



UNITED STATES MARINE CORPS
MARINE AIR GROUND TASK FORCE TRAINING COMMAND
MARINE CORPS AIR GROUND COMBAT CENTER
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CCO 5512.3A
CIG
AUG 11 2014

COMBAT CENTER ORDER 5512.3A

From: Commanding General
To: Distribution List

Subj: PROFESSIONAL DEVELOPMENT AND AUTHORITY TO ISSUE CREDENTIALS TO COMMAND INSPECTOR GENERAL PERSONNEL

Ref: (a) SECNAVINST 5430.57G
(b) MCO 5430.1
(c) IGMC Assistance and Investigations Manual

Encl: (1) The Inspector General Program Investigations Guide - Appendix G
(2) Sample MAGTFTC, MCAGCC Credential (sep cover) - not enclosed with this Order

1. Situation. In order for Command Inspector Generals (CIGs) to obtain actual credentials issued by the Commanding General, they must attend one of the service level Inspector General (IG) courses.

2. Cancellation. CCO 5512.3.

3. Mission. To establish procedures to issue, certify, and credential CIG personnel who perform investigative functions.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. To certify investigative personnel, and issue CIG credentials to certified CIG personnel who perform investigative functions onboard the combat center, in accordance with the references.

(2) Concept of Operations

(a) All newly assigned CIG personnel will attend a service level IG school in order to satisfy basic competency and understanding of the IG philosophy, procedures, and policy.

(b) CIG personnel who perform investigative functions will complete annual proficiency requirements established by the Secretary of the Navy and Inspector General of the Marine Corps.

(c) CIG personnel who meet the standards listed in this paragraph and demonstrate the proficiency to conduct fair and impartial assistance and investigations as determined the Command Inspector General will be issued CIG credentials as outlined in the enclosures.

DISTRIBUTION STATEMENT A: Approved for public release; distribution is unlimited.

b. Subordinate Element Missions

(1) CIG

- (a) Ensure CIG personnel are certified per the references.
- (b) Maintain a log of all CIG personnel certifications.
- (c) Issue serialized CIG credentials to certified CIG personnel.
- (d) Retrieve CIG credentials from personnel who no longer qualify for CIG credentials.
- (e) Maintain a log of all CIG credentials issued and retrieved.

(2) Command Inspector General Personnel

- (a) Ensure familiarity with this Order and its references.
- (b) Use CIG credentials only as authorized.
- (c) Immediately report lost or missing CIG credentials.
- (d) Surrender CIG credentials when directed by the Commanding General or CIG.

c. Coordinating Instructions. All CIG personnel issued CIG credentials shall comply with the references in the execution of their duties.

5. Administration and Logistics. Distribution statement A directives issued by the Commanding General are distributed via email upon request and can be viewed at <http://www.29palms.marines.mil/Staff/G1Manpower/AdjutantOffice/Orders.aspx>.

6. Command and Signal

a. Command. This Order is applicable to all uniformed and civilian personnel assigned to the CIG.

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


J. B. HANLON
Chief of Staff

Distribution: A

Appendix G

Credentials Guidance

In conjunction with publishing of MCO 5430.1, Marine Corps Inspector General Program, IGMC has emphasized the goal of having "credentialed" Command Inspector Generals (CIG). In order for CIGs to obtain actual credentials issued by Commanding Generals, they must attend one of the service level IG courses. These courses are available year round, normally 2 to 3 weeks in length and provide a sufficient level of IG proficiency for credentialing. Although credentials are not mandatory for CIG personnel, possessing them facilitates access, identification and execution of CIG responsibilities.

The following steps are required to attain CIG credentials issued by Commanding Generals;

- Assignment to primary billets within the CIG program.
- Certified "SECRET" clearance or higher.
- Attend one of the service level IG courses offered during the calendar year. (Contact IGMC/IGA Division for dates and locations available). CIG attendance is at the expense of each command.
- Provide a copy of completion certificate and digital photo to COS for CG's signature.

All credentials issued by Commanding Generals should be accounted for and/or serialized and must be returned to the issuing command once an individual no longer serves in any capacity of the CIG program.

CIG personnel bearing credentials may administer oaths and take testimony under oath.

IG personnel shall have unrestricted access to all persons, unclassified information, and spaces within their respective commands the CIG deems necessary to accomplish CIG's taskings. Subject to compliance with Marine Corps requirements for handling classified material, CIG personnel shall be provided copies, in an appropriate form, of all recorded information the CIG deems necessary to accomplish the CIG mission.

CIG personnel bearing command credentials shall not be routinely required to sign in or out of, or to obtain other identification for entry or access to all areas under control of the issuing Commanding General. If cooperation and access is needed outside of the CIG's jurisdiction, they will work with the respective CIG's to facilitate cooperation and access. Personnel properly identifying themselves as credentialed representatives of the CIG shall, in the course of official business, be exempt from all routine searches of their person, briefcases, other possessions and materials used by them, their vehicles, and all occupants therein.

There are two documents that comprise Command Inspector General credentials.
Figure 1., are sample credentials "part one" for the Command Inspector General (front and back)
Figure 2., are sample credentials "part two" photo I.D. signed by Commanding General and states CIG's jurisdiction IAW MCO 4530.1

<p>DEPARTMENT OF THE NAVY UNITED STATES MARINE CORPS</p> <p><i>This is to certify</i></p> <p>Colonel John Doe</p> <p>whose photo and signature appear below is an</p> <p>COMMAND INSPECTOR GENERAL</p> <p>OFFICE OF THE COMMANDING GENERAL</p> <p>XX MARINE EXPEDITIONARY FORCE</p> <p>0001</p>	<p>WARNING</p> <p>UNAUTHORIZED USE OR POSSESSION OF THESE CREDENTIALS WILL MAKE THE OFFENDER LIABLE FOR PROSECUTION UNDER 18 U.S.C. 499,506, AND 701</p> <p>IF FOUND, DROP IN ANY U.S. MAILBOX RETURN POSTAGE GUARANTEED</p> <p>OFFICE OF INSPECTOR GENERAL UNITED STATES MARINE CORPS 2 NAVY ANNEX, ROOM 2231 WASHINGTON, D.C. 20380-1775</p>
<p>In accordance with Marine Corps Order 5430.1 the bearer is authorized under the laws of the United States of America to conduct inspections and investigative activities including interviewing witnesses, collecting evidence and entering such places to inspect records as necessary. The bearer's authority is limited to personnel and facilities under the jurisdiction of the Commanding General, XX MEF.</p> <p><i>John Doe</i></p> <p>SIGNATURE OF BEARER</p> <p><i>Steven O. Marines</i></p> <p>COMMANDING GENERAL, XX MEF</p> <p>0001</p>	<p>WARNING</p> <p>UNAUTHORIZED USE OR POSSESSION OF THESE CREDENTIALS WILL MAKE THE OFFENDER LIABLE FOR PROSECUTION UNDER 18 U.S.C. 499,506, AND 701</p> <p>IF FOUND, DROP IN ANY U.S. MAILBOX RETURN POSTAGE GUARANTEED</p> <p>OFFICE OF INSPECTOR GENERAL UNITED STATES MARINE CORPS 2 NAVY ANNEX, ROOM 2231 WASHINGTON, D.C. 20380-1775</p>