



UNITED STATES MARINE CORPS
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IN REPLY REFER TO
2-08
Safety
29 Jul 08

POLICY LETTER 2-08

From: Commanding Officer
To: Distribution List

Subj: NON-COMMISSIONED OFFICER EMPOWERMENT

Ref: (a) White Letter 2-08
(b) ALMAR 014/08

1. The purpose of this policy letter is to make sure that my intent within the NCO Empowerment Program is understood by each and every Marine and Sailor in this Command. In my mind, NCO empowerment is nothing more than defining exactly the responsibilities of our NCOs and those Marines or Sailors under their charge. We are not re-inventing the wheel; instead, we are ensuring that we are creating an atmosphere of success that allows for each individual to reach their goals safely. The last several years have been characterized by an increase in POV or Motorcycle mishaps resulting in death for our most precious asset; People! When analyzed further, these events are also characterized by a lack of knowledge about the habit patterns-whether good or bad-of the persons involved by their immediate chain of leadership. We will do the following to prevent these occurrences in our Command.

2. NCOs will be assigned by name to Marines and Sailors of lesser grade and this T/O will be identified in writing. Both the NCOs and the Marines and Sailors of lesser grade will understand without a doubt what their lines of communication and corresponding responsibilities are.

3. NCOs will be involved with every facet of a Marine's or Sailor's Leave and Liberty plan. Marines and Sailors are responsible to their NCOs to communicate their plans effectively and truthfully. If a Marine or Sailor is to leave the local area while on liberty, then that plan will be briefed in person by all involved. NCOs will maintain documentation of any leave or liberty planned for outside of the local Yuma area.

4. NCOs will identify any Marine or Sailor in their charge who owns a motorcycle or All Terrain Vehicle (ATV). Marines and Sailors are responsible for reporting such ownership to me using their chain of command. NCOs will ensure that their Marines and

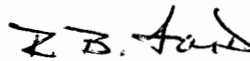
Subj: NCO EMPOWERMENT

Sailors are enrolled in the proper training and safety courses offered here at MCAS Yuma.

5. Sergeant Fitness Reports will contain the following bullet in Billet Description: "Conducts Detailed ORM analysis of Leave and Liberty Plans, POV, and Motorcycle ownership." Corporals will have their mastery of the NCO empowerment program reflected in their proficiency and conduct marks. A Marine who fails to inform their chain of command of their liberty plans and as a result makes poor decisions which subsequently bring discredit upon themselves or the Marine Corps may receive low markings in "conduct" due to the lack of interest, reliability, cooperation, obedience, or adaptability. An NCO may receive low markings in the area of Proficiency when considering the "whole Marine" concept in the areas of mission accomplishment, leadership, intellect, and wisdom.

6. NCOs will attend all award or promotion ceremonies for their Marines or Sailors. Conversely, NCOs will be present for all NJP proceedings, formal counselings, and preliminary inquiries concerning the possible misconduct of their Marines or Sailors.

7. NCOs have proven themselves extremely well in combat and I expect that they will demonstrate the same amount of success in the aforementioned areas. I want us to broaden our leadership horizons beyond the gates of MCAS Yuma and in the long run institutionalize better risk mitigation decision making by our young Marines and Sailors. The proven leadership of our NCOs provides the best avenue for all of us in building an atmosphere that breeds success.


R. B. FORD

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