



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
WASHINGTON, D.C. 20380-0001

IN REPLY REFER TO:
CMC-IG
09 Jan 95

WHITE LETTER NO. 01-95

From: Commandant of the Marine Corps
To: All General Officers
All Commanding Officers
All Officers In Charge

Subj: COMPLIANCE WITH PRINTING REGULATIONS

1. Recent IGMC inspection visits and command assistance visits have identified noncompliance with printing regulations. Such actions are not only counter to Marine Corps policy but violate public law.

2. Currently, some mobile printing plants are producing items which have no relevancy to official government business. Examples are invitations, announcements, programs and other material relating to social functions such as Marine Corps birthday balls, dining-ins, and mess nights. Printing of these products is not authorized in government printing facilities nor are government funds permitted to be obligated for such printing, except in those instances such as mess nights at The Basic School or Staff NCO Academies in which the social event is part of the program of instruction. Marine Corps printing resources can only be used to support official government business, to include social engagements, when appropriated funds are otherwise authorized for use; for example, programs, menus and biographies for changes of command or relief and posting of a Sergeant Major.

3. Print products that do not conform to government regulations are likewise not authorized for official mail. Official printing and official mail shall be used for matters and events relating exclusively to the business of the United States only.

4. You must be knowledgeable of and enforce printing regulations to ensure appropriated funds are not used for printing unauthorized materials. To ensure there is no confusion on this issue, I want you to share the contents of this letter with your subordinates involved in planning command social functions.


C. E. MUNDY, JR.