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IN REPLY REFER TO:
3340
G37
15 Sep 16

LETTER OF INSTRUCTION 20-16

From: Operations Officer, 1st Marine Expeditionary Brigade
To: Distribution List

Subj: LETTER OF INSTRUCTION WITH FLEET SYNTHETIC EXERCISE - MEGA
2017-1

Ref: (a) COMTHIRDFLT FST-M Exercise Directive DTG: xxxxxxxZ Xxx 16

Encl: (1) FST-M Timeline
(2) Tasking Message in Support of Exercise FST-M 092351Z Sep 16
(3) TTGP Security Clearances & SAAR Information
(4) Directions to Point Loma
(5) System Authorization Access Request - Navy (SAAR-N)

1. Situation

a. This Letter Of Instruction (LOI) provides information for 1st Marine Expeditionary Brigade's (1st MEB) participation in the Fleet Synthetic Training-Mega (FST-M) from 11-21 October 2016, as outlined in Enclosures (1) and (2). The FST-M is a constructive Joint Training Coordination Program (JTCP) and U.S. Fleet Forces Command event.

b. FST-M is the culminating synthetic event for the USS CARL VINSON Strike Group (CSG-1) and will include 30 Joint organizations/units participating from 15 locations across the contiguous United States. Expeditionary Strike Group THREE (ESG-3) and 1st MEB Command Elements are participating in FST-M 17-1 from the Tactical Training Group- Pacific (TTGP) simulation facility aboard Naval Station Point Loma as supporting response cells.

c. ESG-3 and 1st MEB are leveraging the exercise as an opportunity to advance concepts of Naval Integration, and to refresh their inherent Commander Amphibious Task Force (CATF) and Commander Landing Force (CLF) relationship.

2. Mission. From 11-21 October 2016, aboard Naval Station Point Loma, 1st MEB and ESG-3 staffs will prepare for and conduct deliberate planning in order to employ the Amphibious Force.

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LETTER OF INSTRUCTION 20-163. Executiona. Commander's Intent

(1) Purpose. Conduct deliberate planning for FST-M to further develop the staffs' competencies in planning amphibious operations and to refresh Naval Integration and staff building at the MEB/ESG level.

(2) Method. The FST-M will be conducted in four phases:

a. Phase I: Deliberate Planning (2 September 2016 - 7 October 2016)

b. Phase II: ESG & MEB Battle Rhythm Synchronization (11 - 14 October 2016)

c. Phase III: FST-M Execution (17-21 October 2016)

d. Phase IV: After Action (28 October 2016)

(3) Endstate. Upon completion of these four phases, 1st MEB and ESG-3 staffs will have a common understanding of deliberate planning, amphibious operations, and established the beginnings of a cohesive integrated MEB/ESG team. Additionally, success in the FST-M will also result in enhanced MEB/ESG crisis response and amphibious capabilities available to Combatant Commanders and Service components.

b. Concept of Operations.

(1) Phase I: Deliberate Planning (2 September 2016 - 7 October 2016)

(a) On 2 September 2016, 1st MEB staff receives FST-M orientation brief and initial guidance on the deliberate planning timeline in the I MEF Operations Center (MOC) auditorium. Due to limited time together as a MEB staff, it is imperative that the team consistently meet over the next several weeks to conduct deliberate planning in preparation for FST-M. The expectation is to have a CONOPs Brief and Confirmation Brief available to brief Tactical Training Group-Pacific (TTGP) by the last week of September.

(b) On 8-9 September 2016, the MEB staff will meet in the MOC auditorium to begin *problem framing*.

(c) On 12-13 September 2016, the MEB and ESG-3 staff will meet at the Battle Simulation Center (BSC) to conduct *Problem Framing*.

(d) On 15 September 2016, the MEB and ESG-3 staff will meet aboard the USS CARL VINSON to conduct *Problem Framing with CSG-1* (0900 to 1500).

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(e) On 19 September 2016, the MEB and ESG-3 staffs will brief their Chiefs of Staff on how to proceed with *COA development*.

(f) From 21-23 September 2016, the MEB and ESG-3 staff will meet at the Battle Simulation Center (BSC) to conduct *COA development* and refine the exercise battle rhythm.

(g) On 29-30 September 2016, the MEB and ESG-3 staff will meet at the Battle Simulation Center (BSC) to conduct *War Gaming*.

(h) On 6-7 October 2016, the MEB and ESG-3 staff will meet at the Battle Simulation Center (BSC) to refine final FST-M products.

(2) Phase II: ESG & MEB Battle Rhythm Synchronization (11-14 October 2016)

(a) On 11 October 2016, ESG and MEB exercise personnel will conduct an administrative day for exercise participants (check-in, security badge issue, computer connectivity checks, organize work/briefing spaces, etc.).

(b) From 12-14 October 2016, the 1st MEB/ESG-3 team will refine daily battle rhythm, develop templates for potential amphibious operations, receive daily intelligence injects to build situational awareness for the upcoming exercise, and continue to organize battle spaces.

(c) Conduct future operations planning with 1st MEB/ESG-3 staff.

(d) Continue to build the 1st MEB/ESG-3 staff planning relationship.

(3) Phase III: FST-M Execution (17-21 October 2016)

(a) The 1st MEB/ESG-3 team will execute the simulated amphibious operation planned during Phase I, aboard Naval Station Point Loma's TTGPs simulation facility.

(b) The 1st MEB/ESG-3 team will receive fragmentation orders (FRAGOS) requiring the MEB/ESG team to plan for amphibious operations. The team will not execute the amphibious operations, but they will be required to produce CONOPs and Confirmation Briefs.

(c) Hotwash to be conducted at the conclusion of the exercise.

(4) Phase IV: After Action. On 28 October 2016, at 1000 in the MOC Auditorium, the 1st MEB/ESG-3 staff will conduct an *internal after*

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action review (AAR) of the FST-M exercise. The purpose of the internal AAR is to ensure 1st MEB/ESG-3 staffs build off the lessons learned from FST-M. Additionally, key after action items will be forwarded to THIRD FLEET for inclusion to the Joint After Action Review (9 November 2016).

c. Tasks(1) 1st MEB Assistant Chief of Staff, G-1

(a) From 2 September 2016 - 28 October 2016, ensure your section's MEB member(s) attend all designated events, as outlined in Enclosures (1) and (2).

(b) No later than (NLT) 23 September 2016, ensure all MSC nominations for FST-M are received and accurate, as outlined in Enclosure (2).

(c) NLT 26 September 2016, provide the MEB G2, G3, G4, G6, and G8 with finalized FST-M roster.

(d) Maintain a master roster of all 1st MEB personnel traveling to Naval Station Point Loma for Phase II & III of FST-M.

(2) 1st MEB Assistant Chief of Staff, G-2

(a) From 2 September 2016 to 28 October 2016, ensure your section's MEB member(s) attend all designated events, as outlined in Enclosures (1) and (2).

(b) NLT 23 September 2016, ensure the G-1 receives names for FST-M participants, as outlined in Enclosure (2).

(c) NLT 28 September 2016, ensure all FST-M attendees have the appropriate clearance level and submit JPAS visit request to TTGP and JEWL, as outlined in Enclosure (3).

(d) Maintain current Joint Intelligence Preparation of the Operational Environment (JIPOE) and be prepared to provide updates to the MEB planning staff.

(3) 1st MEB Assistant Chief of Staff, G-3

(a) From 2 September - 28 October 2016, ensure all FST-M participants from applicable G-3 sections attend all designated events, as outlined in Enclosures (1) and (2).

(b) NLT 23 September 2016, ensure the G-1 receives names for FST-M participants, as outlined in Enclosure (2).

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(c) MEB G-3 maintains a POA&M to ensure all scheduled events and/or required deadlines are achieved, as outlined in Enclosures (1), (2), and (3).

(d) MEB G-3 serves as the lead coordinator for all training evolutions with ESG-3, CSG-1, and THIRD FLEET, as outlined in Enclosure (1) and (2).

(e) Coordinate with the I MEF Deputy Commanding General's (DCG) Aid to ensure DCG is kept abreast of all issues or questions regarding FST-M, as outlined in Enclosure (1), (2) and (3).

(4) 1st MEB Assistant Chief of Staff, G-4

(a) From 2 September 2016 - 28 October 2016, ensure your section's MEB members attend all designated events, as outlined in Enclosures (1) and (2).

(b) NLT 23 September 2016, ensure the G-1 receives names for FST-M participants, as outlined in Enclosure (2).

(c) NLT 26 September 2016, coordinate with MHG regarding the use of a driver and van to provide transportation to and from Naval Station Point Loma, departing from the MOCs southern parking lot, as outlined in Enclosure (1) and (2).

(d) Use the notional AMERICA/ARG Load Plan for planning purposes.

(5) 1st MEB Assistant Chief of Staff, G-6

(a) From 2 September 2016 - 28 October 2016, ensure your section's MEB members attend all designated events, as outlined in Enclosures (1) and (2).

(b) NLT 23 September 2016, ensure the G-1 receives names for FST-M participants, as outlined in Enclosure (2).

(c) NLT 28 September 2016, ensure all appropriate Information Assurance paperwork is collected and submitted to TTGP for all FST-M attendees, as outlined in Enclosure (3) and (5).

(6) 1st MEB Assistant Chief of Staff, G-8

(a) From 2 September 2016 - 28 October 2016, ensure your section's MEB members attend all designated events, as outlined in Enclosures (1) and (2).

(b) NLT 23 September 2016, ensure the G-1 receives names for FST-M participants, as outlined in Enclosure (2).

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(c) Coordinate all FST-M funding issues with I MEF G-1 and Brynt "Woody" Query, USFF, FST-J Joint/Partner Nation Training Team SAIC, (619)553-8809, NIPR/ NMCI: brynt.query.ctr@navy.mil.

(7) Major Subordinate Commands - I MHG, 1stMarDiv, 1stMLG, 3d MAW

(a) NLT than 23 September 2016, FST-M nominees to I MEF G-1, as outlined in Enclosures (2).

(b) NLT than 26 September 2016, coordinate with the MEB G-2 to provide EDIPI information for all FST-M attendees. The MEB G-2 will compile a 1st MEB master list to submit to TTGP and JEWL for all participating FST-M attendees, as outlined in Enclosure (3).

(c) NLT 26 September 2016, ensure all appropriate Information Assurance paperwork is collected and submitted to the MEB G-6 for all participating FST-M attendees. The MEB G-6 will compile a 1st MEB master list to submit to TTGP and JEWL, as outlined in Enclosure (3).

(d) On 29 September 2016, ensure all participating personnel attend a mandatory synchronization meeting, as outlined in Enclosures (1) and (2).

(e) From 11-21 October 2016, ensure participating exercise personnel attend all designated events, as outlined in Enclosures (1) and (2).

(f) NLT 25 October 2016, submit at a minimum three after action items to the 1st MEB G-3 (Format: Topic, Discussion, and Recommendation).

(g) On 28 October 2016, send one representative to the 1st MEB After Action Review, as outlined in Enclosure (1).

(8) I MEF Headquarters Group

(a) From 11-21 October 2016, provide a daily 15-pak van and driver to provide transportation to and from Naval Station Point Loma, departing from the I MEF MOCs southern parking lot, as outlined in Enclosure (1) and (2).

d. Coordinating Instructions

(1) FST-M planning documents will be posted on the I MEF SIPR SharePoint site and the Tactical Training Group Pacific SIPR SharePoint site. Documents can be accessed at the following:

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I MEF Site:

<https://intelshare.intelink.sgov/sites/imef/FSTM/SitePages/Home.aspx>

TTGP Site:

<https://www.ttgp.navy.smil.mil/tr/08/site.nsf/main.html?openpage&cookiecontent=no>

(2) Review all FST-M material before attending working group sessions. An initial list of planning materials will be provided during the 2 September 1st MEB orientation meeting.

(3) MEB/ESG-3 planning session products will be posted to the I MEF SharePoint site.

(4) Exercise updates and WARNORDs, OPORDs, intelligence updates, and any FST-M information from the exercise control group will be posted to the TTGP SharePoint site.

4. Admin and Logistics

a. Administration

(1) FST-M Timeline. See Enclosure (1).

(2) Morning Reports. Morning Reports will be processed daily. Every unit or detachment shall submit their daily strength report to their respective HHQ and to the MEB G-1 by 0800 each day.

(3) Personnel Accountability. Individual section OICs shall know the location of their Marines at all times. Any missing Marine shall be reported immediately to the MEB G-1.

(4) Alpha Roster. A FST-M 1st MEB roster will be maintained by the 1st MEB G-1. All participating units shall submit their alpha roster to 1st MEB G-1. Updates are required immediately whenever a change to personnel status occurs.

b. Logistics

(1) Transportation. A 15-passenger van will depart the I MEF MOCs southern parking lot at 0530; van departs Naval Station Point Loma at 1730 or as early or late as training dictates, during Phase II and III, as outlined in Enclosure (1).

(2) Billeting. Will not be available, FST-M attendees will commute to and from Naval Station Point Loma.

(3) Messing. Point Loma does not have a chow hall. Meals during the FST-M exercise are the individual participant's responsibility. A few concession stands exist on the base and local

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eateries are within a five minute drive of the base. NAB Coronado has a chow hall, fast food facilities, and a Naval Exchange within 250 meters of the JEWL (Building 401).

(4) Funding. Personnel participating/supporting the exercise are authorized meals and incidental expenses. Prior to exercise, submit DTS authorization for the planned days of attendance. Upon completion of the exercise, all participating/supporting personnel use DTS to submit a local voucher for travel and partial per diem for meals. More amplifying guidance will be provided by MEB G-1 and G-8 under Separate Correspondence.

5. Command and Signal

a. Points of contact for the FST-M are: (list is not all inclusive)

Points of Contact			
Name	Title	Email	Phone
Col James P. Fallon	1st MEB CoS	james.fallon@usmc.mil	760-725-9191
LtCol Kyle M. Stoddard	1st MEB G-3	kyle.m.stoddard@usmc.mil	760-763-6597
Maj Aaron Awtry	OPT Leader	aaron.awtry@usmc.mil	760-725-5965
Maj Craig Giorgis	A-OPT Leader	craig.giorgis@usmc.mil	760-725-6044
LtCol Edmund Tomlinson	1st MEB G-1	edmund.tomlinson@usmc.mil	760-725-4958
LtCol Damian Spooner	1st MEB G-2	damian.spooner@usmc.mil	760-725-9438
LtCol Virgil Tinkle	1st MEB G-4	virgil.tinkle@usmc.mil	760-763-2732
Maj Tom Aguilar	1st MEB G-6	tom.e.aguilar@usmc.mil	760-763-4659
LtCol Oscar Marin	1st MEB G-8	oscar.marin@usmc.mil	760-763-2571



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