



UNITED STATES MARINE CORPS  
MARINE FORCES RESERVE  
2000 OPELOUSAS AVE  
NEW ORLEANS, LA 70114-1500

ForO 3870.3A

G-2

MAR 02 2015

FORCE ORDER 3870.3A

From: Commander

To: Distribution List

Subj: INTELLIGENCE OVERSIGHT (IO) PROGRAM

Ref: (a) Executive Order 12333  
(b) SECNAVINST 3820.3E  
(c) MCO 3800.2B  
(d) SECNAVINST 5000.34E  
(e) DoD Directive 5240.01, "DoD Intelligence Activities",  
August 27, 2007  
(f) DoDD 5240.1-R, "Procedures Governing the  
Activities of DoD Intelligence Components that Affect  
United States Persons", December 7, 1982

Encl: (1) Intelligent Oversight (IO) Training and Points of  
Contact  
(2) Sample Quarterly IO Reports  
(3) Sample Questionable Intelligence Activity Report  
(4) Unit Required to Submit IO Reports

1. Situation

a. In accordance with reference (a), Department of Defense (DoD) intelligence component employees are required to report all questionable intelligence activities that may violate a United States law, treaty, Executive Order, Presidential Directive, or applicable DoD policy to the Inspector General (IG) for the DoD intelligence component involved. This Order governs the training, reporting, and management of IO within Marine Forces Reserve (MARFORRES).

b. Reference (b) assigns responsibilities within the Department of the Navy (DoN) for the implementation of IO requirements as directed by reference (a). All intelligence activities shall be carried out in strict conformity with the United States Constitution, applicable laws, reference (a), and other relevant DoD Directives as specified.

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2. Cancellation. ForO 3870.3.

3. Mission. MARFORRES implements force-wide IO of Marine Corps intelligence components, in order to promulgate established policy and ensure the legality, propriety, and regulatory compliance of that policy with appropriate DoD/DoN guidance.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. MARFORRES personnel will utilize this Order for exercising the IO Program. Commanders shall monitor intelligence components' compliance with this Order, provisions of references (a) through (f), and other applicable directives. When implementing this IO Program, designated personnel will conduct independent and impartial reviews to ensure compliance with policy, establish awareness training and reporting procedures, and ensure legal/policy review of intelligence actions.

(2) Concept of Operations. Commanders will ensure that intelligence components, Staff Judge Advocate (SJA), principal staff members, and subordinate commanders and staffs are indoctrinated in the IO Program and complete annual refresher training, in accordance with reference (c), paragraph 7i. Success of the IO Program demands the active participation of the Command Inspector, the Senior Intelligence Officer (SIO), and the SJA. Enclosure (6) of reference (c) provides a baseline explanation of staff roles and relationships.

b. Tasks

(1) Command Inspector General (CIG), MARFORRES. The CIG is responsible to the Commander, Marine Forces Reserve (COMMARFORRES) for monitoring and overseeing the implementation and management of IO Programs throughout the Force. The CIG responsibilities for IO include:

(a) Inspect IO Programs every two years using the Headquarters Marine Corps (HQMC) Functional Area (FA) IO checklist #240, as specified in reference (c).

(b) The command inspector or office performing that function shall submit, not later than the fifth of October, January, April, and July, the consolidated Quarterly IO Report to the Inspector General, Marine Corps (IGMC).

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(c) Receive and investigate reports of IO violations or questionable activity, and forward endorsements to IGMC (IO).

(d) Ensure the MARFORRES SJA is consulted as part of the review, investigation, or reporting of IO violations or questionable activity.

(e) Advise COMMARFORRES on status of policy and procedures.

(2) Assistant Chief of Staff (AC/S), G-2, MARFORRES.

As the MARFORRES SIO, AC/S, G-2 has staff cognizance of this Order and is responsible for ensuring that the Command Intelligence Oversight (CIO) Awareness Program is implemented and properly administrated at the Force level. The SIO responsibilities for IO include:

(a) Design and implement the CIO training and reporting program. Training materials and references governing the MARFORRES IO Program are found on the MARFORRES G-2 SharePoint Portal at <https://portal.marforres.usmc.mil/sites/mfr/hg/g2/Pages/IntelOversight.aspx>.

(b) Ensure familiarity with the provisions of reference (a) and all other orders, directives, and references governing IO which may apply to intelligence personnel, commanders, Executive Officers (XO), SJA, and key staff, as appropriate.

(c) Prepare and submit a consolidated quarterly IO report to the CIG, MARFORRES no later than three working days prior to the last day of March, June, September, and December.

(3) SJA, MARFORRES. The SJA serves in a legal review and advisory role of Force IO policy and procedures. The role of the SJA includes review of:

(a) IO program activity reports submitted by Force Commands.

(b) Force Intelligence activities to ensure they are legal and consistent with applicable policies.

(c) Reports or investigations of IO violations and questionable activities throughout the Force.

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(4) MARFORRES Major Subordinate Commands (MSC) - 4th Marine Division, 4th Marine Aircraft Wing, 4th Marine Logistics Group, and Force Headquarters Group.

(a) MSC Commanding Generals (CG)

1. Ensure units with intelligence components forward quarterly IO reports via their chain of command to MSC AC/S, G-2. Reports are due no later than nine working days prior to the last day of March, June, September, and December.

2. Facilitate expeditious forwarding of reports of IO violations and questionable activities via the respective MSC AC/S, G-2 to the CIG MARFORRES.

(b) MSC IG. Responsible to the CIG, MARFORRES for monitoring and overseeing the implementation and management of MSC IO Programs. The IG responsibilities for IO include:

1. Ensure IO programs are inspected every two years using the HQMC FA IO checklist, #240, as specified in reference (c), and in conjunction with scheduled CG inspections. Review IO inspection results and track corrective actions. Advise CG on IO oversight result trends within MSC.

2. Advise the MSC CG on status of policy and procedures.

(c) MSC AC/S, G-2. Responsible for ensuring that the IO Awareness Program is implemented and properly administered at the MSC level. The responsibilities for IO include:

1. Design and implement the IO training and reporting program.

2. Ensure familiarity with the provisions of reference (a) and all other orders, directives, and references governing IO which may apply to intelligence personnel, commanders, XOs, SJAs, and key staff as appropriate.

3. Prepare and submit consolidated quarterly reports to the CIG, MARFORRES no later than three working days prior to the last day of March, June, September, and December.

c. Coordinating Instructions. Records of training and inspections will be maintained for a period of three years.

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MARFORRES personnel exercising IO shall utilize references (a) through (f) which describe the process and procedural aspects of IO.

5. Administration and Logistics

a. Reports of questionable activities will be submitted to the CIG, MARFORRES via the chain of command, as specified in reference (f), within five (5) working days of discovery.

b. The CIG, MARFORRES, will notify IGMC (IO) of the allegation(s). IGMC (IO) will determine if investigation will be conducted by MARFORRES or IGMC. Contact the AC/S G-2, CGI, or SJA, MARFORRES for guidance should any questionable activities or violations occur, in accordance with reference (f), Procedure 15.

c. Available training includes, at a minimum, the subjects set forth in reference (a) and enclosure (1).

d. Points of contact are listed in enclosure (1).

e. Sample quarterly IO reports are listed in enclosure (2).

f. A sample questionable intelligence activity report is identified in enclosure (3).

g. Units which are required to report are listed in enclosure (4).

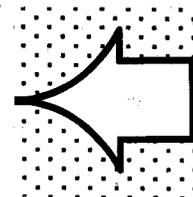
6. Command and Signal

a. Command. This Order is applicable to MARFORRES.

b. Signal. This Order is effective the date signed.



S. A. WENRICH  
Chief of Staff



**SIGN  
HERE**

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Intelligence Oversight (IO) Training and Points of Contact

1. Available Training: The Director, IO Division (code IGO), Inspector General of the Marine Corps, Headquarters, U.S. Marine Corps is a source for training materials and other references governing the DoD IO Program established in reference (a). Training materials and references governing the MARFORRES IO program are found on the MARFORRES G-2 SharePoint Portal at <https://portal.marforres.usmc.mil/sites/mfr/hq/g2/Pages/IntelOversight.aspx>. At a minimum, training will include the subjects set forth in reference (a).

2. Points of Contact:

(1) Commander, Marine Forces Reserve  
Attn: G-2 Intelligence  
2000 Opelousas Avenue  
New Orleans, LA 70114-1500  
Commercial Phone: 504-697-7211

(2) Commander, Marine Forces Reserve  
Attn: Office of the Command Inspector General (CIG)  
2000 Opelousas Avenue  
New Orleans, LA 70114-1500  
CIG commercial phone: 504-697-7293  
Deputy CIG commercial phone: 504-697-7296

Hotline (Commercial phone): 800-295-2712

Email: MFRHotlines@usmc.mil

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\*\*\*\*\*Sample One, Quarterly IO Report\*\*\*\*\*  
Unit report to MSC G-2  
(Unit Letterhead)

3800  
G-2  
(DATE)

From: Commanding Officer/Officer in Charge/Team Commander  
Intelligence Component Concerned  
To: Commander, Marine Forces Reserve (G-2) 2000 Opelousas  
Avenue, New Orleans, LA 70114-1500  
Subj: QUARTERLY INTELLIGENCE OVERSIGHT REPORT (QTR) (CY)  
(DATES)

Ref: (a) MCO 3800.2B

1. Per the reference, the following informational report is submitted.
2. Per the reference, detail all illegal intelligence activities conducted during this reporting period and what actions were taken to ensure illegal activity will not recur.
3. Detail significant Intelligence Oversight activities performed during this reporting period: Indoctrination; annual training; Command; and self-inspections conducted.
4. Provide any additional comments or suggestions for improving the IO program developed locally or reported from the field.
5. Identify IO point of contact and contact information.

SIGNATURE

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\*\*\*\*\* Sample Two, Quarterly IO Report \*\*\*\*\*  
MSC G-2 report to MARFORRES G-2  
(Unit Letterhead)

3800  
G-2  
(DATE)

From: Commanding General, 4th Marine Aircraft Wing  
To: Commander, Marine Forces Reserve (G-2)

Subj: CONSOLIDATED QUARTERLY INTELLIGENCE OVERSIGHT REPORT  
FOR 2ND QUARTER CALENDAR YEAR 2013, 1 APRIL - 30 JUNE  
2013

Ref: (a) MCO 3800.2B

1. Per the reference, the following informational report is submitted.
2. No illegal intelligence/counterintelligence activities were reported during this reporting period.
3. Intelligence oversight activities performed during this reporting period: NONE.
4. There are no suggestions or recommendations for improving the Intelligence Oversight program at this time.
5. Point of contact is Master Gunnery Sergeant Joe Marine, phone number, email.

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\*\*\*\*\*Sample Questionable Intelligence Activity Report\*\*\*\*\*  
Unit report via Chain of Command  
(Unit Letterhead)

Unit CO  
(Date)

MEMORANDUM FOR: INSPECTOR GENERAL, MARINE FORCES RESERVE

SUBJECT: Initial Questionable Intelligence Activity/Procedure 15  
Report on \_\_\_\_\_

1. Command 20xx-##: (Example: 4<sup>th</sup> Marine Division, 2014-01)
  - a. A narrative describing the incident reported.
  - b. An explanation of why the incident is being reported either as a potential violation of law, potentially contrary to Executive order of Presidential directive of potential violation of DoD5240.1-R and/or agency or military department procedures implementing E.O. 12333. Cite the portions of relevant law order, policy or regulation as it is determined.
  - c. An explanation of why the incident is considered a significant or highly sensitive matter.
  - d. An analysis of how or why the incident occurred.
  - e. Assessment of anticipated impact of the reported incident on national security or international relations. If there is no impact or no impact anticipated, the report should state so.
  - f. Remedial action taken or planned to prevent recurrence of the incident.
  - g. An assessment of any impact the reported incident may have on civil liberties or protected privacy rights.
  - h. Description of any actions taken if the incident concerns information improperly acquired, handled, used or destroyed.
  - i. Any additional information considered relevant for purposes of fully informing the Secretary and/or DEPSECDEF, the IOB and the DNI and providing context about the incident.

SIGNATURE

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Units Required to Submit IO Reports

Marine Forces Reserve Intelligence Components Required to Submit  
IO Reports to MARFORRES AC/S, G-2

4th Marine Division, New Orleans, LA

4th Marine Aircraft Wing, New Orleans, LA

4th Force Marine Logistic Group, New Orleans, LA

Force Headquarters Group, New Orleans, LA

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Units That Report via Chain of Command4th MARINE DIVISION

14th Marine Regiment, Fort Worth, TX  
HQ Battery, 2/14, Grand Prairie, TX  
HQ Battery, 3/14, Bristol, PA  
HQ Battery, 5/14, Seal Beach, CA  
23rd Marine Regiment, San Bruno, CA  
H&S Company, 1/23, Houston, TX  
H&S Company, 2/23, Pasadena, CA  
H&S Company, 3/23, Bridgeton, MO  
H&S Company, 2/24, Chicago, IL  
25th Marine Regiment, Devens, MA  
H&S Company, 1/24, Mount Clemens, MI  
H&S Company, 1/25, Devens, MA  
H&S Company, 2/25, Garden City, NY  
H&S Company, 3/25, Brookpark, OH  
4th Reconnaissance Battalion, San Antonio, TX  
4th Combat Engineer Battalion, Baltimore, MD  
4th Tank Battalion, San Diego, CA  
4th Assault Amphibian Battalion, Tampa, FL  
4th Light Armored Infantry Battalion, Camp Pendleton, CA  
3rd Force Reconnaissance Company, Mobile, AL  
4th Force Reconnaissance Company, Alameda, CA

4th MARINE AIRCRAFT WING

HQ, MACG-48, Great Lakes, IL  
MACS-24/MACG-48, Virginia Beach, VA  
MASS-6/MACG-48, Chicopee, MA  
VMU-4/MACG-48, Camp Pendleton, CA  
HQ, MAG-41, Fort Worth, TX  
VMFA-112/MAG-41, Fort Worth, TX  
VMM-764/MAG-41, San Diego, CA  
MWSS-471/MAG-41, Minneapolis, MN  
MWSS-473/MAG-41, San Diego, CA  
HQ, MAG-49, Fort Dix, NJ  
Det C/MAG-49, Belle Chasse, LA  
VMGR-452/MAG-49, Newburgh, NY  
HMH-772/MAG-49, Fort Dix, NJ  
HMLA-773/MAG-49, Warner Robins AFB, GA  
Det A/HMLA-773/MAG-49, Belle Chasse, LA  
Det B/HMLA-773/MAG-49, Fort Dix, NJ  
MWSS-472/MAG-49, Fort Dix, NJ  
Det B/MWSS-472/MAG-49, Chicopee, MA  
HMM-774/MAG-49, Norfolk, VA

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4th MARINE LOGISTICS GROUP

Combat Logistics Regiment-4, Kansas City, MO  
Combat Logistics Battalion-23/CLR-4, Fort Lewis, WA  
Combat Logistics Regiment-45, Marietta, GA  
Combat Logistics Battalion-25/CLR-45, Red Bank, NJ

FORCE HEADQUARTERS GROUP

1st Civil Affairs Group, Camp Pendleton, CA  
2nd Civil Affairs Group, Washington, DC  
3rd Civil Affairs Group, Great Lakes, IL  
4th Civil Affairs Group, Hialeah, FL  
4th Law Enforcement Battalion, St. Paul, MN  
HQ, Intelligence Support Battalion (ISB), New Orleans, LA  
HQ, A Company, ISB, San Diego, CA  
Counterintelligence Platoon, A Co, ISB, San Diego, CA  
HUMINT Exploitation Platoon, A Co, ISB, Camp Pendleton, CA  
All-Source Fusion Platoon, A Co, ISB, San Diego, CA  
Intelligence Production Team 1, A Co, ISB, Fort Lewis, CA  
Intelligence Production Team 2, A Co, ISB, Dublin, CA  
Intelligence Production Team 3, A Co, ISB, Los Alamitos, CA  
HQ, B Company, ISB, Aurora, CO  
Imagery Interpretation Platoon, B Co, ISB, Aurora, CO  
HUMINT Support Team 1, B Co, ISB, Aurora, CO  
HUMINT Support Team 2, B Co, ISB, Chicago, IL  
All-Source Fusion Platoon, B Co, ISB, Aurora, CO  
Intelligence Production Team 1, B Co, ISB, San Antonio, TX  
Intelligence Production Team 2, B Co, ISB, Fort Sheridan, IL  
Intelligence Production Team 3, B Co, ISB, Belle Chasse, LA  
HQ, C Company, ISB, Quantico, VA  
Counterintelligence Platoon, C Co, ISB, Quantico, VA  
HUMINT Exploitation Platoon, C Co, ISB, Virginia Beach, VA  
HUMINT Support Team 1, C Co, ISB, Garden City, NY  
HUMINT Support Team 2, C Co, ISB, Hialeah, FL  
All-Source Fusion Platoon, C Co, ISB, Quantico, VA  
Intelligence Production Team 1, C Co, ISB, Fort Dix, NJ  
Intelligence Production Team 2, C Co, ISB, Orlando, FL  
Intelligence Production Team 3, C Co, ISB, Marietta, GA