



MARINE CORPS CIVIL-MILITARY OPERATIONS SCHOOL

**CIVIL-MILITARY OPERATIONS
PLANNER OFFICER COURSE
(0535 MOS)**

**CIVIL-MILITARY OPERATIONS
CHIEF COURSE
(0539 MOS)**

WELCOME ABOARD

DIRECTOR: LTCOL MATTHEW CHAMBLISS

UPDATED: 13 JAN 2021

Orientation

The Marine Corps Civil-Military Operations Planner (CMOP) Course is the MOS progression course for active and reserve component Civil Affairs Marines (0530/0531/0532). The purpose of the course is to provide Marines the knowledge and skills necessary to integrate CMO into MAGTF operations throughout the competition continuum.

Reporting

Students report in the seasonal MARPAT Utility uniform to the Marine Corps Civil-Military Operations School (MCCMOS), Bldg. 3094T Upshur Ave, Quantico, VA 22134, no later than 0730 on the course convening date. Government quarters and messing are directed. Reserve component students must bring a copy of their orders. Government transportation is not available.

In the event of weather delays, monitor the MCB Quantico Facebook page or the official base website: <https://www.quantico.marines.mil/>.

Lodging, Meals, & Transportation

Use of government lodging is required. If government lodging is unavailable you must obtain a certificate of non-availability (CNA).

Reservists must present orders to eat at mess halls aboard MCB Quantico.

It is the responsibility of the parent command to fund/provide their student with daily transportation between billeting and the schoolhouse. Ensure you know all Marines from your unit and their travel arrangements to coordinate transportation from the airport to lodging facilities.

Do not schedule returning flights earlier than 1800 on graduation day.

Course Prerequisites

Marines desiring to attend the CMO Planner Course must meet the following criteria:

- Enlisted must be a SSgt or above.
- Enlisted must possess the 0531 Civil Reconnaissance FMOS or the 0532 Civil Affairs Specialist PMOS.
- Officers must be the rank of Maj to LtCol.
- Officers must possess the 0530 Civil Affairs Officer FMOS.

Parent commands shall screen all applicants prior to registering a seat into MCTIMS.

Marines failing to meet the prerequisites or submit the required waivers will not be allowed to attend the course and will be returned to their parent command. Contact MCCMOS for any questions.

Registration & Waivers

Mr. Mark Jerry, MCCMOS Academics Manager, manages seat allocations and registration. He can be reached at mark.jerry@greencellconsulting.com.

Requests for waivers will be addressed to the Director, MCCMOS and sent to Mr. Ted Yntema, Deputy Director, MCCMOS. He can be reached at (703) 784-2585 and Theodore.yntema2@usmc.mil.

Points of Contact

Director

LtCol Matthew Chambliss
703)784-1356
Matthew.chambliss@usmc.mil

Operations Officer

Maj Dell Robinson
(703) 432-5325
adam.mackowiak@usmc.mil

Admin Chief

SSgt Korina Archilamejia
(703) 784-4759
korina.archilamejia@usmc.mil

Deputy Director

Mr. Ted Yntema
(703) 784-2585
theodore.yntema2@usmc.mil

Academics Officer

Capt Cordon Miller
(703) 432-8373
cordon.miller@usmc.mil

Academics Chief

SSgt Shawon Clark
(703) 784-2541
shawon.clark@usmc.mil

Gear List

Students are in a classroom setting for the entire course.

- Service Bravo or Charlie Uniform depending on season (worn on Fridays)
- 2 sets seasonal MARPAT utilities
- Boots, combat
- Eight Point Cover
- Garrison Cover
- 5 Green T-shirts
- 5 Pair boot socks
- 2 White T-Shirts
- 2 Pair dress socks
- Corframs, (1 Pair)
- Appropriate civilian attire

PT gear:

- Reflective belt (required between 1600 and 0800)

Optional:

- Personal Laptop
- Thumb Drive
- Coffee Cup w/Lid

*TAD students to MCB Quantico **cannot** draw gear from base issue facilities.*

Example Waiver Letter

**WAIVER REQUEST EXAMPLE
INSERT UNIT LETTERHEAD**

SSIC
Code/Serial
%
Date

From: Commanding Officer, Unit
To: Director, Marine Corps Civil-Military Operations School
Subj: WAIVER REQUEST ICO RANK FNAME MI LNAME DODID#/MOS FOR
NAME OFCOURSE XXX-201X

1. Rank LName does not meet the pre-requisites for COURSE-XXX which is set forth by the MOS Manual and/or the Marine Corps Civil-Military Operations School CDD/POI. It is requested that SNM be granted a waiver for the following reason(s).

a. You must provide strong justification why a waiver should be considered and approved.

b. Only stating that you request a waiver is not strong justification.

c. Grade waivers must state why SNM should attend a course that the MOS Manual requires the knowledge and maturity associated with NCOs. Ex - Time to next rank, college degree/GPA, etc. provide supporting documentation.

d. Civil Affairs MOS waivers for CMO Planner Course must explain why SNM should attend a MOS progression course without having the MOS.

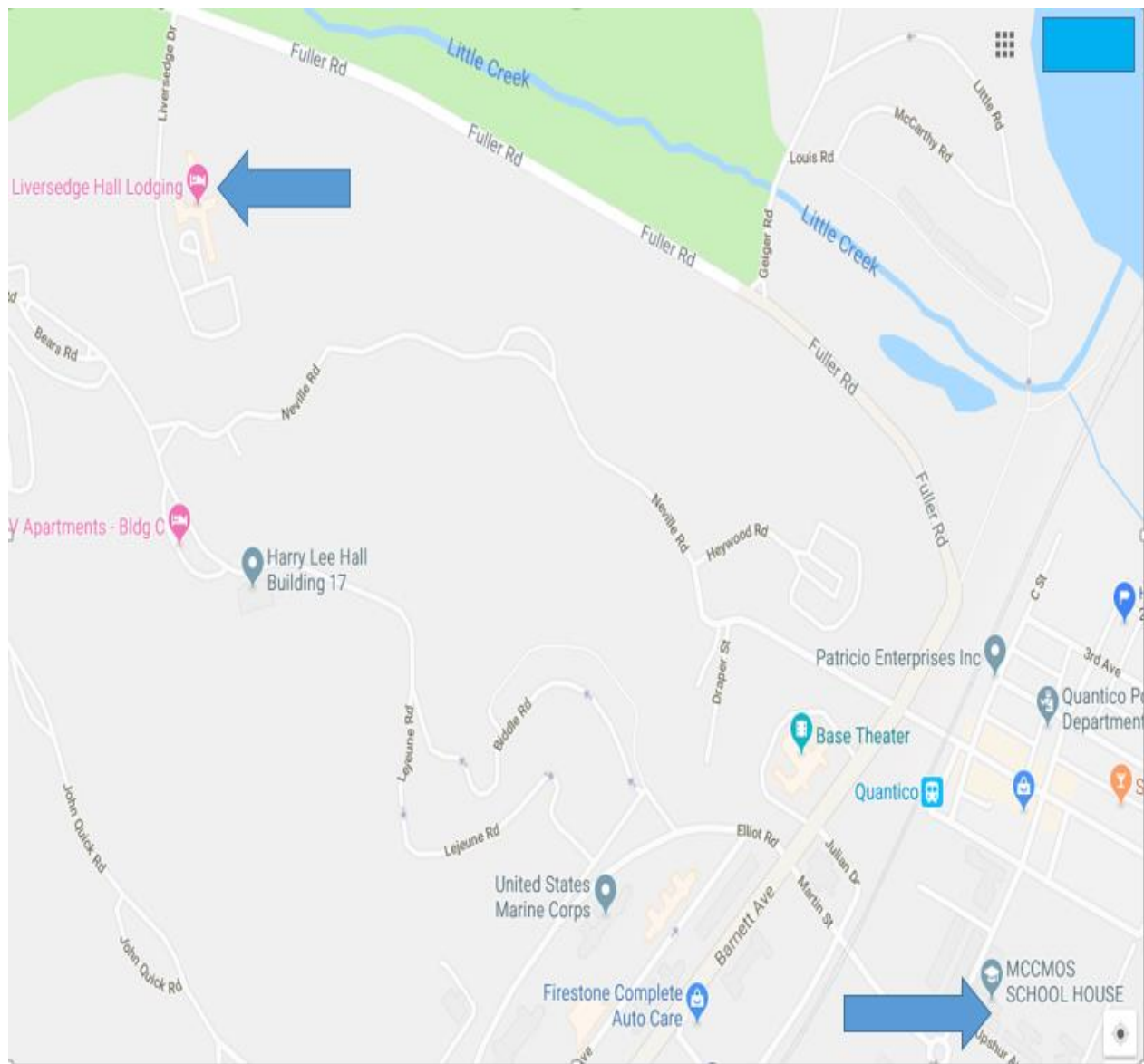
2. I certify these conditions to be true and factual. Contact information. (NOTE: Request must include justification beyond points listed above. Lack of substantiating justification is grounds for immediate denial.)

NAME OF COMMANDING OFFICER

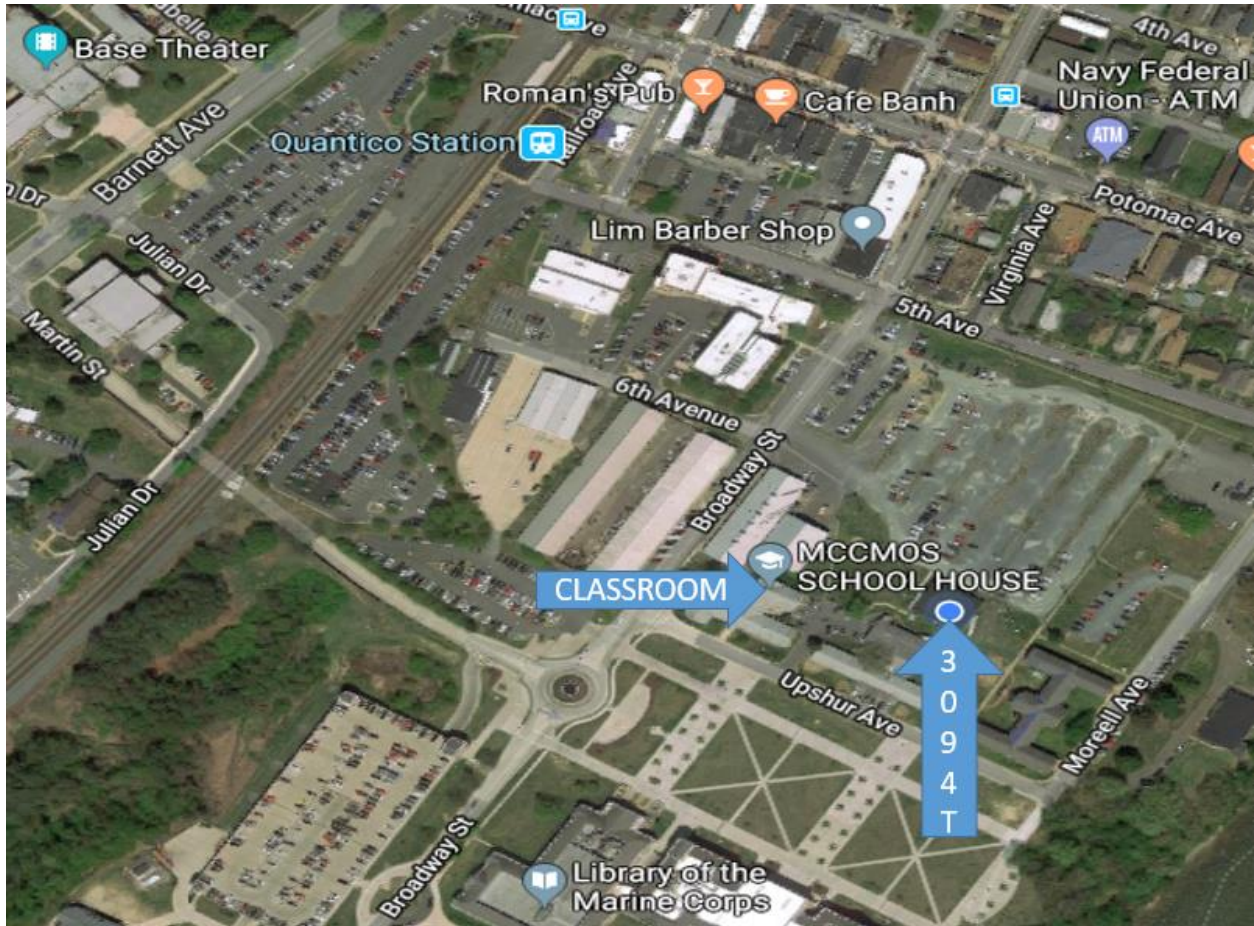
Driving Directions

Lodging- Liversedge Hall Physical Address: 15 Liversedge Drive Quantico, VA 22134.

MCCMOS Physical Address: 3094T Upshur Ave, Quantico, VA 22134



***More base maps are available via Google search or at MCB Quantico's website <https://www.quantico.marines.mil>.**



Leaving Liversedge, turn right onto Fuller road. As you pass the base theater on your right you will take your next left through the tunnel to the Marine Corps University. Proceed through the traffic circle taking the second exit. On your right hand side you will see the gravel student parking lot.

***MCCMOS is located at 3094T next to the gravel parking area. The main classroom is located to the west in the brick building.**