



UNITED STATES MARINE CORPS  
MARINE FORCES RESERVE  
4400 DAUPHINE STREET  
NEW ORLEANS, LA 70146-5400

Canc: Mar 10

MFRBUL 3040  
G-1/ADJ  
5 Feb 10

MARINE FORCES RESERVE BULLETIN 3040

From: Commander  
To: Distribution List

Subj: FEBRUARY 2010 ASSIGNMENT OF MARINE FORCES RESERVE (MARFORRES)  
CASUALTY ASSISTANCE CALLS OFFICER (CACO) CRITICAL RESPONSE  
DETACHMENT (CRD)

Ref: (a) MCO P3040.4E (MARCORCASPROC MAN)

Encl: (1) FEBRUARY MARFORRES CACO CRD DUTY ROSTER

1. Situation. With our continued operational efforts in Afghanistan and Iraq, Marines stationed at Headquarters, Marine Forces Reserve (HQ, MARFORRES) must be prepared to support post-notification casualty assistance requirements across the country, specifically, in the event of a mass casualty incident (MCI) that may stretch our Inspector & Instructor (I&I) staffs to a level that does not facilitate optimal local CACO support. The CACO CRD is the mechanism for such support.

2. Mission. The purpose of this Bulletin is to publish CACO CRD duty assignments for February 2010, and solicit nominations for March 2010. Marines assigned to CACO CRD duty for the month of February are listed in the enclosure. Quotas for the month of March remain the same; submit nominations not later than Monday, 22 February 2010.

3. Execution

a. MARFORRES Major Subordinate Commands (MSC) and Staff Sections will designate a point of contact (POC) within their respective MSC or Staff Section for matters pertaining to the CACO CRD. The designated POC is required to send their contact information to the MARFORRES G-1 POCs listed in this Bulletin.

b. Requirements for nomination to the CACO CRD

(1) Marine Officer or Staff Noncommissioned Officer (SNCO) in the grades of E6 - O4 who has completed the Headquarters Marine Corps (HQMC) approved CACO training.

(2) Able to request Temporary Additional Duty (TAD) orders in the Defense Travel System (DTS).

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(3) In possession of a valid Government Travel Charge Card (GTCC) issued in their name.

(4) Capable representative of the Commander, MARFORRES and the Commandant of the Marine Corps (CMC) in the execution of casualty assistance duties.

(5) Currently within directed Marine Corps height/weight and military appearance standards.

(6) While assigned to the CACO CRD, members will maintain serviceable, prepared and immediately deployable Dress Blue "B" and the appropriate seasonal Service "B" or "C" uniforms, and will have those uniforms in a location that facilitates immediate deployment to a designated location.

(7) In the event of a deceased casualty with next of kin (NOK) residing in the New Orleans area, the Commanding Officer of Headquarters Battalion, MARFORRES will use the enclosed CACO CRD roster to select a CACO to provide casualty and military funeral honors assistance locally.

c. Actions upon notification of an MCI

(1) The MARFORRES G-1 Adjutant and Casualty Assistance Officer (CAO) will coordinate with the HQMC, Casualty Branch (MRPC) to determine CACO CRD requirements.

(2) If it is determined that the CACO CRD is required, the CAO will select a member of an appropriate grade from the duty roster, and inform the selected Marine(s) and appropriate MSC/Staff Section point of contact.

(3) The selected Marine(s) is expected to prepare a TAD orders request in DTS immediately using the emergency routing function, ensure their GTCC is activated and gather all required uniforms and supplies for departure. If after hours or on a weekend, the G-1 CAO will coordinate travel arrangements with the Passenger Travel Office (PTO) duty.

(4) The CAO will liaison with the HQMC assigned I&I, and gather case related information for dissemination to the CACO CRD member(s) prior to departure.

(5) Upon reaching the assigned destination, CACO CRD members will meet with the I&I, or a designated I&I staff member, at the earliest opportunity for further coordinating instructions.

(6) Rental car authorizations will be dependent on the situation, and will be determined by the CAO.

(7) The CAO will serve as the primary point of contact until the CACO CRD member has reached the assigned destination.

4. Administration and Logistics

a. Administration

(1) CACO CRD duty quotas were derived from the number of Active Component (AC) and Active Reserve (AR) Marines in the required grades per MSC or Staff Section.

(2) Assigned members are eligible for TAD and leave during the duty month as long as an assigned alternate from the member's respective MSC or Staff Section is available.

(3) There will be no changes made to the CACO CRD duty roster without prior coordination with and approval from the MARFORRES Adjutant or Casualty Assistance Officer.

(4) In the event that the CACO CRD is not utilized during the current month, MSCs and Staff Sections are authorized to leave CACO CRD nominations unchanged for the following month.

b. Logistics. All logistical coordination for departure and follow on action will occur in coordination with the MARFORRES Casualty Assistance Officer.

5. Command and Signal

a. Command. This Bulletin is applicable to all CACO CRD eligible Marines aboard Naval Support Activity East and West Bank.

b. Signal.

(1) This Bulletin is effective upon signature.

(2) The primary point of contact for all matters pertaining to the CACO CRD is Major Michael Hall at (504) 678-0428 or michael.s.hall2@usmc.mil.

  
K. F. CUSTER  
By direction

DISTRIBUTION: A

**February CACO CRD Primary Members**

<b>MSC / Staff Section</b>	<b>Work Section</b>	<b>Rank</b>	<b>Last Name</b>	<b>First Name</b>	<b>Work Number</b>	<b>Alt Number</b>	<b>Section POC</b>
4th MARDIV	G4	GySgt	Howard-Washing	Joyce	504-678-6714	504-952-9130	
4th MARDIV	G3	MSgt	Hurst	Kanneth	504-678-0741	949-212-1008	CWO2 Moore
4th MAW	G-3	Maj	Forbes	Jimmy	504-678-6564	850-207-5063	
4th MAW	CMD DECK	SSgt	Fultz	Christopher	504-678-0517	504-220-2353	
4th MAW	CMD DECK	MSGT	Manuel	Juan	504-678-0520	757-343-0091	
4th MAW	CMD DECK	SSgt	Hampton	Leroy	504-678-0532	951-992-2138	Maj Hill
4th MLG	G-1	SSgt	Sewell	Jacksby	504-678-1724		
4th MLG	G-4	GySgt	Treier	Steven	504-678-0048	504-655-2292	Capt Carter
MFR G-1	Operations	Capt	Peryam	Benjamin	504-678-5604	651-707-4433	
MFR G-1	IPAC	SSgt	James	Rene	504-678-1918	985-969-5353	Maj Hall
MFR G-2	ISB	MSgt	Smith	Robert	504-678-6961	760-475-3456	MSgt Gerdes
MFR G-3/5	G-3	Maj	Smith	Phillip	504-678-8229	985-707-7625	Maj Smith
MFR G-4	G-4	GySgt	Bridges	Jennifer	504-678-6599	817-706-3495	
MFR G-4	G-4	1stLt	Wilson	Latale	504-678-5152	904-874-5249	
MFR G-4	G-4	MGYSGT	Bell	Darrell	504-678-0479	817-975-4978	
MFR G-4	G-4	MSGT	McQueen	Timothy	504-678-0471	220-287-8988	MGySgt Bell
MFR G-6	NETOPS	Maj	Parks	David	504-678-6205	504-376-7734	
MFR G-6	NMCI	Capt	Pitre	Michael	504-678-8305	760-496-8161	MSgt Luong
Comptroller	REA Section	Maj	Murphy	Steven	504-678-1382	404-429-7771	GySgt McGuigan
MFR SJA	SJA	MSgt	Goss	Scott	504-678-2584	979-575-4805	Maj Jimison

**February CACO CRD Alternate Members**

<b>MSC / Staff Section</b>	<b>Work Section</b>	<b>Rank</b>	<b>Last Name</b>	<b>First Name</b>	<b>Work Number</b>	<b>Alt Number</b>	<b>Section POC</b>
4th MARDIV	G4	MGySgt	Jones	Albert	504-678-1666	504-214-1360	
4th MARDIV	G3	SSgt	Wood	Scott	504-678-0733	281-910-4841	CWO2 Moore
4th MAW	G-3	GySgt	Beldon	Leon	504-678-6568	504-723-3918	
4th MAW	ALD	MSGT	Hale	Ricky	504-678-6444	619-850-4630	
4th MAW	ALD	GySgt	Garcia	Leonardo	504-678-8400	714-422-5341	
4th MAW	ALD	SSgt	Pratt	Christopher	504-678-0679	831-258-7244	Maj Hill
4th MLG	G-6	MSgt	Felix	Christopher	504-678-4426	626-383-8053	Capt Carter
MFR G-1	Operations	Maj	Hall	Michael	504-678-0428	229-255-6120	
MFR G-1	IPAC	GySgt	Lara	Jodi	504-678-6111	407-590-3291	
MFR G-1	IPAC	CWO4	Byes	Robert	504-678-0067	504-444-6000	Maj Hall
MFR G-2	G-2	MSgt	Stenson	Michael	504-678-8114	504-638-1345	MSgt Gerdes
MFR G-3/5	G-3	Maj	Means	Garrett	504-678-8088	760-213-6338	Maj Smith
MFR G-4	G-4	SSgt	Edwards	Julia	504-678-4932	910-554-1302	
MFR G-4	G-4	Maj	Taylor	Douglas	504-678-0465	504-376-7651	
MFR G-4	G-4	MGySgt	Geagley	Benny	504-678-4914	817-3019429	
MFR G-4	G-4	GySgt	Mitchell	William	504-678-4934	760-2170849	MGySgt Geagley
MFR G-6	NETOPS	WO	Phares	Christopher	504-678-8173	916-674-2737	
MFR G-6	NETOPS	SSgt	Swarringm	David	504-678-4214	504-491-8054	MSgt Luong
Comptroller	DTS Section	SSgt	Provenzano	Jeremy	504-678-6019	504-261-7371	GySgt McGuigan
MFR SJA	SJA	Maj	Jimison	Mark	504-678-2970	440-724-7733	Maj Jimison

CACO CRD nominees who have not completed CACO training are required to complete the HQMC approved CACO Online Training found through the following link: <https://inweb1.manpower.usmc.mil/mrhc/index.html>. Ensure that the certificate of completion is retained as proof of completion.