



UNITED STATES MARINE CORPS

MARINE AIR SUPPORT SQUADRON 6
MARINE AIR CONTROL GROUP 48
4TH MARINE AIRCRAFT WING
570 PATRIOT AVE BOX 43
CHICOPEE MA 01022-1634

COMMANDING OFFICER POLICY LETTER

From: Commanding Officer, Marine Air Support Squadron Six

To: All Hands

Subj: POLICY FOR FAMILY READINESS

Ref: MCO 1754.9A

1. Situation: The Commandant of the Marine Corps has taken special interest in the proper preparation and education of our Marine families. Families provide vital support to our Marines, and without their help and encouragement, we would not have the force in readiness that we enjoy today. For this reason, a Family Readiness Program has been implemented.

2. Mission: To provide policies and guidance to Marine Air Support Squadron Six (MASS-6) on the management of the Family Readiness Program.

3. Execution:

a. Commander's Intent and concept of Operations

(1) Commander's Intent: The Family Readiness Officer is appointed and a program established within the intent to properly prepare, educate, and take care of our Marine families

(2) Concept of Operations:

(a). The FRO will meet with the Squadron Commanding Officer on a monthly basis for planning and coordination.

(b) The FRO will introduce the Family Readiness Program and its purpose during check-in briefs and unit functions

(c) The FRO will establish a Family Readiness Volunteer Program and will maintain regular communication with the volunteers in order to ensure a successful program. In addition, a Family Readiness Recognition Program will be implemented in order to express appreciation for a volunteer's time and effort to support our Marines families.

(3) Subordinate Element Missions: The Squadron will ensure that, as required, a computer is made available to Family Readiness Assistants for use in their duties and access to training modules in the MCCA and Marine.net websites

(4) Administration and Logistics: Any areas not covered by this policy letter will be guided by the reference.

(5) Command and Signal:

(a) Command: This policy is applicable to all members of MASS-6.

(b) Signal: This policy shall be effective when signed

A handwritten signature in black ink, appearing to read 'T. V. MATTHEWS', with a stylized, cursive script.

T. V. MATTHEWS