



UNITED STATES MARINE CORPS
MARINE AIR GROUND TASK FORCE TRAINING COMMAND
MARINE CORPS AIR GROUND COMBAT CENTER
BOX 788100
TWENTYNINE PALMS, CALIFORNIA 92278-8100

CCO 5750.1J

3

MAY 20 2015

COMBAT CENTER ORDER 5750.1J

From: Commanding General
To: Distribution List

Subj: HISTORICAL PROGRAM

Ref: (a) MCO 5750.1H

Encl: (1) Format for Organizational Command Chronology
(2) List of Directorates, Special Staff Sections, and Subordinate Commands

1. Situation. To implement the provisions of the reference for the reporting of historical information and the management of the Combat Center Historical Program.

2. Cancellation. CCO 5750.1H.

3. Mission. Support the Marine Corps Historical Program as directed. The three major areas of concern are:

- a. Command Chronology.
- b. Oral History Program.
- c. Commemorative Naming Program.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. To comply with the requirements as listed in the reference.

(2) Concept of Operations

(a) The Commandant of the Marine Corps requires annual submission of a command chronology, which is a documented report of significant events that occurred within a unit during the fiscal year. As this permanent report is often the only lasting official record of the command's activities, it must be comprehensive, informative, and understandable. The format contained in enclosure (1) will be used for all command chronology submissions. Recognizably, some sections of enclosure (1) may not be applicable to a particular unit; in that case the section should be included in the report, but annotated as not applicable. Reference material should be attached as supporting documents in Part IV.

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(b) The Oral History Program solicits taped interviews or recorded presentations for permanent retention at Headquarters Marine Corps (HQMC). These serve as source material for historical study. Individual unit historical officers will set-up and interview personnel who played key roles within their section during their tour at Marine Corps Air Ground Combat Center. The Combat Center Historian will provide guidance for the interview.

(c) The Commemorative Naming Program is the responsibility of the Historical Branch, History and Museums Division, HQMC. Generally, names already in use will not be changed and living persons' names will be approved only in the most exceptional cases. The Combat Center Historian will be consulted if any commemorative names are desired for use.

b. Subordinate Element Missions

(1) Commanding Officers, Assistant Chiefs of Staff, Special Staff Officers, and Officers-in-Charge. Enclosure (2) lists the directorates, special staff sections, and subordinate commands that will submit an annual command chronology for the period 1 October to 30 September. An original and one copy is due to the Combat Center Historian on the first working day following 20 October each year.

(2) Assistant Chief of Staff G-3, Combat Center Historian. Consolidate all chronology submissions and submit the command's annual chronology to reach the Commandant of the Marine Corps (Code HDH-4) via Commanding General, Training and Education Command by 31 December of each year. Maintain a file copy of the command's chronology as a portion of the Command Historical Summary File.

5. Administration and Logistics

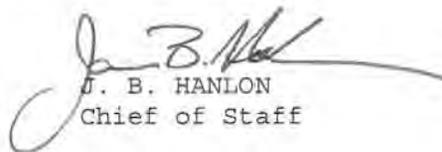
a. Directives issued by this Headquarters are published and distributed electronically. Electronic versions of Combat Center directives can be found at <http://www.29palms.marines.mil/Staff/G1Manpower/AdjutantOffice/Orders.aspx>.

b. All individuals are encouraged to contact the Combat Center Historian regarding submissions to the Oral History Program and the Commemorative Naming Program.

6. Command and Signal

a. Command. This Order is applicable to all active duty, reserve, and civilian personnel aboard the Combat Center, Marine Corps Mountain Warfare Training Center, and Marine Aviation Weapons and Tactics Squadron One.

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


J. B. HANLON
Chief of Staff

Distribution: A

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List of Directorates, Special Staff Sections, and Subordinate Commands

- (1) CO, Marine Aviation Weapons and Tactics Squadron One
- (2) CO, Headquarters Battalion
- (3) CO, Marine Corps Mountain Warfare Training Center
- (4) CO, Marine Corps Tactics and Operations Group
- (5) CO, Marine Corps Logistics Operations Group
- (6) Assistant Chief of Staff G-1 (Manpower)
- (7) Assistant Chief of Staff G-3 (Operations and Training)
- (8) Assistant Chief of Staff G-4 (Installation and Logistics)
- (9) Assistant Chief of Staff G-5 (Community Plans Liaison)
- (10) Assistant Chief of Staff G-6 (Communication and Information Systems)
- (11) Assistant Chief of Staff G-7 (Mission Assurance)
- (12) Assistant Chief of Staff G-8 (Comptroller)
- (13) Assistant Chief of Staff Marine Corps Community Services
- (14) Assistant Chief of Staff Religious Ministries
- (15) Staff Judge Advocate
- (16) Command Inspector General
- (17) Command Section (Input will include applicable data from the Staff Secretary, Protocol Officer, and Aide-de-Camp)
- (18) Director, Business Performance Office
- (19) Director, Tactical Training Exercise Control Group

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 FORMAT FOR ORGANIZATIONAL COMMAND CHRONOLOGY

SECTION 1: ORGANIZATIONAL DATA

1. Unit designation: Enter the complete title of the command .
 - a. Reporting Unit Code: 5-digit reporting unit code, not UIC. If more than 1 RUC, list all.
 - b. Table of organization number (s): Enter all applicable TO&E numbers. If unsure of number, contact Tim Connolly (703-784-1429) or timothy.connolly@usmc.mil
2. Period covered and location: 1 October YYYY – 30 September YYYY.
3. Personnel Information
 - a. Insert title “Commanding General”, “Commander”, “Commanding Officer”, “Officer-In-Charge”, or in the case of Schools, “Commandant” or “Director” or other title as appropriate, followed by Commander’s full name, followed by a comma and the commander’s inclusive dates of assignment in DD Mon YYYY format. If more than one commander, separate information with a semi-colon. NOTE: This form is for Commands only. Staff sections submit a Staff Report—see your unit historian.
 - b. Insert “Deputy” or “Assistant Commanding General”, or “Executive Officer” as appropriate and format exactly as you did the Commander..
 - c. Subordinate Commanders:
 - (1) Rank, full name, and inclusive dates of each subordinate commander. Add as many subparagraphs as necessary.
 - d. Principal Staff Members:
 - (1) Title, rank, full name, and inclusive dates of each staff section head. Add as many subparagraphs as necessary.
 - e. Staff Historian: Name and inclusive dates of Command’s historian.
 - f. Sergeant Major and/or senior enlisted: Name and inclusive dates of SgtMaj.
4. Average monthly strength (personnel chargeable and on hand):

	USMC		USN		CIVILIAN
	<u>Officer</u>	<u>Enlisted</u>	<u>Officer</u>	<u>Enlisted</u>	<u>Total</u>
October	Number.	Number.	Number.	Number.	Number.
November	Number.	Number.	Number.	Number.	Number.
December	Number.	Number.	Number.	Number.	Number.
January	Number.	Number.	Number.	Number.	Number.
February	Number.	Number.	Number.	Number.	Number.
March	Number.	Number.	Number.	Number.	Number.
April	Number.	Number.	Number.	Number.	Number.
May	Number.	Number.	Number.	Number.	Number.
June	Number.	Number.	Number.	Number.	Number.

July Number. Number. Number. Number. Number.
August Number. Number. Number. Number. Number.
September Number. Number. Number. Number. Number.

SECTION 2: NARRATIVE SUMMARY

Title of first Paragraph

Single space (double between paragraph titles and paragraphs), Times New Roman, block-style paragraphs. Paragraphs should cover all aspects of the commands annual mission and activities and that this section include a legal action summary and an awards summary. It is recommended that each staff section prepare a paragraph.

SECTION 3: SEQUENTIAL LISTING OF SIGNIFICANT EVENTS

<u>FROM</u>	<u>TO</u>	<u>EVENT</u>
Format is DD-Mon-YY.	Format is DD-Mon-YY.	Enter the FROM and TO dates in the cells to the left and a brief description of the event in this cell. ONLY ONE EVENT PER ROW (you may leave the blue gridlines, they will not show on the printed form).USE FROM AND TO DATES FOR ALL EVENTS (month-long events should be from 1st to last day of month), except one-day events need only include a FROM date. Use the Layout tab, Rows & Columns group to insert additional or delete unneeded rows if necessary.

SECTION 4: SUPPORTING DOCUMENTS

- Attachment 1..... Title and/or description of the attachment. One attachment per row. Use the Layout tab, Rows & Columns group to insert additional or delete unneeded rows if necessary. The attachments may be physically appended to this document (not recommended unless you're familiar enough with Word® to control the formatting), or included with your report as separate files (recommended). ENSURE THE FILE NAME AND TITLE MATCH! DO NOT SKIP THIS SECTION; the organization's TO&E, MOU's/MOA's/ISA's executed, Assumption of Command bulletins, Change of Command bulletins, news articles, brochures and pamphlets published, unit citations and other awards or recognition during the reporting.
- Attachment 2.....
- Attachment 3.....

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