



UNITED STATES MARINE CORPS  
I MARINE EXPEDITIONARY FORCE  
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IN REPLY REFER TO:  
1121  
G-1  
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POLICY LETTER 1-17

From: Commanding General, I Marine Expeditionary Force  
To: Distribution List

Subj: TRANSGENDER REPORTING PROCEDURES

Ref: (a) DTM 16-005 of 30 June 2016  
(b) DoDI 1300.28 of 30 June 2016  
(c) Transgender Service in the U.S. Military: An Implementation Handbook of 30 September 2016  
(d) MCBul 1121 of 22 November 2016  
(e) MARADMIN 631/16 of 5 December 2016

1. Situation. On 30 June 2016, the Secretary of Defense announced a change in Department of Defense policy allowing the open service of transgender Service members.

2. Mission. This Policy Letter provides reporting procedures to Headquarters Marine Corps when a Marine or Sailor is diagnosed with gender dysphoria by a military medical provider per the references.

3. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. Standardize reporting within I Marine Expeditionary Force (MEF) when a Marine or Sailor is diagnosed with gender dysphoria by a military medical provider.

(2) Concept of Operations

(a) No otherwise qualified Marine or Sailor may be separated, discharged, or denied reenlistment or continuation solely on the basis of their gender identity.

(b) Commanders will provide specific, limited information as indicated below so as to maintain the confidentiality of the Marine or Sailor making the notification.

(c) Per reference (c) "Sex and gender are different. Sex is the assignment made at birth as male or female, based on anatomy. Gender identity is an individual's internal sense of being male or female. Gender role or expression is the socially defined roles and characteristics of being male and female associated with that sex. For most people, gender identity and expression are consistent with their sex assigned at birth. However, in transgender individuals, gender identity and/or expression differs from their sex assigned at birth."

DISTRIBUTION STATEMENT E: Distribution authorized to DoD components only per I MEF COS as of 3 March 2017. Other request for this document shall be referred to I MEF SSEC.

(d) All Marines will continue to treat each other with dignity and respect. Harassing, hazing, or bullying will not be tolerated and may be subject to administrative or punitive action.

b. Tasks

(1) I MEF Force Surgeon. Provide to the I MEF CG, upon request, the number of I MEF transgender cases pending within the military medical system.

(2) Major Subordinate Commands (MSC), Commanding Generals; and Major Subordinate Elements (MSE), Commanding Officers

(a) Familiarize yourself with the requirements and commander's responsibilities described in references (a) through (e).

(b) When a Marine or Sailor is diagnosed with gender dysphoria by a military medical provider, the command will provide the following information to M&RA, Service Central Coordination Cell (SCCC):

1. Marine/Sailor's rank and MOS.
2. Marine/Sailor's birth sex.
3. Command point of contact.

(c) Additionally, MSC Commanders will ensure the I MEF G-1 is informed whenever notification is made to M&RA (SCCC).

(d) It is imperative that only the information requested in paragraph 3.b(2)(b) (i.e., no name submission) is provided as to protect the confidentiality of the Marine or Sailor.

(e) Ensure that supporting military medical providers understand their reporting chain when a Marine/Sailor is diagnosed with gender dysphoria by a military medical provider.

(f) Ensure all Marines and Sailors are trained on the new policy. Information for training, along with discussion vignettes, is provided in reference (c).

1. Mobile Training Team. Per reference (e), Headquarters Marine Corps will detail a Mobile Training Team (MTT) to visit major Marine Corps installations during FY17.

2. Target Audience. The target audience for the MTT education and training is commanders in the rank of lieutenant colonel and above, their senior enlisted advisors, and command surgeons. The target audience is directed to review reference (e) prior to attending the training.

4. Administration and Logistics

a. Administration

(1) Implementation Handbook. The handbook is available at: <http://www.defense.gov/News/Special-Reports/0616transgender-policy> under

"Resources". The MTT schedule will be sent via separate correspondence.

(2) Exception to policy. Exception to policy requests will be submitted to M&RA (SCCC) via the individual's chain of command and the I MEF CG.

b. Logistics. None

5. Command and Signal

a. Command. This Policy Letter is applicable to the I MEF total force.

b. Signal

(1) Commanders, Senior Enlisted Advisors, and medical personnel should contact the Marine Corps' SCCC with any questions concerning the policy.

(2) The SCCC can be reached at USMC.SCCC@usmc.mil or (703) 784-9378 (DSN 278).

(3) This Policy Letter is effective the date signed.

  
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