



Marine Wing Support Squadron 172  
Marine Aircraft Group 36



COMMANDING OFFICER'S REQUEST MAST  
POLICY

Every Marine and Sailor has the right to Request Mast and communicate directly with their commanding officer, up to and including the first General Officer in their chain of command. I consider this process essential for maintaining good order and discipline, and as a direct reflection of our unit's morale. When a Marine correctly uses this system, it demonstrates confidence in the chain of command, and it will not result in negative consequences for any individual.

Therefore, I expect every leader in this command to foster a climate that encourages the proper use of the Request Mast process. You will handle all requests with the urgency they deserve, adhering strictly to the timelines mandated in MCO 1700.23G. Let me be clear: any act of reprisal against a Marine for using this system will be met with swift and decisive action.

All officers in the chain of command are charged with resolving issues at the lowest appropriate level through the Request Mast process, regardless of who the petitioner requests to see. Each step taken and its outcome must be documented on the Request Mast Application (NAVMC Form 11296) and forwarded to the appropriate official.

The governing directives, including MCO 1700.23G and NAVMC 11296, are posted for your review. Familiarize yourself with these resources to understand the process. However, do not allow procedure to become an obstacle to leadership. Be proactive and find solutions. Remember that open and honest communication is a bedrock principle of our warfighting readiness.

Semper Fidelis,

  
A. T. Moyer  
Lieutenant Colonel, USMC



Commanding Officer, Marine Wing Support Squadron 172

## Inspector General of the Marine Corps Request Mast Guide

