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## UNITED STATES MARINE CORPS

COMMAND ELEMENT  
II MARINE EXPEDITIONARY FORCE  
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II MEFO 4400.5  
G-4/PLANS  
AUG 10 2004

### II MARINE EXPEDITIONARY FORCE ORDER 4400.5

From: Commanding General, II Marine Expeditionary Force  
To: Distribution List

Subj: POLICY AND PROCEDURES FOR THE MANAGEMENT OF DEPLOYING UNIT  
REMAIN BEHIND EQUIPMENT (RBE)

Ref: (a) Marine Corps Mobilization Management Plan  
(b) MCO P4400.39H  
(c) MCO P3000.18  
(d) MCO P4400.150E  
(e) MCO P4400.82F  
(f) MCO P4790.2C  
(g) Marine Forces Reserve Mobilization Management Plan  
(h) MARFORLANTO 4400.19A  
(i) TM-4700-15

Encl: (1) Supply Procedures  
(2) Maintenance Management Procedures  
(3) IRBE Identification Flowchart

#### 1. Situation

a. This order establishes policy and procedures for identification, accountability, maintenance, reporting, and redistribution of RBE during contingencies, deliberate planning and execution of force deployments, when units deploy as part of a Marine Air Ground Task Force (MAGTF) using prepositioned equipment, as with the Norway Air-Landed Marine Expeditionary Brigade (NALMEB) or a Maritime Prepositioned Force (MPF).

b. This order will also establish policy and procedures for Table of Equipment (T/E) **assets that do not meet the strict definition of RBE and is not identified as Follow-On Echelon (FOE) sustainment in a command's Time Phased Force Deployment Data (TPFDD)**. This type of equipment is normally left behind when a unit deploys aboard amphibious shipping or is in support of a contingency/Special MAGTF. Although not required to be declared as RBE, **these assets will be identified as Initial Remain Behind Equipment (IRBE)** and utilized to fill requirements internal to II MEF or Selected Marine Corps Reserve (SMCR) gained forces. At the discretion of the II MEF commander, these assets may eventually be identified as RBE and utilized as a potential source for War Reserve Material Stock (WRMS).

2. Mission. RBE represents the most significant source, and in some cases, the only source of materiel to support both T/E and sustainment requirements. For this reason, II MEF commands will arrange for proper accountability, custody, maintenance and reuse of those assets identified as RBE and those assets left behind (IRBE) as identified in paragraph 3.b.1.a. (Definitions) below. Once II MEF internal redistributions resulting from readiness/sustainment requirements have been met, IRBE will be declared as RBE excess and reported to Commander Marine Forces Atlantic (COMMARFORLANT) for further redistribution/disposition instructions.

3. Execution.

a. Commander's Intent

**(1) That MSC Commanders will identify, account for, maintain, and report availability of assets (IRBE) during deliberate, time sensitive, or crises action planning.**

(2) That management of IRBE and declared RBE assets is in strict compliance with local and higher headquarters policy and procedures.

(3) That MSC commanders shall develop policy and publish detailed Standard Operating Procedures (SOPs) for the identification, accountability, and handling of IRBE and RBE assets based on policies established herein.

b. Concept of Operations

(1) General Information. Guidance contained herein expedites sourcing of T/E and sustainment deficiencies for Active Component (AC) and activated/mobilized SMCR units. It supports requirements for War Reserve System (WRS) withdrawal plans associated with References (b) and (h), numbered operation plans (OPLANS), contingency plans (CONPLANS), and eventual regeneration of operating force and prepositioned stocks.

(a) Definitions

**1. RBE. Per references (a) and (b), RBE is defined as that organic operating force equipment, regardless of class of supply, condition code, or stores account code (SAC), that remains behind when units deploy as part of a Marine Air-Ground Task Force (MAGTF) to marry up with prepositioned equipment.** Primarily composed of Class II and VII materiel, RBE consists of that T/E materiel not identified for movement in a command's TPFDD during sourcing of deliberate or crisis action planning force requirements. It is calculated as on-hand (O/H) and on-order stocks, minus the combination of Fly-In Echelon (FIE) and Follow-On Echelon (FOE) equipment (i.e.,  $RBE = O/H - [FIE + FOE]$ ). RBE does not physically exist in peacetime. It only appears upon deployment of MPF(s) and/or NALMEB forces.

a. Remaining aviation-specific, non-T/E materiel accounted for under Marine aviation allowance documents falls outside the scope of RBE and will be managed by Marine aviation units in accordance with appropriate directives.

b. Materiel remaining from deployments not associated with prepositioned equipment, such as Marine Expeditionary Unit (MEU) deployments aboard amphibious ships, which does not meet the strict definition of RBE will be accounted for and managed in accordance with applicable supply directives and local procedures. Such materiel is required to be identified as IRBE to II MEF. See Definition below.

c. Garrison property issued under hand receipts from Base/Station property accounts is not RBE and is specifically excluded from the provisions of this order. Transfer of such property between hand receipt holders should follow standing Marine Corps and local directives governing such accounts.

2. Initial Remain Behind Equipment (IRBE). Reference (b) identifies ***IRBE as equipment left behind as a result of MPF or NALMEB deployment and has not been declared as RBE to COMMARCORMATCOM by the MARFOR. For the purpose of this order, IRBE is defined as "all" equipment that is left behind by deploying units and is available for internal redistribution*** in support of follow-on-echelon (FOE) forces, OPLAN/CONPLAN sustainment, active duty/Selected Marine Corps Reserve (SMCR) T/E deficiencies, pre-deployment training and rear area operations. The II MEF, CG will direct the status change of IRBE to RBE. IRBE may be sustainment, equipment in support of garrison support operations (e.g., unit rear party requirements), and execution of standing force deployments (e.g., MEU, ACM and UNITAS) for reporting requirements. Because of rear area operations and deployment support requirements, not all IRBE will be declared as RBE and utilized as sustainment.

3. Fly In Echelon (FIE). Equipment aboard Maritime Preposition Shipping (MPS) will not satisfy all T/E requirements of the MAGTF. ***FIE are those assets selected by the unit commander to augment T/E assets being provided by MPS.*** The prepositioned objective (PO) plus FIE should equate to the combat T/E. FIE assets are included as part of the contingency plan (CONPLAN)/ operations plan (OPLAN) TPFDD.

4. Follow On Echelon (FOE). ***That equipment and supplies required to support and sustain MAGTF operations.*** These assets are included as part of the CONPLAN/OPLAN TPFDD.

5. Accountable Officer. Accountability is the obligation of an individual who, in the performance of their duties of position, designation, or assignment, is required to assume jurisdiction over, and upon proper occasion effect and accounting for,

public property committed to that individuals charge. Accountability is inherent to command.

(b) Importance of IRBE and RBE

1. RBE excesses are the most significant source of equipment within II MEF to fill Active Component (AC) and SMCR unit T/E deficiencies, replace unserviceable principal end items (PEIs), and support overall OPLAN/CONPLAN sustainment. In order to source and sustain requirements for all deploying forces, the Marine Corps and II MEF must effectively, account for, maintain, store and utilize RBE to meet operational requirements. This responsibility falls first on the unit commander, and ultimately on the MARCORMATCOM commander. RBE is a significant source of equipment in support of Marine Corps wide sustainment requirements. MAGTFs are not to deploy with equipment in excess of T/E allowances and required sustainment since RBE is required for other purposes by the Marine Corps.

2. ***IRBE not designated in support of garrison operations or standing force deployments will be identified and initially redistributed internally to each Major Subordinate Command (MSC).*** Upon completion of MSC internal redistributions, IRBE not designated for garrison operations or standing force deployments will be subject to II MEF Intra-redistributions in support of MSC shortfalls. At the II MEF commanders discretion, IRBE remaining after MSC redistributions is subject to identification as RBE in support of SMCR shortfalls and War Reserve sustainment.

(c) General Procedures. MSC Commanders are responsible for IRBE and RBE management and retain complete responsibility until authorized to transfer custody to another organization. Per reference (c), ***commanders will determine IRBE based upon allocations of materiel sourced from prepositioned stocks for a given OPLAN, CONPLAN or contingency operations.*** Reported IRBE shall exclude previously approved CMC-sustainment requirements, assets required to fill T/E deficiencies, and assets required to support gained SMCR units. Reported IRBE will be those assets not in the TPFDD as sustainment in support of a CONPLAN/OPLAN and falls into one of the categories identified in paragraph 3.b.1.f (Reporting Requirements). Upon notification of deployment, IRBE and RBE management rests with the deploying subordinate unit or their parent commands through designated Responsible Officers (ROs). ***MSC Commanders will report IRBE to II MEF as requested or no later than 15 days of initial MAGTF deployment (C+15). After internal MEF redistributions and no later than C+30, II MEF will declare IRBE excess as RBE and report to COMARFORLANT for further redistribution/disposition instructions.*** Storage of IRBE and RBE will be centralized as much as possible for ease of accountability and management. RBE will be immediately redistributed upon receipt of guidance from COMARFORLANT and Commander Marine Corps Materiel Command (COMMARCORMATCOM).

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(d) Augmentation Requests. MSC Commanders may request augmentation when execution of a deployment precludes their ability to perform or manage required IRBE and RBE functions. Augmentation may be requested to the II MEF Commander. II MEF will forward the request to COMMARFORLANT. Once approved, deployment support augmentation from Commander, U. S. Marine Corps Forces, Reserve (COMARFORRES) as detailed in reference (a) and (g) will be provided to COMARFORLANT as the gaining force commander. COMARFORLANT will command augmenting units and will normally place them under operational control (OPCON) of the MEF Commander or another subordinate command as appropriate to the timing and nature of the deployment effort. IRBE and RBE management (maintenance, supply accountability, and other materiel support) support will be a primary function of such augmentation.

(e) Responsibility

1. COMMARFORLANT. Overall responsibility, accountability, and management of RBE initially rests with COMMARFORLANT until all existing internal Force readiness/sustainment requirements have been satisfied. Once those requirements are satisfied, the remaining RBE will be declared excess and reported to COMMARCOMATCOM for further redistribution as necessary.

2. COMMARFORRES. If approved, COMMARFORRES is responsible for identifying and coordinating those functions in support of T/A equipment that is transferred to CLNC for consolidation. This equipment will eventually become classified as RBE and potentially be utilized as follow-on sustainment. COMMARFORRES will immediately identify all shortfalls of SMCR units to the II MEF operational gaining force commander for sourcing.

3. II MEF

**a. The II MEF commander is responsible for accountability and management of IRBE and RBE internal to his command.** He exercises cognizance over internal redistributions in support of deploying forces and subordinate commands. Internal redistributions may be authorized to fill T/E deficiencies for active and attached units, replace deadlined equipment, and to ensure that the MAGTF deploys with the appropriate amount of accompanying supplies to carry out its mission. The MEF commander will retain this responsibility until IRBE is declared excess (designated as RBE) and transfer of RBE assets are authorized by COMMARFORLANT.

**b.** Upon execution of an OPLAN or CONPLAN, the II MEF Commander will make a decision as to whether or not IRBE and RBE assets warrant centrally located geographical storage. The central account/storage decision is required under two conditions; First, when visibility of IRBE and RBE is required to meet SMCR shortfalls or existing Marine Corps wide requirements. Secondly, central storage and accounting will be required when visibility of RBE is required in support of War Reserve Withdrawal (WRWD) plans. In those cases where

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central storage is not required, IRBE and RBE accountability and management starts at the lowest command and is passed to the next higher command (not deploying) until it reaches the MSC.

c. The II MEF commander will normally designate the II MEF Assistant Chief of Staff , G-4 as an executive agent for coordinating and managing IRBE and RBE left behind by deploying units. This executive agent will be responsible for IRBE/RBE planning when the deliberate plan or contingency dictates management from the MEF level.

d. When a major deployment occurs and is of the magnitude that it prohibits II MEF from effectively managing IRBE equipment, II MEF will request augmented support from outside agencies as indicated below:

(1) CMC, Installations & Logistics (I&L) for Field Supply and Maintenance Analysis Office (FSMAO). FSMAO-1 can provide assistance in the management, accountability and maintenance of IRBE and RBE. FSMAO personnel will be task organized into assistance teams in support of the MSCs, Intermediate Supply Support Activity (ISSA), and Maintenance Battalion functions. The assistance provided for the management of IRBE and RBE is contingent upon any other missions to support.

(2) Commander Marine Corps Materiel Command (COMMARCOMATCOM) for Blount Island Command (BIC). BIC can provide IRBE and RBE maintenance and supply support teams in direct support of the FSSG while administratively controlled by COMARCOMATCOM. BIC availability is dependent upon curtailment of the Maritime Prepositioned Shipping (MPS) maintenance cycle. BIC personnel will perform intermediate-level maintenance or ground combat equipment, and repair of secondary repairable components and principle end items. Supply personnel will assist in the identification and tracking of IRBE with specific Logistics Automated Information system (LOGAIS) capabilities. BIC personnel will be directed under the provisions of the MPF Maintenance Contract through an assigned Contracting Officers Representative (COR). BIC support teams are scheduled to be available 7 days after the MEF deployment order is promulgated.

(3) Commander Marine Corps Combat Development Command (MCCDC) for Marine Corps Combat Service Support School (MCCSSS). Can provide sustainment training support from the Supply and Logistics Schools at Training and Education Command (TECOM). These personnel will be available on a limited basis in order not to interfere with the training pipeline.

4. Major Subordinate Commands. Subordinate commanders maintain accountability and responsibility for IRBE and RBE within their command. They shall be responsible for all aspects of IRBE to include:

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a. Estimation of IRBE and RBE during the deliberate planning process facilitates accurate projections of equipment in support of OPLANS, CONPLANS and WRWD plans. IRBE and RBE projections will also provide COMMARFORLANT/COMMARFORRES with information to accurately source II MEF/SMCR shortfalls. MSCs shall ensure commands provide this information through MDSS II. Commands shall report estimates of IRBE to II MEF utilizing the procedures outlined in paragraph 3.b.1.f. (Reporting Requirements).

b. *IRBE shall be reported to II MEF G4, Operations (Ops) upon request, or within 15 days (C+15) of initial MAGTF deployment.*

c. Manage MSC internal redistributions of IRBE to fill T/E deficiencies, replace deadlined equipment, and to ensure that the MAGTF deploys with the appropriate amount of accompanying supplies to carry out its mission.

d. Ensure that all accountability, maintenance, management, and transfers of IRBE and RBE are in strict compliance with Marine Corps and local supply policies and directives references (d) through (f).

e. Establish detailed Standard Operating Procedures (SOPs) for the accountability, handling, control, and management of IRBE and RBE. SOPs should be in compliance with current Marine Corps Orders and directives. SOPs will incorporate required checklists for accountability and management of IRBE and RBE. MSCs will include maintenance management as part of their SOP. Subjects should include Limited Technical Inspections (LTIs), SL-3 storage, inventory control, cannibalization, selective interchange, Equipment Repair Order (ERO)/Work Order Number (WON), electronic record jacket maintenance, proper condition code reporting, scheduled preventative maintenance (PM), and corrective maintenance (CM).

f. Ensure that "MOS qualified" Remain Behind Personnel (RBP) are appointed to identify, account for, maintain and manage IRBE and RBE equipment. Critical Military Occupational Specialty (MOS) deficiencies shall be reported to the II MEF G-1 for resolution.

g. Establish MSC management teams in support of deployments and operations requiring the central storage and accountability of IRBE and RBE equipment. These teams will be responsible for the coordination, identification, accountability, maintenance, and management of IRBE and RBE. These teams will report to II MEF for the conduct of MSC IRBE and RBE operations.

h. *MSCs will ensure that commands will not ship any IRBE or RBE without II MEF prior approval.*

i. MSCs will ensure that Responsible Officers (RO) are appointed in a timely fashion and in accordance to current directives.

j. MSCs will properly account for all IRBE and RBE assets submitted to Defense Reutilization Marketing Office (DRMO) in accordance with current directives.

k. Temporary loans (Temp-Loans) will be discouraged. However, all temp-loans shall be conducted per current directives.

l. Consolidate Communication Security (CommSec) equipment and small arms to enhance accountability and control for possible issues to SMCR units, Individual Ready Reserves (IRRs), and Combat Replacement Companies (CRC). Consolidation will also reduce requirements for armorers and security personnel.

m. MSCs will implement training requirements and ensure that MOS qualified personnel have the ability to manage IRBE and RBE. Personnel must have the capability to track and locate assets by Table of Authorized Material Control Number (TAMCN), nomenclature, unit of issue, National Stock Number (NSN), and other supply related information necessary to have equipment visibility and manageability. Commands must leave sufficient numbers of supply and maintenance personnel to perform IRBE and RBE management functions described above.

#### 5. Deploying Unit Commands (DUC)

a. Deploying commanders shall ensure that they manage and identify IRBE assets per MSC SOP's. They shall also be responsible for ensuring that all IRBE and RBE is properly secured, accounted for, and maintained in accordance with current Marine Corps policy and directives.

b. As directed in local SOPs. commands shall establish projected IRBE lists in MDSS II and forward it to their next higher command. See paragraph 3.b.1.f. (Reporting Requirements)

c. Deploying commands shall report all T/E deficiencies and other mission critical equipment (deadlined equipment etc.) shortfalls to their MSC as required.

d. Deployed commanders will under no circumstances direct the transfer or shipment of IRBE or RBE.

e. Deploying commanders shall ensure that SOPs are developed for the management of IRBE and RBE.



f. Deploying commanders shall ensure that they appoint "MOS qualified" RBP to ensure the proper management of IRBE and RBE.

g. Deploying commanders shall ensure that all IRBE and RBE is prepared for immediate redistribution/disposition as directed.

h. Deploying commanders shall clearly mark all "RBE" with the use of placards. "RBE" will be staged separately to facilitate redistributions and supply/maintenance management.

(f) Reporting Requirements

1. As part of deliberate and crisis action planning, the MSC Commander will provide II MEF (G-4) a consolidated list (Excel spreadsheet) of anticipated IRBE, using the MDSS-II format identified below. Upon completion of II MEF intra-redistributions, the II MEF commander will provide this information to COMMARFORLANT. Follow-up reports will be provided as requested.

2. MSCs shall ensure that units account for all equipment in the MAGTF Deployment Support System (MDSS-II). In order to ensure maximum visibility and accountability of IRBE and RBE. The following actions are directed:

a. MSCs will have units reconcile their MDSS-II data and submit a consolidated report to II MEF G4 Ops within 15 days of the initial deployment (C+15) or as directed. Data will be maintained and resubmitted every 2 weeks thereafter. Garrison Unit Density Lists (UDLs) will reflect all T/E assets from the Section Materiel Files (SMFs). It is imperative that this action be completed with the utmost accuracy. Incorrect data will create an additional administrative and accounting burden.

b. Units will build team-tables as indicated in paragraph (C) below. Units will construct a deployment UDL utilizing the UDL workbench to show all assets that will be deploying. Units will then export the plan in a text file (.txt) and forward to the II MEF G4 Ops section utilizing an excell spreadsheet. Required fields for the Excel spreadsheet are indicated below (read in 9 columns):

		SERIAL		MODEL	LOCATION	COND.			
<u>UIC</u>	<u>TAMCN</u>	<u>NOMENCLATURE</u>	<u>NSN</u>	<u>NO.</u>	<u>NO.</u>	<u>(BLDG/LOT)</u>	<u>CODE</u>	<u>TEAM</u>	

c. Team categories are as indicated below:

- A - CONTINUING/DEPLOYMENT SUPPORT OPS
- B - MEF MAGTF SUPPORT REQTS (E.G., MEU/UNITAS/ACM)
- C - SUSTAINMENT (E.G., ANYTHING NOT IN A OR B)

3. The MSC Commander may request a waiver of IRBE reporting requirements through the II MEF (G-4), providing detailed justification for the waiver and an alternate date on which excesses will be reported.

4. MSCs will manage the timely transfer of assets from reporting unit to RBPs/ROs, and will develop a feedback system within their SOP to monitor and ensure units are complying with published IRBE and RBE guidance **prior** to actual deployment of their forward units.

(2) Policy and Procedures

(a) Supply. Enclosure (1) provides additional guidance as to accountability, management, reporting, and disposition procedures in accordance to references (d), (e), and (f). Enclosure (3) provides an executive overview of IRBE and RBE reporting flow.

(b) Maintenance. Enclosure (2) provides additional guidance as to the procedures to be used for maintenance management functions in support of IRBE and RBE operations. References (d), (f), and (i) apply.

(c) Reconstitution. As units and equipment return, deployed and MSC commanders will reconstitute their units to authorized levels. In order to accomplish this task, owning and borrowing units must report all deficiencies and excesses to II MEF G-4, Supply for internal redistributions. Prior to redistribution, II MEF G-4 will coordinate with COMMARFORLANT, COMMARCORMATCOM and HQMC (LP) to determine the most feasible redistribution plan.

(3) Coordinating Instructions.

(a) MSCs will coordinate any facilities and support requirements associated with the establishment of centralized IRBE and RBE with the II MEF Commander. IRBE and RBE will normally be consolidated by TAMCN commodity.

(b) MSCs will coordinate requirements for centralized storage and reporting of small arms and Communication Security (CommSec) equipment. Small Arms weapon accountability and location will be reported to II MEF for possible issue to Combat Replacement Companies (CRCs) and Individual Ready Reserves (IRRs).

(c) II MEF will coordinate the reporting/turnover of RBE at C+30 with COMMARFORLANT.

(d) II MEF will coordinate with COMMARFORLANT the equipment redistribution and reconstitution of forces after the redeployment phase of a contingency.

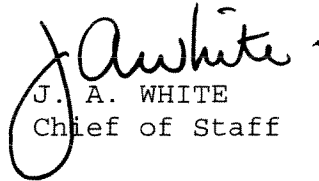
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4. Administration. Recommended changes to this order must be submitted via the chain-of-command to the II MEF G1/G4.

5. Command and Signal.

a. Command. This order is applicable to MSCs within II MEF and members of the Marine Corps Reserve assigned/attached to II MEF.

b. Signal. This order is effective as of the date signed.

  
J. A. WHITE  
Chief of Staff

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COMMARCOMATCOM)