



**UNITED STATES MARINE CORPS**  
U.S. Marine Corps Forces, South  
9301 NW 33rd Street  
Doral, Florida 33172

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

Participation in the MARFORSOUTH 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 MARFORSOUTH 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 MARFORSOUTH 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

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

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, MARFORSOUTH