



MASTER DIRECTIVES FILE

UNITED STATES MARINE CORPS

III MARINE EXPEDITIONARY FORCE, FMF

UNIT 35601

FPO AP 96606-5601

ForO 3100.1C w/ch 1

3

03 FEB 1995

FORCE ORDER 3100.1C w/ch 1

From: Commanding General
To: Distribution List

Subj: OPERATIONS SECURITY (OPSEC)

Ref: (a) FMFPacO 3070.1A

1. Purpose. To promulgate policy, prescribe responsibilities and procedures, and set forth general guidance for the establishment and functioning of Operations Security (OPSEC) activities and outline various means to maintain the highest possible state of OPSEC awareness and training within III Marine Expeditionary Force.

2. Cancellation. ForO 3100.1B.

3. Information

a. The conduct of successful military operations depends in large measure on our ability to effectively counteract sophisticated intelligence efforts on the part of potential enemies. Through carelessness, a vast amount of actual or deduced military information is made readily available to unauthorized personnel, including potential enemies. Further, it must be expected that every overt military act is carefully studied; the results, fused with other intelligence input, can be compiled into accurate estimates of intentions and capabilities.

b. OPSEC consists of those actions necessary and appropriate to deny the enemy information concerning planned, ongoing, and completed operations. They include planning, training and coordinated staff procedures necessary to protect the security of operations and the conduct of surveys to identify information sources available for exploitation and to validate or improve the effectiveness of operations security.

c. OPSEC terminology applicable to III MEF OPSEC activities is contained in reference (a).

4. Policy

a. Formulation of Operation Plans. Initiating/planning directives for proposed operations will include a statement of OPSEC considerations. Operation plans and orders will include OPSEC

Annexes and/or guidance directed toward achievement of optimum operational security.

b. Distribution of Operation Plans. Emphasis will be placed on "need to know" in the planning of all operations. Operation plans will be distributed only to those individuals and organizations with a clearly established "need to know", and such distribution will be effected by the most appropriate secure means.

c. Communications Security

(1) Communications security plays a vital role in all phases of every operation. Close and continuous attention will be given to the state of communications training and to strict compliance with communications security directives regarding transmission security, emissions security, cryptosecurity, and physical security.

(2) Proven training practices, to include rigid circuit discipline, monitoring of internal circuits by security support agencies, COMSEC awareness lectures, formal unit training, use of drill circuits, communication exercises, and command post exercises further enhance COMSEC posture and awareness.

d. Training/Indoctrination. The subject of OPSEC will be made a special item of training interest for all personnel and will be included in indoctrination and refresher training periods on a recurring basis.

e. OPSEC Improvement. At the termination of each exercise/operation, comments and recommendations concerning OPSEC aspects of the exercise/operation will be included in the after action/post exercise report. Significant OPSEC recommendations and actions taken will be included in the annual OPSEC report. Items of special significance should not be held for the report, but should be forwarded directly to this Headquarters by letter or in the after action/post exercise report.

5. Action

a. Addressees will:

(1) Ensure that all personnel are aware of and comply with the basic policies and guidance for improved operations security.

(2) Provide operational and administrative support, within capabilities, to OPSEC teams during OPSEC surveys and to 1st Radio Battalion detachments when attached.

(3) Provide all documents and information required for the resolution of OPSEC matters (e.g., plans, SOP's, call sign/frequency

assignments, messages, etc.) to designated OPSEC teams in consonance with existing security regulations.

b. All Marine subordinate commands will:

(1) Establish a permanent or ad hoc OPSEC Working Group consisting of representatives from each staff functional area (members should have appropriate clearances) to oversee and coordinate programs designed to:

(a) Integrate efforts of operations, counterintelligence, communications and communications security personnel in OPSEC matters.

(b) Recommend corrective action to overcome identified OPSEC weaknesses.

(c) Monitor OPSEC activities in subordinate commands and render assistance where required.

(2) Establish OPSEC training programs which will be reflected in the unit's training syllabus and in training exercise directives.

(3) Provide technical representation/augmentation to OPSEC teams when requested. In addition, provide OPSEC teams with operational and administrative support beyond the capability of subordinate commands, when required and requested.

(4) Conduct OPSEC surveys of operations, exercises or deployments in order to identify and eliminate or reduce potential sources of information. Surveys will be conducted in accordance with the guidance contained in enclosure (2) to reference (a).

(5) Recommend to this Headquarters those operations, exercises, or deployments to be nominated for OPSEC surveys by higher headquarters, and those operations, exercises, or deployments in which Radio Battalion participation is desired.

c. Within this Headquarters, the Assistant Chief of Staff, G-3 assisted by an ad hoc OPSEC Working Group is assigned primary staff responsibility for implementing and maintaining the III MEF OPSEC program. Membership of the Working Group will possess Top Secret clearance and access. General and special staff section heads shall assign, by letter, at least one member of their staff to the ad hoc Working Group. The number of members assigned by each general or special staff, will be at the direction of the section head, but will be sufficient to represent all functional areas under his respective staff cognizance.

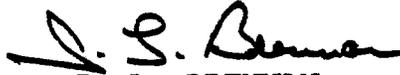
d. The III MEF ~~Communications-Electronics Officer (CEO)~~ ^{G-6 Operations Officer} is assigned primary staff responsibilities for COMSEC as well as related

ForO 3100.1C

03 FEB 1935

training and awareness activities.

6. Applicability. The provisions of this Order apply to peacetime and combat operations.



J. L. BRENNAN
Chief of Staff

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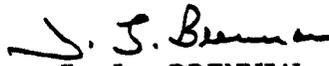
23 FEB 1996

FORCE ORDER 3100.1C Ch 1

From: Commanding General
To: Distribution List

Subj: OPERATIONS SECURITY (OPSEC)

1. Purpose. To direct a pen change to the basic Order.
2. Action. On page 3, paragraph 5d, change "Communications-Electronics Officer (CEO)" to read "G-6 Operations Officer".
3. Filing Instructions. This Change transmittal will be filed immediately following the signature page of the basic Order.


J. L. BRENNAN
Chief of Staff

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