



UNITED STATES MARINE CORPS  
3D MARINE LOGISTICS GROUP  
UNIT 38401  
FPO AP 96380-8404

IN REPLY REFER TO  
3DMLGO 1234.1  
XXX

Originator Code  
(Section or Initial)

3D MARINE LOGISTICS GROUP ORDER 1234.1

From: Commanding General, 3d Marine Logistics Group  
To: Distribution List

Subj: 3D MARINE LOGISTICS GROUP ORDER 1234.1 ORDERS TEMPLATE

Ref: (a) MCO 5215.1K

Encl: (1) NAVMC 10974

1. Situation. This paragraph provides a brief explanation of any background information pertinent to this directive.

2. Mission. This paragraph clearly and concisely states what this directive is intended to accomplish.

3. Execution

a. Commander's Intent. This paragraph will elaborate on the "mission" paragraph with the commander's personal expression of the purpose of the order and give the desired end state.

b. Concept of Operations. This paragraph provides an overview of how the commander plans to accomplish the mission. This answers the who, what, where, when, and why questions.

c. Subordinate Element Missions/Tasks. This paragraph tasks individual sections, units, etc. with duties and responsibilities required to complete the subject mission.

d. Coordinating Instructions. Provide instructions that pertain to multiple units simultaneously or require the coordinated actions of multiple units.

4. Administration and Logistics. Provide points of contact and other available sources of information and support.

a. Administration

b. Logistics

5. Command and Signal

a. Command. This Order is applicable to all units within 3d MLG.

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

I. M. MARINE  
Chief of Staff

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