



UNITED STATES MARINE CORPS
MARINE CORPS INSTALLATIONS COMMAND
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WASHINGTON, DC 20350-3000

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MARINE CORPS INSTALLATIONS COMMAND POLICY LETTER 4-17

From: Commander
To: Distribution List

Subj: MARINE CORPS AUDIT PREPARATION GUIDANCE - GROUND TRAINING SYSTEMS
(GTS) ASSET ACCOUNTABILITY AND AUDIT ASSERTION RESPONSIBILITIES

Ref: (a) MARADMIN 038/16

Encl: (1) GTS Letter of Intent

1. Purpose. To publish guidance regarding accountability and audit preparation of Ground Training Systems (GTS) asset records.
2. Background. Marine Corps Systems Command (MARCORSYSCOM) Direct Reporting Program Manager for Training Systems (DRPM TRASYS) is responsible for the purchase and life cycle management of non-standard ground training system simulators and support services for the Command Element, Ground Combat Element, Logistics Combat Element, and for the integration of GTS with the Marine Corps' Aviation Distributed Virtual Training Environment. They support Marines across the total force including the active and reserve components aboard Marine Corps installations, Marine Forces Reserve units around the country and embassy security detachments around the globe. Upon delivery, the command receiving the GTS assets will assume responsibility for equipment accountability.
3. Guidance. Prior to official transfer, Commander, MARCORSYSCOM will assert to all financial management and compliance objectives for GTS. Upon official transfer of audit ready asset records by MARCORSYSCOM, commanders are responsible for the asset accountability of GTSs as cited above and will consequently assert to the rights and obligations, existence and completeness, valuation and the presentation and disclosure of the assets for which they are accountable. PM TRASYS-managed GTS will be accounted for as follows:
 - a. MARCORSYSCOM retains responsibility for GTS assets managed by the Command's life cycle sustainment contracts. Assets will be accounted for in the Defense Property Accountability System (DPAS) as Government Furnished Property.
 - b. Marine Corps Installations Command (MCICOM) Installation and Training and Education Command (TECOM) Service Level Training Installation (SLTI) commanders will account for all GTS held in facilities owned and secured by the installation in DPAS.
 - c. MCICOM Installation and TECOM SLTI commanders will account for all GTS fielded to the Operational Forces, held in cantonment areas or other spaces of a Marine Expeditionary Force aboard the installation in DPAS. Operating forces personnel will be designated as Responsible Officers and Responsible Individuals as required.

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d. TECOM will account for GTS fielded to TECOM schools and activities in DPAS.

e. Other commands in custody of GTS assets will account for asset records assigned to their command, regardless of location, in DPAS.

4. Implementation. To facilitate proper transfer of GTS assets, a joint inventory will be conducted, where feasible, between PM TRASYS and receiving commands. A Letter of Intent at enclosure (1) provides outlining details necessary to ensure the orderly transfer of GTS assets.

5. Applicability. This guidance is applicable to the Marine Corps Total Force.


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GTS Letter of Intent

1. Purpose. To provide an overview of the plan to transfer ownership and supply management responsibility of Ground Training System (GTS) assets from Marine Corps Systems Command Program Manager Training Systems (MCSC PM TRASYS) to MCICOM and TECOM Service Level Training Installations (SLTI) in physical possession of GTS assets.

2. Situation. GTS fielded by MCSC PM TRASYS to MCICOM Installations as identified in Table 1 of this document must be properly accounted for within an approved Accountable Property System of Record (APSR). Lack of proper accountability poses a risk to the Marine Corps' ability to assert to audit readiness.

3. Mission. No later than July 2018, GTS ownership and accountability will transfer from PM TRASYS to MCICOM commands and TECOM SLTIs in custody of GTS to facilitate USMC audit readiness.

4. Execution

a. Intent. To achieve USMC audit readiness as it pertains to GTS by ensuring the smooth transfer of accountability from PM TRASYS to commands in custody of GTS.

b. Concept of Operations

(1) To facilitate near-term audit readiness, all GTS identified in Table 1 will be accounted for in the Defense Property Accountability System (DPAS).

(2) To facilitate the transfer of GTS assets, this process will occur with tentative timeframes as outlined below. A Letter of Instruction will be provided to MCICOM Regions and other commands (listed below) via separate correspondence by MCSC PM TRASYS to identify stakeholder tasks and details necessary to ensure the orderly transfer of GTS assets.

(3) Joint inventory and transfers (December 2017 - June 2018) - MCSC will conduct a joint inventory as required with commands receiving GTS concurrently corrections and transfer of DPAS records will take place. If a joint inventory is waived, record transfer will commence immediately. Records will be reconciled by MCSC based on results of joint inventory. Once complete, MCSC will transfer assets in DPAS to receiving commands. The expected dates of transfer of GTS by major commands are as follows:

(a) MCINCR December 2017 - March 2018.

(b) MCIPAC January 2018 - April 2018.

(c) MCIEAST February 2018 - May 2018.

(d) MCIWEST March 2018 - June 2018.

c. Tasks

(1) Commander Marine Corps Systems Command (MCSC). Retain total life cycle management responsibilities for all GTS. Maintain accountability for

GTS in PM TRASYS controlled spaces and supported in MCSC contractor logistics support agreements.

PM TRASYS (PMM-130) TAMCNs	Item Name
MTSB	MAGTF Training Simulation Branch
A50087G	Deployable Virtual Training Environment (DVTE) SUITE
A50097G	Deployable Virtual Training Environment (DVTE) STAND ALONE
A50317G	Combat Vehicle Training System (CVTS)
A50217G	Combat Convoy Simulator/Family of Combat Convoy Trainers (CCS/FCCT)
A50117G	Combined Arms Command & Control Trainer Upgrade System (CACCTUS)
A50127G	MAGTF Tactical Warfare Simulation(MTWS)
D50067K	Virtual Combat Convoy Trainer (VCCT)
A50457G	LAV-25 Advanced Gunnery Training System (LAV-25 AGTS)
A50447G	LAV-25 Driver Trainer (LAV-25DT)
A50467G	Amphibious Assault Vehicle-Turret Trainer (AAV-TT)
D50057K	Reconfigurable Vehicle Simulator (RVS)
A50267G	Learning Resource Centers (LRC)
A50037G	USMC - Operator Driver Simulator (USMC-ODS)
D50037G	Highly Mobile Multi-Wheeled Vehicle (HMMWV) Egress Assistance Trainer (HEAT)
A50397G	Indoor Simulated Marksmanship Trainer (ISMT)
A50247G	Supporting Arms Virtual Trainer (SAVT)
D50047K	MRAP Egress Trainer (MET)
D50077K	Modular Amphibious Egress Trainer (MAET)
D50087K	Submerged Vehicle Egress Trainer (SVET)
D50097K	Shallow Water Egress Trainer (SWET)
E50217B	Instrumented-Tactical Engagement Simulation System (ITESS) II
RTAM	Range Training Area Management
A50027G	Training-Counter Radio Control Improvised Explosive Device (IED) Electronic Warfare (T-CREW)
A50327G	Tactical Video Capture System (TVCS)

Table 1. List of all GTS by TAMCN, fielded by Marine Corps Systems Command. To ensure USMC audit readiness, all GTS will be accounted for in an Accountable Property System of Record.

(2) MCICOM Installation and TECOM Service Level Training Installation Commanders.

(a) Account for all GTS held in facilities owned and secured by the installation in DPAS.

(b) Account for all GTS fielded to the Operational Forces, held in cantonment areas or other spaces of a Marine Expeditionary Force aboard the installation in DPAS. OPFOR personnel will be designated as Responsible Officers and Responsible Individuals as required.

d. Coordinating Instructions

(1) Prior to transfer, Commander MCSC will assert to the rights and obligations, existence and completeness, valuation and the presentation and disclosure of GTS assets.

(2) Upon transfer, Commanders are responsible for the asset accountability of ground training systems as cited above and will consequently assert to the rights and obligations, existence and completeness, valuation and the presentation and disclosure of the assets for which they are accountable.

(3) Commanders will have the ability to make any changes and/or updates necessary to ensure their DPAS account is accurately maintained and in an audit ready state.

(4) GTS typically has serialized components or SL-3 items that are sensitive, classified, or "pilferable, hard to repair and replace, and critical to the commander's mission." These items will be accounted for as components and included as accountable property for all assets procured after 1 October 2017. Components for legacy PEIs procured before 1 October 2017 will not be recorded as components in the APSR. Where multiple PEIs are aggregated to create a single system, SL-3s will be attached to the primary "PEI" record in addition to available KSDs. PEI acquisition cost will only reflect the cost of the PEI and shall not include associated PEIs deemed as component parts.

5. Administration and Logistics. GTS records will be audit ready prior to being transferred to receiving commands.

6. Command and Signal. Questions concerning this message should be directed to Trish Mathena, MCICOM G-4 Supply Services Branch Head, 571-256-7084, trish.mathena@usmc.mil.