



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

WgO 4440.13E
ALD
JUL 19 2011

WING ORDER 4440.13E

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

Subj: STANDING OPERATING PROCEDURES (SOP) FOR MANAGEMENT OF THE
MARINE CORPS PREPOSITIONING PROGRAM-NORWAY (MCPN-N)
AVIATION SUPPORT EQUIPMENT/ARMAMENT WEAPONS SUPPORT
EQUIPMENT (SE/AWSE)

Ref: (a) TM4790-14/1

1. Situation. To promulgate the policies and guidance necessary for 2d Marine Aircraft Wing (2d MAW) personnel to carry out their responsibilities as they relate to maintenance and management of the Aviation Support Equipment (SE)/Armament Weapons Support Equipment (AWSE) prepositioned in Norway while the equipment is in storage.

2. Cancellation. WgO 4440.13D.

3. Mission. The Marine Corps Prepositioning Program-Norway (MCPN-N) Aviation Support Equipment/Armament Weapons Support Equipment (SE/AWSE) involves the prepositioning of selected end items of equipment in Norway for use by a Marine Air-Ground Task Force (MAGTF) during contingency operations and exercises when approved by Headquarters, U.S. Marine Corps (HQMC) (Code POE). HQMC must specifically authorize use of each item. During periods when the equipment is not in use, the SE/AWSE is stored at designated Norwegian Air Stations/Storage Facilities in a humidity controlled environment and maintained by representatives of the Norwegian Armed Forces (NOAF) in such a manner that the equipment can be restored to a fully operational condition within the timeframe prescribed in the reference. Specific parameters used by NOAF personnel to comply with the tasking above are contained in Supplement (1) to the reference. A 'care-in-store' packup consisting primarily of selected high usage/maintenance requirement card (MRC) items (i.e., repair parts) has been provided to each of the designated storage sites

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

JUL 19 2011

to enable performance of required maintenance. Replenishment of the packup and acquisition of all other required parts not contained in the packup is a 2d MAW (ALD) responsibility.

4. Execution. This Order encompasses actions required of all 2d MAW personnel to ensure financial and logistical obligations are established and liquidated, quality assurance of designated storage site maintenance actions are confirmed and supply support is provided to the storage sites in support of the program.

5. Administration and Logistics

a. General

(1) The Assistant Chief of Staff, Aviation Logistics Department (AC/S, ALD) is designated the program coordinator. He is the responsible officer for the equipment while it is in storage.

(2) The Aviation Combat Element (ACE) Commanding Officer is designated the responsible officer when the equipment has been withdrawn from storage for use in contingency operations/exercises.

(3) No classified material has been designated for inclusion in the MCPP-N SE/AWSE prepositioning program. In the event that any such material is subsequently identified, the AC/S, ALD will develop appropriate procedures for safeguarding and maintaining the equipment.

(4) For the purpose of this program, SE/AWSE is defined as all material prepositioned in Norway for use by the MCPP-N with inventory accountability to 2d MAW. It includes selected items of Expeditionary Airfield (EAF) equipment (e.g., arresting gear and Fresnel Lens Optical Landing System (FLOLS) trailers prepositioned at Vaernes, Norway).

b. Maintenance/Quality Assurance/Norwegian Technical Proficiency

(1) The AC/S, ALD is responsible for inventory accountability of equipment, quality assurance of work performed at the storage sites and ensuring Norwegian Technicians possess the requisite skills to provide the required quality product.

JUL 19 2011

(2) Periodically (at least annually) the AC/S, ALD in coordination with the AC/S, G-4 (for EAF skills) will form a team comprised of appropriate personnel from 2d MAW units to visit the storage sites; to the maximum extent possible, the scheduling will coincide with Norway scheduled exercises. The purpose of these team visits is to review the maintenance performed by the Norwegians, incorporate/certify Technical Directives, act as quality assurance inspectors, conduct inventories of equipment and identify technical deficiencies in NOAF employee skills. Maximum utilization of "on the job" familiarization with USMC equipment to correct skill deficiencies identified is encouraged. If it is apparent that formal familiarization is required, the technical skill deficiencies identified will be documented for subsequent referral to COMMARFORCOM for resolution (if they cannot be resolved by 2d MAW personnel). Additionally, at the close of an exercise/contingency, the team will ensure that equipment used by the using unit is returned to storage site equipment custodians in the same condition in which it was removed. It is the using unit's responsibility to return prepositioned equipment to a "zero defect" condition. In the event that parts cannot be obtained to attain "zero defect" condition prior to the required departure of the using unit, the 2d MAW team officer/Staff Noncommissioned Officer in charge will determine and implement on a case-by-case basis the actions required to return the equipment to a "zero defect" condition. In all cases, the Non-Mission Capable (NMC) end item and the actions required to attain "zero defect" condition will be documented in the using unit's after action report.

c. "Care-in-Store" Packup. Specific procedures relating to the "care-in-store" packup are contained in Chapter 4 of the reference. In accordance with the reference, 2d MAW is responsible to maintain parts in a "care-in-store" packup co-located with prepositioned end items. The packup is for maintenance of the equipment while it is in storage and may not be moved from its location. (Supply support for equipment withdrawn for exercises/contingencies is the responsibility of the ACE Commanding Officer). Any repair parts/repair actions required to return the equipment to a "zero defect" condition after equipment use is the responsibility of the ACE Commanding Officer.

JUL 19 2017

d. Financial

(1) Responsibilities

(a) The Commanding Officer, Marine Aircraft Group 14 (MAG-14). Is designated administrator of funds utilized to requisition material/services in support of the MCPP-N SE/AWSE Prepositioning Program.

(b) The Assistant Chief of Staff, Comptroller (AC/S, Compt)

1. Will provide the MAG-14 Commanding Officer a "fenced" allocation of Operations and Maintenance, Navy (O&M,N) OPTAR Functional Category (OFC) 10 (2F) funds to provide support for the program.

2. Will provide the AC/S, ALD a sufficient allocation of O&M,N OFC 21 funds (as substantiated in the budget and mid-year review) to provide TAD support for the program.

3. Will coordinate with the AC/S,ALD and identify funding requirements and position funds via DD Form 1149 at Blount Island Command, Jacksonville, FL to enable reimbursement to the NOAF for funds expended in support of the prepositioned SE/AWSE. The AC/S, ALD will review all invoices received from the NOAF, certify or reject them as appropriate, and forward them to Blount Island Command for payment.

(c) The Assistant Chief of Staff, Aviation Logistics Department (AC/S ALD).

1. Will prepare requisitions for material/services and submit them to the Commanding Officer, Marine Aviation Logistics Squadron 14 (MALS-14) who will serve as the supply system point of entry and perform appropriate requisition maintenance and supply accounting functions.

2. Is designated administrator of Temporary Additional Duty (TAD) funds utilized in support of the MCPP-N SE/AWSE Prepositioning Program.

JUL 19 2017

3. Will prepare TAD orders containing appropriate amplifying instructions and forward them in a timely manner to the appropriate MAG Fiscal Officer for delivery to designated team members.

4. Will perform appropriate accounting functions for the TAD funding provided.

5. When requested will provide the AC/S, Compt with appropriate data to enable submission of the O&M,N OFC 10 2F and OFC 21 budgets and mid-year review to support the program.

6. The portion of the COMMARCORLOGCOM negotiated contract dealing with reimbursement for aviation SE/AWSE costs is a 2d MAW responsibility.

(d) MAG's Fiscal Officer. Ensure designated team members liquidate their TAD orders within the prescribed guidelines upon completion of the TAD period. The Fiscal Officer will ensure that a legible copy of the completed travel claim is submitted to the AC/S, ALD via FAX DSN 582-2215 or electronically (preferred method) within 3 working days after liquidation.

(e) Commanding General, Marine Corps Logistics Command, Albany, Georgia. Is the official purchasing and contracting officer for all material and services obtained from the NOAF.

6. Command and Signal

a. Command. This Order is applicable to all 2d MAW units and personnel.

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


R. W. REGAN
Chief of Staff

DISTRIBUTION: A