



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 3000.4F

MA

DEC 04 2024

COMBAT CENTER ORDER 3000.4F

From: Commanding General
To: Distribution List

Subj: MISSION ASSURANCE

Ref: (a) DoD Directive 3020.40
(b) MCO 3058.1
(c) MCO 3501.36B
(d) CCO 3440.3A
(e) CCO 3440.4B
(f) CCBul 3440
(g) CCO 5420.42B
(h) https://usmc.sharepoint-mil.us/sites/TECOM_MAGTFTC_MA/SitePages/Home.aspx

Encl: (1) Personnel Categorization Matrix
(2) Appointment Letter Template
(3) MAWG Charters
(4) Vulnerability Assessment (VA) Team

1. Situation. Multiple asymmetric threats, including man-made or natural incidents, pose serious risks to all Marine Air Ground Task Force Training Command (MAGTFTC), Marine Corps Air Ground Combat Center (MCAGCC) personnel, operations, resources, and infrastructure. MAGTFTC, MCAGCC must maintain and continually refine planning efforts to ensure its capabilities for "Mission Assurance" as directed by references (a), (b) and (c). MAGTFTC, MCAGCC must be prepared to respond to, and recover from, a wide range of natural and man-made threats, including both internal and external incidents. "All hazards" preparedness requires all MAGTFTC, MCAGCC elements (all staff, subordinates, and tenants' units aboard the installation) to plan, train, equip, exercise, and evaluate to ensure effective response and recovery operations. Coordination and integration with other preparedness and response stakeholders is required during incidents, whether categorized as a local incident, a major disaster, or a catastrophic event.

2. Cancellation. CCO 3000.4E.

3. Mission. In accordance with the references, execute a continuous, comprehensive, "all hazards" mission assurance program to mitigate, prepare for, respond to, and recover from man-made or natural incidents to provide a safe and secure community for military personnel, family members, and civilians, and to protect and reconstitute assets, infrastructure, and capabilities.

4. Execution

a. Commander's Intent and Concept of Operations

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(1) Commander's Intent. Establish a mission assurance program that addresses protective measures, as well as recovery and reconstitution operations, in the event of man-made incidents or natural disasters by applying a series of integrated plans and policies, and a flexible, adaptable emergency command and control system. The end state is to have the Combat Center postured to perform its core missions and protect life and property against "all hazards."

(2) Concept of Operations. Establish and execute a mission assurance program ensuring assigned tasks and duties are performed in accordance with the references. This is a summation of the activities and measures taken to ensure that required capabilities and all supporting infrastructures are available to the Department of Defense (DoD) to carry out the National Military Strategy. It links numerous risk management program activities and security-related functions, which include Antiterrorism (AT), Marine Corps Critical Infrastructure Program (MCCIP), Continuity of Operations (COOP), Chemical, Biological, Radiological, Nuclear, and High Yield Explosive (CBRNE) Preparedness, Law Enforcement (LE), Installation Emergency Management (IEM), Fire and Emergency Services (F&ES), Physical Security, Safety, and Force Protection (FP).

b. Subordinate Element Missions

(1) Director, Mission Assurance (MA). Is responsible to provide programs for the protection of life, property, and the restoration of resources affecting MAGTFCT, MCAGCC. MA will provide emergency services and an active security posture. MA will also ensure mission assurance programs are designed to deter, detect, delay, defend, and mitigate natural or man-made events. Protection of this installation and supporting infrastructure preserves our capability to generate, project, and sustain combat power, which is essential to execute the National Military Strategy.

(2) Commanding Officers (COs), Assistant Chiefs of Staff (ACs/S), Deputy Directors (DepDirs), Division Directors (DivDirs), Officers-in-Charge (OICs), and Special Staff Officers

(a) Assist in the development of the installation's comprehensive mission assurance program. This program will identify, prioritize, assess, and manage risk, and it will provide for remediation and mitigation of vulnerabilities that could impact/degrade mission critical assets and infrastructure.

(b) Oversee the implementation and assess the effectiveness of all specific tasks identified in the mission assurance related programs.

(c) Facilitate coordination, communication, and collaboration across all mission assurance-related programs for planning activities, exercises, and operations.

(d) Commands identified as having Critical Mission Facilities (CMFs) or Mission Essential Functions (MEFs) via the Installation's COOP will develop and maintain a unit COOP Plan.

(e) In accordance with enclosure (1), identify in writing all Categories 1 and 5 personnel who are required to report to work or remain at work during an emergency situation. Ensure these civilian personnel position descriptions are identified as mission essential.

(f) Ensure all personnel have enrolled into MAGTFTC, MCAGCC's Enterprise Mass Notification System, per reference (d).

(g) On order and when directed, COs, ACs/S, DepDirs, DivDirs, OICs, and Special Staff Officers will provide personnel to man the Emergency Operation Center (EOC), per reference (e).

(h) Develop and implement an Emergency Action Plan to support the overall installation's mission assurance programs.

(i) Execute the installation's Random Antiterrorism Measures (RAMs) program via per the monthly RAMs assignment letter.

(j) Support the annual mission assurance meetings, training, and the exercise employment plan (TEEP) per reference (f).

(j) Provide senior leadership to the MAGTFTC, MCAGCC Executive Steering Committee, per reference (g).

(k) Use enclosure (2) to appoint a Mission Assurance Officer. This officer will serve as the point of contact and is responsible for staff coordination of all mission assurance programs. The officer is also responsible for the synchronization of the supporting operations.

(3) Commanding Officer, Headquarters Battalion

(a) Conduct all tasks as directed above.

(b) Assigned and train 25 personnel security augmentee force (SAF) to support the command's higher force protection conditions (FPCONs) or other significant emergency events aboard the installation.

(c) Be prepared to act as the incident commander for Mass Care operations for emergencies that require this essential capability to the base populace.

(4) Executive Steering Committee. This committee will meet as required, or as directed by the Commanding General (CG), to develop and refine the CG's mission assurance program guidance, policy, and standards, per reference (g). The committee will act upon any recommendations from the Mission Assurance Working Group (MAWG) and/or Threat Working Group. It will recommend resource allocations to eliminate or mitigate related vulnerabilities.

(a) Membership to the Committee is defined below:

1. Chief of Staff (C/S) (Chairman)
2. Assistant Chief of Staff (AC/S), G-1 Manpower
3. AC/S, G-3/5 Marine Air Ground Task Force (MAGTF) Training
4. AC/S, G-4 Installation Support
5. AC/S, G-6 Communications
6. AC/S, G-7 Government and External Affairs

7. AC/S, G-8 Comptroller

(b) The committee will:

1. Guide the mission assurance program by developing overall strategy, conducting risk analysis, and coordinating resources.

2. Integrate initiatives with other installation priorities.

3. Make recommendations on mission assurance protection prioritization.

4. Develop installation preparedness strategy.

5. Update and evaluate the latest mission assurance risk management methodology.

6. Review memorandums of understanding and memorandums of agreement regarding mission assurance programs.

7. Ensure all subordinate and tenant units/activities are participants in the mission assurance planning process and are included in mission assurance plans, providing guidance and assistance as required.

8. Mitigate vulnerabilities by funding decisions and improved security tactics, techniques, and procedures, and reassess risks at a lower acceptable level, or ensure higher-assessed risks are assumed in writing.

(5) Installation's MAWG. The MAWG develops and implements the mission assurance programs and plans as per reference (b). The working group synchronizes all mission assurance activities of MAGTFTC, MCAGCC. This group tracks mission assurance projects, reviews installation, higher and lower command regulations for compliance and standardization, tracks resource requirements, and identifies funding sources to make required enhancements. They will perform other staffing actions, as required. The MAWG is also responsible for risk management analysis and other required MAWGs (i.e., AT, MCCIP, COOP, CBRNE, LE, IEM, F&ES, Physical Security, FP, etc.).

(a) The MAWG will meet on a quarterly basis, or as needed. All working group discussions shall maintain a record of attendance, minutes, and action items.

(b) The current membership of the MAWG is comprised of the following staff and tenant command elements as outlined in enclosure (3):

c. Coordinating Instructions. The MA SharePoint Site, reference (h), will contain the following program requirements:

(1) Force Protection - AT; IEM; Installation CBRNE; MCCIP; Installation and Service Level Training COOP Plans.

(2) Combat Center Fire Department - F&ES Strategic Plan.

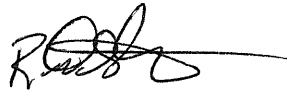
(3) Provost Marshal's Office - LE, Motor Vehicle and Traffic Regulations, and Physical Security.

(4) Safety Office - Safety Standard Operating Procedures.
5. Administration and Logistics. Directives issued by this Headquarters are published and distributed electronically. Electronic versions of Combat Center Orders can be found at <https://www.29palms.marines.mil/Staff-Offices/G-1-Manpower-Directorate/Adjutant/#combat-center-orders>.

6. Command and Signal

a. Command. This Order is applicable to active duty, reserve, civilian personnel, contractors, and family members working and living aboard the Combat Center.

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


R. D. STORER
Chief of Staff

DISTRIBUTION: A

Personnel Categorization Matrix

1. The use of personnel categorization of all assigned personnel is necessary to prioritize resource allocation and provide a risk-rationalized approach to investing in protection of personnel per references (a) and (b). Personnel categories will be used to identify the targeted assets for specific response requirements. Category 1 personnel are required to sustain critical operations or maintain essential operations/services for all designated Combat Center's MEFs. Categories 2, 3, and 4 personnel are required to gain and maintain awareness and an understanding of mass warning procedures and response measures, and Category 5 personnel are required to conduct safe and effective emergency response operations at their level of training.

2. Mission essential designated employees are defined for peacetime operations and may be applicable to appropriated fund employees and non- appropriated fund employees, as well as certain contractors. Mission essential duties are those that are defined by management as critical and essential, regardless of weather conditions, emergency situations, or general dismissal authorizations (e.g., security, fire protection, medical, communications, command, and control, etc.). Management must determine what missions are "essential" under mission essential conditions, and what type(s) and number of personnel are needed to continue operations. Management is responsible to identify employees who are expected to report for or remain at work in these situations. Factors for management to consider when designating employees as mission essential include safety and employee accessibility to the installation. Employees should not be needlessly exposed to hazardous conditions, and the distance each employee must travel from home to their duty location should be considered. Each designated civilian employee/contractor should be informed in writing by management of the mission essential designation. Management should also ensure that the employee understands their responsibilities prior to a mission essential situation.

3. Categories 1 and 5 personnel (see Table) shall be identified by individual position/billet and name. A courtesy copy of the appointment letter will be provided to the Human Resources Office.

PERSONNEL CATEGORIZATION MATRIX TABLE

| <u>CATEGORY</u> | <u>PERSONNEL</u> |
|--|---|
| Category 1A (Essential Operations) | Military, DoD Civilians, and DoD Contractors who perform tasks required to continue MEF within a CMF |
| Category 1B (Essential Services) | Military, DoD Civilians, and DoD Contractors providing essential services to MEFs or applicable response capabilities |
| Category 1C (Command and Control) | Military, DoD Civilians, and DoD Contractors supporting their assigned MEFs which directly supports their continuity plan requirements. |
| Category 5A (First Responders) | First Responders, including: F&ES, Hazardous Material Response Teams, LE, Emergency Medical Services, Explosive Ordnance Disposal, Emergency Response Teams, Oil & Hazardous Substance Spill Response Teams and Public Works |
| Category 5B (First Receivers) | First Receivers, including: Medical Treatment Facility Healthcare Providers or Emergency Personnel |
| Category 5C (Emergency Responders) | Emergency Responders, including Crisis Management Team personnel, Installation EOC staff, Dispatch Center staff, Public Health Emergency Officer, Mass Care, Mortuary Affairs, Emergency Preparedness Liaison Officers, and supporting Public Affairs, Safety, Industrial Hygiene, and Supply/Logistics personnel |
| Category 5D (Responder Services) | Personnel (U.S. or non-U.S. Citizens) providing services to Category 5 personnel during emergency conditions and requiring Installation access during an emergency, to include: Information Technology providers, Power/Utility providers, Emergency Generator operators, and Transportation operators |

APPOINTMENT LETTER TEMPLATE



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

3000
ORG CODE
Date

From: Unit Name
To: Appointee's Name

Subj: APPOINTMENT AS MISSION ASSURANCE OFFICER FOR (UNIT NAME)

Ref: (a) CCO 3000.4_

1. Per the reference, you are hereby appointed as the Mission Assurance Officer for (Unit Name).

2. The Mission Assurance Program is responsible for managing activities and programs regarding Antiterrorism; Critical Infrastructure Protection; Chemical, Biological, Radiological, Nuclear, and High Yield Explosives; and Emergency Management. Further, Mission Assurance Program requirements include coordinating activities with the Provost Marshal's Office, Combat Center Fire Department, and other risk/security-related sections.

3. This appointment will remain in effect until the time of your detachment or is otherwise revoked.

F. M. LNAME

RECEIVING ENDORSEMENT

From: Appointee's Name
To: Unit Name

1. I have read and understand the instructions and procedures contained in the reference and hereby assume the duties and responsibilities as the Mission Assurance Officer for (Unit Name).

F. M. LNAME

Copy to:
MA

Mission Assurance Working Group (MAWG) Charters

1. Purpose. Marine Air Ground Task Force Training Command (MAGTFTC), Marine Corps Air Ground Combat Center (MCAGCC) Mission Assurance Working Group (MAWG) is established per the reference (a). The purpose of the MAWG is to ensure complete coordination of Antiterrorism (AT), Critical Infrastructure Protection (CIP), and installation preparedness for Chemical, Biological, Radiological, Nuclear, and High-Yield Explosives (CBRNE), and Physical Security (PS), with installation Emergency Management (EM) issues through enhanced horizontal integration, improved situational awareness, and coordination of effort.

2. Background. The MAWG combines the current individual working groups for AT, CIP, CBRNE, IEM, and PS into one overarching working group. This charter publishes the MAWG's mission, functions, membership, procedures, and designates the MAGTFTC, MCAGCC's Installation Support (Inst Supp), Mission Assurance Division with the responsibility for the program's execution. Enclosure (1) defines the individual working group charters.

(1) Mission Assurance (MA) is the summation of activities and measures taken to ensure that required service capabilities and all supporting infrastructures are available to the Department of Defense (DoD) to support Marine Corps roles in the National Military Strategy. It links the risk management processes and activities of Antiterrorism (AT), Critical Infrastructure Protection (CIP), Information Assurance, Physical Security (PS), Law Enforcement (LE), Chemical, Biological, Radiological, Nuclear and High-Yield Explosives (CBRNE), and Installation Emergency Management (IEM) to create the synergistic effect required for DoD to mobilize, deploy, support, and sustain military operations throughout the spectrum of operations.

(2) MAWG minutes will be documented and disseminated by the Mission Assurance Division or their designee no later than one week after each MAWG meeting.

3. Mission. The MAWG's task is to continuously review and improve the AT, Threat Working Group (TWG), CIP, CBRNE, IEM, and PS Program procedures awareness, and training to maximize force protection and minimize the risk of terrorist threats. It will evaluate and identify near, mid and long-term adjustments to all program policies, posture, funding requirements and related programs. The MAGTFTC, MCAGCC Executive Steering Committee provides the guidance and policy for the MAWG when required.

4. Functions. The MAWG provides a single, multi-disciplinary entity to review AT, TWG, CIP, CBRNE, PS, and IEM program issues, recommend changes and monitor the accomplishment of the overarching MA goal. The references provide guidance for analyzing threats, indications, warnings, and issues. Through this methodology, the MAWG will continuously evaluate and manage evolving MA program issues.

5. Working Groups and Committees. Mission Assurance will establish the MAWG and other committees on an as needed basis and ensure they adhere to the WG's charter. These WG will be comprised of as approved by the mission assurance subject matter experts (SMEs) who will address specific program issues within the specialized programs. The WG chairperson will brief issues and concerns to the MAWG during quarterly meetings. The

following WGs will be consolidated within the MAWG:

| Working Group | Chairperson |
|---|-------------------------|
| Antiterrorism (AT) | Mission Assurance |
| Threat Working Group (TWG) | Mission Assurance |
| Critical Infrastructure Program (CIP) | Mission Assurance |
| Chemical, Biological, Radiological, Nuclear and High-Yield Explosives (CBRNE) | CBRNE Officer |
| Installation Emergency Management (IEM) | Emergency Manager |
| Physical Security (PE) | Physical Security Chief |

6. Membership. The MAWG Action Officers (AOs) represent SMEs from command organizations, departments, divisions, and sections. As the situation dictates, other SMEs will be called to provide the MAWG with their required expertise. There may be times when all MAWG members are not needed for a specific WG. The current membership consists of the following MAGTFTC, MCAGCC's staff and tenant command elements:

a. Installation's Organizations

- (1) AC/S, G-1 Manpower
- (2) AC/S, G-3/5 MAGTF Training
 - (a) Exercise Support Division (ESD)
 - (b) Explosive Ordnance Disposal (EOD)
 - (c) Range Control
- (3) AC/S, G-4 Installation Support
 - (a) Combat Logistics Division (CLD)
 - (b) Environmental Affairs (EA)
 - (c) Public Works Division (PWD)
 - (d) Southwest Region Fleet Transportation (SWRFT)
- (4) AC/S, G-6 Communications
 - (a) Command Support
 - (b) Cyberspace Operations
- (5) AC/S, G-7 Government and External Affairs
- (6) AC/S, G-8 Comptroller
- (7) AC/S, Marine Corps Community Services (MCCS)
- (8) Human Resources Office (HRO)
- (9) Staff Judge Advocate (SJA)
- (10) Security Manager
- (11) Headquarters Battalion

- (12) Marine Corps Logistics Operations Group (MCLOG)
- (13) Marine Corps Tactics and Operations Group (MCTOG)
- (14) Tactical Training and Exercise Control Group (TTECG)

b. Tenant Commands

- (1) 7th Marines
 - (a) 1st Battalion, 7th Marines
 - (b) 2nd Battalion, 7th Marines
 - (c) 3rd Battalion, 7th Marines
 - (d) 3rd Battalion, 4th Marines
- (2) 3rd Battalion, 11th Marines
- (3) 3rd Light Armored Reconnaissance Battalion
- (4) Combat Logistics Battalion-7
- (5) Marine Corps Communication & Electronic School (MCCES)
- (6) 23rd Dental Company
- (7) Naval Hospital Twentynine Palms (NHTP)
 - (a) Public Health Officer (PHEO)
- (8) Defense Commissary Agency (DECA)
- (9) Veterinary Clinic
- (10) Naval Criminal Investigation Services (NCIS)

7. Procedures

a. Mission Assurance is responsible for MAWG execution. Mission Assurance will schedule quarterly meetings, prepare the agenda, request MAWG AO input, recommend changes to the membership and provide overall coordination. Mission Assurance will ensure all meeting minutes are presented to the MAWG membership no later than one week post meeting.

b. Membership listed in paragraph 5 will appoint a primary MAWG AO in writing per enclosure (2) and forward it to the Mission Assurance. An alternate MAWG AO is highly recommended to receive all communications in absence of the primary MAWG member.

c. The MAWG AOs must thoroughly understand their organization's intentions, interdepartmental coordination, requirements, and issues. They will actively participate in meetings and provide input on issues.

d. The metric for the MAWG's success is the degree to which it improves horizontal MA coordination and integration. The ability to reduce risk, mitigate vulnerabilities, and prioritize requirements enhances command emphasis and individual program awareness.

8. Other MAWG Charters

a. Antiterrorism (AT) Working Group. The mission of the AT Working Group is to enhance coordination and coherence of antiterrorism measures across the MAGTFTC, MCAGCC. The purpose of this group is to ensure adequate dissemination of current threat information, address the conditions conducive to stopping terrorist threats on the Combat Center and to strengthen the MAGTFTC, MCAGCC stance against terrorism. The membership consists of MAWG Members and is chaired by the Mission Assurance.

b. Threat Working Group (TWG). The mission of the TWG is to deter, detect, and mitigate terrorist threats before damage is done to national security, personnel, resources, and/or capabilities. The purpose of the TWG is to develop and refine terrorism threat assessments and coordinate and disseminate threat warnings, reports, and summaries. This group is also responsible for recommending enhancements to systems and programs and determining the way-ahead for the Combat Center. The TWG is chaired by the Mission Assurance and membership of the TWG consists of personnel from NCIS, CID, PMO, Fire Department, G-6, NHTP and local law enforcement partners. This group meets bi-annually or as needed basis on current threat picture.

c. Critical Infrastructure Program (CIP) Working Group. The mission of the CIP Working Group is to collaboratively identify assets critical to the mission of the MAGTFTC, MCAGCC and to design a solution to ensure their safety and security throughout all types of catastrophic events. The purpose of this group is to identify mission essential items, to categorize these items based on criticality to the mission of the Combat Center and to develop action plans to fortify these items to the highest extent possible. The membership consists of MAWG Members and is chaired by the Mission Assurance.

d. CBRNE Working Group. The mission of the CBRNE Working Group is to provide guidance relating to the mitigation, detection, response, and recovery of CBRNE events. The purpose of this group is to provide all tenant commands and relevant Combat Center staff with a high-level, focused forum for risk analysis, research and development, standards, and protocols on CBRNE related emergencies. This group discusses the probability of CBRNE events and how to mitigate against these events. Additionally, this group determines the training and outreach efforts that will be undertaken by the CBRNE Officer. The membership consists of MAWG Members and is chaired by the CBRNE Officer.

e. Installation Emergency Management Working Group. The mission of the Emergency Management working Group is to help guide MAGTFTC, MCAGCC's Emergency Management Plan (EMP) and disaster preparation programs. The purpose of this group is to develop the EMP, address the needs and progress of the program, review and provide recommendations, advise the Command Center regarding policy decisions prior to and during activations of the Emergency Operations Center, and disaster planning teams for exercises and special projects. The membership consists of MAWG Members and is chaired by the Installation Emergency Manager.

f. Physical Security Working Group. The mission of the physical security working group is to continuously improve the security of the Combat Center by focusing on the protection of personnel and mission essential assets. The purpose of this group is to provide a forum for the active exchange of ideas and approaches in each area of the Combat Center. This group also serves as the consensus board for emerging Physical Security directives and for the interpretation and application of these directives. The membership consists of MAWG Members and is chaired by the Physical Security Chief.

Vulnerability Assessment (VA) Team

1. Purpose. Marine Air Ground Task Force Training Command (MAGTFTC), Marine Corps Air Ground Combat Center (MCAGCC) Vulnerability Assessment (VA) Team will be established to conduct critical asset identification, risk assessment and risk reduction/mitigation planning.

2. Mission. To better manage the risk to our missions, MAGTFTC, MCAGCC will utilize the mission assurance process which will leverage existing protection and resilience programs. This process involves identifying the characteristics of an asset that could cause it to suffer degradation or loss (incapacity to perform its designated function) because of having been subjected to one or more identified threats or hazards to this installation. This VA shall be conducted by teams of subject matter experts relative to that asset as well as personnel with backgrounds in different functional areas such as physical security, antiterrorism, critical infrastructure protection, fire and emergency services, engineer/facility, communications, and other installation integrated protection.

3. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. To ensure the identification of assets that are critical to the accomplishment of the MAGTFTC, MCAGCC missions and assets that support the accomplishment of tenant unit missions.

(2) Concept of Operations. This VA Team will provide guidance on risk management issues for the planning, design, mitigation, and construction on the installation to reduce the vulnerability to this asset by natural or man-made events. Also, this VA is intended to raise the level of awareness among directorates, commanders, planners, designers, engineers, security personnel, and all other installation personnel to the issues of this risk management process that must be considered to minimize loss of this asset by planning for all mission assurance measures.

b. Subordinate Element Missions.

(1) Commanding Officers (COs), Assistant Chiefs of Staff (ACs/S), Deputy Directors (DepDirs), Division Directors (DivDirs), Officers-in-Charge (OICs), and Special Staff Officers

(a) Assist in the development of the installation's comprehensive mission assurance program. This program will identify, prioritize, assess, and manage risk, and it will provide for remediation and mitigation of vulnerabilities that could impact/degrade mission critical assets and infrastructure.

(b) Annually implement the Critical Asset Identification Process (CAIP) to identify critical assets associated with missions, capabilities, and functions.

(c) Coordinate and participate in risk assessment and risk management activities.

(2) Special Staff, Mission Assurance (MA)

(a) Assigned as the Officer with Primary Responsibility for the conduct of the Vulnerability Assessment Team.

(b) Provide routine updates to the C/S on the progress of the VA Team's work and progress.

(c) As necessary request representatives from tenant organizations to support the VA process.

c. Coordinating Instructions. The VA team will be headed by the Mission Assurance, Deputy Director, Michael Burns, at (760) 830-1884 or michael.f.burns1@usmc.mil, with the following members:

- (1) Provost Marshal's Office (Physical Security Chief)
- (2) Combat Center Fire Department representative
- (3) Public Works (engineer/facility) representative
- (4) G-3/5 MAGTF Training representative
- (5) G-6 Communications representative
- (6) Other Directorates, Divisions and tenant unit members as may be required to support the process.
- (7) The VA's primary objectives and tasks are to:
 - (a) Validate and, if necessary, identify additional, assets critical to MAGTFTC, MCAGCC mission accomplishment and that support the accomplishment of tenant unit missions.
 - (b) Identify and assess all vulnerabilities to the installation's facilities, and assets, specifically including all identified critical assets.
 - (c) Align specific threats and hazards to asset vulnerabilities.
 - (d) Identify degrees of vulnerability for each asset.
 - (e) Perform an analysis on current and future projects that enhance the resiliency and recoverability of these assets.
 - (f) Develop a list of actions and resource estimates to mitigate identified risks for each asset.
 - (g) Develop executable courses of actions that mitigate vulnerabilities to the identified assets.
 - (h) Provide risk-based recommendations for each asset that mitigate risk.
 - (i) The VA team will present their findings to the C/S and AC/S G4-Inst Supp to receive action items approval. Once approved, these action items will be presented to the MAGTFTC, MCAGCC Executive Steering Committee to mitigate the vulnerabilities by funding decisions, making recommendations on mission assurance prioritization requirements, and integrating these initiatives with other installation priorities.