



DEPARTMENT OF THE NAVY  
OFFICE OF THE CHIEF OF NAVAL OPERATIONS  
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OPNAVINST 1414.4D  
N093  
23 Jan 2019

OPNAV INSTRUCTION 1414.4D

From: Chief of Naval Operations

Subj: NAVY ENLISTED FLEET MARINE FORCE WARFARE SPECIALIST  
QUALIFICATION PROGRAM

Ref: (a) OPNAVINST 1414.9A  
(b) SECNAVINST 1650.1H  
(c) NAVPERS 155600D  
(d) OPNAVINST 6110.1J  
(e) SECNAVINST 1412.10

1. Purpose. To issue the requirements for qualification, or requalification and designation of enlisted personnel as Fleet Marine Force (FMF) enlisted warfare specialists, as directed by reference (a). The significant changes to this revision include:

a. Updates to Command Master Chief, Marine Forces Command (MARFORCOM) responsibility; and

b. Updates to failure to qualify guidance. This instruction is a substantial revision and should be reviewed in its entirety.

2. Cancellation. OPNAVINST 1414.4C.

3. Scope and Applicability. This instruction applies to all enlisted active duty, full-time support (FTS) and Selected Reserve (SELRES) Navy personnel serving throughout the FMF.

4. Discussion. Attaining the FMF enlisted warfare specialist designation signifies that a Sailor has achieved a level of excellence and proficiency while serving in the FMF warfare operations. The insignia signifies that a Sailor is operationally competent and has acquired additional general knowledge that enhances his or her understanding of Marine Corps doctrine, mission effectiveness, warfighting, and command survivability. Sailors who wear this FMF enlisted insignia stand out as significant contributors to the Marine Corps mission. Qualification may only be obtained through the formal qualification program set forth in this instruction. Per reference (b), awarding the FMF ribbon is no longer authorized as a result of the establishment of the FMF enlisted warfare specialist insignia.

5. Eligibility. Qualification is mandatory for all active duty, FTS, and SELRES Navy enlisted personnel who are permanently assigned to FMF commands and who meet the eligibility requirements set forth in this instruction. It is highly encouraged for all enlisted active duty individual augmentees and Navy Medicine Augmentation Program personnel assigned to FMF units to earn qualification if eligibility requirements are met. Enlisted personnel must meet the criteria in subparagraphs 5a through 5c:

a. Active Duty Enlisted Personnel

(1) Must have served a minimum of 90 consecutive days and are, per reference (c), article 1306-102, permanently assigned to a type duty code 2 or 4 sea duty FMF command.

(2) Navy Medicine's Augmentation Program and individual augmentee personnel who are mobilized and assigned by billet sequence code line numbers to a type duty code 2 or 4 sea duty FMF command during combat or peacekeeping operations must serve for a minimum of 90 consecutive days.

(3) Navy divers assigned to a type duty code 2 or 4 sea duty FMF command must also qualify or requalify as a diving salvage warfare specialist prior to qualifying as an enlisted FMF warfare specialist.

b. Enlisted FTS and SELRES Personnel

(1) FTS personnel assigned to Marine Forces Reserve (MARFORRES) must serve a minimum of 12 months consecutively.

(2) SELRES personnel must be presently assigned to a Navy Reserve, Program Nine, or MARFORRES command and serve a minimum of 12 months with satisfactory drill attendance.

(3) Must complete one period of annual training assigned to an FMF specific, or an equivalent active duty for special work.

c. Other Personnel. Eligibility does not apply to other personnel deployed solely in support of Marine Corps operations, training, or exercises.

6. Responsibilities

a. Commanding Officers must:

(1) approve or disqualify all recommendation from the command FMF enlisted warfare specialist coordinator (or designated representative) for personnel permanently assigned to their command.

(2) ensure designation for FTS and SELRES personnel must be approved by the respective MARFORRES commanding officer. Written and oral board examinations must be administered and monitored by a qualified and designated FMF enlisted warfare specialist coordinator.

b. Command Master Chief, MARFORCOM must:

(1) serve as the FMF enlisted warfare specialist program manager.

(2) only designate command master chiefs and, by delegation, senior enlisted leaders to serve as command coordinators in the following U.S. Marine Corps commands: MARFORCOM; U.S. Marine Corps Forces, Pacific; MARFORRES; Marine Forces Special Operations Command; Marine expeditionary forces; Marine logistics groups; Marine divisions; and Marine aircraft wings.

c. All Designated Command Master Chiefs of U.S. Marine Corps Commands must:

(1) establish and be ultimately responsible for the structure, operation, and monitoring of the command's FMF enlisted warfare specialist program.

(2) ensure the spirit and intent of this instruction is being followed by members of their command.

(3) monitor and be directly involved in the FMF qualification development process.

(4) delegate in writing additional FMF enlisted warfare specialist qualified chief petty officers, senior chief petty officers, or master chief petty officers as their direct representative to assist in facilitating the timely qualification of personnel and for units that are remotely located or deployed in austere environments.

d. Command FMF Enlisted Warfare Specialist Coordinator or Designated Assistant Command Coordinators must:

(1) chair all oral examinations held by a multi-member board. The membership of this board must include, at a minimum, one designated FMF enlisted warfare specialist coordinator and two qualified FMF enlisted warfare specialist members.

(2) maintain and ensure the security of the FMF enlisted warfare specialist exam, and question and answer banks.

(3) ensure all enlisted personnel qualification standards (PQS) qualifiers are properly screened, selected, and trained.

## 7. Qualification Standards

### a. Candidates must:

- (1) meet the eligibility criteria in paragraph 5.
- (2) demonstrate effective leadership ability by having an overall trait average of not less than 3.0 and a promotion recommendation of “Promotable” or higher on their most recently observed performance evaluation report.
- (3) have passed their most recent Navy physical fitness assessment, per reference (d).
- (4) be recommended by their chain of command for FMF enlisted warfare specialist qualification.
- (5) display general knowledge of the command’s overall organization, mission, assets, employment, combat systems, basic equipment, and Marine Corps common skills through written examination, practical application of knowledge, and an oral examination by a multi-member board. The oral board will make a recommendation to the qualifying officer (in most cases the commanding officer at the battalion or squadron level).

### b. Initial Qualifiers

- (1) Must complete the core and platform specific PQS.
- (2) E-4 to E-9 personnel must complete qualification within 18 months of command check-in. E-1 to E-3 personnel must complete qualification within 24 months of command check-in.
- (3) Complete survival, evasion, resistance, and escape 100.2 level A code of conduct training prior to commencement of the enlisted FMF warfare specialist and PQS. This course is available via Joint Knowledge Online (JKO).

### c. Requalification (platform specific)

- (1) Must complete the platform-specific PQS.
- (2) E-1 to E-9 personnel returning to an FMF command have 12 months to complete requalification from date of assignment.

d. Extension Waivers. Extension waivers may be granted by the commanding officer on a case-by-case basis to allow additional time for qualification or requalification. Extension

waivers will be documented utilizing NAVPERS 1070/881 Training, Education, and Qualification History in the Navy Standard Integrated Personnel System and uploaded into the Navy Standard Integrated Personnel System (NSIPS).

e. Detachment. Upon detachment from an FMF command to a non-FMF command, personnel are no longer eligible to test, board, or qualify as FMF enlisted warfare specialist.

#### 8. Administration and Authority of Qualification

a. Upon satisfactory completion of the requirements in this instruction, the commanding officer of qualifying units will act as the final qualification or designation authority, based upon the appropriate recommendation of the FMF enlisted warfare specialist program coordinator or a designated assistant command coordinator.

b. When members have successfully qualified or re-qualified for the FMF enlisted warfare specialist designation, an entry must be made in their electronic service record.

(1) The Navy personnel support detachment must make an annotation in the PQS qualification entry section of NAVPERS 1070/881. The entry must read “(Date) qualified or requalified as an FMF enlisted warfare specialist, platform type.”

(2) A certificate must be generated and signed by the commanding officer or chief of staff and the command master chief.

c. Personnel must be recognized and presented with a certificate and FMF warfare insignia during an appropriate ceremony.

d. Service member’s command must provide substantiating comments to be incorporated in the member’s next evaluation report.

#### 9. Amplifying Information

a. If an eligible candidate does not maintain the physical fitness assessment standards, eligibility will be suspended. To regain eligibility, the member must successfully complete the fitness enhancement program, per reference (c) and receive a positive recommendation by their commanding officer prior to recommencement of the FMF enlisted warfare specialist qualification process.

b. Those individuals who previously qualified for the FMF ribbon will retain the FMF designator; however, they are not entitled to wear the FMF enlisted warfare specialist insignia until completing a subsequent FMF assignment and meeting all prescribed requirements for initial enlisted FMF warfare specialist qualification, as outlined in this instruction.

c. For SELRES or active duty for special work personnel not assigned to a Program Nine unit, requalification will be required upon mobilization or augmentation to an FMF unit.

d. Qualified FMF enlisted warfare specialist who subsequently accept an appointment as commissioned officers will retain the right to wear the FMF enlisted warfare specialist insignia and designation, per U.S. Navy Uniform Regulations, without renewal requirements. However, upon assignment to an FMF command, member must comply with reference (e).

e. When an individual transfers due to permanent change of station orders between FMF units of the same type, the individual must re-demonstrate general knowledge of the command's overall organization, mission, assets, employment, combat systems, Marine Corps battle skills techniques, and basic equipment through an oral demonstration of knowledge.

(1) Individuals will not be required to re-complete the platform specific PQS if previously completed; however, tailored platform specific oral examination boards may be used to facilitate re-qualification and knowledge verification.

(2) Individuals must update or requalify per the time requirements indicated in subparagraph 7c. Completion of qualification with the new unit must be documented on a NAVPERS 1070/881 in NSIPS.

(3) Upon satisfactory demonstration of knowledge, a recommendation will be made to the commanding officer for final requalification.

10. Designation to Wear the Insignia. Upon being presented with a certificate and warfare insignia, qualified or requalified Service members may prominently wear and display the FMF insignia, per U.S. Navy Uniform Regulations.

11. Failure to Qualify. Personnel who fail to qualify or requalify within the prescribed time requirements, per subparagraphs 7b and 7c, will have a NAVPERS 1070/881 entry as: "(Date) Rate and name did not meet the established criteria in qualifying or requalifying FMF enlisted warfare specialist within the prescribed time requirements per OPNAVINST 1414.4D." Additionally, failure to qualify or requalify within the prescribed time requirement immediately results in a special performance evaluation on the member to remove promotion recommendation. This provision must be rigidly enforced. Promotion recommendation may be restored with a special performance evaluation only when qualification is achieved.

12. Disqualification

a. Commanding officers will disqualify previously qualified Service members if they:

(1) Fail to maintain a "Promotable" promotion recommendation.

(2) Refuse to accept or perform duties while assigned to the FMF unit.

(3) Fail to complete FMF enlisted warfare specialist requalification within prescribed time limits.

b. Formal notification of disqualification must be recorded in the Service member's electronic service record as: "(Date) Failed to maintain qualification as an FMF enlisted warfare specialist in that (include specific rationale for disqualification). The member has been informed that as of this date, he or she is disqualified and is no longer authorized to wear the FMF enlisted warfare specialist insignia or use the FMF designator."

c. Members previously disqualified may request FMF enlisted warfare specialist enrollment through their commanding officer, only if they meet eligibility requirements of this instruction and the reason for disqualification has been resolved. After approval from their commanding officer, recommencement must be documented on a NAVPERS 1070/881 and uploaded into NSIPS. The member must follow the initial qualification process per subparagraph 7b.

13. PQS Booklet. Electronic copies are readily available <https://www.mnp.navy.mil/group/personnel-qualification-standards/warfare> and can be downloaded via My Navy Portal by selecting "Personnel Qualification Standards" under the "Professional Resources" tab. Continue on with the "Personnel Qualification" menu and scroll to "43900 Warfare."

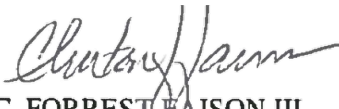
14. Review and Effective Date. Per OPNAVINST 5215.17A, the Surgeon General of the Navy (CNO N093) will review this instruction annually around the anniversary of its issuance date to ensure applicability, currency, and consistency with Federal, Department of Defense, Secretary of the Navy, and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction. This instruction will be in effect for 5 years, unless revised or cancelled in the interim, and will be reissued by the 5-year anniversary date if it is still required, unless it meets one of the exceptions in OPNAVINST 5215.17A, paragraph 9. Otherwise, if the instruction is no longer required, it will be processed for cancellation as soon as the need for cancellation is known following the guidance in OPNAV Manual 5215.1 of May 2016.

#### 15. Records Management

a. Records created as a result of this instruction, regardless of format or media, must be maintained and dispositioned for the standard subject identification codes (SSIC) 1000 through 13000 series per the records disposition schedules located on the Department of the Navy/Assistant for Administration (DON/AA), Directives and Records Management Division (DRMD) portal page at <https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information-Management/Approved%20Record%20Schedules/Forms/AllItems.aspx>.

b. For questions concerning the management of records related to this instruction or the records disposition schedules, please contact your local records manager or the DON/AA DRMD program office.

16. Forms. The NAVPERS 1070/881 Training, Education, and Qualification History in the Navy Standard Integrated Personnel System is available electronically at:  
<https://navalforms.documentservices.dla.mil/web/public/home>.



C. FORREST FAISON III  
Surgeon General of the Navy

Releasability and distribution:

This instruction is cleared for public release and is available electronically only via the Navy Directives Web site, <https://doni.documentservices.dla.mil/>