



UNITED STATES MARINE CORPS
I MARINE EXPEDITIONARY FORCE
U.S. MARINE CORPS FORCES, PACIFIC
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I MEFO 4790.1A
G-4 MMO

NOV 6 2017

I MARINE EXPEDITIONARY FORCE ORDER 4790.1A

From: Commanding General, I Marine Expeditionary Force
To: Distribution List

Subj: COMBAT READY STORAGE PROGRAM STANDARD OPERATING PROCEDURES

Ref: (a) MCO 4790.2
(b) MCO 3000.13
(c) UM-4000-125

Encl: Standard operating procedures for the I MEF CRSP

1. Situation. Due to directed personnel end-strength reductions and continued deployment of personnel in support of global operations, units in I Marine Expeditionary Force (I MEF) may have on-hand ground equipment without the required quantity of qualified Military Occupational Specialty personnel to operate or conduct regular scheduled Preventive Maintenance Check and Services (PMCS).

2. Cancellation. I MEFO 4790.1.

3. Mission. To establish an effective Combat Ready Storage Program (CRSP) Standing Operating Procedure (SOP) that extends the service life of I MEF's ground tactical and support equipment while reducing maintenance and manpower requirements and associated costs to I MEF units. The CRSP will assist in keeping I MEF's equipment in a serviceable and combat ready status.

4. Execution

a. Commander's Intent and concept of operations

(1) Commander's Intent. The CRSP is an important component of Maintenance Management. The proper use and adherence to the regulations set forth in this order are critical to the success of this program. The CRSP facilities are to be utilized only for the storage of tactical ground equipment not required for training or deployment.

(2) Concept of Operations. The CRSP facility is managed as part of the I MEF CRSP. The efficient and effective use of this facility is the joint responsibility of the Major Subordinate Commands (MSC) and the I MEF CRSP coordinator. Each MSC has responsibility for fully staffing and validating requests for the CRSP. Once MSC Commanders approve equipment for the CRSP a request will be forwarded to the I MEF G-4 (Attn: Maintenance Management Officer (MMO) for review and approval to store the equipment at the I MEF CRSP facility.

b. Subordinate Element Missions

(1) AC/S G-4 Materiel Readiness Branch (MRB)

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

(a) Establish and assume overall control of a I MEF CRSP in support of administrative storage programs within I MEF.

(b) Assist the MSC and Major Subordinate Elements (MSE) who plan to utilize the I MEF CRSP storage facility.

(c) Monitor the I MEF CRSP inventory to ensure compliance with appropriate orders.

(d) Appoint a CRSP manager.

(2) MSC's/MSE's

(a) Per reference (a), ensure equipment submitted for storage is in a mission capable status and current on all scheduled PMCS.

(b) Ensure owning units follow induction procedures identified in this order.

(c) Upon tasking, provide augments to support the I MEF CRSP.

c. Coordinating Instructions. Develop, review, update, and implement internal policies and procedures to facilitate the intent and execution of this Order.

5. Administration and Logistics

a. Administration. Requests to use I MEF CRSP will be submitted via naval letter format to the I MEF G-4 MMO through the respective MSC/MSE. The I MEF G-4 will approve/disapprove all requests for support prior to induction or removal of equipment.

b. Logistics

(1) Facilities. Inducted equipment will be stored at a location designated by the I MEF G-4 and will not be stored in individual unit.

(2) Transportation of Equipment. Transportation of equipment to and from the storage facilities is the responsibility of the owning unit.

(3) Supply Accountability and Readiness Reporting. Equipment inducted into the I MEF CRSP will remain on the owning unit's supply records, and will be reported as on-hand for readiness reporting purposes.

6. Command and Signal

a. Command. This SOP is applicable to units and elements of the I MEF.

b. Signal. This SOP is effective the date signed.


LEWIS A. CRAPAROTTA

DISTRIBUTION: I, II

I MEF Order

MEFO 4790.1A

Combat Ready Storage Program

Standard Operating Procedures



Enclosure (1)

LOCATOR SHEET

Subj: COMBAT READY STORAGE PROGRAM (CRSP) STANDARD OPERATION
PROCEDURES (SOP)

Location: _____
(Indicate location(s) of copy(ies) of this Order.)

RECORD OF CHANGES

Log completed change action as indicated.

Change Number	Date of Change	Date Entered	Signature of Person Incorporated Change

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Chapter 1

General Information

1. General. It is the Commanding General's guidance that commanders make maximum use of CRSP consistent with unit training and operational commitments. All MSCs have a vested interest in the program and ideas on how to improve the CRSP are encouraged and will be expeditiously reviewed and implemented as appropriate.

2. Responsibilities

a. I MEF G-4. The MEF G-4 is responsible for establishing procedures and providing oversight of the I MEF CRSP.

b. I MEF MMO. The I MEF MMO will:

- (1) Provide oversight of the daily operations of the I MEF CRSP.
- (2) Conduct quarterly visits to the CRSP to ensure compliance with applicable orders and this SOP.
- (3) Review requests from MSCs for storage eligibility.

c. MSC Commanders. MSC Commanders are required to review and approve nominated equipment based on the requirements listed in reference (a) and this SOP.

d. CRSP Manager

- (1) Schedule delivery and withdrawal of equipment with owning units once approval is granted by the I MEF MMO.
- (2) Conduct visual inspection of equipment and unit provided Limited Technical Inspection (LTI) sheet during induction of equipment.
- (3) Conduct weekly tours to identify possible defects of stored equipment.
- (4) Provide reports to the I MEF MMO on scheduled events, current inventory, and required support.
- (5) Ensure equipment is exercised semi-annually.
- (6) Manage equipment cover inventory and identify deficiencies to the I MEF MMO.
- (7) Execute the intent of this order and applicable references.

3. Program Concept

a. The goal of the CRSP is to provide unit commanders with an equipment storage program that will maintain their equipment in a combat ready status, use minimal resources, and return fully functional equipment to the owning unit at the end of the storage period.

b. Per reference (a), equipment inducted in the CRSP will be stored for a period of no less than 18 months, no more than 36 months, and be current on all scheduled PMCS prior to induction. The 18 month minimum may be waived for equipment left behind by deploying units.

4. Program Management

a. The I MEF G-4 will coordinate the required workforce to manage the CRSP, to include the CRSP Manager.

b. As required, the I MEF G-4 will task MSCs for Marines in support of the CRSP. Such tasking will occur when the CRSP personnel lack the expertise to exercise equipment or the volume of induction, withdrawals, or inventory exceeds their capacity.

5. Security

a. The appointed CRSP manager is responsible for the security and safeguarding of all equipment stored in the I MEF CRSP.

b. The CRSP manager will submit a report to the I MEF G-4 and owning organization detailing any incident where the security of CRSP equipment has been compromised.

6. Use of Stored Equipment. No equipment inducted into the CRSP will be removed or used for routine administrative transportation or convenience.

7. Command Relationships. Direct liaison is authorized and encouraged between the MSCs, the CRSP manager, and I MEF MMO.

Chapter 2

Equipment Induction and Withdrawal Procedures

1. General. Organizational commanders may nominate equipment for induction to the CRSP via their respective MSCs based on unit requirements, this SOP, and guidelines contained in reference (a).

2. Equipment Eligibility/Ineligibility

a. All I MEF tactical equipment (excluding any equipment that requires special security) will be considered for the program. However, the CRSP facility usually stores principal end items of motor transport, engineer, and utilities equipment and their components.

b. Equipment excess to a unit's table of equipment will not be eligible for storage unless valid justification is provided in the request.

c. Equipment nominated for the Enterprise Lifecycle Management Program (ELMP), Inspect Repair Only As Necessary (IROAN), or is pending disposal within 18 months is not eligible for the CRSP.

d. Units may request Remain Behind Equipment (RBE) be inducted into the CRSP for the period of the unit's deployment. The storage period may be reduced to support the deployment time frame of the using unit. See chapter 3 for further guidance.

e. Equipment nominated for induction into the CRSP must be in condition code "A", fully operational, and mission capable.

f. Equipment should be in a Corrosion Category Code (CCC) 1 or 2; however, it may be inducted as CCC 3 or 4. The owning unit and CRSP personnel can cycle those CCC 3 or 4 items through the Corrosion Repair Facility (CRF) while stored. No equipment that is CCC 5 will be inducted. CCC 5 equipment is subject to recoverable items report (WIR) and therefore not eligible for induction.

g. Equipment requiring "URGENT" modifications will not be accepted into the CRSP. MSCs are responsible for screening all assets prior to submission for the CRSP.

h. Equipment submitted for CRSP must be on the unit's property records in Global Combat Support System-Marine Corps (GCSS-MC). MSCs are responsible for validating that equipment is accounted for properly prior to induction into the CRSP. This includes validating and properly accounting for gear that may have parent/child relationships.

i. Equipment that has been removed from the CRSP will not be eligible for re-induction for 12 months unless specific justification is provided by the MSC and approved by MEF G-4.

3. Procedures to Request Induction

a. Unit Commanders are responsible for nominating equipment using the format in Appendix A. The request will be forwarded via the chain of command to the MSC Commanding General (CG) for approval.

b. MSCs are responsible for fully staffing and validating all requests to use the MEF CRSP. MSCs will endorse nominations and submit via naval correspondence to the CG, I MEF (Attn: G-4/MMO).

c. The I MEF G-4/MMO will review and staff all requests prior to submission to the G-4 MRB OIC for approval.

d. Upon approval, the I MEF G-4/MMO will notify the CRSP manager and requesting MSC to schedule a delivery date and time for physical induction to the I MEF CRSP.

e. All request must be received at the I MEF MMO no later than ten business days prior to the planned induction date.

4. Preparation of Equipment for Induction

a. Unit commander will ensure a LTI is conducted prior to the schedule date of delivery of equipment to the I MEF CRSP. A copy of the LTI sheet will be required during the acceptance of equipment. LTIs used for induction purposes will be no older than 30 days old.

b. Organizational Vehicle Equipment (OVE) [SL-3], is to be retained by the unit. Fire extinguishers for the equipment will be maintained as part of the SL-3 at the using unit.

c. Equipment requiring fuel will be delivered with a minimum of one half tank of fuel.

d. Fuel/water storage containers and pumps will be drained and purged prior to induction.

e. Appendix D will be used for equipment inducted to the I MEF CRSP. Unit Commanders will ensure the placard is populated and affixed to each item inducted. Placard size can be modified when required due to the size of the equipment

f. Equipment requiring a load test/annual certification inspection (ACI) must have required actions completed and updated in GCSS-MC prior to induction. The goal is to not have any certifications lapse while the gear is in the CRSP. Units are responsible for monitoring certification statuses and are required to coordinate with the CRSP and conduct scheduled ACIs on equipment in the program.

5. Inspection and Induction Procedures

a. Once equipment is approved the owning unit and CRSP Manager will schedule a date and time for the actual physical induction of the equipment. Reference (a) and this order provide the guidelines concerning the condition of equipment accepted into the I MEF CRSP. Therefore, those inspection guidelines and acceptance criteria will be strictly enforced.

b. Upon delivery of equipment to the I MEF CRSP, the CRSP Manager will conduct a review of the unit provided LTI sheet and the equipment. This inspection will serve these purposes:

- (1) Ensure there are no obvious discrepancies that deadline the equipment.
- (2) Verify that discrepancies noted during the initial inspection were corrected and to ensure no other changes in equipment condition have occurred.
- (3) Ensure equipment meets all eligibility requirements stated in this order.

c. The using unit is responsible for ensuring all discrepancies noted during the induction process are handled in the most expeditious manner possible. Equipment that is rejected due to maintenance can be repaired by the owning unit and inducted at a later date.

d. The I MEF CRSP manager will retain the LTI sheet until the equipment is removed from storage.

e. When all prerequisites are satisfied, the authorized CRSP representative will sign the Induction Receipt Form (IRF), annotating the equipment storage cycle end date (see Appendix B). This does not constitute transfer of ownership or supply responsibilities from the owning unit Commander. The CRSP will retain the original IRF and provide a copy to the owning unit.

f. Owing units are responsible for updating GCSS-MC to reflect that the equipment is in the CRSP. A comment will be added to the PMCS remarks field that identifies the induction date and planned removal date. Example "Item inducted into the CRSP on YYYYMMDD and is planned for removal on YYYYMMDD." Also, the next PMCS due date will be set to the planned withdrawal date.

6. Withdrawal Procedures

a. Withdrawal of equipment prior to the end of the approved storage cycle is discouraged and will be scrutinized and disapproved without proper justification.

b. Owing units who withdraw equipment that has been stored for a minimum of 30 months are not required to submit a request for withdrawal. However, for scheduling purposes, the unit must coordinate with the I MEF MMO and CRSP Manager no less than ten days prior to the planned withdrawal date.

c. Early withdrawal of equipment (under 30 months) must be approved by the MSC and requested via naval correspondence, to the CG, I MEF (Attn: G-4/MMO). Early withdrawal letters must be received by the I MEF MMO no less than 10 days prior to the planned withdrawal date. Justification for the early withdrawal must be presented in the request.

d. Involuntary withdrawal of equipment from the CRSP will be submitted via naval correspondence from the CG, I MEF (Attn: G-4/MMO) to the MSC, in order to prevent equipment from exceeding the maximum storage time. In this case, the owning unit MSC will be notified 60 days prior in order to afford the opportunity to address any concerns or issues, or arrange for the removal.

Chapter 3

MEU Remain Behind Equipment

1. General. When Marine Expeditionary Units (MEU) composite, the elements of the MEU transfer equipment from their organic accounts based on The MEU Commander's mission analysis. Due to the limitation of cargo space aboard amphibious ships, each MEU routinely ends up with Remain Behind Equipment (RBE) that must be cared for and maintained during the MEU deployment. Although this equipment will not be stored the minimum of 18 months per reference (a), MEUs are authorized to induct RBE into the MEF CRSP. Only organic equipment to the MEU command element, Combat Logistics Battalion (CLB) and Battalion Landing Team (BLT) will be approved for storage. Equipment that was attached to the BLT must be returned to original owning unit.

2. Equipment Eligibility/Ineligibility. All eligibility requirements are listed in chapter 2 of this order.

3. Procedures to Request Induction

a. Unit Commanders are responsible for nominating equipment using the format in Appendix A. The request will be forwarded via the chain of command to the MEU CO for approval.

b. The MEU command element is responsible for fully staffing and validating all requests to use the MEF CRSP. MEU Command Element's (CE) will endorse nominations and submit via naval correspondence to the CG, I MEF (Attn: G-4/MMO).

c. The I MEF G-4/MMO will review and staff all requests prior to submission to the G-4 MRB Officer In Charge (OIC) for approval.

d. Upon approval, the I MEF G-4/MMO will notify the CRSP Manager and requesting MEU to schedule a delivery date and time for physical induction to the I MEF CRSP.

e. Request must be received at the I MEF MMO no less than five business days prior to the planned induction date.

4. Preparation of Equipment for Induction

a. The parent MSC(s) and the MEU will coordinate and conduct a LTI no later than (30) days prior to the MEU(s) deployment to identify and bring all RBE equipment to a readiness condition code (a) status. All condition code "A" equipment identified will be inducted into the CRSP. All equipment requiring further maintenance after the MEU deploys will be transferred back to the parent MSC. As the equipment owner all corrective maintenance funding will be provided by the deploying MEU to return RBE equipment to Condition code A.

b. OVE [SL-3], is to be retained by the unit. Fire extinguishers for the equipment will be maintained as part of the SL-3 at the owning unit.

c. Equipment requiring fuel will be delivered with a minimum of one half tank of fuel. Fuel storage containers will be drained and purged prior to induction.

d. Appendix D will be used for equipment inducted to the I MEF CRSP. Unit commanders will ensure the placard is populated and affixed to each item inducted. Placard size can be modified when required due to the size of the equipment.

e. Equipment requiring a load test/ACI must have required actions completed and updated in GCSS-MC prior to induction. The goal is to not have any certifications lapse while the gear is in the CRSP. Units are responsible for monitoring certification statuses and are required to coordinate with the CRSP and conduct scheduled ACIs on equipment in the program.

5. Inspection and Induction Procedures. All inspection and induction procedures are listed in chapter 2 of this order.

6. Withdrawal Procedures

a. Upon return from deployment the MEU must withdraw prior to the scheduled post deployment LTI dates to ensure all equipment is available during the decomposition.

b. No request letter is required for MEU RBE equipment withdrawal. However, the unit must coordinate with the I MEF MMO and CRSP Manager for scheduling purposes.

Chapter 4

Equipment Surveillance and Maintenance Procedures1. Equipment Surveillance

a. The CRSP personnel will conduct a visual inspection on a weekly basis and immediately following severe weather conditions. Additionally, equipment will be checked when other situations arise that may adversely affect equipment preservation during storage.

b. Units are responsible for verifying all assets placed in the CRSP on a quarterly basis as part of regular Consolidated Memorandum Receipt (CMR) reconciliations. Responsible Officers (RO) will visually inspect equipment during their CMR reviews. MEUs must ensure that a RO is appointed and left behind to conduct the required inventories.

2. Exercise of Stored Equipment. CRSP personnel will perform an operations check on the stored equipment semi-annually. As required, the owning unit may be tasked to support operations checks on some equipment.

3. Equipment Requiring Field Level Maintenance

a. It is not necessary to perform scheduled PMCS during the storage period. Any scheduled PMCS that becomes due during storage time will be deferred until removal from storage. All equipment withdrawn from the CRSP will have the next scheduled PMCS performed immediately after removal by the unit.

b. Equipment that exhibits maintenance defects during any part of a storage cycle will be repaired as necessary by the owning unit. In these instances the CRSP Manager will notify the I MEF MMO and owning unit. The owning unit is authorized to remove the equipment from the facility, conduct repairs, and return the equipment to the facility.

c. The owning unit may remove equipment for the purpose of applying modifications or corrosion repair at the Corrosion Rehabilitation Facility (CRF) however the equipment must be returned as soon as the modification is applied or the corrosion repair is complete.

d. Units completing any required maintenance at the facility will bring the proper tools and safety equipment and comply with all safety regulations. Any maintenance that may result in leaking or draining of hazardous material must be conducted at the owning unit's maintenance facility.

4. Fueling of Stored Equipment. The owning unit maintains responsibility for refueling prime movers and replacing/charging/activating batteries when required.

5. Protective Covers. When covers are available they will be applied to equipment in the I MEF CRSP.

Chapter 5

Records and Reports

1. Records. The safekeeping of CRSP equipment records will be the responsibility of the CRSP manager.

2. Reports

a. The CRSP manager will provide a weekly Situation Report (SitRep), to the I MEF MMO, containing:

(1) Scheduled inductions and withdrawals.

(2) The number of stored equipment by Table of Authorized Materiel Control Number (TACMN) for each unit.

(3) The number of required covers to support stored equipment.

b. A quarterly inventory list will be provided by the CRSP manager to the I MEF MMO by the 10th day of each new quarter.

3. Defense Readiness Reporting System (DRRS). Owning units will report Marine Corps Ground Equipment readiness in DRRS. DRRS reportable equipment inducted into CRSP will be reported in an administrative stored status. Equipment inducted in CRSP will have appropriate DRRS administrative storage remarks submitted containing the acronym "CRSP".

APPENDIX A
SAMPLE CRSP NOMINATION LETTER

4790
CODE
DATE

From: Commanding Officer, Owning Unit
To: Commanding General, I MEF (G-4/MMO)
Via: Parent Command (Owning Unit's MSC/G-4/MMO)

Subj: I MARINE EXPEDITIONARY FORCE COMBAT READY STORAGE PROGRAM
NOMINATION(S) OF ELIGIBLE EQUIPMENT

Ref: (a) MCO 4790.2
(b) MEFO 4790.1A

Encl: (1) List of Equipment

1. In accordance with (IAW) the reference, it is requested that the equipment listed on the enclosure be inducted into the I Marine Expeditionary Force (I MEF) Combat Ready Storage Program (CRSP).

2. Equipment will be prepared for induction IAW the references. No item nominated is excess to nominating unit Table of Equipment or pending disposal during the storage cycle. All required urgent modifications, load testing, and certifications will be completed by the owning organization prior to induction into the CRSP.

Owning unit is _____, Point Of Contact is _____.

3. Placing this equipment in the I MEF CRSP will not preclude this command from meeting operational or training requirements.

//SIGNATURE//

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APPENDIX B

INDUCTION RECEIPT FORM (IRF)

4790
CODE
DATE

From: Combat Readiness Storage Program Manager
To: Commanding Officer, (Owning Unit)

Subj: I MARINE EXPEDITIONARY FORCE COMBAT READY STORAGE PROGRAM INDUCTION
RECEIPT FORM

Ref: (a) MCO 4790.2
(b) MEFO 4790.1A
(c) (Originator's CRSP NOMINATION letter of xxxxxx)

Encl: (1) List of Equipment

1. The items listed on the enclosure have been accepted into the I Marine Expeditionary Force (I MEF) Combat Ready storage Program (CRSP) Facility. Those items that are lined out were not accepted for induction for the reasons identified on the Limited Technical Inspection (LTI) sheet. This letter documents the **TRANSFER OF PHYSICAL CUSTODY** from the owning unit to the CRSP but does not constitute transfer of property accounting responsibilities or ownership from the owning unit commander.

2. The CRSP facility supervisor will retain the induction LTI from the owning organizational unit.

3. The CRSP Manager will maintain the owning unit's equipment in accordance with the I MEF CRSP Order.

4. Owning unit representative during induction.

Rank: _____ Name: _____
Phone Number: _____ Signature: _____

5. Point of contact for this letter is the I MEF Maintenance Management Chief (MMC) at 763-2611.

CRSP MANAGER SIGNATURE

APPENDIX C

SAMPLE CRSP EQUIPMENT EARLY RELEASE REQUEST

4790
CODE
DATE

From: Commanding Officer, Owning Unit
To: Commanding General, I Marine Expeditionary Force (G-4/MMO)
Via: Parent Command (Owning Unit's MSC) (G-4)

Subj: I MARINE EXPEDITIONARY FORCE COMBAT READY STORAGE PROGRAM EQUIPMENT
EARLY RELEASE REQUEST

Ref: (a) MCO 4790.2
(b) MEFO 4790.1A

Encl: (1) List of Equipment

1. Per the reference, the items listed on the enclosure be withdrawn early from the Combat Readiness Storage Program.
2. Justification:
3. Point of contact for this letter is (unit Representative).

//SIGNATURE//

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APPENDIX D
CRSP PLACARD
I MEF
COMBAT READY STORAGE PROGRAM

UNIT: _____

TAMCN: _____

Serial Number: _____

Date Inducted: _____

Est Removal Date: _____

RO NAME: _____

RO Contact Number: _____