



UNITED STATES MARINE CORPS  
MARINE FORCES RESERVE  
2000 OPELOUSAS AVE  
NEW ORLEANS, LA 70114-5400

IN REPLY REFER TO:  
5215  
G-1  
SEP 11 2015

FORCE POLICY LETTER 03-15

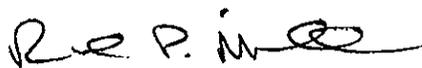
From: Commander, Marine Forces Reserve  
To: Distribution List

Subj: "ACTIVE MARINE FORCES RESERVE (MARFORRES) POLICY LETTERS

Ref: (a) MCO 5215.1K  
(b) ForO 5605.2B

Encl: (1) Force Policy Letters (Active)  
(2) Force Policy Letters (Cancelled)

1. Purpose. To publish a list of active MARFORRES Policy Letters along with a list of cancelled Policy Letters per the provisions contained within reference (a).
2. Cancellation. Force Policy Letter 5-12.
3. Information. Policy Letters issued by this command are issued on a "need to act/need to know basis" and are to be maintained by the intended addressees only. Policy Letters listed in enclosure (1) will be maintained by commands identified as intended recipients by the distribution list. The distribution list can be found in reference (b). Commands will purge files of those Policy Letters listed in enclosure (2) that are cancelled.
4. Scope. Directives issued by this Headquarters are published and distributed electronically. Electronic versions of the Force Policy Letters can be found at:  
[https://marforres.usmc.afpims.mil/GeneralSpecialStaff/G1/Policy\\_Letters.aspx](https://marforres.usmc.afpims.mil/GeneralSpecialStaff/G1/Policy_Letters.aspx)
5. Certification. This policy letter is applicable to the Marine Corps Reserve.

  
RICHARD P. MILLS

DISTRIBUTION: C, D

Directives issued by this Headquarters are published and distributed electronically.

DISTRIBUTION STATEMENT A: Approved for public release; distribution is unlimited.

## Force Policy Letters (Active)

2015 FORCE POLICY LETTERS						
Policy Number	Subject	Date Signed	Originator	Distribution	Remarks/ Status	
1-15	GUIDANCE CONCERNING SOCIAL MEDIA - UNOFFICIAL INTERNET POSTS	18-Mar-15	SJA	C, D	ACTIVE	
2-15	MARINE FORCES RESERVE ARMING OF DUTY PERSONNEL (HOUO)	23-Jul-15	CMD	D	ACTIVE	
3-15	ACTIVE MARINE FORCES RESERVE (MARFORRES) POLICY LETTERS	11-Sep-15	G-1	C, D	ACTIVE	
2014 FORCE POLICY LETTERS						
Policy Number	Subject	Date Signed	Originator	Distribution	Remarks/ Status	
3-14	POLICY LETTER FOR MARFORRES) AND MSC WEB SITE REQUIREMENTS	3-Jul-14	PAO	D	ACTIVE	
4-14	MARINE FORCES RESERVE RETENTION OFFENSIVE	19-Nov-14	G-1 (CARLIN)	D	ACTIVE	
5-14	ACCEPTING GIFTS, FOOD, REFRESHMENTS, OR ENTERTAINMENT AT EVENTS IN FOREIGN AREA	11-Dec-14	CMD	C, D	ACTIVE	
2013 FORCE POLICY LETTERS						
Policy Number	Subject	Date Signed	Originator	Distribution	Remarks/ Status	
01-13	ANNUAL EXCEPTIONAL SABR VICTIM ADVOCATE AWARD	25-Jan-13	CMD (SAPR)	C, D	ACTIVE	
03-13	COMMANDER'S ENVIRONMENTAL POLICY STATEMENT	26-Apr-13	PAO	D	ACTIVE	
04-13	FRIDAY SERVICE UNIFORM POLICY	23-Mar-13	G-1 (ADJ)	C, D	ACTIVE	
05-13	EARLY TRANSFER OF NAVY ENLISTED PERSONNEL	3-Jun-13	G-1	D	ACTIVE	
11-13	SUSTAINING THE TRANSFORMATION	7-Oct-13	CMD	C, D	ACTIVE	
12-13	EQUIPMENT ACCOUNTABILITY	23-Sep-13	G-4	D	ACTIVE	
13-13	CLARIFYING GUIDANCE FOR THE CONDUCT OF THE 2013 MARINE FORCES RESERVE TOYS FOR TOTS PROGRAM AND NATIONWIDE CAMPAIGNS	12-Nov-13	PAO	D	ACTIVE	
2012 FORCE POLICY LETTERS						
Policy Number	Subject	Date Signed	Originator	Distribution	Remarks/ Status	
01-12	LEADERSHIP AND MANAGEMENT OVER CONFIRMATION ORDERS BEING ISSUED TO RESERVE COMPONENT MEMBERS	12-Jan-12	G-1	D	ACTIVE	
03-12	DELEGATION OF AUTHORITY TO MAJOR SUBORDINATE COMMAND (MSC) COMMANDERS	18-Jan-12	G-1	A1	ACTIVE	
04-12	AFTER HOURS EMERGENCY COMMERCIAL TRAVEL ASSISTANCE	2-Feb-12	G-4	D	ACTIVE	
07-12	RESERVE COMMAND OF MARINE FORCES RESERVE (MARFORRES) UNITS	16-Mar-12	G-1	D	ACTIVE	
08-12	GUIDANCE CONCERNING SOCIAL MEDIA - OFFICIAL INTERNET POSTS	5-Sep-12	PAO	C, D	ACTIVE	
10-12	MANAGEMENT OF GOVERNMENT TRAVEL CHARGE CARD (GTCC) DELINQUENCY	23-Apr-12	G-1	D	ACTIVE	
11-12	EXECUTION OF YELLOW RIBBON FUNDS IN SUPPORT OF YELLOW RIBBON TRAINING EVENTS	10-Oct-12	CMD (PRO)	D	ACTIVE	
2011 FORCE POLICY LETTERS						
Policy Number	Subject	Date Signed	Originator	Distribution	Remarks/ Status	
03-11	POLICY ON COMMAND RESPONSIBILITIES REGARDING WOUNDED, ILL AND INJURED MARINES	19-Sep-11	G-1	D	ACTIVE	
04-11	PROFESSIONAL MILITARY EDUCATION (PME)	24-Mar-11	G-3/5	D	ACTIVE	
05-11	CONTRACTING FOR SERVICES WITHIN MARFORRES/MARFORNORTH	1-Oct-11	RCO	D	ACTIVE	
06-11	INFORMATION PROTECTION (IP) PROGRAM	1-Aug-11	G-6	D	ACTIVE	
07-11	POLICY FOR ATTENDANCE AT CONFERENCES HOSTED BY PROFESSIONAL AND CIVIC ORGANIZATIONS	11-Aug-11	CMPPL	D	ACTIVE	
08-11	ESTABLISHMENT OF THE REASONABLE COMMUTING DISTANCE FOR MARCORSPTEAC, NEW ORLEANS	20-Oct-11	G-1	D	ACTIVE	
09-11	REPEAL OF DON'T ASK, DON'T TELL (DADT)	20-Sep-11	CMD	D	ACTIVE	
12-11	SHARED SERVICES BILL OF RIGHTS	1-Dec-11	CMD	D	ACTIVE	
13-11	RESERVE TRAVEL CLAIM SUBMISSION	12-Dec-11	G-1	D	ACTIVE	
14-11	CAREER PLANNING IMPROVEMENT INITIATIVE	14-Mar-12	G-1	D	ACTIVE	
15-11	USE OF DEFENSE SWITCHED NETWORK (DSN)	22-Dec-11	G-6	C, D	ACTIVE	
16-11	DIRECTIVES PREPARATION	3-Jan-12	G-1	A1	ACTIVE	
17-11	CULTURE OF RESPONSIBLE CHOICES (CORC)	23-Dec-11	SFTY	D	ACTIVE	

**Force Policy Letters (Active)**

2010 FORCE POLICY LETTERS						
Policy Number	Subject	Date Signed	Originator	Distribution	Remarks/	Status
01-10	ACCEPTANCE AND USE OF PROMOTIONAL ITEMS	4-May-10	CMD	D	ACTIVE	
05-10	MARFORRES SECURITY OFFICE AMPLIFYING "WIKILEAKS" WEBSITE GUIDANCE	23-Sep-10	SCTY	D	ACTIVE	
07-10	SUPPORT TO YOUTH PROGRAMS	18-Oct-10	CMD (COUNSEL)	D	ACTIVE	
2009 FORCE POLICY LETTERS						
Policy Number	Subject	Date Signed	Originator	Distribution	Remarks/	Status
01-09	DELEGATION OF AUTHORITY TO COMMANDING GENERAL 4TH MARINE AIRCRAFT WING (4TH MAW) FOR ASSIGNMENT TO DUTY INVOLVING FLIGHT OPERATIONS (DIFOP) OR DUTY INVOLVING FLIGHT DENIED (DIDEN) WITHIN 4TH MAW COMMANDS	10-Apr-09	G-1	B	ACTIVE	
2007 FORCE POLICY LETTERS						
Policy Number	Subject	Date Signed	Originator	Distribution	Remarks/	Status
03-07	ANNUAL MARINE FORCES RESERVE MARINE CORPS BIRTHDAY BALL	29-May-07	CMD	A	ACTIVE	
04-07	PROCESSING OF INTERSERVICE TRANSFER REQUESTS	28-Aug-07	G-1	B	ACTIVE	
2006 FORCE POLICY LETTERS						
Policy Number	Subject	Date Signed	Originator	Distribution	Remarks/	Status
02-06	15 PASSENGER AND 12 PASSENGER VAN USAGE POLICY FOR ALL MARINE FORCES RESERVE UNITS	4-Apr-06	SFTY	A	ACTIVE	
2001 FORCE POLICY LETTERS						
Policy Number	Subject	Date Signed	Originator	Distribution	Remarks/	Status
03-01	THE MARINE FORCES RESERVE PUBLIC AFFAIRS MISSION	22-Mar-02	PAO	D	ACTIVE	

Force Policy Letters (Cancelled)

Policy Number	Subject	Distribution	Date	Originator	Status
10-13	CANCELLATION OF FORCE POLICY LETTER 06-13	D	08 October 2013	Assistant Chief of Staff, G-1	CANCEL DIRECTIVE
07-13	WORK SCHEDULES FOR CIVILIAN MARINE EMPLOYEES	C, D	07 May 2013	Staff, G-1	CANCEL DIRECTIVE
09-12	IMPLEMENTATION OF THE SEXUAL ASSAULT PREVENTION AND RESPONSE (SAPR) CAMPAIGN PLAN	C, D	03 August 2012	SAPR	CANCEL DIRECTIVE
05-12	EFFECTIVE MARINE FORCES RESERVE (MARFORRES) POLICY LETTERS	D	28 February 2012	Staff, G-1	CANCEL DIRECTIVE
02-12	MARINE CORPS COMMUNITY SERVICES INDEPENDENT DUTY FUNDS	A1	28 February 2012	HQBN	CANCEL DIRECTIVE
01-11	CANCELLATION OF FORCE POLICY LETTERS 04-06 AND 06-06	D	02 February 2011	RCO	CANCEL DIRECTIVE
03-10	STATEMENT OF SUPPORT FOR THE DOD PROGRAM FOR STABILITY OF CIVILIAN EMPLOYMENT	A	08 July 2010	Staff, G-1	CANCEL DIRECTIVE
02-07	INTERIM POLICY ON AWARDDING OF QUALITY STEP INCREASE (QSI'S) TO CIVILIAN MARINES AT MARINE FORCES RESERVE (MARFORRES) HEADQUARTERS	A1	13 February 2007	Assistant Chief of Staff, G-1	CANCEL DIRECTIVE
01-07	STAFFING POLICY FOR MARINE FORCES RESERVE (MARFORRES) UNITS LOCATED ABOARD THE NAVAL SUPPORT ACTIVITY IN NEW ORLEANS, LOUISIANA	A1	07 February 2007	Assistant Chief of Staff, G-1	CANCEL DIRECTIVE
07-05	CIVIL SERVICE HIRING PROCEDURES	A	21 June 2005	Staff, G-1	CANCEL DIRECTIVE
05-05	CHANGE TO PEACE-TIME AWARDDING AUTHORITY	B	03 May 2005	Staff, G-1	CANCEL DIRECTIVE
03-05	COMPENSATORY TIME OFF FOR TRAVEL	A	10 March 2005	Staff, G-1	CANCEL DIRECTIVE
06-04	HEADQUARTERS, MARINE FORCES RESERVE (MARFORRES) POLICY REGARDING THE PARTICIPATION OF FEDERAL CIVIL SERVICE EMPLOYEES IN VOLUNTARY PHYSICAL EXERCISE ACTIVITIES DURING THE LUNCH PERIOD	A	23 June 2004	Assistant Chief of Staff, G-1	CANCEL DIRECTIVE
02-04	APPROVAL OF TERMINAL LEAVE	A1	19 March 2004	CMD	CANCEL DIRECTIVE
02-03	UNIT RELOCATIONS	B	Undated	G-8	CANCEL DIRECTIVE