

Maintenance and Control of Warfighting Publications

1. General

a. An organization's warfighting publications are a source of information on doctrine, TTP, organizational structures, and employment of equipment. Organizations authorized to hold warfighting publications should maintain them per instructions contained in MCO P5600.31, *Marine Corps Publications and Printing Regulations*. Mission requirements should determine what publications are ordered and maintained. Publications are a means to help facilitate mission accomplishment. Publication listings should be changed to facilitate mission accomplishment. A unit should not permit a shortage of publications that hinders mission accomplishment because the publications listing is no longer adequate. Publications listings are a unit's statement of publication needs and are the basis for the distribution of changes to and revisions of existing publications. Consequently, it is important that a unit properly maintain its publications listing.

b. Marine Corps units, both Regular and Reserve, shall maintain warfighting publications appropriate to the mission of the organization. Units should not hold copies of publications for which no current or anticipated need exists, except that each battalion, squadron, and larger units and each base, station, and air facility will maintain at least one copy (hard copy or electronic copy) of each MCWP and MCRP (less those currently designated as Joint Munitions Effectiveness Manuals) and those joint publications pertaining to expeditionary, amphibious, and landing force operations. Reserve units, at battalion/squadron level and higher, will ensure that publications required, but which are not on hand, are included on the unit's mobilization listing of publications.

c. A Marine Corps Bulletin in the 5600 series listing current Marine Corps warfighting publications is issued annually.

2. References (Current Editions). In addition to this Order, the following references apply:

a. Joint Pub 1-01, Joint Publication System (Joint Doctrine and Joint Tactics, Techniques, and Procedures (JTTP) Development Program), implements the Joint Doctrine Master Plan and provides a numerical index of Joint Publications.

b. MCO P5600.31, Marine Corps Publications and Printing Regulations, contains the guidelines for ordering doctrinal publications.

c. OPNAVINST 5605.19, Requirements List of Communications and Tactical Warfare (COMTAC) Publications for the Operating Forces of the Navy, Unified and Specified Commands; and US Elements of International Commands, publishes the requirements for holding COMTAC publications. Publications listed include Allied publications and naval warfare publications.

d. NPFC 2002D, Unabridged Navy Index of Publications and Forms, provides information necessary to order certain AJP's and NWP's.

MCO 5600.20N  
21 Jun 2004

e. OPNAVINST 5510.1, Department of the Navy Information Security Program Regulation, provides guidance for classifying and safeguarding classified information.

f. NWP 0, Naval Warfare Documentation Guide, provides NWP review responsibilities and procedures and instructions for maintaining a naval warfare publications library.

g. MCO 5600.43, Joint Technical Coordinating Group for Munitions Effectiveness (JTCG/ME) Publications.

3. Distribution System. Electronic distribution of publication coordinating drafts will be made by MCB Quantico, VA through the Doctrine Division website. Upon completion of the review process, approved publications will be forwarded to HQMC (ARD) for printing. Distribution of approved publications will be established by DC CD (C 398) and accomplished through CG MCLB, Albany, GA.