



UNITED STATES MARINE CORPS  
MARINE CORPS RECRUIT DEPOT/WESTERN RECRUITING REGION  
1600 HENDERSON AVENUE SUITE 206  
MCRD SAN DIEGO, CALIFORNIA 92140-5001

DepO 1742.2H  
1A

NOV 04 2003

DEPOT ORDER 1742.2H

From: Commanding General  
To: Distribution List

Subj: ABSENTEE VOTER REGISTRATION PROGRAM

Ref: (a) MCO 1742.1A

1. Situation. To promulgate absentee voting instructions per reference (a).
2. Cancellation. DepO 1742.2G.
3. Mission. To ensure that all military personnel, eligible family members and other personnel listed in the reference, assigned to MCRD/WRR, have access to information on exercising their right to vote via the absentee voting process.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. To ensure that all personnel assigned to MCRD/WRR have access to the necessary materials or information in order to vote in state or national elections that they are properly registered to vote in.

(2) Concept of Operations

(a) The Depot Adjutant, under the staff cognizance of the AC/S G-1, is designated as the Depot Voting Assistance Officer and serves as the point of contact within MCRD/WRR for voting.

(b) The following major subordinate commands have been indentified and are responsible for dissemination and submission of all voting related correspondence to/from MCRD/WRR and as determined by the Unit Voting Assistant Officer (UVAO):

Commanding Officer, Recruit Training Regiment  
Commanding Officer, Headquarters and Service Battalion  
Commanding Officer, Weapons and Field Training Battalion  
Commanding Officers, 8th, 9th, and 12th Marine Corps Districts

b. Subordinate Element Missions

(1) MCRD/WRR commanders:

(a) Comply with the intent of this Order and the reference.

(b) Ensure maximum assistance is provided to military members of their commands, their spouses and family members, wherever stationed, in the exercise of their voting privileges.

(c) Assign in writing a company grade officer or staff non-commissioned officer (sergeants selected for staff sergeants not eligible) the additional duty as (UVAO) to manage the absentee voting program.

(d) Ensure every affected individual is afforded an opportunity to receive personal advice and assistance in the procedures of absentee voting per the state laws governing the individual's voting residence.

(e) Ensure military personnel are advised of their rights and responsibilities concerning voting. Other individuals listed in paragraph 4b(1)(b) above and in the reference should receive as much advice as is practical and compatible with their individual desires.

(f) Provide current absentee voting information for the respective States including election dates, officers to be elected, constitutional amendments and other proposals to be voted on, absentee registration and voting procedures, and other relevant information.

(g) Deliver a Federal Post Card Application (FPCA) in-hand to all Armed Forces personnel of voting age and make FPCA's available to spouses and family members as requested, for all elections at which candidates for President and Vice President are to be elected, or Senators and Representatives are to be elected.

(h) Provide for administering and attesting to the oath on the FPCA and balloting materials as required.

(i) Take necessary steps to prevent fraud, to protect votes against coercion of any sort, and to safeguard the integrity and secrecy of ballots cast.

(j) Expedite, to the greatest extent possible, the transmission, handling, and delivery of incoming mail and the postmarking, handling, dispatching and transmission of outgoing mail (including FPCA's) identifiable as balloting material.

(k) Ensure the UVAO maintains sufficient records to complete the annual voting assistance report to include: Number of service members assisted, number of family members assisted, and synopsis of activities/

programs conducted during "Armed Forces Voters Week," number of service members who attended absentee voting information training, and number of family members who attended absentee voting information training.

(l) Inspect the command voting assistance program using the IGMC AIRS Detailed Inspection Checklist #210 03 Unit Voting Assistance Officer (UVAO) section.

(m) Ensure the UVAO maintains a thorough turnover folder.

(n) Ensure the UVAO conducts and documents training on absentee registration and voting procedures to unit members.

(2) Depot Adjutant

(a) Augment the Depot Inspector as required to support the CGIP for inspection of absentee voting programs.

(b) Disseminate voting information to all subordinate commands.

(c) Prepare and submit the Annual Voting Report to HQMC.

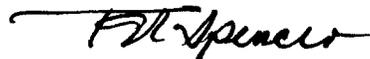
(3) AC/S Inspector. Include the Absentee Voting Program in the CGIP.

4. Administration and Logistics. Submit recommended changes to this Order to this Command (Attn: Depot Adjutant).

5. Command and Signal

a. This Order is effective the date signed.

b. This Order is applicable to all units under the administrative control of MCRD/WRR.



T. W. SPENCER  
Chief of Staff

DISTRIBUTION: A/G