



UNITED STATES MARINE CORPS
MARINE CORPS NATIONAL CAPITAL REGION COMMAND
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From: Commanding General, Marine Corps National Capital Region
Command
To: Distribution List
Subj: MARINE CORPS NATIONAL CAPITAL REGION COMMAND (MCNCR)
G-6 IMPLEMENTATION PLAN
Ref: (a) MARADMIN 548/02
(b) MARADMIN 353/03
Encl: (1) MCNCR Organizational Chart
(2) Plan of Action & Milestones

- 1. Purpose.** The purpose of this letter is to provide implementing instructions and guidance for operation of the Marine Corps National Capitol Region Command (MCNCR) G-6.
- 2. Background.** In accordance with the provisions contained in Reference (a), the MCNCR will regionalize Communications/Information Technology (IT) support throughout the National Capital Region (NCR). Where practicable and when efficiencies can be identified, the MCNCR will assume operational and managerial oversight of identified network and IT/ITE support organizations. Accordingly, the Marine Corps Base (MCB) Quantico Assistant Chief of Staff (AC/S), G-6 is designated as the MCNCR AC/S, G-6. Comm/IT resources will continue to be maintained at Quantico and Headquarters, U. S. Marine Corps (HQMC).
- 3. Mission.** Effective immediately, the MCNCR AC/S, G-6 will support Comm/IT requirements throughout the MCNCR with the goal of improving customer service and realizing potential efficiencies and cost savings. The MCNCR includes HQMC, MCB Quantico, tenant activities on board MCB Quantico, and other serviced organizations throughout the NCR.
- 4. Commander's Intent.** Oversight of Comm/IT functions in the MCNCR will be centralized through regionalization to provide greater flexibility in management, increase efficiency and achieve cost savings. The MCNCR AC/S, G-6 will ensure that customer satisfaction is maintained and improved, and that quality products and services continue to be provided in a timely manner. While the Information Systems Management Branch, Administration and Resource Management Division (ARI) will remain under the operational and administrative control of the Director, Administration and Resource Management Division, Headquarters Marine Corps, ARI will receive guidance and from the MCNCR G-6 regarding those initiatives and programs potentially impacting the entire region. Nothing in this letter shall be construed as adding another layer of approval authority on those IT/ITE issues in direct support of the CMC or other General Officers at HQMC or in regard to AR Division's participation in joint-arena IT/ITE governance and policy-development initiatives involving the Pentagon Area Network Campus. Comm/IT procurements made by ARI will be in keeping with established Marine Corps policies and standards and be in line with MCNCR-wide policies.
- 5. Function.** The MCNCR G-6 functional area includes the following Comm/IT capabilities and management activities:
 - a. Navy/Marine Corps Intranet (NMCI) Services.** As outlined in Reference (b), the MCNCR AC/S, G-6, as the NMCI Major Command Transitional Manager (MCTOIC), is responsible for ensuring full compliance from EDS Corporation and the NMCI Information Strike Force (NMCI ISF) with the terms and conditions of the NMCI

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contract in support of the MCNCRC. The MCNCRC AC/S, G-6 will review and approve all NMCI agreements, formal and informal, for all Comm/IT and network support organizations throughout the MCNCR.

b. Land Mobile Radio/SATCOM/Spectrum Management (LMR/SM). The MCNCRC AC/S, G-6 is responsible for approval and fielding of all LMR and SATCOM equipment procured by any activity in the MCNCRC. Prior to submission of procurement documents to the Regional Contracting Office for action, a technical review will be conducted by the MCNCRC AC/S, G-6 to ensure compatibility with existing systems and to address integration issues.

c. Legacy IT. Coordination between Comm/IT offices and network support organizations throughout the MCNCR with the MCNCRC G-6 is required regarding legacy IT issues. Where NMCI implications are concerned, paragraph (5a) applies. For non-NMCI related issues, compliance with current Marine Corps IT standards is required and shall be adhered to by the MCNCRC G-6 and all Comm/IT and network support organizations throughout the MCNCR.

d. Web Development. The MCNCRC AC/S, G-6 will review all MCNCRC Web pages prior to publishing on the World Wide Web. The MCNCRC G-6 and all web-publishing offices throughout the MCNCR will follow established Marine Corps standards.

e. Commercial Wireless Communications. Where practicable, when cost-savings and efficiencies can be realized, and to better utilize government funds, all commercial wireless communications devices will be either provided by the NMCI contract or a MCNCRC contracting vehicle. All requests to not use the regional wireless contracts must be approved in advance by the MCNCRC AC/S, G-6. Contracts in place at the signing of this document are exempt from this restriction for until FY05.

f. Video Teleconferencing Support. The MCNCRC G-6 will provide such IT support as may be required to ensure efficient and reliable operation of VTC facilities in the MCNCRC. The MCNCRC G-6 will work with the MCNCRC G-3 to ensure success of all VTC operations. The MCNCRC G-6 will provide technical support for VTC facilities located at Quantico, while technical support for VTC facilities located at HQMC will be provided by ARI.

g. Telephone Operations. Strict compliance with DOD standards will be used in all matters pertaining to telephone operations. Where waivers for telephone system modifications are required by higher headquarters, those waivers will be submitted via the MCNCRC AC/S, G-6 for appropriate endorsements.

h. Contingency of Operations Planning (COOP): The MCNCRC AC/S, G-6 will be the conduit for all Comm/IT related issues related to the HQMC COOP for both NIPRNET and SIPRNET. With the exception of the OSD COOP initiative, all Comm/IT procurements and fielding relating to NIPRNET or SIPRNET HQMC COOP planning in the MCNCR will be staffed via the MCNCRC AC/S, G-6 prior to any obligation of government funds. This represents an exception to those procurement instructions contained above. The MCNCRC G-6 will maintain continuous liaison with the MCNCRC G-3 on all COOP related matters as well as with the Deputy Commandant, Plans, Policies, and Operations, the Marine Corps CIO, and the Commanding Officer Marine Corps Network Operations and Security Command (MCNOSC) on all procurements and initiatives relating the HQMC COOP activities.

i. Supply/Consolidated Memorandum Record (CMR): Pending full cutover to the NMCI network, no changes in Supply/CMR procedures will be implemented.

j. Fiscal Management. Pending final resolution of critical budgetary and fiscal issues, current fund administration, budget procedures, and fiscal controls established for the respective Comm/IT offices located at HQMC and MCB Quantico shall be maintained. Funding transfers, where needed to support region-wide initiatives, will be effective quarterly to reflect significant costs associated with contracts or other issues.

k. Work Order/Trouble Ticket Management. The MCNCRC G-6 will provide technical support under two separate procedures. All NMCI related work orders/trouble tickets shall be via the NMCI Help Desk. Should NMCI

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help desk personnel find that legacy Comm/IT support be required, NMCI will move the work order/trouble ticket to the respective Site NMCI team. For non-NMCI related trouble tickets requiring action, each element of the MCNCRC G-6 will provide support to the other as needed. Both MCNCRC G-6 and ARI will manage their respective trouble ticket processes.

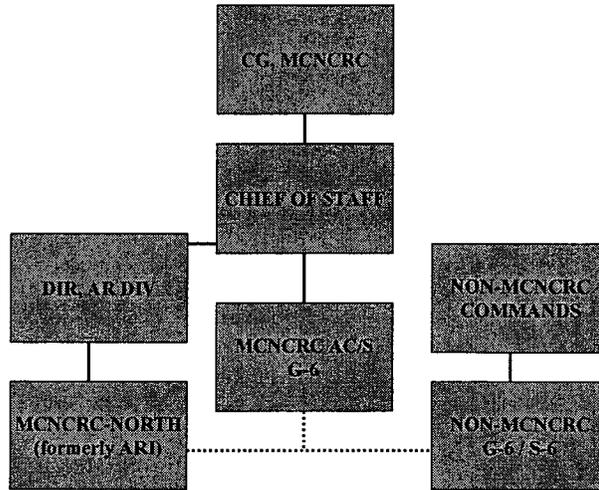
6. Supervisory and Reporting Chain. The Supervisory and Reporting chain for the MCNCRC G-6 will remain as depicted in Enclosure (1). The Chief of Staff, MCB shall serve as the first line supervisor for the Assistant Chief of Staff, G-6. The Director, AR shall maintain administrative and operational control over ARI and will serve as the first line supervisor for the Head, ARI. Fitness reporting chains shall follow current established chains until otherwise directed. Any changes to the Supervisory and Reporting chain shall be reflected in a modification to this document and approved by the CG, MCNCRC.

7. Revisions. This document will be periodically reviewed for the purpose of further delineating and/or clarifying organizational relationships and to accommodate operational and/or technical changes within the NCR's network environment. The first review will be scheduled immediately following the completion of NMCI cutover within the region.



J. COMPOSTO

**MCNCR G-6 ORGANIZATIONAL CHART
(OPCON/ADCON)**



———— Daily Operations
..... MCNCR-wide Issues and Policies