



UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION
BEAUFORT, SOUTH CAROLINA 29904-5001

ASO 5750.3E
CO
31 Mar 26

AIR STATION ORDER 5750.3E

From: Commanding Officer, Marine Corps Air Station Beaufort
To: Distribution List

Subj: COMMAND HISTORICAL PROGRAM

Ref: (a) MCO 5750.1H

Encl: (1) Command Chronology Example

1. Situation. To establish the Command Historical Program as required by reference (a).

2. Cancellation. ASO 5750.3D.

3. Mission. The Command Historical Program is designated to provide the Commandant of the Marine Corps (CMC) with the documentation, preservation, and exploitation of Marine Corps history, material objects, memorabilia, and personal papers of lasting historical and sentimental value to the Marine Corps.

4. Execution

a. Commander's Intent. Marine Corps Air Station (MCAS) Beaufort will compile historical data annually and submit this comprehensive collection to Headquarters Marine Corps for archiving. This documentation of Marine Corps history not only preserves vital information but also fosters a strong sense of identity and pride among Marines. It connects current members to the rich traditions and values that have shaped the Corps throughout its storied existence.

b. Subordinate Element Missions. The following departments will submit relevant information for the annual command chronology with enclosure (1) as a guide: Headquarters and Headquarters Squadron, Adjutant, S-1, S-3/5/7, S-4, S-6, Station Inspector, Marine Corps Community Services, Chaplain, Human Resources Office, Comptroller, Staff Judge Advocate, Provost Marshal, Equal Employment Opportunity, and Safety Department. All departments and special staff sections are to submit their command chronologies to the Staff Historian by 30 September of each year.

c. Staff Historian

(1) Construct the annual command chronology in accordance with the guidelines and instructions set forth in appendix A of reference (a).

(2) Submit format of the command chronology in double spaced to the CO, MCAS Beaufort, for comment or concurrence by 1 November of each year.

(3) Forward the original, signed copy of the command chronology Corps Installations East to reach the CMC (HDH-4) by 31 December in accordance with the applicable MARADMIN released that fiscal year. Report Symbol MC-5750-06 is assigned to this report.

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

5. Administration and Logistics. Reference (a) outlines the objectives, responsibilities, and procedures for the accumulation and preservation of material required to record the cumulative and institutional experience of Marine Corps activities. The specific programs of the Command Historical Program include:

a. Command Historical Summary File. Each organization is required to submit a command chronology and is also required by reference (a) to maintain a command historical summary file. This file comprises a major source of information which will assist the command in the development and maintenance of organizational histories. It should contain, but is not limited to, the following:

(1) Chronological list and photographs of MCAS Beaufort Commanding Officers (CO).

(2) Streamer entitlement.

(3) Details, with appropriate references and enclosures, of all MCAS Beaufort's participation/cooperation with the local civilian community.

(4) Copies of certificates of lineage and honors.

(5) Copies of past command chronologies.

(6) Photographs of historical significance of facilities, personnel, events, and equipment.

(7) Other file materials as deemed appropriate by the CO, MCAS Beaufort and the Staff Historian.

b. Command Chronology. The command chronology is a documented report to the CMC detailing the significant events of designated Marine organizations. It provides a concise, periodic summation of experiences that this command considers to be of special significance to higher authority. The command chronology should contain but not be limited to the following:

(1) Specific missions and tasks assigned to the command.

(2) The status and readiness of the command throughout the period.

(3) Command goals and accomplishments.

(4) Discussion of all significant programs and policy decisions adopted or implemented.

(5) Changes in facilities, acquisition of new equipment, texts of new doctrine, contribution to the evolution of doctrine, and problem areas encountered.

(6) Command relations with other military organizations within the geographical area.

(7) Ceremonies.

(8) Civic action and community relations highlights.

c. Formatting. The command chronology will follow standard formatting contained in reference (a) utilizing the Adjutant's assistance prior to routing for signature and submission.

d. Records Management

(1) The Staff Historian will maintain the MCAS Beaufort Oral History Program and will be guided in the performance of these duties as contained in reference (a).

(2) The Staff Historian will store and maintain all pertinent information for the Historical Summary File and will assimilate all data into a manageable form.

(3) The Staff Historian will ensure that these file materials are maintained separately from any public affairs files.

e. Controlled Unclassified Information (CUI)

(1) Unless specifically marked as classified (e.g. Confidential, Secret, and Top Secret) the following are categories are subsets of Controlled Unclassified Information (CUI) and are to be protected in accordance with 32 CFR Part 2002: Agriculture, Critical Infrastructure, Emergency Management, Export Control, Financial, Geodetic Product Information, Immigration, Information Systems Vulnerability Information, Intelligence International Agreements, Law Enforcement, Legal, Natural and Cultural Resources, NATO Controlled, Nuclear, Patent, Privacy, Procurement and Acquisition, Proprietary Business Information, SAFETY Act Information, Statistical and Tax.

(2) All individuals handling this information are required to protect it from unauthorized disclosure. Handling, storage, reproduction, and disposition of the attached document(s) must be in accordance with 32 CFR Part 2002 and applicable agency policy.

(3) Access to and dissemination of Controlled Unclassified Information shall be allowed as necessary and permissible to any individual(s), organization(s), or grouping(s) of users, provided such access or dissemination is consistent with or in furtherance of a Lawful Government Purpose and in a manner consistent with applicable law, regulations, and Government-wide policies.

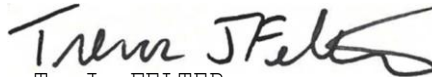
f. Records Management. Records created as a result of this Plan shall be managed according to national archives and records administration (NARA) approved dispositions per SECNAV Notice 5210 Implementation of New Department of the Navy Bucket Records Schedules and Marine Corps Order 5215.1K Marine Corps Directives, to ensure proper maintenance, use, accessibility and preservation, regardless of format or medium. Refer to SECNAV M-5210.1 Records Management Manual and MCO 5210.11F Marine Corps Records Management Program for Marine Corps records management policy and procedures.

g. Records Disposition Schedule. 5000-5 Navy Command Operations Reports and Marine Corps Command Histories. File includes copies of certificate of

lineage and honors; battle streamer entitlement; copies of past chronology reports; press clippings from local military and civilian newspapers; command press releases; unit history; and photographs judged to be of historical interest. PERMANENT: Cutoff at end of calendar year. Transfer to CMC (HD) at cutoff. Transfer to the National Archives 50 years after cutoff.

6. Command and Signal

- a. Command. This Order is applicable to MCAS Beaufort.
- b. Signal. This Order is effective the date signed.


T. J. FELTER

ASO 5750.3E
CO
31 Mar 26



UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION
BEAUFORT, SOUTH CAROLINA 29904-5001

5750
CO
DD Mon YY

From: Commanding Officer, Marine Corps Air Station Beaufort
To: Commanding General, Marine Corps Installations East - Marine Corps
Base Camp Lejuene (Attn: G-3/5)

Subj: COMMAND CHRONOLOGY FOR THE PERIOD OF 1 OCTOBER YYYY - 30 SEPTEMBER
YYYY

Ref: (a) MCO 5750.1H
(b) MCIEAST-MCB CAMLEJO 5750.1B
(c) ASO5750.3E

Encl: (1) Section I - Organizational Data
(2) Section II - Narrative Summary
(3) Section III - Significant Events
(4) Section IV - List of Supporting Documents

1. Per the references, the Marine Corps Air Station Beaufort Command
Chronology is provided.

2. Point of contact for this matter is the Staff Historian, rank and name.
Ensure you list two points of contact, a phone number and an email.

I. M. COMMANDER

Enclosure (1)

APPENDIX A

PREPARATION OF COMMAND CHRONOLOGIES

1. Purpose. This appendix contains instructions for submitting command chronologies including format guidance and examples of the four prescribed sections. It should be used as a guide, recognizing that the diverse activities or various commands may require different data or detailed information to be included, to reflect accurately and completely the activity of the command.

Annex 1. ORGANIZATIONAL DATA

Format and Example for Section I of the Unit Command Chronology

Annex 2. NARRATIVE SUMMARY

Example of Section II of the Unit Command Chronology

Annex 3. SEQUENTIAL LISTING OF SIGNIFICANT EVENTS

Example of Section III of the Unit Command Chronology

Annex 4. SUPPORTING DOCUMENTS

Example of Section IV of the Unit Command Chronology

Annex 5. REPORTING COMMANDS AND FREQUENCY OF REPORTS

Annex 1: Format for Section I of the Unit Command Chronology

SECTION I: ORGANIZATIONAL DATA

1. Unit Designation

- a. Reporting Unit Code.
- b. Table of organization number(s).

Period covered and location (include information such as "At sea enroute to _____", "in port at _____", etc.).

2. Personnel Information

a. Commanding General (Commanding Officer): use grade, first name, middle initial and last name to identify individuals throughout the command chronology. For all commanders and principal staff members, use inclusive dates for time covered by reporting periods.

- b. Assistant Commanding General (Executive Officer).
- c. Subordinate Commanders.
- d. Principal Staff Members.
- e. Staff Historian.
- f. Sergeant Major and/or senior enlisted.

Average monthly strength (personnel chargeable and on hand):

AVERAGE MONTHLY STRENGTH

	<u>USMC</u>	<u>USN</u>	<u>TOTAL</u>
	OFFICER ENLISTED	OFFICER ENLISTED	OFFICER ENLISTED
Month-1			
Month-2			
Month-3			
Month-4			
Month-5			
Month-6			

Equipment:

List type and number of major items of equipment assigned, such as aircraft, tanks, artillery pieces, vehicles, as required in Marine Corps Bulletin 3000 (Marine Corps Automated Readiness Evaluation System (MARES) Equipment).

Example of Section I of the Unit Command Chronology

1. UNIT DESIGNATION: 3d Battalion, 4th Marines, 1st Marine Division, Fleet Marine Forces Pacific

- a. Reporting Unit Code: M13230
- b. Table of Organization Number: 1037F

2. PERIOD COVERED AND LOCATION: 1 July through 29 July 2005: Iraq and Kuwait in support of Operation Iraqi Freedom III (OIF-III); 30 July through 31 December 2005: MCAGCC, Twenty-Nine Palms, California.

3. PERSONNEL INFORMATION

a. Commanding Officer

Lieutenant Colonel Andrew R. Kennedy

1 July 05 - 31 December 05

b. Executive Officer

Major Phillip M. Zeman

1 July 05 - 31 December 05

c. Subordinate Commanders:

(1) India Company:

Captain Randal M. Walsh

1 July 05 - 30 September 05

Second Lieutenant Joseph A. Officer

1 October - 11 December 05

First Lieutenant Joseph A. Officer

12 December 05 - 31 December 05

(2) Kilo Company:

Captain Joseph M. Turgeon

1 July 05 - 31 December 05

(3) Lima Company:

Captain Anthonol L. Neely

1 July 05 - 16 August 05

Captain Jason M. West

17 August 05 - 31 December 05

(4) H & S Company:

Captain Patryck J. Durham

1 July 05 - 31 December 05

(5) Weapons Company:

Captain Sean K. Butler

1 July 05 - 31 December 05

d. Principal Staff:

(1) Adjutant (S-1):

Second Lieutenant James E. Peoples

1 July 05 - 31 December 05

(2) Intelligence Officer (S-2):

Captain Michael J. Bissonette

1 July 05 - 31 December 05

- (3) Operations Officer (S-3):
Major Shannon L. Johnson
1 July 05 - 31 December 05
- (4) Assistant Operations Officer (S-3A):
Captain Jason M. West
1 July 05 - 16 August 05

First Lieutenant Andrew C. Lee
17 August 05 - 31 December 05
- (5) Battalion Gunner:
Chief Warrant Officer 2 John D. Whiting
1 July 05 - 31 December 05
- (6) Air Officer:
Captain Stephen J. Nagel
1 July 05 - 07 July 05

Captain Devin Smiley
8 July 05- 15 August 05

Capt John W. Gilmore, Jr.
16 August 05 - 31 December 05
- (7) Forward Air Controllers:
Captain John W. Gilmore, Jr.
1 July 05 - 31 December 05

Captain Devin A. Smiley
1 July 05 - 15 August 05
- (8) Logistics Officer (S-4):
Captain Devin Mullen
1 July 05 - 31 December 05
- (9) Assistant Logistics Officer:
First Lieutenant Matthew R. Pearce
1 July 05 - 31 December 05
- (10) Supply Officer:
Second Lieutenant Michael D. Gilbert
1 July 05 - 12 December 05

First Lieutenant Michael D. Gilbert
13 December 05 - 31 December 05
- (11) Maintenance Management Officer:
First Lieutenant Matthew R. Pearce
1 July 05 - 31 December 05
- (12) Motor Transport Officer:
First Lieutenant Steve Cleary
1 July 05 - 31 December 05

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(13) Communications Officer (S-6):
First Lieutenant Stephen C. Bair
1 July 05 - 31 December 05

(14) Chaplain:
Lieutenant Matthew S. Weems
1 July 05 - 31 December 05

(15) Battalion Medical Officer:
Lieutenant Weilee Hu
1 July 05 - 31 December 05

(16) Battalion Surgeons:
Lieutenant David E. Kvarnberg
1 July 05 - 16 September 05

Lieutenant Brock A. Andersen
5 September 05 - 31 December 05

e. Sergeant Major:
Sergeant Major Harrison L. Tanksley
1 July 05 - 31 December 05

4. AVERAGE MONTHLY STRENGTH

	<u>USMC</u>		<u>USN</u>		<u>TOTAL</u>	
	OFFICER	ENLISTED	OFFICER	ENLISTED	OFFICER	ENLISTED
Jul	36	822	3	62	39	884
Aug	36	828	3	62	39	890
Sep	31	820	3	62	34	882
Oct	31	764	3	62	34	826
Nov	33	764	3	62	36	826
Dec	33	934	3	62	36	996

5. EQUIPMENT

Marine Corps Ground Equipment Resource Reporting (MCGERR) Reportable Equipment

<u>TAMCN</u>	<u>NOMENCLATURE</u>	<u>AUTH</u>	<u>POSS</u>
A1530	AN/PPN-19(V)2	0	1
A1935	RADIO SET, AN/MRC-138B	3	3
A1957	AN/MRC-145	5	4
A2042	AN/PRC-138	4	0
A2069	RADIO SET, UHF AN/PRC-113	5	1
A2070	RADIO SET, AN/PRC-119A	36	59
A2074	AN/VRC-88D	16	0
A2075	AN/VRC-89D	2	1
A2079	AN/PRC-119F	36	0
A2164	RADIO SET, AN/VRC-83(V)2	3	1

<u>TAMCN</u>	<u>NOMENCLATURE</u>	<u>AUTH</u>	<u>POSS</u>
A2167	RADIO SET, AN/VRC-88A	8	1
A2168	RADIO SET, AN/VRC-89A	2	3
A2169	AN/VRC-90A	2	0

<u>TAMCN</u>	<u>NOMENCLATURE</u>	<u>AUTH</u>	<u>POSS</u>
A2505	SWITCHBRD TELE, SB3614	1	0
A8100	AN/RADIO CONTROL UNIT	17	0
	COMMUNICATIONS SUB TOTAL	140	74

<u>TAMCN</u>	<u>NOMENCLATURE</u>	<u>AUTH</u>	<u>POSS</u>
B1291	LTWT DECON UNIT	3	0
	NBC SUB TOTAL	3	0

<u>TAMCN</u>	<u>NOMENCLATURE</u>	<u>AUTH</u>	<u>POSS</u>
B0730	MEP-16B	2	0
D1001	TRK AMB HMMWV, M997	2	2
D1002	TRK AMB HMMWV, M1035	2	2
D1125	TRK TOW HMMWV M1045/46	8	6
D1158	TRK CARGO HMMWV M998/1038	32	24
D1159	TRK HMG HMMWV M1043/44	11	7
	MOTOR TRANSPORT SUB TOTAL	57	41

<u>TAMCN</u>	<u>NOMENCLATURE</u>	<u>AUTH</u>	<u>POSS</u>
E0180	CIRCLE, AIMING M2A2	4	6
E0207	JAVELIN	8	8
E0330	TOW NIGHT SIGHT AN/UAS-12	8	7
E0915	MK 153 SMAW	18	12
E0935	TOW LAUNCHER M220B4	8	8
E0980	M2 50 CAL MG	6	7
E0989	M240G 7.62MM MG	29	21
E0994	MK19 40MM MG	11	12
E1045	MULE AN/PAQ-3	2	2
E1065	M224 60MM MORTAR	9	9
E1095	M252 81MM MORTAR	8	14
E1159	NIGHT VIS SIGHT CREW SERV	18	18
E1460	M40A1 7.62MM SNIPER RIFLE	8	8
E1475	SASR 50 CAL SNIPER RIFLE	2	2
E1911	AN/TSM-152 TEST SET	2	0
E1912	FIELD TEST SET, TOW	2	0
	ORDINANCE SUB TOTAL	143	134
	BATTALION TOTAL	343	249