



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
3280 RUSSELL ROAD
QUANTICO, VIRGINIA 22134-5103

MCO 1001R.54E
RAP
3 MAY 1999

MARINE CORPS ORDER 1001R.54E

From: Commandant of the Marine Corps
To: Distribution List

Subj: MARINE CORPS RESERVE INCREMENTAL INITIAL ACTIVE DUTY
TRAINING (IIADT) PROGRAM

Ref: (a) MCO P1100.72B, MPPM ENLPROC
(b) MCO P1001R.1H, MCRAMM
(c) MCO 1133R.26E
(d) MCO 7220R.38B
(e) MCO 1560R.30B
(f) MCO P1900.16E, MARCORSEPMAN
(g) MCO P1100.75B (NOTAL)
(h) MCO 1500R.36G
(i) MCO P7301.104
(j) MCO P1080.40A, MCTFSPRIM
(k) MCO P1070.12J, IRAM
(l) MCO 1770.2A
(m) MCO 6320.2D

Encl: (1) Statement of Understanding (SOU) Upon Enlistment in
the Incremental Initial Active Duty Training (IIADT)
Program in the Marine Corps Reserve
(2) Format for Orders to Second Increment of Initial Active
Duty Training (IADT)
(3) Format for Orders to Third Increment of Initial Active
Duty Training (IADT)

1. Purpose. To promulgate information and instructions for the
administration of the IIADT Program in the Marine Corps Reserve.

2. Cancellation. MCO 1001R.54D.

3. Summary of Revision. This Order contains extensive changes and
should be revised in its entirety. The major modifications to this
Order are as follows:

a. The contents of changes 1 and 2 to the previous edition of
this order have been incorporated in this edition.

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distribution is unlimited.

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b. Paragraph 5d: Establishes a ceiling for IIADT accessions of 25 percent of the unit's non-prior service (NPS) manpower plan.

c. Paragraph 5f: Provides guidance for resolution of scheduling conflicts between Military Occupational Specialty (MOS) school and officer training programs.

d. Paragraphs 6b(2) and 6b(3): Extend the requirement to schedule Reservists with ample time to complete training and the requirement for an acceptance statement to subsequent training periods after recruit training.

e. Paragraph 7b: Provides guidance concerning untrained Reservists transferred to the Individual Ready Reserve (IRR) who require reclassification.

f. Paragraph 7d: Establishes the Military Entrance Processing Stations (MEPS) as the orders-issuing authority for orders to the first increment of IADT.

g. Paragraph 8: Expands upon the scope of administrative instructions, including:

(1) Administrative requirements concerning the SOU.

(2) Administration of Reservists who relocate or transfer to an educational institution outside of reasonable commuting distance.

(3) Administration of Reservists who become injured while assigned to active duty in excess of 30 days.

h. Enclosure (1) has been reformatted. It adds the requirement for a Reservist to complete 6 consecutive months of IDT periods at the unit of initial assignment prior to transfer.

4. Background. The IIADT Program was established to attract highly qualified NPS applicants for enlistment in the Marine Corps Reserve. It permits high school seniors enrolled in college to enlist and complete recruit training during the summer between high school graduation and the freshman year of college, and return to inactive duty with the parent Selected Marine Corps Reserve (SMCR) unit. College students will commence participation during the summer following their current academic year. Thereafter, second and third increment training will be completed during the summer(s) following the current academic year.

5. General Information

a. In most cases, the IIADT Program is performed in three increments:

(1) First Increment. Consists of recruit training at the Marine Corps Recruit Depot, which will commence within 365 days of enlistment. Individuals must commence IADT early enough to permit completion of basic training prior to the beginning of college classes.

(2) Second Increment. Consists of MOS training which will be accomplished during the second summer.

(3) Third Increment. Consists of Marine Combat Training (MCT) conducted at the School of Infantry, which will be accomplished during the third summer. The Reserve unit will coordinate the request of a school seat with the appropriate SOI.

b. An exception to the third increment progression is Marines with an occupational field 03 MOS. Infantrymen complete their training in two vice three increments.

c. Modification to the three summer sequence of training may be requested from CMC (RAP) provided the time, training availability and scheduling can be accomplished in two summers.

d. The number of applicants to be recruited for the IIADT program may not exceed 25 percent of the Reserve NPS manpower mission in support of each SMCR unit (Reporting Unit Code).

e. The list of MOSs available for this program is updated periodically by CMC (RAP) in the "Entry Level Training Assignment MOS Reference Report." Normally, MOSs with a school length of 10 weeks or less are eligible for assignment to the IIADT Program, provided that the school has summer courses and that the training does not conflict with college commencement dates.

f. Where conflicts arise between the assignment to MOS training and assignment to an officer training program; e.g., Platoon Leaders Class Program, determination of precedence will be made by MCRC (OR) in coordination with CMC (RAP). The requests will be submitted via the appropriate chain of command.

6. Eligibility

a. Meet the enlistment criteria contained in reference (a).

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b. Be a high school senior who has been accepted for enrollment on a full-time basis in a college, university, approved vocational/technical school; or be a high school graduate currently enrolled on a full-time basis in such an institution (hereupon referred to as "educational institution"). The following additional requirements apply:

(1) The applicant must provide a written notarized statement (school seal is sufficient) of enrollment or acceptance for enrollment (hereupon referred to as "acceptance statement"), without qualification, to an educational institution. The term "without qualification" means that the individual must be accepted for admission without being subject to any further approval prior to entrance. The statement must include the latest date upon which the applicant must arrive at the educational institution and meet all the requirements (registration, orientation, athletic training, etc).

(2) Under no circumstances will individuals be assigned to any increment of IADT without the acceptance statement, and ample time to successfully complete the required training and return by the date assigned in the acceptance statement.

(3) The acceptance statement, along with a completed SOU (enclosure (1)) will be included in the enlistment document package accompanying the recruit to the recruit depot. For individuals assigned to second or third increments of IADT, the acceptance statement should be placed on the document side of the service record book.

c. Enlist for an MOS required by the SMCR unit to which the individual will be joined as defined by the Quota-Sequence-Number (QSN) assigned in the Reserve NPS Manpower Plan.

d. Reside at home or at an educational institution within a reasonable commuting distance, as defined in reference (b), of the Reserve Center where the member will perform the required Inactive Duty Training.

e. Applicants enlisting under the provisions of the Reserve Optional Enlistment Program (reference (c)) other than the 6X2 Program are not eligible to enlist in this program.

f. Applicants enlisting under the provisions of the Selected Reserve Incentive Program (reference (d)) are eligible to enlist in this program.

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g. Applicants enlisting under the provisions of the Montgomery GI Bill-Selected Reserve Program (reference (e)) are eligible to apply for benefits on completion of the first increment of IADT.

h. Individuals receiving more than 10 weeks of initial skill training are not eligible for this program unless authorized by the CMC (RAP).

7. Action

a. Commanding Generals, Marine Corps Recruit Depots.

(1) Expeditiously place reservists enlisted for this program into a recruit training cycle to ensure graduation and return home prior to the date specified in the acceptance statement.

(2) Offer reservists who are "set back" in training and cannot meet the commencement date the option to complete recruit training or discharge per reference (f).

(3) Modify the SOU of recruits who have requested, and been subsequently approved for, a contractual modification from CMC (RAP).

b. Commanding General, Marine Corps Reserve Support Command (MCRSC). Ensure individuals who are transferred to the IRR prior to completion of second or third increments of IADT; e.g., in Training/Pay Category Group (TPCG) "E" per paragraph 8e of this Order, are administered as follows:

(1) Maintain a tracking system for all Reservists transferred to the IRR who have not completed second or third increments of the IIADT Program.

(2) Order the individuals to second increment of IADT during the summer following assignment to the IRR. If the Reservist requires reclassification, a request for MOS assignment will be submitted to the CMC (RAP).

(3) Once MOS-qualified, order the individuals to MCT for third increment.

c. Commanding Officers, Recruiting Stations

(1) Ensure reservists enlisted for this program meet the eligibility criteria set forth in paragraph 6 of this Order.

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(2) Ensure MEPS liaison NCOs annotate the appropriate QSN, obtained from the annual Reserve NPS Manpower Plan on [DD Form 1966](#), Record of Military Processing - Armed Forces of the United States of America.

(3) Utilize the current Master Projection Plan and the Reserve NPS Manpower Plan (pivot date assigned for the QSN) for scheduling the shipment of reservists to ensure their educational institution's convening date (from the acceptance statement) does not conflict with the successful completion of recruit training.

d. MEPS Liaison NCOs

(1) Issue orders to recruit training, per reference (g).

(2) Enter the QSN provided by the Reserve NPS Manpower Plan on [DD Form 1966](#). Conduct a quality check of the enlistment package per reference (a).

(3) Special care should be exercised with individuals who apply for officer training programs while in the Delayed Entry Program. Per reference (a), individuals will not be ordered to IADT pending action on the application by MCRC (OR).

(4) Require individuals to complete the SOU (enclosure (1)), at the time of contracting.

(5) Ensure individuals have an original acceptance statement as described in paragraph 6b of this Order.

(6) Include a copy of the SOU and the acceptance statement in the recruit package provided to the depot.

(7) Unless the individual is shipped within 30 days of contracting ("direct-ship" enlistees), provide a copy of the enlistment package, to include the SOU and [DD Form 1966](#), to the individual for review by the Reserve site during the orientation interview. In the case of "direct-ship" enlistees, ensure a copy of the enlistment package is forwarded to the Reserve unit.

(8) For TPCG "P" personnel (reference (h) applies), forward a copy of the enlistment package to include the SOU, [DD Form 1966](#), and the acceptance statement to the appropriate SMCR unit.

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e. Inspector-Instructors/Site Commanders/SMCR Unit Commanders

(1) Issue second and third increment orders per reference (b), using enclosures (2) and (3) of this Order on individuals assigned to the IIADT Program.

(2) Individuals enlisted for this program will attend MOS training unless specifically exempted by either the Commander, Marine Forces Reserve (G-3T), or the Commanding Generals of the 4th Marine Aircraft Wing, 4th Marine Division or 4th Force Service Support Group. These exemptions will only be granted to individuals who can receive structured training by their SMCR unit in the MOS for which enlisted. Once an exemption is granted, CMC (RAP) will be notified no less than 60 days prior to the convening date of the class the individual was originally scheduled to attend.

(3) Take appropriate tracking actions to ensure individuals attend second and third increments of training under the QSNs enlisted for from the appropriate Reserve NPS Manpower Plan.

(4) Commanders and Inspector-Instructors must understand that MCT will be particularly challenging for the reservist who has been away from field training for many months. The command must emphasize attaining and maintaining a high level of physical conditioning prior to MCT. The unit must also sustain an adequate knowledge base of combat skills.

(5) Review local capability for On-the-Job Training/Managed On-the-Job Training (OJT/MOJT) prior to submitting requests for reclassification of individuals who fail MOS training (see paragraph 8g). If OJT/MOJT cannot be accomplished locally, submit a request for reclassification to CMC (RAP) for the summer following the release from active duty, with MCT rescheduled accordingly.

(6) Ensure the Marine's travel is liquidated for each increment of IIADT. The [DD Form 1351-2](#), Travel Voucher or Subvoucher, will be submitted within three working days of completion of travel to the appropriate disbursing office.

(7) Reservists assigned to active duty for more than 30 days will be issued a DD Form 2MC (Active), Uniformed Services Identification and Privilege Card, per MCO P5112.11_.

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8. Administrative Instructions

a. Orders for personnel assigned to recruit training will be prepared per the instructions in reference (g). Orders for personnel assigned to the second or third increments of this program will be prepared in the formats depicted in enclosures (2) and (3), respectively, utilizing appropriation data from reference (i). The formats are furnished as guides and are not to be construed as prohibiting the inclusion of other administrative instructions.

b. In cases where Marines attend MOS and MCT training during the same increment, use applicable and modified paragraphs in enclosure (2) to produce one set of orders.

c. Enclosure (1) is an example of the SOU to be used in connection with this program. It may be reproduced locally, however, retyping of the form is expressly prohibited. The form is designed to verify that applicants understand the provisions of law and the regulations regarding the military obligation, as well as the Reserve participation requirements incurred upon enlistment. Individuals will initial each block and sign the last page of enclosure (1). Where required, individuals will fill appropriate blocks in their own handwriting. The form is self-explanatory and becomes an annex to [DD Form 4](#), Enlistment/Reenlistment Document.

d. Individuals who disenroll from their intended educational institution will be ordered to second or third increment training consistent with the first available school seat for the MOS enlisted for, and/or first available MCT class (as appropriate). SMCR units will contact CMC (RAP) for school seat information, or SOI for MCT class information.

e. Individuals who relocate or transfer to an educational institution outside of reasonable commuting distance from their SMCR unit will be processed for inter-unit transfer per reference (b). If the new residence/educational institution is not within a reasonable commuting distance of a SMCR unit, individuals may request transfer to the SMCR unit closest to their new residence/educational institution, or may request transfer to the IRR (in TPCG "E") per reference (b). MOS assignments will be determined by the gaining unit's Table of Organization and Equipment (T/O&E) manpower requirements.

f. Request cancellation/modification of the MOS school seat from CMC (RAP) for individuals who are transferred, discharged, or undergo OJT/MOJT. Notify CMC (RAP) within 60 days prior to the

convening date of the class the individual was originally scheduled to attend.

g. Individuals who fail MOS training; e.g., academic/disciplinary drops will be assigned to another MOS in the unit's T/O&E for which eligible. If such assignment will jeopardize the commencement date at the educational institution, the individuals will be released from active duty and transferred to the rolls of the SMCR unit.

h. Travel time will be directed per the provisions of the Joint Federal Travel Regulations. Individuals who fail to report to/from any increment of IADT, or who become unsatisfactory participants will be processed per reference (b).

i. Prior to transfer to any increment of IADT or release from active duty, as applicable, ensure appropriate unit dairy entries are reported per reference (j). These include, but are not limited to: planned active duty statement (generates token payments for individuals transferred to active duty for 30 days or less), transfer to/release from active duty statement, school completion code, complete active duty for training statement, change of MOS, and the individuals' home address and telephone number. The accuracy and timeliness of reporting these entries cannot be overemphasized.

j. Per reference (k), reservists will hand carry their service records to/from each increment of IIADT. Ensure appropriate entries are made prior to the individual's transfer from the cognizant command; e.g., transfer PRO/CONs. When a change in the unit/MOS training assignment has been authorized, document the transfer/reclassification with a page (11) counselling entry.

k. Prior to transfer to the SMCR unit, ensure individuals have a separation physical; appropriate government transportation request; DD Form 214, Certificate of Release or Discharge from Active Duty (per reference (f)); NAVMC 11060, Separation/Travel Pay Certificate; closed out service records; and properly endorsed orders. Final settlement of pay and allowances will be completed prior to release from active duty.

l. Ensure the By-Name-Assignment system is updated prior to assignment to/release from each increment of IIADT.

m. Reservists who become injured while assigned to active duty for 30 days or less will be administered per reference (1). Reservists assigned to active duty orders in excess of 30 days, who become hospitalized or require treatment that will extend beyond

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the termination date of those orders, will be provided the following choices:

(1) Remain on active duty while continued hospitalization/treatment is required per reference (m). After completion of hospitalization/treatment, the reservist will remain on active duty until found physically fit, or will be processed through the Disability Evaluation System. Individuals should be strongly encouraged to take this option.

(2) Request a Notice of Eligibility (NOE) per reference (1). The request for an NOE must be completed by the active duty command prior to releasing the reservist from active duty.

(3) Request to be released from active duty. This option should be exercised only after thorough counseling of the options listed above and the requirements outlined in reference (f).

n. Individuals who are separated from the Marine Corps will be administratively processed by the cognizant command. Under no circumstance will individuals be returned to the SMCR unit for processing. The reason/effective date of separation will be provided to the SMCR unit via message or written correspondence.

o. If discrepancies between the information assigned in the QSN (from the Reserve NPS Manpower Plan) and the enlistment documents are found, request disposition instructions from CMC (RAP).

9. Coordinating Instructions

a. Guidance on disposition instructions for IIADT issues not covered by this Order should be requested from CMC (RAP).

b. Recommendations concerning the contents of this Order are invited. Submit recommendations to CMC (RAP) via the appropriate chain of command.



T. P. MURRAY
By direction

DISTRIBUTION: PCN 10200136100

Copy to: 8145001
7000133(5)

STATE OF UNDERSTANDING (SOU) UPON ENLISTMENT IN THE
INCREMENTAL INITIAL ACTIVE DUTY TRAINING (IIADT) PROGRAM IN
THE MARINE CORPS RESERVE

Instructions: Applicants will fill out this form in their own handwriting, initialing each numbered paragraph to indicate understanding, and signing and dating the agreement in paragraph 22a. The MEPS Liaison NCOIC certifies proper explanation of the agreement, applicant qualification and entry into the Automated Recruit Management System (ARMS)/Marine Corps Recruiting Information Support System (MCRISS) by signing paragraph 22b. The original of this document will become an annex to the applicant's DD Form 4, and a copy thereof will be given to the applicant today. Erasures or cross-outs are not permitted. In the event of a mistake, please begin again with a new SOU form.

(Applicant's Name and SSN)

(Date)

1. I understand that I must initial by each paragraph of this statement of understanding in the space provided and that my initials signify that I have read and understand the contents of the paragraph. (Initials ____).
2. I understand that this SOU represents the total agreement between myself and the Marine Corps concerning the IIADT program. Any promises made by the recruiter or anybody else which are not contained in this SOU are not binding on the Marine Corps. (Initials ____).
3. I understand that this agreement supersedes any other previous agreements between myself and the Marine Corps concerning the IIADT program. (Initials ____).
4. Selected Marine Corps Reserve (SMCR) Participation Requirements. I am enlisting in the Marine Corps Reserve for 8 years. The program I am enlisting under is the IIADT Option which allows two to three separate periods of training. For 6 years after I begin Initial Active Duty Training (IADT), I will be a member of a SMCR unit. I understand that for those 6 years, satisfactory participation consists of attendance at and satisfactory performance of 48 scheduled Inactive Duty Training (IDT) periods (usually one weekend per month) and not less than 14 days (exclusive of travel time) of active duty training (ADT) during each year of my contract. My remaining 2 years will be in an Individual Ready Reserve (IRR) status. (Initials ____).

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5. I will be required to attend IDT and ADT periods as prescribed, and I understand that failure to do so may result in my being ordered to active duty by the Commandant of the Marine Corps for a period of 2 years, less any period of active duty or ADT I may have already served. I also understand that my failure to attend IDT and ADT periods could result in a less than honorable discharge. I understand that while in a mandatory drilling status I will not be excused from ADT for the purpose of attending college.

(Initials ____).

a. I understand that after recruit training (Boot Camp) I will be released from active duty and ordered back to my parent SMCR unit. My release from active duty physical, DD Form 214 and final "pay and allowances" settlement will be completed prior to my release from active duty. (Initials ____).

b. Within 1 year after recruit training, I will be ordered to a second increment of IADT until I complete the training requirements for my Military Occupational Specialty (MOS). Subsequently, I will be ordered to Marine Combat Training (MCT) (except Infantry MOSSs (03), who will complete their training in two vice three increments). (Initials ____).

c. I understand that if I drop from my post secondary educational institution, I will be ordered to the first available seat for the second increment of IADT and then to MCT.

(Initials ____).

d. If it becomes apparent in the course of recruit training, that as a result of a training setback, I will not be able to complete recruit training prior to the convening date of my educational institution, I will be eligible for discharge per MCO P1900.16_. In such circumstances, I may, at my request, continue training until completion. (Initials ____).

e. Modification to the three summer sequence training may be requested provided the time, training availability, and scheduling can be accomplished in two summers. Coordination/approval by the CMC (RAP) is required prior to rescheduling. (Initials ____).

6. I further understand that the location of my Reserve unit is _____ (city/state). Its Reporting Unit Code is _____. If I desire to transfer to a different unit prior to completing 6 consecutive months of IDT periods at my initial Reserve unit I must request a waiver from the Commanding Officer/ Site Commander of my initial Reserve unit. I will report to my

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initial Reserve unit for my scheduled IDT periods on the dates and at the times I am ordered to report. (Initials ____).

7. I understand that I must keep my Commanding Officer informed of my current address and phone number at all times. If I move outside of reasonable commuting distance from my SMCR unit I must join another Marine Reserve unit in the new area. If a Marine Reserve unit is not located within reasonable commuting distance of my new address, I may join the closest Marine Reserve unit, or request a transfer to the IRR. (Initials ____).

8. I realize that during the period of ADT and during all my scheduled IDT periods, I will be subject to the same disciplinary control and regulations as a member of the Regular Marine Corps. (Initials ____).

9. I understand that I am expected to maintain the required acceptable standards of dress, hygiene, attitude, decorum, and effort during IDT and ADT periods. (Initials ____).

10. On _____ (date), I was briefed on my future Reserve unit by the Inspector-Instructor/Commanding Officer/ Recruiting Station Commander/Designated Representative (circle one). (Initials ____).

11. Individual Ready Reserve (IRR) and Recall Obligations. I understand that upon my request, I may transfer to the IRR after satisfactory completion of 6 years of service from the date of my departure for IADT. I will remain in the IRR for the remainder of my enlistment. (Initials ____).

12. I realize that I will be liable for involuntary recall to active duty in case of national emergency proclaimed by the President of the United States and I may be required to serve not more than 24 months active duty. In time of national emergency or war declared by Congress, I may be required to serve for the duration of the national emergency or war and for 6 months thereafter. I may be required to serve at such other times as the law may require. (Initials ____).

13. Initial Training. I understand that I will be assigned to my first increment of IADT (Marine Corps Recruit Training) within 365 days of enlistment. (Initials ____).

14. My MOS has been described to me, and I understand its prerequisite qualifications. The MOS for which I am enlisting is

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_____ (Job Title)
which is designated as _____ (MOS Number). (Initials _____).

15. I realize that if I am disqualified from holding this MOS billet after enlistment, due to discovery of fraudulent enlistment, serious breach of discipline, punishment under the Uniform Code of Military Justice, failure to master the training, or by my failure to maintain necessary qualifications for my MOS, I may be reassigned another MOS which serves the needs and convenience of the Marine Corps. (Initials _____).

16. I realize that after completion of IADT, the Marine Corps may assign me to a billet which involves responsibilities quite different from those for which I may receive training in the MOS designated above. (Initials _____).

17. I understand that during the first increment of IADT, I will not be eligible to start an allotment for any financial reason. (Initials _____).

18. I understand that during the first increment of IADT I will be entitled only to those payments which accrue while on IADT. I will not be eligible to receive any special payments or bonuses prior to completion of my initial training. (Initials _____).

19. Incentives and Bonuses. I realize that I will be eligible for the Montgomery GI Bill-Selected Reserve entitlements under the current Reserve Program (which provides for educational assistance). (Initials _____).

20. I understand that I am not eligible for the Recruiter Assistance Program. (Initials _____).

21. I certify that I have been offered no bonuses or incentives other than those discussed above or indicated in the following area: (If none, write "NONE") _____

_____. (Initials _____).

22. Acknowledgement and Certification

a. For the Applicant:

(1) This SOU and your Application for Enlistment constitutes the entirety of your agreement with the Marine Corps. No additions or changes to these agreements are contemplated to be

ENCLOSURE (1)

made at any later date. Personnel at Parris Island/San Diego or at your future SMCR unit may not change your contract except by mutual agreement and with the permission of Headquarters Marine Corps.

(2) I understand that this "Statement of Understanding" will become an annex to my enlistment contract and agree to be bound by its terms. I realize that any subsequent changes to the provisions contained herein as required by law, Executive Order, or by other regulations will have the same force and effect as the provisions contained herein. I certify that I have read and understand my duties, responsibilities, and obligations to the Marine Corps and, in consideration of the benefits I hope to derive from my enlistment agree to the terms outlined above.

(3) Finally, I understand that any promises made by the recruiter or anyone else, which are not contained in this written agreement, are not binding on the Marine Corps.

Applicant's Signature Date

Applicant's Printed Name SSN

b. For the MEPS Liaison NCOIC. I certify that the above named applicant:

(1) Meets all enlistment prerequisites as set forth in the current edition of MCO P1100.72_ (MPPM ENLPROC).

(2) Is qualified per the current edition of MCO 1001R.54_, Marine Corps Reserve Incremental Initial Active Duty Training (IIADT) Program.

(3) Is assigned the following Quota Sequence Number (QSN): _____. The information resident in ARMS/MCRISS for this QSN has been verified to be the same as the information resident in the enlistment package.

MEPS Liaison NCO Signature Date

Printed Name and SSN of MEPS Liaison NCOIC

ENCLOSURE (1)

FORMAT FOR ORDERS TO SECOND INCREMENT OF INITIAL ACTIVE DUTY
TRAINING (IADT)

From: Commanding Officer

To: _____
(Grade, Name, SSN, MOS) (PEBD)

Subj: INCREMENTAL INITIAL ACTIVE DUTY TRAINING (IIADT) PROGRAM
(SECOND INCREMENT) INITIAL SKILLS TRAINING; ORDERS TO

Ref: (a) MCO P1001R.1H, MCRAMM
(b) MCO 1001R.54E
(c) MANMED, USN, Chapter 15 (NOTAL)
(d) JFTR (NOTAL)
(e) MCO P1070.12J, IRAM
(f) MCO P7301.104

1. Following the authority contained in reference (a), and subject to the provisions of references (b) through (f), you are assigned to IADT (second increment) in the Marine Corps Reserve IIADT Program on such date as will enable you to report to the Commanding General/Commanding Officer (command at which training is to be conducted) MCC ____ by (time/date). Your projected training completion date is _____.

2. Records show that you are physically qualified for IADT.

or

3. You will report to the nearest Armed Forces medical facility for a medical examination per reference (c) to determine your fitness for assignment to this duty. These orders will not be valid unless this medical examination is completed and you are found to be physically qualified for duty prior to your departure for IADT.

4. Following the authority contained in reference (e), you will hand carry your service records to the activity to which you will be assigned.

5. You are assigned to ____(appropriate command)_____ for formal school training/MOJT to qualify for MOS _____. Your QSN is _____. If you fail to satisfactorily complete your assigned training program, you will be disenrolled by the cognizant commander with notification to the CMC (RAP), the Commanding Generals of the 4th Marine Aircraft Wing, 4th Marine Division, or 4th Force Service Support Group, and your parent Reserve unit.

ENCLOSURE (2)

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Your orders will be modified and you will be assigned an MOS identified by CMC (RAP) for which you qualify. Such training will be conducted at the major command at which your previous training was being conducted, if feasible, and will be for the remainder of your second increment of IADT. If the remainder of your second increment of IADT is insufficient in duration to qualify you in your alternate MOS, you will be released from active duty and returned to your parent Reserve unit.

6. If unusual circumstances arise and/or you are unable to comply with your basic orders for the second increment of IADT, the cognizant commander will request disposition instructions from the CMC (RAP).

7. After successful completion of your initial skill training, you will be released from IADT and returned to your parent Reserve unit. The Marine Corps activity effecting such release will issue you a DD Form 214, Certificate of Release or Discharge from Active Duty.

8. Failure to comply with these orders or reported misconduct is a military offense for which you may receive disciplinary action and be punished under the Uniform Code Military Justice. In addition, this action does not relieve you of any civilian liability you may incur as a result of your actions.

9. Travel is directed by commercial transportation on Government transportation requests, and subsistence will be obtained on Government meal tickets. The (issuing officer) will provide the necessary transportation requests for travel involved. In the event the transportation request and/or meal tickets are not used, they will be returned to the (issuing agency).

10. Travel for your second increment of IADT will be performed in the appropriate seasonal uniform of the day.

11. Per reference (f), all pay and allowances and travel costs accruing pursuant to these orders are chargeable to the following appropriations: Pay and Allowances: 17_1108.2731, OC 011, BCN 15631, AAA 000027, TT 2I, PAA 000000, CC 2350000 71600 and Travel: 17_1108.2731, OC 021, BCN 15631, AAA 000027, TT 2D, PAA 000000, CC 2350000 74600.

Copy to : CMC (MMSB-20), Quantico, VA 22134-0001
CG/CO, (Location of Training)

NOTE: Appropriation data in paragraph 11 will change each fiscal year (FY). Insert the current FY in the space provided "___".

ENCLOSURE (2)

FORMAT FOR ORDERS TO THIRD INCREMENT OF INITIAL ACTIVE DUTY
TRAINING (IADT)

From: Commanding Officer

To: _____
(Grade, Name, SSN, MOS) (PEBD)

Subj: INCREMENTAL INITIAL ACTIVE DUTY TRAINING (IIADT) PROGRAM
(THIRD INCREMENT) INITIAL SKILLS TRAINING; ORDERS TO

Ref: (a) MCO P1001R.1H, MCRAMM
(b) MCO 1001R.54E
(c) MANMED, Chapter 15 (NOTAL)
(d) JFTR (NOTAL)
(e) MCO P1070.12J, IRAM
(f) MCO P7301.104

1. Following the authority contained in reference (a), and subject to the provisions of references (b) through (f), you are assigned to IADT (third increment) in the Marine Corps Reserve IIADT Program on such date as will enable you to report to the Commanding General/Commanding Officer (command at which training is to be conducted) MCC _____ by (time/date). Your projected training completion date is _____.

2. Records show that you are physically qualified for IADT.

or

3. You will report to the nearest Armed Forces medical facility for a medical examination per reference (c) to determine your fitness for assignment to this duty. These orders will not be valid unless this medical examination is completed and you are found to be physically qualified for duty prior to your departure for IADT.

4. Following the authority contained in reference (e), you will hand carry your service records to the activity to which you will be assigned.

5. You are assigned to (appropriate command) for Marine Combat Training (MCT). Your QSN is _____. If you fail to satisfactorily complete MCT, you will be disenrolled by the cognizant commander with notification to the CMC (RAP), the Commanding Generals of the 4th Marine Aircraft Wing, 4th Marine Division, or 4th Force Service Support Group, and your parent Reserve unit. Your orders will be modified and you will be released from active duty and returned to your parent Reserve unit.

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6. If unusual circumstances arise and/or you are unable to comply with your basic orders for the third increment of IADT, the cognizant commander will request disposition instructions from CMC (RAP).

7. After successful completion of MCT, you will be released from active duty for training and returned to your parent Reserve unit. The Marine Corps activity effecting such release will issue you a DD Form 214, Certificate of Release or Discharge from Active Duty.

8. Failure to comply with these orders or reported misconduct is a military offense for which you may receive disciplinary action and be punished under the Uniformed Code of Military Justice. In addition, this action does not relieve you of any civilian liability you may incur as a result of your actions.

9. Travel is directed by commercial transportation on Government transportation requests, and subsistence will be obtained on Government meal tickets. The (issuing officer) will provide the necessary transportation requests for travel involved. In the event the transportation request and/or meal tickets are not used, they will be returned to the (issuing agency) .

10. Travel for your third increment of IADT will be performed in the appropriate seasonal uniform of the day.

11. Per reference (f), all pay and allowances and travel costs accruing pursuant to these orders are chargeable to the following appropriations: Pay and Allowances: 17_1108.2731, OC 011, BCN 15631, AAA 000027, TT 2I, PAA 000000, CC 2350000 71600 and Travel: 17_1108.2731, OC 021, BCN 15631, AAA 000027, TT 2D, PAA 000000, CC 2350000 74600.

Copy to: CMC (MMSB-20), Quantico, VA 22134-0001
CG, SOI (Camp Pendleton or Camp Lejeune)

NOTE: Appropriation data in paragraph 11 will change each fiscal year (FY). Insert the current FY in the space provided "_".

ENCLOSURE (3)

HIGHLIGHTS OF CHANGES TO MCO 1001R.54D

The Incremental Initial Active Duty Training (IIADT) Program order is over nine years old. Numerous changes have been included in this revision as a result of comments/recommendations obtained through the CMC staffing process, requests from the field, and changes in Administrative/training requirements. The term "previous paragraph(s)" refer to paragraphs in the revised MCO.

1. In order to conform to the language contained in DoD Directive 1215.6, the MCO has been modified to reflect "Incremental Initial Active Duty Training", vice "Incremental Initial Active Duty for Training". Also, references to "drills" have been changed to reflect "Inactive Duty Training (IDT) periods".
2. The format for orders to first increment in previous enclosure (1) was deleted. Orders to recruit training are issued by the Military Entrance processing Stations (MEPS).
3. Paragraph 5a(1): The number of days spent in the Delayed Entry Program was updated to 365, to conform to changes in the Military Personnel Procurement Manual, Volume 2, Enlisted Procurement (MPPM ENLPROC).
4. Paragraph 5a(3): The number of days spent in MCT was deleted, as was the requirement to order Marines to 31 days of active duty. Specific number of days and "reaccession" unit diary entries were previously required in order to transfer Marines to active duty. These are no longer required in the Marine Corps Total Force System (MCTFS).
5. Modified previous paragraphs 4a(4) and 4a(5) to 5b and 5c, respectively: These paragraphs include information on exceptions/modifications to the order of increments in the IIADT program, and as such should have a separate classification.
6. Deleted previous paragraph 4b: There are ongoing initiatives for alternate MOS training. Any modifications as a result thereof will be published via separate correspondence.
7. Added paragraph 5d: The twenty-five percent limit is established in the Manpower Plan Memorandum. The intent is to prevent a degradation of units' mobilization potential.
8. Added paragraph 5e: CMC (RAP) maintains the list of MOSs that may be assigned to applicants applying for the IIADT program. The list changes periodically to reflect class/course availability resident in the By-Name-Assignment (BAN) system.

9. Added paragraph 5f: CMC (RAP) and MCRC (OR) have agreed to process such scheduling conflicts on a case by case basis. The intent is to allow subordinate commands to work out conflicts at the lowest level.

10. Paragraph 6b: The term "college" supplements "junior college, community college, college" of previous paragraph 5b. There is no separate eligibility requirement that applies to each of the latter terms. The term "educational institution" was included for ease of reference and standardization.

11. Added paragraphs 6b(1) through 6b(3): Each paragraph paraphrases and highlights information contained in the previous paragraph 5b. The format was changed to show greater emphasis on each requirement as follows:

a. Added paragraph 6b(1): The term "acceptance statement" was included for ease of reference and standardization. The term "without qualification" was included to limit acceptance to applicants who have no further stipulations for college approval. For example, if an applicant must provide copies of Scholastic Aptitude Test (SAT) scores prior to final acceptance, such stipulation qualifies the application.

b. Added paragraph 6b(2): The requirement to schedule Reservists with ample time to complete training is also valid for subsequent training periods after recruit training.

c. Added paragraph 6b(3): The requirement for the acceptance statement is also valid for subsequent training after bootcamp. In the absence of such, individuals should be scheduled to attend the first available MCT class.

12. Paragraph 6c: Added the Quota-Sequence-Number (QSN) as a qualifier. The QSN assigned to the applicant details the unit, MOS, gender, and training track.

13. Paragraph 6d: Deleted the definition of reasonable commuting distance and added the reference to the Marine Corps Reserve Administrative Management Manual (MCRAMM).

14. Added paragraph 6g: Provides information regarding the Montgomery GI Bill-Selected Reserve (MGIB-SR) program.

15. Paragraph 7a: Deleted those sentences of previous paragraph 6a(2) that were part of Change 1 to this MCO. The remainder of the paragraph is included as part of the general administrative instructions in paragraph 8.

16. Paragraph 7b: A tracking system for IIADT Reservists transferred to the IRR is necessary in order to ensure satisfactory completion of MOS school and MCT.

17. Paragraph 7d: MEPS stations issue the orders to Initial Active Duty for Training (IADT) for IIADT enlistees.

18. Paragraph 7e:

a. Deletes the previous paragraph 6d(1) unit requirement to issue orders to the first increment of IADT.

b. Previous paragraph 6d(2) was deleted as part of Change 1 to this MCO.

c. Applicable administrative instructions outlined in previous paragraph 6d(3) are included in paragraph 8k.

d. Previous paragraph 6d(5) was deleted as part of Change 1 to this MCO.

e. Previous paragraph 6d(6) was deleted. There is no requirement to reaccess Marines in the Marine Corps Total Force System (MCTFS).

f. Paragraph 7e(3) summarizes the information in previous paragraphs 6d(7) and 6d(8).

g. Added paragraph 7e(5): Applies to individuals who fail MOS training.

h. Added paragraph 7e(6) and 7e(7): These are unit-specific administrative requirements.

19. Paragraph 8c (previous paragraph 7d): The sentence regarding revalidation of the Statement of Understanding (SOU) was deleted. Administrative requirements concerning the SOU were added.

20. Paragraph 8d replaces previous paragraph 7h.

21. Paragraph 8e replaces and expands upon previous paragraph 7i. Inter-unit transfers to units within reasonable commuting distance are addressed. An option is provided in lieu of transfer to the IRR in situations where there is not a unit within reasonable commuting distance.
22. Paragraph 8f provides instructions for school seat cancellation/modification.
23. Paragraph 8g replaces and expands upon previous paragraph 7j. The implied mandatory transfer to the IRR due to failure of MOS training is contradictory to the contents of paragraph 5 of previous enclosure (2).
24. Paragraph 8h replaces previous paragraphs 7f, 7g, and 7l.
25. Added paragraph 8i: Outlines general administrative requirements.
26. Paragraph 8j replaces and expands upon previous paragraph 7c.
27. Paragraph 8l adds the requirement to update the By-Name-Assignment (BNA) system prior to assignment to/release from IIADT. School seat assignment is controlled through the use of information resident in BNA.
28. Paragraph 8m replaces and expands upon information found in previous paragraph 7e.
29. Paragraph 8n addresses the cognizant command's administrative responsibilities for processing separating Reservists.
30. Paragraph 8o addresses disparities between information resident in the Reserve Manpower Plan and the enlistment package.
31. Paragraph 9a replaces information found in previous paragraph 7k.
32. Signature blocks at the bottom of every page of enclosure (1) of the SOU (previous enclosure (4)) were replaced by blocks for the applicant's initials at the end of every paragraph. The format was extracted from that of MCO 1130.53M, Enlistment Options Program.
33. Paragraphs 1, 2, and 3 of enclosure (1) were added. The language, paraphrased from MCO 1130.53M, ensures a clearer understanding of the form's content and intent.

34. The last sentence in paragraph 5 of enclosure (1) (previous paragraph 2 of enclosure (4)) was modified to reflect "mandatory drilling status" vice "drill unit (active Reserve) status".
35. Changes to paragraphs 5b, 5d, and 5e of enclosure (1) (previous paragraphs 2b, 2d, and 2e of enclosure (4)) were made to conform to changes in the basic MCO.
36. The following sentence was added to paragraph 6, enclosure (1) (previous paragraph 3 of enclosure (4)): "I understand that I must request a waiver in order to transfer to a different unit prior to completing six consecutive months of IDT periods at this unit." This change describes the procedure which governs inter-unit transfers for new accessions within the first six months of duty following IADT.
37. Changes to paragraph 7 of enclosure (1) (previous paragraph 4 of enclosure (4)) were made to conform to changes in the basic MCO.
38. The phrase "Designated Representative" was added to paragraph 10 of enclosure (1) (previous paragraph 7 of enclosure (4)).
39. Paragraph 11 of enclosure (1) (previous paragraph 8 of enclosure (4)) was reworded for clarification.
40. The number of days spent in the DEP (paragraph 13 of enclosure (1)) was updated to 365 (from 270/360 as shown in the previous paragraph 10 of enclosure (4)) to conform to changes in the MPPM ENLPROC.
41. Paragraphs 22a and 22b of enclosure (1) were added. The language was paraphrased from MCO 1130.53M.
42. The third sentence in paragraph 5 of enclosure (2) was modified to read, "...with notification to the CMC (RAP)", vice "...with notification to ELTA Branch, HQMC". Also, the fourth sentence of the same paragraph was modified to read "you will be assigned an MOS identified by the CMC (RAP)..." vice "you will be assigned an MOS identified by your parent SMCR unit...".
43. The phrase "if your second [third] increment of training is of a duration of 90 days or longer" was deleted from the last sentence in paragraph 7 of enclosures (2) and (3). Reservists in the IIADT program are issued a DD Form 214 regardless of the amount of time served on active duty.