



UNITED STATES MARINE CORPS  
MARINE CORPS AIR FACILITY  
2100 ROWELL ROAD  
QUANTICO, VIRGINIA 22134-5063

AFO 1730.1

AF 140-1

APR 07 2004

AIR FACILITY ORDER 1730.1

From: Commanding Officer  
To: Distribution List

Subj: MARINE CORPS AIR FACILITY COMMAND RELIGIOUS PROGRAM

Ref: (a) SECNAVINST 1730.7  
(b) OPNAVINST 1730.1  
(c) MCO 1730.6  
(d) MCWP 6-12

1. Situation. To publish standard procedures for the Marine Corps Air Facility (MCAF) Quantico Command Religious Program (CRP).

2. Mission. The First Amendment of the United States Constitution guarantees the free exercise of religion for all citizens. Navy Chaplains and Religious Program Specialists (RP's) accompany Marines and Sailors to assist commanders in providing for the right of free exercise of religion to all personnel. Religious Ministry Support (RMS) in the United States Marine Corps (USMC) is granted by the Commandant of the Marine Corps (CMC) and the Chief of Chaplains in accordance with the references.

3. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. Provide focus and direction on the formulation and execution of the CRP for MCAF and tenant commands.

(2) Concept of Operations

(a) The Religious Ministry Team (RMT) consists of one duly appointed Chaplain and one RP. Each member of the RMT will be qualified in accordance with appropriate orders and instructions. Continuing education will be conducted to maintain qualifications as set forth in current guidelines and by the specific denomination as appropriate. The command shall provide adequate Temporary Additional Duty (TAD) funding to ensure continuing education is available for the RMT.

The Chaplain will function as a special staff officer.

(b) The Fiscal Officer (FO) shall ensure adequate funds are available in the MCAF budget for the day-to-day operations of the RMT, TAD for continuing education and emergent needs.

(c) In addition to maintaining qualifications, the RMT will be responsible for the following tasks: advising the CO on religion, ethics, morals, morale, and indigenous religions and customs; divine services; sacraments; rites; ordinances; pastoral counseling; visitation; religious and moral education; ethics education; Critical Incident Stress Management (CISM); and additional duties as assigned by competent authority.

(d) As there is a single RMT to provide support at MCAF, the Chaplain will be available as needs are identified. The Chaplain will maintain a phone watch utilizing a command issued cellular phone and other electronic capabilities as available. Appropriate contact information will be published to all members of the command. During annual leave and TAD periods, the Chaplain will coordinate emergency chaplain services with the Command Chaplain, Marine Corps Base (MCB), Quantico.

(e) In the event of a disaster, natural or otherwise aboard MCAF, the Chaplain will establish contact with the command element and maintain contact to ensure appropriate RMT response.

(f) The RMT shall ensure complete familiarity with the process and procedures in the USMC Casualty Assistance Program. The Chaplain will assist the MCAF Casualty Assistance Calls Officer (CACO) in his or her duties. The Chaplain will accompany the CO and CACO if a casualty notification is required.

(g) MCAF is a service provider for all tenant organizations aboard MCAF, as well as part of the larger area Marine Corps family. The RMT shall establish and maintain an active coordination of ministry with other commands in the area. This shall include the above task list as well as training and education, Prevention and Relationship Enhancement Program (PREP), Chaplains Religious Enrichment Development Operation (CREDO), Suicide Awareness, and other programs that may be developed to enhance the delivery of ministry aboard MCAF.

- b. Coordinating Instructions
- 4 Administration and Logistics
- 5. Command and Signal
  - a. Signal. This Order is effective the date signed.
  - b. Command. This Order is not applicable to the Marine Corps Reserve

  
R. E. CLAY