



UNITED STATES MARINE CORPS
CHEMICAL BIOLOGICAL INCIDENT RESPONSE FORCE
II MARINE EXPEDITIONARY FORCE
101 STRAUSS AVENUE BUILDING 901
INDIAN HEAD, MD 20640-5035

1040
CO
MAR 17 2011

POLICY LETTER 3-11

From: Commanding Officer, Chemical Biological Incident Response Force

To: All Sections

Subj: PERMISSIVE TEMPORARY ADDITIONAL DUTY (PTAD) IN CONJUNCTION WITH FISCAL YEAR (FY) 2011 REENLISTMENTS

Ref: (a) MCO P1040.31

1. Purpose. Our most valuable asset is the individual Marine. To increase our focus on retaining our Marines we intend to use all means available. This means including imaginative and creative initiatives that capture the Commandant's intent at the unit level.

2. Cancellation. This letter will remain in effect until revision or when indicated by appropriate authority.

3. Information. Per the reference, as a reenlistment incentive, Company Commanders are authorized to grant any first-term Marine a period of 14 days PTAD and any career Marine 7 days PTAD. PTAD request for reenlistment incentives will be requested via Marine Online (MOL). If this PTAD is not executed during Fiscal Year 2011 the Marine will no longer rate this incentive. The purpose of the PTAD is for the Marine to take care of professional, family, or personal readiness matters.

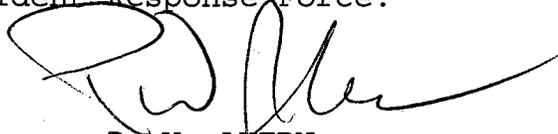
a. Professional Readiness. Work on non-resident professional military education (PME), read books from the Commandant's reading list or other Commander prescribed books, cross training, adventure training, etc.

b. Family Readiness. Attend to family readiness matters such as preparing a Will or Power of Attorney, taking advantage of opportunities with Marine Corps Community Services, or taking care of other family related matters.

c. Personal Readiness. Reflect on personal achievements to date, goals for the future, participating in religious retreats such as CREDO, or attending other basic personal needs.

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4. Scope. This policy pertains to all military personnel assigned to Chemical Biological Incident Response Force.



P. W. AHERN