



UNITED STATES MARINE CORPS  
MARINE CORPS AIR STATION  
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ASO 5530.3C  
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AIR STATION ORDER 5530.3C

From: Commanding Officer, Marine Corps Air Station, Cherry Point  
To: Distribution List

Subj: SECURITY AUGMENTATION FORCE

Ref: (a) MCO 5530.16  
(b) MCO 5580.2B w/Ch 1  
(c) 18 U.S.C. 922  
(d) SECNAVINST 5500.29C  
(e) MCO 5500.6H w/Ch 1  
(f) CJCSI 3121.01B  
(g) MCO 3574.2L Marksmanship  
(h) MOA between II MEF CG and MCIEAST CG, "II MEF Force Protection Support to MCIEAST" (NOTAL)  
(i) MCIEAST-MCB CAMLEJO 5530.16  
(j) MARADMIN 599/15

Encl: (1) Security Augment Force Allocation Guideline

1. Situation. This Order promulgates policy and guidance for the establishment, management, training, and employment of the Marine Corps Air Station Cherry Point (MCAS CHERPT) Security Augmentation Force (SAF), per the references.

2. Cancellation. ASO 5530.3B.

3. Mission. In accordance with references (a), (b), and this Order, MCAS CHERPT will establish, train, manage, and employ a SAF.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. To promulgate policy and provide guidance necessary for maintaining the capability and operational readiness of the MCAS CHERPT SAF. The SAF will provide security requirements that exceed the organic capabilities of the MCAS CHERPT Provost Marshal's Office (PMO), and conduct other operations as directed.

(2) Concept of Operations. MCAS CHERPT may require additional security forces during periods of elevated Force Protection Conditions (FPCON), destructive weather, other emergencies/increased threat situations, special events, or under other conditions as deemed necessary.

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(a) The MCAS CHERPT SAF will augment PMO during FPCON CHARLIE and DELTA. This force, however, may be tasked to conduct other operations as directed and approved by the Installation Commander.

(b) The SAF will maintain the capability to man posts during FPCON CHARLIE and DELTA, and to sustain such operations for a minimum of 30 days, or until relief forces can be deployed.

b. Coordinating Instructions

(1) Composition. Per reference (a), the SAF will primarily consist of military personnel from Headquarters and Headquarters Squadron (HQHQRON) of MCAS CHERPT, and secondarily from tenant/supported commands. As a goal, 10 percent of the respective unit's staffing goal eligible population is expected to be SAF trained (I.E. Each Directorate and/or Department). SAF members from supported Marine Expeditionary Force commands will be activated per reference (h). SAF personnel will be comprised of Marines and Sailors in the grade of E-5 and below. See Enclosure (1) for recommended SAF Allocation Guideline by section.

(2) Assignment. Commanding Officers/Officer in Charge (OIC) of supported commands and Cherry Point Directorate Staff shall provide individuals to serve on the Installation's SAF. SAF personnel shall not be currently receiving treatment for mental health-related illnesses such as Post Traumatic Stress Disorder (PTSD), shall have no drug or alcohol dependencies, shall have no felony-level convictions, and shall be in compliance with the Lautenberg Amendment (reference (c)). Any arrests and apprehensions for crimes identified in references (a), (c), (d), or (e), are automatic disqualifying factors, and will remain so if the arrest or apprehension results in a felony-level conviction. Utilize reference (j) for additional guidance regarding personnel screenings.

(a) Acceptance or rejection of a candidate will be the responsibility of the appointed SAF commander. Rejected candidates will be returned to their parent organization. Parent organizations will be notified of the reason for disqualification and will be required to provide another nominee.

(b) To maximize the return on training time invested, and to construct a qualified force, SAF members must be assigned for a minimum of 18 months. This will ensure the member receives initial training, and quarterly watch assignments to gain familiarization and proficiency with each post, as well as the opportunity to participate in exercises. Consideration should be given to longer assignments whenever possible to retain experienced personnel, reduce requirements for training, firearms qualification and ammunition, and to reduce equipment issue/re-issue requirements.

(3) Arming. SAF personnel performing security duties will be armed per references (a), (e), and (e). The type of arms to be issued to members is dependent upon the arms designated as appropriate, per MCAS CHERPT regulations.

(4) Security Conditions (SecCons). The Installation Commander will evaluate and set SAF SecCons.

(a) SecCon V. Requires normal operations/threat conditions. This SecCon requires all personnel to conduct normal operational/readiness requirements outlined in this Order and its references.

(b) SecCon IV. Requires immediate activation of the entire SAF within 24 hours and a squad-size element within two hours. The SAF Commander will notify the SAF and place them on stand-by for possible activation. The SAF Commander will conduct a full SAF notification every 12 hours for a situation update.

(c) SecCon III. Requires immediate activation of the entire SAF within six hours and a squad-size element within two hours. The SAF Commander will notify the SAF, place them on stand-by for a possible activation, and recall SAF personnel from leave/liberty as needed. The SAF Commander will conduct a full SAF notification every two hours for a situation update.

(d) SecCon II. Requires immediate activation of the entire SAF within two hours. The SAF Commander will notify the SAF, place them on stand-by for a possible activation, and recall SAF personnel from leave/liberty as needed. The SAF Commander will conduct a full SAF notification every two hours for a situation update.

(e) SecCon I. Requires immediate activation and response of the entire SAF.

c. Tasks

(1) Operations Directorate

(a) Provide oversight of SAF use, validate requestors' requirements, and authorize deployment of the SAF via the Installation Commander.

(b) Conduct exercises that include SAF activation and employment.

(c) Assign operational control of the SAF to the appropriate activity if to be deployed in operations other than security.

(2) Manpower Directorate

(a) Establish procedures for screening and assignment of nominees in accordance with PMO's selection criteria and the assignment requirements listed above in paragraph 4.b.2 to ensure that qualified personnel are sent to augment the SAF per reference (a) and (j).

(b) In the event of support requirements above the capabilities of Station personnel during elevated FPCON's, submit a request to II MEF for additional augmentation support. Before requesting additional support from II MEF, ensure that all internal augmentation capabilities have been exhausted, to include augments from Center for Naval Aviation Technical Training (CNATT) permanent personnel and the Naval Health Clinic (NHC).

(3) Headquarters and Headquarters Squadron

(a) Through coordination with the Manpower Directorate, ensure that billets are filled with qualified personnel at all times.

(b) Establish a SAF command and structure based on security requirements, the destructive weather plan, and any additional operational requirements.

(c) Assign, in writing, a SAF Commander at the company grade level, a SAF Executive Officer at the company grade level, and a Staff Non-Commissioned Officer in Charge in the grade of Staff Sergeant or above.

(d) Maintain operational control of the SAF when not activated, and provide assistance to the SAF as necessary.

(e) Provide administrative oversight of SAF members' training records, and Marine Corps Total Forces System (MCTFS) entries, as required.

(f) Coordinate SAF weapons and ammunition requirements with the PMO.

(g) Review this Order annually, and make recommendations based on changes to the threat, and the Installation's vulnerability and criticality.

(4) SAF Commander

(a) Coordinate the manning of the SAF, supervise all SAF personnel, and maintain SAF parent command points of contact and SAF recall procedures.

(b) Establish a quarterly watch schedule for SAF members to perform their assigned security duties for a minimum of one standard eight-hour shift per quarterly watch schedule.

(c) Provide supervisory authority commensurate with rank and expertise within the SAF organization, and establish a SAF chain of command.

(d) Monitor the number of available SAF support. Be prepared to assist the PMO with one squad within two hours of activation, and a full standup within 24 hours.

(e) Have Marine Online (MOL) permissions to review and recommend annual leave, and review and update the daily status of personnel assigned to the SAF.

(f) Upon the setting of Tropical Cyclone Condition III by MCAS CHERPT, place the SAF on full recall and provide a SAF representative for the Emergency Operations Center (EOC).

(g) Return personnel to their parent command when a member fails to meet initial assignment qualifications, and inform the Manpower Directorate to request a replacement for that member.

(h) Coordinate with PMO Training Section and establish an annual training plan that identifies known SAF Training and Weapons Qualification Ranges. It is recommended to publish a Letter of Instruction (LOI) for each SAF training conducted listing participants by name.

(i) Review this Order annually, and make recommendations to reflect changes in references and installation unique requirements.

(5) Provost Marshal

(a) For security purposes, maintain operational control of the SAF during the period of its activation. Notify parent commands of performance or any disciplinary action taken against SAF personnel.

(b) Maintain coordination with SAF parent command points of contact, and establish SAF recall procedures when activated.

(c) Ensure all SAF posts and functions are aligned to requirements found in the Installation FPCON Action Set Matrix.

(d) Identify, procure, maintain, account for, and issue required equipment unique to SAF employment. SAF members will be equipped in accordance with reference (b).

(e) Establish criteria for SAF personnel selection.

(f) Provide initial, proficiency, and recurring training for the SAF, and maintain training records in accordance with reference (a). Ensure SAF personnel have been properly trained in the use of force, per references (e) and (f), and that they are qualified on the required weapons per references (a), (d), (e), and (g), prior to weapons issue.

(g) Assist the SAF Commander in establishing a quarterly watch schedule for SAF members. Ensure members perform their assigned security duties for a minimum of one eight-hour shift per quarterly watch schedule.

(h) Ensure SAF personnel fully participate during MCAS CHERPT annual exercises.

(i) Review this Order annually, and make recommendations for changes based upon risk and emerging threats.

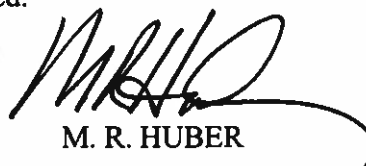
(j) Conduct an annual validation of SAF requirements in coordination with Mission Assurance. Conduct and maintain record of annual SAF validation external to this Order, and align validation timeline with reference (h).

5. Administration and Logistics. Questions pertaining to the contents of this Order should be directed to the Provost Marshal's Office.

6. Command and Signal

a. Command. This Order is applicable to MCAS CHERPT and its subordinate and tenant commands.

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



M. R. HUBER

DISTRIBUTION: A

## SAF ALLOCATION GUIDELINE

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