U.S. Marine Corps Forces, South (MARFOR SOUTH)
Individual Mobilization Augmentee (IMA) Statement of Understanding (SOU)

Participation in the MARFOR SOUTH IMA Detachment is an individual and voluntary action pursuant to Marine Corps Order 1001.62B; however, this SOU outlines specific participation standards. Failure to adhere to these standards may result in administrative action to include informal and formal counselings, adverse administrative action, or involuntary removal from the MARFOR SOUTH IMA Detachment.

___ Schedule and complete a 5-day, 10-drill initial check-in period within 60 days of affiliation. This check-in period will introduce the member to MARFOR SOUTH and facilitate badging, computer and email system access, medical and training readiness screening, an initial height/weight and seasonal fitness test, and produce a section-approved fiscal year annual training plan, amongst other administrative, logistical, and training requirements.

___ Submit a section-approved fiscal year training plan to the Reserve Liaison Officer before 1 August of each fiscal year or within 60 days of initial affiliation for the current fiscal year.

___ Complete a 12-day annual training period per fiscal year as well as a sufficient amount of drills to appropriately support your assigned section. Extended or reduced annual training periods will be considered on a case-by-case basis.

___ Request and schedule all drills in Drill Management Module (DMM) prior to execution to include off-site drills. Drills must then be approved in DMM prior to drill and/or travel to drill.

___ Submit all section-approved requests for travel at least 30 days prior to execution. Under no circumstance will an IMA Marine travel without an authenticated set of call-to-duty orders and certified DTS authorization.

___ Submit all travel claims within 5 business days of completion. Failure to do so may result in government travel charge card delinquency or even denial of payment.

___ Pay all government travel charge card balances by due date.

___ Maintain access to at least Defense Travel System, Marine OnLine, MarineNet, and DMM.

___ Update Civilian Employment Information and certify your Career Retirement Credit Report in MOL annually. Additionally, maintain correct physical and mailing addresses in MOL and the Marine Corps Total Force System.

___ Complete the physical fitness test by 30 June, the combat fitness test by 31 December, a annual height/weight certification, and all other Marine Corps-assigned annual training per fiscal or calendar year.

___ Maintain individual medical and dental readiness through civilian or military providers. Medical and dental readiness includes, but is not limited to dental screening, periodic health assessment, audiogram, human
immunodeficiency virus draw, flu vaccine, and various other vaccinations. Additional medical requirements are also required for travel into the Southern Command area of responsibility.

IMA Marine

Chief of Staff, MARPORSOUTH