



**UNITED STATES MARINE CORPS**  
 HEADQUARTERS BATTALION  
 TRAINING AND EDUCATION COMMAND  
 2006 HAWKINS AVENUE  
 QUANTICO VIRGINIA 22134

IN REPLY REFER TO  
 3574  
 S3  
 27 Sep 22

From: Operations Officer, Headquarters Battalion  
 To: Company Commanders

Subj: FISCAL YEAR 2023 ANNUAL RIFLE QUALIFICATION AND COMBAT PISTOL PROGRAM TRAINING DATES

Ref: (a) MCO 3574.2M Marine Corps Combat Marksmanship Programs  
 (b) BnO 3574.2M Combat Marksmanship Program  
 (c) WTBnBul 3574 Fiscal Year 2023 Annual Rifle Qualification and Combat Pistol Program Conducted by Weapons Training Battalion Quantico

1. Headquarters Battalion (HQ BN) in coordination with Weapons Training Battalion (WTBn) provide Annual Rifle Qualification (ARQ) and Combat Pistol Program (CPP) training to provide Marines the opportunity to complete annual marksmanship training requirements.

2. The Fiscal Year 2023 (FY23) schedule below identifies the ranges and specific allocations for each range iteration. Marines are required to be present for all briefs and the entire duration of all preparatory training to participate in the live fire portion of the training. Failure to attend will result in being dropped from the range.

<b>ANNUAL RIFLE QUALIFICATION (ARQ)</b>				
<b>ARQ</b>	<b>PREPARATORY TRAINING</b>	<b>LIVE FIRE</b>	<b>ALLOCATIONS</b>	<b>CO</b>
1-23	26 - 28 OCT	31 OCT - 3 NOV	38	HQ
2-23	22 - 24 FEB	27 FEB - 2 MAR	38	M&R
3-23	8 - 10 MAR	13 - 16 MAR	38	CD&S
4-23	5 - 7 APR	11 - 14 APR	37	HQ
5-23	10 - 12 MAY	15 - 18 MAY	37	M&R
6-23	9 - 11 AUG	14 - 17 AUG	45	CD&S
7-23	23 - 25 AUG	28 - 31 AUG	45	HQ
8-23	20 - 22 SEP	25 - 28 SEP	45	M&R

<b>COMBAT PISTOL PROGRAM (CPP)</b>				
<b>CPP</b>	<b>PREPARATORY TRAINING</b>	<b>LIVE FIRE</b>	<b>ALLOCATIONS</b>	<b>CO</b>
1-23	26 - 28 OCT	31 OCT - 2 NOV	95	HQ
2-23	22 - 24 FEB	27 FEB - 1 MAR	95	M&R
3-23	8 - 10 MAR	13 - 15 MAR	95	CD&S
4-23	5 - 7 APR	11 - 13 APR	95	HQ
5-23	10 - 12 MAY	15 - 17 MAY	95	M&R
6-23	9 - 11 AUG	14 - 16 AUG	95	CD&S
7-23	23 - 25 AUG	28 - 30 AUG	95	HQ
8-23	20 - 22 SEP	25 - 27 SEP	95	M&R

3. A FY23 Marksmanship Training Letter of Instruction (LOI) will be published. It includes all details for scheduling, conducting, and recording

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marksmanship training. Fragmentary orders will be released prior to individual ranges, as required.

4. WTBn conducts one-day CPP sustainment ranges. These ranges are conducted the day after the CPP ranges are completed. Specific requirements for the CPP Sustainment Ranges is detailed in the annual marksmanship LOI.

CPP SUSTAINMENT RANGES	
RANGE	DATE
CPP SUS 1	3 NOV
CPP SUS 2	2 MAR
CPP SUS 3	16 MAR
CPP SUS 4	14 APR
CPP SUS 5	18 MAY
CPP SUS 6	17 AUG
CPP SUS 7	31 AUG
CPP SUS 8	28 SEP

5. All ranges will include a range brief, weapons issue, preparatory training, skills evaluations, live fire training, qualification, and weapons turn-in / de-issue. Specific events and timelines will be included in the LOI.

6. All range nominations must be submitted to the operations section from the respective company office. All range nominations, and support rosters must be submitted to the Battalion S-3 in accordance with the timelines outlined in the FY23 Marksmanship LOI. Failure to have rosters submitted on time will result in forfeiture of that company's allocations for that specific range. Unused allocations will be redistributed to the companies if unfilled or not submitted in accordance with the established timelines.

7. All requirements to support the range details are outlined in the annual marksmanship LOI. It is the company's responsibility to fill this requirement or request assistance from the other companies if they cannot do so. The Staff Non-Fire brief is conducted at WTBn on the Monday during the preparatory training week.

8. Upon completion of the range, the operations section will receive the official scoresheets from WTBn. All scores will be entered and certified into the Marine Corps Training Information Management System (MCTIMS) by the Battalion S-3. Companies will not submit any marksmanship scores, and must bring any concerns to the operations section to get them corrected.

9. The point of contact for annual marksmanship training is the Battalion Operations Section at (703) 784-2555.

  
I. M. GREGORY