



Marine Corps Air Station Iwakuni
Administrative Photo Verification Form
Send completed verification forms to:
mcascommstrat@gmail.com

1. Photo Type: OMPF <input type="checkbox"/> Command Board/Official <input type="checkbox"/> Biography <input type="checkbox"/> Official No Fee Passport <input type="checkbox"/> <small>*** Not Tourist Passport</small>			
Marine of the Quarter/Year <input type="checkbox"/> <small>*** Awarded, not nominated</small>		Sailor of the Quarter/Year <input type="checkbox"/> <small>*** Awarded, not nominated</small>	
Special Request <input type="checkbox"/>			
2. Name (Last, First, MI.):			
3. Rank:		4. Primary MOS:	
5. DoD ID:		Billet Description:	
6. Height (in inches): OMPF/Photo Only		7. Weight: OMPF/Photo Only	
8. Body Fat Percentage (if Applicable): OMPF/Photo Only PFT/CFT 285 EXMP		9. Weigh-in Date (Valid within 30 days): OMPF/Photo Only	
10. Unit			
11. Major Command:			
12. Purpose of Photo:			
13. Verified By (Choose One): CO <input type="checkbox"/> XO <input type="checkbox"/> SgtMaj <input type="checkbox"/> 1stSgt <input type="checkbox"/> *SEL <input type="checkbox"/> **I&I <input type="checkbox"/> <small>*Defined as an enlisted Marine serving in a command leadership billet in the place of a 1stSgt or SgtMaj. ** I&I is an Inspector - Instructor *** OMPF Photos can only be verified by CO, XO, SgtMaj, and 1st Sgt.</small>			
14. Verifier's Name (Rank, Last, First, MI.):			
15. Verifier's justification including references (e.g., MCO, MARADMIN, Award Certificate, CO Req Ltr to SIA, LOE, PCS order, DD1614 etc.) for all photos other than OMPF:			
16. Verifier's Signature: Digital signature only			

- Per MCO 3104.1B, the uniform for **OMPF photos is Service C. Command/Official photo is Service A.**
- Command Board Photos are taken/printed for slated command billets only (i.e. CO, XO, SgtMaj, 1st Sgt).
- MoQ, NCOoQ, Junior/Senior SoQ/SoY, PoQ/PoY photos are **only provided to board winners.**
- MARADMIN 369/21 3. In accordance with reference (b), effective 1 September 2020, **photographs are not authorized information for promotion boards and selection processes pertaining to assignment, training, education, and command.** HQMC (CMC) will continue to ensure OMPF photographs are not considered by promotion boards and selection processes
- MARADMIN 491/20 2. Effective 1 September 2020, in accordance with reference (a), **photographs are not authorized information for promotion boards and selection processes pertaining to assignment, training, education, and command.** This prohibition includes official photographs located in the Official Military Personnel File (OMPF), as well as photographs submitted in correspondence by individual Marines

Submit all completed forms to:
mcascommstrat@gmail.com

To schedule an appointment scan the QR code or visit
www.mcasiwakuni.marines.mil/Organizations/Station/COMMSTRAT/

