



UNITED STATES MARINE CORPS
2D MARINE AIRCRAFT WING
II MARINE EXPEDITIONARY FORCE
POSTAL SERVICE CENTER BOX 8050
CHERRY POINT, NC 28533-0050

WgO 1414.2C
CMDCM

DEC 21 2012

WING ORDER 1414.2C

From: Commanding General, 2d Marine Aircraft Wing
To: Distribution List

Subj: NAVY ENLISTED FLEET MARINE FORCE WARFARE SPECIALIST
QUALIFICATION PROGRAM

Ref: (a) OPNAVINST 1414.9
(b) OPNAVINST 1414.4C
(c) NAVEDTRA 43908-1A
(d) OPNAVINST 6110.1H
(e) MCO P1020.34G
(f) MEFO 1414.1A

Encl: (1) FMF Warfare Final Oral Qualification Board Sheet
(2) NAVPERS 1070/613 Navy Enlisted Fleet Marine Force
Warfare Specialist (EFMFWS) (ACE) Enrollment
(3) Recommendation letter from CMDCM to CO
(4) EFMFWS (ACE) Designation Letter
(5) EFMFWS (ACE) Certificate
(6) NAVPERS 1070/613 EFMFWS (ACE) Failure to Qualify
(7) NAVPERS 1070/613 EFMFWS (ACE) Revocation

1. Situation. To publish instruction and establish requirements for the EFMFWS qualification of enlisted Sailors serving with 2d Marine Aircraft Wing (2d MAW).

2. Cancellation. WgO 1414.2B.

3. Mission. To provide guidance in meeting the eligibility and qualification requirements of references (a) and (b) while ensuring the integrity and execution of the EFMFWS Program is consistent throughout 2d MAW.

4. Execution

a. Commander's Intent and Concept of Operations

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

DEC 21 2012

(1) Commander's Intent. EFMFWS qualification signifies that a Sailor has achieved a required level of excellence and proficiency with an enhanced comprehension of war fighting, mission effectiveness and command survivability. This qualification is to be earned through the formal qualification program as per references (b) and (c) while utilizing the amplified guidance in this Order. EFMFWS qualification is mandatory for all enlisted Sailors. It is incumbent upon every Sailor assigned within 2d MAW to vigorously pursue this qualification.

(2) Concept of Operations. All enlisted Sailors meeting the eligibility requirements of reference (b), reporting to 2d MAW Unit Identification Codes (UICs) 09131, 09167, 52841 and 57080 under Permanent Change of Station (PCS) orders will receive enclosure (2) and be considered enrolled in the EFMFWS Program, effective on the date of report. Once enrolled, Sailors in pay grades E-1 to E-9 must qualify or re-qualify within prescribed time frames. Those working toward initial EFMFWS qualification in paygrades E-1 to E-3 will have 24 months to complete the initial qualification process. All others in paygrades E-4 to E-9 will have 18 months to complete the initial qualification process. Sailors in all paygrades E-1 through E-9 who have attained previous qualification, whether Air Combat Element (ACE), Ground Combat Element (GCE), or Logistic Combat Element (LCE) will have 12 months to re-qualify.

(a) Initial qualifiers must have passed their most recent Navy Physical Readiness Test (PRT) and be within Navy weight/body composition standards as per reference (d). Initial qualifiers must also complete the Level B Code of Conduct Survival, Evasion, Resistance and Escape (SERE 100) Navy Knowledge Online (NKO) Course and all core and platform Personnel Qualification Standards (PQS). Once the previously mentioned requirements have been met, initial qualifiers must successfully pass core and platform specific practical demonstrations, core and platform specific written tests and a verbal board that will test their knowledge on completed PQS and written test information.

(b) Re-qualifying Sailors must have passed their most recent Navy PRT and be within Navy weight/body composition standards as per reference (d). All re-qualifiers regardless of previous qualification platform, will complete platform specific PQS and practical demonstrations, take the platform specific written test and pass a verbal board that will test their knowledge on completed PQS and written test information.

(c) Health Services Augmentation Program (HSAP) and Individual Augment (IA) Sailors directly assigned to 2d MAW by Billet Sequence Code (BSC) line numbers during combat or peace-keeping operations for a minimum of 90 consecutive days are eligible for EFMFWS Program enrollment. Those assigned for training or training exercises are not eligible. Enrollment for HSAP and IA Sailors is optional but strongly encouraged. PQS completion, written tests and EFMFWS qualification boards must be completed while attached to 2d MAW; once detached, Sailors are no longer eligible to take tests or appear before a qualification board. HSAP and IA Sailors must meet the eligibility criteria of reference (b) and will abide by the applicable guidance and requirements throughout this Order.

(d) Once enrolled, Sailors will continue to complete EFMFWS qualification requirements regardless of their Physical Readiness Program status; however, all Sailors must be within Navy weight/body composition standards and must have passed their most recent PRT in order to appear before the final qualification board.

(3) Responsibilities

(a) Commanding General (CG) 2d MAW/Commanding Officers (COs)

1. Shall promote an effective and sound EFMFWS Program and utilize the recommendation of the Command EFMFWS Program Coordinator to assist in determining approval for EFMFWS qualification.

2. May only approve qualification or revocation of qualification for Sailors who meet the criteria as per reference (b) and are permanently or temporarily assigned as Augmentees to their Command.

3. Will recognize Sailors who earn EFMFWS qualification with the presentation of an EFMFWS warfare insignia device and a qualification certificate.

4. Will revoke the EFMFWS qualification of a Sailor when there is a failure to maintain program standards as per reference (b). Revocation of qualification will be documented on enclosure (6).

(b) Command Master Chiefs (CMDCMs)

1. Are the EFMFWS Program Coordinators and will exercise primary oversight of this program while utilizing the Chief Petty Officers Mess to maintain the administration and integrity of the program.

2. Will appoint a Command EFMFWS Program Administrator to assist with the oversight, coordination and administrative requirements of the program.

3. Will ensure the proper appointment of Group and if necessary due to command structure, Battalion/Squadron/Company level EFMFWS Program Administrators.

4. Will serve as the Chairman for all EFMFWS boards; however, if necessary, the CMDCM may delegate in writing, additional EFMFWS qualified Master Chiefs, Senior Chiefs and Chiefs to assist in facilitating the timely qualification of Sailors assigned to units that are remotely located or deployed in an austere environment.

(a) If the CMDCM is forward deployed or absent from his/her command for greater than 30 days, the Acting CMDCM has the authority and will serve as the Chairman for all EFMFWS boards in garrison.

5. Will ensure EFMFWS qualification is a topic of discussion during Career Development Boards (CDB) to monitor the progress of Sailors enrolled in the EFMFWS Program.

6. Will conduct biannual meetings with the Group, Battalion/Squadron level EFMFWS Program Administrators to ensure the integrity and continuity of the program.

7. Will ensure bimonthly reports are submitted to the II Marine Expeditionary Force CMDCM on or about the 15th day of January, March, May, July, September and November in addition to a consolidated end of year report by the last day of December.

(c) Deployed Forces. The CMDCM, 2d MAW (Forward) (FWD) is the EFMFWS Program Coordinator for enlisted Sailors assigned to 2d MAW FWD units. He/she will determine the feasibility of establishing an EFMFWS program while forward deployed. If program execution is possible, procedure for the program will operate in accordance with this Order and references (a) through (e).

b. Personnel Qualification Standard (PQS Qualifiers). Command Program Coordinators and Command Program Administrators will ensure that the Sailors and/or Marines who verify the knowledge of EFMFWS candidates by entering signature and date for PQS items are EFMFWS qualified and/or subject matter experts in the subject area for which they are signing. All PQS qualifiers will uphold the standards of the EFMFWS program and adequately verify the knowledge of the candidate with either instruction, demonstration, verbal feedback or a combination of these methods. The Program Coordinator may revoke the status of a PQS qualifier at any time if deemed appropriate to maintain the program's integrity. PQS qualifiers must be at least an E-4 or above.

c. Written Examinations. Written examinations shall be generated, administered and under the control of the Program Coordinator or a designated representative, usually the Command Program Administrator. Sailors may only take written exams after all PQS requirements are complete. Those seeking initial qualification will take both the core and platform tests on the same day.

(1) There is no time limit for written examinations, but a minimum score of 80 percent must be achieved on each test.

(a) If a Sailor fails to score 80 percent or better on their first attempt, he/she may retake the exam at a time interval deemed appropriate by the Program Coordinator.

(b) Failure to score 80 percent or better after two attempts will result in the convening of a CDB and at least a two week delay before reattempting the exam.

(c) Failure to score 80 percent or better after three attempts will result in a mandatory meeting with the Sailor, the Sailor's EFMFWS Administrator, the Sailor's Leading Chief Petty Officer and the Command EFMFWS Program Coordinator.

(2) Written examinations will be regenerated no less than every six months.

d. Pre-Qualification Board. Upon satisfactory completion of written examinations, candidates will be eligible for a final verbal qualification board. Prequalification boards at the Regimental/Group, Battalion/Squadron or Company level are strongly encouraged to ensure candidates are administratively and mentally prepared for their final board.

e. Verbal Qualification Board. Candidates must complete and pass a verbal qualification board before a panel of three but no more than five board members, to include the Board Chairman, before being recommended for EFMFWS qualification.

(1) Sailors scheduled to appear before the board must be within Navy weight/body composition standards and must have passed their most recent Physical Fitness Assessment (PFA).

(2) The board chairman will be a Master Chief Petty Officer, unless otherwise designated by the Command EFMFWS Program Coordinator. E-5's through E-9's may sit as board members; however, the most junior board member will be equivalent in rank with the highest ranking Sailor attempting to qualify.

(3) The board shall determine sufficient knowledge in ALL areas of the PQS by asking an appropriate number of questions for each section.

(4) Demonstration of technical proficiency by practical application is required for the functional areas of weaponry; communications; land navigation and chemical, biological, radioactive and nuclear defense. It's recommended that the practical application sessions be completed prior to the verbal board; however, practical application sessions can be completed during the verbal qualification board provided all necessary equipment is onsite.

(5) Once all board members are satisfied that the candidate possesses adequate knowledge, they will inform the candidate of his/her recommendation for EFMFWS qualification. Favorable recommendations will be forwarded to the respective CO for review and approval.

(6) At the discretion of the Board Chairman, a candidate who fails three or less sections may be permitted to re-board the failed sections with their EFMFWS Administrator and an EFMFWS qualified Chief Petty Officer within a reasonable period of time. Successful completion will be annotated and forwarded to the EFMFWS Command Coordinator and enclosures (3) and (4) will be generated for the COs signature. If the candidate fails the re-board, consideration will be given to a possible repeat of the entire verbal qualification board process.

(7) A candidate who fails four or more sections will repeat the entire verbal qualification board process within a

reasonable amount of time as deemed appropriate by the Board Chairman.

5. Administration and Logistics

a. Enrollment. Upon completion of enclosure (2), Sailors will be informed of program requirements and qualification procedures and given the EFMFWS PQS and study guide. Enclosure (2) will be forwarded as appropriate for filing in the member's electronic service record and copies will be retained by the EFMFWS Command Administrator and the member. Failure to complete enclosure (2) does not relieve the member of program completion requirements.

b. Qualification. EFMFWS qualified Sailors will receive enclosure (3) and (4) with an EFMFWS breast insignia at an appropriate ceremony. Once signed, enclosure (3) will be forwarded as appropriate for filing in the member's electronic service record and a copy will be retained by the EFMFWS Command Administrator and the member.

c. Failure to qualify in prescribed timeframe. Enclosure (5) will be issued and the Sailor properly counseled when he/she exceeds the qualification timeframe. As per enclosure (5), the Sailor's next evaluation whether a periodic, detachment, promotion/frocking or special; will contain trait grades and comments that appropriately reflect their failure to qualify within the prescribed timeframe.

d. Failure to maintain EFMFWS Program standards. Sailors that receive an evaluation that has a promotion recommendation of "Significant Problems" or "Progressing" have not maintained the required standards of the Program and are not eligible to maintain EFMFWS qualification.

(1) Sailors who are EFMFWS qualified that have not maintained required Program standards will have their qualification revoked by their CO. Upon revocation, enclosure (6) will be completed and forwarded to the appropriate agency for filing in the Sailor's electronic service record. Sailors may request to re-enroll in the program once they meet EFMFWS Program eligibility requirements. If approved for re-enrollment, Sailors must complete the entire qualification process in 12 months or less.

e. Materials. The EFMFWS Administrators will submit requests for the use of appropriate funds for the reproduction

and purchase of the PQS/Study guides, EFMFWS breast insignias, and qualification certificates as per command policy.

f. EFMFWS Breast Insignia. As per reference (e), when wearing the Marine Corps Combat Utility Uniform, the bottom edge of the EFMFWS breast insignia will be centered over the pocket on a horizontal (parallel to the ground) line even with the highest point of the service tape.

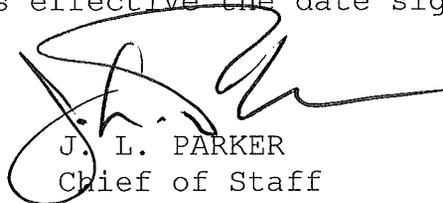
6. Command and Signal

a. Command

(1) This Order is applicable to all personnel assigned to 2d MAW.

(2) Direct all comments or suggestions regarding this Order to the CMDCM, 2d MAW.

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



J. L. PARKER
Chief of Staff

DISTRIBUTION: A



EFMFWS ORAL BOARD QUALIFICATION SHEET

Full Name: _____
Rank: _____
SSN: _____
Unit: _____
CO Initials/LName _____

SECTIONS	Strong	Sat	Weak	Pass	Fail	SECTION BOARD MEMBER
101 – ORM & OCCUPATIONAL SAFETY FUNDAMENTALS						
102 – HISTORY & RANK STRUCTURE & COURTESIES						
103 – USMC MISSION & ORGANIZATION FUDAMENTALS						
104 – ADMINISTRATION FUNDAMENTALS						
105 – GENERAL COMBAT LEADERSHIP FUNDAMENTALS						
106 – FIRST AID & SANITATION FUNDAMENTALS						
107 – SECURITY FUNDAMENTALS						
108 – TACTICAL MEASURES FUNDAMENTALS						
109 – WEAPONS FUNDAMENTALS						
110 – TACTICAL MEASURES FUNDAMENTALS						
111 – USMC OPERATIONS FUNDAMENTALS						
112 – CBRNE FUNDAMENTALS						
113 – USMC DRILL & CEREMONIES						
114 – LAND NAVIGATION FUNDAMENTALS						
122 – AVIATION FUNDAMENTALS						
123 – MARINE WING HEADQUARTERS FUNDAMENTALS						
124 – MARINE AIR CONTROL GROUP FUNDAMENTALS						
125 – MARINE AIRCRAFT GROUP FUNDAMENTALS						
126 – MARINE WING SUPPORT GROUP FUNDAMENTALS						
127 – AVIATION SAFETY FUNDAMENTALS						

Time Start: _____ **Time End:** _____

Remarks:

Result: QUAL DNQ (Check one)

Board Chairman	
Board Member	
Board Member	
Board Member	

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ADMINISTRATIVE REMARKS
NAVPERS 1070/613 (REV. 10-81)
S/N 0106-LF-010-6991

E-32

BUPERSMAN 5030420

SHIP OR STATION

2D MARINE AIRCRAFT WING

14 Sep 11

From: 2d MAW Enlisted Fleet Marine Force Warfare Specialist Program PQS
Coordinator

To: HM2 Ima G. Sailor, USN, XXX-XX-1234

Subj: ENLISTED FLEET MARINE FORCE WARFARE SPECIALIST PROGRAM ENROLLMENT

Ref: (a) OPNAVINST 1414.4C
(b) II MEFO 1414.4A

1. Per the references, all enlisted Sailors permanently assigned to 2d Marine Aircraft Wing are required to qualify as EFMFWS. Sailors in paygrade E-1 through E-3 seeking initial qualification have 24 months to complete this qualification; Sailors in paygrade E-4 through E-8 have 18 months and E-9 personnel have 12 months. Those re-qualifying, regardless of paygrade have 12 months.

2. Effective immediately, you are to work toward EFMFWS qualification. The information below will assist you in accomplishing this requirement.

a. Your EFMFWS Program enrollment date is your date reported: DD MMM YR

b. You must complete your EFMFWS qualification/re-qual by: DD MMM YR

3. Failure to qualify by the date above will result in a page 13 entry in your electronic service record. Failure to qualify within the required time frame will also lead to:

a. Written documentation on your next evaluation in block #43, if E-6 and below; or block #41, if E-7 through E-9.

b. Reduced performance evaluation trait grades and/or promotion recommendation that are consistent with your failure to qualify.

4. I do / do not intend to make a statement.

IMA G. SAILOR

I. M. ADMINISTRATOR, HMC, USN
EFMFWS Administrator
2d Marine Aircraft Wing

Name (Last, First, Middle)	SSN:	BRANCH/CLASS
SAILOR, IMA G.	123-45-6789	USN

Enclosure (2)

DEC 21 2012

1414
CMDCM

From: Command Master Chief, 2d Marine Aircraft Wing

To: Commanding Officer, _____

Subj: RECOMMENDATION FOR DESIGNATION AS ENLISTED FLEET MARINE
FORCE WARFARE SPECIALIST ICO HM IMA. G. SAILOR, 123-
45-6789, USN

Ref: (a) OPNAVINST 1414.4C

(b) WgO 1414.1B

1. In recognition of exceptional professional competence exhibited in completing the requirements of the Enlisted Fleet Marine Force Warfare Specialist Program, HM I. M. Sailor is recommended for designation (EFMFWS), and awarding of the warfare insignia.

2. HM I. M. Sailor, through many hours of self-directed study and personal commitment, attained the requisite knowledge and skills required of Navy personnel serving with the Fleet Marine Force by completing the following:

a. Personnel Qualification Standards (PQS) for Enlisted Fleet Marine Force Warfare Specialist (Air Combat Element).

b. Required practical application and demonstration of required skills.

c. Passed written examination.

d. Passed oral board.

3. Completion of the above signifies that HM I. M. Sailor has achieved a level of excellence and proficiency within the Fleet Marine Force. In accordance with the references, he/she is highly recommended for designation as an Enlisted Fleet Marine Force Warfare Specialist.

Approved/Disapproved _____

C. M. CHIEF

Enclosure (3)

ADMINISTRATIVE REMARKS
NAVPERS 1070/613 (REV. 10-81)
S/N 0106-LF-010-6991

E-32

BUPERSMAN 5030420

SHIP OR STATION

2D MARINE AIRCRAFT WING



HM2 Ima G. Sailor

a United States Navy Sailor serving with the Marines of

MARINE WING SUPPORT SQUADRON 271

having successfully demonstrated requisite knowledge and skills commensurate with the prescribed qualification standards inherent to Marine Expeditionary Forces warfare doctrine, and those standards specific to the Air Combat Element of the Marine Air-Ground Task Force, is hereby certified an

Enlisted Fleet Marine Force Warfare Specialist (Air Combat Element)

and shall henceforth be entitled to the wear and display of the FMF warfare specialist insignia, and all appurtenances associated therewith in accordance with United States Naval Regulations, customs, and traditions.

I. M. ADMINISTRATOR, HMC(FMF), USN
EFMFWS Program Administrator
2d Marine Aircraft Wing

I. M. THECMC, CMDCM(FMF), USN
Command Master Chief
2d Marine Aircraft Wing

Name (Last, First, Middle)	SSN:	BRANCH/CLASS
SAILOR, IMA G.	123-45-6789	USN



Know all ye by these presents, that

HM2(FMF) IMA G. SAILOR

Having successfully demonstrated requisite knowledge and skills commensurate with the prescribed qualification standards inherent to Marine Expeditionary Forces warfare doctrine, and those standards specific to the XXXX Combat Element of the Marine Air-Ground Task Force while assigned to

2d Marine Aircraft Wing

Has qualified as a
Navy Enlisted Fleet Marine Force Warfare Specialist
Air Combat Element (ACE)

on this 14th day of September in the year 2011.

I. M. THECMC, CMDGM(FMF), USN
Command Master Chief
2d Marine Aircraft Wing

I. M. THECO, LTCOL, USMC
Commanding Officer
Marine Wing Support Squadron 271

WgO 1414.2C
DEC 21 2012

ADMINISTRATIVE REMARKS
NAVPERS 1070/613 (REV. 10-81)
S/N 0106-LF-010-6991

E-32

BUPERSMAN 5030420

SHIP OR STATION

2D MARINE AIRCRAFT WING

Date: 14 Sep 11

From: 2d MAW Enlisted Fleet Marine Force Warfare Specialist Program PQS
Coordinator

To: HM2 Ima G. Sailor, USN, 123-45-6789

Subj: FAILURE TO QUALIFY AS AN ENLISTED FLEET MARINE FORCE WARFARE SPECIALIST

Ref: (a) OPNAVINST 1414.4C
(b) MEFO 1414.1A

1. You reported on DD MMM YR and were required to qualify/re-qualify as an EFMFWS by DD MMM YR. Per the references, you failed to qualify within the prescribed time frame and, as a result, are subject to the following consequences:

a. If you attain qualification prior to your next Evaluation Report, your performance traits, narrative comments, and promotion recommendation will reflect your failure to qualify within the prescribed time frame of 24/18/12 months.

(1) The following statement will be in Block 41 or 43; "Although member attained EFMFWS qualification; he/she exceeded the prescribed qualification/requalification period of 24/18/12 months."

(2) Your individual promotion recommendation will be no higher than "Must Promote".

b. If you do not attain qualification prior to your next Evaluation Report, your performance traits, narrative comments, and promotion recommendation will reflect your failure to qualify within the prescribed time frame of 24/18/12 months.

(1) If the member failed to qualify before the end of the reporting period, the following statement will be in Block 41 or 43; "Member failed to meet requirements and did not earn EFMFWS qualification/re-qualification within the 24/18/12 month prescribed time frame."

(2) Your individual promotion recommendation will be no higher than "Promotable".

2. You are strongly encouraged to seek assistance through your Leading Petty Officer, Leading Chief Petty Officer, and the EFMFWS Program Administrator.

3. I do / do not choose to submit a statement.

Member Signature

Commanding Officer Signature

Name (Last, First, Middle)	SSN:	BRANCH/CLASS
SAILOR, IMA G.	123-45-6789	USN

Enclosure (6)

WgO 1414.2C
DEC 21 2012

ADMINISTRATIVE REMARKS
NAVPERS 1070/613 (REV. 10-81)
S/N 0106-LF-010-6991

E-32

BUPERSMAN 5030420

SHIP OR STATION

2D MARINE AIRCRAFT WING

Date: 14 Sep 11

From: Commanding Officer, Marine Wing Support Squadron
To: HM2 Ima G. Sailor, USN, 123-45-6789

Subj: REVOCATION OF ENLISTED FLEET MARINE FORCE WARFARE SPECIALIST
(EFMFWS) QUALIFICATION

Ref: (a) OPNAVINST 1414.4C
(b) MEFO 1414.1A

1. Per the references, you have failed to maintain the standards and conduct required of Enlisted Fleet Marine Force Warfare Specialist in that you... (include specific reasons for revocation). As a result, your EFMFWS qualification is hereby revoked and you are no longer authorized to wear the EFMFWS insignia or use the FMF designator.

2. You may request to attempt re-qualification when you meet the EFMFWS Program eligibility requirements of references (a) and (b). If re-qualification is approved, you must complete the entire process to include; completing the Personnel Qualification Standards (PQS), the watch station requirements, the practical demonstrations, the written exams, and the verbal qualification board.

3. Should you have any questions, the Command Master Chief, your Leading Chief, your Leading Petty Officer and the EFMFWS Administrator are available to assist you.

3. I do / do not choose to submit a statement.

Member Signature

Commanding Officer Signature

Name (Last, First, Middle)	SSN:	BRANCH/CLASS
SAILOR, IMA G.	123-45-6789	USN

Enclosure (7)