11
MT13	COACH	12 MONTHS	SGT, CPL, LCPL	5/11
MT14	COACH	12 MONTHS	SGT, CPL, LCPL	5/11
MT15	COACH	12 MONTHS	SGT, CPL, LCPL	HQ/11
MT16	COACH	12 MONTHS	SGT, CPL, LCPL	HQ/11

CAP SCREENING CHECKLIST

MARINE BEING SCREENED		
Rank/MOS:	LN, FN MI:	
EDIPI:	Parent Command:	Date:
CAP Billet:		

This screening form is used to ensure that Marines being assigned to the Camp Augmentation Program (CAP) are mentally and physically fit for duty.

The Marine's record **must** be reviewed by the unit Senior Enlisted (E8 or above) along with this screening form. The Senior Enlisted will initial the screening form after each question has been answered. In order for the form to be complete, it must have the signature of the unit Senior Enlisted.

SECTION 1: IMMEDIATE DISQUALIFIERS

"Yes" answers to the following questions disqualify a Marine for CAP.

1. Have you been the subject to a Courts Martial within the previous 12 months?		
NO	YES	Initial:
2. Are you on Limited or Light Duty? (Medications?)		
NO	YES	Initial:
3. Are you being actively treated by mental health? (Medications?)		
NO	YES	Initial:
4. Are you currently on the Marine Corps Body Composition Program?		
NO	YES	Initial:
5. Are you assigned to Force Preservation?		
NO	YES	Initial:

CAP SCREENING CHECKLIST

SECTION 2: SITUATIONS REQUIRING EXPLANATION

“Yes” answers to the following questions require an explanation for a Marine to be considered for CAP. The situation will be reviewed upon check-in at which time the Marine may or may not be accepted. It is incumbent upon the sending unit that Marines be vetted for fitness for duty prior to reporting to Headquarters Battery.

1. Have you been the subject of an NJP within the previous 12 months?		
NO	YES	Initial:
Explanation:		

2. Have you had an adverse Page 11 entry within the previous three months or two or more adverse Page 11 entries within the last six months?		
NO	YES	Initial:
Explanation:		

3. Are you pending legal, disciplinary or medical action?		
NO	YES	Initial:
Explanation:		

4. Are you currently not recommended for promotion?		
NO	YES	Initial:
Explanation:		

5. Are you EASing in less than 12 months?		
NO	YES	Initial:
Explanation:		

<i>“I HAVE PROPERLY SCREENED THE ABOVE NAMED MARINE; I ASSESS THIS MARINE MENTALLY & PHYSICALLY FIT FOR DUTY. I RECOMMEND THIS MARINE FOR ASSIGNMENT TO CAP.”</i>	
UNIT SENIOR ENLISTED	UNIT COMMANDER
Print Name / Rank:	Print Name / Rank:
Signature:	Signature:
Date:	Date:
Additional Comments:	Additional Comments:



UNITED STATES MARINE CORPS

UNIT INFORMATION
UNIT INFORMATION
UNIT INFORMATION

11010
Unit Code
DD Mmm YY

From: Commanding Officer
To: Sergeant Ira M. Motivated 1234567890/4321 USMC

Subj: CAMP AUGMENTATION TEMORARY ADDITIONAL DUTY ORDERS (NON-FUNDED)

Ref: AreaO 11010.B

1. Delivered. Effective 0700, DD Month YYYY you are directed to report no later than 0800, DD Month YYYY to the Commanding Officer of Headquarters Battery, 11th Marines, Camp Pendleton, California (Building 43525) for temporary duty for the Camp Augmentation Program. You are slated to fill {assigned billet here}.
2. These orders are issued with the understanding that no expense to the government for travel is authorized in their execution.
3. Upon completion of temporary addition duty, on or about 0800, DD Month YYYY, you will report to Headquarters Battery, 11th Marines (Building #43525) for administrative out-processing and reassignment to your parent organization.
4. The pint of contact at this command is the billet, rank and full name, at email and phone number.

* SIGNATURE *
I. N. CHARGE

RECEIVING ENDORSEMENT

1. I have received these orders at Unit Name Here at (time) on (date). I understand the reporting instructions contained in my basic orders.

I. M. MOTIVATED