



# UNITED STATES MARINE CORPS

MARINE CORPS AIR STATION YUMA

BOX 99100

YUMA, ARIZONA 85369-9100

IN REPLY REFER TO:

StaO 5000.5A

IPAC

20 JAN 2012

## STATION ORDER 5000.5A

From: Commanding Officer

To: Distribution List

Subj: INSTALLATION PERSONNEL ADMINISTRATION CENTER (IPAC) YUMA  
RELATIONSHIP WITH TENANT COMMANDS

Ref: (a) ALMAR 058/05

(b) MCO 5000.14D

1. Situation. Reference (a) establishes the IPAC and requires a relationship with area commands in accordance with reference (b). This order provides information concerning IPAC relationships and responsibilities.

2. Cancellation. StaO 5000.5 and Memorandum of Agreement between CO, MCAS Yuma and CO, MAG-13 dated 14 Sep 07.

3. Mission. To provide quality personnel administration services to all Marines and family members assigned to Marine Corps Air Station (MCAS) Yuma.

#### 4. Execution

##### a. Commander's Intent and Concept of Operations

(1) Commander's Intent. To ensure a uniform relationship is maintained between the IPAC and all active component tenant commands in accordance with reference (b).

##### (2) Concept of Operations

(a) The IPAC Yuma Director will serve as a Special Staff Officer, MCAS Yuma and is charged with the daily operations of the IPAC.

(b) Marines assigned to IPAC are charged with the proper maintenance of Personnel Records, manpower data elements, and pay and entitlement processing.

(c) The Commanding Officer, MCAS Yuma has final authority regarding matters involving the IPAC's relationships with active component tenant commands.

b. Coordinating Instructions. Questions regarding any procedures outlined in this order will be addressed to the Director of IPAC Yuma.

5. Administration and Logistics. Recommendations concerning changes to this order are encouraged and should be submitted to the Commanding Officer, MCAS Yuma (Attn: S-1), via the appropriate chain of command.

6. Command and Signal

a. Command. This order is applicable to MCAS Yuma and tenant commands.

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

  
ROBERT C. KUCKUK

DISTRIBUTION: A