



UNITED STATES MARINE CORPS
15TH MARINE EXPEDITIONARY UNIT
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MEUO 4641.1
S-4
JUL 21 2011

MARINE EXPEDITIONARY UNIT ORDER 4641.1

From: Commanding Officer
To: Distribution List

Subj: 15TH MARINE EXPEDITIONARY UNIT (MEU) GARRISON MOBILE EQUIPMENT (GME)

Ref: (a) MCIWESTO 11240.3
(b) 15th MEU Logistical Support Request (LSR) Format

1. Situation. South West Regional Fleet Transportation (SWRFT) agency maintains two vehicle packages specifically designed to support MEUs. These packages support the MEU that is currently composited as well as the MEU that is scheduled to composite. There are no vehicle packages designated for the MEU that is forward deployed.

2. Mission. To implement policy and set forth guidance for the use of GME in accordance with the references for commands under administrative control of the 15th MEU.

3. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. The purpose of this Order is to establish guidelines and expectations in regards to the responsible use of GME vehicles. The method of application is set forth in this Order and through the subsequent actions taken by responsible units in possession of GME. The end state is compliance with the rules, regulations, and responsibilities surrounding the use of GME assigned to the 15th MEU.

(2) Concept of Operations. The MEU Command Element (CE) receives approximately (8) passenger vans (7 PAX, 12 PAX and 15 PAX) and (3) 3-ton PAX/cargo trucks to support the entire MEU during their Pre-deployment Training Package (PTP). On or around the composite date the vehicles will be apportioned as follows:

(a) GME Distribution

1. Command Element (CE) (2) Vans / (1) 3-ton
2. Battalion Landing Team (BLT) (2) Vans / (1) 3-ton
3. Combat Logistics Battalion (CLB) (2) Vans / (0) 3-ton
4. Air Combat Element (ACE) (2) Vans / (1) 3-ton

b. Tasks

(1) CE Sections and Major Subordinate Elements (MSE). CE sections and MSEs shall provide licensed drivers (must have valid state driver's license) to support their internal vehicle support needs. If under the age of 26, the driver must also have a Driver's Improvement Card.

(2) MEU Executive Officer. Identify (2) Marines to perform the duties of the Commanding Officer's Driver. These Marines will be tasked with driving the Commanding Officer both in garrison and while deployed in the field (as required).

(3) MEU Logistics Officer. On or around the MEU composite date, coordinate and distribute GME to MSE S-4 Officers.

(4) Commanding Officer's Driver. The following actions will be taken in order to support the Commanding Officer's vehicle and driver requirements:

(a) The S-1 will be notified of the Commanding Officer's pending requirement and in-turn will notify the Commanding Officer's driver(s), officer in charge and/or staff non-commissioned officer in charge.

(b) The S-1 will submit a vehicle request to the S-4 to prepare all required documents associated and ensure the Commanding Officer's driver(s) is not delayed.

(c) The Commanding Officer's driver(s) will check-out/in the vehicle based on the Commanding Officer's schedule. The driver(s) will ensure the Commanding Officer's vehicle is policed prior to and after the required trip, to include preventive maintenance actions prior to and after operation.

c. Coordinating Instructions

(1) Authorized Operators. Military personnel E-9 and below are authorized to operate GME. Officers of any rank, unless designated in a driving billet (i.e. Military Police Commissioned Officer), are not allowed to operate GME.

(2) Dispatching. The MEU S-4 and MSE S-4 sections will maintain proper dispatching procedures while managing their command assigned GME.

(3) Vehicle Accidents. In the case of a vehicle accident (at fault or not) the Commanding Officer will determine whether an official investigation is required. This investigation would occur in conjunction with a civilian or military police investigation. If involved in an accident, the driver, by SWRFT direction, will not admit negligence in relation to the accident. The driver will let the findings of the investigation determine negligence. The driver will fill out a SF91 accident report form and submit it to the MEU S-4 (retain a copy for their command). Operator(s) found negligible could be held legally accountable.

(4) Vehicle Abuse/Misuse. The abuse or misuse of GME assets will not be tolerated within the 15th MEU. All personnel are expected to use common sense and obey all laws associated with the operation of a motor vehicle.

(5) Smart/Cell Phone Usage. Texting or emailing with a mobile device while operating a vehicle is against the law. Vehicle operators are only allowed to communicate verbally or with the use of a hands free device while driving.

(6) CE RBE/FRO Van. Upon direction from the SWRFT Regional Manager, the general MEU GME van account will lose one van overall (now maintain 8 vans vice 9 vans) to fulfill requests to support RBE/FRO requirements for the deployed MEU. This van will be made available if the 15th MEU Commanding Officer chooses to maintain an RBE or provide the FRO with official government transportation in support of their duties. The senior RBE Marine will be responsible for all MEU GME. The FRO, if the MEU does not maintain an RBE, will be responsible for all MEU GME until the return of the MEU Advance Party. RBE personnel will be trained to dispatch GME in the absence of the Transportation Coordinator. The RBE will submit usage data via email to the MEU S-4 monthly while the MEU is deployed. If the van cannot be properly dispatched, then operators will maintain an official logbook entry for travel.

4. Administration and Logistics

a. Administration

(1) MEU CE GME Request Process. Requests for GME support shall be in accordance with reference (b). Each section will adhere to the request time line and submit their request to the MEU Motor Transport Coordinator via electronic mail (e-mail) or hard copy. The MEU Logistics Chief will be carbon copied (CC'd) on each request. The MEU Logistics Officer will determine requirement priorities in the case of request conflicts.

(2) Speeding. Speed kills. Marines speeding in vehicles put themselves as well as other motorists or pedestrians at unacceptable risk. All drivers will monitor and obey all speed limits. GME vehicles are electronically monitored by the SWRFT office located at Marine Corps Base Camp Pendleton using the Networkcar system, which uses Global Positioning System and cellular transmission technology to track and report vehicle operation data. A vehicle exceeding 75 miles per hour (MPH) triggers this system and reports the violation to SWRFT Fleet Site Managers who in turn notify responsible commands either in writing or by phone.

(3) Command Notification. The 15th MEU Executive Officer and Sergeant Major will be notified by the Manager, SWRFT of all speeding incidents and receive an official package detailing the speeding violation. The Executive Officer and/or Sergeant Major will contact the respective command's Executive Officer/Sergeant Major in order to identify the responsible driver and take the appropriate administrative action.

(4) SWRFT Imposed Penalty. SWRFT will confiscate any command's vehicle based on the following violations within a calendar year (April - April):

- (a) 3 Violations (same vehicle) = 30-day vehicle confiscation
- (b) 4 Violations (same vehicle) = 6-month vehicle confiscation
- (c) 5 Violations (same vehicle) = Indefinite confiscation

(5) Driver Disqualifiers. The following is a list of standing disqualifiers that will prevent a Marine or Sailor from operating any 15th MEU motor vehicles without the waiver of the 15th MEU Commanding Officer:

(a) A Blood Alcohol Content (BAC) that equates to a Driving Under the Influence either in a Privately Owned Vehicle or government vehicle;

(b) A positive urinalysis test result;

(c) A guilty verdict for possession of illegal drugs;

(d) Demonstrated irresponsible or reckless use of government or privately owned vehicles;

(e) A conviction of a major traffic violation (military or civilian), which includes, but is not limited to, reckless driving.

(6) 15th MEU Abuse/Misuse Penalties. Operating vehicles assigned to the 15th MEU is not a right, but a privilege. As such, this privilege may be suspended by the 15th MEU Logistics Officer at any time when any military or government personnel violate this policy. The Commanding Officer will be notified of the suspension and provided the background information related to the type of adverse action being reported. The length of suspension will vary depending on the circumstances surrounding the suspension. The violating command may be notified regardless of the violation. The following sanctions/punishments may be imposed upon the operator and/or respective command depending upon the violation and according to the Commanding Officer's direction:

(a) 1st Offense: Verbal Warning/Counseling;

(b) 2nd Offense: Formal Counseling (Pg 11 entry, mandatory for speed violation of 90 MPH or greater)/Vehicle suspension for 7-day period;

(c) 3rd Offense: Non-Judicial Punishment (NJP)/Vehicle suspension for 30-day period/Driver permanently disqualified;

(d) 4th Offense: NJP or Courts-martial/vehicle suspension indefinitely/Driver disqualified;

(e) Any MSE command and/or CE staff section that loses a GME asset to a SWRFT imposed penalty (30-day vehicle suspension) will permanently lose the use of that vehicle. The CE will recover the vehicle (following the penalty) and maintain that vehicle as part of the CE's GME pool.

(7) Vehicle Damage. Any damage inflicted on a vehicle will be captured by filling out an SF91 accident report form. The SF91 will be filled out and submitted to the MEU S-4.

b. Logistics

(1) Vehicle Maintenance. Personnel assigned to operate the command's GME vehicles will ensure the cleanliness of the vehicle upon return and check-in of the vehicle. The MEU S-4 dispatcher will inspect the vehicle upon check-in to ensure that all garbage, unnecessary materials are removed from the vehicle, and that the vehicle has been refueled.

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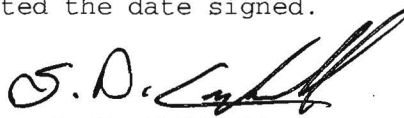
(2) SWRFT Directed Maintenance. Each vehicle is scheduled for various maintenance checks and services regardless of the unit it is currently assigned to. The MEU S-4 will receive notification to turn-in vehicles based on these timelines. If notified by the MEU S-4, each MSE will turn-in their assigned vehicle as directed to in order to expedite the maintenance process.

5. Command and Signal

a. Command

(1) This Order is applicable to all service members permanently assigned or temporarily attached to the 15th MEU Command Element and its Major Subordinate Elements, both Active and Reserve. This Order is punitive in nature and a violation of the provisions of this Order are punishable under the Uniform Code of Military Justice.

b. Signal. This Order is effected the date signed.



S. D. CAMPBELL

DISTRIBUTION: A