



UNITED STATES MARINE CORPS
MARINE ALL WEATHER FIGHTER ATTACK SQUADRON 224
MARINE AIRCRAFT GROUP 31
2D MARINE AIRCRAFT WING
U.S. MARINE FORCES COMMAND
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IN REPLY REFER TO:
1000
FRO
29 Mar 11

POLICY LETTER 01-11

From: Commanding Officer, Marine All Weather Fighter Attack Squadron 224
To: Family Readiness Officer, Marine All Weather Fighter Attack Squadron 224

Subj: FAMILY READINESS CRISIS COMMUNICATIONS

Ref: (a) MCO 1754.9

1. Purpose. Unit, Personal and Family Readiness Program (UPFRP), reference (a), directs the establishment of policy at the unit level by which information is disseminated to the Marines, their spouses and designated parents/extended family members in the event of a crisis. Examples of a crisis or perceived crisis for the UPFRP purpose include an entire unit family being killed in a car accident, a base closure due to impending hurricane or other weather phenomena, or an aircraft crash in the country/vicinity of a deployed unit.

2. It is my policy that information disseminated will not interfere with or precede the Marine Corps policy for casualty notification. The Family Readiness Officer (FRO) has no role in the casualty notification process; therefore, any unsolicited communication from the FRO that is deemed necessary by the commander shall be passed through the Casualty Assistance Calls Officer.

3. Each crisis occurrence will dictate the method of communication and will not necessarily be the same. I, or my representative, will advise the FRO on which part of the Organizational Communication System to use and I will normally personally approve the content of the communication. Options available include these or any combination thereof:

- a. MOL
- b. Unit Website
- c. Newsletter
- d. Email
- e. Toll Free Hotline
- f. Word of mouth

4. My underlying desire is to provide timely and accurate communication to the Marines, spouses, and family members. The FRO should proactively seek guidance from me or my designated representative before sending any communication during or following a crisis situation.

P. L. McARDLE