



UNITED STATES MARINE CORPS
MARINE AVIATION DETACHMENT NAS PATUXENT RIVER
22401 CEDAR POINT ROAD, BUILDING 102
NAVAL AIR STATION
PATUXENT RIVER, MARYLAND 20670-1188

DetO 5215.1
CO
2 Dec 21

DETACHMENT ORDER 5215.1

From: Commanding Officer, Marine Aviation Detachment NAS Patuxent
River
To: All Hands

Subj: DIRECTIVES MANAGEMENT PROGRAM

Ref: (a) MCO 5215.1K
(b) SECNAVINST 5215.1E

1. Situation. Per the references, this order will establish procedural guidance for the management and control of directives for Marine Aviation Detachment.

2. Mission. This order provides policy and procedures for the MAD.

3. Cancellation. This order will remain in effect until revised or cancelled by the appropriate authority.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. To create a detachment directives management program in compliance with Marine Corps orders and directives concerning directives management.

(2) Concept of Operations

(a) This program is implemented in order to ensure the management and control of all directives put forth by the MAD.

(b) The Directive Control Point (DCP) will be the S-1. They will ensure that all detachment directives are in proper order and provide all necessary information, as well as follow standard naval letter format.

(c) All detachment directives will be inventoried and reviewed to ensure that they have not reached their 6-year anniversary without reissuance.

5. Administration and Logistics

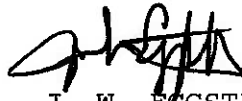
DetO 5215.1
2 Dec 21

a. The Adjutant is the Directives Manager and will follow the references to track and review all active and cancelled command directives.

6. Command and Signal

a. Command. This order is applicable to all service members assigned to the command.

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



J. W. EGGSTAFF