



UNITED STATES MARINE CORPS
COMMAND ELEMENT
II MARINE EXPEDITIONARY FORCE
PSC BOX 20080
CAMP LEJEUNE, NORTH CAROLINA 28542-0080

MEFO 1414.1A

CMDCM

SEP 02 2011

MARINE EXPEDITIONARY FORCE ORDER 1414.1A

From: Commanding General

To: Distribution List

Subj: NAVY ENLISTED FLEET MARINE FORCE WARFARE SPECIALIST
(EFMFWS) QUALIFICATION PROGRAM

Ref: (a) OPNAVINST 1414.9
(b) OPNAVINST 1414.4C
(c) NAVEDTRA 43908-1A
(d) OPNAVINST 6110.1J
(e) MCO P1020.34G

Encl: (1) NAVPERS 1070/613 EFMFWS Enrollment
(2) NAVPERS 1070/613 EFMFWS Qualification
(3) EFMFWS Qualification Certificate
(4) NAVPERS 1070/613 EFMFWS Failure to Qualify
(5) NAVPERS 1070/613 EFMFWS Qualification Revocation

1. Situation. To publish instruction and to establish requirements for the Enlisted Fleet Marine Force Warfare Specialist (EFMFWS) qualification of enlisted Sailors serving with II Marine Expeditionary Force (MEF) Major Subordinate Commands (MSC) and Major Subordinate Elements (MSE).

2. Mission. To provide guidance in meeting the eligibility and qualification requirements of references (a) and (b) while ensuring the integrity and execution of the EFMFWS Program is consistent throughout II MEF.

3. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. EFMFWS qualification signifies that a Sailor has achieved a required level of excellence and

proficiency with an enhanced comprehension of war fighting, mission effectiveness, and command survivability. This qualification is to be earned through the formal qualification program as per references (b) and (c) while utilizing the amplified guidance in this Order. EFMFWS qualification is mandatory for all enlisted Sailors. It is incumbent upon every Sailor assigned within II MEF to vigorously pursue this qualification.

(2) Concept of Operations. All enlisted Sailors meeting the eligibility requirements of reference (b), reporting to II MEF UICs 08321, 09131, 09167, 41627, 41628, 41629, 42412, 44573, 44575, 4513A, 4514A, 47438, 48087, 52841, 55207, 55208, 57080, 57105, 67853, 68408, 89653, 89654, and 89655 under Permanent Change of Station orders will receive enclosure (1) and be considered enrolled in the EFMFWS Program, effective on the date of report.

(a) Once enrolled, Sailors in pay grades E-1 to E-9 must qualify or re-qualify within prescribed time frames. Those working toward initial EFMFWS qualification in paygrades E-1 to E-3 will have 24 months to complete the initial qualification process. Sailors in paygrades E-4 through E-8 will have 18 months and Master Chief Petty Officers will have 12 months to complete the initial qualification process. Sailors in all paygrades E-1 through E-9 who have attained previous qualification, whether Air Combat Element, Ground Combat Element, or Logistic Combat Element will have 12 months to re-qualify.

1. Initial qualifiers must have passed their most recent Navy Physical Readiness Test (PRT) and be within Navy weight/body composition standards as per reference (d). Initial qualifiers must also complete the Level B Code of Conduct Survival, Evasion, Resistance, and Escape Navy Knowledge Online Course and all core and platform Personnel Qualification Standards (PQS). Once the previously mentioned requirements have been met, initial qualifiers must successfully pass core and platform specific practical demonstrations, core and platform specific written tests, and a verbal board that will test their knowledge on completed PQS and written test information.

2. Re-qualifying Sailors must have passed their most recent Navy PRT and be within Navy weight/body composition standards as per reference (d). All re-qualifiers regardless of

previous qualification platform, will complete platform specific PQS and practical demonstrations, take the platform specific written test, and pass a verbal board that will test their knowledge on completed PQS and written test information.

3. Health Services Augmentation Program (HSAP) and Individual Augment (IA) Sailors directly assigned to II MEF MSCs and MSEs by Billet Sequence Code line numbers during combat or peace-keeping operations for a minimum of 90 consecutive days are eligible for EFMFWS Program enrollment. Those assigned for training or training exercises are not eligible. Enrollment for HSAP and IA Sailors is optional but strongly encouraged. PQS completion, written tests, and EFMFWS qualification boards must be completed while attached to II MEF MSC/MSEs; once detached, Sailors are no longer eligible to take tests or appear before a qualification board. HSAP and IA Sailors must meet the eligibility criteria of reference (b) and will abide by the applicable guidance and requirements throughout this Order.

4. Once enrolled, Sailors will continue to complete EFMFWS qualification requirements regardless of their Physical Readiness Program status; however, all Sailors must be within Navy weight/body composition standards and must have passed their most recent PRT in order to appear before the final qualification board.

(2) Responsibilities

(a) Commanding Generals and Commanding Officers

1. Shall promote an effective and sound EFMFWS Program and utilize the recommendation of the Command EFMFWS Program Coordinator to assist in determining approval for EFMFWS qualification.

2. May only approve qualification or revocation of qualification for Sailors who meet the criteria as per reference (b) and are permanently or temporarily assigned as Augmentees to their Command.

3. Will recognize Sailors who earn EFMFWS qualification with the presentation of an EFMFWS warfare insignia device and a qualification certificate.

4. Will revoke the EFMFWS qualification of a Sailor when there is a failure to maintain Program standards as

per reference (b). Revocation of qualification will be documented on a NAVPERS 1070/613 [enclosure (5)].

(b) Command Master Chiefs

1. Are the EFMFWS Program Coordinators and will exercise primary oversight of this program while utilizing the Chief Petty Officers Mess to maintain the administration and integrity of the program.

2. Will appoint a Command EFMFWS Program Administrator to assist with the oversight, coordination, and administrative requirements of the program.

3. Will ensure the proper appointment of Regimental/Group and if necessary due to command structure, Battalion/Squadron/Company level EFMFWS Program Administrators.

4. Will serve as the Chairman for all EFMFWS boards; however, the Command Master Chief may delegate in writing, additional EFMFWS qualified Master Chiefs, Senior Chiefs, and Chiefs to assist in facilitating the timely qualification of Sailors assigned to units that are remotely located or deployed in an austere environment.

(a) If the Command Master Chief is forward deployed or absent from his/her command for greater than 30 days, the Acting Command Master Chief has the authority and will serve as the Chairman for all EFMFWS boards in garrison.

5. Will ensure EFMFWS qualification is a topic of discussion during Career Development Boards (CDB) to monitor the progress of Sailors enrolled in the EFMFWS Program.

6. Will conduct biannual meetings with the Command EFMFWS Program Administrator and Regimental/Group, Battalion/Squadron level EFMFWS Program Administrators to ensure the integrity and continuity of the program.

7. Will ensure bimonthly reports are submitted to the II MEF Command Master Chief on or about the 15th day of January, March, May, July, September and November in addition to a consolidated end of year report by the last day of December.

(c) Deployed Forces

1. The Command Master Chief, II Marine Expeditionary Force (Forward) [MEF(FWD)] is the EFMFWS Program Coordinator for enlisted Sailors assigned to II MEF(FWD) MSC/MSE/units. He/she will determine the feasibility of establishing an EFMFWS program while forward deployed. If program execution is possible, procedure for the program will operate IAW this order and references (a) through (e).

2. The Command Master Chief, II Marine Expeditionary Brigade (Forward) [MEB(FWD)] is the EFMFWS Program Coordinator for enlisted Sailors assigned to II MEB(FWD) MSC/MSE/units. He/she will determine the feasibility of establishing an EFMFWS program while forward deployed. If program execution is possible, procedure for the program will operate IAW this order and references (a) through (e).

3. The Navy Senior Enlisted Leaders assigned to the Command Elements of the 22d, 24th, and 26th Marine Expeditionary Units (MEU) are the EFMFWS Program Coordinators for enlisted Sailors assigned to the MSE/units of the MEU. He/she will determine the feasibility of establishing an EFMFWS program while forward deployed. If program execution is possible, procedure for the program will operate IAW this order and references (a) through (e). In addition, MEU Sailors, when embarked on a Navy Ship, must be EFMFWS qualified/re-qualified prior to enrollment in the Enlisted Surface Warfare Specialist (ESWS), Enlisted Aviation Warfare Specialist (EAWS) or any other warfare qualification programs.

b. Personnel Qualification Standard (PQS Qualifiers). Command Program Coordinators and Command Program Administrators will ensure that the Sailors and/or Marines who verify the knowledge of EFMFWS candidates by entering signature and date for PQS items are EFMFWS qualified and/or subject matter experts in the subject area for which they are signing. All PQS qualifiers will uphold the standards of the EFMFWS program and adequately verify the knowledge of the candidate with either instruction, demonstration, verbal feedback or a combination of these methods. The Program Coordinator may revoke the status of a PQS qualifier at any time if deemed appropriate to maintain the program's integrity. PQS Qualifiers must be at least an E-4 or above.

c. Written Examinations. Written examinations shall be generated, administered and under the control of the Program Coordinator or a designated representative, usually the Command Program Administrator. Sailors may only take written exams after all PQS requirements are complete. Those seeking initial qualification will take both the core and platform tests on the same day.

(1) There is no time limit for written examinations, but a minimum score of 80.0 percent must be achieved on each test.

(a) If a Sailor fails to score 80.0 percent or better on their first attempt, he/she may retake the exam at a time interval deemed appropriate by the Program Coordinator.

(b) Failure to score 80.0 percent or better after two attempts will result in the convening of a CDB and at least a two week delay before reattempting the exam.

(c) Failure to score 80.0 percent or better after three attempts will result in a mandatory meeting with the Sailor, the Sailor's EFMFWS Administrator, the Sailor's Leading Chief Petty Officer, and the Command EFMFWS Program Coordinator.

(2) Written examinations will be regenerated no less than every six months.

e. Pre-qualification board. Upon satisfactory completion of written examinations, candidates will be eligible for a final verbal qualification board. Prequalification boards at the Regimental/Group, Battalion/Squadron, or Company level are strongly encouraged to ensure candidates meet Navy Physical Readiness Program standards and are both administratively and mentally prepared for their final qualification board.

f. Verbal Qualification Board. Candidates must complete and pass a verbal qualification board before a panel of three but no more than five board members, to include the Board Chairman, before being recommended for EFMFWS qualification.

(1) Sailors scheduled to appear before the board must be within Navy weight/body composition standards and must have passed their most recent Physical Fitness Assessment (PFA).

(2) The board chairman will be a Master Chief Petty Officer, unless otherwise designated by the Command EFMFWS

Program Coordinator. E-5's through E-9's may sit as board members; however, the most junior board member will be equivalent in rank with the highest ranking Sailor attempting to qualify.

(3) The board shall determine sufficient knowledge in ALL areas of the PQS by asking an appropriate number of questions for each section.

(4) Demonstration of technical proficiency by practical application is required for the functional areas of weaponry; communications; land navigation; and chemical, biological, radioactive, and nuclear defense. It's recommended that the practical application sessions be completed prior to the verbal board; however, practical application sessions can be completed during the verbal qualification board provided all necessary equipment is onsite.

(5) Once all board members are satisfied that the candidate possesses adequate knowledge, they will inform the candidate of his/her recommendation for EFMFWS qualification. Favorable recommendations will be forwarded to the respective Commanding Officer for review and approval.

(6) At the discretion of the Board Chairman, a candidate who fails three or less sections may be permitted to re-board the failed sections with their EFMFWS Administrator and an EFMFWS qualified Chief Petty Officer within a reasonable period of time. Successful completion will be annotated and forwarded to the EFMFWS Command Coordinator and enclosures (2) and (3) will be generated for Commanding Officer signature. If the candidate fails the re-board, consideration will be given to a possible repeat of the entire verbal qualification board process.

(7) A candidate who fails four or more sections will repeat the entire verbal qualification board process within a reasonable amount of time as deemed appropriate by the Board Chairman.

4. Administration and Logistics

a. Enrollment. Upon completion of enclosure (1), Sailors will be informed of program requirements and qualification procedures, and given the EFMFWS PQS and study guide. Enclosure (1) will be forwarded as appropriate for filing in the member's

electronic service record and copies will be retained by the EFMFWS Command Administrator and the member. Failure to complete enclosure (1) does not relieve the member of program completion requirements.

b. Qualification. EFMFWS qualified Sailors will receive enclosure (3) and an EFMFWS breast insignia at an appropriate ceremony. Once signed, enclosures (2) and (3) will be forwarded as appropriate for filing in the member's electronic service record and copies will be retained by the EFMFWS Command Administrator and the member.

c. Failure to qualify in prescribed timeframe. Enclosure (4) will be issued and the Sailor properly counseled when he/she exceeds the qualification timeframe. As per enclosure (4), the Sailor's next evaluation whether a periodic, detachment, promotion/frocking, or special; will contain trait grades and comments that appropriately reflect their failure to qualify within the prescribed timeframe.

d. Failure to maintain EFMFWS Program standards. Sailors that receive an evaluation that has a promotion recommendation of "Significant Problems" or "Progressing" have not maintained the required standards of the Program and are not eligible to maintain EFMFWS qualification.

(1) Sailors who are EFMFWS qualified that have not maintained required Program standards will have their qualification revoked by their Commanding Officer. Upon revocation, enclosure (5) will be completed and forwarded to the appropriate agency for filing in the Sailor's electronic service record. Sailors may request to re-enroll in the program once they meet EFMFWS Program eligibility requirements. If approved for re-enrollment, Sailors must complete the entire qualification process in 12 months or less.

e. Materials. The EFMFWS Administrators will submit requests for the use of appropriate funds for the reproduction and purchase of the PQS/Study guides, EFMFWS breast insignias, and qualification certificates as per command policy.

f. EFMFWS Breast Insignia. As per reference (e), when wearing the Marine Corps Combat Utility Uniform, the bottom edge of the EFMFWS breast insignia will be centered over the pocket on a horizontal (parallel to the ground) line even with the highest point of the service tape.

5. Command and Signal

a. Command

(1) This Order is applicable to all personnel assigned to II MEF MSC/MSEs.

(2) Direct all comments or suggestions regarding this Order to the Command Master Chief, II MEF.

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



C. S. OWENS

Deputy Commanding General

ADMINISTRATIVE REMARKS
 NAVPERS 1070/613 (REV. 10-81)
 S/N 0106-LF-010-6991

E-32

BUPERSMAN 5030420

SHIP OR STATION

COMMAND/UNIT

Date: DD MMM YR

From: Enlisted Fleet Marine Force Warfare Specialist Program Coordinator
 To: RP2 Iwan T. Qualify, USN, 123-45-6789

Subj: ENLISTED FLEET MARINE FORCE WARFARE SPECIALIST (EFMFWS) PROGRAM
 ENROLLMENT

Ref: (a) OPNAVINST 1414.4C
 (b) II MEFO 1414.4A

1. Per the references, all enlisted Sailors permanently assigned to (Insert Command Name) are required to qualify as EFMFWS. E-1s through E-3s seeking initial qualification have 24 months to complete this qualification and E-4s through E-8s have 18 months, and E-9s have 12 months. Those re-qualifying, regardless of paygrade have 12 months.

2. Effective immediately, you are to work toward EFMFWS qualification. The information below will assist you in accomplishing this requirement.

a. Your EFMFWS Program enrollment date is: DD MMM YR

b. You must complete your EFMFWS qualification/re-qual by: DD MMM YR

3. Failure to qualify by the date above will result in a page 13 entry in your electronic service record. Failure to qualify within the required time frame will also lead to:

a. Written documentation on your next evaluation in block #43, if E-6 and below; or block #41, if E-7 through E-9.

b. Reduced performance evaluation trait grades and/or promotion recommendation that are consistent with your failure to qualify.

4. I do / do not intend to make a statement.

IWAN T. QUALIFY

I. M. ADMINISTRATOR, HMC, USN
 EFMFWS Administrator
 2d Marine XXXXXXXX

Name (Last, First, Middle)	SSN:	BRANCH/CLASS
QUALIFY, IWAN T.	123-45-6789	USN

Enclosure (1)

ADMINISTRATIVE REMARKS
 NAVPERS 1070/613 (REV. 10-81)
 S/N 0106-LF-010-6991

E-32

BUPERSMAN 5030420

SHIP OR STATION

COMMAND/UNIT

**RP2(FMF) IWAN T. QUALIFY**

Having successfully demonstrated the knowledge and skills, in addition to completing the prescribed qualification standards inherent to Marine Forces expeditionary warfare doctrine, and the criteria specific to the XXXXXXXXX Combat Element of the Marine Air-Ground Task Force, is hereby qualified as an

**ENLISTED FLEET MARINE FORCE WARFARE SPECIALIST
 XXXXXXXXXX COMBAT ELEMENT (XXX)**

and is entitled to wear and utilize the Enlisted Fleet Marine Force (FMF) warfare insignia and designator in accordance with United States Naval Regulations, customs, and traditions.

I. M. ADMINISTRATOR, HMC(FMF), USN
EFMFWS Program Administrator
2d Marine XXXXXXXXXXXXXXXX

I. M. THECMC, CMDCM(FMF), USN
Command Master Chief
2d Marine XXXXXXXXXXXXXXXX

Name (Last, First, Middle)	SSN:	BRANCH/CLASS
QUALIFY, IWAN T.	123-45-6789	USN



Know all ye by these presents, that

RP2(FMF) IWAN T. QUALIFY

Having successfully demonstrated requisite knowledge and skills commensurate with the prescribed qualification standards inherent to Marine Expeditionary Forces warfare doctrine, and those standards specific to the XXXX Combat Element of the Marine Air-Ground Task Force while assigned to

2d Marine XXXXXXXXXXXX

Has qualified as a
Navy Enlisted Fleet Marine Force Warfare Specialist
XX Combat Element (XCE)

on this 31st day of March in the year 2011.

I. M. THECMC, CMDCM(FMF), USN
Command Master Chief
XXXXXXX

I. M. THECO, LTCOL, USMC
Commanding Officer
Unit

ADMINISTRATIVE REMARKS
 NAVPERS 1070/613 (REV. 10-81)
 S/N 0106-LF-010-6991

E-32

BUPERSMAN 5030420

SHIP OR STATION

COMMAND/UNIT

Date: DD MMM YR

From: Enlisted Fleet Marine Force Warfare Specialist Program Coordinator
 To: RP2 Iwan T. Qualify, USN, 123-45-6789

Subj: FAILURE TO QUALIFY AS AN ENLISTED FLEET MARINE FORCE WARFARE
 SPECIALIST (EFMFWS)

Ref: (a) OPNAVINST 1414.4C
 (b) MEFO 1414.1A

1. You reported on DD MMM YR and were required to qualify/re-qualify as an EFMFWS by DD MMM YR. Per the references, you failed to qualify within the prescribed time frame and, as a result, are subject to the following consequences:

a. If you attain qualification prior to your next Evaluation Report, your performance traits, narrative comments, and promotion recommendation will reflect your failure to qualify within the prescribed time frame of 24/18/12 months.

(1) The following statement will be in Block 41 or 43; "Although member attained EFMFWS qualification; he/she exceeded the prescribed qualification/requalification period of 24/18/12 months."

(2) Your individual promotion recommendation will be no higher than "Must Promote".

b. If you do not attain qualification prior to your next Evaluation Report, your performance traits, narrative comments, and promotion recommendation will reflect your failure to qualify within the prescribed time frame of 24/18/12 months.

(1) If you fail to qualify before the end of the reporting period, the following statement will be in Block 41 or 43; "Member failed to meet requirements and did not earn EFMFWS qualification/re-qualification within the 24/18/12 month prescribed time frame."

(2) Your individual promotion recommendation will be no higher than "Promotable".

2. You are strongly encouraged to seek assistance through your Leading Petty Officer, Leading Chief Petty Officer, and the EFMFWS Program Administrator.

3. I do / do not choose to submit a statement.

Member Signature

Commanding Officer Signature

Name (Last, First, Middle)	SSN:	BRANCH/CLASS
QUALIFY, IWAN T.	123-45-6789	USN

Enclosure (4)

ADMINISTRATIVE REMARKS
NAVPERS 1070/613 (REV. 10-81)
S/N 0106-LF-010-6991

E-32

BUPERSMAN 5030420

SHIP OR STATION

COMMAND/UNIT

Date: 11 Mar 11

From: Commanding Officer, Unit
To: RP2 Iwan T. Qualify, USN, 123-45-6789

Subj: REVOCATION OF ENLISTED FLEET MARINE FORCE WARFARE SPECIALIST
(EFMFWS) QUALIFICATION

Ref: (a) OPNAVINST 1414.4C
(b) MEFO 1414.1A

1. As per references (a) and (b), you have failed to maintain the standards and conduct required of Enlisted Fleet Marine Force Warfare Specialist in that you... (include specific reasons for revocation). As a result, your EFMFWS qualification is hereby revoked and you are no longer authorized to wear the EFMFWS insignia or use the FMF designator.

2. You may request to attempt re-qualification when you meet the EFMFWS Program eligibility requirements of references (a) and (b). If re-qualification is approved, you must complete the entire process to include; completing the Personnel Qualification Standards (PQS), the watch station requirements, the practical demonstrations, the written exams, and the verbal qualification board.

3. Should you have any questions, your Command Master Chief, your Leading Chief, your Leading Petty Officer and your EFMFWS Administrator are available to assist you.

3. I do / do not choose to submit a statement.

IWAN T. QUALIFY

I. M. THECO

Name (Last, First, Middle)	SSN:	BRANCH/CLASS
QUALIFY, IWAN T.	123-45-6789	USN

Enclosure (5)