

*2. Marines eligible to retire, or with a request to retire pending, and who are also pending physical disability proceedings will be advised that authorization to retire will not be issued until final disposition of physical disability proceedings. If a Marine is pending physical disability proceedings, applications for retirement should not be submitted and, if submitted, will not be processed unless the Marine opts to waive the rights and benefits to which entitled under 10 U.S.C. chapter 61. In accordance with MARADMIN 023/98, no page 11 entry is required if the Marine requests retirement under this circumstance. If the Marine still desires to retire after subject counseling, the Marine will draft a letter requesting discharge with an acknowledgement of the consequences of this request. This letter must be dated and signed by the Marine and witnessed by a judge advocate before actual separation. This letter shall be forwarded to CMC (MMSR-4) for approval and inclusion into the Marine's Physical Evaluation Board package.

8506. RESPONSIBILITIES

1. Commanding Officer

a. Responsible for the proper administration of all light duty and limited duty Marines, and for identifying and tracking MEB processing through final disposition.

b. Appoints a Limited Duty Coordinator (SNCO or above) in writing to:

(1) Identify and track all personnel within the command undergoing processing through the DES;

(2) Ensure Marines not in a full duty status in excess of 60 days are placed on temporary limited duty (TLD) and have proper medical documentation;

(3) Ensure proper administrative action has been taken on all personnel within the command who are currently on light duty, TLD, permanent limited duty (PLD), and undergoing processing through the DES;

(4) Monitor the status of all Marines in the command who are on Convenience of the Government medical hold;

(5) Monitor the status of all Marines sent home awaiting final disposition by the PEB;

c. Upon receipt of a request from the military treatment facility (MTF), provides complete non-medical assessment (NMA) to the MTF within calendar 15 days.

d. Ensures that members of his or her command who are sick, injured, or have a medical defect are in a bona fide light duty or TLD status, as appropriate.

e. Ensures that all nondeployable Marines are properly identified in SORTS per current edition of MCO 3000.13C (SORTS SOP).

f. Assigns duty limitation code "Q" in MCTFS for all Marines in a bona fide TLD status (requires medical board action and appropriate documentation), and removes the duty limitation code "Q" for Marines not in a bona fide TLD status.

- g. Conducts line of duty/misconduct investigations (LODI), as required.
- h. Notifies the CMC (MMSR-4) immediately via naval message (with the Convening Authority, Medical Boards Section of the MTF as an information addressee if a Marine is pending PEB action) when:
- (1) A Marine undergoing disability processing is facing administrative (misconduct)/legal (punitive) separation proceedings;
 - (2) A Marine is on PLD without a duty limitation code of "S" in MCTFS. Only the CMC (MMSR-4) has the authority to enter or remove duty limitation "S" codes from MCTFS;
 - (3) A Marine is in an expired PLD status. Ensure the Marine is reevaluated, as stipulated in their letter of assignment to PLD, and forward results of the MEB to the PEB for disposition informing MMSR-4; and
 - (4) A Marine is not on a bona fide period of TLD, and not in a full duty status in excess of 60 days without an MEB.
- i. Separates a Marine upon completion of disability processing, as directed by the CMC (MMSR-4), within required time frames.
- j. Returns a Marine to full duty before completing an assigned period of TLD, upon an MTF determination that the Marine is Fit.
- k. Notifies the CMC when a Marine found Fit by the PEB is the subject of a CMC directed separation; (MMSR-2 for retirements and MMSR-3 for separations).
- l. Enters/removes duty limitation code "Q" in/from MCTFS, as required, per MCO P1080.40B (MCTFS PRIM).
- m. Coordinates with the MTF to ensure a Marine is reevaluated 60 days before expiration of TLD.
- n. Ensures that a Marine assigned to PLD is reevaluated 120 days before the end of the PLD period, and that the evaluation is forwarded to the PEB for disposition, also informing the CMC (MMSR-4) via naval message.
- o. Ensures a Marine undergoing DES processing reports for all appointments and keeps the command informed of results.
- p. Makes an appropriate statement in the request for reenlistment or extension pertaining to the medical duty status of a Marine; i.e., Fit for full duty, on light duty, TLD (start/stop date, first/second period), or PLD (start/stop date). A request for reenlistment/extension should be denied if a Marine is on TLD and the Marine should be retained for Convenience of the Government Medical (CoFGM) until found Fit or Unfit by the PEB.
- q. Will not reenlist a Marine who, after reenlistment authority has been granted by the CMC (MMEA-6), is assigned a TLD status. Instead, the Marine should be medically retained for CoFGM and CMC (MMEA-6) immediately notified via naval message.
- r. Ensures appropriate comments are made in section A and section I of a Marine's fitness report, if a Marine takes a partial PFT or fails to take a

semiannual PFT because of a medical condition (i.e., appropriate assignment to TLD or PLD or undergoing disability evaluation by the PEB).

2. Medical Treatment Facility (MTF). The Marine liaison at the MTF is responsible for administratively assisting the MTF perform the following functions.

- a. Conducts MEBs.
- b. Recommends assignment of a member to a period of TLD.
- c. Reevaluates member 60 days before the termination of TLD;
- d. Notifies the CMC (MMSR-4) via naval message, with an information copy to the Marine's command, of all MEB actions.
- *e. For the first two periods of TLD, up to 12 months for enlisted Marines, forwards a copy of the original MEB with supporting documentation to the CMC (MMSR-4) for historical record.
- *f. For any period period of TLD greater than 12 months for enlisted Marines, forwards a copy of the original MEB with supporting documentation to the CMC (MMSR-4) for departmental review.
- *g. For any subsequent periods of TLD beyond 12 months for enlisted Marines, forwards a copy of the MEB with supporting documentation to the CMC (MMSR-4) for departmental review.
- h. For any periods of TLD for officers, forwards a copy of the original MEB with supporting documentation to the CMC (MMSR-4) for departmental review.
- i. Recommends assignments to light duty as required (not to exceed 30 days).
- j. Processes MEB referrals to the PEB for fitness for duty determinations with the CMC (MMSR-4) as an information addressee.
- k. Requests LODIs, as required.
- l. Notifies the command if MEB processing will exceed 30 days.

3. CMC (MMSR-4)

- a. Oversees processing of all Marines through the DES.
- b. Directs MEBs for fitness for duty determination.
- c. Conducts departmental review of all officer MEBs, enlisted MEBs recommending subsequent periods of limited duty, and enlisted MEBs recommending initial periods of limited duty longer than 8 months. Upon review, limited duty may be approved, or the MEB may be forwarded to the PEB for determination of fitness.
- d. Approves assignment to PLD.
- e. Monitors duty limitation codes and enters duty limitation code "S" into MCTFS.