



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

IN REPLY REFER TO
AFO 7300.1
AF 145
FEB 19 2004

AIR FACILITY ORDER 7300.1

From: Commander Officer
To: Distribution List

Subj MARINE CORPS AIR FACILITY PROGRAM AND BUDGET ADVISORY
COMMITTEE (PBAC)

Ref: (a) ABO 7300.1B

1. Situation. To establish a MCAF PBAC.

2. Mission. The MCAF PBAC will provide oversight of all resource programming, budgeting and execution for all Air Facility Departments. The PBAC will develop recommendations concerning all resource applications for presentation to the MCABE Working PBAC (WPBAC). The MCABE WPBAC will review and/or revise and approve the recommended resource applications provided by MCAF PBAC.

3. Execution

a Commander's Intent and Concept of Operations

(1) Commander's Intent. Provide focus and direction on the formulation and execution of appropriated resources provided to MCAF.

Concept of Operations

(a) MCAF is responsible for maintaining a local PBAC process and Order to guide in preparation for each MCABE PBAC. The Air Facility Order and minutes of each local PBAC meeting must be maintained for future reference and will be reviewed during Commanding General Inspections.

(b) The MCAF PBAC will develop recommendations concerning all resource applications for presentation to the MCABE WPBAC for final approval. The MCABE WPBAC will review and/or revise and approve the recommended resource applications provided by MCAF PBAC.

- 1 MCAF PBAC members will be
~~Chairman - Commanding Officer~~
MCAF Staff Officers
HMX-1 Fiscal Officer

b. Definitions

(1) Mission essential. Activities that must receive funding immediately. The impact if not funded will either be a ~~serious degradation to the operational support mission or nonperformance of a key function.~~

(2) Mission deferred. Activities that must receive funding but can be deferred to later in the fiscal year. The impact if not funded later in the fiscal year will either be a serious degradation to the operational support mission or nonperformance of a key function.

(3) Mission enhanced. Activities that if not funded will have little or no effect upon the Command's ability to accomplish its mission. The funding of these items will enhance such areas as quality of life personnel, community relations or allow the activity to better perform its mission.

c. Tasks

(1) MCAF PBAC

(a) Meet each quarter of the Fiscal Year. Review obligation data, compared to programmed levels, and recommend reprogramming actions.

(b) Make recommendations and proposals to offset decrements imposed locally or by higher headquarters.

Maintain minutes of each local PBAC meeting.

(c) Provide oversight for POM/budget development.

Review and validate all un-funded requirements

(f) Ensure proper categorization of un-funded requirements as mission essential, mission deferred or mission enhanced.

(g) Assign a MCAF priority to each un-funded requirement based on each individual department's priorities to reflect the MCAF deficiency list. The integrity of each of the Air Station's assigned priority will be maintained throughout the process and will be annotated along with the newly assigned MCABE priority.

(2) MCAF Comptroller

(a) Meet quarterly with MCAF PBAC to categorize and prioritize MCAF deficiencies.

(b) After the close of each fiscal quarter, provide the sections with current obligations status versus programmed data.

(c) Develop POM/budget data for presentation and review.

(d) Provide MCABE PBAC with a list of all un-funded requirements certified by the Commanding Officer

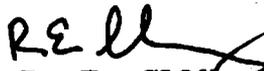
(e) Prepare and distribute minutes of each committee meeting to each voting member.

4. Administration and Logistics. The MCAF Comptroller is designated as the lead staff officer for the MCAF PBAC.

5. Command and Signal

a. Signal. This Order is effective the date of signature.

b. Command This Order is applicable to the Marine Corps Reserve


R. E. CLAY

DISTRIBUTION: A
HMX-1 Fiscal