



UNITED STATES MARINE CORPS
HEADQUARTERS AND HEADQUARTERS SQUADRON
MARINE CORPS AIR STATION
BOX 99160
YUMA, ARIZONA 85369-9160

IN REPLY REFER TO:
Sqdno 5601.1V
S-1
23 Mar 11

SQUADRON ORDER 5601.1V

From: Commanding Officer
To: Distribution List

Subj: DISTRIBUTION LIST FOR HEADQUARTERS AND HEADQUARTERS SQUADRON

Encl: (1) H&HS Standard Distribution List

1. Situation. Distribution "A" is defined as correspondence that is designated for unlimited distribution. Distribution "B" is defined as correspondence that is designated for Department Heads. "Special" distribution (Spl) is correspondence designated for a particular department or section. In accordance with the platoon codes listed, the enclosure is set forth as a distribution guide for all types of correspondence.

2. Cancellation. SqdnO 5601.1U

3. Mission. To publish a standard distribution list for directives and other correspondence originated in this Squadron.

4. Execution. Distribution will be accomplished by this command to those Departments listed in the enclosure. Department heads will ensure distribution is made to their individual sections.

5. Administration and Logistics. Recommendations concerning the contents of this Order may be forwarded to the Commanding Officer via the appropriate chain-of-command. This order will be published and distributed electronically via the Squadron's website at:
<http://www.yuma.usmc.mil/hhs/sqdnorders.html>.

6. Command and Signal. This Policy Letter is applicable to all members of Headquarters and Headquarters Squadron, Marine Corps Air Station Yuma and is effective the date signed.

E. K. Couch

E. K. COUCH

Distribution: A

STANDARD DISTRIBUTION LIST

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Department Name	PLT Code	List A	List B
SODN S-1	SQS1	4	3
SODN TRNG	SQS3	1	1
SODN MTU	SMTU	1	1
SODN SAR	SSAR	4	1
STATION S-1	SSS1	4	1
STATION OPS	SSS3	9	1
STATION SAFTY	SDSS	1	1
STATION COMM, DATA, ELECTRONICS	SCDE	4	1
STATION RANGE	SRNG	4	1
STATION COMPTROLLER	SCMP	2	1
STATION PMO	SPMO	6	1
STATION PUBLIC AFFAIRS	SPAO	1	1
STATION LAW CENTER	SSJA	1	1
STATION JSF	SJSF	1	1
STATION MCCS	MCCS	1	1
STATION I&L DEPT	SILD	5	1
STATION YPG	SYPG	1	1

Enclosure (1)