



UNITED STATES MARINE CORPS

MARINE CORPS BASE
3250 CATLIN AVENUE
QUANTICO, VIRGINIA 22134-5001

IN REPLY REFER TO:
MCBO 5530.16A
B 033
03 OCT 2014

MARINE CORPS BASE ORDER 5530.16A

From: Commander
To: Distribution List

Subj: SECURITY AUGMENTATION FORCE (SAF)

Ref: (a) MCO 5530.16
(b) MCO 5580.2B

Encl: (1) SAF Recall Procedures
(2) Sample SAF Identification Card
(3) SAF Equipment List

1. Situation. During periods of elevated Force Protection Conditions (FPCON), emergency/threat situations or special events, Marine Corps Base Quantico (MCBQ) may require additional forces to perform security functions. In accordance with reference (a), this order promulgates policy and guidance for the establishment, management, training, and employment of a MCBQ Security Augmentation Force (SAF).

2. Cancellation. MCBO 5530.16.

3. Mission. MCBQ trains, manages and employs a SAF in order to provide the command with a capability to man all required posts during the execution of FPCON Bravo through Delta and to fill any critical security shortages during an emergency or crisis.

4. Execution

a. Commander's Intent. To select, train and employ Marines from the MCBQ Band and the Ceremonial Platoon as the installation SAF, and to ensure that those Marines maintain a state of training and readiness that enables them to be quickly employed during time of need/crisis.

b. Concept of Operations. MCBQ shall implement a SAF Program by conducting an initial screening of all MCBQ Band and Ceremonial Platoon Marines to ensure they meet required standards and background criteria. Selected Marines will then be provided with a block of initial SAF training, conducted by Security Battalion (SctyBn). Upon satisfactorily completing training, SAF Marines will be assigned to quarterly SAF duties in order to maintain proficiency. When dictated by changes in the threat

DISTRIBUTION STATEMENT A: Approved for public release;
distribution is unlimited.

status or the security situation, the SctyBn Commanding Officer will request that the installation Commander recall and activate the SAF for employment by the Provost Marshall.

c. Tasks

(1) Director of Operations

(a) Provide Band and Ceremonial Platoon Marines to serve as the MCBQ SAF.

(b) Ensure band and ceremonial operational commitments are reduced or limited during SAF training periods.

(c) Conduct quarterly SAF recall drills to test execution of the recall procedures identified in enclosure (1) to ensure Band and Ceremonial Platoon Marines can be recalled, issued weapons and ammo, and have available transportation within three hours of notification.

(d) Coordinate with SctyBn for scheduling of quarterly SAF duties. When possible, the SAF shall perform quarterly training duty as a unit, with all SAF members participating on the same day.

(e) Manufacture and issue SAF identification cards to all SAF personnel in accordance with (IAW) enclosure (2).

(f) The MCBQ Band Officer in Charge (OIC) will provide a qualified range safety officer for all SAF training events requiring a live fire range.

(2) Commanding Officer, SctyBn

(a) Designate the Deputy Police Chief as the SAF Commander.

(b) Provide SAF program management and oversight.

(c) Screen and approve SAF nominees.

(d) Provide SAF training (initial block training and sustainment training) quarterly or as needed.

(e) In coordination with the Director of Operations, G-3, establish a quarterly SAF watch/training schedule.

(f) Establish and maintain SAF records.

(g) Provide supervisory authority, commensurate with rank and expertise, within the SAF organization.

(h) Submit transportation requests for block training and quarterly duty to the Transportation Branch, (Assistant Chief of Staff (AC/S) G-4, 15 working days prior.

(i) Plan for and provide ammunition for all SAF training evolutions from the SctyBn ammunition allotment (does not include contingency ammunition maintained by HQSVCBN).

(j) Temp-issue portable radios to the SAF based on operational requirements during activation/training.

(k) Provide a qualified Range OIC for all SAF training events requiring a live fire range.

(l) Conduct a pre-training coordination meeting that includes representatives from AC/S G-3, G-4, Band, Ceremonial Platoon and Headquarters and Service Battalion (HQSVB BN) representatives NLT 15 days prior to the start of annual or sustainment SAF block training in order to ensure all necessary coordination is complete.

(3) Assistant Chief of Staff G-4

(a) Coordinate with the Individual Issue Facility (IFF) for SAF member issue of the required combat gear as identified in enclosure (3).

(b) Provide transportation support to the SAF during block training, quarterly duty days, and during a SAF activation.

(4) Commanding Officer, HQSVB BN

(a) Provide each SAF member with Table of Organization Weapon and associated sling, magazines, etc. as identified in enclosure (3), for initial training, quarterly training, and during any SAF recalls.

(b) Maintain a minimum of forty-nine (49) M-16 rifles and seven (7) M-9 pistols, and all associated equipment, available for immediate issue to the SAF.

(c) Maintain one thousand seven hundred (1700) rounds of .556 ammo and one thousand eighty (1080) rounds of 9 mm ammo available for immediate issue to the SAF.

(d) Issue ammunition to the SAF during recalls (actual employment) and during quarterly proficiency duty (HQSVCBN responsibility does not include training ammo).

d. Coordinating Instructions

(1) SAF personnel must meet the following screening criteria:

(a) May not be currently receiving treatment for mental health related illnesses such as Post Traumatic Stress Disorder (PTSD).

(b) Have no drug or alcohol dependencies.

(c) Have no felony-level convictions.

(d) Be in compliance with provisions of the Lautenberg amendment.

(2) Initial MCBQ SAF training will be conducted as a block of instruction IAW reference (a), except for the following changes which result in a seven (7) day training block, rather than the 10 days identified in the reference:

(a) Oleoresin Capsicum (OC) Spray training (training day five (5), eight (8) hours of instruction) not required due to the MCBQ SAF not being issued OC Spray.

(b) Firearms range, block 4-5, Handgun Qualification (training day 8, 0800-1100, three hours of instruction) not required because the MCBQ SAF T/O weapon is M-16/M-4.

(c) Shotgun class, practical application and fam-fire (training day 10, eight hours of instruction) not required because the MCBQ SAF are not issued shotguns.

(d) Marine Corps Police Officer Rifle Qualification Course (as contained in Chapter 17 of reference (b)) is to be utilized as the only required range training time for the MCBQ SAF.

(3) SAF personnel will be armed when performing security duties. The MCBQ Provost Marshal will ensure that prior to being issued a weapon; SAF personnel have been properly trained on the use of force, and are qualified with that weapon.

(4) Quarterly SAF posting and training assignments shall be made with the intent of familiarizing SAF members with the posts and duties they are expected to stand and perform when actually recalled.

5. Administration and Logistics

a. SAF training records will be maintained IAW reference (a).

b. SAF personnel that do not meet initial screening requirements, fail to complete all required training, or have disqualifying event after the completion of training, will be removed from the SAF and returned to the parent unit.

c. SAF gear, other than weapons, will be permanently issued to the SAF Marines for as long as they are assigned to the SAF.

6. Command and Signal

a. Only the Commander MCBQ, has the authority to recall the SAF.

b. Upon recall, for training or an actual contingency, SAF personnel are under the operational control of the SAF Commanding Officer.



A. D. BROUGHTON
Chief of Staff

DISTRIBUTION: A

Security Augmentation Force (SAF)
Recall Procedures

Upon a decision by the Commander, Marine Corps Base Quantico (MCBQ) to recall the SAF, the following procedures will be executed:

1. The MCBQ Director of Operations notifies the Command Duty Officer (CDO) to execute a recall of the SAF with a report time, report location, number of SAF personnel required, expectation of additional SAF shifts, and any coordinating instructions.
2. Upon notification of the recall, the MCBQ CDO contacts the following:
 - a. Band OIC
 - b. Headquarters & Service Battalion (HQ SVC BN) CDO
 - c. MCBQ G-4
 - d. Provost Marshall's Office (PMO) Desk Sergeant
3. The Band OIC is responsible for internal notification of SAF personnel.
4. HQ SVC BN Command Duty Officer is responsible to ensure appropriate armory personnel are available and prepared to rapidly issue required SAF equipment and ammunition.
5. MCBQ G-4 ensures that appropriate motor pool personnel are available to provide any required SAF movement requirements (standard movement requirement is one 24-pax bus).
6. PMO Desk Sergeant is responsible for notifying the SAF Commander (Deputy Police Chief) to ensure a plan for employment and any coordinating instructions are passed to the Band OIC. Additionally, in the event of heightened security procedures, all gates and patrol vehicles will be notified that a SAF recall is underway and that the movement of SAF personnel onto the base is authorized.
7. Initial SAF muster will take place at the HQ SVC BN armory (Bldg 2006).
8. Transportation pick-up point will be at 2006 Hawkins Ave (in front of the HQ SVC Bn headquarters).

SAMPLE SAF IDENTIFICATION CARD

(Front)

Security Augmentation Force

Rank

Name

is authorized access and movement throughout
Marine Corps Base Quantico during increased force
protection conditions or heightened security.

(Back)

SAF OIC

MCB Quantico, Director of Operations, G-3

SAF Equipment List

Issued by G-4 (IIF)

1. Light Weight Helmet w/Pads
2. Helmet Cover (reversible)
3. Modular Tact Vest
4. Hydration System (Camelback)
5. Belt, Equipment, Individual (if no drop holsters)
6. Pouch, 9mm Ammo
7. Pouch, M16/M4 Dbl/Sgl Mag

Issued by HQSVC BN

1. T/O Weapon (M16 or M9)
2. Three-Point Sling (for M-16)
3. Holster, 9mm, Pistol (drop holster preferred)
4. Magazines (2) as appropriate for T/O weapon