



UNITED STATES MARINE CORPS
MARINE CORPS RECRUIT DEPOT/EASTERN RECRUITING REGION
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PARRIS ISLAND, SOUTH CAROLINA 29905-8001

IN REPLY REFER TO:
5800
SJA

JUN 12 2019

POLICY LETTER 05-19

From: Commanding General
To: Distribution List

Subj: COMMAND AND FEEDBACK FOR ADMINISTRATIVE ACTIONS INVOLVING OFFICERS, DRILL INSTRUCTORS, RECRUITERS, AND ENLISTED PERSONNEL IN THE GRADE OF E-6 OR ABOVE

Ref: (a) Article 22-23, UCMJ
(b) R.C.M. 306, MCM (2019 Ed.)
(c) JAGMAN 0106
(d) R.C.M. 401, MCM (2019 Ed.)
(e) MCRD Parris Island/ERR Policy Letter 07-16
(f) MCRD Parris Island/ERR Policy Letter 01-18

1. Purpose. Command comes with inherent responsibilities and authorities. While commanders are empowered and expected to make decisions, it comes with an obligation to communicate. Most decisions are well within the authority of a commander, yet proactive communication within a command, and in particular between headquarters, is paramount to unified action.

2. Starting in October 2016, a withholding policy for the Depot and the Eastern Recruiting Region (ERR) was established to ensure communication across all echelons of command up to and including the Commanding General. (reference (e)). The 2016 policy required the Commanding General's prior approval for all adverse administrative actions against any officer, enlisted Marine or Sailor in the grade of E-6 or higher, and all drill instructors. This included any proposed adverse administrative action as the result of a Preliminary Inquiry (PI) or a Command Investigation (CI). The policy was updated in February 2018 to clarify aspects of command influence (reference (f)).

3. I am updating this policy to reflect the changing circumstances of the last three years. **The requirement remains for commanders to inform me of all intended adverse administrative actions, prior to imposition, against any officer, enlisted Marine or Sailor in the grade of E-6 or higher, and all drill instructors.** My intent is for commanders to exercise decisive action in a timely manner, but also for subordinate commanders to participate in a feedback loop where I have visibility of their actions and a clear perspective of misconduct within the Depot and ERR.

4. Scope. This policy is applicable to all of the Depot and ERR.

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5. Information.

a. **Commanding General's Prior Acknowledgment.** Pursuant to references (a) through (d), all adverse administrative actions against any officer, enlisted Marine or Sailor in the grade of E-6 or higher, and all drill instructors will have my prior acknowledgment. This applies to all RTR commanders, all Eastern Recruiting Region commanders, and the commanders of Weapons and Field Training Battalion and Headquarters and Service Battalion.

b. **Feedback Loop.** All commanders must provide me contemporaneous information on misconduct. Commanders will also forward all PIs and CIs to me for final acknowledgment of any administrative actions taken or not taken. This allows transparency, enables trend identification, and provides feedback. I must also be informed that the adverse administrative action has occurred. Drill instructors and recruiters may return to duty at the discretion of the Commander once I acknowledge the initial contemporaneous report, unless guidance to the contrary in a specific instance is provided.

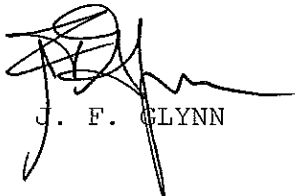
c. **Courts-martial.** Nothing in this policy letter should be construed to appear as interference in military justice matters once a case has been preferred to a special court-martial or referred to an Article 32, UCMJ preliminary hearing. Commanders with special courts-martial convening authority are encouraged to consult with the Staff Judge Advocate for legal advice. However, that advice should not be construed as being my preferred outcome or desire for ultimate disposition on a case. Commanders also do not need my approval before negotiating a case that originated as a special court-martial or Article 32 hearing down to an adverse administrative action that would fall under this policy.

d. **Strategic Impact.** Our drill instructors and recruiters accomplish great things every day. However, our unique mission directly impacts the reputation of our Corps. Commanders will focus on providing information, whether for approval or acknowledgment, on (1) drill instructor misconduct involving recruits or violations of the Recruit Training Order, (2) recruiter misconduct involving poolees, applicants, or prospects, and (3) any misconduct that may have negative implications outside the Depot and ERR.

6. The effective date of this action will be the date signed. Nothing in this policy removes the responsibility of commanders at every level to convene investigations pursuant to references (b) through (d) of all alleged offenses and to promote good order and discipline within their units.

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7. The point of contact for guidance on this policy letter is the Staff
Judge Advocate at (843) 228-4763.



J. F. GLYNN

Distribution: A