



UNITED STATES MARINE CORPS

MARINE CORPS BASE HAWAII
BOX 63002
KANEHOHE BAY, HAWAII 96863-3002

IN REPLY REFER TO:
BaseO 1300.17 Ch 1
G-1

16 DEC 1998

BASE ORDER 1300.17 Ch 1

From: Commanding General
To: Distribution

Subj: FLEET ASSISTANCE PROGRAM (FAP)

Encl: (1) New page insert to BaseO 1300.17 Ch 1

1. Purpose. To transmit a new page insert and direct pen changes to the basic Order.
2. Action
 - a. Remove page 2 of the basic Order and replace with the corresponding page in the enclosure.
 - b. Page 4, paragraph 5a(4), line 6, insert after "cooks" "(in a ratio 1 to 50 people)".
3. Change Notation. Changes made to the paragraph with an * (asterisk) symbol.
4. Filing Instructions. File this Change transmittal immediately behind the signature page of the basic Order.

A handwritten signature in cursive script, appearing to read "W. C. Peoples".

W. C. PEOPLES
Deputy Commander

DISTRIBUTION: A

16 DEC 1996

* c. Tenant personnel in the following occupational fields (OF) and MOSs are considered 100 percent FAP Marines: OFs 41xx, 43xx, 44XX, 58xx; and MOSs 3112, 3361, (except 3 from CSSG-3 SMU), 3381, (except 4 (1 Sgt and 3 non-NCOs) from 3DMAR, 2 from CSSG-3, and 1 from 1ST Rad Bn), 3404 (except for HQSVCBN MARFORPAC), 3432, 4402, 4421, 4429, 4615, 4641, and 4671. Additionally, MOSs 1391, 3534, 6502, and 6521 are 100% FAP from MCAF Kaneohe Bay. Personnel with these OFs and MOSs shall normally be assigned to Base under the FAP. When the number of 100 percent FAP personnel assigned in a particular MOS exceeds the number required under FAP, excess personnel may be used to satisfy non-100 percent FAP requirements, as determined by the Base Personnel Officer in coordination with the tenant personnel officers. Coordination will be effected before such assignments are made.

d. Personnel assigned to the Base specifically for training or retraining (OJT/FST) shall be on a TAD status for that purpose. Such personnel shall not be considered FAP until they are fully qualified in the respective MOS, at which time they shall return to their parent unit for duty or for further assignment under the FAP.

3. Assignments

a. Personnel nominated for non-100 percent FAP assignments will be screened by their unit CO, XO, SgtMaj, or 1stSgt, using enclosure (1), and sent to the Base Personnel Office along with enclosure (1) and their Service Record Book (SRB) for acceptance interviews. This should be accomplished at least 2 weeks before the proposed effective date of the orders. During the interview process, HQBN S-1 will screen the SRB and annotate any discrepancies that need to be corrected prior to the effective date of the FAP orders.

b. Assignment of approved personnel to the FAP shall be by unit Special Order. Such orders must cite a specific FAP duty assignment and FAP line number under the remarks column. No substitution or other assignment is authorized unless approved by joint agreement between the Base and parent unit personnel officers.

c. There are no mandated limits on the duration of FAP assignments for personnel who are filling a Table or Reorganization (T/O) line number billet commensurate with their primary or additional MOS. Personnel, less those in paragraph 2c above, shall normally be assigned for 6 to 12 months. Assignments of less than 6 months are inadequate for productive on-the-job continuity and shall not normally be made. Exceptions are in the special criteria portion of the current FAP Bulletin.

d. The Base G-1 shall provide on the 15th of each month a print-out of those personnel from each unit who must be replaced on the 15th of the second following month. All parties should make every effort to standardize the normal/routine rotation of FAP personnel to the 15th of each month. By return endorsement, parent units shall annotate the print-out with either a replacement or indicate an extension of the currently assigned individual to FAP duty. The Base Personnel Officer will notify personnel through the appropriate section chief to anticipate being replaced or extended. For other assignment/termination of FAP personnel.

e. Notwithstanding the above print-out, tenant commanders are responsible for ensuring that quotas, per the current FAP Bulletin, remain filled at all times. Failure to do so may seriously limit the Base's ability to provide required support/services to tenant organizations.