



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
2 NAVY ANNEX
WASHINGTON, DC 20380-1775

IN REPLY REFER TO:

17 JAN 2002

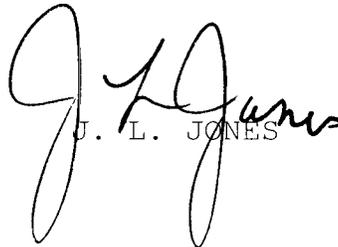
COMMANDANT OF THE MARINE CORPS POLICY MEMORANDUM 1-02

Subj: MARINE REQUIREMENTS OVERSIGHT COUNCIL (MROC)

Ref: (a) CMC POLICY MEMORANDUM 2-99
(b) CMC POLICY MEMORANDUM 1-99

Encl: (1) MROC Charter

1. Reference (a) is cancelled and is replaced by this memorandum.
2. Reference (a) established the MROC and provided the initial charter by which it operated. The enclosure reflects the changes to the MROC process as it has matured since inception.
3. This policy memorandum updates reference (b) by re-assigning the Command Element Advocate responsibilities to the Deputy Commandant, Combat Development and establishing the Deputy Commandant, Installations and Logistics as the Advocate for installations. Additionally, Proponents' responsibilities are assigned as listed in the enclosure.
4. I am gratified at the success of our Advocacy program and the MROC process; both are powerful tools for meeting the Corps' future requirements and resource demands.


J. L. JONES

MARINE REQUIREMENTS OVERSIGHT COUNCIL CHARTER

1. Mission. The Marine Requirements Oversight Council (MROC) advises the Commandant of the Marine Corps on policy matters related to concepts, force structure, and requirements validation.

2. Membership. The MROC is chaired by the Assistant Commandant of the Marine Corps and is composed of permanent and associate members.

a. Permanent members are:

Assistant Commandant of the Marine Corps (ACMC)
Deputy Commandant for Programs and Resources (DC, P&R)
Deputy Commandant for Manpower and Reserve Affairs (DC, M&RA)
Deputy Commandant for Aviation (DC, AVN)
Deputy Commandant for Plans, Policies, and Operations (DC, PP&O)
Deputy Commandant for Installations and Logistics (DC, I&L)
Deputy Commandant for Combat Development (DC, CD)

b. As required, Associate members are assigned by the MROC Chairman.

3. Functions. In addition to such tasks the Commandant of the Marine Corps may direct, the MROC will:

a. Conduct comprehensive reviews of critical issues and programs to develop optimal, balanced Marine Corps positions by considering current operational needs, desired future capabilities, and feasible alternatives based on resource constraints.

b. Review, prioritize, and approve Mission Need Statements (MNSs), Operational Requirements Documents (ORDs), Capstone Requirements Documents (CRDs), and force structure recommendations. MNS review, validation, and approval will occur prior to the start of the acquisition process.

c. Develop recommendations for Marine Corps requirements, related strategies, and positions that are supported and funded by external agencies and other Services. This includes, but is not limited to, amphibious ships, Naval aviation, and joint requirements.

d. Review and approve operational concepts.

e. Provide a venue for advocate and proponent input into policy decisions.

4. Executive Agent. The DC, P&R is designated the Executive Agent of the MROC. The Executive Agent shall:

a. Provide administrative support for the Chairman as directed. Typical administrative support includes scheduling meetings/briefings, maintaining historical files, tracking the implementation of MROC decisions, and facilitating the MROC process.

b. Maintain liaison between all members of the MROC, coordinate meetings, and ensure briefing materials are appropriately formatted and disseminated in a timely manner.

c. Maintain supporting documentation (e.g., MNSs; ORDs; Doctrine, Organization, Training and Education, and Structure (DOTES) assessments, endorsements, decisions, Advocate positions, etc.) for MROC use.

d. Record and maintain all minutes and memoranda associated with the MROC and MRB. These materials will be directly accessible to all members (e.g., via the MROC homepage).

e. Promulgate MROC decisions as directed by the Chairman. Administratively track MROC decision implementation.

f. Maintain the MROC process handbook to serve as a ready source for guidance and direction on brief preparations and MROC procedures.

5. MROC Review Board (MRB). The MRB is the initial avenue of access to the MROC process. The MRB's primary function is to review all briefs for the MROC and insure briefs are so structured as to facilitate MROC action. The secondary functions of the MRB are to serve as a conduit of information to the MROC principals and to submit future agenda MROC items. Membership in the MRB is comprised of general officers, or their representatives, assigned by each permanent member of the MROC. The Director, Programs Division, P&R, serves as the MRB Chairman. The Chairman may request representatives from other staff agencies/commands to attend meetings, on a non-voting basis, to provide technical advice and other assistance as needed. The Chairman may also establish ad hoc working groups

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to complete, within a short turnaround, special projects in support of MROC issues. The MRB shall:

a. Review insights and findings in briefs, proposals, and documents to ensure the information and documentation being presented are succinct and support the recommendation(s) in a manner facilitating MROC actions.

(1) MRB will provide appropriate guidance, suggestions, and direction.

(2) MRB input is directive and changes to the briefing materials will be completed prior to presentation to the MROC.

b. Develop and forward MRB recommendations and dissenting opinions, if any, to the MROC Chairman.

c. Nominate topics for MRB/MROC consideration and advise the MROC Chairman on issues requiring Council review.

6. Advocates. As MROC members, Advocates provide broad-based experience and direct representation for each element of the Marine Air-Ground Task Force and the Supporting Establishment. The MROC provides a venue for Advocates to both participate in and influence requirements generation. This does not preclude Advocates from participating in other processes and associated forums. Assigned Advocates are:

ACMC for the Headquarters Marine Corps
DC, M&RA for the Marine Corps Recruiting Command
DC, AVN for the Aviation Combat Element
DC, PP&O for the Ground Combat Element, Chemical/Biological Incident Response Force, Marine Corps Security Forces, and Marine Security Guard Battalion
DC, I&L for the Combat Service Support Element, Installations, and Materiel Command
DC, CD for the Command Element, the Marine Corps Combat Development Command, and Science and Technology

7. Proponents. As MROC members, Proponents provide broad-based experience and service representation on functional areas that directly affect, but reside outside, the Marine Corps. The MROC provides a venue for Proponents to vet issues and garner Marine Corps positions. Assigned Proponents are:

DC, P&R for the Planning, Programming and Budgeting System
DC, AVN for Aviation

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DC, PP&O for Amphibious Shipping, Mine Countermeasures,
Maritime and Geo-Prepositioning Forces, Naval Surface Fire
Support, and Joint Non-Lethal Weapons
CG, MCCDC for Command and Control

Enclosure (1)

Staffing Comments

P&R **Concur**

M&RA **Concur**

AVN **Concur**

PP&O **Concur with comment**

- Policy Memorandum - para 3 - minor word change - change incorporated
- MROC Charter - para 7 - to add "Geo-Prepositioning Forces" - change incorporated

I&L **Concur with comment**

- Policy Memorandum - para 3 - change "Bases and Stations" to "Installations" - change incorporated
- MROC Charter - para 6 - change "Marine Corps Bases and Stations" to "Installations" - change incorporated

MCCDC **Concur**