



UNITED STATES MARINE CORPS  
CHEMICAL BIOLOGICAL INCIDENT RESPONSE FORCE  
II MARINE EXPEDITIONARY FORCE  
3399 STRAUSS AVENUE, SUITE 219  
INDIAN HEAD, MD 20640-5035

IN REPLY REFER TO:  
1300  
S-1  
NOV 13 2013

CHEMICAL BIOLOGICAL INCIDENT RESPONSE POLICY LETTER 8-13

From: Commanding Officer  
To: All Personnel

Subj: COMMANDING OFFICER'S POLICY ON PERMISSIVE TEMPORARY ADDITIONAL  
DUTY (PTAD)

Ref: (a) MCO 1050.3J

1. Situation

a. Purpose. To publish a command policy on approving PTAD requests of personnel within Chemical Biological Incident Response Force (CBIRF).

b. Background. Per the reference, Commanding Generals and separate/detached organizational Commanding Officers are authorized to grant periods of PTAD not to exceed 30 days. This may be further delegated. Other Commanders who desire to grant administrative absence, General Officers in command who desire to grant periods in excess of 30 days, and any Commander who desires authority to grant administrative absence for a purpose not defined below, shall request such authorization from CMC (MP).

2. Mission. No change.

3. Execution

a. Commander Intent. No change.

b. Policy. The Company Commanders have authorization to approve PTAD requests that are 7 days in length or less. Any PTAD requests greater than 7 days will be forwarded to the Commanding Officer for approval.

c. Scope. This policy letter is applicable to all personnel within CBIRF.

4. Administration and Logistics. No change.

5. Command and Signal

a. Request for exceptions to this policy are to be routed to the Commanding Officer via the chain of command.

b. Point of contact for this policy is Lieutenant Colonel Vincent J. Lumalcuri, Executive Officer, at 301-744-2039 or vincent.lumalcuri@usmc.mil.

  
S. E. RUFFNER