



Marine Corps Air Station Iwakuni
COMMSTRAT Administrative Photo
Verification Form
 Bldg 1

Hours of Operations: Monday - Friday 0800-1100,
 1300-1600



Photo Studio Website
 (APV Form)

**Requester fills out boxes 1-12 **Verifier fills out boxes 12-16	
1. Photo Type: OMPF <input type="checkbox"/> Command Board <input type="checkbox"/> Official (Bio) <input type="checkbox"/> Official No Fee Passport <input type="checkbox"/> <small>**only CO, XO, SgtMaj, CMC</small> <small>*** Not Tourist Passport</small>	
Marine of the Quarter/Year <input type="checkbox"/> Sailor of the Quarter/Year <input type="checkbox"/> <small>*** Awarded, not nominated</small> <small>*** Awarded, not nominated</small>	
2. Name (Last, First, MI.):	
3. Rank:	4. Primary MOS:
5. DoD ID:	Billet Description:
6. Height (in inches): OMPF/Photo Only	7. Waist (in inches): OMPF/Photo Only
8. Waist and Height Ratio OMPF/Photo Only	9. Date Taped (Valid within 30 days): OMPF/Photo Only
10. Unit	DSN:
11. Major Command:	
12. Within Body Composition Standards Y N	13. Purpose of Photo:
14. Verified By (Choose One): SEL* CO XO CHRO Dir. MCCS Dir. Superintendent <small>*Defined as an enlisted Marine serving in a command leadership billet in the place of a 1stSgt or SgtMaj or CMC.</small> <small>*** OMPF Photos can only be verified by the command senior leadership, must be within 30 days of H&W. (SEL, CO, or XO)</small> <small>**DODEA</small>	
15. Verifier's Name (Rank, Last, First, MI.):	
16. 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:	
17. Verifier's Signature: <small>**No signature need for official visa/passport but must provide travel orders/ SIA</small> <small>**GS, DoDEA, NAF Employees and Dependents must call for supporting documents</small>	
<p>- Per MCO 3104.1B, the uniform for OMPF photos is Service C. Command/Official photo is Service A. OMPF photos will not be emailed to customer. <u>Once submitted photos may take 7-10 business days to populate.</u></p> <p>- Command Board Photos are printed for slated command billets only (i.e. CO, XO, SgtMaj, CMC).</p> <p>- MoQ, NCOoQ, Junior/Senior SoQ/SoY, PoQ/PoY photos are only provided to board winners. (Unless proper justification is provided)</p> <p>- NAVPERS 15665J, prescribed uniform for command board photo is Service Dress Blues.</p> <p>- Official No-Fee Passport Photo for Government Travel, references must include official documentation.</p> <p>- Photos for U.S. visas or permanent resident cards (Green Cards) for dependents are NOT provided because these are regular fee-based applications.</p> <p>- GS, NAF, and DoDEA Employees and Dependents must call for supporting documents</p> <p>**After submitting your requests, if you do not receive a confirmation email, please call to confirm your appointment.</p> <p>**Your appointment is not booked until you receive a confirmation email.</p> <p align="center">Submit all completed forms to: mcascommstrat@gmail.com</p> <p align="center">To schedule an appointment call 253-6835 or visit www.mcasiwakuni.marines.mil/Orginizations/Station/COMMSTRAT/</p>	

For Special Requests call 253-6835