



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
2 NAVY ANNEX
WASHINGTON, DC 20380-1775

IN REPLY REFER TO:

CMC-MM

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WHITE LETTER NO. 08-02

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

Subj: MARINE CORPS OVERSTAFF POLICIES

1. For the past few years the number of Officers and Marines filling unstructured billets, several of which are external to the Marine Corps, has continued to increase. Total Marine Corps overstaffs now exceed the strength of an infantry battalion. Although the value of some overstaffs may contribute positively to the Marine Corps and our mission, the adverse effects of the manpower shortage that result from overstaffs is obvious.

2. Some overstaff decisions are effectively beyond the Marine Corps' control. In response to requirements imposed by higher authority or urgent, unprogrammed requirements, Marines may be assigned in excess of an organization's authorized strength and/or T/O. These excess personnel or "overstaffs" are approved to accomplish short-term projects and will be authorized only after all other available means have been exhausted.

3. The following outlines Marine Corps overstaff policies:

- a. DC, M&RA will execute overstaff decisions.
- b. The advocates/sponsors requesting overstaffs in excess of six months will identify compensation to DC, M&RA.
- c. Compensation designates the specific billet, by T/O and line number, that will not be staffed for the duration of the overstaff. CG, MCCDC (TFSD) will support as required.
- d. Advocates/Sponsors for each overstaff billet will coordinate and inform commands effected by the overstaff compensation.
- e. Overstaffs are not approved in excess of three years as those requirements are considered to be permanent and should be requested as a T/O Change Request.

4. DC, M&RA will refine procedures for identifying the sponsor for each overstaff and will continue to include overstaff sponsorship in its annual overstaff report to the Marine Requirements Oversight Council.


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