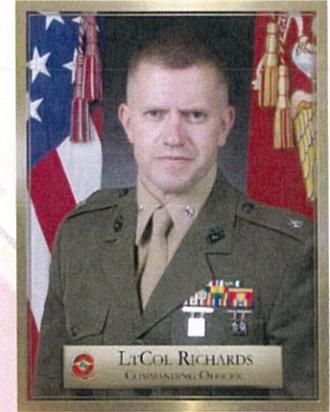


Commanding Officer

Marine Wing Communications Squadron 18

Unit, Personal, and Family Readiness Program (UPFRP) Policy

Marine Wing Communications Squadron 18 serves a critical role within the 1st Marine Air Wing and the III Marine Expeditionary Force and must always be ready to answer the nation's call. The MWCS-18 Unit, Personal, and Family Readiness Program (UPFRP) plays a critical role ensuring every Marine and family member is educated on and informed of the resources available to meet the challenges of our overseas environment. A high state of operational and family readiness increases commitment, morale, focus, and resiliency to mission, career, and life events.



The individual Marine is responsible and accountable for their personal readiness and the readiness of their families. Engaged and cognizant leadership at all levels is a key component of this concept. This squadron is a forward deployed unit and we are required to maintain a high state of readiness to rapidly respond to any contingency that may arise in the western Pacific Region. We must be ready to fight tonight. Accomplishing this requires that we appropriately communicate with and care for our Marines, their families, and their loved ones.

The Family Readiness Officer (FRO) is a Special Staff Officer designated to be the subject matter expert in terms of unit, personal and family readiness. The FRO and the Family Readiness Command Team work to implement the commander's program by focusing on the four tenets as stated in the Marine Corps Order 1754.9A which include:

- Official Communication to provide two-way timely exchange of relevant information that helps assist and ensure that all personnel are accurately informed.
- Information and Referral to provide services to individuals that ensure that all resources are available to satisfy the respective requirements.
- Readiness and Deployment Support to focus on our forward-deployed Marines and Sailors and their families.
- Volunteer Management to harness the talents and experience of family members that is integral to the success of our program.

In order to accomplish this, multiple means of communication will be utilized to assist in keeping families informed to include email, Marine Online (MOL), phone calls, and the official MWCS-18 website. For additional assistance, contact the MWCS-18 FRO, Ms. Satsuki Frailing, at DSN: 645-6771; cell 080-1794-9629; or via email: satsuki.frailing@usmmc.mil.

T. E. RICHARDS

Lieutenant Colonel, USMC
Commanding Officer