UNITED STATES

NAVAL HOSPITAL

OKINAWA, JAPAN

WELCOME ABOARD GUIDE

Important Information for Newcomers

U.S. NAVAL HOSPITAL OKINAWA, JAPAN
BUILDING 960, CAMP FOSTER

www.med.navy.mil/sites/nhoki

DEPARTMENT OF THE NAVY

U.S. NAVAL HOSPITAL
OKINAWA, JAPAN
PSC 482, BOX 1
FPO AP 96362-1600

IN REPLY REFER TO

1740
Ser 00F0/28034

From: Commanding Officer, U.S. Naval Hospital Okinawa

Subj: WELCOME ABOARD LETTER

1. Congratulations, it is an honor to be one of the first to welcome you to U.S. Naval Hospital Okinawa. I look forward to meeting you as you begin your tour at Navy Medicine's largest overseas military treatment facility that provides care to over 47,000 personnel on Okinawa and nearly 190,000 in the Western Pacific region.

2. Our mission is to "enable readiness and wellness while providing safe, accessible, high-quality, patient-centered care". We do this at our main hospital, located on Camp Foster, and at six branch clinics located on other U.S. Marine Corps Bases on Okinawa with a diverse staff of over 1,300 officers, enlisted, and civilians, with a multitude of specialties and experiences.

3. Before you arrive to U.S. Naval Hospital Okinawa, I would ask that you read my Command Philosophy that includes three fundamental tenants to our success (enclosure (1)). In summary, these tenants include the following:

- *We Deliver*…mission capability by providing safe, high quality, and compassionate care as a unified team.

- *We Lead*…guided by our Navy's Core Values; by understanding, meeting, and instructing to our standards; and by taking care of ourselves, our Shipmates, our families and our community.

- *We are Ambassadors*…for health and wellness and in our communities.

4. I firmly believe if we keep these values and principles in the forefront of our daily activities, we will be successful in accomplishing our mission.

5. I look forward to having you as a member of my staff and working with you in the future. Your assigned sponsor will assist you in your transition to Okinawa. However, should you need additional support, please contact the staff of the Human Resources Department at usn.butler.navhospokinawaja.mesg.nhoki-hrdstaff@mail.mil or DSN: 315-646-7538/Commercial from the U.S.: 011-81-98-970-7538. Additionally, if your family needs any assistance or has questions, a great place to start is contacting our Command Ombudsmen who can provide appropriate guidance on a wide variety of topics. Our Command Ombudsmen can be reached at NHOKIOmbudsman@gmail.com.

/s/
T. H. WEBER

DEPARTMENT OF THE NAVY

U.S. NAVAL HOSPITAL
OKINAWA, JAPAN
PSC 482, BOX 1
FPO AP 96362-1600

IN REPLY REFER TO

20 Jul 2015

Subj: COMMAND PHILOSPHY STATEMENT

Our mission is to enable readiness and wellness while providing safe, accessible, high-quality, patient-centered healthcare. Accomplishing this mission set requires that:

We Deliver

- ***Mission capability.*** *Meeting the needs of those who go in harm's way by delivering on Navy Medicine's strategy of Readiness, Value, and Jointness across the Pacific area of operations.*
- ***Safe, high quality, and compassionate care.*** *In healthcare we hold a sacred trust between staff, patients, families, and our community. Nothing is more important than ensuring this trust is re-earned with every encounter with patients and families. Think safety in every action, hold each other accountable, conduct critical assessments, and continuously improve from our lessons learned.*
- ***Healthcare as a unified team****. No team member is more important than the other. We all must work together as a team in order to deliver optimal care, regardless of position, rate, or uniform.*

We Lead

- ***Guided by our Navy's Core Values of Honor, Courage, and Commitment.*** *Every member of this Navy command is a leader; every Navy leader lives by our Core Values. This includes fostering an environment of integrity, trust, human dignity, moral courage, and mutual respect.*
- ***By understanding, meeting, and instructing to our standards.*** *Everyone must set the example from top to bottom, this includes knowing the applicable standards of our organization – clinically or administratively. If the standard is not known, ask. If a Shipmate is unsure of the standard provide them with appropriate guidance.*
- ***By taking care of ourselves, our Shipmates, our families and our community.*** *Be responsible for yourself and your Shipmates on and off duty. Take care of your families as they are critical to our organization's success and wellbeing. Ask for help in your personal and professional life if you need it, and actively help others who are in need.*

We are Ambassadors

- ***For health.*** *We will strive to improve the overall health and wellness of the greater community that we serve, within and outside the walls of our enterprise.*
- ***In our communities.*** *Each of us honorably represents this command and the U.S. Navy. Collectively, we will lean forward to be positive role models in our host nation.*

COMMAND MASTER CHIEF
U. S. Naval Hospital Okinawa
PSC 482 Box 2560
FPO AP 96362-2500

Seaman John Doe,

Congratulations on your orders to United States Naval Hospital Okinawa, Japan and welcome onboard! You are about to embark on an exciting tour of duty in the fast paced SEVENTH Fleet area of operations. United States Naval Hospital is part of the Forward Deployed Naval Force (FDNF) in Okinawa, Japan.

As the Command Master Chief, please allow me to assist you in ensuring a successful transition to your new home in Okinawa, Japan. You can find information about the Okinawa area posted on website www.mccsokinawa.com. Your sponsor will assist you in any way with your transition. Please, do not hesitate to call on him/her in any capacity for help or additional information.

If you have not been contacted by your sponsor my email is usn.butler.navhospokinawaja.mesg.cmc-nh-oki@mail.mil. Additionally, you will receive a Naval Message from the command with some important information on making the transition to your new overseas duty location.

As your Command Master Chief, my conviction is to make certain that you and your family are well taken care of. Proactive engagement on your part with your sponsor and our Ombudsmen Mr. Doug Chilson, Kristy Mills, and Hikaru Gray at nhokiombudsman@gmail.com can solve many issues and concerns before you arrive onboard, thus paving the way for a smooth transition.

Once you report, we will ensure you receive an effective Newcomers' Orientation Welcome Aboard (NOWA) brief, indoctrination, assignment of a mentor and the opportunity to immediately apply your specific skill sets to United States Naval Hospital Okinawa, Japan. Welcome aboard!!! We can't wait to have you - "We Deliver - We Lead - We are Ambassadors!"

Sincerely,

/s/
Q. T. NEWSOM
CMDCM(SW), USN
COMMAND MASTER CHIEF

U.S. NAVAL HOSPITAL OKINAWA, JAPAN
PSC 482 FPO, AP 96362

Dear Service Members and Families,

Welcome aboard to U.S. Naval Hospital Okinawa, Japan! As your Command Ombudsmen, it is our pleasure to be one of the first to say *Konnichiwa, Yōkoso* ("Hello, Welcome" in Japanese) or *Mensōre* as our Okinawan neighbors say. Bordered by the Pacific Ocean and the East China Sea, U.S. Naval Hospital Okinawa, Japan is the Navy's largest overseas hospital which serves patients stationed across the Western Pacific. Additionally, U.S. Naval Hospital Okinawa, Japan takes great pride in our support for all our families and staff.

If you are not familiar with the Navy's Family Ombudsman Program, the Ombudsman is a volunteer that works directly for the Commanding Officer, Executive Officer, and Command Master Chief as a liaison to relay information to you. We also serve as your family's voice in command matters. We are professionally trained as information and referral specialists, and strive to help you find the information you need, when you need it. Our mission statement is to serve you with the highest standards of professionalism, patience, reliability, and confidentiality.

For many, this may be your first overseas tour and you may be feeling apprehensive about being so far away from home, and having to adapt to a foreign country and way of life. We assure you, our Okinawa community is ready to welcome you. During your tour on Okinawa, we encourage you to join in the many activities that the island community has to offer. We have information on the many aspects of Okinawa, as well as resources on military and family life. Plus, you will find Okinawa, as well as all of Japan, has a rich culture for you to get out and enjoy while you are stationed here. We invite you to come in and talk to us whenever you would like. We are located conveniently on the first floor of U.S. Naval Hospital Okinawa, Japan between Subway and Chapel Services, room 1W0106.

We are here to serve you and make your time on Okinawa as comfortable as possible. For all of our unaccompanied service members, whose families are all back in the states or elsewhere, please know that we are here for you as well. Whether you have family or not, do not hesitate to contact us with whatever you need as we will connect you to the right resources. We can be reached by email at nhokiombudsman@gmail.com. Welcome Aboard!

Sincerely,

The U.S. Naval Hospital Okinawa, Japan
Ombudsman Team

/s/
Mrs. Kristy Mills
Mrs. Hikaru Grey
Mr. Douglas Chilson

WELCOME ABOARD GUIDE: IMPORTANT INFORMATION FOR NEWCOMERS
UPDATED: 14 SEPTEMBER 16

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1. RELOCATION ASSISTANCE

Web addresses for relocation related information are located on:

- The MCCS Okinawa webpage: www.mccsokinawa.com/welcomeaboard/
- The MCB Camp S. D. Butler on the Military Installations application located on the MilitaryOneSource website: www.militaryonesource.mil

2. PCS ORDERS

Service members should review the permanent change of station orders to ensure awareness and understanding of all applicable entitlements to include current household goods weight restrictions and allowances, military pay and allowances, local housing policies, Government of Japan pet importation regulations and additional information as may be necessary on a case-by-case basis, immediately upon receipt. In addition, they should revise their military orders to ensure details regarding family members are up-to-date and accurate prior to separating from his or her detaching command. Also, saving electronic copies of important documents (i.e. PCS orders, Area Clearance/Dependent Entry Approval) is highly recommended since the member will need these documents when checking in.

3. MILITARY ID, PASSPORTS & RE-ENTRY STAMPS (revised April 2015)

Inbound service members should verify that all their documents are up to date and all IDs are valid at the time of departure. Name and initials should match on all identification. All dependents, regardless of age, must have a passport. Dependents 10 years of age or older must also possess a valid military ID. Failure to provide these documents could result in not being able to board the Patriot Express flight.

All family members must have a passport before departing to Okinawa. The JTR states that military family members rate are authorized no-fee passports. More information can be obtained at the designated passport agent, IPAC Office or http://travel.state.gov/content/travel/english.html .

Family members may also travel with their tourist passport. No matter what passport they use, they must have military orders and Area Clearance/Dependent Entry Approval with them.

Service members can travel to Japan with original orders and military I.D. However, it is highly recommended that they obtain a tourist passport, especially if they plan on traveling during their tour in Japan.

No-fee passports should not be used when visiting other countries for leisure travel. No-fee passports are intended for official business only (from the United States and back). Service members are also highly encouraged to obtain a passport before departing to Okinawa. Foreign-born spouses Dependents who are not U.S. citizens may not receive do not rate a no-fee passport until they become a U.S. Citizen. A dependent who is not a U.S. citizen must travel to Japan with their original passport issued by their country of citizenship. If the foreign-born spouse non-U.S. citizen dependent is not a Japanese citizen, they will need to check with the Japanese Embassy/Consulate to find out the entry/visa requirements for citizens of the country of their passport they hold.

They Non-U.S. citizen dependents should also contact the U.S. Immigration and Naturalization Services and inquire about their immigration status just in case they have to return to the United States after coming to Japan. If they have received their Residency/Green Card or permanent visa to stay in the U.S., they should not have any issues returning.

As soon as possible after arrival on Okinawa, DoD Civilian employees and active duty/civilian dependent family members (including Active Duty dependents) are REQUIRED to obtain a Multiple Exit/Re-entry Permit stamp in their passport to ensure exit from and reentry to Japan without problems. The Multiple Exit/Re-entry Permit stamp for passports are issued by most the Installation Personnel Administrative Centers (IPAC) on Camp Foster, the Personnel Support Detachment (PSD) on Kadena Air Base and by the MCB PMO Customs Office during normal working hours. Military Orders (military) or Letter of Employment (civilian) along with the passport(s) are required for get to receive permit stamps at IPAC or PMO Customs.

4. ELECTRONIC WELCOME ABOARD PACKAGE

Access Electronic Welcome Aboard Package (EWAP) to obtain more information at: http://www.mccsokinawa.com/welcomeaboard/

The EWAP contains helpful information pertaining to Newcomers' Orientation, Housing process, BEQ/BOQ/TLA policies, Pet Booklet, etc.

5. OVERSEAS SUITABILITY SCREENING (OSS) FOR FAMILY MEMBERS

Upon receipt of PCS orders to Okinawa, service members with accompanied orders must start the OSS process for ALL family member(s). This process involves medical, dental and educational screenings which will identify if the family member(s) has any special needs on these areas and if the US Naval Hospital Okinawa will have the resources to service them during their tour on Okinawa.

The service member's losing command, the area Suitability/Overseas Screening Coordinator or the nearest Medical Treatment Facility can provide information about the OSS process. For an overview of the OSS process and a list of required documents/forms to be completed can be found at the Okinawa Naval Hospital website located at:
http://www.med.navy.mil/sites/nhoki/Patients/OSS/Pages/default.aspx

For any questions or concerns regarding this process, please contact the Okinawa Overseas Screening Committee at:

DSN: 315-646-7408 or
Commercial: 011-81-98-971-7408
Email: NHOkiOSS@med.navy.mil or
NHOKI-OverseasScreeningCoordinator@med.navy.mil

Once the family member completes the OSS process and is found SUITABLE to come to Okinawa, their paperwork must be submitted to PSD requesting the Area Clearance/Dependent Entry Approval (DEA).

6. DEPENDENT ENTRY APPROVAL (AREA CLEARANCE)

What is Dependent Entry Approval?
Dependent Entry Approval or area clearance is COMMAND SPONSORHIP for dependents who accompany their service member on an overseas assignment.

Unlike locations in the United States where dependents of military personnel receive benefits and entitlements through their service member's sponsorship, dependents must obtain additional command sponsorship to receive similar entitlements when they accompany their service member overseas.

Who is required to have Dependent Entry Approval?
Dependent Entry Approval is for Family Members ONLY.
It is issued to service members for their dependents and is only valid for the duration of the accompanied tour in Okinawa.

What is required to obtain Dependent Entry Approval?
To be granted Dependent Entry Approval, members must complete a REPORT of SUITABILITY for OVERSEAS ASSIGNMENT NAVPERS 1300/16 application. The application is available through an online search.

Dependent(s) must complete a medical Suitability Screening as a prerequisite to completing the NAVPERS 1300/16 REPORT of SUITABILITY application. The medical screening process is explained at http://www.med.navy.mil/sites/nhoki/Patients/OSS/Pages/default.aspx. All required medical documents are also available through this site.

ALL family members must have an approved Dependent Entry Approval before departing to Okinawa. A Service Member should not detach from the losing command until their family has received an approved Dependent Entry Approval message. Members are advised to contact their parent command to conduct a dependent audit to add new dependents and confirm the accuracy of dependents' information. Failure to ensure this information is correct could result in delays in receiving Dependent Entry Approval.

Navy Personnel assigned to USNH Okinawa will submit their request via TOPS to: PERSUPP DET OKINAWA KADENA JA//N-1// per the current editions of MILPERSMAN 1300-300. Additional

information concerning Dependent Entry and Area Clearance may be obtained from Personnel Support Detachment, Okinawa on Kadena Air Base, which can be reached at DSN 315-634-6310.

Once the inbound service member receives the approved area clearance, he/she must, once again, verify if all family members are listed on the area clearance. In addition, they must check if all information is correct (SSN, DOB, etc.). If the information is incorrect, the service member must request it to be corrected before departing to Okinawa.

7. EXCEPTIONAL FAMILY MEMBER PROGRAM (EFMP)

The EFMP works with military and civilian agencies to provide comprehensive and coordinated medical, educational, housing, community support, and personnel services to families with special needs. Upon receipt of orders, transitioning service members with EFMP family members must contact the EFMP (contact information below) to ensure their family is prepared and ready for the move.

Exceptional Family Member Program (EFMP) (Navy)
Room 1E0601
U.S. Naval Hospital
Camp Foster
Phone: 011-81-098-971-7408
DSN: 315-646-7408 or 315-646-7399
Email: NHOkiEFMP@med.navy.mil

8. PETS

The process to bring a pet to Japan can be very extensive (6-9 months). We recommend that service members start this process as early as possible by visiting a Veterinary Facility (preferably on-base vet clinic, if available). All steps of the process must be completed in order to avoid delay. The pet process includes the following: 1) Microchip, 2) Vaccines, 3) Fluorescent Antibody Virus Neutralization (FAVN) rabies blood test , 4) Quarantine, 5) Health Certificate, 6) Advanced Notification. There are a couple of websites that you can visit to obtain information about bringing your pets to Okinawa.

- MCCS Okinawa Electronic Welcome Aboard Package located at http://www.mccsokinawa.com/welcomeaboard/ . Click on "Housing & Pets" and then click on "Pet Information" link which will access a booklet called "Importing Pets into Japan". This booklet covers the pet importation process step-by-step.

- Japan District Veterinarian Command website located at: https://phc.amedd.army.mil/organization/Pages/VtfDetails.aspx?VtfID=86&loc=JP

- Japan Animal Quarantine Service website located at: http://www.maff.go.jp/aqs/english/contactus.html

AMC flights will take pets and cages weighing a total of 150 lbs. However, space for pets is limited on AMC. If traveling commercially, pets with their cage weighing over a combined of 100 lbs. will probably have to go cargo, which is much more expensive. If this situation applies to an inbound family, we recommend they research the cost flying their pet via cargo. As mentioned above, this option is a much costlier option. They might be able to get a spot on AMC to come to Okinawa, but there is no guarantee that they will have a spot on AMC when they depart Okinawa, especially during the summer months. Most airlines (other than AMC) have severe restrictions regarding flying any pets during the summer months. Please check with the airlines to find out what restrictions/regulations they have regarding flying pets.

U.S. flagged airlines will no longer transport certain dog breeds, particularly the English bulldog or mixes of this breed at all. The Patriot Express still transports them, but space for pets is not guaranteed and is very limited throughout the year. We highly suggest that service members check with the airlines for regulations/restrictions/policies regarding short-nosed dogs before starting the process to bring pets to Okinawa.

9. BANNED DOG BREEDS

According to AFI 32-6001_AFGM2 and MCBJO 10570.1, certain dog breeds are prohibited in all Military Family Housing (MFH) on Okinawa. In addition, the Memorandum for all MFH in Okinawa http://www.housing.af.mil/shared/media/document/AFD-120525-022.pdf combines the restricted breeds and identifies them as follows:

- Pit Bull (full or mixed breed)
- Rottweiler (full or mixed breed)
- Canid-wolf hybrid (full or mixed breed)
- Doberman Pincher (full or mixed breed)
- Chow (full or mixed breed)

Please note that having one of these breeds is NOT justification to be granted permission to reside in off-base housing.

10. PETS AND MILITARY FAMILY HOUSING

All pet owners must ensure their dogs and cats are properly registered with the Base Veterinary Facility (VTF) within three days (72 hours) of arrival. All MFH residents will be required to complete the Pet Registration Form prior to assignment to MFH.

Two domestic pets per household, defined as a cat, dog or a combination, are allowed in single dwelling units, duplexes, multiplex units and towers. In tower buildings, cats are allowed on all floors; however, dogs are only allowed on the first and second floors.

Before making arrangements to bring a pet to Okinawa, you are strongly encouraged to contact the Housing Office at least 30 days prior to arrival to ensure pet friendly housing is available. Having a pet does not guarantee placement in a particular housing unit. Placement is based on

availability and the member's entitlement. The non-availability of pet friendly housing is not a justification to turn down a housing offer. You can learn more about military family housing and pets at https://www.mccsokinawa.com/welcomeaboard/#tab3 .

11. MILITARY FAMILY HOUSING (MFH) FOR ACCOMPANIED PERSONNEL

The Air Force is the DoD Executive Agent for all MFH on Okinawa. According to the 18 WG Policy Letter No. 38, all DoD personnel are mandated to live on-base, unless housing reaches the occupancy rate of 98% or more based on service member pay grade/family status. While there is an expectation to live in on-base housing, it is not guaranteed.

Eligible personnel (36 months accompanied tour) can submit an Advance Housing Application (Form DD 1746) to the Housing Management Office. Newcomers must also report to the housing office within 2 days after arriving on island to receive the housing brief and more information on their housing assignment. When visiting the Joint Housing Office, ensure copies of orders and Area Clearance/Dependent Entry Approval are brought to this appointment.

Before departing to Okinawa, members can submit the application (Form DD 1746) via email prior to their arrival along with a copy of their web orders to establish themselves in the housing waiting list database. Service member's application must identify and include supporting documentation for an impending promotion or gain of dependents so that he/she can be placed on the appropriate waiting list. A copy of their approved Area Clearance message will be required upon check-in.

More information regarding housing can be found at the Kadena Housing Management Office webpage at: http://www.housing.af.mil/okinawa/index.asp .

Kadena Housing Management Office
Kadena Air Force Base
718 CES/CEH
Unit 5261
APO AP 96368-5261
Commercial: 011-81-734-0582
DSN: (315) 634-0582 or (315) 634-0583

Failure to report to the report to the MFH Office within 2 working days of arrival will result in loss of Temporary Lodging Allowance (IIIMEF/MCIPACO 7220.1). This visit is necessary to verify your eligibility for TLA, and receive counseling and guidance before entering into any written lease or rental/sales contract for housing. Navy Personnel should contact their command/PSD to clarify how this policy affects them, especially if they are reporting to a Marine Corps command.

12. BACHELOR QUARTERS MANDATORY POLICY

The MCIPAC Letter 4-13, signed 11 February 2013, states that bachelor and unaccompanied enlisted military service members in pay grades E-1 through E-7, Warrant Officers in pay grades

WO-1 through CWO-3, and Officers in pay grades 0-1 through 0-3 shall be assigned to live in on-base bachelor housing/quarters.

This policy also states that Overseas Housing Allowance (OHA) will NOT be paid to an unaccompanied military service member already drawing Basic Housing Allowance (BAH) for family members back in CONUS. This policy applies to ALL ranks, including senior enlisted and officers on unaccompanied tours to Okinawa, who are not subject to the mandatory Bachelor Quarter assignment policy discussed above.

13. DUAL SERVICE MEMBERS AND HOUSING/BILLETING

Before departing to Okinawa, dual service members must check with their new command and the housing office regarding policies that could affect them. These policies can vary depending on their branch of service, but the following are the most common issues:

- If both service members are on unaccompanied tours, they will not receive family housing. Those who are below the rank of O-4/E-8 will be required to live at the BOQ/BEQ. Dual military service members should contact their command, sponsor and Housing Office to obtain the correct information before heading to Okinawa.

- If both service members are on 36 months accompanied tours, they will not rate TLA if they arrive at different times without a dependent. Therefore, the service member that arrives first must stay at BOQ/BEQ and report to the housing office to receive information about starting the housing process before his/her spouse arrives.

- In addition, dual active duty service members must have accompanied orders to request Government furniture.

14. HOUSEHOLD GOODS (HHG) WEIGHT RESTRICTION

According to Appendix W of the Joint Travel Regulations, Accompanied and unaccompanied USN members assigned to non-USMC commands (such as U.S. Naval Hospital Okinawa, Japan) are authorized the HHG weight allowance. Members are encouraged to contact Personnel Support Detachment, Okinawa, at (DSN) 315-634-6310 for more information.

15. FURNISHINGS

- Accompanied Personnel- furniture and appliances will be provided for accompanied service members for the duration of their tour. Information about the items provided by the furnishings management office can be found at: http://www.housing.af.mil/okinawa/index.asp

  These furnishings can be returned upon the arrival of your HHG shipment.

- Unaccompanied Service Members- bachelor and unaccompanied enlisted military service members should not ship their household goods to Okinawa. There is no space at the bachelor quarters to accommodate furniture. If member is provided a Certificate of Non-Availability from the billeting office (BEQ/BOQ) and given the permission to reside off-base, the member can look for off-base housing that is already furnished. For more information, please call the Housing Management Office at DSN (315) 634-0582/0583.

16. ENTITLEMENTS

- Temporary Lodging Entitlement (TLE)

  Receipts are "a must" to claim this reimbursement and they must be itemized and carry a zero balance.

- Dislocation Allowance (DLA)

  Unaccompanied members who have dependents that relocate from their residence IAW their issued PCSO may rate DLA. They must ensure that the designated location elected is a CONUS location and is written into their orders. A dependent travel claim must be submitted upon arrival to receive this entitlement.

- Temporary Lodging Allowance (TLA)

  Sponsors are responsible for making lodging reservations at government approved Temporary Lodging Facilities (TLF) for the inbound family to reside at awaiting assignment to military housing. TLA is authorized to assist the service member in partially offsetting expenses incurred during the occupancy of temporary lodging. There is no entitlement to TLA while in a travel status or once permanent quarters are occupied.

  TLA is contingent upon:

  - Personnel MUST use a government TLF (i.e., WestPac, Courtney or Hansen Lodge) unless a Certificate of Non-Availability (CNA) is obtained stating that the facility closest to their place of work is not available for occupancy.

  - If the member chooses to stay at an off base TLF and does not provide a CNA from the on base TLF, then the member's lodging reimbursement under TLA will be limited to the government TLF rate, not the rate of the off base TLF. For a family consisting of one active duty member and three dependents, the cost is currently $125.00 per day for an on base facility and can be as much as $300.00 per day in an off- base TLF.

- Upon arrival, Navy personnel should check with their personnel support detachment for current guidelines.

PETS (Dogs & Cats) ARE NOT ALLOWED in any of the Marine Corps camps military lodging facilities, so personnel will be required to make kenneling arrangements. A Certificate of Non-Availability (CNA) will not be provided due to pets.

TLA is not payable to members who arrive with non-command sponsored dependents, members who arrive prior to their command sponsored dependents, and members married to members without dependents who arrives separately (the member that arrives first must occupy single type quarters until the other member arrives). Any questions, please contact the disbursing office at 645-7343.

If billeting is not available for the service member, a Certificate of Non-Availability (CNA) must be obtained from billeting office prior to occupying any temporary lodging facilities off-base. Without the CNA, TLA will not be reimbursed. In addition, the CNA does not backdate. The service member's sponsor must obtain this document before the service member can stay at a lodging facility off-base.

Personnel accompanied by dependents must be prepared to pay $1250 to $3525 for temporary lodging and subsistence for the initial 10-day period. Personnel are eligible for TLA to offset costs until private or government quarters are obtained. TLA is paid based on the number of days temporary lodging is required and will be reimbursed in 10 day increments. Personnel assigned to Okinawa will not normally be authorized more than 30 days of TLA.

Advance payment of TLA is authorized and encouraged for personnel who may require temporary lodging. Advances can be requested upon arrival (service member must receive a reporting endorsement prior to submission). The TLA payment process normally takes between 5-7 business days and payments will be made directly to the service member's direct deposit account. Personnel are required to pay the full amount of their final TLF bill upon check out. Therefore, requesting advance TLA is highly encouraged if adequate funds to pay the bill are not available.

TLA CLAIM: There has been an increase in service members being denied compensation for traveling costs due to noncompliance of travel instructions specified on their orders. We recommend all inbound service members to review their travel orders thoroughly and plan their leave and travel arrangements accordingly.

When booking temporarily lodging through Marine Corps Community Services Okinawa, due to non-availability of on-base lodging, accompanied service members must request an itemized receipt, pay in full and receive a zero balance receipt in order to receive/qualify for reimbursement. For more

information or assistance, please contact MCCS Tours Plus at DSN: (315) 645-8500.

17. NEWCOMERS' ORIENTATION WELCOME ABOARD BRIEF (NOWA)

Newcomers' Orientation is mandatory for all accompanied (all ranks) USMC and USN service members, civilian employees, family members (military and civilian) age 10 and up, and all unaccompanied USMC (E-6 and above) and USN (E-6 and above), and civilian (all grades) new arrivals are required to attend Newcomers' Orientation within 2 weeks of arrival. Attendance must be confirmed prior to the MCB Safety Office issuing a SOFA POV Drivers' License (USFJ-4). NOWA is offered every Wednesday from 07:20 until 14:00. Transportation is available from the Westpac, Hamagawa and Eagle Lodges. The sponsor must request transportation at the time of NOWA registration. The transportation request must be made when registering for NOWA. Once the final flight information is received, sponsors can register their newcomer by calling the nearest M&FP-R at:

- Camp Foster Bldg. 445 645-2104/8395
- Camp Kinser Bldg. 1220 637-2815
- Camp Courtney Bldg. 4425 622-7332
- Camp Hansen Bldg. 2339 623-4522
- Camp Schwab Bldg. 3327 625-2622

To REGISTER ONLINE for NOWA, please visit the Relocation Assistance page at: (http://mccsokinawa.com/relocation/)

Childcare is provided (free of charge) during NOWA by the Children Youth and Teen Program (CYTP) on a limited space-available basis and must be reserved in advance. Note: Infant Care space is extremely limited. Sponsors should call the CYTP Resource & Referral Office at 645-4117 for reservations prior to the newcomer's arrival. 1-2 days prior to attending NOWA, the inbound family must complete the required paperwork and turn it in at the R&R Office which is located at Camp Foster, bldg. 495. Once this process is completed, the child can be dropped off at the Child Development Care/School Age Care Center/Family Care Provider the morning of their Newcomers' Orientation. Parents also have the option of attending the orientation at different dates so one of them can watch the child.

In addition, newcomers should bring extra copies of the service member's orders and copies of dependent's area clearance/dependent entry approval for Tricare re-enrollment. If the newcomer does not have these documents, he/she can re-enroll by going to U.S. Naval Hospital Okinawa, Japan at a later date.

E-5 and below with accompanied orders, but who have delayed their dependents, will go be picked up by their sponsors, taken to the billeting facility and are required to attend Newcomers' Orientation. Unaccompanied E-5 and below will attend the command indoctrination brief.

*References: Newcomers' Orientation is mandatory as per MCO 1320.11F and IIIMEF/MCIPACO 1754.1

*In addition, attendance must be confirmed prior to MCB Safety Office issuance of Status of Forces (USFJ-4) Personally Operated Vehicle Driver's License in accordance with MCIPACO.

18. OPERATORS PERMIT FOR CIVILIAN VEHICLES (DRIVERS LICENSE)

Please contact Base Safety at 645-3183/2862 to inquire about taking the POV Licensing exam prior to attending NOWA or the day of. Orders, area clearance, and valid Stateside Driver's License are required to obtain a SOFA driver's license. Civilians must check with Base Safety for specific requirements.

Base safety offers the POV Licensing exam Monday, Tuesday, Thursday, and Friday at 0800 and 1000 and on Wednesdays at NOWA at 0900.

Ensure prior to departing from the states, your state issues drivers' license is valid and in good standing. If you think you have a military exemption allowing your driver's license to be valid passed expiration, contact your state's Department of Motor Vehicles to confirm that is the case. More information regarding driving on Okinawa, obtaining a driver's license, and a study guide for the licensing exam can be found on the MCCS welcome aboard website https://www.mccsokinawa.com/welcomeaboard/#tab1 .

19. DODDS SCHOOLS

All Department of Defense Education Activity (DODEA) schools registration forms are available online at http://www.okinawa.pac.dodea.edu/

***Note: Registration must be completed in-person at the school after arrival on-island. ***

Before accepting housing, visit the DODDS Okinawa Transportation website to confirm availability of school bus service in the area the service member is considering living in and to find out which school the child will attend. Go to http://www.dodea.edu/Pacific/ for more information.

20. DEFENSE BIOMETRIC IDENTIFICATION SYSTEM (DBIDS) (added April 2015)

Kadena Air Base (KAB), 18th Wing, implemented DBIDS for entry onto Kadena Air Base (KAB) during October 2013. Personnel entering KAB will have their identification cards scanned at the installation entry control points prior to being allowed entry. Everyone (active duty, civilian, family members) is allowed a grace period, but after the short grace period, they will be denied entry to KAB until they have completed their DBIDS registration. For KAB access you will be REQUIRED to register your identification card (this includes all family members holding an ID

Card) at the Visitor Control Center (Bldg. 31) located at Kadena Gate 1. Military Orders or Letter of Employment and I.D. Card are required for registration. For further information on and hours please contact 634-3437. Personnel authorized to access KAB, who have NOT registered in DBIDS database, will only be granted temporary access five (5) times.

21. CONTRACTS (CELL PHONES)

Cellular Phone companies in Japan have an AUTOMATIC two (2) year renewal contract, which means the existing or current two year contract, will automatically be renewed on its expiration date, unless otherwise communicated with the cell phone provider. Most of Japanese Cell Phone companies DO NOT have a "Military Clause", which cancels contract/penalties due to military orders/deployment. Because of this, the service member might end up paying a very costly penalty for canceling his/her contract before the 2 year contract is complete. Because of the automatic two year contract renewal, service members leaving after a normal three year tour might be subjected to costly cancellation and penalty fees. Please talk with to your cell phone provider on Okinawa to find out if the company has other options such as monthly and pre-paid agreements. Service members must also ensure they completely cancel their contacts before leaving Okinawa. Again, as with any contract, all service members should thoroughly read and fully understand their contracts before signing them.

22. CHILD SUPERVISION GUIDELINES (added April 2015)

The III MEF/MCIPAC Order 5800.1 w/ CH 1 mandates very specific child supervision guidelines that apply to all Status of Forces Agreement (SOFA) personnel both on/off the installations on Okinawa. While these guidelines are similar to all installations, they are very strictly enforced.

23. DIRECTORY LISTING OF CONTACTS/LINKS (added April 2015)

American Red Cross Camp Foster
6th Marine Division Road
Unit 35032 Bldg. 5674
Camp Foster FPO, AP 96373
Phone: 011-81-98-970-3800
Fax: 011-81-98-970-3095
DSN: 315-645-3800

Army & Air Force Exchange Service (AAFES) Personnel Office
Guadalcanal Road HQ
AAFES Pacific Region
Unit 35163 Bldg. 490
Camp Foster APO, AP 96378
Phone: 011-81-98-970-0840
DSN: 315-645-0840
URL: http://www.aafes.com

Child Development Center Camp Courtney
22nd Marines Drive
Unit 35036 Bldg. 4456
Camp Courtney FPO, AP 96373
Phone: 011-81-98-954-7751
DSN: 315-622-7751
URL: http://www.mccsokinawacom

Child Development Center Resource and Referral
Mexico Street
Unit 35023 Bldg. 495
Camp Foster FPO, AP 96373
Phone: 011-81-98-970-4117
DSN: 315-645-4117
URL: http://www.mccsokinawa.com

Child Development Center, Camp Foster, Ashibina Center
Guadalcanal Road
Unit 35036 Bldg. 1680
Camp Foster FPO, AP 96373
Phone: 011-81-98-970-5073
DSN: 315-645-5073
URL: http://www.mccsokinawa.com

Child Development Center, Camp Foster, Chimugukuru Center
Guadalcanal Road
Unit 35036 Bldg. 499
Camp Foster FPO, AP 96373
Phone: 011-81-98-970-2549
DSN: 315-645-2549
URL: http://www.mccsokinawa.com

Child Development Center, Camp Kinser
Perimeter Road
Unit 35023 Bldg. 866 & 864
Camp Kinser FPO, AP 96373
Phone: 011-81-98-911-5111-637-2296
DSN: 315-637-2296
URL: http://www.mccsokinawa.com

Children, Youth & Teen Programs Administration Office
Mexico Street
Unit 35023 Bldg. 495
Camp Foster FPO, AP 96373
Phone: 011-81-98-970-4117
DSN: 315-645-4117
URL: http://www.mccsokinawa.com

Civilian Human Resource Office (CHRO)
Mexico Street
Unit 35020 Bldg. 495
Camp Foster FPO, AP 96373
Phone: 011-81-98-970-2475
Phone: 011-81-98-970-7547
URL: http://www.mcbbutler.marines.mil/Base-Information/Civilian-Human-Resources-Office/

Claims Office Household Goods
Mexico Street
Unit 35002 Bldg. 495
Camp Foster FPO, AP 96373
Phone: 011-81-98-970-0922
DSN: 315-645-0922
URL: http://www.move.mil

Community Bank, Camp Foster
Arkansas Street
Unit 35019 Bldg. 1005
Camp Foster FPO, AP 96373-5019
Phone: 011-81-98-970-2327
Fax: 011-81-98-893-5169
DSN: 315-645-2327

Defense Commissary Agency, Camp Foster
Stillwell Drive
Unit 35156 Bldg. 5675
Camp Foster FPO, AP 96378-5156
Phone: 011-81-98-970-2712
Fax: 011-81-98-970-3865
DSN: 315-645-2712
URL: http://www.commissaries.com/

Dental Branch Clinic, Camp Courtney - Bush Clinic
Brown Street
Unit 38452 Det C Bldg. 4231
Camp Courtney FPO, AP 96382
Phone: 011-81-98-954-7539
Fax: 011-81-98-954-7601
DSN: 315-622-7539
URL: http://www.marines.mil/unit/3rdlogistics/3rddental/Pages/Main%20Page.aspx

Dental Branch Clinic, Camp Foster - Evans Clinic
Stilwell Drive
Attn: Evans Clinic
PSC 482 Bldg. 449
Camp Foster FPO, AP 96362
Phone: 011-81-98-970-7381
Fax: 011-81-98-970-7387
DSN: 315-645-7381

Dental Branch Clinic, MCAS Futenma
Geiger Street
Unit 38453 Det F Bldg. 675
MCAS Futenma FPO, AP 96372-8453
Phone: 011-81-98-911-5111-636-3171/3525
Fax: 011-81-98-911-5111-636-1189
DSN: 315-636-3171/3525

Dental Branch Clinic, Camp Hansen - Drinkhouse Clinic
Wallace Street
Unit 38452 Box 259 Bldg. 2418
FPO, AP 96385-0295
Phone: 011-81-98-969-4657
Fax: 011-81-98-969-4091
DSN: 315-623-4657

Dental Branch Clinic, Camp Kinser
Perimeter Road
Unit 38454 Det K Bldg. 1463
Camp Kinser FPO, AP 96380-8454
Phone: 011-81-98-911-5111-637-2828
Fax: 011-81-98-911-5111-637-1156
DSN: 315-637-2828

Dental Branch Clinic, Camp Schwab
Richardson Street
Unit 38452 Det S Bldg. 3510
Camp Schwab FPO, AP 96389
Phone: 011-81-98-911-5111-625-2603
Fax: 011-81-98-911-5111-625-2128
DSN: 315-625-2603

Dental HQ, 3d Dental Bn, U. S. Naval Dental Center Okinawa, Japan
Stillwell Drive
Unit 38450 Bldg. 5642
Camp Foster FPO, AP 96373-8450
Phone: 011-81-98-970-2390
Fax: 011-81-98-970-3710
DSN: 315-645-2390

Department of Defense Dependent Schools (DoDDS) Personnel Support Branch
Unit 35007 Bldg. 290
Torii Station APO, AP 96376-5007
Phone: 011-81-98-911-5111-644-5799/5800
Fax: 011-81-98-957-4518
DSN: 315-644-5799/5800
URL: http://www.dodea.edu/Pacific/

Distribution Management Office – Front Desk
Mexico Street
Unit 35002 Bldg. 495
Camp Foster FPO, AP 96373
Phone: 011-81-98-970-9448
DSN: 315-645-9448
URL: http://www.mcbbutler.marines.mil/Base-Information/Distribution-Management-Office/

Distribution Management Office – Customer Service (Promotions, Area Clearance, Audit, Legal)
Mexico Street
Unit 35002 Bldg. 495
Camp Foster FPO, AP 96373
Phone: 011-81-98-970-4317
DSN: 315-645-4317
URL: http://www.mcbbutler.marines.mil/Base-Information/Distribution-Management-Office/

Distribution Management Office - Inbound
Street Address Mexico Street
Unit 35002 Bldg. 495
Camp Foster FPO, AP 96373
Phone: 011-81-98-970-7813/0413
Fax: 011-81-98-970-7750
DSN: 315-645-7813/0413
URL: http://www.mcbbutler.marines.mil/Base-Information/Distribution-Management-Office/

Distribution Management Office - Outbound
Mexico Street
Unit 35018 Bldg. 495
Camp Foster FPO, AP 96373
Phone: 011-81-98-970-3097
DSN: 315-645-3097
URL: http://www.mcbbutler.marines.mil/Base-Information/Distribution-Management-Office/

Distribution Management Office, Navy, Personal Property
Phone: 011-81-611-734-2465
DSN: 315-634-2465

DOD Dependents School – Foster Edward C. Killin Elementary
Mexico Street
Unit 35016 Bldg. 370
Camp Foster FPO, AP 96373-5016
Phone: 011-81-98-970-7760/9172
Fax: 011-81-98-892-6549
DSN: 315-645-7760/9172
URL: http://www.dodea.edu/Pacific/

DOD Dependents School – Foster Kubasaki High School
California Loop
Unit 35008 Bldg. 1408
Camp Foster FPO, AP 96373-5008
Phone: 011-81-98-970-4876/3728
Fax: 011-81-98-892-7769
DSN: 315-645-4876/3728
URL: http://www.dodea.edu/Pacific/

DOD Dependents School – Foster Zukeran Elementary
1st Marine Division Road
Unit 35017 Bldg. 33
Camp Foster APO, AP 96373-0517
Phone: 011-81-98-970-2576/2064
Fax: 011-81-98-970-7662
DSN: 315-645-2576/2064
URL: http://www.dodea.edu/Pacific/

DOD Dependents School – Kadena Amelia Earhart Intermediate
Beeson Street
Unit 5166 Bldg. 9481/82
Kadena Air Base APO, AP 96368-5166
Phone: 011-81-98-961-1329/1344
Fax: 011-81-98-961-6804
DSN: 315-634-1329/1344
URL: http://www.dodea.edu/Pacific/

DOD Dependents School – Kadena Bob Hope Primary
Beeson Street
Unit 5166 Bldg. 9480
Kadena Air Base APO, AP 96368-5166
Phone: 011-81-98-961-0093/0094
Fax: 011-81-98-961-1236
DSN: 315-634-0093/0094
URL: http://www.dodea.edu/Pacific/

DOD Dependents School - Kadena Elementary
Bong Drive
Unit 5166 Bldg. 2415
Kadena Air Base APO, AP 96368-5166
Phone: 011-81-98-961-1550/3441
Fax: 011-81-98-961-6816
DSN: 315-634-1550/3441
URL: http://www.dodea.edu/Pacific/

DOD Dependents School - Kadena High School
Vincent Ave
Unit 5166 Bldg. 9490
Kadena Air Base APO, AP 96368-5166
Phone: 011-81-98-961-1712/1216
Fax: 011-81-61-937-7469
DSN: 315-634-1712/1216
URL: http://www.dodea.edu/Pacific/

DOD Dependents School - Kadena Middle School
Vincent Ave
Unit 5166 Bldg. 9397
Kadena Air Base APO, AP 96368-5166
Phone: 011-81-98-961-0217
Fax: 011-81-98-961-8328
DSN: 315-634-0217
URL: http://www.dodea.edu/Pacific/

DOD Dependents School – Kadena Ryukyu Middle School
Bldg. 1984
Kadena Air Base
Phone: 011-81-98-961-4849
Fax: 011-81-98-961-4979
DSN: 315-634-4979
URL: http://www.dodea.edu/Pacific/

DOD Dependents School – Kadena Stearley Heights Elementary
Bong Drive
Unit 5166 Bldg. 2261
Kadena Air Base APO, AP 96368-5166
Phone: 011-81-98-961-4523/4524
Fax: 011-81-98-961-6818
DSN: 315-634-4523/4524
URL: http://www.dodea.edu/Pacific/

DOD Dependents School - Kinser Elementary
Perimeter Road
Unit 35037 Bldg. 1040
Camp Kinser FPO, AP 96373-5037
Phone: 011-81-98-911-5111-637-3008/3422
Fax: 011-81-98-911-5111-637-2611
DSN: 315-637-3008/3422
URL: http://www.dodea.edu/Pacific/

DOD Dependents School – Lester Middle
Chicago Street
Unit 35015 Bldg. 6371
Camp Lester FPO, AP 96373 5015
Phone: 011-81-98-970-7787/2124
Fax: 011-81-98-970-7211
DSN: 315-645-7787/2124
URL: http://www.dodea.edu/Pacific/

DOD Dependents School – McTureous, Bechtel Elementary
Unit 35038 Bldg. 5000
Camp McTureous FPO, AP 96373-5038
Phone: 011-81-98-954-7504/7423
Fax: 011-81-98-954-7645
DSN: 315-622-7504/7423
URL: http://www.dodea.edu/Pacific/

DOD Dependent Schools, Okinawa District, Superintendent's Office
Unit 5166 Bldg. 9497
Kadena Air Base APO, AP 96368-5166
Phone: 011-81-98-961-1204
Fax: 011-81-98-961-1399
DSN: 315-634-1204
URL: http://www.dodea.edu/Pacific/

Driver License / Learner's Permits Requirements (MCB Safety Licensing Section)
6th Marine Division Road
Unit 35001 Bldg. 5831
Camp Foster FPO, AP 96373
Phone: 011-81-98-970-3183
DSN: 315-645-3183
URL: http://www.mcipac.marines.mil/Staff-and-Sections/Special-Staff/MCIPAC-Safety/Safety-Office/Okinawa-Driving/

Educational & Developmental Intervention Services (EDIS)
Vincent Avenue
U.S. Naval Hospital Okinawa, Japan EDIS
PSC 482 Bldg.9497
Kadena FPO, AP 96362-1600
Phone: 011-81-98-961-2740/2747
Fax: 011-81-98-961-2708
DSN: 315-634-2740/2747
URL: http://www.med.navy.mil/sites/nhoki/Pages/default.aspx

Exceptional Family Member Program (EFMP) (Navy)
Room 1E0601
U.S. Naval Hospital Okinawa, Japan
Camp Foster
Phone: 011-81-098-971-7408
DSN: 315-646-7408 or 315-646-7399
Email: NHOkiEFMP@med.navy.mil

Commander Fleet Activities Okinawa
Omaha Ave
PSC 480 1100 Bldg. 3574
Kadena Air Base FPO, AP 96370
Phone: 011-81-98-961-8232
Fax: 011-81-98-961-6305
DSN: 315-634-8232
URL: http://www.cnic.navy.mil/regions/cnrj/installations/cfa_okinawa.html

Health Benefits Advisory - TRICARE
Chicago Street
US Naval Hospital Okinawa, Japan (Bldg. 960)
PSC 482 Box 1600
FPO, AP 96362-9998
Phone: 011-81-98-971-7700
DSN: 315-646-7700
URL: http://www.oki.med.navy.mil

Hospital USN- Information Desk
Chicago Street
US Naval Hospital Okinawa, Japan (Bldg. 960)
PSC 482 Box 1600
FPO, AP 96362-9998
Phone: 011-81-98-971-7555
DSN: 315-646-7555
URL: http://www.oki.med.navy.mil

Housing Office, Kadena Air Base - Housing Assistance Section
Douglas Boulevard
718 CES/CEH, Unit 5261 Bldg. 217
APO, AP 96368
Phone: 011-81-98-961-0582/83
DSN: 315-634-0582/83
URL: http://www.housing.af.mil/okinawa/index.asp

Housing Referral Section, Kadena Air Base
Bldg. 217, Douglas Boulevard
718 CES/CEH, Unit 5261 APO, AP 96368
Phone: 011-81-98-961-0147
Fax: 011-81-98-961-1111
DSN: 315-634-0147
URL: http://www.housing.af.mil/okinawa/index.asp

Karing Kennels
Bldg. 4065, Kadena Air Base
Phone: 1-512-672-7339
Email: karingkennels@kadenafss.com
URL: http://www.kadenafss.com/

Marine Corps Family Team Building
6th Marine Division Road
Unit 35023 Bldg. 5677
Camp Foster FPO, AP 96373 5023
Phone: 011-81-98-970-3698
Fax: 011-81-98-970-4024
DSN: 315-645-3698
URL: http://www.mccsokinawa.com

Marine & Family Programs, MCCS, Camp Foster
Stillwell Drive
Unit 35023 Bldg. 445
FPO, AP 96373
Phone: 011-81-98-970-2104
Phone: 011-81-98-970-2106
DSN: 315-645-2104
URL/Email Addresses Email: reloassist@okinawa.usmc-mccs.org
URL: http://www.mccsokinawa.com

Medical Clinic – MCAS Futenma
Geiger Street
Attn: MCAS Futenma Clinic
PSC 482 Bldg. 676
FPO, AP 96362
Phone: 011-81-98-911-5111-636-3150
DSN: 315-636-3150

Medical Clinic - Camp Hansen
Wallace Street
Attn: Hansen Clinic
PSC 482 Bldg. 2386
FPO, AP 96362
Phone: 011-81-98-969-4623
DSN: 315-623-4623

Medical Clinic - Camp Kinser
Perimeter Road
Attn: Kinser Clinic
PSC 482 Bldg. 1460
FPO, AP 96373
Phone: 011-81-98-911-5111-637-1881
DSN: 315-637-1881

Medical Clinic - Camp Schwab
Attn: Schwab Clinic
PSC 482 Bldg. 3510
FPO, AP 96362
Phone: 011-81-98-911-5111-625-2260
DSN: 315-625-2260

Military Police (Customs)
Guadalcanal Road
Unit 35002 Bldg. 496
Camp Foster FPO, AP 96373
Phone: 011-81-98-970-2217
DSN: 315-645-2217
URL: http://www.mcbbutler.marines.mil/Base-Information/Provost-Marshals-Office/

Navy Federal Credit Union Camp Foster
Saipan Road
Unit 35030 Bldg. 1009
FPO, AP 96373-5030
Phone: 011-81-98-970-7331
Fax: 011-81-098-892-0265
DSN: 315-645-7331
URL: http://navyfcu.org

Navy/Marine Corps Relief
6th Marine Div Road
PSC 557 Box 623 Bldg. 5674
Camp Foster FPO, AP 96379
Phone: 011-81-98-970-7808
Phone: 011-81-98-970-7808
DSN: 315-645-7808

Officer of the Day, Navy, CFAO/NAF Kadena Air Base
DSN Phone: 090-9789-9631

Officer of the Day, Navy, Naval Dental Clinic
Bldg. 449
Camp Foster
Phone: 011-81-98-970-7381
DSN: 315-645-7381

Officer of the Day, Navy, US Naval Hospital
Bldg. 960
Camp Foster
Phone: 080-8365-5962
DSN: 315-646-7555

Officer of the Day, Navy, White Beach
Bldg. 1110
White Beach
Phone: 011-81-98-954-1555/1556
DSN: 315-622-1555/1556

Passenger Travel Office
Mexico Street
Unit 35002 Bldg. 495
Camp Foster FPO, AP 96373
Phone: 011-81-98-970-5334-5335
DSN: 315-645-5334/5335
URL: http://www.mcbbutler.marines.mil/Base-Information/Distribution-Management-Office/

Personnel Support Activity Detachment - Navy ID Card & Payroll
Omaha Ave
Bldg. 3554 Kadena Air Base
Phone: 011-81-98-961-6322
Fax: 011-81-98-961-6305
DSN: 315-634-6322
URL: http://www.cnic.navy.mil/regions/cnrj/installations/cfa_okinawa.html

Postal Services Branch Foster
Arkansas Street
Unit 35010 Bldg. 1006
Camp Foster FPO, AP 96373
Phone: 011-81-98-970-5394
DSN: 315-645-5394
URL: http://www.mcbbutler.marines.mil/Base-Information/Post-Office-Information/

Relocation Assistance Program (RAP) (Pets/Sponsorship/Smooth move/NOWA)
Stillwell Drive
MCCS, Marine & Family Programs – Resources
Bldg. 445 Camp Foster
Unit 35023 FPO, AP 96373
Phone: 011-81-98-970-8395
Fax: 011-81-98-970-7229
DSN: 315-645-8395
URL/Email Addresses Email: reloassist@okinawa.usmc-mccs.org
URL: http://www.mccsokinawa.com
URL: http://www.usarj.army.mil/organization/vet/

Relocation Assistance Program, Inter-Cultural Section, MCCS
Stillwell Drive
UNIT 35026 Bldg. 445
Camp Foster FPO, AP 96379-5026
Phone: 011-81-98-970-3127
Phone: 011-81-98-970-8109
Fax: 011-81-98-970-7229
DSN: 315-645-3127
URL/Email Addresses Email: reloassist@okinawa.usmc-mccs.org
URL: http://www.mccsokinawa.com

Rental Car (In Gas Station)
Bldg. 5644, Camp Foster
Phone: 011-81-98-970-4577
DSN: 315-645-4577

Rental Car (In WestPac)
Bldg. 14, Camp Foster
Phone: 011-81-98-970-8237
DSN: 315-645-8237

School Age Care (SAC)
1st Marine Division Street
Unit 35023 Bldg. 1620
Camp Foster FPO, AP 96373
Phone: 011-81-98-970-7301
DSN: 315-645-7301
URL: http://www.mccsokinawa.com

Temporary Lodging Facilities, MCCS, Camp Courtney
22nd Marines Drive
Unit 35023 Bldg. 4440
Camp Courtney FPO, AP 96373
Phone: 011-81-98-954-9578
Fax: 011-81-98-954-9123
DSN: 315-622-9578
URL: http://www.mccsokinawa.com

Temporary Lodging Facilities, MCCS WestPac Lodge (Camp Foster)
Patton Drive
Unit 35023 Bldg. 11
Camp Foster FPO, AP 96373
Phone: 011-81-98-970-2455
Fax: 011-81-98-970-1702
DSN: 315-645-2455
URL: http://www.mccsokinawa.com

Temporary Lodging Facilities, MCCS, Camp Hansen
Shawn Street
Unit 35023 Bldg. 2504
Camp Hansen FPO, AP 96373
Phone: 011-81-98-969-4511
Fax: 011-81-98-969-4511
DSN: 315-623-4511
URL: http://www.mccsokinawa.com

Transition Assistance Management Program/Family Member Employment Assistance, MCCS, Camp Foster
Stillwell Drive
Marine & Family Programs - Resources
Unit 35023 Bldg. 445
Camp Foster FPO, AP 96373-5023
Phone: 011-81-98-970-3151
Fax: 011-81-98-970-3930
DSN: 315-645-3151
Email: tamp@okinawa.usmc-mccs.org
URL: http://www.mccsokinawa.com

U. S. Naval Hospital Okinawa, Japan
Bldg. 960
PSC 482-1600
Camp Foster FPO, AP 96362-1600
Phone: 011-81-98-971-7555
Fax: 011-81-98-971-7591
DSN: 315-646-7555
URL: http://www.oki.med.navy.mil

Vehicle Registration PMO, MCB Butler
Unit 35025 Bldg. 5638
Camp Foster FPO, AP 96373-5025
Phone: 011-81-98-970-7481
Fax: 011-81-98-970-2504
DSN: 315-645-7481
Email: jsvro@mcbbutler.usmc.mil
URL: http://www.mcbbutler.marines.mil/Base-Information/Vehicle-Registration/

Veterinary Clinic
Okinawa Branch Veterinary Services
Bldg 731, Davis Avenue
Kadena AFB
URL: https://phc.amedd.army.mil/organization/Pages/VtfDetails.aspx?VtfID=86&loc=JP

Women, Infants & Children (WIC) Overseas
6th Marine Division Road
PSC 557 Box 1340 Bldg. 5674
Camp Foster FPO, AP 96379
Phone: 011-81-98-970-9426
DSN: 315-645-9426

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