



**2D COMBAT ENGINEER BATTALION
COMMANDING OFFICER'S
REQUEST MAST
POLICY STATEMENT**



Request Mast is the right of every Marine or Sailor in 2d Combat Engineer Battalion. Request Mast is the process by which all Marines and Sailors may directly seek assistance from, or communicate grievances to, their Commanding Officers. This right includes, but is not limited to:

- The ability to communicate directly with your Commanding Officer.
- The requirement that the Commanding Officer consider the matter and personally respond to you in a timely manner.
- The ability to communicate not only with your immediate Commanding Officer, but also with any commander in the chain of command up to the 2d Marine Division Commanding General.

While it is a best practice to first attempt to address grievances through your immediate chain of command, if you do not believe that your immediate chain of command will listen to and consider your concern, then you retain the right to Request Mast.

Before you submit a Request Mast it is recommended that you read the Marine Corps Order on Request Mast, MCO 1700.23G, to ensure you understand the process. You can also seek advice from the Battalion Sergeant Major, the S-1, Chaplain, or any Staff Non-Commissioned Officer or Officer in the battalion. It is NOT required that you disclose the subject of your Request Mast to anyone you are seeking advice from. You also have the option to submit your Request Mast in a sealed envelope to ensure your privacy.

B. S. PETERSON
Lieutenant Colonel, United States Marine Corps
Commanding Officer, 2d Combat Engineer Battalion