



UNITED STATES MARINE CORPS
I MARINE EXPEDITIONARY FORCE
U. S. MARINE CORPS FORCES, PACIFIC
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IN REPLY REFER TO:
1040
CARP
04 OCT 2011

POLICY LETTER 12-11

From: Commanding General
To: Distribution List

Subj: FISCAL YEAR 2012 (FY12) RETENTION INCENTIVE PLAN

Ref: (a) MCO 1050.3J
(b) MARADMIN 370/11

1. Situation. To set policy for the FY12 Retention Incentive Plan for the I Marine Expeditionary Force (I MEF).
2. Cancellation. I MEF Policy Letter 2-11.
3. Mission. Commanders, Staff Noncommissioned Officer's (SNCO's), and Career Planners are encouraged to use the reenlistment incentives provided in this Policy Letter to help retain FY12 First Term Alignment Plan (FTAP) and Career Marines Special Training Allowance Pool in order to preserve the long-term strength and readiness of both I MEF and the Marine Corps.
4. Execution. Our most valuable asset is the individual Marine. In order to retain our best and brightest we will use aggressive and imaginative methods and programs. To meet this year's retention challenge, Commanders must be actively involved, imaginative, and use all available tools to meet our retention goals. Commanders are authorized the following incentive measures:

a. Permissive Temporary Additional Duty (PTAD). Reference (a) authorizes delegation of PTAD authority. Prepare PTAD orders using the format provided by Marine Corps regulations. Cite this Policy Letter and paragraphs 5002.1.a and 5002.2.f of the reference as authorization. Maintain an accurate record of the orders issued. The following criteria apply:

(1) All FTAP Marines, regardless of end of active service (EAS), end of current contract (ECC) or fiscal year (FY), who re-enlist during FY12 (1 October 2011 through 30 September 2012) may receive PTAD.

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(a) FTAP Marines who execute FY12 re-enlistment authority between 1 July 2011 and 31 October 2011 may be authorized 21 days of PTAD.

(b) FTAP Marines who execute FY12 re-enlistment authority between 1 November 2011 and 31 December 2011 may be authorized 14 days of PTAD.

(c) FTAP Marines who execute FY12 re-enlistment authority between 1 January 2012 and 30 September 2012 may be authorized 7 days of PTAD.

(2) All Career Marines regardless of EAS, ECC or FY, who reenlist during FY12 (1 October 2011 through 30 September 2012) may receive up to 15 days of PTAD.

b. PTAD for Recruiter Assistance

(1) Sergeants and below who reenlist during FY12 may receive up to 30 days of PTAD for the purpose of Recruiter Assistance.

(2) Per reference (a), Marines who assist the Recruiter while TAD as a Recruiter Assistant are authorized five days of annual leave in addition to the 30 days of PTAD, if they obtain an applicant who enlists into the Marine Corps Delayed Entry Program.

5. Administration and Logistics

a. PTAD. Marines will have 30 days from the date of reenlistment to execute PTAD orders. Deployed Marines will have three months after returning from deployment to execute PTAD orders. Marines who execute Permanent Change of Station/Permanent Change of Assignment orders prior to taking advantage of this incentive will lose this PTAD incentive. Commanders are encouraged to provide their Marines every opportunity to execute PTAD prior to departing their command, however request for modification of orders should not be done for the sole purpose of allowing a Marine to take PTAD.

b. Local Command Incentive cannot be listed on the Marine's reenlistment contract (DD Form 4). Only Headquarters Marine Corps sponsored incentive (Selective Reenlistment Bonus Program, Duty Station or School Seat) may be listed in section 8(b) of the contract.

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c. Reenlisting Marines must understand these incentives are only valid if used at their parent command or at a command where their reenlistment was executed. Local incentives not utilized at the parent or reenlisting command will be lost.

6. Command and Signal. The Point of Contact for the Career Planning Program is the I MEF Career Planner SNCOIC at (760) 763-3881.



R. F. CASTELLVI
Chief of Staff

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