|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **ACTION CODE LEGEND:** | | | | | | | **DATE:** 20220808 | | |
| **X – ORIGINATOR OR OFFICE AFFIXING**  **ROUTING SHEET F – RETURN TO:**  **A – SIGNATURE G – INITIAL**  **B – RECOMMENDATION H - DECISION**  **C – CONCURRENCE I – OTHER:**  **D – INFORMATION**  **E - REVIEW**    **ROUTING – USE NUMBERS TO SHOW ORDER OF ROUTING** | | | | | | | **SUBJECT: EARLY RETIRMENT REQUEST IN THE CASE OF MAJOR DAVID D. FLANGAN 123456789/0111 USMC** | | |
| RTG | CODE | OFFICE CODES | DATE | | INITIALS | |  | ORIGINATOR INITIALS | DUE DATE  (IF ANY) |
| IN | OUT | CONCUR | NON-CONCUR | ROUTINE | MPF |  |
| 10 | AH | Commanding Officer | 8/5 | 8/6 |  | DSR | URGENT |  |  |
| 9 | CDE | Executive Officer |  |  |  |  | **REMARKS** | | |
| 8 | CDE | Sergeant Major | 8/4 | 8/5 |  |  |
| 7 | CE | S-1 Adjutant | 8/2 | 8/3 | CC |  | **REMARKS AND SIGNATURES** | | |
| 6 | CE | S-1 Chief |  |  | CC |  | **REFERENCE(S):**   1. MARADMIN 135/19 2. MCO 1900.16 CH 2     **PURPOSE:**To receive approval or disapproval from the Commanding Officer.  **BACKGROUND:** Chain of Command recommended approval (HQ CO). Captain Flanagan completed his transition readiness seminar on 24 September 2021.  **DISCUSSION:** Captain Flanagan is requesting retirement under temporary early retirement in conjunction with waiving ten years of commissioned service.  **RECOMMENDATION:** Per reference (a) Captain Flanagan meets the eligibility criteria for Temporary Early Retirement Authority. Per reference (b) Captain Flanagan does not meet the minimum TIS requirement for a grade waiver.  **Marine POC information:**  SSgt Latterner (703) 432-1864  POC EMAIL: ashley.latterner@usmc.mil  POC Phone: (703) 432-1864  **Remarks**: | | |
| 5 | CE | S-1 Clerk |  |  |  |  |
|  |  | S-3 Officer |  |  |  |  |
|  |  | S-3 Chief |  |  |  |  |
|  |  | S-4 Officer |  |  |  |  |
|  |  | S-4 Chief |  |  |  |  |
|  |  | SACO |  |  |  |  |
|  |  | Career Planner |  |  |  |  |
|  |  | Chaplain |  |  |  |  |
|  |  | Family Readiness |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  | **HQ Company** |  |  |  |  |
| 4 | ABE | Company Commander |  | 8/1 |  | MM |
| 3 | CDE | Executive Officer |  |  |  |  |
| 2 | CDE | Company 1stSgt |  |  |  |  |
| 1 | CE | Clerk |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  | **Service Company** |  |  |  |  |
|  |  | Company Commander |  |  |  |  |
|  |  | Executive Officer |  |  |  |  |
|  |  | Company 1stSgt |  |  |  |  |
|  |  | Clerk |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  | **PMO** |  |  |  |  |
|  |  | Provost Marshal |  |  |  |  |
|  |  | Provost Sgt |  |  |  |  |
|  |  | Deputy Chief |  |  |  |  |
|  |  | Ops Officer |  |  |  |  |
|  |  | CID OIC/SNCOIC |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  | **Fire Department** |  |  |  |  |
|  |  | Fire Chief/DFC |  |  |  |  |
|  |  | **Other** |  |  |  |  |
| **CUI-ATTENTION**  Contents shall not be disclosed, discussed, or shared with individuals unless they have a direct need-to-know in the performance of their official duties. Deliver this/these document(s) directly to the intended recipient. **DO NOT** drop off with a third-party.  The enclosed document(s) may contain personal or privileged information and should be treated as “For Official Use Only.” Unauthorized disclosure of this information may result in **CIVIL** and **CRIMINAL** penalties. If you are not the intended recipient or believe that you have received this document(s) in error, do not copy, disseminate or otherwise use the information and contact the owener, creator or your Privacy Act Officer regarding the document(s). | | | | | | | | | |