

UNITED STATES MARINE CORPS  
Marine Attack Squadron 311  
Marine Aircraft Group 13  
3d Marine Aircraft Wing, FMFPac  
MCAS El Toro, Santa Ana, California 92709

5750  
2INT  
JUL 17 1983

From: Commanding Officer, Marine Attack Squadron 311, 3d Marine Aircraft  
Wing, FMFPac, MCAS El Toro, Santa Ana

To: Commanding Officer, Marine Aircraft Group 13, 3d Marine Aircraft  
Wing, FMFPac, MCAS El Toro, Santa Ana (Attn: S-3)

Subj: COMMAND CHRONOLOGY FOR PERIOD 1 JANUARY TO 30 JUNE 1984

Ref: (a) MCO 5750.1E  
(b) FMFPacO 5750.8D  
(c) WgO 5750.2A

Encl: (1) VMA-311 Command Chronology

1. In accordance with the provisions of reference (a) through (c), enclosure  
(1) is submitted.

*A. W. Lind*

A. W. LIND

ENCLOSURE(8)

UNIT - 311  
Jan - June 84

UNITED STATES MARINE CORPS  
Marine Attack Squadron 311  
Marine Aircraft Group 13  
3d Marine Aircraft Wing, FMFPac  
MCAS El Toro, Santa Ana, California 92709

COMMAND CHRONOLOGY  
1 January 1984 to 30 June 1984

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SECTION I

ORGANIZATIONAL DATA

UNIT DESIGNATION - Marine Attack Squadron 311

REPORTING UNIT CODE - 01311

TABLE OF ORGANIZATION - 0952R

PERIOD COVERED AND LOCATION - January to 30 June 1984  
MCAS El Toro Hanger #53

PERSONNEL INFORMATION:

Commanding Officer	Lieutenant Colonel Michael D. Smith 1 January - 31 March 1984 Lieutenant Colonel Gordon R. Jefferson 1 April - 28 June 1984 Lieutenant Colonel Achim W. Lind 29 June - 30 June 1984
Executive Officer	Major Thomas R. Carstens 1 January - 31 April 1984 Major Edward A. Benes 1 May - 30 June 1984
Administrative Officer	Captain Robert F. Dietrich 1 January - 9 April 1984 Captain Eugene J. Richardson III 10 April - 30 June 1984
Intelligence Officer	Captain Richard M. Keane 1 January - 15 May 1984 Captain Albert W. Dorn II 16 May - 30 June 1984
Operations Officer	Major Michael R. Hafen 1 January - 27 March 1984 Major Clifford J. Gion 28 March - 30 June 1984
Logistics Officer	Captain Eugene J Richardson III 1 January - 9 April 1984 Captain Shawn L. Speight 10 April - 30 June 1984
Aviation Maintenance Officer	Major Russell V. Dudley 1 January - 30 June 1984
Aviation Safety Officer	Captain Hobart M. Harmon 1 January - 30 June 1984
Natops Officer	Captain Douglas E. Linden 1 January - 30 June 1984
Staff Historian	Captain Richard M. Keane 1 January - 30 June 1984 Capt Albert W. Dorn II 1 January - 30 June 1984
Sergeant Major	Sergeant Major Billy H. Grant 1 January - 18 May 1984 Sergeant Major Harold T. Chapman 19 May - 30 June 1984

**AVERAGE MONTHLY STRENGTH:**

	USMC		USN	
	<u>OFF</u>	<u>ENL</u>	<u>OFF</u>	<u>ENL</u>
January	31	202	0	0
February	30	200	0	0
March	30	200	0	0
April	31	205	0	0
May	31	215	0	0
June	32	211	0	0

**EQUIPMENT:**

14 A-4M Aircraft

(6) 1stLt	7501
1stLt	7500

Officers Dropped

<u>Grade</u>	<u>Mos</u>	<u>Reason</u>
LtCol	7501	PCS
LtCol	7501	Transfer to Group/Wing
(2) Maj	7501	PCS
(2) Capt	7501	Transfer to Group/Wing
Capt	7501	EAS
WO-1	6502	PCS

Enlisted Joined- 57

Enlisted Dropped Rotation-44

Average Noneffectives

Jan	62
Feb	66
Mar	64
Apr	62
May	69
June	65

Casualties- 0

Legal Action

SCM-0  
 NJP-3  
 Administrative Discharges-3  
 JAGMAN Investigations-5

MEDICAL

Throughout this reporting period, VMA-311 has been served well by our Flight Surgeon, Lt. Dan C. Cowman, USN, MC. On the Squadron's recent deployment to NWC China Lake, HM-3 J. D. Hamilton was attached to 311 as a corpsman. The Naval Medical Corps continues to support VMA-311 in a fine fashion.

Logistics and Supply

The greatest part of the logistical effort during this period was the embarkation of the Squadron to and from several deployments. A large effort was required embarking the Squadron to CAX 4-84 when the Wing required VMA-311 to move specialized equipment to an expeditionary airfield for an extended period of time. The movement to and from the exercise went smoothly however, with no insurmountable problems. Returning from CAX 4-84, VMA-311 Logistics Officers were involved in changing portions of the Standard Embarkation Manage-

ment System. With this accomplished, yet another embarkation, this time NWC China Lake, was nearing. A very smooth evolution characterized the embarkation, and even with short notice to move back to El Toro, no major problems were experienced. Supply from the Group level continues to support the squadron well. The addition of a supply officer to the Squadron during deployments has aided VMA-311 in receiving parts in a timely manner and has enhanced the training gained on such deployments.

#### Civic Action

VMA-311 began its annual fund drive for Navy Relief at the end of April. When the drive was completed, the Tomcats had collected \$5351.00 which made the squadron second in the Group per capita, and the top flying squadron overall. The total dollar amount raised eclipsed last year's total as well.

## SECTION II

### NARRATIVE SUMMARY

#### Command, Operations and Training

The new calendar year began for VMA-311 with a resumption of normal operations after the holiday season. Training was aimed at air to ground missions, mainly in preparation for the Combined Arms Exercise (CAX) to be held at EAF Twentynine Palms in the early part of February. Even though the operations tempo was a bit slow at the the first of the month due to the holidays, the Squadron was still able to accumulate an impressive 509.7 flight hours.

February began at a rapid pace with the Squadron deploying to EAF Twentynine Palms and starting operations for Combined Arms Exercise 4-84 on the third of the month. Flight operations consisted mostly of high threat close air support and smoke missions. Highlights of the exercise include the live firing of a Shrike missile which scored a successful hit and the delivery of four laser guided bombs with fine results. The exercise ran from 3 February to 18 February with the Squadron flying a total of 277.4 hours and 179 sorties. CAX 4-84 was viewed by all as a successful and productive deployment.

Upon return to El Toro, flight activity was fast paced with February being a 508.9 total flight hour month. At the same time however, Operations personnel were quite busy in the office preparing for the Inspector General (IG). With preparations completed and paperwork in order, the IG was held 9 and 10 March with the Operations Department faring well in the final outcome. The operations pace would not slacken for the remainder of March however, with the Nuclear Technical Proficiency Inspection (NTPI) held on the 26th and preparations being made for CAX 5-84 which would start the first of April. The NTPI inspection went well and the Squadron finished March with a total of 487.6 flight hours.

CAX 5-84 started the last day of March and ran until the 12th of April. Flight operations were based out of El Toro for this exercise. Most flights were either smoke or spray missions, for which the A-4M is uniquely equipped. The totals for CAX 5-84 were 20 sorties and 47.3 hours. On the 13th of April, the Tomcats jumped right into the Comfort Level 9 exercise. Although lasting only two days, 28.9 flight hours and 14 sorties of tactical flying were compiled. Deep air suport and Electronic Warfare (EW) were the features of the EW-CAS exercise of 17-20 April. Flying missions with EA-6B's in the Fallon ranges gave 311 pilots a great deal of experience in a real world EW atmosphere. 12 sorties and 20.7 hours were the totals from this exercise. April went down as another high tempo month with a total of 504.5 flight hours.

A large turnover in personnel occurred around the beginning of May in nearly every area of the squadron. Despite this, the Squadron operated well and contributed to many of it's commitments during this time. Two pilots, Capt. William W. Griffen and Capt. Mark G. Bolin, were participating in the Weapons and Tactics Instructor course in Yuma. VMA-311 also supported the course with two aircraft and a complement of ground personnel. The 23rd and 24th of May were the dates of a war at sea exercise involving several pilots from VMA-311. Although it only lasted two days and totalled 8 hours and 5 sorties, a great deal was learned about seaborne radar and missile systems. Total flight hours for the month were 383.7, which was reduced from previous months mostly due to additional maintenance work and the lack of J52-P-408 engines.

Preparations for a deployment to NWC China Lake was the main activity for the first part of June. On 13 June, just two days prior to the deployment, aircraft 159782 was lost in the Pacific when Capt Leon P. Doerner was performing an acceptance flight and experienced an engine failure. Capt Doerner ejected safely and returned to duty one day later.

Despite the loss of an aircraft, the Squadron deployed to China Lake on 15 June and started flight operations on 18 June. The evening of 20 June became an unfortunate one, when two aircraft making night landings collided on landing rollout after the lead aircraft experienced a generator failure. The two pilots were uninjured, but both aircraft were damaged. Shortly after this mishap, a decision was made to return to El Toro on 25 June. The deployment netted 127 hours and 92 sorties in the ten days of flying, which included close air support, deep air support and special weapons flights. After returning to El Toro and resuming flight operations, another mishap occurred when an aircraft struck power lines while flying East of Yuma, Arizona, on 28 June. The pilot was uninjured, but damage to the aircraft was significant. June's total flight hours were 325.9.

### Personnel and Administration

The personnel strength of the Squadron remained stable throughout the period, with about as many people leaving as joining. As is prevalent in many other aviation units, a lack of experienced Staff NCO's continued to be a problem. Results from the IG were positive throughout most of the Squadron, however results from the files and directives inspection were less than what had been expected. Upon reinspection in June however, the S-1 department, under new leadership, had corrected the deficiencies and was given the thumbs-up. The most significant personnel event to take place was the Change of Command, which occurred on 30 March 1984 with LtCol Michael D. Smith being relieved by LtCol Gordon R. Jefferson. At the end of June, LtCol Achim W. Lind assumed command from LtCol Gordon R. Jefferson.

Promotions The following promotions were effected:

To PFC	1
To LCpl	8
To Cpl	9
To Sgt	7
To GySgt	1
To WO-1	2
To Capt	2

### Officers Joined

<u>Grade</u>	<u>Mos</u>
(2) LtCol	7501
(2) Maj	7501
Capt	7501



SECTION III  
SEQUENTIAL LISTING OF SIGNIFICANT EVENTS

3-20 February 1984	Combined Arms Exercise 4-84. Deployed to EAF Twntyne Palms. Flew 179 Sorties and 277.4 hours.
9-10 March 1984	Inspector General visits VMA-311. Overall the squadron performed well.
26 March 1984	Nuclear Technical Proficiency Inspection. Squadron passed.
31 March 1984	Change of Command. LtCol G. R. Jefferson replaced LtCol M. D. Smith.
31 March-12 April 1984	Combined Arms Exercise 5-84. VMA-311 operates out of El Toro in support of units in the Twentynine Palms area.
13-14 April 1984	Comfort Level 9 exercise. 28.9 hours and 14 sorties compiled.
17-20 April 1984	EW-CAS exercise. Worked with EA-6B's in the Fallon area with emphasis on electronic warfare.
23-24 May 1984	War as sea exercise. Flying attack profiles against Navy ships.
23-25 May 1984	COMNAVAIRPAC inspection of VMA-311 maintenance department.
13 June 1984	Aircraft 159782 lost. Pilot ejected safely.
15-25 June 1984	Deployed to NWC China Lake. Compiled 127 hours and 92 sorties.
20 June 1984	Aircraft 15819 and 160031 were disabled after colliding on landing rollout during night operations at NWC China Lake.
28 June 1984	LtCol A. W. Lind replaced LtCol G. R. Jefferson as Commanding Officer.
28 June 1984	Aircraft 158435 struck powerlines East of Yuma, Az. and suffered moderate damage. Pilot was uninjured.

SECTION IV

SUPPORTING DOCUMENTS

Letter of Instruction 1-84; Deployment to CAX 4-84, MCAGCC, Twentynine Palms, California 3-20 February 1984

Squadron Bulletin 5060: Change of Command Ceremony

Letter of Instruction 2-84; Deployment to NWC China Lake, California 16 June to 6 July 1984

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Copy 40 of 60 copies  
Marine Attack Squadron 311  
MCAS El Toro, California

Letter of Instruction (LOI) 1-84 for VMA-311

Deployment to CAX 4-84, MCAGCC, Twentynine Palms, California 3-20 February 1984

Ref: (a) CG 3D MAW 242319Z OCT 83  
(b) MAG-16 262110Z NOV 83

Time Zone: UNIFORM

1. Purpose. To provide information and instructions for the deployment of VMA-311 to MCAGCC, Twentynine Palms, California for participation in CAX 4-84.
2. Situation. Reference (a) tasked this Squadron with providing support to exercise forces in CAX 4-84. Reference (b) lists VMA-311 as one of the detachments to deploy to MCAGCC, Twentynine Palms, California.
3. Mission. VMA-311 will deploy to EAF MCAGCC, Twentynine Palms, California and conduct Offensive Air Support in support of CAX 4-84 as outlined in Annex A (Air Operations). A secondary mission is to conduct extensive T&R syllabus Training as outlined in Annex A (Air Operations).
4. Execution.
  - a. The VMA-311 advance party will depart MCAS El Toro on 2 Feb 84 via government ground transportation. (Time TBA)
  - b. The VMA-311 main party will depart MCAS El Toro on 3 Feb 84 at 0730 via government ground transportation.
  - c. The aircraft will launch on 2 Feb 84 to arrive at the EAF on 3 Feb 84. The fly away schedule will be published separately from this document.
  - d. All pilots of VMA-311 participating in CAX 4-84 will attend an Aviation Safety/Orientation brief on 4 Feb 84 at 0730. (Location TBA)
  - e. The aircraft will depart the EAF on or about 17 Feb 84. All squadron personnel will return to MCAS El Toro on or about 17 Feb 84 via government transportation.
5. Administrative/Logistics.
  - a. Administrative. See Annex B (Administration).
  - b. Logistics. The squadron will deploy with a full pack-up to support flight operations from EAF MCAGCC, Twentynine Palms. Transportation for the main party will be provided by Military buses and commercial trucks. MARLOG Support will be provided by 3rd MAW/MCAS El Toro.

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6. Command and Signal. See Annex A (Air Operations).

*M D Smith*

M. D. SMITH  
Lieutenant Colonel, U. S. Marine Corps  
Commanding

ANNEXES:

- A - Air Operations
- B - Administrative
- C - Maintenance
- D - Logistics

DISTRIBUTION: A

Copy to: CO, MAG-13  
CO, ACE 3/4-84 (MAG-16 S-4 Officer)

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MCAS El Toro, CA

ANNEX A (Air Operations) to LOI 1-84

Time Zone: UNIFORM

1. Situation. Refer to ACE OPORD CAX 3/4-84 Annex A, (Task organization).

2. Mission.

(1) VMA-311 will deploy to MCAGCC, Twentynine Palms EAF with 8 aircraft to prepare for and provide the following:

(a) Close Air Support.

(b) Armed reconnaissance, interdiction operations, and strikes on enemy installations.

(c) Operations utilizing all types of conventional ordnance and chemical agents compatible with the A-4M.

(d) Missions utilizing laser guided weapons.

(f) Helicopter armed escort missions.

3. Execution.

a. General. Flight operations will commence on 4 Feb 84 following the CAX safety briefing. Pre-CAX training, CAX rehearsal, and routine squadron training will be accomplished. The CAX will be completed on 17 Feb 84.

b. Coordinating Instructions

(1) All pilots shall be familiar with the contents and spirit of Annex N (Air Operations) of ACE OPORD CAX 3/4-84.

(2) Safety will not be compromised to launch or complete any mission.

(3) Flight schedules will be published and submitted to the ACE S-3 for inclusion in the ACE schedule.

(4) All pilots participating in CAX 4-84 or local training sorties will attend the safety/orientation brief on 4 February 1984 at 0730.

(5) Flights in support of CAX 4-84 will adhere to the ACE OPORD CAX 3/4-84.

(6) Training flights not in support of CAX 4-84 will adhere to MCAGCC/CACO P3500.4 and Airfield SOP.

(7) All flights will be flown in accordance with the A-4M NATOPS Manual, Squadron SOP, and appropriate publications.

4. ADMINISTRATIVE/LOGISTICS.

a. Administrative. Refer to Appedix 1 of this Annex.

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b. Logistics. See Annex D (Logistics).

5. Command and Signal.

a. Communications - Electronics

(1) See Annex K (Communications - Electronics) ACE OPORD 3/4-84.

(2) See Appendix 8 (Air Communications) to Annex N (Air Operations) to ACE OPORD CAX 3/4-84.

b. Coordinating Instructions

(1) Changes to the flight schedule will be authorized by the Operations Duty Officer or higher authority.

(2) See Appendix J (Command Relationships) to ACE OPORD CAX 3/4-84 for command and control structure of agencies internal to the ACE.



M. D. SMITH

Lieutenant Colonel, U. S. Marine Corps  
Commanding

- Appendixes:
1. Reports Required
  2. ACE Training Plan CAX 4-84
  3. Course Rules and Safety Instructions

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MCAS El Toro, CA

Appendix 1 (Reports Required) to Annex A (Air Operations) to LOI 1-84

Ref: (a) Annex Q to ACE OPORD CAX 3/4-84

Time Zone: UNIFORM

1. In accordance with the reference, the following reports will be submitted on a recurring basis.

<u>Report Title</u>	<u>Submit to</u>	<u>When Due</u>	<u>Remarks</u>
Personnel Report	CO, ACE (S-1)	Daily, NLT 0900	Info as of 0800
Ammunition Expen- diture Report	ACE ORD	Daily, 1600	
Aircraft Avail- ability Report	ACE S-3	Daily at 0600 and 1800	
Air Ops Sum- mary Report	ACE S-3	Daily, 1 HR After Flt Ops	
INTSUM	ACE S-2	Once Every 12 HRs	
CASREP	CO, ACE (S-1)	As Req'd	
MLSD Govern- ment Property	ACE Sup (0)	As Req'd	
Redeye Engage- ment Report	ACE S-3	As Occurs	
BDA Report	ACE S-3	As Occurs	
SPOT Report	ACE S-3	As Occurs	
Inflight Report	ACE S-3	As Occurs	
Combined Flash Report	ACE S-3	As Occurs Within 1 HR	
INTREP	ACE S-2	As Occurs	
MIJI	HHQ	As Occurs	

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# SCHEDULE OF EVENTS

1185-001-1720/1 (1-59) S/N 0190-LF-008-9500

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 MAINT PACK-UP BEGIN	2 ADVANCE PARTY AND AIRCRAFT DEPART NZJ  MAINT PACK-UP COMPLETE	3 MAIN BODY DEPART NZJ AIRCRAFT ARRIVE EAF	4 PILOT SAFETY BRIEFING  ←
5	6 PRE CAX TRAINING	7	8	9 TACP TRAINING	10	11 FSCC TRAINING
12	13 COMM EX	14 REHEARSAL DAY	15 CAX	16 CAX	17 CAX  AFTERNOON MAIN BODY DEPARTS	18 AIRCRAFT DEPART  DEBRIEF
19 REAR MAIN BODY DEPARTS	20	21	22	23	24	25
26	27	28	29			

Appendix 2 (ACE Training Plan CAX 4-84) to Annex A (Air Operations) to LOI 1-84



Appendix 3 (Safety) to Annex A (Air Operations) to LOI 1-84

Ref: (a) Annex S (Safety) to ACE OPOD CAX 3/4-84

Time Zone: UNIFORM

A. General

The ultimate mission of this Squadron's Safety Effort is to maximize combat readiness by minimizing personnel and equipment losses due to preventable mishaps. "Readiness through Safety" should describe quite simply the philosophy behind this effort. Among the Squadron's tactical pilots and maintenance personnel, a professional attitude must prevail.

B. Commanders Safety Policy

The primary purpose of this command's Safety Program is to support operational readiness. Each individual shall be responsible in ensuring that his or her part toward maintaining an operationally safe environment is strictly adhered to. The success of this command's mission is directly dependent upon the safe conduct of its members. Any deviation which results in any attitude or action that could be conceived as less than professional, will adversely affect the success of this command's mission. During the conduct of training exercises, safety is paramount and should be considered to override any training requirement.

C. Operational Constraints

This Squadron's arena of operational training will change. We have had time to become comfortable operating at our home based environment. It's time to raise our safety awareness levels! Not only are we deploying to a new site to train, we will also encounter cold weather conditions to which we are unaccustomed. Daylight operating hours will be shorter, which will compress the working day into a smaller amount of time. Hence a maximum effort by all concerned will be required to meet mission requirements. It is imperative that all tactical pilots and maintenance personnel ensure that they receive appropriate rest and dietary requirements. These requirements in conjunction with protective clothing and flight gear will help enormously to prevent any physiological disorders which could lead to loss and/or damage to life or property.

D. Planning Considerations

1. All flights will be conducted in accordance with OPNAV INST.3710.7K, NATOPS Procedures, Squadron SOP, and Special Instructions required by CAX OPOD 3/4-84.
2. Special consideration will be given to all phases of aircraft operations in regard to cold weather, blowing sand, and desert conditions and their effects on aircraft performance, abort contingencies, bingo fuel considerations, pilot survival equipment, and ground operations.
3. Preflight briefings for flight operations will include a thorough coverage of aircraft facilities status. Items to be briefed will include but not be limited to the following:

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- a) Arresting gear availability
- b) Divert fields
- c) Current weather and forecasted terminal weather at ETA
- d) SAR availability/delay
- e) Airfield lighting
- f) Airfield standard operating procedures

4. Maintenance personnel will understand the potential hazards associated with EAF operations, and will be adequately prepared prior to their arrival in order to assume their duties.

5. All personnel will know how to recognize and treat the following physiological disorders.

- a) Frostbite
- b) Hypothermia
- c) Dehydration

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MCAS El Toro, CA

ANNEX B (Administrative) to LOI 1-84

Ref: ANNEX E to OPOD CAX 3/4-84

Time Zone: UNIFORM

1. General.

a. Purpose. This annex establishes standard procedures, responsibilities and policies for guidance of VMA-311 in the area of personnel administration during the deployment to MCAGCC, Twentynine Palms, California.

b. Personnel Support Procedures.

(1) SRB/OQR's will not be taken to Twentynine Palms.

(2) All normal administrative business will be handled by the Squadron Administration Section in the rear.

(3) A personnel roster is contained in Appendix 1.

2. Discipline, Law and Order.

a. All existing regulations pertaining to law and order and the discipline of the squadron remain in effect.

b. Court-martial and non-judicial punishment will be delayed until the squadron returns to MCAS El Toro.

3. Leave.

a. Leave is not authorized for deploying personnel except for emergencies. Emergency leave will be processed through the Administrative Section.

4. Postal Service.

a. Deploying personnel will continue to use the El Toro mailing address.

b. Mail will be delivered to Twentynine Palms when transportation is available.

5. Pay.

a. Paychecks will be available on paydays give or take a day to allow for transportation from El Toro. For those Marines who wish to leave their checks at El Toro and have someone pick them up, S-1 will require a hand written statement that names the individual who is authorized to pick up the check.

b. Sergeants and below with comrats will pay for meals. Sergeants and below with a meal card will use meal cards. NCOIC's will ensure that there are no missed meals. All SNCO's and Officers will be required to pay for their meals while deployed.

c. Banking facilities are available at Twentynine Palms, but limited.

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6. Liberty

a. Liberty will be controlled by the Department Heads but only when specifically authorized by the Commanding Officer.

b. Liberty limits are no further than mainside at Twentynine Palms. Off base liberty is not authorized.

c. The Liberty Bus Schedule will be posted in the billeting and working areas.

d. Base Facilities

(1) Hours of operation for base facilities will be posted in the working spaces and billeting areas.

e. Uniform Regulations

(1) Coveralls will not be worn outside of work spaces. Utilities are required for the messhall.

(2) The wearing of flight clothing is restricted to the vicinity of aircraft flight lines, maintenance, and operations buildings. Pilots are authorized to wear flight clothing at Camp Wilson in performance of their normal duties, and in the messhall. Utilities must be worn if going to mainside.

(3) The working uniform will be flight clothing, utilities, coveralls and field jackets as appropriate. Utility covers will be worn at all times, except in designated areas (i.e. the flight line).

(4) Civilian clothes are not authorized in Camp Wilson.

7. Privately Owned Vehicles. POV's are not authorized.



M. D. SMITH

Lieutenant Colonel, U. S. Marine Corps  
Commanding

- Appendixes: 1. Personnel Roster  
2. Personnel Roster for the Rear Echelon

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Copy to: CO, MAG-13  
CO, ACE 3/4-84 (MAG-16, S-4 Officer)

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VMA-311, 3dMAW  
MCAS El Toro, CA

Appendix 1 (Personnel Roster) to Annex B (Administrative) to LOI 1-84

Time Zone: UNIFORM

1. The following Personnel assigned to VMA-311 and IMA will be participating in this deployment:

OFFICERS

CO	LTCOL	SMITH	
XO	MAJ	CARSTENS	
OPSO	MAJ	HAFEN	
AMO	MAJ	DUDLEY	
CAPT ACKERMAN		CAPT ROBERTS +	
CAPT BOLIN +		CAPT RICHARDSON	
CAPT CONNOR +		CAPT SPEIGHT +	
CAPT DIETRICH +		CAPT SULLIVAN	
CAPT FLORES +		CAPT THAMM +	
CAPT GRIFFEN		1/LT BLACKBURN +	
CAPT HARMON		1/LT HAYNES	
CAPT KEANE		1/LT ROSE +	
CAPT LAMBETH +		WO ARNOLD	
CAPT LINDEN		WO FEATHERSTONE	
CAPT PEELER		LT COWMAN	
CAPT GHIGNA +			

+ Will not participate during entire deployment.

ENLISTED

SGTMAJ	GRANT	SGT	TAYLOR, J. W.	LCPL	GIANNILIVIGNI
MSGT	HELZER *	SGT	SIMPSON	LCPL	RUBECK
GYSGT	NORMAN	SGT	BAILEY	LCPL	RICHARD
GYSGT	HALL	CPL	JENKINS	LCPL	EVANS
GYSGT	DIXON	CPL	GUNNING	LCPL	GUFFRE
GYSGT	LASSWELL	CPL	LeFEBURE	LCPL	BOGGS
SSGT	CHAFFIN	CPL	LLOYD	LCPL	MURILLO
SSGT	ALLGOOD	CPL	METCALF	LCPL	BLANKENSHIP
SSGT	WEST	CPL	DIRTH *	LCPL	SWEENEY
SSGT	MILLIGAN *	CPL	SEHORN	LCPL	KLINE
SGT	TRAUB	CPL	LUND	LCPL	MARTINEZ
SGT	HEATLEY	CPL	WHYE	LCPL	SIMS
SGT	WHITE	CPL	TRAHAN *	LCPL	GONZALEZ
SGT	McCULLOCH	CPL	CARTWRIGHT *	LCPL	DELEON *
SGT	HENSON	CPL	DIETRICH	LCPL	PLACKE
SGT	KLASE	CPL	FRAZIER	LCPL	CREMMER
SGT	JOHNSON, S. C.	CPL	GUNDERSON	PFC	PARSONS
SGT	PERRY	CPL	JONES	PFC	WALSH
SGT	McCULLOUGH	CPL	WADE	PFC	SOTO *
SGT	WILLIAMS, S. C.	CPL	YUEN	PFC	DAHL
SGT	KUHN	CPL	CURRIER		
SGT	ARAUJO	CPL	PACE		
SGT	TAYLOR, L. L.	LCPL	WILLIAMS, J. E.		

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IMA ORD

SGT CAMBELL  
SGT CRAFT  
CPL KRAMER  
CPL RICKETTS  
LCPL COSTA #  
LCPL KIEM #  
LCPL KETELSON #  
LCPL BLAZER #  
PFC LITCHART #

IMA GSE

CPL ROGERS #  
CPL HEE #  
LCPL HUTTON #  
LCPL KNOEDLER #

MESSMEN

1. LCPL CRAWFORD  
2. LCPL ENGEL  
3. LCPL KOLPAK  
4. LCPL ~~PEARSON~~ CONRAD  
5. LCPL McDANIELS  
6. H&MS (NAME TBA)

GUARDS

1. SGT HASTING  
2. CPL PARK  
3. CPL ARANGO  
4. CPL BAKER  
5. LCPL PATRICH  
6. LCPL FLORES  
7. LCPL COOK  
8. H&MS (NAME TBA)  
9. H&MS (NAME TBA)  
10. LPCL CASSIDY  
11. CPL METZLER

# Already at CAX

\* Advance Party

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VMA-311, 3dMAW  
MCAS El Toro, CA

Appendix 2 (Personnel Roster for Rear Echelon) to Annex B (Administrative) to LOI 1-84

Time Zone: UNIFORM

1. The following personnel roster is for the rear echelon.

OIC - 1st Half    CAPT GHIGNA  
OIC - 2nd Half    CAPT GRIFFEN

MAINT/ADMIN

SSGT BRESLIN  
SGT OLAH  
PFC MARSH

S/S

CPL AUSTIN  
CPL ARNOLD

S-1

SSGT BALLARD  
SGT ARMENDARIZ  
CPL HUGHES  
LCPL DALTON

MAINT/CONTROL

MSGT PARROTT  
SSGT LEEVER  
SGT GUITANG

F/E

SSGT KLOPPENBORG

LCPL ~~CONRAD~~ Pearson

ORD

Q.A.

SGT MACERI  
CPL FLEMMER

SGT LARSON  
CPL PRUITT  
PFC WALSH  
LCPL GREGOR

RIFLE DETAIL

SSGT CLANTON  
PFC MARSH  
PFC GUINN

ANYL

SGT SMITH

AVI

MSGT QUINN  
GYSGT GILMORE  
SGT COBB  
SGT STEPHENS  
CPL McLEAN  
CPL WILLIAMS  
LCPL NORTHAM

MET

SGT RANSOM  
CPL DELANO

HYD

SSGT KIRBY

T/R

SGT BALLMAN

P/P

SSGT MEDRANO

C/C

GYSGT GILREATH  
CPL CONNOR

F/L

SGT CARRASCO  
CPL FINELY  
PFC QUINN

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ANNEX C (Maintenance Plan) to LOI 1-84

Time Zone: UNIFORM

1. Situation. Refer LOI 1-84.
2. Mission. Refer LOI 1-84.
3. Execution.

a. The advance maintenance echelon will deploy via government transportation to Twentynine Palms EAF on or about 2 Feb 84.

b. The fly away of 8 A4M aircraft will be on 2 Feb 84.

c. The main maintenance echelon will deploy via available transportation to Twentynine Palms EAF on or about 0730 3 Feb 84 for a period of about 18 days

d. All maintenance department personnel will deploy, less those required for check, test, repair and inspection of aircraft remaining at MCAS El Toro. Personnel rosters for advance, main and rear echelons will be promulgated by separate correspondence.

e. Squadron pack-up will be completed by 1 FEB 84, with the exception of those items necessary for the launch on 2 Feb 84.

f. The supply pack-up will be positioned on site and managed by ACE supply personnel. The items not available from normal supply assets may be augmented from squadron assets (i.e. cann).

g. I-Level Ground Support Equipment will be provided by the ACE at Twentynine Palms. O-Level GSE will be provided by VMA-311.

h. Tool room will embark the common tools, special tools and test equipment not held by individual work centers along with 40 pair of safety goggles. Work center supervisors will advise the tool room of anticipated requirements for both the deployed and rear echelons.

i. Ordnance will be drawn and handled in accordance with squadron and ACE operating procedures.

j. Ordnance support equipment and vehicles will be provided by the ACE.

k. Airframes division will ensure as many canopy covers as available to protect canopies from any sand damage, and that spare tailhooks are included in the pack-up.

l. Line division will ensure that sufficient consumables are in the pack-up, to include tires, 14 main and 7 nose, oil, and hydraulic fluids, along with all red gear for the aircraft. Additionally, Line Division will coordinate with tool room to ensure that protective goggles are provided for line crews.

m. Avionics Division will ensure that at least two A/C are configured for Laser Spot tracking, and all A/C are equipped with KY-28's.



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n. JP-5 issued through the TAFDS at the EAF shall be through the use of DD Form 1896 (Jet Fuel Indentiplate) and a running tally sheet. Flight Line personnel will log all fuel dispensed in gallons and verify the previous days total with TAFDS personnel. A fuel chit will be issued for the previous days refueling and will be delivered to a squadron S-4 representative.

4. Administrative and Logistics.

a. Muster time and location for deploying maintenance personnel will be determined at a later date.

b. While deployed there will be two crews. Times will be determined by work necessary to support the flight schedule.

c. 3-M documentation will be verified by each work center everyday with Maintenance Control.

d. 3-M documentation will be returned to the rear via government air.

e. Tool Room administration will remain the same.

5. Command and Signal.

a. Message releasing authority as directed by the Commanding Officer.

b. Squadron 3-M radios will be utilized for Flight Line, Airframes, and Maintenance Control coordination, only if proper security is assured.



M. D. SMITH

Lieutenant Colonel, U. S. Marine Corps  
Commanding

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Copy to: CO, MAG-13  
CO, ACE 3/4-84 (MAG-16, S-4 Officer)

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MCAS El Toro, CA

ANNEX D (Logistics) to LOI 1-84

Time Zone: UNIFORM

1. Supply.

a. General. To provide and establish policies for logistical support for Marine Attack Squadron 311 at the Expeditionary Air Field (EAF), MCAGCC, Twentynine Palms, California.

b. Embarked Cargo. The Embarkation Officer will take delivery of all squadron cargo arriving by commercial truck. Coordination for the use of forklifts and operators will be accomplished through the ACE Logistics Officer.

c. Control and Distribution of Material and Supplies.

(1) Each department and work center will embark sufficient administrative supplies and equipment to support their respective deployed operations.

(2) All requisitions for aviation material and supplies will be submitted to the squadron expeditor.

d. Resupply. The resupply of aviation materials while deployed will be limited. All requisitions will be passed through the squadron expeditor.

e. Refueling. JP-5 issued through the TAFDS will initially be purchased with a DD 186 Form (Jet Fuel Identiplate). Upon approval from the ACE Supply Officer, a running tally sheet for daily fuel purchases will be utilized. Diesel and mogas will be issued from refuelers as required.

(1) The squadron will embark enough POL supplies (oil, hydflid, etc.) for the duration of the deployment.

2. Medical.

a. The health and dental records will remain with each detachment's parent unit and will not be taken to the field.

b. Routine military sick call will be from 0730-0930 and 1300-1430. Emergencies will be treated at anytime.

c. Routine Dental Service will not be available during the exercise. Emergencies will be treated as required at the mainside dental facility, MCAGCC, Twentynine Palms.

3. Mobility/Transportation.

a. Requests for motor transport support will be submitted through the squadron logistics office at least 24 hours prior to the commitment. "Pop-up" commitments will be handled on a priority basis as approved by the ACE Logistics Officer.

4. Billeting.

a. All squadron personnel will be quartered in tents at Camp Wilson. Tent

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assignments, as well as cots for individual Marines, will be issued on arrival at MCAGCC, Twentynine Palms. Tent repair should be passed to the Squadron Logistics Officer.

5. Messing.

a. Hot meals will be available at the EAF. The RLT Food Services Officer will publish at a later date meal hours, cost, and method of payment for officers and personnel on comrats. During flight operations, hot meals will be served within the aircraft maintenance area.

b. The cost of field rations for officers and enlisted are the same. The following is a list of meal costs and hours:

Breakfast	.85	0600-0715
Lunch	1.65	1130-1300
Dinner	<u>1.65</u>	1530-1800

\$4.15 per day

MRE's, if required, are \$1.20 each for all hands. They will be ordered from supply via the S-4.



M. D. SMITH  
Lieutenant Colonel, U. S. Marine Corps  
Commanding

Appendix: 1. Embarkation

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Copy to: CO, MAG-13  
CO, ACE 3/4-84 (MAG-16, S-4 Officer)

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MCAS El Toro, CA

Appendix 1 (Embarkation) to Annex D (logistics) LOI 1-84

Time Zone: UNIFORM

1. Organization and Embarkation.

a. The advance party shall depart on 2 Feb 84. The time and location will be announced later.

b. The squadron will embark the morning of 3 Feb 84 in two movements, personnel via military bus and supplies and equipment via commercial truck.

2. Materials to be Embarked.

a. Organic and Augmented Equipment. Organic and augmented equipment required by the squadron to perform the mission will be embarked with the squadron.

b. Preparation and Hazardous Cargo.

(1) All squadron cargo will be boxed, inspected and bonded twice by 1800 2 Feb 84. All hazardous cargo will be made ready for inspection NLT 1500 2 Feb 84. Hazardous cargo includes, but is not limited to, the items noted in TAB (C).

(2) The responsibility for the timeliness of this evolution is that of the Embarkation NCO's, and OIC's/NCOIC's will ensure compliance.

(3) All cargo will be inspected by the Embarkation Officer prior to sealing the boxes. Combining of two work centers is approved and encouraged.

c. Embarkation. The Embarkation Officer will supervise the embarkation team (TAB B) in staging and loading the gear. Commercial truck pick-up of squadron assets is scheduled for 0800, 3 Feb 84. Upon arrival at Twentynine Palms, the Embarkation Officer will assist in cargo distribution.

3. Coordinating Instructions.

a. Staging.

(1) The embarkation team will muster at 0700 3 Feb 84 to make final preparation of the cargo.

(2) All embark boxes will be staged in Hangar 461 on the Northwest side by 1800, 2 Feb 84.

(3) Individual equipment (TAB A) and baggage are to be staged on the hangar deck at 0700, 3 Feb 84 in groups as designated by the Embarkation Officer.

(4) Material Handling Equipment. Wing Engineering Squadron 37 will provide a forklift and an operator for staging and loading of cargo. Marine Aircraft Group 13 will provide embarkation equipment not organic to the squadron.

b. On Arrival at Twentynine Palms.

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(1) Upon arrival at MCAGCC, Twentynine Palms, the Embarkation Officer, with the embarkation teams, will move all cargo from the commercial trucks and have it placed in assigned areas.

(2) Forklift Support will be provided by the ACE S-4.

3. CARGO MANIFEST. Any change in a department's cargo/passenger manifest will be immediately forwarded to the Embarkation Officer for approval.

4. Personnel Roster. Personnel Rosters of deploying Marines and rear party are listed in Appendix 1 and 2 of Annex B. Bus assignments will be promulgated at a later date.

5. Passenger Movement. All personnel will muster at 0700 3 Feb 84 with their baggage on the hangar deck. Troop Commanders will be responsible for the muster of their Marines. Passenger coaches will be provided arriving at 0730 3 Feb 84.

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MCAS El Toro, CA

TAB (A) to Appendix 1 (Embarkation) to Annex D (logistics) LOI 1-84

1. Uniform and Equipment.

a. Uniform. The normal base camp uniform is utilities with bloused trousers, except those personnel authorized to wear aviation safety boots, and utility coveralls. Covers will not be worn on the flight line. When flight clothing is worn, the utility cover will be worn in accordance with the above stated procedures. P.T. gear is authorized for wear in the billeting area when in a non-duty status as well as for P.T. The following clothing is required for all ACE personnel and is considered to be a minimum issue:

(1) Four (4) sets of utilities or two (2) sets of utilities and two (2) sets of flight suits for aircrew only. Coveralls for maintenance personnel are authorized.

(2) Six (6) pairs of cushioned sole socks. (additional thermal socks are recommended).

(3) Six (6) sets of underwear.

(4) Two (2) pair of combat boots (aviation personnel, one pair of combat boots and one pair of safety shoes or flight boots.)

(5) Two (2) utility covers and a black watch cap.

(6) Two (2) towels.

(7) Shaving and toilet articles.

(8) Mesh Laundry bag marked with name/unit.

(9) One pair of military gloves.

(10) One padlock.

(11) One pair goggles.

(12) Two sets of long underwear

(13) P.T. gear

b. Equipment. The following items of equipment will be drawn from the individual's parent unit supply section prior to leaving for the exercise:

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<u>QUANTITY</u>	<u>ITEM</u>
1	Bag, Waterproof
1	Belt, Cartridge or pistol
2	Canteen, with cover, 1 cup
1	Case, First Aid with packet

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<u>QUANTITY</u>	<u>ITEM</u>
1	Coat, Man's field
1	Liner, coat, man's field
1	Mattress Pneumatic
1	Sleeping bag, Mtn with case
1	Field Protective mask, M-13 Decon kit and hood
1	(M-24 for aircrews)
1	Seabag/Kitbag
1	Poncho
1	Poncho Liner

c. Uniforms and Equipment. Individuals will be personally responsible for the custody and condition of all issued equipment.

NOTE: All items will be marked.

No civilian attire authorized at Camp Wilson.

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MCAS El Toro, CA

TAB (B) to Appendix 1 (Embarkation) to Annex D (logistics) LOI 1-84

Embarkation Teams

1. The following Marines are designated as the Embarkation Teams and will assist the embarkation section in the physical staging and movement of the squadron cargo.

Team A

SGT HASTING  
CPL LUND  
LCPL MURILLO  
LCPL GIANNILIVIGNI  
PFC DAHL

Team B

SGT HEATLY  
CPL GUNDERSON  
LCPL McDANIELS  
LCPL BOGGS  
PFC SOTO

Team C

SGT WHITE  
CPL DIRTH  
LCPL WILLIAMS  
LCPL DELEON  
PFC PLACKE

2. Each team Sergeant will be responsible for the timely muster of his Marines. The Team Sergeant must keep close contact with the Embarkation Officer.

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TAB (C) to Appendix 1 (Embarkation) to Annex D (logistics) LOI 1-84

COMMON HAZARDOUS CARGO

WALK AROUND NITROGEN	FLAMMABLE LIQUIDS
FIRE EXTINGUISHERS	CORROSIVE MATERIALS
SEAT PANS	FLAMMABLE GASES
PAINT	FLAMMABLE SOLIDS
PAINT THINNER	RADIOACTIVE MATERIAL
SOLVENTS	FLARES
OIL	CADS
CLEANERS (Permatex)	REFRIGERATION UNITS
COMPRESSED GASES (Oxygen)	PD680
AEROSOL CANS	BATTERIES
EXPLOSIVES	ADHESIVES
MEK	

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D-1-C-1

UNITED STATES MARINE CORPS  
Marine Attack Squadron 311  
Marine Aircraft Group 13  
3d Marine Aircraft Wing, FMFPac  
MCAS El Toro (Santa Ana) California 92709

SqdnBul 5060  
AB ab  
19 March 1984

SQUADRON BULLETIN 5060

From Commanding Officer  
To Distribution List  
Subj: Change of Command Ceremony

Ref: (a) NAVMC 2691  
(b) WgO 5060 3P

Encl: (1) Diagram of Ceremony  
(2) Sequence of Events  
(3) Inclement Weather Plan  
(4) Platoon Personnel Assignments

1. Purpose. To promulgate information and instructions for the conduct of the Change of Command for Marine Attack Squadron 311.

2. Information. Lieutenant Colonel JEFFERSON will relieve Lieutenant Colonel SMITH as Commanding Officer of Marine Attack Squadron 311. The ceremony will be conducted by this squadron at 1000 30 March 1984 on the aircraft ramp west of hanger 461. The ceremony will be conducted in accordance with references (a) and (b).

3. Formation and Organization

a. Formation for the ceremony and parade will be platoons on line.

b. Organization for the parade will be two (2) platoons consisting of a Platoon Commander, Platoon Sergeant Platoon Guide and three squads.

c. Position on line will be as follows:

- (1) 3dMAW Band
- (2) 1st Platoon
- (3) National Colors and Squadron Colors
- (4) 2nd Platoon

d. Formation for pass in review will be squadron in column. Conduct of the ceremony and formation to be used will be as set forth in enclosures (1) and (2).

4. Inclement Weather Plan. See enclosure (3).

5. Reception. There will be a reception immediately following the ceremony for all squadron personnel and invited guests.

6. Assignments

a. Commanding Officer of Troops: Major T. R. CARSTENS

b. Staff of Commanding Officer of Troops:

(1) Officers

- (a) Adjutant: CWO-2 ARNOLD
- (b) CAPT RICHARDSON
- (c) MAJ DUDLEY
- (d) MAJ HAFEN

(2) Enlisted

- (a) SSGT BALLARD
- (b) SSGT BRESLIN
- (c) SSGT CLANTON
- (d) SSGT MEDRANO

c. Platoon Commanders and Platoon Sergeants

(1) Officers

- (a) 1stLt HAYNES
- (b) 1stLt RAICH

(2) Enlisted

- (a) GySgt GILMORE
- (b) GySgt NORMAN

d. Color Guard

- (1) Sgt HEATLEY
- (2) Cpl SMITH
- (3) Cpl BAKER
- (4) Cpl FRAZIER

e. Retire Colors

- (1) SSgt LEEVER
- (2) GySgt GILREATH

f. Narrator: Capt BOLIN

g. Parade Coordinator: SgtMaj GRANT

h. Platoon personnel assignments Enclosure (4)

i. Weapons Responsible Officer: Capt SULLIVAN

j. Officer Escorts

- (1) Capt ROBERTS
- (2) Capt THAMM
- (3) Capt ACKERMAN

6. Assignments

- (4) Capt STEVENSON  
a. (5) Capt GRIFFEN of Troop Major R. RICHARDSON

k. Parking Coordination and Control: Capt SULLIVAN

l. (Reception Coordinator): Capt THAMM

m. Protocol Officer: Capt GRIFFEN

(b) CAPT RICHARDSON

7. Instructions and Rehearsals

(d) MAJ RAPER

a. Instructions. A briefing for the Staff, Platoon Commanders, Platoon Sergeant(s) Platoon Guides Color Guard and Coordinator will be conducted by the CO of Troops at 1500, 21 March 1984 in the ready room. These personnel will be referred to subsequently as key personnel. A parade walk through, with sword, will follow the briefing.

(e) SSGT CLANTON

b. Rehearsal SSGT MEDRANO

c. (1) Key Personnel. Rehearsals for key personnel (with swords) will be held at 1500 on 21 March at 1630 on 22 March and at 1000 on 27 March, 1984.

(1) Officers

(2) All Hands. Rehearsals for all personnel will be held at 1500, 28 March 1984 and 1500, 29 March 1984. Rifles and 782 gear will be issued one half hour prior to these two (2) rehearsals.

(3) All rehearsals will be conducted on the aircraft ramp west of Hangar 461.

8. Uniforms and Equipment

a. The uniforms and equipment for the ceremony participants are as follows:

(1) Officers. Summer Service "A" w/ribbons and badges, garrison cap, sword belt, and sword.

(3) Cpl BAKER

(2) Staff NCO's. Summer Service "A" w/ribbons and badges garrison cap, sword belt and sword.

Private Colere

(3) NCO's and Troops. Summer Service "A" w/ribbons and badges, garrison cap M16A1 Rifle and cartridge belt, with first aid kit, 2 M 16 magazines and pouches.

(3) Cpl THIRAVANI

(4) Color Guard/Bearers. Summer Service "A" w/ribbons and badges, for rifle bearers and w/out ribbons for color guard garrison cap, and M16A1 Rifle and cartridge belt with first aid kit, 2 M 16 magazines and pouches.

b. For all the rehearsals the appropriate working uniform with swords and rifles as denoted in paragraph 7.b., will be worn. Platoon Commanders will ensure that all ceremony participants are issued the appropriate 782 gear.

c. Non-participating officers and enlisted members of the squadron will wear Summer Service "A" w/ribbons and badges and garrison cap.

9. Action Capt ROBERTS

(2) Capt THAMM

(3) Capt ACKERMAN

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19 March 1984

a. Sergeant Major. Assist in coordinating the rehearsal, parade and aspects not otherwise assigned.

b. S-1

- (1) Prepare and send invitations to guests.
- (2) Provide programs to the ushers for the convenience of visitors and guests.
- (3) Coordinate with squadron PAO for appropriate photographic and publicity coverage.
- (4) Arrange for entry of off station guests with the Station Provost Marshall.
- (5) Write/publish ceremony narrative.
- (6) Arrange for 3dMAW Band participation

c. S-3

- (1) Coordinate Station "Quiet Hours" and elimination of taxi/turnup traffic in vicinity of ceremony.
- (2) Write/submit to S-1, a summary of squadron operational accomplishments.
- (3) Mark the parade field.
- (4) Arrange for standby corpsman and ambulance

d. S-4

- (1) Provide/setup 100 chairs for guests.
- (2) Provide a block of 80 rifles for all applicable rehearsals and the ceremony.
- (3) Provide transportation for (1) and (2) above.
- (4) Arrange for primary and back-up public address system
- (5) Arrange for two GP tents for the reception.
- (6) Arrange for appropriate flag stands
- (7) Arrange for appropriate bunting

e. Weapons Responsible Officer. Arrange and coordinate all rifle requirements for rehearsals and ceremony.

f. Parking Coordinator. Arrange for and coordinate traffic control, military police and parking

g. Parade Coordinator. Ensure coordination of all assigned tasks and help supervise rehearsals and ceremony.

h. Protocol Officer. Coordinate the seating for distinguished guests.

i. Reception Coordinator Assist the outgoing and incoming CO's with reception arrangements.

(2) Provide programs to the ushers for the convenience of guests.  
j. Maintenance

(1) Prepare flight line area for the parade, including policing of the flight line area, hangar deck, and placement of aircraft.

(2) Be prepared to move all facilities, seating and associated equipment into the hangar in the event of inclement weather

k. Narrator. Ensure preparation of appropriate documents to be read during the ceremony.

(6) Arrange for 3dMAW Band participation

l. Attendance. The attendance of all squadron personnel not on watch is required. All personnel are encouraged to invite their dependents and guests. Uniform for all squadron personnel is Summer Service "A" with ribbons and badges.

10. Self-Cancellation 1 April 1984.

(3) Write subject to 2-1, a summary of the parade rehearsal and ceremony.

M. D. SMITH

(5) Visit the parade field.

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(4) Arrange for standby corpman and ambulance

- Copy to CG, 3dMAW
- 1. S-4 CO, MAG-13

(1) Provide/serup 100 chairs for guests.

(2) Provide a stock of 20 rifles for all applicable rehearsals and the ceremony

(3) Review organization of (1) and (2) center

(4) Arrange for primary and back-up public address system

(5) Arrange for food and tents for the reception.

(6) Arrange for appropriate lighting

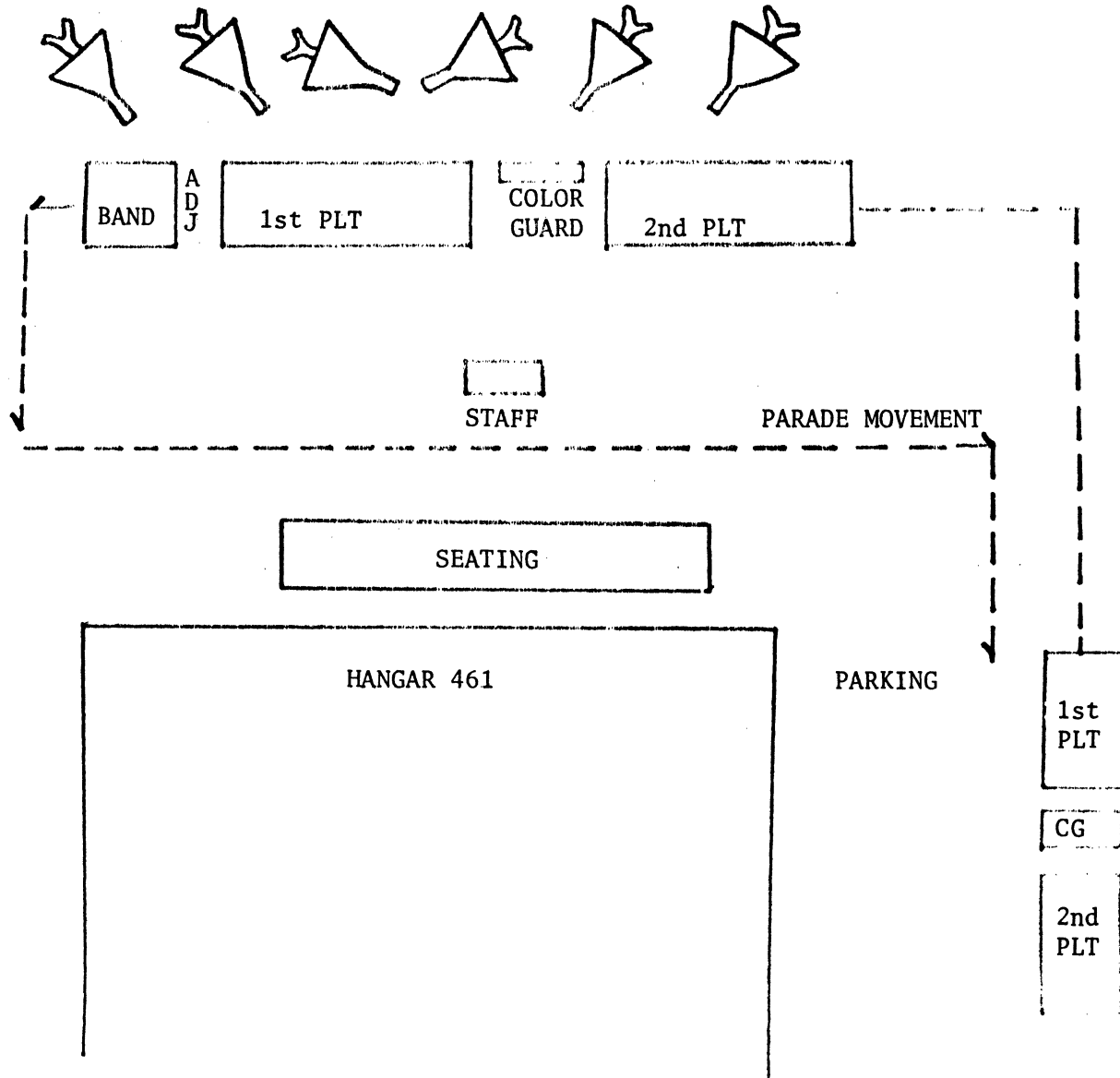
(7) Arrange for appropriate banding

11. Reception 1 April 1984. (1) Review and coordinate all reception activities and details

12. Parking Coordinator. Arrange for and coordinate traffic control, military police and parking

DIAGRAM OF CEREMONY

SqdnBul 5060



SEQUENCE OF EVENTS

1. Troops will form 15 minutes prior to "Adjutants Call" in assembly area.
2. Five minutes prior to "Adjutant's Call", the Adjutant takes his position at attention between the band and the first platoon.
3. After all the VIP's have arrived, the Commanding Officer of Troops and his staff take position on the edge of the parade ground and march onto the field with swords sheathed.

<u>OFFICERS</u>	<u>COMMAND</u>	<u>REMARKS</u>
Adjutant	Sound Attention	Band sounds attention.
Platoon Commanders	Attention, right shoulder arms.	Platoons execute "Right shoulder arms".
Adjutant	Sound Adjutant's Call	Band sounds adjutant's call.
1st Platoon Commander	Forward, March	All Platoons will step off keeping time to the music.
Platoon Commanders	Column Left, March	Column Left executed at guidon, following route of march as indicated in encl (1).
Platoon Commanders	Guide on line	Guide moves at double time (at port arms) to the spot marked, halts, comes to order arms and faces the adjutant.
Platoon Commanders	Platoon, halt	Platoon commanders will bring platoon to halt at a predesignated position.
Platoon Commanders	Order Arms, Left Face	Platoon Commanders execute "ORDER ARMS" by platoon, then give "LEFT FACE" and give "DRESS RIGHT DRESS".

At the command "DRESS", all platoon commanders step off and dress each rank of their platoons. Upon completion (from a position one step to the rear of their respective platoons), all platoon commanders will return to the front of the platoon, take three (3) steps out. The command "Ready Front, Cover" is given, and then the platoon commanders return to their post simultaneously.

Adjutant	Guides Post	Guide takes normal position by taking one step forward, face to the right in marching, halt, and about face. Adjutant takes position halfway between squadron and Commanding Officer of Troops.
Adjutant	Parade Rest	Entire squadron executes at the same time.
Adjutant	Sound Off	Adjutant, Commanding Officer of Troops

ENCLOSURE (2)



<u>OFFICERS</u>	<u>COMMAND</u>	<u>REMARKS</u>
		and Staff remain at attention during the playing of Sound Off. Band marches in front of squadron and returns to original position, the band repeats Sound Off.
Adjutant	Squadron Attention	Squadron executes in unison.
Adjutant	Present Arms	Squadron executes in unison.
Adjutant faces about, salutes the Commanding Officer of Troops and reports, "Sir, the parade is formed".		
CO of Troops	Return adjutants's salute and directs the adjutant "Take your Post, Sir".	The adjutant terminates his salute and marches by the most direct route to the position within the staff.
CO of Troops	Draw Swords!	Officers and Non-Commissioned Officers executes in unison.
CO of Troops	Order Arms; Port Arms; Right Shoulder Arms; Port Arms; Left Shoulder Arms; Port Arms; Order Arms!	Entire squadron executes in unison. Color guard and guidons remain at the order. Sword carriers go to the carry. (Will stay at carry until given order arms).
CO of Troops	Receive the Report, Sir!	The adjutant marches to his post, half-way between the troops and the Commanding Officer of Troops.
Adjutant	Report!	
Platoon Commanders	1st/2nd Platoon all present or accounted for, Sir!	Done sequentially from right to left, Platoon Commanders will hold the salute until it is returned by the adjutant who will carry sword after each salute.
After receiving the report, the adjutant faces about to the Commanding Officer of Troops, salutes and reports.		
Adjutant	Sir, all present or accounted for!	The adjutant salutes until the Commanding Officer of Troops returns the salute.
CO of Troops	Publish the Order, Sir!	Adjutant faces the Troops.
Adjutant	Attention to Orders!	

At this point, the narrator reads pertinent extracts of the outgoing and incoming Commanding Officer's orders. Congratulatory messages are also read. At the close

CO of Troops remarks CO of Troops orders, "Box the Staff, Sir."

CO of Troops                      Deliver the Colors  
to the Commanding Officer.

The adjutant returns sword, takes the most direct route to a position four paces in front of the Color Guard, salutes and takes the Marine Attack Squadron 311 colors from the junior colors bearer. Carrying the colors as nearly to the position of carrying colors as he can without a sling, he marches by the most direct route to a position two paces in front of the outgoing Commanding Officer (Enroute to outgoing Commanding Officer).

CO of Troops                      Present Arms!                      Entire squadron executes in unison.

CO of Troops                      Staff Present Arms!                      Staff presents swords (The adjutant transfers the Colors to the outgoing Commanding Officer).

The outgoing Commanding Officer passes the Colors to the incoming Commanding Officer. The adjutant salutes as the Colors are passing from one to the other. The new Commanding Officer then passes the Colors to the adjutant, at which time the Commanding Officer of Troops commands...

CO of Troops                      Staff Order Arms!                      Staff executes order arms (CO of Troops executes about face).

CO of Troops                      Order Arms!                      Entire squadron executes in unison.

The old and new Commanding Officers face each other and exchange salutes. The old and new Commanding Officers reverse positions. The adjutant then returns the Colors to the Color Guard by the most direct route, salutes the Colors, resumes his post in the Commanding Officer of Troops Staff and draws sword.

CO of Troops                      Parade Rest!                      Entire squadron executes in unison.

CO of Troops                      Staff Parade Rest                      Staff Parade Rest.

At this time the old and new Commanding Officers make their remarks.

CO of Troops                      Staff Attention!                      Staff comes to Attention.

CO of Troops                      Squadron Attention!                      Entire squadron executes in unison.

New CO  
(Maj SMITH)                      Pass the squadron in  
Review                      CO of Troops executes sword salute.

CO of Troops                      Pass in Review!                      Band changes direction to that of the line of march and halts.

Platoon Commanders                      Platoon, Right Face!                      Done sequentially from right to left. On command of execution Face, the Platoon Commander takes his position at the head of the platoon.

ENCLOSURE (2)

Platoon Commanders	Right Shoulder, Arms!	Each platoon executes in sequence.
1st Platoon Commander	Forward, March!	1st Platoon and band march off in unison.

Each successive platoon steps off eighteen paces following the preceding platoon. The first Platoon Commander will position himself twentyone paces behind the band.

The band and each platoon change direction to follow the line of march without further command from the Commanding Officer of Troops. After the band and the first platoon are underway, the Commanding Officer of Troops gives the appropriate commands to his staff in order to take a position twelve paces in front of the band (after the second turn).

The command "Eyes Right" will be executed by each platoon six paces prior to reaching the nearest member of the reviewing line. The command "Ready Front" is executed after the last man in the unit is six paces past the reviewing line. The Commanding Officer of Troops and Staff will execute "Eyes Right" and "Ready Front" upon command of the Commanding Officer of Troops. After passing the reviewing line, the Commanding Officer of Troops turns out the parade staff. The Staff takes post behind the Commanding Officer of Troops. Return sword. Commanding Officer of Troops will order "Hand Salute" for the colors, "Ready, Two" after colors passing.

When the rear element of his command has passed, the Commanding Officer of Troops faces the old and new Commanding Officers and renders a hand salute. When the salute has been returned, the Commanding Officer of Troops dismisses the Staff. The Staff takes one step backwards, renders a hand salute, and an about face is executed.

INCLEMENT WEATHER PLAN

1. In the event weather precludes the conduct of an out door ceremony and parade, the ceremony will be moved into Hangar 461 and will be modified to exclude the parade. All other elements of the ceremony will remain the same.

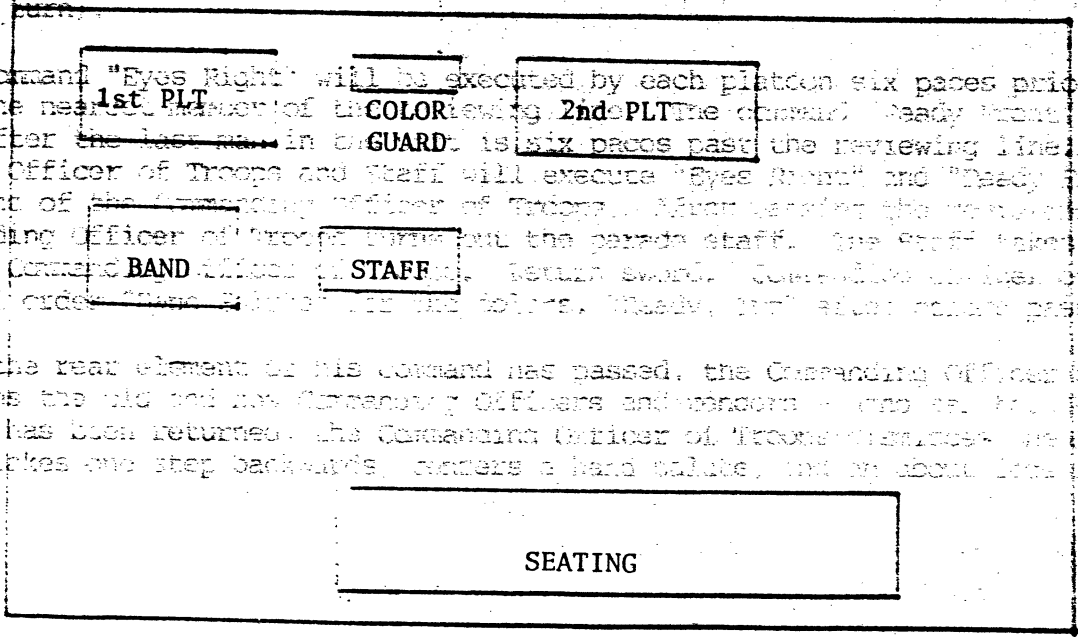
2. Diagram of Inclement Weather Ceremony.

Each platoon will march six paces following the preceding platoon. The first platoon commander will position himself twenty paces behind the band.

The band and each platoon change direction to follow the line of march without further command from the Commanding Officer of Troops. After the band and the first platoon are underway, the Commanding Officer of Troops gives the appropriate commands to his staff in order to take a position twelve paces in front of the band after the second turn.

The command "Eyes Right" will be executed by each platoon six paces prior to reaching the reviewing line. The command "Ready Front" will be executed after the last man in the platoon is six paces past the reviewing line. The Commanding Officer of Troops and Staff will execute "Eyes Right" and "Ready Front" on command of the Commanding Officer of Troops. After the command "Eyes Right" the Commanding Officer of Troops turns out the parade staff. The Staff takes post behind the Commanding Officer of Troops. The Commanding Officer of Troops will order "Band Right" and the colors, "Ready, March" after passing the reviewing line.

After the rear element of his command has passed, the Commanding Officer of Troops faces the reviewing line. The Commanding Officer of Troops and Staff will execute the salute has been returned. The Commanding Officer of Troops dismisses the Staff. The Staff takes one step backwards, renders a hand salute, and an about face is executed.



PLATOON PERSONNEL ASSIGNMENT

\*Squadron Guide: CPL PEARSON

1st Platoon

\*Guide: SGT TAYLOR

SGT OLAH  
SGT MARSH  
SGT WILLIAMS  
CPL METCALF  
CPL LEFEBVRE  
CPL CURRIER  
CPL HUGHES  
LCPL RUBECK  
LCPL DELEON  
PFC GUINN

SGT MCCULLOUGH  
SGT GUITANG  
SGT WOODARD C. D.  
CPL AUSTIN  
CPL WILLIAMS  
CPL FINLEY  
CPL LLOYD  
LCPL CIRELLI  
LCPL GONZALEZ  
PFC WALSH

SGT ARAUJO  
SGT RANSOM  
CPL DELANO  
CPL ARNOLD  
CPL LUND  
CPL BROOKE  
LCPL BOGGS  
LCPL SIMS  
LCPL BAKER  
PFC MARSH

2nd Platoon

\*Guide: CPL KUHN

SGT STEPHENS  
SGT HASTING  
CPL DIRTH  
CPL JONES  
CPL GUNNING  
LCPL GIANNILIVIGNI  
LCPL BLANKENSHIP  
LCPL PLACKE  
LCPL STEWART  
PFC LEWIS

SGT JOHNSON  
SGT BURNS  
CPL WADE  
CPL DIETRICH  
CPL CONNER  
LCPL KOLPAK  
LCPL CASSIDY  
LCPL NORTHAN  
PFC GAMBLE  
PFC CHRISTIAN

SGT TAYLOR J. W.  
SGT BONTRAGER  
CPL ARANGO  
CPL WHYTE  
CPL PARK  
LCPL SWEENEY  
LCPL CRAWFORD  
LCPL MURILLO  
PFC SOTO  
PFC GUNDERSON

Supernumeraries

CPL TWYMON  
CPL PACE  
PFC DAHL  
PFC GHIRADI W M

\* KEY PERSONNEL

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Letter of Instruction (LOI) 2-84 for VMA-311

Deployment to Naval Weapons Center (NWC) China Lake, California 16 June 1984 to 6 July 1984.

Ref: (a) CO VMA-311 ltr 3:CJG:wjc 3550 undated  
(b) CG THIRD MAW 192131Z Apr 84  
(c) Red Flag 84-4 Special Instructions

Time Zone: Tango

1. Purpose. To provide information and instructions for the deployment of VMA-311 to NWC China Lake, California.
2. Situation. Reference (a) is the Squadron's deployment request and reference (b) is authorization for this squadron to deploy to NWC China Lake during the period 16 June - 6 July 1984. Reference (c) covers all special instructions for participation in Red Flag 84-4.
3. Mission. VMA-311 will deploy to NWC China Lake, California to conduct Training and Readiness Manual (T&R) Syllabus training as outlined in Annex A (Air Operations), and to support Red Flag 84-4 as per reference (c) and other applicable instructions.
4. Execution
  - a. The VMA-311 advance party will depart MCAS El Toro at 0800 on 15 June via ground transportation (POV).
  - b. The VMA-311 main party will depart MCAS El Toro at 1000 on 16 June 1984 via government ground transportation, or POV as appropriate.
  - c. The aircraft will launch on 15 June 1984 to arrive at the NWC on 16 June 1984. The fly away schedule will be published separately from this document.
  - d. All pilots of VMA-311 participating in the flight portion of the deployment will attend a Course Rules/Range Procedures briefing at 0800 on 18 June 1984 at the NWC Range Control building.
  - e. The aircraft will depart NWC China Lake on or about 6 July 1984. All squadron personnel will return to MCAS El Toro on or about 6 July 1984 via government transportation or POV's as appropriate.

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5. Administration/Logistics

a. Administration. See Annex B (Administration).

b. Logistics. The Squadron will deploy with a full pack-up to support flight operations from NWC China Lake. Transportation will be via government ground transport or POV as appropriate. Flights in Support of Deployed Units (FISDU) will be provided by 3d MAW/MCAS El Toro. For further information see Annex D (Logistics).

6. Command and Signal. Communications frequencies to be used at N.W.C. China Lake will be promulgated at the pilot briefing on 18 June 1984, and those for Red Flag 84-4 as published in the Red Flag 84-4 Special Instructions.



G. R. JEFFERSON  
Lieutenant Colonel, U.S. Marine Corps  
Commanding

ANNEXES: A - Air Operations  
B - Administration  
C - Maintenance  
D - Logistics

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ANNEX A (Air Operations) to LOI 2-84

Time Zone: Tango

1. Situation. Refer to LOI 2-84

2. Mission. VMA-311 will deploy to NWC China Lake , California from 16 June 1984 to 6 July 1984 for the purposes of conducting T&R syllabus training. Missions to be flown will include simulated Nuclear Weapons Delivery (NWD), Close Air Support (CAS), Deep Air Support (DAS), and certification flights to designate several squadron pilots as Low Altitude Tactics Instructors (LAT I). During the period from 25 June 1984 to 6 July 1984 missions will be flown to support Red Flag 84-4, as requested.

3. Execution

a. General. Flight operations will commence on 18 June 1984. For further information see Appendix 1 to this ANNEX.

b. Coordinating Instructions

(1) Flight Schedules will be published daily and distributed as required.

(2) Safety will not be compromised to launch or complete any mission.

(3) All participating pilots will attend the course rules/range procedures briefing on 18 June 1984 at 0800.

(4) Training flights will be conducted in compliance with the following directives, as applicable:

(a) NAVWPNCENINST 3710.3A (Air Operations Manual for NWC China Lake).

(b) AFR 50-46/6AFB sup 1 30 July 83 (George AFB Weapons Range Manual).

(c) Red Flag 84-4 Special Instructions and General Information.

(5) All flights will be in accordance with the A-4M NATOPS manuals, Squadron SOP, and appropriate publications.

4. Administration/Logistics.

a. Administration. Refer to Appendix 2 of this Annex.

b. Logistics. See Annex D (Logistics).

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5. Command and signal.

a. Communications/Electronics.

(1) Refer to LOI 2-84.

b. Coordinating Instructions.

(1) Changes to the daily flight schedule will be authorized by the Operations Duty Officer or higher authority.



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Lieutenant Colonel, U. S. Marine Corps  
Commanding

Appendixes: 1. Daily flight schedule rough  
2. Reports required  
3. Safety

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PROPOSED FLIGHT SCHEDULE FOR CHINA LAKE DEPLOYMENT

JUNE 1984

**SCHEDULE OF EVENTS**

1188-MB-1720/1 (4-59) S/N 0190-LF-008-9500

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
					15 20/32 10x2 RON PT MUGU	16 10/16 10x1	
					20/32	30/48	
17 0/0 NO FLY	4x1 NWD 4x1 LAT 12/19 4x1 LAT	18 4x1 NWD 2x1 CAS 18/30 2x1 CAS 2x1 CAS 2x1 CAS 2x1 CAS 2x1 CAS	19 4x1 NWD 2x1 CAS 18/30 2x1 CAS 2x1 CAS 2x1 CAS 2x1 CAS 2x1 CAS	20 2x1 NWD 2x1 NWD 18/30 2x1 CAS 2x1 CAS 2x1 CAS 2x1 CAS 2x1 CAS 2x1 CAS	21 2x1 NWD 2x1 NWD 18/30 2x1 CAS 2x1 CAS 2x1 CAS 2x1 CAS 2x1 CAS 2x1 CAS	22 2x1 NWD 2x1 NWD 18/30 2x1 CAS 2x1 CAS 2x1 CAS 2x1 CAS 2x1 CAS 2x1 CAS	23 2x1 NWD 18/30 2x1 CAS 2x1 CAS 2x1 CAS 2x1 CAS 2x1 CAS 2x1 CAS
30/48	42/67	60/97	78/127	96/157	114/187	132/217	
24 0/0 NO FLY	3x1 RECCE, EW 16/26 3x1 RECCE, EW 2x1 RECCE, EW 2x1 RECCE, EW 3x1 RECCE, EW 3x1 RECCE, EW	25 4x1 DAS 2x1 DAS 14/22 4x1 DAS 2x1 DAS 2x1 NWD	26 4x1 DAS 2x1 DAS 14/22 4x1 DAS 2x1 DAS 2x1 NWD	27 4x1 DAS 2x1 DAS 14/23 4x1 DAS 2x1 DAS 2x1 NWD	28 4x1 DAS 2x1 DAS 14/22 4x1 DAS 2x1 DAS 2x1 NWD	29 4x1 DAS 2x1 DAS 14/22 4x1 DAS 2x1 DAS 2x1 NWD	30 2x1 CAS 2x1 CAS 10/16 2x1 CAS 2x1 CAS 2x1 CAS
132/217	148/243	162/265	176/287	190/310	204/332	214/348	
01 0/0 NO FLY	4x1 DAS 2x1 DAS 14/23 4x1 DAS 2x1 DAS 2x1 NWD	02 4x1 DAS 2x1 DAS 14/22 4x1 DAS 2x1 DAS 2x1 NWD	03 4x1 DAS 2x1 DAS 14/22 4x1 DAS 2x1 DAS 2x1 NWD	04 NO FLY RED FLAG	05 4x1 DAS 2x1 DAS 14/22 4x1 DAS 2x1 DAS 2x1 SHRIKE	06 4x1 DAS 2x1 DAS 06/10	
228/348	228/371	242/393	242/393	256/415	262/425		

Appendix 1 (Daily Flight Schedule Rough) to Annex A (Air Operations) to LOI 2-84

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Appendix 2 (Reports Required) to Annex A (Air Operations) to LOI 2-84

Ref: WgO 3550.3J

Time Zone: Tango

1. In accordance with the reference, the following reports shall be submitted:
  - a. UNITREP.
  - b. Daily SITREP
  - c. After Action Report

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Appendix 3 (Safety) to Annex A (Air Operations) to LOI 2-84

Time Zone: Tango

1. General. The ultimate mission of this Squadron's safety effort is to maximize combat readiness by minimizing personnel and equipment losses due to preventable mishaps. "Readiness through Safety" describes quite simply the philosophy behind this effort. It is imperative that every Marine in this command maintain the highest professional attitude.

2. Commanders Safety Policy. The primary purpose of this command's safety program is to support operational readiness. Each Marine shall be responsible to ensure that his or her part toward maintaining an operationally safe environment is strictly adhered to. The success of this command's mission is directly dependent upon the safe conduct of it's members. Any deviation which results in an attitude or action that could be conceived as less than professional, will adversely affect the success of this command's mission. Throughout the period of this deployment, safety is paramount, and should be considered to override any training requirements.

3. Operational Constraints. Not only are we deploying to a new site, but we will also encounter a heavy operational commitment, with hot weather conditions. A maximum effort by all hands will be required to make this deployment a success. It is imperative that all pilots and maintenance personnel ensure that they receive appropriate rest and dietary requirements. These requirements, in conjunction with proper protective equipment, will help enormously to prevent any loss and/or damage to life or property.

4. Maintenance Considerations

a. Maintenance personnel should understand the potential hazards associated with high tempo operations, lack of definite support equipment and extended work days.

b. All personnel will know how to prevent, recognize, and treat cases of heat stress. Temperatures at the China Lake N.W.C. are known to exceed 100°F during the period of our deployment.

c. Supervisors shall need to closely manage their personnel, and be on the alert for signs of fatigue and heat stress.

5. Planning Considerations

a. All flights will be conducted in accordance with OPNAVINST 3710.7K, NATOPS, Squadron SOP, and any Special Instructions required by China Lake N.W.C.

b. Special consideration will be given to all phases of aircraft operations

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in regard to hot weather, density altitude, high target elevation, abort contingencies, bingo fuel considerations, pilot survival equipment, and ground operations.

c. Preflight briefings for flight operations will include a thorough coverage of aircraft and facilities status as per the appropriate directives. Special attention to the "Red Flag" environment is essential and is the responsibility of all "Tomcat" aviators.

6. Reports

a. A follow-up safety survey will be completed within three (3) days of arrival at China Lake N.W.C. to ensure that the items previously mentioned have been satisfactorily completed, and that no other safety hazards exist.

b. Combined flash reports will be submitted to MAG-13 as per current requirements.

c. On return from N.W.C. China Lake a written evaluation of the deployment from the safety viewpoint will be submitted to the squadron for review and incorporated into future deployment preparation.

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ANNEX B (Administration) to LOI 2-84

Time Zone: Tango

1. General

a. Purpose: This Annex establishes standard procedures, responsibilities and policies for guidance of VMA-311 in the area of personnel administration during the deployment to NWC China Lake, California.

b. Personnel Support Procedures

(1) OQR/SRB's will not be taken to NWC China Lake.

(2) All urgent administrative business should be handled by the Squadron Administration Department prior to departing. Emergency administration matters will be handled on an individual basis.

(3) A personnel roster is contained in Appendix 1.

2. Discipline, Law and Order

a. All existing regulations pertaining to law, order and discipline remain in effect.

b. Non-Judicial punishment will be held at N.W.C. China Lake, while Court-Martial punishment will be delayed until the squadron returns to MCAS El Toro.

c. All California laws remain in effect.

3. Leave

a. Leave is not authorized for deploying personnel except for emergencies. Emergency leave will be processed through the Squadron Administration Department.

4. Postal

a. Deploying personnel will continue to use the El Toro mailing address.

b. Mail will be delivered to N.W.C. China Lake when transportation is available.

5. Pay

a. Personnel presently on COMRATS, will continue to receive them and will be required to pay for meals as they are consumed.

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b. Personnel using meal cards will continue to use the same meal card at N.W.C. China Lake.

c. The June 29th payday shall be handled routinely and checks will be issued at N.W.C. China Lake.

d. Personnel not wishing to receive their paycheck while on deployment must notify the Administrative Department in writing prior to departing with the full name and sample signature of the individual authorized to pickup said check(s).

e. Pay problems will be handled on an individual basis through the El Toro disbursing office.

f. Banking facilities are available at N.W.C. China Lake.

6. Liberty

a. Liberty will be controlled by the Department Heads, but only when authorized by the Commanding Officer.

b. Liberty limits shall be confined to N.W.C. China Lake and the local area within a 25 mile radius.

7. Base Facilities

a. Hours of operation for base facilities will be posted in the working spaces and billeting areas.

8. Uniform

a. Coveralls will not be worn outside of maintenance areas.

b. Pilots are authorized to wear flight clothing on station in performance of their normal duties, and in the Officer's Club.

c. All Officers and SNCO's shall take a Summer Service "C" uniform on the deployment.

d. The working Uniform of the Day shall be flight clothing or utilities as appropriate.

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Appendix: 1. Personnel Roster

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Appendix 1 (Personnel Roster) to LOI 2-84

Time Zone: Tango

1. The following personnel will be participating in this deployment:

ADVANCE PARTY

OIC: LT BLACKBURN

1STLT PANDORF  
\* SGTMAJ CHAPMAN  
MSGT HELZER  
\* GYSGT OSHEA  
\*+SSGT MILLIGAN

\*+SGT CARTWRIGHT  
\* SGT NEWMAN  
\*+SGT STEPHENS  
+CPL ARANGO  
CPL SEHORN  
LCPL WALSH  
LCPL STEELE

MAIN BODY

LTCOL JEFFERSON  
MAJOR BENES  
MAJOR DUDLEY  
MAJOR GION  
+CAPT BOLIN  
CAPT CONNOR  
CAPT FLORES  
CAPT DOERNER  
CAPT DORN II  
CAPT GRIFFEN Jr.  
CAPT LINDEN  
+CAPT HARMON  
CAPT SPEIGHT  
CAPT STEVENSON  
CAPT SULLIVAN  
CAPT THAMM  
CAPT RICHARDSON  
CAPT ROBERTS  
1STLT HAYNES  
1STLT BALL  
+LT COWMAN U.S.N. (MC)  
CWO2 ARNOLD  
CWO2 FEATHERSTONE

1STLT ROSE  
1STLT MADACH  
1STLT TURNER  
1STLT RAICH  
1STLT KELLER  
MSGT QUINN  
\* MSGT WILSON  
\* GYSGT LASSWELL  
\* GYSGT GILMORE  
GYSGT GILREATH  
SSGT WEST  
SSGT CLANTON  
SSGT LEEVER  
+SSGT MEDRANO  
+SSGT ALLGOOD  
+SSGT MOREHEAD  
SGT FERRELL  
SGT GUITANG  
\*+SGT WOODARD  
\*+SGT PERRY  
HM3 HAMILTON

SGT WHITE  
\* SGT ARAUJO  
SGT BURNS  
SGT MEYERS  
SGT BALLMAN  
+SGT BARELA  
+SGT SIMPSON  
\*+SGT BONTRAGER  
SGT WILLIAMS, D. L.  
SGT WILLIAMS, S. C.  
SGT HENSON  
\* SGT CLARK  
CPL HARVEY  
\* CPL METCALF  
CPL FITZGERALD  
CPL TWYMON  
CPL FLEMMER  
\* CPL POHL  
\* CPL DIETRICH

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CPL FRAZIER  
\* CPL GUNDERSON  
\* CPL JONES  
\* CPL WADE  
CPL CIRELLI  
CPL DELEON  
\* CPL YUEN  
CPL FINLEY  
CPL CURRIER  
CPL MORGAN  
CPL WILLIAMS, J. E.  
\* CPL GINANNILIVIGNI  
CPL JENKINS  
CPL LLOYD  
\* CPL ARANGO  
CPL LEFEBVRE  
\* CPL HUNT  
\* CPL MCLEAN  
CPL SEHORN  
\* CPL WHYE  
\* CPL SHELLHAMER  
LCPL GIUFFRE  
LCPL SWEENY  
LCPL MARTINEZ  
LCPL SIMS  
LCPL GONZALEZ  
LCPL CHRISTIAN

LCPL LIERLY  
LCPL RUBECK  
LCPL EVANS  
LCPL KLINE  
LCPL PETRA  
LCPL SOTO  
LCPL GUNDERSON  
LCPL COOK  
LCPL STEWART  
LCPL MATTHEWS  
LCPL GUINN  
LCPL BAKER  
LCPL MURILLO  
LCPL CRAWFORD  
LCPL GIBSON  
LCPL NELSON  
LCPL HERNANDEZ  
LCPL RICHARDS  
LCPL WILLIAMS, S. L.  
LCPL STEWART, R. W.  
LCPL STEWARD, D. S.  
LCPL KOLPAK  
PFC PARSONS  
PFC GAMBLE  
PFC LEWIS  
PFC DAHL  
PFC COLLINS

I.M.A

OIC: LT TOWNSLEY

CPL ALACANTARA  
CPL DURANT  
CPL RICKETTS

LCPL MOREAIN  
PFC LAVIRE  
CPL KETELSON

SGT HARRIOTT - NDI  
LCPL LUNSFORD - Tire Shop  
CPL LEMON - Supply  
2 Truck Drivers - Fuel

\* DENOTES POV  
+ DENOTES LIVING IN TOWN

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MCAS El Toro, CA.

Annex C (Maintenance) to LOI 2-84

Time Zone: Tango

1. Situation. Refer to LOI 2-84
2. Mission. Refer to LOI 2-84
3. Execution

a. The advance maintenance echelon will deploy via government transportation, or POV when authorized, to China Lake, NWC on or about 15 June 1984.

b. The main maintenance echelon will deploy via Government transportation, or POV when authorized, to China Lake, NWC on or about 1000 16 June 1984, for a period of about 21 days.

c. The fly away of 10 A-4M aircraft will be on 15 June 1984.

d. All maintenance personnel will deploy, less those required for check, test, repair and inspection of aircraft remaining at MCAS El Toro.

e. Squadron pack-up will be completed by 0800 14 June 1984, with the exception of those items necessary for the aircraft launch.

f. The supply pack-up will be positioned on site and movement will be managed by the Squadron embark personnel.

g. I-Level support will be provided by China Lake, NWC. Most O-Level support equipment will be provided by China Lake, NWC and will be augmented with squadron assets.

h. Tool room will embark the common tools, special tools, and test equipment not held by individual work centers. Work center supervisors will advise the tool room of anticipated requirements, in writing, NLT 11 June 1984.

i. Ordnance support will be prepositioned and handled in accordance with squadron and China Lake, NWC operating procedures.

k. All work centers will ensure that sufficient consumables are in the pack-up, to include tires, oil, and hydraulic fluid. Line Division will ensure that required Red gear, chains, chocks and intake screens are included in the pack-up.

l. Avionics Division will ensure that all HUD systems are FMC, that at least six aircraft have operable ALR 45 and ALR 50's and that 6 Aircraft are LABS equipped.

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m. Airframes Division will ensure that one aircraft is configured with a buddy store and the the buddy store cradle is included in the pack-up.

n. Maintenance Control will control the Jet Fuel Identaplate and assign Flightline the responsibility to log all fuel dispensed or defueled during the deployment.

o. All shops will ensure that Vids Boards are verified daily.

p. FOD walks will be conducted at 0700 and 1630 on flying days and when directed by Maintenance Control.

4. Administration and Logistics

a. See Annex's B and D.

5. Command and Signal

a. See LOI 2-84



G. R. JEFFERSON  
Lieutenant Colonel, U. S. Marine Corps  
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ANNEX D (Logistics) to LOI 2-84

Time Zone: Tango

1. Supply

a. General. A supply pack-up will be provided by MAG-13 supply for embarkation to NWC China Lake.

b. Embarked Supplies. The Officer in Charge of the advance party will take delivery of all Squadron supplies arriving by commercial truck. Coordination for the use of forklifts and operators will be accomplished prior to arrival by the Logistics Department.

c. Control and Distribution of Material and Supplies

(1) All requisitions for aviation materials and supplies will be submitted to Maintenance/Material Control.

(2) Each department and work center will embark sufficient administrative supplies to support deployed operations for twenty-one days.

d. Resupply. Aviation assets not obtainable at NWC China Lake will be resupplied by MAG-13 Supply. All resupply requests will be passed by telephone, either leased line or autovon, to MCAS El Toro. MARLOG support will be available as needed. All aviation supply liaison will be conducted by Maintenance Control.

e. Refuelers. All fuel delivery at NWC China Lake is provided by the station fuel farm. Refuelers will arrive only after being contacted at extension #5204. The Squadron shall provide personnel to conduct refueling operations. Refueling of GSE, both diesel and mogas, will be accomplished at the station GSE fuel pumps (ext. 4583).

2. Billeting

a. Officers. Most squadron officers will be billeted in the NWC China Lake BOQ. Overflow billeting will be provided in town. The CO and XO will be billeted one per room with all others billeted two per room. All officers will pay \$4.00 per day linen fee. Room assignments will be made by the Logistics Department.

b. Staff NCO's. Most SNCO's will be billeted in the "Harpoon" barracks with overflow billeting provided in town. Room assignments will be made by the Sergeant Major.

c. Enlisted Marines. Most enlisted Marines (Sergeants and below) will be

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Room assignments will be made by the Sergeant Major. Field Day will be conducted on a weekly basis, the final one being 5 July in preparation for the 6 July checkout inspection.

3. Linens

a. Issue. Linens will be issued on an individual basis upon check-in with the barracks management personnel.

b. Laundry. Dirty Linens will be exchanged for clean linens weekly with the barracks management personnel.

c. Turn-in. Linens will be returned upon checkout with the barracks management personnel.

4. Messing

a. Officers. The COM (open) Dining Room is open from 1100 to 1300 Monday thru Friday and 1800 to 2100 Tuesday through Friday. It is closed for dining on Saturday and Sunday. Officers may eat in the mess hall for any meal, and flight suits are permitted.

b. SNCO/Enlisted Marines. All Enlisted personnel will subsist in the NWC China Lake Enlisted Dining Facility. MCAS El Toro meal cards will be honored. Marines on comrats will pay as they go. The following meal schedule is published by NWC China Lake.

MAIN FACILITY TIMES

Monday - Friday  
Breakfast 0600-0715  
Lunch 1130-1230  
Dinner 1630-1745  
Night Meal NONE  
(Sun - Thurs)

Saturday and Sunday

Breakfast 0700-0900  
Lunch 1000-1200  
Dinner 1630-1745

FLIGHT LINE FACILITY TIMES

Breakfast 0615-0715  
Lunch 1000-1300  
Dinner NONE  
Night Meal 2100-2400  
(Sun - Thurs)

Breakfast NONE  
Lunch NONE  
Dinner NONE

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<u>Per diem</u>	<u>COST</u>	<u>Non-Per diem</u>	<u>COST</u>
Breakfast	1.80	Breakfast	.70
Brunch	3.60	Brunch	1.45
Lunch	3.60	Lunch	1.45
Dinner	3.60	Dinner	1.45
Night Meal	3.60	Night Meal	1.45

5. Motor Transport

a. Station Vehicles. A 2 ton stepvan and a 9 passenger van will be provided. These will be held for use by Maintenance Control and the SDO.

b. Tactical Vehicles. WTS-37 will provide one M-35 truck. The driver for the tactical vehicle will not be provided.

c. Refueling/Servicing. Refueling and servicing will be accomplished at the Station Motor Pool or GSE Pool as required.

d. Rental Vehicles. There will be two vans and one sedan available to transport troops to and from the barracks and chow and to conduct squadron business.



G. R. JEFFERSON  
Lieutenant Colonel, U. S. Marine Corps  
Commanding

Appendix:

1. Embarkation

DISTRIBUTION: A

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CO, NWC China Lake

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Appendix 1 (Embarkation) to ANNEX D (Logistics) to LOI 3-82

Time Zone: Tango

1. Organization for Embarkation. The Squadron will embark as a unit using commercial truck transportation for cargo and commercial buses for passengers.

2. Materials to be Embarked

a. Organic and Augmented Equipment. Organic and augmented equipment required for the operation of the squadron in the performance of its mission will be embarked with the squadron.

b. Preparation. All 5, 6, and 7 cube boxes will be handled on standard warehouse pallets. Combining of two or more department's or work center's cargo is approved and recommended. All boxes will be hazardous cargo inspected prior to banding. All loose cargo will be banded to warehouse pallets.

c. Movement. Each department/work center NCOIC will be responsible for having their shop's gear packed and ready for staging by 0800 14 July 1984. The Embarkation Officer/NCO will supervise an embarkation team composed of section/shop embarkation assistants for the purpose of palletizing, banding and staging of the gear. The Sergeant Major will assemble the embark team to report to the Embark Officer at 1300 13 June 1984.

d. Embarkation Schedule. VMA-311 cargo is tentatively scheduled for loading 0800 15 June 1984 at WTS-37. Upon completion of the loading, the commercial trucks will depart for NWC China Lake so as to arrive no later than 1600 15 July 1984. The Embarkation Officer will accept the cargo and arrange for its off-loading and delivery.

e. Passenger Movement. Marines riding the commercial bus will muster in the Squadron area at 0900. The bus will depart the Squadron area at 1000 16 June 1984. All personnel driving POV's will muster at 0900 in the Squadron area also.

3. Coordinating Instructions

a. Staging. All gear will be staged along the East side of hangar 461 by 0800 14 June 1984. The designated embarkation team will muster with the Squadron Embarkation Officer at 1300 13 June 1984 for the hazardous cargo inspection of the gear.

b. Material Handling Equipment. WES-37 will provide a forklift with driver and a M-35 with driver for staging and loading of the cargo.

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4. Reembarkation to MCAS El Toro

a. Staging/Embarkation. Staging of vehicles, ordnance trailers, and palletized cargo will be completed by 0600 6 July 1984. The staging area will be the Unit's flight line at NWC China Lake. The embarkation team will be responsible for banding and palletizing the cargo. The method and times of the reembarkation will be published at a later date.

b. Unloading. Off loading of the cargo will be conducted at the Squadron's hangar at MCAS El Toro tentatively on 6 July 1984. A representative of the S-4 shop will be present to supervise the off loading. All departments/work centers will have personnel available to take custody of their respective cargo once the gear is offloaded.

5. Miscellaneous. Any change in department/work center cargo requirements will immediately be forwarded to the Squadron Embarkation Officer.

6. Movement Timetable

a. The following Timetable applies for movement to NWC China Lake.

- (1) 14 June 0800 - All shop pack-up plus supply pack up staged, palletized and ready for movement to WTS-37 staging area.
- (2) 15 June 0800 - Advance Party departs.
- (3) 15 June 0800 - Aircraft depart.
- (4) 15 June 1600 - Unload commercial truck at NWC China Lake.
- (5) 16 June 0900 - Buses arrive. All passengers muster with baggage.
- (6) 16 June 1000 - First bus departs, remaining bus departs on order.