



UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION YUMA
BOX 99100
YUMA, ARIZONA 85369-9100

StaO 1300.1
CO
28 MAR 2013

STATION ORDER 1300.1

From: Commanding Officer
To: Distribution List

Subj: TEMPORARY COLLATERAL DUTIES FOR MARINE CORPS AIR STATION YUMA

Encl: (1) Staffing Schedule

1. Situation. This Order identifies temporary collateral duties for Marine Corps Air Station (MCAS) Yuma, Arizona.

2. Mission. To implement temporary collateral duties identified as occurring on a yearly basis. Though temporary, these billets are for significant events and must be staffed. The following temporary collateral duties have been identified.

- a. Combined Federal Campaign (CFC) Officer.
- b. Navy and Marine Corps Relief Society (NMCRS) Officer.

3. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. Coordinate and schedule temporary collateral duties within MCAS Yuma command and activities.

(2) Concept of Operations. All Commanders, Directors, and Department Heads of MCAS Yuma are to facilitate and comply with this Order.

b. Coordinating Instructions

(1) Designated department heads in enclosure (1) will assign an officer (or civilian equivalent) per the enclosure and submit the assigned individual's name to the MCAS Yuma Adjutant.

(2) MCAS Yuma Adjutant. Prepare an appointment letter when the individual has been identified for signature by the Executive Officer.

4. Administration and Logistics. Directives issued by this Headquarters are published and distributed electronically. Electronic versions of the MCAS Yuma directives can be found at:

DISTRIBUTION STATEMENT B: Distribution authorized to U.S. Government agencies only. Other requests for this document will be referred to MCAS Yuma Adjutant.

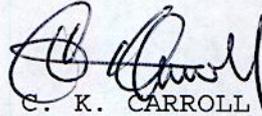
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<https://intranet.mciwest.usmc.mil/yuma/Station%20Orders/Forms/AllItems.aspx>

5. Command and Signal

a. Command. This Order is applicable to all commands, organizations, units, and activities aboard MCAS Yuma.

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



C. K. CARROLL

By direction

DISTRIBUTION: B

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STAFFING SCHEDULE

1. The following assignments are directed:
 - a. Calendar Year 2013
 - (1) CFC Officer: ADJ S-1
 - (2) NMCRS Officer: OIC, IT
 - b. Calendar Year 2014
 - (1) CFC Officer: OIC, SJA/LSSD
 - (2) NMCRS Officer: OIC, HQHQRON
 - c. Calendar Year 2015
 - (1) CFC Officer: OIC, I&L
 - (2) NMCRS Officer: OIC, OPS

ENCLOSURE (1)